

**Wilson County Memorial Hospital District dba
Connally Memorial Medical Center
Finance Committee Meeting Minutes
September 21, 2023**

Present: Allison Lamberth – Co Chairman
Tom Miller
Larry Richardson
Steve Browning
Nick Janysek

Absent: Marcelo Laijas – Chairman
Don Finley
Justin Cook

Also Present: Bob Gillespie, CEO
Kyle Klein, CFO
Brandon McDowell, COO
Curtis Rojas, Endeavor
Barbara Meza, Accounting Director
Kimberly Jones, Executive Assistant

Call Meeting to Order

Mrs. Allison Lamberth called the Meeting to order at 4:30 pm

Roll Call of Finance Committee Members

Mrs. Allison Lamberth called the roll of the Committee and quorum was present.

Approval of the June 15, 2023 Finance Committee Meeting Minutes

Mrs. Allison Lamberth presented the June 15, 2023 Finance Committee Meeting Minutes for approval.

Action Taken

Motion made by Larry Richardson and seconded by Steve Browning to approve the June 15, 2023 minutes as presented. Motion Carried.

Review, consider and take action regarding Finance Committee Items:

August Summary and Financial Analysis

Mr. Kyle Klein, CFO, reviewed the financial information for the month of August. The Finance Committee held discussion and asked questions regarding the information provided in the Summary and Financial Analysis.

Action Taken

Motion made by Larry Richardson and seconded by Nick Janysek to recommend to the Board the August Summary and Financial Analysis as presented. Motion carried.

Financial Investment Report- Kyle Klein

Mr. Kyle Klein reviewed the investment accounts with the Finance Committee. As CD's mature, he said that he would evaluate quarterly the cash needs to determine if reinvestment of funds is needed. Finance Committee Discussion ensued.

Action Taken

Motion made by Larry Richardson and seconded by Tom Miller to recommend to the Board the approval of the Financial Investment Review. Motion Carried.

Fiscal Year 2023 Auditor

Mr. Kyle Klein gave his recommendation for FY2023 auditor of Durbin and Company. Durbin rotates staff each year to give an objective review, they are knowledgeable regarding rural Texas issues, and the projects they have assisted with have all gone favorable. The main competitor to Durbin was acquired by a larger corporation and therefore the staff recommend Durbin and Company complete the fiscal year 2023 audit. Finance Committee discussion ensued.

Action Taken

Motion made by Tom Miller and seconded by Nick Janysek to recommend to the Board the approval of Durbin and Company for the FY2023 Audit. Motion Carried.

FY 2024 Operational Budget

Mr. Kyle Klein reviewed the following with the Finance Committee.

Assumptions for: Volumes, Reimbursements. Expenses, Gross Revenue and the proposed budget.

Action Taken

Motion made by Tom Miller and seconded by Larry Richardson to recommend to the Board the approval of the FY 2024 Operational Budget as presented. Motion carried.

Capital Expenditure Budget for FY 2024, 2025 and 2026

Mr. Brandon McDowell reviewed the budget for capital projects and expenditures with the Finance Committee for fiscal years 2024, 2025, and 2026.

Action Taken

Motion made by Larry Richardson and seconded by Nick Janysek to recommend to the Board the approval of the Three FY Capital Expenditure Budget for 2024, 2025 and 2026 as presented. Motion carried.

FY 2024 Tax Rates

Mr. Kyle Klein reviewed the Tax Rate calculations from the County Tax Office. Past tax rates were shown and other measurable tax rates were reviewed that would be received by the hospital for the year. Discussion ensued with the Finance Committee.

Action Taken

Motion made by Larry Richardson and seconded by Steve Browning to recommend to the Board that they adopt and lower the proposed tax rate for FY 2024 of .0870 per \$100.00 valuation as presented. Motion Carried.

Urology Search – CI Healthcare Physician Recruitment

Mr. Bob Gillespie requested approval for the CI Healthcare Physician Recruitment agreement for the Urology search for \$45,000. Finance discussion ensued.

