

**Wilson County Memorial Hospital District dba
Connally Memorial Medical Center
District Board Meeting Minutes
January 16, 2020**

Present Tom Miller, Board President
Marcelo Laijas
Allison Lamberth
Jeff Jordan
Larry Richardson
Justin Cook

Absent Grace Perez

Also Present Bob Gillespie, CEO
Kyle Klein, CFO
Karl Hittle, Endeavor
Curtis Rojas, Endeavor
Mandi Sralla, CNO
Olivia Flores, CSD
Brandon McDowell, ED
Savannah Alfaro, LMA
Katelyn Hogg, MA
Barbara Meza, Accounting Director
Nydia Garcia, PHC Supervisor
Caitlyn Thayer, HH Administrator
Kimberly Jones, EA

Pledge of Allegiance / Texas Pledge / Reflection

Call Meeting to Order

Mr. Tom Miller, Board President, called the meeting to order at 6:00 p.m.

Roll Call of Board

The Board President called the roll of the Board and a quorum was present.

Approval of the Board Meeting Minutes

Mr. Miller presented the November 21, 2019 Board Meeting Minutes for approval.

Action Taken

Motion made by Allison Lamberth and seconded by Jeff Jordan to approve the November 21, 2019 Board Meeting minutes as presented. Motion Carried.

Citizen Input – Alton Moczygemba addressed the Board with an update regarding Consolata Health Foundation.

Review, consider and take action regarding any of the following issues:

Board of Directors Business – Tom Miller

Mr. Tom Miller introduced prospective precinct 4 Board of Director Candidate, Sam Carter. Mr. Carter gave a brief introduction.

Kimberly Jones discussed the Board of Director Applications for the upcoming election 05/02/2020 and explained the Order of Elections form. Discussion ensued by the Board of Directors.

Review, consider and take action regarding any of the following issues:

December Summary and Financial Analysis

Mr. Kyle Klein, CFO, presented the financial information for the month of December. The Board held discussion and questions regarding the information provided in the Summary and Financial Analysis. Board discussion ensued.

Action Taken

Motion made by Marcelo Laijas and seconded by Larry Richardson to approve the December Summary and Financial Analysis as presented. Motion Carried.

Capital Expenditure /Service Agreement /Lease Agreement

Fire Suppression Integration Beckwith – Brandon McDowell

Mr. McDowell requested approval from the Board for \$25,000.00 to integrate other areas of the hospital into current Fire Suppression System. Board discussion ensued.

Action Taken

A motion made by Marcelo Laijas and seconded by Jeff Jordan to approve the Fire Suppression Integration System for \$25,000.00 as presented. Motion Carried.

Emergency Boiler – Brandon McDowell

Mr. Brandon McDowell proposed to the Board to replace the emergency boiler for a total cost of \$60,000. Board discussion ensued.

Action Taken

A motion made by Marcelo Laijas and seconded by Allison Lamberth to approve the purchase of the emergency boiler as presented. Motion Carried.

Thomas and Thomas Financial Services – Brandon McDowell

Mr. Brandon McDowell proposed to the Board an agreement with Thomas and Thomas Financial Services to oversee the Meditech build out for a total cost of \$15,000. Board discussion ensued.

Action Taken

A motion made by Marcelo Laijas and seconded by Justin Cook to approve the Agreement with Thomas and Thomas Financial Services for \$15,000 as presented. Motion Carried.

Nix-Equipment Purchase – Brandon McDowell

Mr. Brandon McDowell proposed to the Board an allowance for the purchase of used furniture and equipment being sold by the Nix Hospital which is now closed for a total cost of up to \$45,000. Board discussion ensued.

Action Taken

A motion made by Marcelo Laijas and seconded by Jeff Jordan to approve the allowance for the used furniture & equipment purchase from the Nix as presented. Motion Carried.

Annual /Quarterly Board Reports

Home Health – Caitlyn Thayer

Mrs. Thayer commented on the following:

Organizational Chart; Scope of Services, Certification/Re-Certification Survey, Emergency Preparedness, Staffing Changes, Financial Statistics, and Proposed Changes for 2020. Discussion ensued by the Board.

Action Taken

A motion made by Allison Lamberth and seconded by Jeff Jordan to approve the Home Health Annual/Quarterly Report as presented. Motion Carried.

Compliance – Kyle Klein

Mr. Klein gave an overview of the 2020 Compliance Program Plan and explained that there is a compliance hot line to report issues and there have not been any calls placed or any other issues reported. He stated no material issues have been reported the past quarter. Discussion ensued by the Board.

Action Taken

A motion made by Marcelo Laijas and seconded by Justin Cook to approve the Compliance Annual/Quarterly Report as presented. Motion Carried.

Marketing Update – Savannah Alfaro

Ms. Alfaro reviewed the following news, sponsorship and current projects:

-Advertisements: FELPS Mailer, highlighting Infusion Therapy and Pediatrics, Article: WCN placed an article regarding our Emergency Preparedness Drill; Article: WCN placed an article regarding a recent stay. Advertisement placed on the back cover of the Medical and Business Directory for one year. CMMC Pathways-, which show cases employees that move up the rank within the organization.

Upcoming Events

- Continuing to work on CMMC Pathways and getting out in the community.
- Continuation of Dr. Salazar's marketing plan.

CEO Report – Bob Gillespie

Mr. Bob Gillespie reviewed the following updates:

- Physicians Recruiting Update
- Patient Service Center
- Annual Report preview
- Annual Board Calendar

Discussion ensued with the Board Members on the items above.

Executive Session

The Board President called for Closed Session.

The Board Members convened into Closed Session at 7:25pm on 01/16/2020.

Reconvene to Open Session

The Board President called for Open Session.

The Board Members convened into Open Session at 8:08pm on 01/16/2020.

Section 161.032 Texas Medical & Safety Code

Medical Staff Credentials – November

Action Taken

Motion made by Allison Lamberth and seconded by Larry Richardson to approve the Quality System Report as presented. Motion Carried.

Action Taken

Motion made by Jeff Jordan and seconded by Justin Cook to approve the November New Appointments, Re-appointment and Temporary Privileges for the Medical Staff as presented. Motion Carried.

With no further business, the meeting adjourned.



Marcelo Laijas, Board Secretary