

Cochran County Hospital District
Board of Directors
Meeting Minutes
August 17, 2022

Cochran Memorial Hospital Lobby
201 E Grant Ave
Morton, Texas 79346

ATTENDANCE

Board of Directors

Betty Lyon
Richard Houston
Bill Albus
John Schmidt
Ray O'Brien

Financial Officer

Margarita (Maggie) Ramon

Minute Taker

Mary McKnight

Guests

Richard Levitt

Hospital Administration

Kody Kitchens

1. Open

- a. Quorum present
- b. Called to order 1701
- c. Invocation led by Richard Houston
- d. Public Comments
 - i. None
- e. Motion made to approve the July 20, 2022 meeting minutes. Motion seconded. Four (4) votes in favor of approving minutes, zero (0) votes against. Motion passed, July 20, 2022 meeting minutes approved.

2. Reports

- a. Financial Report
 - i. Kody Kitchens present financial statement. CD interest rates and negotiation were discussed.
 1. Kody to contact City Bank regarding these matters.
 - ii. Maggie Ramon provided revision the check registry. Discussed issues in system that will not allow back-dating.
 1. Inquiries were made by board members regarding certain purchases. Purchases were explained and determined to be legitimate purchases.
 2. Kody Kitchens provided details to questions raised during the previous Board of Directors meeting regarding the contracts with Anthony Mechanical.
 3. Inquiries made and answered regarding EMS' use of their supplies/medications budget.
- b. Administrator Report
 - i. Administrator's report shows some improvement in on-going issues with the computer system with regards to payroll, general ledgers, AR and statements. Goal is to have everything caught up by the end of August.

1. Meeting scheduled September 16, 2022 to address these issues to include Thrive personnel, auditor, and relevant hospital personnel and consultant.
- ii. The independent contract has been fulfilled. We now have a full staff for x-ray as well as for lab.
- iii. Plan to turn the billing office in to the new board room underway.

3. Matters for Decision

- a. 2021 Delinquent Tax Roll
 - i. Delinquent Tax Roll sent by Dixie Mendoza, Cochran County Tax Assessor/Collector, reviewed.
 - ii. Motion made to approve the 2021 Delinquent Tax Roll. Motion seconded. Four (4) in favor of approval; zero (0) oppose. Motion passed.
- b. Tax Rate
 - i. Discussion over tax rates and whether a public hearing/election.
 - ii. Inquires made regarding 2023 budget. Cannot proceed with budget until we receive financial report back from auditors.
 1. Maggie to contact auditors
 - iii. Motion made to set tax rate at 49.48% and advertise it in the Levelland newspaper Motion seconded. Four (4) votes in favor; zero (0) oppose. Motion carries.
- c. Policy & Procedures
 - i. Six (6) separate policies were reviewed and discussed.
 1. Questions regarding employee vacation policy, specifically employees not being allowed to carry over hours.
 - a. Kody to contact the lawyer on legality of no being allowed to carry the hours over.
 2. Motion made to approve five (5) of the policies and to approve the policy regarding vacation, contingent on approval from the lawyer. Motion seconded. Four (4) votes in favor; zero (0) votes opposed. Motion carried, five policies approved, Employee Vacation policy approved pending approval by lawyer.
- d. Revision of Bylaws of the Board of Directors
 - i. Members presented with a color-coded revision of the Board of Directors Bylaws from the lawyer for review.
 - ii. Motion made to approve Bylaws of the Board of Directors as revised. Motion seconded. Four (4) votes in favor; zero (0) oppose. Motion carried.
- e. General Elections
 - i. Discussions held regarding costs and contracts of election
 1. Kody to contact Cheryl Butler, Cochran County Elections Administrator

- ii. Actions regarding the following items to be given to the lawyer no later than August 22, 2022.
 - 1. Call to General Election for Precincts 1, 3, and at-large seats to be held November 8, 2022.
 - a. Motion made to call for an election for the Precincts 1, 3, and at-large board of directors' seats on November 8, 2022. Motion seconded. Four (4) votes in favor; zero (0) oppose. Motion carried.
 - b. Motion made to set a filing period of thirty (30) days to begin September 1, 2022 and end September 30, 2022 at 5:00 p.m. Filing location to be with the Cochran Memorial Hospital Administrator during business hours. 201 E Grant Ave Morton, Texas 79346. Motion seconded. Four (4) votes in favor; zero (0) oppose. Motion carried.
 - 2. Notice and Order of General Election for Early Voting and for Election Day
 - a. Motion made to appoint the Elections Administrator's office, located at the Cochran County Activity Building, 200 W Taylor Ave, Morton, Texas as the main early voting polling place. Motion seconded. Four (4) votes in favor; zero (0) oppose. Motion carried.
 - 3. Appointment of Cheryl Butler, Elections Administrator, to serve as Joint Elections Officer.
 - 4. Appointment of Cheryl Butler, Elections Administrator, to serve as Joint Early Voting Clerk.
 - a. Motion made to appoint Cheryl Butler, Elections Administrator, to serve as both Joint Elections Officer and Joint Early Voting Clerk. Motion seconded. Four (4) votes in favor; zero (0) oppose. Motion carried.
 - 5. Appoint Elections Administrator's office, located at the Cochran County Activity Building, 200 W Taylor Avenue, Morton, Texas as the main early voting polling place.
 - a. Motion made to appoint the Elections Administrator's office, located at the Cochran County Activity Building, 200 W Taylor Ave, Morton, Texas as the main early voting polling place. Motion seconded. Four (4) votes in favor; zero (0) oppose. Motion carried.
 - 6. Item 7: Approval of Exhibit A to the Notice and Order of General Election regarding Election Day Vote Centers.
 - a. Motion made to approve Exhibit A to the Notice and Order of General Election regarding Election Day Vote Centers. Motion seconded. Four (4) votes in favor; zero (0) oppose. Motion carried.

4. Matters for Discussion

- a. Proposal made to write a check for the remaining balance of the allotted EMS supply budget to the City of Morton help Cochran County EMS, with the understanding EMS would be unable to obtain supplies at no charge from Cochran Memorial Hospital until further notice.
 - i. Motion issue a check for Cochran County EMS to the City of Morton in the amount of \$4,254.13 with the understanding this will zero out their balance and they will be unable to obtain supplies or medications from Cochran Memorial Hospital at no cost until further notice. Motion was seconded. Four (4) votes in favor; zero (0) oppose. Motion carried.

5. Board entered Executive Session at 6:50 p.m.

- a. Board exited Executive Session at 7:22 p.m.

6. Adjournment

- a. Motion made to adjourn. Motion seconded. Four (4) votes in favor; zero (0) oppose. Motion carried.
 - i. Meeting adjourned 7:26 p.m.

Cochran Memorial Hospital CEO

Date

Cochran Memorial Hospital President, Board of Directors

Date