

SABINE COUNTY HOSPITAL DISTRICT
BOARD OF DIRECTORS
MEETING MINUTES

January 28, 2013

The Sabine County Hospital District Board of Directors met for a Regular Meeting on January 28, 2013 at 5:30 PM in the Sabine County Hospital Board Room 167.

Present

Phil Yocom, President
Earl Willis, VP & Treasurer
Mark Pearson, Member at Large
Dr. Lana Comeaux, Member
Joe McNaughten, Secretary
Diane Powell, Election Administrator
Becky Pardue, Office Manager

Others Present

Diana Taylor, Hospital Administrator
Penny Ferguson, Sabine County Reporter

- I. President Yocom called the meeting to order at 5.30 p.m.
- II. Mr. Willis opened the meeting with prayer.
- III. With no members of the public desiring to comment, Mr. Yocom continued the meeting. No action taken.
- IV. Mr. Willis moved to accept all consent items. Mr. Pearson seconded. Motion carried.
- V. Mrs. Taylor report consisted of a review of 2012. During 2012, Sabine County Hospital is now able to link both clinics with electronic medical records system NextGen. The cost of NextGen was \$1.2 million. The swing bed patient census days were up from 281 in 2011 to 586 in 2012 a 108% increase. The inpatient discharges were up from 328 in 2011 to 377 in 2012 a 14.9% increase. Inpatient Medicare Utilization was up from 76.4% in 2011 to 79.1% in 2012 a 2.7% increase.

Mrs. Taylor reported that with the swing bed program, Sabine County Hospital not only provides rehabilitation for the patients, the hospital is also providing occupational therapy, physical therapy as well as some speech therapy. Mrs. Taylor said along with the rehabilitation program the hospital also provides activities for the swing bed patients that help with their recovery.

Mrs. Taylor reported that throughout 2012 the Gross Days in Accounts Receivable was 60.45 days, the lowest of the six-leased Preferred Hospitals.

Dr. Comeaux arrived at 5:38 p.m.

Mrs. Taylor reported that Sabine County Hospital is now using Etactics for all of the billing. Mrs. Taylor reports that by using Etactics for the Sabine County Hospital billing the hospital is saving money in labor as well as postage.

Mrs. Taylor reported that every patient who was discharged from Sabine County Hospital Emergency Room receives a follow up phone call to ask if they have any questions or concerns. Sabine County Hospital was able to contact 681 ER Patients by phone with 94% of the ER patients responding positively about Sabine County Hospital.

Mrs. Taylor reported that Dr. Gulbis was getting very positive responses.

The 2012 Patient Volume for Sabine County Hospital was 17,393; with 56 patient complaints, that gives the Sabine County Hospital a 99% Patient Satisfaction Rate.

The mortality stats for inpatient were 13 in 2012. The mortality stats for the ER were four in 2012.

Sabine County Hospital had an unannounced Joint Commission Survey with no major deficiencies found; the hospital has received the accreditations status. Mrs. Taylor explained some of the smaller deficiencies found was lack of fire caulking throughout the entire hospital and the need to update the fire panel, both items were completed in 2012.

Mrs. Taylor reported that Sabine County Hospital received a \$50,000 Planning and Assessment Grant as well as a \$9,000 SHIP Grant to go towards the remodeling of two patient rooms.

Sabine County Hospital Dietary Department served 10,670 meals in 2012 as well as expanding the menu to include Heart Healthy food choices.

Sabine County Hospital participated in the 1st Annual Pineland Health Fair and the Senior Nutrition Center Health Fair. The hospital hosted a hospital tour for children as well as a Health Fair during National Hospital Week. Sabine County Hospital offered drive through flu shots at both clinics during the month of October.

Dr. Comeaux moved to accept the Hospital Administrator's report. Mr. McNaughten seconded the motion. Motion carried.

- VI. Mr. Willis moved to approve the resolution for Order Calling Election for Board of Directors positions in Precinct 2, Precinct 4 and the unexpired term for Precinct 3. Dr. Comeaux seconded the motion. Motion carried.

