

HUNT MEMORIAL HOSPITAL DISTRICT  
**BOARD OF DIRECTORS**

August 24, 2021

The Hunt Memorial Hospital District Board of Directors conducted a meeting on Tuesday, August 24, 2021 at 5:30 p.m. at Hunt Regional Medical Center, sixth floor Homer Horton, Jr. Boardroom, 4215 Joe Ramsey Blvd., E., Greenville, Texas.

Dr. Pierce, Chairman, called the meeting to order.

**ROLL CALL:**

Mrs. Sarah Alderman (Absent)  
Dr. James Barr (Absent)  
Mrs. Deborah Clack  
Mr. John C. Nelson, Jr. (Absent)  
Mrs. Janet Peek  
Dr. Scott Pierce  
Mr. William Rutherford (6:30 p.m.)  
Mr. Michael Taylor  
Mrs. Julia Wensel

comprising a quorum of the Board; also,

Mr. Richard Carter, President/CEO  
Mr. Lee Boles, Vice President/CFO  
Mr. Reese Hurley, MSN-Adm., RN, Vice President/CNO  
Mr. John Heatherly, Vice President Operations/Support Services  
Ms. Emily Sundeen, DNP, FNP-BC, Vice President Quality & Clinical Integration  
James Sandin, MD, Vice President Medical Staff Affairs  
Mr. Stuart O'Neil, Legal Counsel  
The Honorable Bobby W. Stovall, Hunt County Judge  
Mr. Steven Harrison, Hunt County Commissioner Precinct 4  
Ms. Gail Grace, Milestone  
Ms. Laney Bulley, Milestone  
Ms. Wendy Ingram, Milestone  
Mr. Tim Roberts, Robins & Morton  
Mr. Josh Cain, Robins & Morton  
Mr. Josh Whittle, Robins & Morton  
Mr. Jorge Rodriguez, Jacobs  
Ms. Jennifer Bennett, Home Health Director  
Mr. Jeffrey Constantino, Facilities Management Director  
Mr. Pete Harrell, Assistant Facilities Management Director  
Ms. Lisa Hill, Foundation Development Marketing Communications Director  
Ms. Kelli Jones, Outpatient Clinical Service Line Director  
Ms. Stacey Lane, Human Resources Director  
Mr. Andrew Lawrence, Senior Financial Analyst  
Ms. Katie McKenna, Assistant Director Hunt Regional Healthcare Foundation  
Ms. Jamie Morgan, Accountant

Ms. Mary Pattberg, Decision Support Director  
Mr. Travis Potter, Service Excellence/LEAN Director  
Ms. Janece Sims, Patient Financial Services Director

**HRMC Medical  
Staff Report**

There was no medical staff report.

**Approval of  
Minutes**

Mrs. Clack moved, seconded by Mrs. Wensel, to approve the July 27, 2021 minutes as presented. The motion carried unanimously.

**Citizens To  
Be Heard**

There were no citizens to be heard on non-agenda items.

**Public  
Testimony**

There were no members of the public present to address the Board of Directors regarding any item on the agenda before or during the Board's consideration of said items.

**Unfinished  
Business**

There was no unfinished business.

**New  
Business  
Consent  
Agenda**

Mr. Taylor moved, seconded by Mrs. Peek, to approve the following consent agenda items as recommended. The motion carried unanimously.

To approve the recommendations for appointments, a request to change staff status, requests to change staff category, a request for additional clinical privileges, reappointments, a reappointment with change in clinical privileges, a reappointment with change in staff category and resignations for the Hunt Regional Medical Center Medical Staff and the Allied Health Professional Staff upon recommendation of the Board Credentials Review Committee.

To approve the Marketing and Communications Plan for FY 2022 upon recommendation of the Development and Communications Committee.

To approve the JP Morgan Chase Bank depository bid for the period beginning October 1, 2021 through September 30, 2026 upon recommendation of the Finance/Budget Committee.

To approve the following Hunt County resale properties upon recommendation of the Finance/Budget Committee and all taxing entities:

R27362 Situs of location per Hunt CAD; off Hwy. 24, Commerce, \$2,500

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R113320 Situs of location per Hunt CAD; W. Mosley St., Commerce, \$950

R70459 Situs of location per Hunt CAD; Champion Ln, Commerce, \$2,860

R95646 Situs of location per Hunt CAD; Henry St., Commerce, \$1,000

R113323 Situs of location per Hunt CAD; Mosley St., Commerce, \$2,250

To approve \$139,710 to purchase three Nihon Kohden Portable Monitors for the Hunt Regional Medical Center Emergency Department upon recommendation of the Finance/ Budget Committee.

To approve \$36,326.45 to replace a 3D Water Tank for the Lou and Jack Finney Cancer Center upon recommendation of the Finance/Budget Committee.

To approve \$75,035 to purchase a Vocera Call Light Integration System for the Hunt Regional Medical Center Acute Rehab Unit, Tele West, ICU and Surgical Unit upon recommendation of the Finance/Budget Committee.

