

**Wilson County Memorial Hospital District dba
Connally Memorial Medical Center
District Board Meeting Minutes
July 15, 2021**

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

Absent Marcelo Laijas
Sam Carter

Also Present Bob Gillespie, CEO
Kyle Klein, CFO
Brandon McDowell, COO
Olivia Flores, Executive Dir. Of Clinics
Gary Williams, CNO
Karl Hittle, Endeavor
Len Profenna, MD
Barbara Meza, Accounting Director
Katelyn Hogg, MA
Amanda Yates, MA
WCN Representative
David Del Bosque, Guest
Kimberly Jones, EA

* via video conference

Call Meeting to Order

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 roll of the Board of Directors and a quorum was present.

Approval of the Board Meeting Minutes – June 17, 2021

Mr. Miller presented the June 17, 2021 Board Meeting Minutes for approval.

Action Taken

Motion made by Larry Richardson and seconded by Allison Lamberth to approve the June 17, 2021 Board Meeting minutes as presented. Motion Carried.

Citizen Input – none

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

Acceptance of Jeffrey Jordan's Resignation

Tom Miller read an email received from Mr. Jeffrey Jordan- Board of Directors Member Precinct 3, stating his resignation.

Action Taken

Motion made by Allison Lamberth and seconded by Justin Cook to approve the resignation of Mr. Jeffrey Jordan as presented. Motion Carried.

Election of Officers

Tom Miller reviewed the current roster of officers with the Board and asked if anyone had any nominations.

Motion made by Larry Richardson and seconded by Allison Lamberth to re-elect current officers for the year. Motion carried. Tom Miller - President, Allison Lamberth - Vice President, and Marcelo Laijas - Secretary.

Appoint to Board Committees – Review

Board Members were asked to consider their participation in the following committees and Members acknowledged the following:

By-Laws & Personnel Committee

Allison Lamberth
Justin Cook
Larry Richardson

Finance Committee

Marcelo Laijas, Chairman
Allison Lamberth
Tom Miller
Larry Richardson
Justin Cook

Joint Conference

Tom Miller, Board President
Allison, Vice President
Carl Blond, M.D. Chief of Staff
Len Profenna, M.D. Chief of Staff
Bob Gillespie, CEO
Gary Williams, CNO
Alternate: Marcelo Laijas, Secretary

Long Range Planning

Larry Richardson, Committee Chairman
Tom Miller, Chairman
Allison Lamberth
Marcelo Laijas
Justin Cook
Sam Carter

Action Taken

Motion made by Justin Cook and seconded by Allison Lamberth to approve the Board of Directors appointees to the By-Laws and Personnel Committee as presented. Motion Carried.

Action Taken

Motion made by Allison Lamberth and seconded by Larry Richardson to approve the Board of Directors appointees to the Finance Committee as presented. Motion Carried.

Action Taken

Motion made by Jeff Jordan and seconded by Justin Cook to approve the Board of Directors appointees to the Joint Conference Committee as presented. Motion Carried.

Action Taken

Motion made by Allison Lamberth and seconded by Jeff Jordan to approve the Board of Directors appointees to the Long Range Planning Committee as presented. Motion Carried.

Designation of Tax Officer, to calculate the 2021 Tax Rate

Under Section 26.04 (c) of the Texas Tax Code, each taxing entity must designate an officer or employee designated by the governing body to calculate the tax rate each year.

Action Taken

Motion Made by Larry Richardson and seconded by Allison Lamberth to appoint Dawn Polasek Barnett, Wilson County Tax Assessor-Collector, as the designated officer to calculate the No-New Revenue Tax Rate and the Voter-Approval Tax Rate for the 2021 tax year, as outlined in Chapter 26 of the Texas Tax Code. Motion Carried

Review, consider and take action regarding Finance Committee Items:

June Summary and Financial Analysis

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

Action Taken

Motion made by Allison Lamberth and seconded by Larry Richardson to approve the June Summary and Financial Analysis as presented. Motion Carried.

Switch Stack - Cisco

Mr. Brandon McDowell requested approval from the Board of the purchase of the Cisco Switch Stack for \$43,000. This will allow faster speeds between data closets and campus buildings and the capability for more growth with added available connections. Discussion Ensued by the Board.

