

SABINE COUNTY HOSPITAL DISTRICT
BOARD OF DIRECTORS
MEETING MINUTES

February 5, 2018

The Sabine County Hospital District Board of Directors met for a Regular Meeting on February 5, 2018 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, District Administrator
Chloe Schafer, EMS Administrator

Others Present

Jacy Daugherty, Administrative Assistant
Jerry Howell, Sabine County Hospital Administrator
Montez McNaughten, Citizen

- I. Mr. Yocom called the meeting to order at 5:30 p.m.
- II. Mr. Pearson opened the meeting in prayer.
- III. Public Comments: None
- IV. Ms. Powell stated that she did not have regular financials because she just received the repaired copy of Quickbooks but did provide the bank statements. Ms. Powell stated that she sent it to a CPA and everything balanced and at the February meeting, there would be financials for the months of January and February. Mr. Willis objected to accepting the financials until they were in their usual format. Mr. Pearson moved to accept the December 18, 2017 Regular Meeting Minutes. Mr. Willis seconded. Motion passed by raise of hands.
- V. Mr. Howell presented the Hospital Administrator's Report. Mr. Howell stated that inpatient days dropped about 15%, swing bed days dropped about 39%, emergency room visits increased by 7%, admits from the emergency room were up 1%, outpatient visits were down 8%, and clinic visits decreased by 3% year-to-date for 2017 compared to 2016. Mr. Howell stated that during the year 2017, the hospital saw 5,169 individual patients. Mr. Howell said that Michael Dickinson, PA would begin working with the hospital as soon as he gets his Texas License around the middle of March. Mr. Howell stated, for the year, Sabine County Hospital's payroll exceeded \$4,500,000 and if

providers etc. were taken into account, it reached \$5,000,000. Mr. Howell said that the radiology department had a physicist survey last month and everything passed with the exception of needing new batteries in the portable X-Ray machine. Mr. Willis asked when Mr. Howell expected to get the new batteries. Mr. Howell replied that he has to order them but they are between \$9,000 and \$10,000 and he wanted to look at a service contract instead of buying only the batteries because Sabine County Hospital would probably replace that portable with a different machine. Mr. Willis moved to accept the Hospital Administrator's Report. Mr. McNaughten seconded. Motion passed by raise of hands.

- VI. Mr. Yocom asked for the EMS Administrator's Report wait until the end of the meeting. Ms. Schafer presented the EMS Administrator's Report at 5:45 p.m. Ms. Schafer stated that there was not much change on the December report. She said that there were eight less calls than last December and there were 19 refusals for the month. Ms. Schafer stated that call volume for the year of 2017 was about 190 calls less than 2016 but 63 of those calls were refusals and about 90 were actual 911's. Ms. Schafer stated that Sabine County EMS did well in comparison because there were a lot less refusals than there were the previous year. Ms. Schafer stated that Hemphill, Sabine County Hospital, the nursing Homes, Pendleton, and Pineland had the most calls for the year. Ms. Schafer stated that the average response time for the year improved by 13 seconds compared to 2016. Ms. Schafer stated that she wanted to recognize the Sabine County EMS Supervisors. Ms. Schafer recognized Erin Lally Hudson as a new shift supervisor and Jack Legind as the new basic supervisor. Ms. Schafer also recognized Ozzie Jarman as Employee of the Year and Tony Long as Rookie of the Year. Ms. Schafer stated that improvements that happened in 2017 included a practice mannequin, a new station, a third autovent, and the remount of Med 3. Ms. Schafer stated that, looking forward, Sabine County EMS hoped to expand community outreach and education, possibly remount Med 1, and possibly receive grants for powerlift stretcher systems. Ms. Powell stated that Med 1 is currently out of service with a diesel leak and it would be towed to Complete Performance in Jasper to be repaired. Ms. Powell stated the she and Ms. Schafer had just returned from ESO conference. Ms. Powell stated that something that was brought to their attention by the EMS law firm P, W, & W of Pennsylvania was the Anti-kickback Statute. Ms. Powell stated that one of the risk areas that they are looking at this year is giving discounts or other potential kickbacks to facilities and referral services. Ms. Powell stated that she asked the attorney if, since Sabine County EMS doesn't charge Sabine County Hospital for uninsured patients taken out of the hospital but does charge Hemphill Care Center and Shady Shores, would that fall under the anti-kickback statute. Ms. Powell stated that her concern was that the statute states that EMS is supposed to ensure that facility contracts and other business is priced appropriately and that they can prove that they are not charging facilities less than their cost. Ms. Powell said, for example, Sabine County EMS charges Hemphill Care Center and Shady Shores the Medicaid rate, which is the lowest rate they can charge anyone. Ms. Powell asked the board members what they would like her to do and stated that she thinks they need a legal opinion based off answers from questions she asked at conference. Mr. Yocom pointed at that Sabine County EMS does not have a significant financial interest in the nursing homes, but they do have a significant financial interest in Sabine County Hospital. Mr. Yocom asked how much