To approve \$15,756.68 to purchase a Southwestern Controls Track System Compressor for the Hunt Regional Medical Center Laboratory upon recommendation of the Finance/Budget Committee.

To approve \$137,208 to purchase Belavista Ventilators for the Hunt Regional Medical Center Cardiopulmonary Department upon recommendation of the Finance/ Budget Committee.

To approve \$450,000 to purchase furniture, \$500,000 to purchase surgical booms and \$380,000 to purchase NICU booms for the Hunt Regional Medical Center OB/Surgery expansion project upon recommendation of the Finance/Budget Committee.

To approve authorization for additional design services for the OB/Surgery addition and renovation by Jacobs

Engineering Group at a firm fixed price of \$1,909,339 (change of \$19,339.00) upon recommendation of the Finance/Budget Committee.

**Expansion  
Project  
Update**

Mr. Roberts introduced Josh Whittle who joined the Hunt team from a job in Birmingham to help with materials and resources so the Hunt Regional project can work to stay on schedule. Steel has been erected over the past five to six days in spite of the rain and demo of the controls inside the plant has begun. Boilers and various other equipment should begin arriving the end of September and they are planning now so there is minimal interruption to the hospital. He thanked Jacobs for adding resources to their team to assist in keeping the project on schedule.

**ACTION ITEMS**

**American  
Rescue Plan  
Act Transfer  
Of Funds**

Mr. O'Neil reported the hospital met with Judge Stovall, Daniel Ray, the County Attorney, Mark Hutchins and Steve Harrison from a previous meeting, regarding the American Rescue Plan Act, a federal act that the government gave certain counties monies and Hunt County received some of these funds. The hospital discussed their needs for some of the funds to help with the additional costs of \$200,000 a week for nurses, the medication cost increases as a result of COVID as well as equipment costs. The County graciously allocated \$1million of the \$9.5Million they received as a subgrant to the Hospital District. Mr. O'Neil reported this morning, the Hunt County Commissioners' Court approved an Interlocal Agreement between the County and Hunt Memorial Hospital District, which outlines that the hospital will use the subgrant funding in a manner acceptable to the U.S. government under then-current guidance from the Department of Treasury. Mr. O'Neil reported the Interlocal Agreement was given to each of the Board members for their review. Judge Stovall reported the Commissioners' Court is happy to be a part of helping our citizens of Hunt County get better and get through these difficult times. He noted if the hospital identifies a funding need in the future, the Commissioners' Court is open to helping in any way they can as long as they have the funds available, and, he expressed his appreciation to the hospital for their efforts in helping to keep our communities healthy and safe. In appreciation and thanks, Judge Stovall and Commissioner Harrison were applauded. Following discussion, Mr. Taylor moved, seconded by Deborah Clack, to enter into an Interlocal Agreement between the County of Hunt and the Hunt Memorial Hospital District as outlined with a subgrant up to \$1Million. The

motion carried unanimously. Mr. Taylor thanked the Hunt County Commissioners' Court for being a partner with the Hospital District in helping the citizens of this county.

**Milestone  
Presentation**

Ms. Grace presented the comprehensive evaluation findings on on Hunt Regional Home Care initiated in May 2021. She reported the outstanding accounts receivable was \$1.4 million and \$810,632 has been collected over the months of May, June and July, representing 58% of the outstanding accounts receivable. She reported there has been a 10% improvement of the balanced payor mix and they have been updating policies and procedures and realigning systemic processes that require correction. She reviewed opportunities for revenue cycle, case mix, process improvement, staff alignment with Milestone providing the Program Director, a Biller/Coder, a Home Health Specialist and Case Coordinator/Marketing, and to expand service line opportunities to include a health stroke program and rejuvenate the heart failure program. She discussed continuing the progress through Milestone management by assuming management of the home health operations and the coding and billing processes, re-evaluate home health electronic medical record (EHR) for all in one product, develop appropriate documentation, renegotiate payor contracts with current rates, provide staff education and upskilling to meet the increasing patient acuity, and to market and provide community outreach to build volume. Ms. Sundeen reviewed the budget and projected financial performance noting with the management assistance of Milestone as outlined, a slight loss of \$121,168 is projected and continuing with Milestone with a two-year management agreement is being recommended. Following the presentation and discussion on increased census due to expansion of service lines, the acceptance by insurance companies on the movement for hospital at home care, and the home health referral process, Mrs. Peek moved, seconded by Mrs. Wensel, to approve a two-year contract with Milestone Healthcare for the management of Hunt Regional Home Care as outlined. The motion carried unanimously.

