

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

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

Also Present Bob Gillespie, CEO
Kyle Klein, CFO
Karl Hittle, Endeavor *
Dr. Len Profenna *

* via video conference

Call Meeting to Order

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

Pledge of Allegiance / Texas Pledge / Reflection

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 March 19, 2020 Board Meeting Minutes for approval.

Action Taken

Motion made by Jeff Jordan and seconded by Sam Carter to approve the March 19, 2020 Board Meeting minutes as presented. Motion Carried.

Citizen Input – None

Review, consider and take action regarding Personnel Committee Items:

The Personnel Committee met 04/15/2020 and reviewed the annual Employee Health Insurance options and recommendations with Bob Gillespie and Kyle Klein. Mr. Klein stated that there are changes this year to include; increased premiums due to high dollar claims last year, complex-imaging copays will be decreased, the ER will charging off a different pay structure if used for non-emergent visits, and the pharmacy will be changed to Southern Scripts. Talley Benefits would continue to be CMMC's insurance broker and Caprock would continue to be the third-party administrator. Board Discussion Ensued

Action Taken

Motion made by Allison Lamberth and seconded by Justin Cook to accept the Health Insurance recommendations as presented. Motion Carried.

Review, consider and take action regarding any of the following issues:**March Summary and Financial Analysis**

Mr. Kyle Klein, CFO, presented the financial information for the month of March. 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 Allison Lamberth to approve the March Summary and Financial Analysis as presented. Motion Carried.

Purchase of Bellavista Ventilator from Vyaire

Mr. Gillespie requested approval from the Board for the purchase of a multi-functional Bellavista Ventilator from Vyaire to prepare for the COVID -19 Surge Plan for \$24,000.

Action Taken

A motion made by Marcelo Laijas and seconded by Jeff Jordan to approve the purchase of the Bellavista Ventilator from Vyaire for \$24,000 as presented. Motion Carried.

Purchase of Powered Air Purifying Respirator (PAPR's)

Mr. Gillespie requested approval from Board for the purchase of the Powered Air Purifying Respirators (PAPRs) in preparation of the emergent situation or COVID -19 surge and increase hospital supply for \$19,000.

Action Taken

A motion made by Marcelo Laijas and seconded by Jeff Jordan to approve the purchase of the Powered Air Purifying Respirators (PAPRs) as presented for \$19,000 as presented. Motion Carried.

Purchase of Access Point Controller Licenses

Mr. Gillespie requested approval from the Board for the purchase of the Access Point Controller Licenses, this a 3-year service agreement for 42 access points for \$16,000.

Action Taken

A motion made by Marcelo Laijas and seconded by Justin Cook to approve the purchase of the Access Point Controller Licenses for \$16,000 as presented. Motion Carried.

Purchase upgrade to Telephone System

Mr. Gillespie requested approval from the Board for the purchase of the upgrade to the Databox Telephone System for \$50,000. This upgrade would help with External Jabber, Call Manager system and would support 911 identification.

Action Taken

A motion made by Marcelo Laijas and seconded by Allison Lamberth to approve the purchase of the upgrade to the Databox Telephone System for \$50,000 as presented. Motion Carried.

Annual /Quarterly Board Reports

Monthly Patient Experience Report – Bob Gillespie on Amanda Sralla’s behalf
Bob commented on the following:

- *Inpatient Rate
 - *IP Recommend
 - *ER Overall
 - *Surgical Services Overall
 - *Clinic System Overall
- Discussion ensued by the Board.

Marketing Report – Bob Gillespie on Marketing’s behalf
Bob reviewed the following news, sponsorship and current projects:

- *Community Wide Donation Thank You Ad in the WCN
- *Tele-health advertisements in both WCN and LV News
- *Social Media Campaigns (Facebook, Instagram, Twitter, and Constant Contact)
- *Chaplin Birdie Flyer
- *Start-Up of Dr. Nayak Meditation Video

Medical Office Building Renovation – Bob Gillespie
Bob reviewed the progress on the renovation of the Medical Office Building.
Discussion ensued by the Board

Infection Control Update – Bob Gillespie on Amanda Sralla’s behalf
Dr. Profenna commented on the following:

- *Limiting Appointment in Clinic
- *Taking daily temperatures of employees and patients that come for services
- * ECU2 units in place
- *Overview of Outdoor Triage
- *Additional pool Staff hired
- *Identifying Respiratory Cases before they enter hospital
- *Daily Infection Control meetings
- *Overview of PAPR’s
- *Ordered plexi-glass boxes for intubation
- *Ordered plexi-glass screeners for admitting and clinic receptionist
- *Face Shields mandatory departments
- *Surgical Services Meeting weekly

CEO Report – Bob Gillespie

Mr. Bob Gillespie reviewed the following updates:

- Clinic Business Office update
- Telehealth Stats

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 7:08 pm on 04/16/2020.

Reconvene to Open Session

The Board President called for Open Session.

The Board Members convened into Open Session at 7:28 pm on 04/16/2020.

Section 161.032 Texas Medical & Safety Code
Medical Staff Credentials

Action Taken

Motion made by Allison Lamberth and seconded by Sam Carter to approve the April New Appointments, Re-appointments and Temporary Privileges for the Medical Staff as presented.

Motion Carried.

With no further business, the meeting adjourned.



Marcelo Laijas, Board Secretary