

GRAHAM HOSPITAL DISTRICT
BOARD OF DIRECTORS MINUTES
November 19, 2019

The Board of Directors of Graham Regional Medical Center met in the Education Conference Room Tuesday, November 19, at 12:00 P.M.

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

Board member absent: Terry Bishop

Members of management present: Shane Kernell, Curtis Rojas, Jeff Casbeer, Sharon Hilliard, Jeff Clark, Amanda Rodriguez and Karl Hittle

Also present: Erin Allen; Shelly Walls; Enoc Espinoza; Bobby Hadderton; Barbara Clark, GRMC Auxiliary; and Nathan Lawson, *The Graham Leader*

Presiding Secretary: Tammy Whittenburg

1. Call to Order and Record of Attendance

President Pettus called the meeting to order at 12:00 P.M. Invocation was given by President Pettus.

2. Public Comment

There were no public comments.

3. Meeting Minutes

Consider and Take Action on meeting minutes of regular meeting October 22, 2019, special meeting October 30, 2019, and special meeting November 11, 2019

The Directors were asked to review the minutes for any revisions or corrections.

Action

Motion by Dr. Behr, second by Sylvia Overton to approve the regular board minutes of October 22, 2019. Motion carried.

Action

Motion by Dr. Behr, second by Sylvia Overton to approve the special board minutes of October 30, 2019. Motion carried.

Action

Motion by Dr. Behr, second by Sylvia Overton to approve the special board minutes of November 11, 2019. Motion carried.

4. Finance Committee Report

October 2019 Financials – Jeff Casbeer

- a. Presented and reviewed were the Financial highlights for October; Income and Expense Statement for the Month Ended October 31, 2019; Balance Sheet as of October 31, 2019; Statement of Sources and Uses of Cash Flow; Statistics Trended; Net Revenue to Cash

Analysis; GRMC POS Cash Analysis; and Patient Service Revenue. Curtis Rojas presented the Revenue Cycle charts.

Action

Motion by Barrie Strickland, second by Sylvia Overton to approve the financial statements as presented. Motion carried.

5. Action Items

a. Emergency Operations Plan

Bobby Hadderton, EMS Director, presented the Emergency Operations Plan. This plan provides an organized process to initiate, manage, and recover from a variety of emergencies, both external and internal, which could confront Graham Regional Medical Center and surrounding areas. The Emergency Codes and the 2019-20 Hazard and Vulnerability Assessment Results were also reviewed. Emergency Code Orange was added this year, which is to notify the staff of a bomb threat.

Action

Motion by Jon Garvey, second by Suzy Graham to approve the Emergency Operations Plan as presented. Motion carried.

6. Reports

a. Medical Chief of Staff Report

- i. Dr. Pat Martin was not in attendance.

b. CEO Report – Shane Kernell

- i. The Community Health Needs Assessment Report was received this week, but has not been reviewed yet.
- ii. Mrs. Hilliard and team are working with Hill-Rom on implementation of the nurse call system. They are ahead of schedule. It should be completed the first part of December.
- iii. Last Friday, Mrs. Hilliard attended the monthly Auxiliary Meeting. The Auxiliary approved the purchase of 10 Staxi Transport Chairs. This was a \$22,000 purchase. These will replace 98% of our wheel chairs. We are very appreciative of the Auxiliary for this purchase.
- iv. Dr. Kennedy has submitted all documentation to the Texas Medical Board for her Texas license. She will be moving here the first part of December to close on her house and plans to start work in January.
- v. Dr. Zaman has been working at GMA twice a month. He plans to do procedures at GRMC once he builds up clinic volume.
- vi. Aaron Walker, Fitness and Rehab Director, is working hard to get final quotes in for the equipment purchase. The Hospital Foundation has approved up to \$50,000 for the purchase of new equipment. This will be for new equipment that plugs in – treadmills, ellipticals, bikes, and rowing machines. The plan is to make the order the first of December so items will be shipped six weeks later. We have already ordered four new pieces of equipment which should be in soon. GRMC is paying for the four new pieces.
- vii. The evaluation of EMRs has been in process. We have viewed Cerner and Meditech. The next system we are working on to evaluate is EPIC and possibly a fourth system.
- viii. Our medical survey is looming out there. We continue to operate every day as if Medicare walked in.

- ix. We initially asked for bids on painting YCFC. The bids came back well over \$10,000, so we had to go through the publicly bidding process. We received three bids. CNG Construction won the bid. They will begin painting within the next month. We will be picking a neutral color. The roof color and composition will not change. We do plan to get new gutters rather than painting them. The cost is approximately the same. At the same time, we will take down the metal sign on the lawn and put up a sign made out of the tarp material. The reason is we have not concluded whether or not we can change the name of the clinic.

7. Executive Session

President Pettus convened into Executive Session at 12:59 P.M.

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

- a. Texas Government Code §551.071, discussing certain contractual matters with attorney
- b. Texas Government Code §551.074, personnel matters
- c. 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 2:10 P.M.

8. Open Session

The Board reconvened in open session at 2:10 P.M.

Action

Motion by Dr. Behr, second by Suzy Graham to approve the 3rd Amendment to Physician Employment Agreement through Discovery Medical Network with Dr. Michael Hay as presented. Motion carried.

Action

Motion by Suzy Graham, second by Sylvia Overton to approve the Physician Appointments and/or Reappointments of:

- a. APPOINTMENTS – PROVISIONAL
 - I. Emergency Medicine
 - I. Brenda Lobley, MD
 - II. Neurology
 - I. Kourosh Kahkeshani, DO

- b. REAPPOINTMENTS
 - I. Radiology
 - I. Renee Bonetti, MD
 - II. Byron Christie, MD
 - III. Donald Eckerd, MD
 - IV. Nina Kottler, MD
 - V. Christopher Nelson, MD
 - VI. Barbara Newman, MD
 - VII. Sarah Orrin, MD
 - VIII. Tara Otto, MD

- IX. Jorge Ramirez-Gonzalez, MD
- X. Anthony Toppins, MD
- XI. Mark Whitley, MD

Action

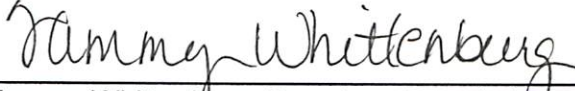
Motion by Dr. Behr, second by Jon Garvey to approve the Quality Assurance and Performance Improvement Report as presented. Motion carried.

Motion by Dr. Behr, second by Suzy Graham to adjourn the meeting. Motion carried.

There being no further business, the meeting adjourned at 2:11 P.M.



Wyatt Pettus, President, Board of Directors



Tammy Whittenburg, Secretary, Board of Directors