

SABINE COUNTY HOSPITAL DISTRICT  
BOARD OF DIRECTORS  
MEETING MINUTES

November 27, 2017

The Sabine County Hospital District Board of Directors met for a Regular Meeting on November 27, 2017 at 5:30 PM in the Sabine County Hospital Board Room.

**Present**

**Phil Yocom, President**  
**Mark Pearson, Vice President**  
**Joe McNaughten, Secretary**  
**Earl Willis, Board Member**  
**Diane Powell, Contracted Employee**  
**Chloe Schafer, EMS Administrator**

**Others Present**

**Jacy Daugherty, Administrative Assistant**  
**Jerry Howell, Sabine County Hospital Administrator**  
**Cecil Tatum, Sabine County Reporter**  
**Megan Strickland, Daily News & More**  
**Terry Moore, Sabine County EMS Employee**  
**Vicky Mayfield, Sabine County EMS Employee**  
**Montez McNaughten, Citizen**  
**Kaci Pearson, Citizen**

- I. Mr. Yocom called the meeting to order at 5:30 p.m.
- II. Mr. Pearson opened the meeting in prayer.
- III. Ms. Horn was not present. Mr. McNaughten spoke on behalf of Ms. Horn. Mr. McNaughten stated that Ms. Horn's concern was with X-Ray results being sent to Amarillo to be read. Mr. Howell insured that this was normal and that Sabine County Hospital keeps a quality check on the results.
- IV. Public Comments: Mr. Yocom stated that he has never said anything derogatory or mean-spirited about the staff of Sabine County Hospital, and if he has, he apologizes. Mr. Yocom stated that he would like to compliment the entire staff for caring for his mother while she was in the swing bed program. Mr. Yocom said that his mother received great care and he would like Mr. Howell to pass that along to the staff. Mr. Howell said that he

appreciated that and he personally thinks that Sabine County Hospital has an excellent staff.

- V. Ms. Powell stated that her computer crashed and she has to rebuild records from the past two months. Ms. Powell said that she might not have financials ready for the December meeting. Mr. Yocom moved to accept the financials and invoices and the October 23, 2017 regular meeting minutes. Mr. Pearson seconded. Motion passed by raise of hands.
- VI. Mr. Howell presented the Hospital Administrator's Report. Mr. Howell stated that swing bed patients were steady but lower than last year, which was expected because of the tremendous amount last year. Mr. Howell said that E.R. visits are up 6%, and admissions from the E.R. follow that trend. Mr. Howell said that outpatient visits were higher this October than they were last, but they are running behind for the year to date total. Mr. Howell said that clinic visits are about 15% lower. Mr. Howell added that, since Dr. Litwicki is now in the clinic, clinic visits are expected to go up. Mr. Howell said that Sabine County Hospital purchased the necessary equipment for ACLS training and have had eight people go through that training. Mr. Howell said that since having Dr. Melcher at Toledo Bend Family Medicine and Dr. Litwicki at the Sabine Clinic, they have been able to keep the clinics open more and see more patients. He added that they are continuing to recruit physicians. Mr. Howell stated that the Sabine County Hospital radiology department completed their annual inspection this month and no citations were received. Mr. Howell said that Sabine County Hospital currently has 27 patients on the Chronic Care Plan, which is for individuals with two or more chronic illnesses. Mr. Howell said that the Sabine County Hospital staff Thanksgiving meal was on November 21 and they were happy to have EMS join them. Mr. Howell said that the hospital along with the Chamber of Commerce would be sponsoring a 5k and one-mile fun run on December 2. Mr. Howell stated that the Sabine County Hospital Christmas party would be on December 8 and the board members were welcome to come. Mr. Howell added that the Sabine County Hospital donated food to seven families and they would be adopting families in December, as well. Mr. Pearson moved to accept the Hospital Administrator's Report. Mr. McNaughten seconded. Motion passed by raise of hands.
- VII. Ms. Schafer presented the EMS Administrator's Report. Ms. Schafer stated that call volume for Sabine County EMS was down 21 calls compared to last year. Ms. Schafer said that total call volume this year is 1,260 compared to 1,495 last year. Ms. Schafer stated that the refusal rate is better than last year. Ms. Schafer said that Sabine County EMS is still doing standby & assists for San Augustine County EMS. Ms. Schafer said that response times are faster this October than last year. Ms. Schafer stated that there were 92 911 calls, 3 emergency facility transfers, 14 non-emergency facility transfers, and 22 medical facility transfers. Ms. Schafer stated that the mileage for Med 3 is zero because they just brought the new truck back from Frazer. Ms. Schafer said that Med 2 was being worked on at Reynolds and Wright after hitting a deer. Ms. Schafer said that she had been working on the grants for Stryker. She said there were a few grants that she was looking at. Mr. Pearson asked if there was a problem with Med 2 because it had been sitting outside at Reynolds and Wright for a while. Ms. Schafer replied there was a miscommunication between the shop and the insurance company that delayed the work.

