

**Wilson County Memorial Hospital District dba
Connally Memorial Medical Center
District Board Meeting Minutes
May 15, 2025**

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

Absent Justin Cook

Also Present Bob Gillespie, CEO
Karl Hittle, Endeavor
Curtis Rojas, Endeavor
Brandon McDowell, COO
Kyle Klein, CFO
Gary Williams, CNO
Olivia Flores, Executive Clinic Director
Katelyn Hogg, Marketing Associate
Paublina Marquez, Marketing Associate
Kimberly Jones, Executive Assistant

Call Meeting to Order

Allison Lamberth called the meeting to order at **5:00 p.m.**

Pledge of Allegiance / Texas Pledge / Reflection

Roll Call of Board

A roll call of the Board of Directors confirmed a quorum was present.

Citizen Input – None

Approval of the Board Meeting Minutes April 17, 2025

Action Taken:

Motion made by **Randy Bruett** and seconded by **Nick Janysek** to approve the minutes of the **April 17, 2025** Board Meeting as presented. **Motion carried.**

Personnel and By-Law Committee Meeting – May 14, 2025

Bob Gillespie summarized the meeting, noting no changes were recommended to the Board of Directors' By-Laws. He reviewed recommended revisions to the Employee Handbook and Medical Staff By-Laws.

No action taken; this will be brought back to Board in June for ratification

Election of Officers

Allison Lamberth reviewed the current roster of officers with the Board and asked if anyone had any objections of the slate presented. Slate Presented - Allison Lamberth for President, Marcelo Laijas Vice-President and Justin Cook as Secretary. Discussion ensued.

Action Taken

Motion made by **Larry Richardson** and seconded by **Don Finley** to appoint current slate presented for the year. Motion carried.

President - Allison Lamberth, - Vice President –Marcelo Laijas and Secretary – Justin Cook.

Appoint to Board Committees – Review

Board Members were asked to consider their participation in the following committees and Mrs. Allison Lamberth appointed each to the following committees of the Board:

By-Laws & Personnel Committee

Don Finley- Chairman
Justin Cook
Larry Richardson

Finance Committee

Justin Cook, Chairman
Marcelo Laijas
Nick Janysek
Randy Bruett

Joint Conference

Allison Lamberth, Board President
Marcelo Laijas, Vice President
Chief of Staff
Devraj Nayak, M.D. Chief Medical Officer
Bob Gillespie, CEO
Gary Williams, CNO
Alternate: Justin Cook, Secretary

Long Range Planning

Larry Richardson, Chairman
Allison Lamberth
Marcelo Laijas
Justin Cook
Don Finley
Nick Janysek
Steven Browning

Finance Committee Items

April Summary and Financial Analysis

Kyle Klein, CFO, presented the financial summary for April. The Board discussed and asked questions regarding the information.

Action Taken:

Motion made by **Randy Bruett** and seconded by **Larry Richardson** to approve the April Summary and Financial Analysis. **Motion carried.**

Capital Expenditures / Service Agreements / Lease Agreements

Windows 10 Replacements - Brandon McDowell requested up to **\$90,000** for the Windows 10 operating systems. They are nearing end of life and will not receive security updates after October 2025. Board Discussion ensued.

Action Taken:

Motion made by **Randy Bruett** and seconded by **Nick Janysek** to approve the Windows 10 replacements as presented. Motion carried.

Monthly /Annual/ Quarterly Reports

Annual Security/Safety/Risk Assessment Plan 2025 – Brandon McDowell

Brandon McDowell reviewed the following with the Board

- **Annual Security/Safety/Risk Assessment**
 - Vulnerability Assessment – Q1 Scan – 20% reduction in high alerts since last February; overall reduction in priority alerts
- **Safety/Threat/Performance Management**
 - VPN improvements – transition to Sophos VPN software - COMPLETED
 - New SAN hardware to stay in support and increase performance - COMPLETED
 - Windows 2022 Server upgrades to stay current with security - COMPLETED
 - Firewall improvements to VPN - COMPLETED
 - Separated guest & staff policies for security - COMPLETED
 - Network improvements - COMPLETED
 - Replaced majority of switches with 10G uplinks for performance - COMPLETED
 - Hardware current with support – COMPLETED
 - Improved password policy from 8 characters to 12 - COMPLETED
 - Windows 11 Rollout – replace unsupported hardware & Windows 10. – In Process
 - CDS Fax upgrade – application updates/improvements & security with Win 2022 – In Process
 - Quarterly health checks with Sophos – In Process
- **Current Protections**
 - Web security gateway
 - Email security gateway
 - Mobile device management
 - Monthly security updates
 - Software for vulnerability scans
 - Endpoint protection
- **Upcoming Plans**
 - Continue clean up on Shared drive and removing data that should be located in the department drive
 - Corepoint Interface server upgrade
 - Formfast server upgrade
 - HHS proposed cybersecurity performance goals for the healthcare sector (DHS, CISA, HHS)

Action Taken

Motion made by Marcelo Laijas and seconded by Larry Richardson to approve the changes to the Annual Security / Safety / Risk Assessment Plan as presented. Motion carried.

Annual Emergency Disaster Plan

Gary Williams discussed any changes to the Annual Emergency Disaster Plan. The 2025 plan follows the National Incident Management System (NIMS) approach utilizing the Hospital Incident Command System (HICS) organizational structure and outlines the hospital's response to internal and external incidents, ensuring CMMC is always prepared to meet the needs of our community and patients in an emergency.

Action Taken

Motion made by **Don Finley** and seconded by **Randy Bruett** to approve the changes to the Annual Emergency Disaster Plan as presented. Motion carried.

CEO Report

Bob Gillespie updated the Board on:

- Poth ISD Field Trips
- ESD #4 New Building Grand Opening Event
- Hospital Week 2025
- Manager and Employee of the Year Recognition Recipients
- Consolata Denim and Diamonds 8-2-2025

Executive Session

The Board entered Closed Session at **6:07 PM**.

Reconvene to Open Session

The Board reconvened at **6:33PM**.

Take Action on Executive Session items

Medical Staff Credentials

Action Taken Section 161.032:

Motion made by **Larry Richardson** and seconded by **Don Finley** to approve the Medical Staff Credentials as presented. **Motion carried**

Personnel Matters – Robert Gillespie

Action Taken Section 551.074

Motion made by **Larry Richardson** and seconded by **Marcelo Laijas** to approve the Employment Agreement as presented. **Motion carried**

Other Sections

- No actions taken under **Texas 551.072**, or **Texas 551.085**.

Adjournment

With no further business, the meeting adjourned at **6:35 PM**.



Justin Cook, Board Secretary