- VII. Diane Powell, Election Administrator for the Sabine County Hospital District, reported that all notices that needed to be filed have been. Mrs. Powell explained that all notices have been posted at Sabine County Courthouse, Sabine County Hospital District Website, as well as the Sabine County Hospital. Mrs. Powell reported that Ballot Applications would be available at the Sabine County Hospital District Office starting February 1, 2013 and the last day to file a ballot application is March 1, 2013. Dr. Comeaux moved to accept the election administrators report. Mr. Willis seconded the motion. Motion carried.
- VIII. Mr. Yocom explained that the board has the authority to hire election judges and alternates however, that would require board action or the Sabine County Hospital District Board of Directors could designate the Election Administrator to hire all election judges and alternates. Dr. Comeaux moved that the Election Administrator be designated to hire all election judges and alternates. Mr. Willis seconded the motion. Motion carried.
- IX. Mr. Willis explained the Public Funds Investment policy has not changed, however the Board of Directors needs to sign the policy for the 2012 calendar year. Dr. Comeaux moved to adopt the 2012 Public Funds Investment Policy. Mr. Pearson seconded the motion. Motion carried.
- X. Mr. Yocom explained that the Sabine County Hospital Board of Directors does have Directors and Officers Insurance through Federal Insurance Company paid for by Preferred Hospital Leasing. No Action Needed.
- XI. Diana Taylor, Sabine County Hospital Administrator, explained that the Acadian Ambulance contract is negotiated through the Sabine County Hospital Board of Directors however; it is facilitated through Woodland Heights Medical Center. Woodland Heights Medical Center and Sabine County Hospital have been in contact with Acadian Ambulance and are working through the details of the proposed Acadian Ambulance contract. Mr. Willis explained the proposed contract would change, but that the negotiations are ongoing. No action taken.
- XII. Mr. Yocom made a motion to accept Rebecca Pardue's letter of resignation. Mr. Willis seconded the motion. Motion carried.
- XIII. Mr. Willis moved to hire Diane Powell as the Sabine County Hospital District's Office Manager. Mr. Pearson seconded. Motion carried.
- XIV. Mr. McNaughten moved to add Diane Powell as a signatory at Sabine State Bank and First Bank and Trust East Texas and to remove Rebecca Pardue as a signatory. Mr. Willis seconded. Motion carried.
- XV. Mr. Yocom asked Mr. Willis for recommendations on fund expenditure limits for the Sabine County Hospital District's Office Manager, and presents the recommendations to the Sabine County Hospital District Board of Directors. No action taken.

- XVI. Mr. Willis moved to allow Diane Powell to file all applications necessary to become a Notary Public. Dr. Comeaux seconded. Motion carried.
- XVII. Mr. Yocom suggested the Sabine County Hospital Board of Directors appoint Diane Powell as the Sabine County Hospital District's Records Management Officer. Mr. Willis moved to appoint Diane Powell as Records Management Officer for Sabine County Hospital District. Mr. Pearson seconded. Motion carried.

XVIII. Board Member Comments:

Mrs. Taylor: Mrs. Taylor stated that the Sabine County Hospital is involved with pending litigation due to an ex-employee who was injured on the job and was out on Worker's Compensation. This employee expended all of their family medical leave. The employee was never released to come back to work so they were terminated from their position at Sabine County Hospital. The ex-employee filed a case with the EEOC; the EEOC has dismissed the case. The ex-employee then filed a lawsuit for racial discrimination in Federal Court against Sabine County Hospital the case is pending.

Mr. Willis: Mr. Willis stated he would like the Sabine County Hospital District to work on a 5-year plan for the Hospital and the District with the help of Preferred Hospital Management.

Mr. Pearson: No Comment.

Mr. McNaughten: Mr. McNaughten stated he was impressed with Dr. Gulbis.

Dr. Comeaux: No Comment.

Mr. Yocom: No Comment.

- XIX. Meeting adjourned at 6:35 p.m.

Phil Yocom, President
Sabine County Hospital District
Board of Directors

Joe McNaughten, Secretary
Sabine County Hospital District
Board of Directors