

**Wilson County Memorial Hospital District dba  
Connally Memorial Medical Center  
District Board Meeting Minutes  
December 16, 2021**

<b>Present</b>	Tom Miller, Board President Allison Lamberth Larry Richardson Nick Janysek Don Finley Bonna Reed
<b>Absent</b>	Marcelo Laijas Justin Cook
<b>Also Present</b>	Bob Gillespie, CEO Kyle Klein, CFO Brandon McDowell, COO Olivia Flores, Executive Dir. Of Clinics Gary Williams, CNO Karl Hittle, Endeavor Curtis Rojas, Endeavor Len Profenna, MD Nupe Sandoval, Human Resources Director Katelyn Hogg, Marketing Associate Wilson County News – Representative

**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 – November 18, 2021**

Mr. Miller presented the November 18, 2021 Board Meeting Minutes for approval.

**Action Taken**

Motion made by Allison Lamberth and seconded by Bonna Reed to approve the November 18, 2021 Board Meeting minutes as presented. Motion Carried.

**Board Update – 2022 Board Member Elections**

Mr. Bob Gillespie discussed important upcoming Election Dates and discussed the Notice of Deadline to File Applications form that will be posted by December 20, 2021. Discussion ensued by the Board.

**Review, consider and take action regarding Finance Committee Items:****November Summary and Financial Analysis**

Mr. Kyle Klein, CFO, reviewed the financial information for the month of November. The Board held discussion and asked 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 November Summary and Financial Analysis as presented. Motion Carried.

**CMMC Team and Endeavor Quality Incentive Bonus for December 2021**

Mr. Karl Hittle commented that the Board added the quality performance fee in 2018 to Endeavor's agreement and that the employees will share that incentive when CMMC reaches a 4 or 5 star rating. CMS scores all hospitals on performance measures related to the care the patients receive along with patient satisfaction and outcomes. Payout of \$30,000 would occur in the month of December to Endeavor and he recommended \$60,000 to CMMC employees which was the amount paid when earned in June of this year. Discussion Ensued by the Board.

**Action Taken**

Motion made by Allison Lamberth and seconded by Nick Janysek to approve the payment of the incentive fee of \$30,000 to Endeavor and \$60,000 to the CMMC Employees for their achievement of reaching the 4 star rating that will be awarded in December as presented. Motion Carried.

**Highway 181 Property Title Amendment**

Mr. Gillespie reviewed changes that needed to be made to the Title for the Highway 181 Property that is adjacent to the hospital. Board Discussion Ensued.

**Action Taken**

Motion made by Allison Lamberth and seconded by Bonna Reed to amend the current title for property adjacent to the Hospital on Highway 181 to include the Metes and Bounds as presented, with authorization for CEO, Mr. Gillespie to sign the Amended Title. Motion Carried.

**LoginTC- Multi Factor Authentication**

Mr. Brandon McDowell requested a software addition for \$10,000 to add multi-layer authentication to remote VPN access for employee or staff who connect from outside the hospital. Subscription license is by user for the year and all remote users would use a VPN client and then use the MFA code to connect. Board Discussion Ensued.

**Action Taken**

Motion made by Allison Lamberth and seconded by Don Finley to purchase the Multi-Factor Authentication for \$10,000 from LoginTC as presented. Motion Carried.

**Heating Boiler Repair**

Mr. Brandon McDowell requested the repair cost of \$38,000 for the Boiler that serves the hospital. This would repair a leak in the heat exchanger for the one boiler that has not previously had major repairs. Board Discussion Ensued.

**Action Taken**

Motion made by Allison Lamberth and seconded by Bonna Reed to repair the Boiler for \$38,000 as presented. Motion Carried

**Sleep Lab Furniture**

Mr. Brandon McDowell requested the purchase of Sleep Lab Furniture for \$15,000. Looking to purchase rolling beds, paintings, nightstands and repainting of the rooms to help make the rooms more homey and comfortable for patients. Board Discussion Ensued.

**Action Taken**

Motion made by Allison Lamberth and seconded by Larry Richardson to purchase Sleep Lab Furniture for \$15,000 as presented. Motion Carried.

**Stryker – Surgical Scope Tower**

Mr. Brandon McDowell requested the purchase of a second Stryker Surgical Scope Tower for \$90,000. This will allow better block utilization and for two cases to be done at the same time utilizing the newer towers. Scopes, camera heads, and other equipment can now be mixed and matched between multiple towers. A second tower will allow emergency cases to be scheduled even though the primary tower is being used in an active case. Board Discussion Ensued.

**Action Taken**

Motion made by Allison Lamberth and seconded by Nick Janysek to purchase the Stryker Surgical Scope Tower for \$90,000 as presented. Motion Carried

**Monthly / Annual / Quarterly Board Reports****Annual Employee Survey Report – Arnulfo Sandoval**

Mr. Sandoval reviewed the Annual Employee Survey Report to include metrics on the following:

Mr. Sandoval went over the results of the Annual Employee Survey to include

- \*Response Rates
- \*Engagement Indicator
- \*Resilience Index
- \*Diversity Index
- \*Team Index
- \*Leader Index
- \*Organization
- \*Manager
- \*Employee
- \*Strengths
- \*Concerns
- \*Team Member Suggests
- \*Dislikes
- \*Likes

### **Quarterly Patient Service Center Report**

Ms. Olivia Flores reviewed the following metrics regarding the Patient Service Center

- Calls Presented
- Averaged Handled Time
- Average Speed of Answer
- Percent Handled
- Average Calls per Agent
- Average Talk Time
- Average Calls per Hour
- Number of Agents needed per hour

Ms. Olivia Flores reviewed the Medication Refill Protocol and the Quality Assurance Auditing form. Discussion ensued by the Board.

### **Quarterly Investment Report**

Mr. Kyle Klein reviewed the financial investments with the most current CD Rates.

Discussion ensued by the Board.

### **CEO Report – Bob Gillespie**

Bob Gillespie reviewed the following updates:

- Insurance Renewals
- Thanksgiving
- Monday: December 20<sup>th</sup>, Santa is coming to CMMC
- Christmas Bonuses for Staff
- 30 Minute Club
- Endeavor
- ESD 4 Meeting
- Primary Care Candidate, Dr. Strecker
- IV Therapy
- Operating Room Update

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 7:05 pm on 12-16-2021.

### **Reconvene to Open Session**

The Board President called for Open Session.

The Board Members convened into Open Session at 7:33 pm on 12-16-2021.

### **Section Texas 161.032 Medical & Safety Code**

Medical Staff Credentials

**No Action Taken**


**Section Texas 551.072 Deliberations Regarding Property**

Motion made by Larry Richardson, Seconded by Allison Lamberth, to authorize Mr. Gillespie to enter negotiations on Property C, with the authority to enter a contract, contingent upon a feasibility study.  
Motion Carried

**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.

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**Marcelo Laijas, Board Secretary**

