Cochran County Hospital District
Board of Directors
Meeting Minutes
January 18, 2023

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

ATTENDANCE

<u>Board of Directors</u>
Betty Lyon
Richard Houston
John Schmidt
Ray O'Brien

<u>Absent</u>
William (Bill) Albus

<u>Hospital Administration</u>
Kody Kitchens

<u>Minutes Taker</u>
Mary McKnight

<u>Guests</u>
Maggie Ramon
Amanda Turney
Rick Levitt

1. **Opening**
   a. Quorum present
      i. Called to order 1701
   b. Invocation led by Richard Houston
   c. Public Comments/Open Forum
      i. In answer to a question at the December 14, 2022 meeting, Maggie reported that CPSI stands for "Computer Program and System, Inc." and are based out of Mobile, Alabama. CPSI provides our electronic health record system.
   d. Review and Consider Approval of Previous Meeting Minutes
      i. Motion made to approve the December 14, 2022 regular session meeting minutes as presented. Motion seconded. Three (3) votes in favor of approving minutes, zero (0) votes against. Motion passed.
2. **Reports**
   a. Financial Report
      i. New vending machine with new products in place. Has been well received by employees leading to increase in sales.
      ii. Inpatient numbers for December 2022 incorrect due to a computer issue, estimated off by $15,000. Trying to get issue straightened out with CPSI.
      iii. First payroll listed includes the Christmas bonuses. Budgeted $60,000 for bonuses, spent $52,788.45.
      iv. Kody will re-figure CDs every quarter. Upcoming field audit, will have to have new print out for them, will have new figures for CDs by next month.
      v. We were awarded the Rural Hospital Covid-19 and Hospital Relief Grant; the money has not been deposited into the bank account yet.
      vi. Line items from financial report discussed.
   b. Administrator Report
      i. Annual State Fire Marshal inspection, only a few minor items, all were corrected to the fire marshal's satisfaction.
      ii. Back flow water meter has been fixed. Did have a leak at the water meter, it has also been fixed and we are now in compliance.

iii. Anthony Mechanical: having a lot of issues with heaters, have had a few days where we've had no heat at all, they replaced a lot of parts. Some of which should be covered by warranty. We do have heat now.
    1. Has been discovered Anthony Mechanical has not been performing all of the preventative maintenance we pay them to perform. Have put a check list in place that Gilbert will follow them with when they are on-site for preventative maintenance to ensure all items are taken care of.

iv. New worker's comp policy. We got a plaque for not having any claims in so many years.

v. New laboratory consultant reviewing quality measures and has found some issues that need to be corrected. Polices and procedures are out dated will be bringing someone in to help write new policies. Have an upcoming inspection they are getting ready for.
    1. Training Savannah Amalla to work in the lab to help cover while Brandon is at school.

vi. Two new toilets installed in bathrooms in clinic.

3. Matters for Decision

i. City of Morton Annual Contract Review
    1. Josie Alvarez is willing to help with EMS billing but has requested to work with April, our former EMS biller. Kody spoke with April, she is willing to bill for EMS and has requested that the city get out of its current billing contract and that she be given a sixty (60) day notice if she were to be let go. Kody spoke with Veronica Olguin, Morton City Manager, she has turned down the hospital's offer of help.
        a. Rick Levitt, Mayor, requested topic be tabled until the next meeting. Topic tabled.

4. Executive Session

a. Entered Executive Session at 5:55 p.m.

b. Exited Executive Session at 7:06 p.m.

5. Adjournment

a. Motion made to adjourn. Motion seconded. Three (3) votes in favor; zero (0) oppose. Motion carried.
    i. Meeting adjourned 7:10 p.m.

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Cochran Memorial Hospital CEO | Date

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Cochran Memorial Hospital President, Board of Directors | Date