Action Taken

Motion made by Tom Miller and seconded by Steve Browning to recommend to the Board the approval of the Agreement through CI Healthcare for the Urology search as presented. Motion carried.

Urology Search – Medicus Physician Recruitment

Mr. Bob Gillespie requested approval for the Medicus Physician Recruitment agreement for the Urology search for \$45,000. Finance Committee discussion ensued.

Action Taken

Motion made by Larry Richardson and seconded by Tom Miller to recommend to the Board the approval of the Agreement through CI Healthcare for the Urology search as presented. Motion carried.

Wolters Kluwer (Up to Date) Agreement

Mr. Brandon McDowell requested approval for the Wolters Kluwer Up to Date agreement for \$26,000, 3-year agreement for 22 Physician Licenses. Up to date is an industry leading clinical decision support application we offer our providers. This application has the best evidence based resources that help our providers align care decisions and to deliver quality care to our patients. Allows providers to accumulate Continuing Medical Education (CME) credits.

Action Taken

Motion made by Larry Richardson and seconded by Nick Janysek to recommend to the Board the approval of the Wolters Kluwer Agreement as presented. Motion carried.

Sophos

Mr. Brandon McDowell requested approval for the Sophos renewal agreement for \$33,000. This is a 3-year agreement for the Server License for 2023, Endpoint 2024 and Encryption 2024 (which includes \$11,000 phishing simulator). Finance Committee discussion ensued.

Action Taken

Motion made by Larry Richardson and seconded by Steve Browning to recommend to the Board the approval of the Agreement with Sophos as presented. Motion carried.

Dimes- Bio Med

Mr. Brandon McDowell requested approval for the Dimes Bio Med renewal service agreement for \$29,000. This agreement is a renewal of bio-medical services contract to cover medical devices of over 700 devices. Finance Committee discussion ensued.

Action Taken

Motion made by Tom Miller and seconded by Nick Janysek to recommend to the Board the approval of the Agreement with Dimes as presented. Motion carried.

EndoSoft- GI Software

Mr. Brandon McDowell requested approval for EndoSoft Software for \$60,000. We currently pay \$3,850 a year, and the change would cost \$18,700 a year. Additional users will be able to be added without any additional charges. AI real-time dictation/documentation, the users wear wireless microphone and dictates while doing the procedure. Software is web-based and has real-time polyp sizing. Finance Committee Discussion ensued.

Action Taken

Motion made by Steve Browning and seconded by Tom Miller to recommend to the Board the approval of the EndoSoft Software as presented. Motion carried.

KanTime - Software

Mr. Brandon McDowell requested approval for the KanTime Software for \$32,000 for 2 years. This is renewal of the Home Health EMR Platform, no changes to the current figuration. Finance Committee discussion ensued.

Action Taken

Motion made by Nick Janysek and seconded by Larry Richardson to recommend to the Board the approval of the renewal of the KanTime Software as presented. Motion carried.

Mammography 3D Machine

Mr. Brandon McDowell requested up to \$300,000 for the purchase of a 3D Mammography Machine. This would start the vetting process to make sure the best deal is acquired. Consolata is fundraising now to pay half of the purchase price. Finance Committee discussion ensued.

Action Taken

Motion made by Larry Richardson and seconded by Tom Miller to recommend to the Board the approval of the purchase of a 3D Mammography Machine as presented. Motion carried.

Ortho – X-Ray Machine

Mr. Brandon McDowell requested up to \$225,000 for the purchase of an X-Ray Machine for Ortho Office. This would start the vetting process to make sure the best deal is acquired. This machine would be ceiling mounted, including automation stitching and wireless detectors. Finance Committee discussion ensued.

Action Taken

Motion made by Steve Browning and seconded by Nick Janysek to recommend to the Board the approval of the purchase of an X-Ray Machine for the Ortho Office as presented. Motion carried.

Meeting Adjourned

Marcelo Laijas, Chair Finance Committee