

GRAHAM HOSPITAL DISTRICT
BOARD OF DIRECTORS MINUTES
May 27, 2021

The Board of Directors of Graham Regional Medical Center met in the Education Conference Room Thursday, May 27 at 12:00 P.M.

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

Board member absent: Barrie Strickland

Members of management present: Shane Kernell, Jeff Casbeer, Terri Busey, Jeff Clark, Enoc Espinoza, Shelly Walls, Pamela Harvell, and Melannie Stansell

Member of management absent: Sharon Hilliard

Others present via Zoom: Curtis Rojas

Others present: Erin Freeman

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. Department Directors Report

Melannie Stansell, Surgery Manager, has been with GRMC for 13 years. She started in surgery as a medical assistant, received her LVN, then got her RN funded through the Bertha Foundation. Last week, she just received her CNOR which is a Certified Nurse OR which helps to establish and update protocols for nursing and surgery. In surgery, we do orthopedic surgeries with knee replacements, hip replacements, shoulders, and carpal tunnel with Dr. Hay. We have two general surgeons, Dr. Behr and Dr. Vaughan. They do any type of general surgery. Dr. Castillo is doing pain procedures every Monday when we don't have cataract surgeries with Dr. McAdams. We do a lot of GI procedures with Dr. Vaughan. Wichita Falls doctors come and do some GI procedures. Dr. Vaughan is receiving training on the gastric balloon which is a weight loss surgery, and it is all cash payments. We are also reviewing a lot of the procedures Dr. Hay does because they are starting to be outpatient procedures instead of inpatient. We are looking into changing how we look at the outpatient procedures, how we do anesthesia, and how we get the patients in and out. Statistics were reviewed and since 2018, we have seen an increase in our surgeries. As of today, we have done 92 procedures.

4. Meeting Minutes

The Directors were asked to review the minutes of the regular meeting on April 22, 2021, and the special meeting on April 29, 2021, for any revisions or corrections.

Action

Motion by Sylvia Overton, second by Dr. Behr to approve the regular board minutes of April 22, 2021. Motion carried.

Motion by Dr. Behr, second by Terry Bishop to approve the special board minutes of April 29, 2021. Motion carried.

5. Finance Committee Report

April 2021 Financials – Jeff Casbeer

- Presented and reviewed were the Financial Highlights for April; Income and Expense Statements for the Month Ended April 30, 2021; Balance Sheet as of April 30, 2021; Statement of Sources and Uses of Cash Flow for April 2021; Scorecards for April 2021 showing Admissions, Patient Days, Observation, Surgery Procedures, Radiology Procedures, Laboratory Procedures, and Visits Statistics. Also presented was the Statistics Trended FY 2021 and 2020; Net Revenue to Cash Analysis; GRMC POS Cash Analysis; MD Save Tracker; FTE/AOB Analysis; Scorecards for April 2021 showing DCOH, EBIDA Margin, Debt Service Ratio, Average Payment Period, SWB/Net Patient Revenue, Salary % Net Patient Revenue, Days of Cash on Hand, EBIDA, Net Patient Revenue vs Cash Collections, FTEs/AOB Exclude Clinics, Total POS Cash, and Days of Cash on Hand.
- Curtis Rojas reviewed the Revenue Cycle charts.

Action

Motion by Terry Bishop, second by Suzy Graham to approve the financial statements as presented. Motion carried.

6. Action Items

a. Repave and Repair Parking Lot at YCFC

We would like permission to put out for bid the repavement and repair of the parking lot at YCFC. We received a preliminary estimate for \$57,000. This is to repair, with a two-inch overlay, and restripe the parking lot. Dr. Behr's old building is unoccupied and there is no HVAC unit in it. We would like to bring in a demolition crew in a separate bid and tear it down. There is no possibility to use it for anything else. It will soon start falling down.

