

ATTENDANCE

Board of Directors

Betty Lyon
John Schmidt
Ray O'Brien
William (Bill) Albus
Matt Patterson

Hospital Administration

Kody Kitchens

Minutes Taker

Mary McKnight

Guests

Grant Turner
Beka Patterson
Robert Gara

1. Opening

- a. Quorum present
 - i. Meeting called to order 5:00 p.m.
- b. Invocation led by Ray O'Brien.
- c. Public Comments
 - i. None
- d. Oath of Office
 - i. Betty Lyon and Matt Patterson were sworn in by Kody Kitchens.
 - ii. John Schmidt nominated Betty Lyon for President of the Board of Directors.
No other nominations were made.
 - i. Motion made to accept nomination of Betty Lyon as President of Board of Directors, motion seconded. Four (4) votes in favor; zero (0) against, motion passed. Betty Lyon elected President of the Board of Directors.
 - iii. Bill Albus nominated John Schmidt as Vice President of the Board of Directors, no other nominations were made.
 - i. Motion made to accept nomination of John Schmidt as Vice President of Board of Directors, motion seconded. Four (4) votes in favor; zero (0) against, motion passed. John Schmidt elected Vice President of the Board of Directors.
 - iv. John Schmidt nominated Ray O'Brien as Secretary of the Board of Directors. No other nominations were made.
 - i. Motion made to accept nomination of Ray O'Brien as Secretary of Board of Directors, motion seconded. Four (4) votes in favor; zero (0) against, motion passed. Ray O'Brien elected Secretary of the Board of Directors
- e. Review and Consider Approval of Previous Meeting Minutes
 - i. Motion made to approve the December 18, 2024, regular session meeting minutes as read. Motion seconded. Four (4) votes in favor of approving minutes; zero (0) votes against. Motion passed; minutes approved as read.

2. Matters for Discussion and/or Action.

- a. Cochran County Foundation request for assistance with food pantry & Meals on Wheels
 - i. Matt Patterson abstains from discussion and voting on this topic.
 - ii. Mary McKnight presented list of obstacles and equipment the dietary department would face and need to be able to accommodate preparing the meals.
 - i. The biggest issue is staffing, we are still one person short and have been since April of this year. The position was never advertised.
 - ii. Kody was given permission to run an ad in the Levelland newspaper.
 - iii. Beka Patterson stated deliveries are covered, they only need someone to prepare the food.
 - iv. Concerns were voiced over preparing meals interfering with the mission of the hospital.
 - i. While it may not be the hospital's initial focus, nutrition is related to public health and outreach.
 - v. An inquiry made about the meals prepared by Outlaw Café and if taking the preparation from them would hurt their business. Beka stated that the Outlaw Café only prepares one meal a week for the service. In addition to that café, the Cochran Foundation has also contracted with a food truck and Chillax Café, however none of them are sustainable long-term for the Foundation.
 - vi. Inquiry made about compensation of the meals.
 - i. Beka stated the Foundation does have a grant program to help cover the costs of needed equipment and the hospital would be reimbursed, per plate along with reimbursement for the containers.
 - vii. Motion made to assist the Cochran County Foundation with meal preparation three (3) days a week, Monday, Tuesday, Wednesday, until the dietary department can be fully staffed beginning February 3, 2025. Motion was seconded. Three (3) in favor, zero (0) against. Motion passed. Cochran Memorial Hospital will prepare meals three (3) days a week for the Cochran County Foundation.
 - viii. Kody stated Mary McKnight will work Beka Patterson on the project.

3. Reports

- a. Cochran County EMS
 - i. Currently have our Texas EMS License for two (2) vehicles designated as Basic Life Support with Mobile Intensive Care capability.
 - ii. Have received our NPI number, allowing us to bill for EMS services, but are currently waiting on Emergicon to credential our insurance and complete our contract.
 - iii. We currently do not have a driver's variance, which allows uncertified EMS personnel to drive the vehicles. We must have two (2) licensed EMS staff to respond to any calls. We have applied for the driver's variance and expect it to be approved next week.
 - iv. Rick Perez who was the EMS Director is no longer with our organization. On Monday, January 6, 2025 we found out that Rick and employees he had hired had been doing poor work and having bad attitudes. Rick was brought in for counseling with Kody and Grant. Rick admitted his wrong doings and was instructed to make his employees aware of our concerns and to raise

their standards. The EMS employee was full for the entire month of January, however, on the evening of January 6th, Rick sent Kody a text message stating that all EMS employees were leaving without notice. To this response, Robert Garza Jr, a paramedic, was hired as interim EMS Director and was instructed to begin hiring help to fill the January schedule.