She said that they also had to move things around to paint the truck because of the height of the box but that it should be finished in the next day or two. Mr. Pearson asked if Sabine County EMS had to lease ambulances since Med 2 had been in the shop. Ms. Schafer replied no they did not have to lease an ambulance because they brought Med 3 back and were able to put it into service. Mr. Pearson stated that he had heard that EMS was dispatched to a call and were delayed because they had to get gas first. Ms. Schafer stated that those claims were false. Mr. Pearson asked if Sabine County EMS got a security system installed. Ms. Schafer responded that she received a quote from Lamar Alarm Co. and was waiting for them to install it. Mr. Pearson asked if the security system included cameras. Ms. Schafer responded that it does not currently include cameras but she can add them. Mr. Pearson moved to accept the EMS Administrator's report. Mr. Willis seconded. Motion passed by raise of hands.

- VIII. Mr. Howell presented the 3<sup>rd</sup> Quarter Financials for Sabine County Hospital. Mr. Howell stated that operating revenues were down about \$500,000 compared to budget. Mr. Howell stated that expenses are about \$320,000 under budget. Mr. Howell stated that operating loss is \$740,000 compared to the budgeted \$600,000. Mr. Howell said that, after transfers, net income is -\$100,000 versus the -\$90,000 projection in the budget. Mr. Howell said that salaries and benefits was higher than budget because one of the hospital's providers is being paid through payroll. Mr. Howell stated that there were a couple of changes on the balance sheet. Mr. Howell said that estimated third-party payer settlements was different from the audit on the top half of the balance sheet. Mr. Howell stated that the estimated third-party payer settlements on the bottom half of the balance sheet was about \$300,000. Mr. Howell explained that is the amount Sabine County Hospital expects to receive for their uncompensated care settlement. Mr. Willis moved to accept the 3<sup>rd</sup> Quarter Financials for Sabine County Hospital. Mr. McNaughten seconded. Mr. Willis, Mr. McNaughten, and Mr. Pearson voted for. Mr. Yocom voted against. Motion passed.
- IX. Ms. Powell stated that it is time to do the second 1115 Waiver Transfer for January 2018 and the total through January is \$429,996.70. Mr. McNaughten moved to accept the 1115 Waiver Transfer for January 2018. Mr. Willis seconded. Mr. McNaughten, Mr. Willis, and Mr. Pearson voted for. Mr. Yocom voted against. Motion passed.
- X. Ms. Powell stated that she and Ms. Schafer talked to ESO at conference about which Toughbook Computers Sabine County EMS needed. Ms. Powell stated that the Rugged Toughbook Computers would be about \$18,000 for four and Semi-Rugged Toughbook Computers would be about \$16,000 for four. Ms. Powell stated that it would be best to get the Rugged Toughbook Computers because they need to be protected against drops. Ms. Powell stated that this needed to be the one big purchase for the year but she felt that this was using the money wisely. Mr. Yocom moved to allow Ms. Powell to purchase Rugged Toughbook Computers for Sabine County EMS. Mr. Pearson seconded. Motion passed by raise of hands.
- XI. Ms. Powell stated that most of the other EMS companies in the area are paying 100% of their employees' health benefits. Ms. Powell stated that if Sabine County EMS purchased

insurance for every eligible employee, the cheapest plan would cost about \$4,000 a month and the most expensive plan would cost about \$6,000 a month. Ms. Powell stated that, for the employees currently on the insurance, the most expensive plan would cost \$1,600 a month. Ms. Powell stated that she budgeted \$76,000 for benefits for the year. Mr. Yocom asked if, bottom line, Sabine County EMS could afford to pay for the employees currently on the insurance and employees that might be added. Ms. Powell responded, yes, it is within the budget. Mr. Yocom moved to give the District Administrator authority to pay for 100% of employee health benefits. Mr. Pearson seconded. Motion passed by raise of hands.

- XII. Ms. Powell stated that Sabine County EMS has a 2008 Chevy Kodiak chassis that they need to accept bids on and sell. Mr. Yocom asked what Ms. Powell's recommendation was. MS. Powell responded that the minimum bid should be \$500, and it should be posted it in the local newspapers and sold at the next board meeting. Mr. Yocom moved to accept sealed bids at a \$500 minimum for the 2008 Chevy Kodiak chassis. Mr. McNaughten seconded. Motion passed by raise of hands.

- XIII. Ms. Powell stated ESO Wave Conference is the conference that she and the EMS Administrator attend every year to get updates on patient care reporting, reimbursements, and other things like that. Mr. Yocom asked if the board members would benefit by going to this conference. Ms. Powell responded that she thinks it would be beneficial if some of the board members could attend. Mr. Pearson said that he would be interested in going. Mr. Yocom moved to authorize the District Administrator, EMS Administrator, and any board member that desires to attend the ESO Wave Conference. Mr. McNaughten seconded. Motion passed by raise of hands.

- XIV. Executive session at 6:00 p.m.

1. Discussion concerning Personnel.

- XV. Return to open meeting at 6:21 p.m.

- XVI. Ms. Powell rescinded her prior resignation. Mr. Yocom moved to approve the rescinding of Ms. Powell's resignation. Mr. McNaughten seconded. Motion passed by raise of hands.

- XVII. Board Member Comments:

Mr. Willis: None

Mr. Pearson stated that he appreciates the board and the EMS service in the community.

Mr. McNaughten: None

Mr. Yocom: None

XVIII. Board meeting adjourned at 6:22 p.m.

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Phil Yocom, President  
Sabine County Hospital District  
Board of Directors

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Joe McNaughten, Secretary  
Sabine County Hospital District  
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