Sabine County Hospital District could be fined. Ms. Powell responded that they could be fined up to \$10,000 per patient. Mr. Yocom said that the Sabine County Hospital District Board of Directors could not take action on this issue but recommends that Ms. Powell get a legal opinion. Ms. Powell asked whom she should contact. Mr. Yocom suggested contacting Alex Fuller. Ms. Powell stated that she wanted to make it clear that she was not trying to jeopardize Sabine County Hospital. Mr. Willis moved to accept the EMS Administrator's Report. Mr. McNaughten seconded. Motion passed by raise of hands.

- VII. Mr. Yocom stated that Dr. Gulbis has been a great asset to Sabine County EMS since July of 2014 and has been receiving the same \$500 a month compensation since then. Mr. Yocom suggested giving Dr. Gulbis a raise. Mr. Willis asked if there were any estimates of what EMS companies in the surrounding areas were paying their medical directors. Ms. Schafer stated that the other companies in the area were private companies and had different funding and methods of employing medical directors. Ms. Powell added that anywhere from \$500-\$1000 is a good estimate. Mr. Willis asked if Dr. Gulbis asked for the raise. Mr. Yocom responded no, it was his idea after speaking with Dr. Gulbis in early January. Mr. Yocom suggested a raise of \$250 a month to make Dr. Gulbis' salary \$500 a month. Mr. Pearson replied with a suggestion of \$700 a month. Mr. Pearson asked if this subject could be revisited more often than every 4 years. Ms. Powell suggested making it an annual review. Mr. Pearson moved to increase Dr. Gulbis' salary by \$200 a month. Mr. McNaughten seconded. Motion passed by raise of hands.
- VIII. Ms. Powell stated that she forgot to bring a copy of the handbook but there needed to be a few changes made to the EMS Administration Handbook. Ms. Powell stated that the changes included increasing vacation for non-exempt employees, which was approved in executive session. Mr. Yocom asked if Ms. Powell could email each board member a copy of the handbook with the changes that were made highlighted. Mr. Pearson stated that he thought both the EMS Administration and EMS Employee handbook needed to be revisited and changes made. Mr. Yocom stated that this item should be tabled until the next meeting. Ms. Powell said that she would send copies of both handbooks to the board members. No action taken.
- IX. Ms. Powell stated that the Sabine County EMS Workman's Compensation Policy was due January 20 but there was no board meeting. Ms. Powell stated that she told the agent to write the same policy that the board approved in previous years and she would send the check upon approval of this policy. Mr. Yocom moved to approve the Sabine County EMS Workman's Compensation Policy. Mr. Willis seconded. Motion passed by raise of hands.
- X. Mr. Yocom opened the sealed bids for the 2008 Chevy Kodiak Chassis and passed them around to the other board members. The first bid was from Joseph Gunnels in the amount \$2,000, the second bid was from Jerry Coudrain in the amount of \$3,500, and the third bid was from Michael Hippler in the amount of \$2011.25. Mr. Yocom moved to award the chassis to Jerry Coudrain and allow him 15 days to bring payment. Mr. McNaughten seconded. Motion passed by raise of hands.

- XI. Mr. Powell stated that the Sabine County Appraisal District wanted every taxing entity in Sabine County to have a position on their board. Ms. Powell stated that the Sabine County Appraisal District Board meets once a quarter on a Thursday at 12:00 p.m. Mr. Yocom moved to appoint Mark Pearson to the Sabine County Appraisal District Board. Mr. Willis seconded. Motion passed by raise of hands.
- XII. Board Member Comments: None
- XIII. Board meeting adjourned at 5:55 p.m.

Phil Yocom, President
Sabine County Hospital District
Board of Directors

Joe McNaughten, Secretary
Sabine County Hospital District
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