Haskell County Hospital District Board Meeting Minutes for 3/28/23

The Haskell County Hospital District Board held its regularly scheduled meeting Tuesday, March 28, 2023, at 6:00 PM, in the Haskell Memorial Hospital Education Building at 2 North Avenue N. Haskell, Texas, per the Texas Open Meetings Act. Attending: President Robbie Peiser, Vice-President Tom Long, Member Reida Penman, Member Jenny (Elna) Camacho, CEO Michelle Stevens (zoom), COO Mary Belle Olson, CFO Elizabeth Miller, Controller Crystal Molina, CNO Meaghan Shelton, Patient Relations Nurse Carla Long, Business Office Manager Kris Mitchell, QA Nurse Medora Mitchell, Clinics Manager Sydney Saucedo. General Public attending: Haskell Star Reporter Dusty Garison, Lynn Dudensing, Karen Lehrmann, Fran McCown, Cole Turner, and Pam Opitz. Absent: Member Amy Martin.

President Peiser called the meeting to order at 6:03 PM with a prayer and a Quorum certified as present.

1. Review minutes from 2/28/23 Board meeting. Accepted as presented.
2. Public Comment:

Pam Klose Optiz –The comments and materials this member of the public discussed and passed out were not retained or discussed by the board due to the subject not being on the agenda and potential privacy issues.

Lynn Dudensing – "I feel the first priority is to get hospital costs in line with hospital income. Get things turned around financially, then hold a bond election to up the tax rate. If it fails, then close the doors. The end of the year financial report should tell us how things have turned around or not."

3.Patient Census - presented by CEO Stevens (via zoom).
CEO stated there were 9 inpatient admissions with 24 inpatient days, 8 inpatient discharges with 24 inpatient discharge days, and average length of admission stays was 3.00. There were 13 observation admissions, 24 observation days, 12 observation discharges and 22 observation discharge days. The average observation length of stay was 1.83. Swing bed admissions were 9 with 75 total swing bed days, and an average daily swing bed census of 2.68. There were 6 swing bed discharges and 57 Swing bed discharge days. The Swing bed average length of stay was 9.50. The combined average daily census was 4.39 with a combination length of stay of 14.33. There were 2 deaths and 219 ER Visits. The walk-in-clinic saw 215 patients and the Rural Health Clinic saw 241 patients, for a total of 456 clinic patients seen. Walk-in-clinic estimated available patient visits were 192 and rural health clinic estimated available visits were 235, for a total of 427 estimated available clinic visits. There were also 27 MRI visits. Vice-President Thomas Long asked what the Estimated Available Clinic Visits meant. CEO Stevens explained that these numbers were the estimated maximum Clinical Activity goals.

4. Financial Report review and approval – CFO Miller presented the financial report including the Employee Census and AP Check Register. The CFO stated that accounts receivable is up over last January's financials, with the total revenue up $2,566. Outpatient revenue was up $313,235 from 2022. Walk in Clinic up $19,542 and Rural Health Clinic revenue up $35,848 compared to 2022. Gross Revenue up $371,191.
Contractuals were down $72,828 and Bad Debt Expense was down 28.3% over 2022.
Operating Expenses: Salaries and Benefits are down $4,057 over 2022.
Supplies are up $28,025.
Repairs and Maintenance are up $9,969.
Physician fees are up $15, 194.
Purchased services are up $46,282.
Rent and Leases up $534 from 2022.
Utilities increased $7,130.
Insurance increased $3,267 over February of 2022.
Depreciation is up $7,925.
Other Expenses are down $1,130 from February of 2022.
Operating Income Loss was up $113,139.
Non- Operating Income Loss was up $339,70.
Total of Net Income Loss up $21, 660.
The Indigent Care Budget was reviewed.
COVID financial effects were reviewed.

Gross days in AR showed a variance of 130 in 2022 and 138 in 2023.
Net days in AR were 157 in 2023 and 124 in 2022.
Days in AP were 119 in 2023 and 81 in 2022.
Days Cash on Hand were 90 in 2023 and 149 in 2022.

