

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

Present	Tom Miller, Board President Larry Richardson Allison Lamberth Nick Janysek Steve Browning
Absent	Marcelo Laijas Don Finley Justin Cook
Also Present	Bob Gillespie, CEO Kyle Klein, CFO Brandon McDowell, COO Gary Williams, CNO Curtis Rojas, Endeavor Barbara Meza, Accounting Director Katelyn Hogg, Marketing Associate Paublina Marquez, Marketing Associate Kimberly Jones, Executive Assistant

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

Approval of the Board Meeting Minutes – August 17 2023

Mr. Miller presented the August 17, 2023 Board Meeting Minutes for approval.

Action Taken

Motion made by Larry Richardson and seconded by Steve Browning to approve the August 17, 2023 Board Meeting Minutes as presented. Motion Carried.

Citizen Input – None

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 Board held a 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 August Summary and Financial Analysis as presented. Motion carried.

Financial Investment Report- Kyle Klein

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

Action Taken

Motion made by Allison Lamberth and seconded by Nick Janysek to approve 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. Board discussion ensued.

Action Taken

Motion made by Allison Lamberth and seconded by Nick Janysek to approve Durbin and Company for the FY2023 Audit. Motion Carried.

FY 2024 Operational Budget

Mr. Kyle Klein reviewed the following with the Board:

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

Action Taken

Motion made by Allison Lamberth and seconded by Larry Richardson to approve 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 Board for fiscal years 2024, 2025, and 2026.

Action Taken

Motion made by Allison Lamberth and seconded by Steve Browning to approve 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 Board.

Action Taken

Motion made by Allison Lamberth and seconded by Nick Janysek to 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. Board discussion ensued.

Action Taken

Motion made by Allison Lamberth and seconded by Larry Richardson to approve 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. Board discussion ensued.

Action Taken

Motion made by Allison Lamberth and seconded by Steven Browning to approve 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 Allison Lamberth and seconded by Nick Janysek to approve 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 stimulator). Board discussion ensued.

Action Taken

Motion made by Allison Lamberth and seconded by Steve Browning to approve 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. Board discussion ensued.

Action Taken

Motion made by Allison Lamberth and seconded by Larry Richardson to approve 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. Board Discussion ensued.

Action Taken

Motion made by Allison Lamberth and seconded by Nick Janysek to approve 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. Board discussion ensued.

Action Taken

Motion made by Allison Lamberth and seconded by Larry Richardson to approve 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. Board discussion ensued.

Action Taken

Motion made by Allison Lamberth and seconded by Steve Browning to approve 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. Board discussion ensued.

Action Taken

Motion made by Allison Lamberth and seconded by Nick Janysek to approve the purchase of an X-Ray Machine for the Ortho Office as presented. Motion carried.

Quarterly Marketing Report – Katelyn Hogg/Paublina Marquez

- Dr. Trini Garza, Family Practice
- Recent FELPS Insert
- Dr. Eric Miller – Pain Management; social campaign
- Rehabilitation Recruitment Efforts
- Medical Assistant Recruitment Efforts
- Updated Referring Provider Order Sheets
- ICE Magazine Publication – Kenneth Crump, Imaging Director
- Discounted Mammograms
- Flu Shot Clinics – October 4th and October 10th
- Employee Recognition
 - Brenda Kirkham – PSC Supervisor
 - Ruby Moron – Med-Surg RN
 - Inez Guerrero – HIM
 - Lupe Longoria – Med-Surg Clerk
 - Matt Pedrotti- CT/MRI
- Celebration of Life for Veronica Perez
- 2023 Peanut Festival Representative Mia Marquez and Fabian Flores, Stockdale HS
- Community Engagement
 - Senior Spring Fling
 - Skills and Drills Clinic

- Water Safety Event
- Back to School Resource Fair – Floresville and La Vernia
- Senior Citizen Day
- Wellness Community
- Food and Fan Distributions
- Food Delivery to Paloma Village
- Staff Engagement
 - Summer Bash Lunch
 - Wilson County ESD #2 and Ace visit South Campus
 - Staff School Supply Drive
 - Mobile Scrub Store visits CMMC
- Consolata Sporting Clay Shoot
 - Nick Janysek - Buckle Sponsor
 - Allison Lamberth – Team and Station Sponsor
 - Larry Richardson – Volunteer
- Upcoming Marketing Events
 - Stockdale Education Foundation Gala – September 23
 - Floresville Education Foundation Gala – September 30
 - Consolata Clay Shoot – October 7
 - Floresville Peanut Festival Parade – October 14
 - Floresville Fall Festival – October 21
 - La Vernia Hoedown – November 4

CEO Report – Bob Gillespie

Mr. Gillespie reviewed the following with the Board of Directors:

- Sleep Center Review
 - 413 Sleep studies done since February 2022
 - Last twelve month average is 27 a month
 - Revenue - \$528,564
 - Expenses - \$248,900
 - Net Revenue - \$279,664
 - Average Reimbursement \$1250
- Consolata – Next Big Capital project
- Building Update
 - Finalized Plans
 - Bids should start in October
 - Breaking ground end of November – Early December
- Physician Site Visits – October
 - Ortho
 - ENT

Executive Session

The Board President called for a Closed Session.

The Board Members convened into Closed Session at 6:35 pm on 09-21-2023.

Reconvene to Open Session

The Board President called for an Open Session.


The Board Members convened into Open Session at 7:25 pm on 09-21-2023.

Section Texas 161.032 Medical & Safety Code
Medical Staff Credentials - None

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 L. Lajas, Board Secretary