

## **HASKELL COUNTY HOSPITAL DISTRICT BOARD MEETING MINUTES – APRIL 23, 2024**

Haskell County Hospital District Board held its regularly scheduled monthly meeting on April 23<sup>rd</sup> at 6:00 PM in the Haskell Hospital Education Building at 1 Avenue N, Haskell, Texas, per the Open Meetings Act.

**Attending:** President Robbie Peiser, Secretary Reida Penman, CEO Michelle Stevens, COO Mary Belle Stevens, CFO Elizabeth Miller, Controller Crystal Molina, Member Darlene Hopkins (Zoom), Vice-President Amy Martin, Member Elna Camacho, Member Lynn Dale Dudensing, and Melody Hicks, HR/Notary.

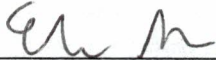
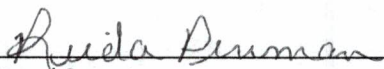
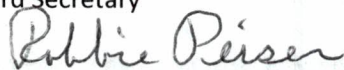
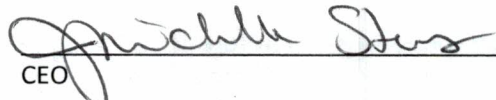
**Absent:** CNO Meghan Shelton and ACNO Dana Myers.

**General Public:** Joseph Molina.

**Invited Guests:** Aaron Milligan, CPA with D & Co, Clayton Jobe and Chasity Werner with Senex via Zoom.

1. **Call to Order.** Robbie Peiser called the meeting to order at 6:03 PM and certified a quorum. Robbie opened with an invocation.
2. **Swearing in of Re-appointed Board Members.** Reida Penman, Darlene Hopkins, and Elna Camacho were sworn in as re-appointed board members and affirmed the anti-bribery statements.
3. **Durbin FYE 9/30/23 audit presentation.** Aaron Milligan, CPA with D & Co presented the slides on the audited financials and the cost report for FYE 9/30/23. There were two management letter comments that are very common for rural hospitals. The material weaknesses are recording the cost report settlement and the patient accounts receivable allowance adjustment.
4. **Senex Quarterly Presentation.** Chastity presented the quarterly RCM metrics. Days decreased by 30 and revenue increased by \$8K. She presented metrics and provided Cerner Uplift updates. The Claim kit was re-opened to fix additional claim issues. Our clean claim rate has improved and will continue to improve. The self-pay collection process has been initiated. Files are being sent from Cerner to Senex for the collections team to work. \$700K has been written off as bad debt and transferred to Senex as of today. Clayton clarified that none of the accounts at this point are being reported to credit reporting agencies due to this being a new process. Lynn Dale Dudensing asked about filing timelines. Medicare is 12 months. Commercial payers have various timelines. Some are 90 days, and some are 6 months.
5. **Review minutes from the March 26, 2024 meeting.** Elna made the motion to approve with the correction. Lynn Dale seconded and the motion passed unanimously.
6. **Public Comment.** None.
7. **Review the patient census.** Michelle Stevens reviewed the March patient census which was very good compared to last year and consistent with February 2024. Clinic visits were down, but we are taking measures to increase RHC visits.
8. **Review and approve the financial report including the employee census and AP check registers.** Cash is higher than March 2023 due to receiving the cost report settlement of \$1.5M. Almost \$1M in AP invoices were paid in March. The audit adjustments have not been posted as of 9/30/23 yet, so the cost report receivable is a credit when it should be a debit and it will be once the audit is approved and Crystal posts the adjustments as of 9/30/23. Lynn Dale noted that salaries and wages were significantly lower than any other month, so Crystal and Elizabeth will review to determine if the payroll accrual was incorrect. An update will be given to the board. All other income and expenses seemed reasonable. Reida made the motion and Elna seconded. The motion passed except for Lynn Dale's no vote.
9. **NEW BUSINESS**
10. **Review and approve the FYE 9/30/23 audit.** Amy made the motion and Elna seconded the motion. All in favor.
11. **Review and approve the quarterly QA report.** Meghan is out sick, so Michelle presented the QA report. Lynn Dale asked which vaccines are required. No vaccines are required for employment, but declinations have to be submitted if the vaccines are not taken to be in compliance. Nursing and pharmacy and registration metrics and medical records need to improve. Elna made the motion and Reida seconded. All in favor.

12. **Review and approve the quarterly infection control report.** Tabled until Meghan is back to present the report.
13. **Review and approve the roofing quotes.** Tabled to receive additional quotes.
14. **Review and approve the medical staff credentials.** None.
15. **Chief Nursing Officer Report** – No report due to Meghan's being out for illness and Dana's vacation. Michelle did discuss the openings for nurses and the bonuses that we can pay.
16. **Chief Operating Officer Report** – Mary Belle discussed the initiatives to improve clinic visits. We will reach out to our Medicare patients for annual wellness visits by sending them birthday cards/reminders. We are members of the Big Country Rural Healthcare Hub, EduReach (Collegiate EduNation) which should lead to more nurses to come to Haskell. Amy recommended contacting the wardens to draw employees to visit the RHC as patients. On May 3<sup>rd</sup>, we will host a lunch and learn to host students who are interested in serving as nurses in rural settings. We are also working with Texas A&M for a rural health degree plan. A student will rotate into Haskell June 2-June 15, 2024. We are needing housing for the med student to be immersed in the Haskell community. Elna recommended reaching out to the Gobers to house the medical student. Also participating in Tarleton's new PA program. And UTA for nursing rotations. Mary Belle and Louis are working with TDI to reconcile the verbal quote of \$162K that was presented by Louis at the March 26<sup>th</sup> meeting.
17. **Chief Executive Officer Report** – We will hold our annual board training combined with a special meeting on May 2<sup>nd</sup> at the Haskell Country Club. The THT conference is July 25-27 in San Antonio. There is an in-person option and a virtual option. The deadline for the early bird discount is May 17<sup>th</sup>.
18. **Executive Session** – None needed.  
Pursuant to Texas Government Code §§ 551.074, 551.085 and 551.071, the Board of Directors shall meet in Executive Session to deliberate personnel matters, certain proposed new service or product lines of the hospital and to consult with its attorney, either in person or by video or telephone, matters which require confidential discussion under the attorney client privilege.
19. **Adjourn** - President Peiser adjourned the meeting at 8:01 PM. Next meeting to be May 2, 2024 for board training/special meeting. The next regular board meeting is May 28, 2024.

	Elizabeth Miller, CFO	5.2.24
Notes taken/typed by		Date
		5-2-2024
Board Secretary		Date
		5-2-24
Board President		Date
		5-2-24
CEO		Date