Stamford Clinic has been invoiced and still owes $872,000, with no response to the invoice.
The call that was scheduled with Stamford for next week has been pushed out to the following week.
President Peiser explained there had been no verbal responses and that we have asked for payment, but we are still waiting. They had a board meeting 3/21/23.
Senex doing well. Collections up to $602.225.00 with the original goal of $625,000.00 a month not far off.
AP Check Register and Employee Census were reviewed.
Tom Long stated, 'Good financial information - Thank you. That helps.' He suggested they look at denials.
Kris Mitchell is now meeting with department heads. The Cerner expert Brenda said the suspended charges had never been worked and this was supposed to be a daily thing. Reida Penman moved to accept and approve the financials report including the Employee Census and AP Check Register. Jenny Camacho seconded the motion and the motion carried.

5. Old Business: None

6. New Business:

a. Review and approve Jerry Cannon's resignation from the HCHD Board. Reviewed. Tom Long moved to approve resignation as presented. Reida Penman seconded. Motion passed.
b. Elect Officers - Tom Long nominated and moved to elect Robbie Peiser Board President again. Jenny seconded and motion carried. Reida moved to elect Tom Long as Vice President again. Jenny seconded. Motion passed. Jenny moved for Reida Penman to be Secretary of the Board. Tom seconded. Motion passed. COO and CEO reminded hospital board members that Jerry Cannon's spot on the foundation board needed to be filled by a current hospital board member and to be considering who should fill that role. Member Amy Martin was discussed, but she could not attend this meeting, so the topic was tabled until the next meeting.
c. Mission statement amendment reviewed by COO Olson to change the current wording to reflect a regional viewpoint and Compassionate Care instead of loving care. Tom Long moved to amend the Mission Statement as presented to reflect a regional view and compassionate care. Reida seconded the motion and the motion carried.
d. Review and Approve Policies and Procedures: None.
e. Review and approve Medical Staff Credentials- Robbie Peiser reviewed the Medical Staff Credentials for Dr. Peter Razma MD. Jenny Camacho moved to approve Medical Staff Credentials as presented. Tom Long seconded the motion. Motion passed.

7. CNO Report:
CEO Stevens presented Tammy Mason's resignation as the CNO and announced that ACNO Meghan Shelton RN accepted the CNO position, and they will not fill the ACNO position. CNO Shelton stated the first sleep study to be done soon. Nursing is still short one night shift RN. Cerner tickets are being caught up. RT and Cardiac Rehab are needing help.

8. COO Report - COO Olson stated:
Dr. Razma is the physician that will be supervising the Sleep Study Program.
The 17-foot span of sewer line break was fixed today by Black Plumbing. Cardiac Rehab purchased new patient friendly Holter monitors with Pink Lady Donation funds. The Foundation Board to host Bunco Night August 1st to raise funds for Scholarships for students going into the medical profession in some capacity. The theme for this Bunco Night will be 'Disco." Kelli Brown, Reida Penman, and Leslie Kupatt are the members of the committee that select the winners, and the scholarships will be awarded at graduation. This is the second year the Foundation Board will award these scholarships.

9. CEO Report – CEO Stevens stated:
It has been discovered that the completion of the new ER addition built in 2015 was never reported to the State, so there has never been a State Inspection on the new ER addition. That has now been reported and scheduled and there will probably be deficiencies that will have to be fixed. CEO requested Carla Long RN send Pam Klose Optiz's phone number

to her so she can arrange a time to visit with her. Carla Long RN sent the number as requested.
No Executive Session needed.
Next meeting is scheduled for April 25, 2023.
Board Planning Day is to be April 21st in Abilene.

President Robbie Peiser adjourned meeting at 7:05PM.

Carla Long — 4-25-23
Carla Long Note Taker/Typist — Date

Reida Penman — 4-25-2023
Board Secretary — Date

Robbie Peiser — 4-25-23
Board President — Date

Michelle Stevens — 4-25-23
CEO — Date