

**Wilson County Memorial Hospital District dba
Connally Memorial Medical Center
District Board Meeting Minutes
January 18, 2024**

Present Tom Miller, Board President
Marcelo Laijas
Larry Richardson
Justin Cook
Allison Lamberth
Steve Browning
Nick Janysek
Don Finley
Randy Bruett

Absent

Also Present Bob Gillespie, CEO
Olivia Flores, Exc. Clinic Director
Gary Williams, CNO
Karl Hittle, Endeavor
Curtis Rojas, Endeavor
WCN Representative
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 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 – December 21, 2023

Mr. Miller presented the December 21, 2023 Board Meeting Minutes for approval.

Action Taken

Motion made by Allison Lamberth and seconded by Steve Browning to approve the December 21, 2023 Board Meeting Minutes as presented. Motion Carried.

Citizen Input - None

Ratify actions taken during the 12/21/2023 Executive Committee Meeting

Mr. Tom Miller discussed that on December 21, 2023, the Executive Committee met and the following actions took place.

- Approved the Boiler repair for \$18,000.00

Action Taken

Motion made by Allison Lamberth and seconded by Don Finely to ratify the approval of the Boiler Repair for \$18,000 that took place at the December 21, 2023 Executive Committee Meeting. Motion Carried.

Board of Director Business – Tom Miller

Swearing-In of New Board Member, Precinct 2 – Randy Bruett

Action Taken

Motion made by Justin Cook and seconded Marcelo Laijas to accept Randy Bruett as a Precinct 2 Board Member. Motion Carried

Board President Tom Miller read the Oath of Office and Statement of Officer installing the newly Appointed Board Member Randy Bruett.

Review, consider and take action regarding Finance Committee Items:

December Summary and Financial Analysis

Mr. Bob Gillespie reviewed the financial information for the month of December. The Board held a discussion and asked questions regarding the information provided in the Summary and Financial Analysis.

Action Taken

Motion made by Marcelo Laijas and seconded by Justin Cook to approve the December Summary and Financial Analysis as presented. Motion carried.

MVP (Maintenance Value Plan)

Mr. Brandon McDowell requested \$80,000.00 for the consolidation of multiple vendor service contracts into one manage contracts. This is customized for vendor and equipment included using a self-insured approach for preventative maintenance or maintenance needs. Board discussion ensued.

Action Taken

Motion made by Marcelo Laijas and seconded by Nick Janysek to approve the Maintenance Value Plan as presented. Motion carried.

Otis Elevator Mother Board

Mr. Brandon McDowell requested \$58,000.00 for the replacement of end of life hardware for MOB elevator. The hardware that will be replaced is the main motherboard, adapter and mounting kit, one door operator assembly and one door safety edge. Board discussion ensued.

Action Taken

Motion made by Marcelo Laijas and seconded by Steve Browning to approve the replacement of the motherboard for the elevator in the MOB as presented. Motion carried.

Boiler Flue Vent Exhaust

Mr. Brandon McDowell requested \$32,000.00 to replace the flue vent on the condensing boiler with new double wall pipe. Board discussion ensued.

Action Taken

Motion made by Marcelo Laijas and seconded by Allison Lamberth to approve the replacement of the Boiler flue vent exhaust as presented. Motion carried.

Design Build Amendment – Spaw Glass

Review of Milestones

- Milestone 1: Delivery of RFQ, November 2022
- Milestone 2: Site/Scope Walkthrough, December 2022
- Milestone 3: Delivery of RFQ Submissions, December 2022
- Milestone 4: Firm Interviews by WCMHD Board, January 2023
- Milestone 5: Selection of Firm by WCMHD Board, January 2023
- Milestone 6a: Negotiate/Sign Contract – No GMP, February 2023
- Milestone 6: Project Design, 2nd – 3rd Quarter, CY 2023
- Milestone 7a: Approve Final Design with GMP, 4th Quarter, CY 2023
- Milestone 7: Execution of Final Contract – w GMP, 1st Quarter, CY 2024
- Milestone 8: Commence Project, 1st Quarter, CY 2024

Discussion of estimated project timeline

Mr. Karl Hittle reviewed with the Board the building costs and the previous approved building budget of \$8,175,000. Mr. Hittle requested the Board approve a total of \$8,422,013 for the Building Cost, total building cost of \$8,172,013 with \$250,000 (3%) for an Owner contingency.

Action Taken

Motion made by Marcelo Laijas and seconded by Don Finley to approve the Building Cost as presented. Motion Carried

Annual/Quarterly/Monthly Reports

Annual Organizational Chart Review – Bob Gillespie

Mr. Bob Gillespie reviewed the up-to-date Organizational Chart with the Board of Directors. Board Discussion ensued.

Action Taken

Motion made by Larry Richardson and seconded by Nick Janysek to approve the Annual Organization Chart as presented. Motion Carried

Quarterly Patient Satisfaction Report - Hospital

Mr. Gary Williams reviewed the following regarding patient experience scores

- Outpatient Overall Performance
- Outpatient Focus Questions
- Outpatient Key Performance Indicators
- Outpatient Top Box Scores
- ER Overall Performance
- ER Focus Questions
- ER Key Performance Indicators
- ER Top Box Scores
- OR Overall Performance
- OR Focus Questions
- OR Key Performance Indicators
- OR Top Box Scores
- Inpatient Overall Performance
- Inpatient Focus Questions
- Inpatient Key Performance Indicators
- Inpatient Top Box Scores

Quarterly Patient Satisfaction Report - Clinics

Ms. Olivia Flores reviewed the following regarding patient experience scores

- Clinic System Overall
- Comment Distribution
- Distribution of Responses
- Survey Detail
- Section Performance
- Strategy

Quarterly Marketing Report – Katelynn Hogg / Paublina Marquez

- Dr. Trini Garza – Video
- Recent Wilson County News Paper Ad
- Upcoming Marketing Campaigns
 - Pediatrics
 - Convenient Care
 - ENT
 - Primary Care/Specialist
- Community Engagement
 - Thanksgiving Luncheon – Senior Citizen Center
 - Winter Wonderland – Wilson County Care / Wilson County Senior Wellness Center
 - Line Dancing Christmas Celebration
- Staff Engagement
 - Service Pins for employees celebrating 5, 10, 15, and 25 years of employment!!
- Upcoming Marketing Events
 - 3D Mammography System Reveal – February 1, 2024
 - CMMC Physician presenting at Retired Teacher Association – February 6, 2024
 - CMMC Employee Cowboy Breakfast - February 8, 2024

CEO Report – Bob Gillespie

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

- Insurance Negotiations
 - Formulating our strategy
- Automation & Consolidation
 - Clinic System – Testing
 - Business Office
 - Home Health
- Ortho – Engaging with two (2) Physician Candidates
- Urology – Engaging with three (3) Physician Candidates
- ENT – Currently onboarding
- Nurse Practitioners at Dr. Alcala's and Dr. Iglesias

Executive Session

The Board President called for a Closed Session.

The Board Members convened into Closed Session at 6:34 pm on 01-18-2024.

Reconvene to Open Session

The Board President called for an Open Session.

The Board Members convened into Open Session at 6:41 pm on 01-18-2024.

Section Texas 161.032 Medical & Safety Code

Medical Staff Credentials

Action Taken

Motion made by Larry Richardson and seconded by Don Finley 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.



Marcelo Laijas, Board Secretary