- i. Robert was introduced to the Board of Directors.
- ii. EMS needs radios, we have two (2) options
 - a. \$7,600 for updated radios. The problem with this is the signals bounce off the county repeaters and several of the repeaters do not work well.
 - b. \$6,280.92 with a monthly fee of \$359.94 and includes hotspot for two (2) trucks (required for MICU trucks) and allows EMS to transmit live information to larger hospitals on the go.
 - c. Board members were provided a copy of the quotes for the radios along with a copy of the EMS license.
 - d. Motion made to accept the second quote of \$6,280.92, with the monthly fee of \$359.94 for new radios. Motion was seconded. Four (4) votes in favor, zero (0) against. Motion passed. The radio system was approved for purchased.

b. Financials

i. Payroll

- i. Total payroll for December 2024 was \$304,985.31
 - a. Pay periods
 - i. December 10, 2024: \$110,248.22
 - ii. December 24, 2024: \$103,399.28
 - b. Christmas Bonus
 - i. \$48,186.38
 - ii. \$60,000 was budgeted for employee bonuses, we were \$11,813.62 under budget
 - c. PTO Buy Back
 - i. \$43,151.28
 - ii. PTO buy back saved the hospital over \$20,000 in paying agency employees or paying overtime wages.
 - d. Provider Payroll
 - i. Flint Medical was paid \$10,560 for coverage while Ashley Davidson was out for surgery. There will be another payment to Flint Medical January for the same reason.

ii. Taxes

- a. As of December 31, 2024 we have received \$1,020,604.85 from the County Tax Assessor.

ii. Check Registry

- i. Line items discussed.
 - a. Line 20: Warren Computers
 - i. Ben Warren's monthly rate.
 - b. Line 74: 911 Inc
 - i. Cost shared with other entities in the county for 911 services.

- c. Line 87: Ashley Davidson
 - i. Reimbursement for training.
- c. Administrator's Report
 - i. Cost Report
 - i. Last two (2) years our cost reports have been incorrect for 2019 and 2020, the federal government has recouped around \$500,000 from our facility. We made up that loss with a \$1.7 million IGT payment. Currently working on making the next couple annual payment significantly larger. We are going back a few years and claiming Chairty Care money we did not get at the time. Possible set backs to this:
 - a. Most of this information is in our old computer system and it's possible we won't have access to change that information.
 - b. The first IGT payment will be next month and depending on how much we have in the operating account, we may need to use some of the money from our \$680,000 CD that matures February 2, 2025. If needed, the CD would mature, be transferred to the operating account until the IGT payment comes in at the end of March, at which time we could reinvest the money. We should know by the February Board of Directors meeting if we will have access to the old system as this would be a significant income for the facility.
 - ii. Maggie, Chloe and Kody have been working on getting the new financial system in built. Go live is scheduled for March 1, 2025.
 - iii. Construction of the two (2) employee bathrooms is nearly complete. Both bathrooms had bathtubs there were an eyesore and made cleaning difficult. The tubs were removed, broken tile filled in, cracks in walls repaired, bringing us up to code for our next inspection.

4. Personnel

- a. No new business

5. Open Forum

- a. No new business

6. Executive Session

- a. Entered executive session at 6:49 pm
- b. Exited 7:25 pm

7. Adjournment

- a. Motion made to adjourn. Motion seconded. Four (4) votes in favor; zero (0) oppose. Motion carried.
 - i. Meeting adjourned 6:36 p.m.

Cochran Memorial Hospital CEO

Date

Cochran Memorial Hospital President, Board of Directors

Date