

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

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

ATTENDANCE

Board of Directors

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

Hospital Administration

Kody Kitchens

Minutes Taker

Mary McKnight

Guests

Maggie Ramon
Grant Turner
Amanda Turney

1. Opening

- a. Quorum present
 - i. Called to order 5:00 p.m.
- b. Invocation led by John Schmidt
- c. Public Comments/Open Forum
 1. None
- d. Review and Consider Approval of Previous Meeting Minutes
 - i. Motion made to approve the September 13, 2023 regular session meeting minutes as presented. Motion seconded. Four (4) votes in favor of approving minutes, zero (0) votes against. Motion passed; September 13, 2023 minutes approved as presented.

2. Reports

- a. Financials
 - i. Vending
 1. \$407.00 missing off report, it is added in the vending account but missed adding it on the report.
 2. Inquiry made if the money in the vending account was used to purchase items for the vending machine.
 - a. Purchases are made using the credit card. The vending account was set up because it was required in order to use the debit/credit card feature on the vending machine for those who do not have cash. The money in the vending account can be moved to wherever it is needed.
 - ii. CDs
 1. CDs included in the newer account inquiries. Number is based off cash value. Drawing more interest.
 2. Have one CD coming due at midnight tonight (October 19, 2023), don't know the interest rate on it yet.

iii. Provider Pay

1. Agency providers will not show until the October check registry and will show as Flint Medical.
2. Rick was paid full amount through September. Request made that the figure be added separately either on the report or on the check registry.

iv. Payroll

1. Inquiry made regarding decrease in payroll down approximately \$30,000.
 - a. Lost two (2) employees (Gilbert Martinez passed away; Shiloh Sanchez quit)
 - b. Extra lab and radiology personnel that were coming in not needed as much
 - c. One nurse not coming in as much now that she is has finished orientation.

v. Line items from financial report discussed.

1. Lines 4 and 55 - Blue Cross Blue Shield - being exactly same amount.
 - a. September and October payments.
 - b. Amount will fluctuate depending on staff changes but generally same amount.
2. Lines 20, 50, and 67 - Robertson and Agnew Plumbing
 - a. Lines 20 and 50 were for the work in the dietary department.
 - b. Line 67 was for the sewer line backing up on the north hall of the hospital.
3. Harley Beseda Metal Work
 - a. Built the handrail for the new dock.
4. Duplicate check numbers
 - a. Software error; only occurred during that one check run; error has been resolved.

b. Administrator

i. Providers

1. Still looking for a mid-level provider.
 - a. Have spoken with one person who does have a house here and is interested in working here. He currently is employed at Friona. Currently on paternity leave until December. Will be sending copy of Ashley's contract for him to review.
 - b. Have had a couple other people interested in the position.
 - c. Ashley is covering majority of call and Dr. Hughes will be covering a few days in the clinic while Ashley is off.

ii. Maintenance

1. Daniel Molinar hired to fill the maintenance position.
2. Purchased new toilet, sink and tools. We lost all our tools. It was unknown what tools were hospital owned and which were Gilbert's personal tools, his family took them all when cleaning out his belongings so we needed to purchase new ones.
3. Daniel has been here three (3) days and has been busy fixing a lot of stuff that needed done.
4. Did get keys back from Gilbert's family. Still have not gotten back the portable gas-powered generator Gilbert had at his house. Kody will speak with Gilbert's brother David to see if he knows where it is.

iii. ER Door

1. Window in ER door was replaced by the company that did the dietary doors. Cost was \$1,695. Kody spoke with the person who broke the window, he stated he would make payment arrangements or something to pay the damages.

3. Personnel

- i. Motion to enter executive session.
- ii. Executive session entered 5:35 p.m.
- iii. Executive session exited 6:22 p.m.

4. Adjournment

- a. Motion made to adjourn. Motion seconded. Four (4) votes in favor; zero (0) oppose. Motion carried.
 - i. Meeting adjourned 6:25 p.m.

Cochran Memorial Hospital CEO

Date

Cochran Memorial Hospital President, Board of Directors

Date