Action

Motion by Suzy Graham, second by Sylvia Overton to allow Shane Kernell to proceed with the bidding process to repave and repair the parking lot at YCFC and explore what needs to be done with the demolition of the building. Motion carried.

b. Medical Staff Bylaws Revision

There were two revisions requested to be made in the Medical Staff Bylaws. The first on page 17, section 6.3, Reappointment Term. We would like to delete "Staff appointments expire on the last day of the month of June." The second revision to be made is page 46, section 10.8.1, Medical Directors. We would like to change "odd" to "even" so it states "These medical directorships will be voted on biannually even years with election of Medical Staff Officers."

Action

Motion by Dr. Behr, second by Terry Bishop to approve the deletion in section 6.3, Reappointment Term, "Staff appointments expire on the last day of the month of June" and in section 10.8.1, Medical Directors, to change "odd" to "even" so it states "These medical directorships will be voted on biannually even years with election of Medical Staff Officers." Motion carried.

7. Reports

a. Medical Chief of Staff Report

- i. Dr. John Lucas was not in attendance.

b. CEO Report – Shane Kernell

- i. Strategic planning started with the Finance Committee's first meeting last week. We discussed some challenges coming up in the future. We will meet again in July. From that, we will derive the business plan for the year which we will present along with the recommendation of the tax rate in September.
- ii. The capital expenditure items approved by the board earlier in the year are just about done with implementation. The nurse locator badge has been implemented. The LSI telemetry system in cardiac rehab that is in the Wellness Center has been completed. The gurneys in the ER and OR are in. The EMS building is still a work in progress. It will be delivered by June 30. The proximity badging system is currently in implementation. The business office and conference room have been completed as well as the Wellness Center. The system is set up to individual permissions. It is all tracked and can be shut down immediately.
- iii. Mr. Kernell made a visit to Hendrick Health System in Abilene. This was the first regional administrators meeting they have had in over a year. They are operating at full force now. At the height of the pandemic, they have a one-call center for transfers because they are a tertiary hospital. They were turning away 700 transfers per day. Mr. Kernell also made a site visit to Weatherford to Texas Oncology and met with the new administrator, along with Sharon Hilliard, who took information on our infusion center to make sure they are aware of what we do. They have been seeing patients that are Graham residents. We hope to meet with Texas Oncology in Wichita Falls in the future.
- iv. The health fair is coming up on July 24. We did not host one last year because of COVID. The committee has been meeting. The health fair will be held at Young County Arena.
- v. We are low numbers on COVID. For the last several days we have had zero COVID cases. We had one in the hospital a week ago who was not from Young County. He was traveling through to go to the lake. We are still a masking facility. The governor lifted the mandate, but it does not apply to the hospitals.

8. Executive Session

President Pettus convened into Executive Session at 1:03 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 2:14 P.M.

9. Open Session

The Board reconvened in open session at 2:14 P.M.

Action

Motion by Terry Bishop, second by Sylvia Overton to approve the appointment and reappointment of:

- A. New Appointments:
 - Provisional – Emergency Medicine
 - Lauren Kraut, MD
 - Alicia Hubbell, MD
 - Provisional – Radiology
 - Samantha Castillo, MD
- B. Reappointments:
 - Active – Orthopedics
 - Michael T. Hay, MD
 - Consulting – Neurology
 - Christopher Fanale, MD
 - Byron Spencer, MD
 - Consulting – Urology
 - Phillip Dowd, MD
 - Robert Kyle King, MD
 - Consulting – Family Medicine
 - Christie Munoz, MD
 - Hospital Based – Pathology
 - Allen Flack, MD
 - Yvonne Hearn, MD
 - Affiliate – Psychiatry
 - Benny Barnhart, MD
- C. Delegated Credentialing:
 - Hospital Based – Teleradiology
 - Joel Shockly, MD
 - Jason Fox, MD

Motion carried.

Action

Motion by Dr. Behr, second by Suzy Graham to approve the Quality Report as presented. Motion carried.

Action

Motion by Suzy Graham, second by Sylvia Overton to adjourn the meeting. Motion carried.

There being no further business, the meeting adjourned at 2:14 P.M.



Wyatt Pettus, President, Board of Directors



Tammy Whittenburg, Secretary, Board of Directors