

**Wilson County Memorial Hospital District dba  
Connally Memorial Medical Center  
District Board Meeting Minutes  
May 18, 2023**

**Present** Tom Miller, Board President  
Allison Lamberth  
Larry Richardson  
Nick Janysek  
Steve Browning  
Don Finley  
Justin Cook  
Bonna Reed

**Absent** Marcelo Laijas

**Also Present** Karl Hittle, CEO of Endeavor  
Kyle Klein, CFO  
Brandon McDowell, COO  
Olivia Flores, Clinic Executive  
Gary Williams, CNO  
Curtis Rojas, Endeavor  
Katelyn Hogg, Marketing Associate  
Paublina Marquez, Marketing Associate  
Greg Rips, WCN Representative  
Kimber Jones, Executive Assistant

**Call Meeting to Order**

Mr. Tom Miller - Board President called the meeting to order at 5:30 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 – April 20, 2023**

Mr. Miller presented the April 20, 2023 Board Meeting Minutes for approval.

**Action Taken**

Motion made by Larry Richardson and seconded by Don Finley to approve the April 20, 2023 Board Meeting Minutes as presented. Motion Carried.

**Citizen Input – None**

**Election of Officers**

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

### **Action Taken**

Motion made by Don Finley and seconded by Bonna Reed 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 Mr. Miller appointed each to the following committees of the Board:

#### **By-Laws & Personnel Committee**

Allison Lamberth  
Justin Cook  
Larry Richardson  
Don Finley

#### **Finance Committee**

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

#### **Joint Conference**

Tom Miller, Board President  
Allison, Vice President  
Jeffrey Faulkner, M.D. Chief of Staff  
Len Profenna, M.D. Chief Medical Officer  
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  
Don Finley  
Nick Janysek  
Bonna Reed  
Steven Browning

### **Review, consider and take action regarding Finance Committee Items:**

#### **April Summary and Financial Analysis**

Mr. Kyle Klein, CFO, reviewed the financial information for the month of April. 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 Nick Janysek to approve the April Summary and Financial Analysis as presented. Motion carried.

### **DCI Construction: 495 Renovation, Suite 3 - Brandon McDowell**

Mr. Brandon McDowell requested \$40,000 for the renovation of the 495 Building, Suite 3 ENT Clinic, to include replacing the flooring with new LVT flooring, remove and replace cove base, repair countertops and repair and paint walls. Board discussion ensued.

### **Action Taken**

Motion made by Allison Lamberth and seconded by Bonna Reed to approve up to \$40,000 for the 495 suite 3 renovations as presented. Motion carried.

### **Monthly /Annual/ Quarterly Reports**

#### **Annual Emergency Plan- Brandon McDowell**

Mr. Brandon McDowell provided an overview of the Emergency Disaster Preparedness Plan and stated there were no material changes to the plan for this year.

**Action Taken**

Motion made by Allison Lamberth and seconded by Larry Richardson to approve Annual Emergency Disaster Plan as presented. Motion carried.

**CEO Report – Karl Hittle**

Mr. Hittle reviewed following with the Board of Directors:

- CMS Survey Update
- Senior Spring Fling
- Employee Recognition
  - Brenda Kirkham
  - Ruby Moron
- April Celebrations
  - Occupational Therapy Month
  - Administrative Professionals Day
  - Health Information Professionals Week
  - Medical Lab Professionals Week National Hospital Week
  - Nurses Week
- Community Event
  - Veteran's lunch
- MOB Update

**Executive Session**

The Board President called for a Closed Session.

The Board Members convened into Closed Session at 6:35pm on 5-18-2023.

**Reconvene to Open Session**

The Board President called for an Open Session.

The Board Members convened into Open Session at 6:43 pm on 5-18-2023.

**Section Texas 161.032 Medical & Safety Code**

Medical Staff Credentials

**Action Taken**

Motion made by Larry Richardson and seconded by Allison Lamberth to approve the Medical Staff Credentials 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.

  

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Marcelo Laijas, Board Secretary

