

GRAHAM HOSPITAL DISTRICT
BOARD OF DIRECTORS MINUTES
June 22, 2023

The Board of Directors of Graham Regional Medical Center met in the Education Conference Room Thursday, June 22, 2023, at 12:00 P.M.

Board members present: Wyatt Pettus, Barrie Strickland, Suzy Graham, Jon Garvey, and Dr. Behr

Board members absent: Terry Bishop and Sylvia Overton

Members of management present: Shane Kernell, Enoc Espinoza, Bob Lonis, Jeff Clark, Pamela Harvell, Kayla Ellis, Shelly Walls, Bobby Hadderton, and Erin Ray

Others present: Sydney Wallner with the Graham Leader, Erin Freeman, Dana Price, and Jaci Mayes

Others present via Zoom: Curtis Rojas with Endeavor Healthcare

Presiding Secretary: Tammy Whittenburg

1. Call to Order and Record Attendance

President Pettus called the meeting to order at 12:03 P.M. Invocation was given by President Pettus.

2. Public Comment

There was no public comment

3. Meeting Minutes

The Directors were asked to review the minutes of the regular meeting on May 25, 2023, for any revisions or corrections.

Action

Motion by Dr. Behr, second by Suzy Graham, to approve the regular board minutes of May 25, 2023, as presented. Motion carried.

4. Finance Committee Report

Financials – Bob Lonis

- Presented and reviewed were the Financial Highlights for May; Income and Expense Statements for the Month Ended May 31, 2023; Balance Sheet for the Month Ended May 31, 2023; Statement of Sources and Uses of Cash Flow for the Month Ended May 31, 2023; Key Operational Indicators FY 2022 and FY 2023; Scorecards for May 2023 showing Admissions, Patient Days, Observation, Surgery Procedures, Radiology Procedures, Laboratory Procedures, Visits Statistics, Net Revenue to Cash Analysis, GRMC POS Cash Analysis, Total POS Cash, and FTE/AOB Analysis. Also presented were the Scorecards showing DCOH, EBIDA Margin, Debt Service Ratio, Average Payment Period, SWB/Net Patient Revenue, Salary % Net Patient Revenue, Days of Cash on Hand, EBIDA, Surgery Statistics from October 2022 through September 2023, and Ambulatory Surgery Services October 2022 through September 2023.
- Curtis Rojas reviewed the Revenue Cycle charts.

Action

Motion by Barrie Strickland, second by Dr. Behr, to approve the financial statements as presented. Motion carried.

5. Action Items

a. Upgrade Existing Portable X-Ray Machine

We have a GE portable X-ray machine we acquired three or four years ago. It is time to replace it. It is at the end of its life, and parts cannot be replaced. We can purchase a new one for \$120,000 or upgrade the one we have. The chassis of the machine is still new enough. The inner components are what need to be replaced. We can get the upgrade for \$64,660.00. It will come with a three-month warranty. We will need to get a preventive maintenance plan which is \$12,130.00. It is not on the capital budget, but we have found items to substitute.

Action

Motion by Dr. Behr, second by Suzy Graham, to approve the Upgrade of our Existing Portable X-Ray Machine as presented. Motion carried.

b. Quality and Performance Improvement Plan

Pamela Harvell, Quality Director, presented the Quality Improvement Board Report, Quality Improvement Summary 2022-2023, Quality Improvement Plan for 2023, Active Performance Improvement Measures Scorecard, the Organizational Quality Assessment/Performance Improvement (QAPI) Policy, and the Quality Dashboard. The purpose of Quality Management is to implement and maintain an effective systematic approach that is guided by data to improve the quality and safety of healthcare delivery. Quality Improvement focuses on care that is safe, timely, effective, efficient, equitable, and patient-centered. Quality Management is responsible for reviewing patient and other medical data to analyze processes used to provide care with goals to improve patient outcomes, achieve efficiency in the delivery of medical care, and reduce healthcare costs.