Action Taken

A motion made by Alliston Lamberth and seconded by Larry Richardson to approve the Cisco Switch Stack for \$43,000 as presented. Motion Carried.

Home Health EMR System - KanTime

Mr. Brandon McDowell requested approval from the Board of the two-year agreement with KanTime Home Health EMR System for \$40,000. This subscription web-based EMR system will replace the old EMR system that is no longer supported as of January 1, 2022. The price is based on patient census levels. With this new system, we will benefit from improved revenue capture, a reduction in operational expenses, and reduced documentation time. Discussion Ensued by the Board.

Action Taken

A motion made by Allison Lamberth and seconded by Jeff Jordan to approve the agreement with KanTime Home Health EMR System for \$40,000 as presented. Motion Carried.

High-Resolution Bi-plane Transducer – BK Medical

Mr. Brandon McDowell requested approval from the Board of the purchase of the High-Resolution Biplane Transducer from BK Medical for \$40,000. This transrectal bi-plane side-fire probe is an ultrasound machine used to perform transrectal, perineal, or endoscopic prostate biopsies. These types of procedures help identify possible cancers or tumor type issues within the prostate. With an additional probe, the machine can also be used for quick bedside abdomen, pelvic and renal ultrasounds that can help the Physician decide the next step in a patient's plan of care. Discussion Ensued by the Board.

Action Taken

A motion made by Allison Lamberth and seconded by Jeff Jordan to approve the High-Resolution Biplane Transducer from BK Medical for \$40,000 as presented. Motion Carried.

Annual /Quarterly/Monthly Board Reports

Annual Clinic System Quality Report – Olivia Flores

Olivia Flores reviewed the reportable measures set in place to ensure that our patients receive the best quality healthcare possible.

Marketing Report – Katelyn Hogg

Katelyn Hogg reviewed the following:

- * Facebook analytics for Podiatry, Pediatrics, Dr. Patton, and Urology
- * CMMC Website
- * Overview of heat maps on Dr. Patton, Podiatry, Urology, Pediatrics, and General Surgery
- * Sneak Peek of Dr. Morales' Marketing Video
- * Completed Campaigns to include Dr. Morales, Pediatrics, Dr. Patton, Women's Health, Rehabilitation, and Speech Therapy

CEO Report – Bob Gillespie

Bob Gillespie reviewed the following updates:

- * 2nd phase of MOB Buildout to be completed by July 23, 2021
- * Covid- a slight uptick in numbers
- * ESD 2 and ESD 3 on board with Pre-Hospital Sepsis protocols
- * Budget Time of Year
- * Ethics Committee
- * Community Outreach
 - Senior Citizen
 - Balance Classes
 - Flu Vaccine
 - National Night Out
 - Education Foundation Galas
 - Floresville
 - Stockdale
 - Local Organizations
 - Churches
 - Civic Centers
 - Senior Centers
 - Social Events
- * Clinic Systems
 - Dr. Alcala
 - Starts seeing Patients on Monday
 - Well Women's Clinic
 - July 21st
 - 18 Booked
 - Currently Building out systems
 - Business Office
 - Denial Management
 - Patient Engagement
 - System Cleanup
 - Call Center
 - 2 New Employees
 - New After Hours Answering Service
- * Summer Bash
- * Upcoming Events
 - October 2, 2021- Sporting Clay Shoot
 - March 2, 2022 – Golf Tournament
 - August 6, 2022 – Denim and Diamonds

*** Initiatives**

- CT Machine
- Urology Equipment
- Home Health EMR
- HVAC System
- Clinic Equipment

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 7:11 pm on 07-15-2021.

Reconvene to Open Session

The Board President called for Open Session.

The Board Members convened into Open Session at 8:04 pm on 07-15-2021.

Section Texas 161.032 Medical & Safety Code

Medical Staff Credentials – June/July 2021

Action Taken Larry Richardson and seconded by Allison Lamberth to approve the New Appointments, Re-appointments, and Temporary Privileges for the Medical Staff as presented. Motion Carried.


Section Texas 551.072 Deliberations Regarding Property

No Action Taken

Section Texas 551.085 Deliberation of Governing Board of Certain Providers of Health Care Services.

No Action Taken

With no further business, the meeting adjourned.



Marcelo Laijas, Board Secretary