**HRMC -  
Commerce  
Update**

Ms. Sundeen reported for today's COVID update, there were 66 COVID positive inpatients with Emergency Department holds of nine patients; two for ICU and seven for Telemetry. The ICU has 23 COVID positive patients with 22 ventilators in use and 11 patients on BiPap. The hospital has eight ventilators available for use with ten more coming from the State. She reported the hospital began

last week seeking tertiary transfers outside of the region and State, specifically, Utah. She reviewed the TSA-E Regional update, the hospital occupancy data, COVID admits and ED visits over the last 24 hours, Pediatric data, and Hunt County has a 44.74% of hospitalized patients with lab confirmed COVID. Mr. Hurley discussed staffing and reported we currently have 58 agency staff with eight State RTs and nine State ICU RNs. We are expecting more State staff but do not have a timeline of their arrival and are expecting 15 additional agency RN's arriving August 30. The ICU plan is to double occupancy up to 32 with the threshold to 28 and to prepare for an ICU alternate care site. Day Surgery is opened to ten patients and an overview of equipment needs were presented. He noted resources that were pulled from the Commerce Emergency Medical Center include monitors, stretchers, and all staff including nursing, cardiopulmonary, lab and ancillary for use at Hunt Regional Medical Center or the Emergency Medical Center in Quinlan. Mr. Carter reported everything that has been done at this point is to protect Hunt Regional Medical Center and discussed that to date they have not seen any stabilization of COVID positive inpatients in Hunt County. It was also discussed that we have had 42 employees out with COVID, which has also stretched our staffing capabilities, thus we have no confidence at this time when we may reopen Commerce. Mr. Carter reported the State Board of Pharmacy has a ruling that if a pharmacy is closed longer than 30 days, they must reapply for a license. The hospital has requested a waiver due to the pandemic and is awaiting their response, noting September 6, 2021 is the 30<sup>th</sup> day. There was discussion on providing notice to all concerned when Commerce is to reopen and Mr. Carter reported it will be a five to six day process to put everything back in place and prepare the staff. Ms. Hill reported biweekly reports are being sent out to over 50 people that includes many Commerce citizens every Tuesday and Friday regarding our progress and Mrs. Peek noted she is hearing that the Commerce community is not receiving any information. Dr. Pierce requested the information being disseminated through Ms. Hill be sent out by Mr. Carter and Mr. Carter reported he will begin doing that and when there is a confidence level with the Medical Center staffing the Commerce EMC will be reopened and the Board of Directors will be notified.

**Financial  
Statements**

Mr. Boles presented the July 2021 financial statements and statistical data. Following the review, Mr. Taylor moved, seconded by Mrs. Peek, to accept the statements presented by management, subject to audit. The motion carried unanimously.

## **DISCUSSION ITEMS**

### **Strategic Initiatives**

There was no action taken.

### **Chairman's Report**

Dr. Pierce reported the following information discussed at the Texas Healthcare Trustee conference:

- 1) Recommend better technology for the board meetings
- 2) Pare down the monthly Board packets and he will work with Sherie
- 3) Presenters submit a one page executive summary
- 4) Limit time presentations
- 5) Board involvement with the Medical Staff
- 6) Succession Planning

### **Vaccine Boosters**

Mr. Taylor discussed the hospital consider providing booster vaccines and Mr. Carter reported there is discussion that the County Health Department provide the vaccines as the hospital does not have staff to do it. Mr. Heatherly reported he spoke to Judge Stovall regarding the County providing vaccines and testing and Judge Stovall will discuss with CareVide regarding their ability to provide countywide mobile testing and administration of vaccines.

### **President/CEO Report**

Mr. Carter reported the following:

The Dean of the University of North Texas Health Science Center through the Texas College of Osteopathic Medicine met with the hospital staff and they want the hospital to be a part of their Preceptor Program with the Medical Staff. He met with the Medical Staff and they selected an ad hoc committee to evaluate what their interest may be.

We have four new physicians. Dr. Fritts, Family Practice, began this month, Dr. Deaton, Family Practice, will begin next month Dr. Goss and Dr. Abassi, General Surgeons will begin in mid-October.

Accolades to Emily Sundeen for her work through the Caravan ACO and our shared savings through the program provided us with \$176,000.

The Pfizer vaccine received FDA approval and this may spur the population to be vaccinated.

He received a letter from TXDOT regarding right-of-way issues in Royse City and their request to meet regarding a drainage pipe in front of the property owned by the hospital.

We have had difficulty in receiving linens and finally received a full delivery today.

**EMC  
Update**

There was no report.

**Physician  
Recruitment**

There was no report

**Patient  
Services  
Environment**

Mr. Carter reported they have received confirmation that Quality ER is to open tomorrow.

**Quality  
Performance  
Report**

There was no report.

**Compliance  
Report**

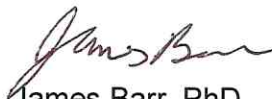
There was no report

**Executive  
Session**

An Executive Session was held under Texas Government Code §551.071, §551.074 and §551.085. Following the Executive Session, there was no action was taken.

**Adjournment**

There being no further business, the meeting adjourned at 7:53 p.m.

  
James Barr, PhD  
Secretary