Action

Motion by Jon Garvey, second by Suzy Graham, to approve the Quality and Performance Improvement Plan as presented. Motion carried.

a. Infection Control Plan

Dana Price, Infection Control Nurse, presented the Infection Prevention and Control 2023 Goals and Work Plan, Infection Prevention and Control Board Report June 2023, Infection Prevention Summary 2023, Infection Prevention Plan for 2023, Infection Prevention Policy 2023, Exposure Control Plan 2023, Goals and Work Plan 2023, and Risk Assessment 2023. The Infection Prevention and Control Program is implemented by the Infection Control Nurse/Infection Preventionist and monitored by the Infection Control Committee, a multidisciplinary team that includes a member of the medical staff and our Chief Nursing Officer. The Infection Prevention Program is a hospital-wide program addressing surveillance, prevention, and control of infection in patients, employees, medical staff, students, volunteers, and visitors. The program includes ongoing systematic collection, analysis, and reporting of data about significant infections and high-risk procedures, as well as outbreak investigation, staff education, consultation on all levels in Infection Prevention and Control matters, liaison to health departments, and establishment of Infection Prevention policies and procedures based on scientific principles and surveillance data for all departments and units performing services and/or procedures with Infection Prevention and Control implications.

Action

Motion by Dr. Behr, second by Suzy Graham, to approve the Infection Control Plan as presented.
Motion carried.

6. Reports

a. Medical Chief of Staff Report

- i. Dr. Steve Jones was not in attendance.

b. CEO Report – Shane Kernell

- i. We are waiting on our survey by DNV. We confirmed that they have everything they need. We expect them to show up on a Tuesday.
- ii. Teinert's construction trailer will be parked out front for the next 12 months. They will be here next Thursday along with the architects to attend our department directors' meeting. They will go over the different phases of construction. We have signed the contract and waiting on their insurance and bonds. They plan to break ground next week.
- iii. We are still in the process of fundraising for the construction project. Donations are still coming to the hospital foundation.
- iv. Our Community Health Needs Assessment review is next week to go over the final results. We do those every three years. It will be put on our website. They will also be putting together the action plan.
- v. The Strategic Planning Committee will be meeting in July. We have a lot on our plate with CAH and construction.
- vi. Dr. Chad Stephens will be coming on board in August or September. His CRNAs will be doing the injections, and he will oversee them. They will be here two days a week - one full day of clinic for pain and one full day of procedures for pain.
- vii. The recruitment searches for CRNAs, a radiologist, CFO, and a Controller are still going on.

7. Executive Session

President Pettus convened into Executive Session at 1:23 P.M.

Executive Session: The Board will meet in closed session pursuant to:

- a. Texas Health and Safety Code §161.032, deliberation of information from the Medical Staff regarding applications for appointment and/or reappointment to the Medical Staff, and information from the Compliance Officer to consider quality assurance/performance improvement reports

Executive session adjourned at 2:00 P.M.

8. Open Session

The Board reconvened in open session at 2:00 P.M.

Action

Motion by Suzy Graham, second by Barrie Strickland, to approve the appointments, reappointments and delegated credentialing of:

- A. Appointments:
 - Provisional
 - Emergency Medicine

- Adam Flink, MD
- B. Reappointments:
 - Active
 - General Surgery
 - Donald Behr, MD
 - Family Medicine
 - Pete Brown, MD
 - Steve Jones, MD
 - John Lucas, MD
 - W. Pat Martin, MD
 - Jared Mataska, MD
 - Consulting
 - Neurology
 - Manider Kaur, MD
 - Danny Bartel, MD
 - Gastroenterology
 - Timothy McClellan, MD
 - Louis Wilson, MD
 - Otolaryngology
 - Cameron Godfrey, MD
 - Hospital Based
 - Pathology
 - David Flack, MD
 - Dennis Reinke, MD
 - Anesthesiology
 - Kelly Matlock, MD
 - Allied
 - CRNA
 - Esteban Vasquez, CRNA
- C. Delegated Credentialing:
 - Hospital Based – Teleradiology
 - John Alexander, MD
 - Aaron Ashton, MD
 - Nathan Elfrink, MD
 - Joshua Jansen, MD
 - Charles Myers, Jr, DO
 - Christopher Nelson, MD
 - Brian Peck, MD
 - Gary Waddell, MD

Motion carried. Dr. Behr did not vote on the motion since he was one of the physicians to be approved.

Action

Motion by Dr. Behr, second by Barrie Strickland, to approve the Quality Report as presented. Motion carried.

Action

Motion by Suzy Graham, second by Barrie Strickland, to adjourn the meeting. Motion carried.

There being no further business, the meeting adjourned at 2:03 P.M.



Wyatt Pettus, President, Board of Directors



Tammy Whittenburg, Secretary, Board of Directors