

SABINE COUNTY HOSPITAL DISTRICT  
BOARD OF DIRECTORS  
MEETING MINUTES

June 24, 2013

The Sabine County Hospital District Board of Directors met for a Regular Meeting on June 24, 2013 at 5:30 PM in the Sabine County Hospital Board Room 167.

**Present**

**Phil Yocom, President**  
**Earl Willis, VP & Treasurer**  
**Joe McNaughten, Secretary**  
**Dr. Lana Comeaux, Member**  
**Diane Powell, Office Manager**

**Others Present**

**Diana Taylor, Hospital Administrator**  
**Penny Ferguson, Sabine County Reporter**  
**Duane Keating, Sabine County Hospital District Attorney**

**Absent**

**Mark Pearson, Member at Large**

- I. President Yocom called the meeting to order at 5.30 p.m.
- II. Mr. McNaughten 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 stated that the Sabine County Hospital District is seven or eight months ahead on the IGT Payments. He stated that with that the District has \$758105.25 in the accounts. Mr. Willis moved to accept the minutes and financials. Mr. McNaughten seconded. Motion carried.
- V. Mrs. Taylor reported the statistics as of May 2013 and YTD 2013 are as follows:  
inpatient census days were down 31%, swing bed days were down 21%, average length of stay was 3.2 days, E.R. visits were up 1%. Outpatient visits were up 10%, transfers were up 5% and clinic visits were up 19%. She stated the HR Director Hanse Ellison turned in his resignation to accept a position in Baytown, Texas. Construction on rooms 203 and 204 was completed and the State Department of Health inspection survey was conducted. Occupancy certificate has not yet been received due to revisions made by the

contractor in the patient shower area. The nurse call system installation is about 90% complete, there are a few adjustments that still need to be made to the system. The Sabine County Hospital will be participating in HCAPS surveys which will involve the hospital inpatients receiving surveys by phone. Swing bed patients, minors, and psychiatric patients will not be surveyed. Healthstream has been contracted to provide this service and they will report their findings of our patient satisfaction to the government. This required as part of the Affordable Care Act and is part of the quality measures that CMS will be basing future reimbursement to hospitals. This will begin October 1, 2013. The Sabine County Hospital will be participating in the Health Fair at Temple Inland in July. Discrimination and harassment policies and procedures have been reviewed and all department directors were provided educational information on procedures to follow to insure that any reported harassment or discrimination issues are addressed promptly and fairly. Additionally, all Medical Staff received updated information on discrimination and harassment policies at the Medical Staff Meeting. All employees will receive training via their department heads. Ms. Taylor stated there had been a change in the Maintenance Director position Billy Dickerson who previously worked in this position is now back and doing a great job. Mr. McNaughten moved to accept the Hospital Administrator's Report. Mr. Willis seconded. Motion carried.

Dr. Lana Comeaux arrived. 5:40 p.m.

- VI. Mr. Willis moved to accept Preferred Management Financial Statements for the Sabine County Hospital First Quarter. Dr. Comeaux seconded. Motion Carried.
- VII. Mr. Willis stated he had spoke with Rick Alexander with Eide Bailly concerning the contract for the yearly financial audit of the Sabine County Hospital District. Mr. Willis stated the Sabine County Hospital District would not sign this without some changes. Page four of the contract under Engagement Administration, Fees and Other Mr. Willis wants the "We may from time to time, and depending on the circumstances, use third party service providers in serving your account" deleted from this contract. Also on page five he wanted clarification on the amount of money that would be charged, Mr. Willis stated that with talking to Rick Alexander with Eide Bailly that amount \$13,500 to \$14,250 plus direct out of pocket expenses, is an estimate based on the size of the Sabine County Hospital District depending on the amount of time needed to do the audit. The direct out of pocket expenses would occur only if there was travel to Hemphill for the final audit report. Mr. Willis also wanted clarification on page six under the Choice of Venue "We both agree to submit any unresolved Dispute to trial by a federal or state court venued in Fargo, ND" Mr. Willis wants that changed to be "venue of choice." Mr. Yocom moved to accept the Eide Bailly contract contingent on the changes being made. Mr. McNaughten seconded. Motion carried.
- VIII. Mr. Willis stated that the CT Scan, lab refrigerator, ER Doors and Parking lot lights are now not currently on the emergency generator. He stated that during an emergency these things all need to be functioning properly and without hesitation. Ms. Taylor, Hospital Administrator stated that she had received a bid for approximately \$8,000 in order to add

these things to the emergency generator interface. Mr. Willis asked if all of X-ray was on generator excluding the CT scan. Ms. Taylor stated it was not. Mr. Willis stated he believed that all of X-ray should be on the emergency generator interface. Mr. Yocom moved to upgrade the electrical panel interface with generator not to exceed \$10,000. Mr. McNaughten seconded. Motion carried.

IX. Mr. Yocom stated that the Sabine County Appraisal District's Public Hearing is on July 25, 2013, however the Sabine County Hospital District would be at the THT Conference. He stated that there would be a decrease of approximately \$21,000,000, which is approximately a \$42,000 decrease to the Sabine County Hospital District. Mr. Willis stated that would not affect the Sabine County Hospital District with the tax rate change. Mr. Willis moved to approve the Sabine County Appraisal District's 2014 Budget. Dr. Comeaux seconded. Motion carried.

X. Mr. Willis stated that he and Mr. Pearson's recommendation to the Board concerning the Sabine County Hospital District's Office Manager's pay be increased to \$17 per hour. He stated this calculates to approximately \$1600 per year. Mr. Yocom moved to accept the recommendation to raise the pay of the Office Manager to \$17 per hour. Dr. Comeaux seconded. Motion Carried.

XI. Mr. Yocom stated the Sabine County Hospital District received one bid for the parking lot expansion from Chance Construction for \$96,359.59. Mr. Willis moved to accept the bid from Chance Construction for the parking lot expansion/erosion issue. Mr. McNaughten seconded. Motion Carried.

XII. Board Member Comments:

Mr. Willis: No Comment.  
Mr. McNaughten: No Comment.  
Mr. Yocom: No Comment.  
Dr. Comeaux: No Comment.

XIII. Meeting adjourned at 6:05p.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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