

SABINE COUNTY HOSPITAL DISTRICT
BOARD OF DIRECTORS
MEETING MINUTES

February 24, 2014

The Sabine County Hospital District Board of Directors met for a Regular Meeting on February 24, 2014 at 5:30 PM in the Sabine County Hospital Board Room 167.

Present

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

Others Present

Diana Taylor, Sabine County Hospital Administrator
Chris Castille, Acadian Ambulance Service
Monica Keeton, Acadian Ambulance Service
Penny Ferguson, Sabine County Reporter
Brandon Hebert, Acadian Ambulance
Mike Easely, Director of Operations Preferred Management

- I. Mr. Yocom called the meeting to order at 5:30 p.m.
- II. Mr. McNaughten opened the meeting with prayer.
- III. No Public Comments.

Dr. Comeaux arrived at 5:33.
- IV. Mr. Willis moved to accept the consent items. Mr. Pearson seconded. Motion carried.
- V. Mrs. Taylor stated the Discharged inpatient census days are down 19%, Swing Bed Days are up 61%, ER Visits are up 38%, outpatient visits are up 22%, transfers are up 32% and clinic visits are up 14%. The average length of stay is 3.1. Mrs. Taylor reported that the hospital has a new Director of Nursing, Margie Watson. Shirley Naquin was the prior director and vacated the position to return to a direct patient care position on the night shift but will remain with the hospital. Ms. Watson holds degrees in Associate degree in Nursing, Bachelor and Master Degree in Nursing Management. Additionally she has extensive experience in not only patient care but in nursing management and case management with Good Shepherd-Marshall and Longview, Longview Regional Medical Center and Baylor Dallas. She is also a part time instructor for the Kilgore College

School of Nursing. She began employment February 10, 2014. The results of education for the community for Medicare Advantage vs. Traditional Medicare is not yet known. We will be able to pull results sometime at the end of January for county participation in Medicare Advantage plan numbers. There was a deadline of February 15, 2014 that would allow Medicare recipients to change their enrollment choices. Preliminary reports indicated another increase seen in Medicare Advantage enrollment for the county however not as great of an increase as seen in prior years. THIE hosted a risk management seminar for Preferred Hospitals on Feb 20. Diana, Dan Laird, Lovey Archey, and Margie Watson attended. Education topics included Workers' Compensation, Quality Assurance Programs, Hippa and EMTALA guidelines and updates. Pay raises have once again been put into effect at employee evaluation time for 2014. Raises will be dependent upon employee performance and achievement of individual goals. We will be doing some minor remodeling/improvements to the Modular building located behind Toledo Bend Clinic. The improvements will include: 2 private sleep rooms, adding a shower, small refrigerator, microwave oven, replacing some floor covering, setting up the front area for a classroom setting for CPR classes. An IT Risk Management Survey was conducted in February. This is a requirement for attainment of Meaningful Use of the Electronic Health Record System HITECH act and examines the privacy procedures and security of all systems at the hospital and clinics. The final report from the survey have not yet been attained but is believed to be positive with minimal discrepancies found. The hospital will host its second annual Employee Resource Fair this week on February 27-28. All annual mandatory training will be conducted and will be held in the Board Room. Topics to be taught include: HIPAA, Back Safety, Infection control, Compliance, Emergency Response and others. Dr. Luraguiz has submitted all of her documents required to obtain Texas licensure with the State Medical Board and is awaiting licensure from the Texas State Medical Board. Tentative start date is set for July 1, 2014. Additional capital equipment has been approved by Preferred Management for purchase by the hospital. These additional equipment items are a new reach-in freezer for dietary (\$5151) and a new commercial oven for dietary (\$6430). Total capital equipment approved at the end of 2013 and beginning of 2014 is \$120,781. Quality reports received by Health Stream on the Inpatient Satisfaction Surveys indicate very high scores rated by our patients for the 3rd qtr in 2013. The only areas showing scores below 85% are: patient's perception of how well their pain is managed, identifying possible side effects of new medication to patients in a way they could understand, reviewing family and patient preferences on health care needs after being discharged and clear understanding of the purpose for taking each new medication by the patient. Quality Assurance Reports were reviewed in February for the 4th quarter 2013: Housekeeping- monitoring area surface cleanliness via Black Light Utilization in patient treatment areas. Human Resources- monitoring staff education of the HealthEdu Website. Lab- 11 areas monitored and reviewed including Result reporting, internal quality control, and result finding and retrieving and test performance. Maintenance-completion of demand work orders in the HIPPO System and completion of regular periodic maintenance work orders. Nursing-plan of care completion, Emergency Room Medical Reconciliation, and Bed Alarms on for high risk patients to prevent falls. Mr. Willis moved to accept the Hospital Administrator Report. Mr. Pearson seconded. Motion carried.

VI. No Action Taken.

VII. Item tabled.

VIII. Brandon Hebert, Acadian Ambulance stated in order to better serve the Sabine County Hospital Board of Directors, he would bring updated call sheets for prior months to the future meetings. He stated that currently Acadian is taking calls in Lufkin for patient transfers, which would take an ambulance out of service. He stated he felt this could be part of the on-going problem with response times. He stated Acadian would not be taking part in those transfers in order to see improvement of service in Sabine County. He stated that Acadian in partnering with San Augustine EMS and Alpha Rescue for mutual aid to Sabine County. He stated in doing this Acadian would have to also send transfers to them as well. Brandon stated the agreements are “gentleman’s agreements” he has nothing in writing from either service. Mr. Pearson stated he witnessed the Sabine county Ambulance leaving the county going to San Augustine to do a transfer, leaving Sabine County without Ambulance coverage. Mr. Hebert stated he would look into this matter and get back with Mr. Pearson. Mr. Hebert stated Sabine County should not be without coverage to do transfers. Mr. Hebert stated he would have their dispatch center start cataloging which units are in the county and what back up unit responded. Mr. Hebert stated Acadian would be present at the future board meetings until further notice. Mr. Hebert stated they would work with the other ambulance services to take some of the Acadian runs in Jasper, TX in order to better serve Sabine County. Mr. Hebert stated Acadian’s interpretation of the contract is they should have a truck in Sabine County at all times. He stated his understanding was the \$327,000/year was to cover the first ambulance. Mr. Yocom stated this was incorrect the money was to cover the second ambulance. Mr. Hebert stated for a second full time ambulance it would cost an additional \$100/hour, if the county just needed a paramedic fly truck with no transport that would be \$50/hour. Mr. Pearson asked if the radio issue that was brought to their attention at January Meeting had been corrected. Mr. Hebert stated they were having trouble getting the information needed to correct this issue. Dr. Comeaux asked what information is needed to correct this. Mr. Pearson said this should be an easy issue to fix. Monica Keeton, Acadian Ambulance stated the person working on their radios was having trouble with the frequency. Ms. Keeton stated she need help working through this issue. She asked if their radio person could contact Mr. Pearson to get this corrected. Mr. Pearson stated he would be available tomorrow. Mr. Yocom stated there is no issue with the staff provided on the ambulances is great. He feels the issues are more from a logistical standpoint. Mr. Yocom stated he wants to see improvement in the next 30 days, he expects answers to the issues as soon as possible. Dr. Comeaux stated improvement is needed and would expect to see better results at the March Meeting. No Action Taken.

IX. Mr. Yocom stated he would like to see the District purchase some additional property located behind the Hospital in order to put the broadband tower instead using the lot beside the Hospital. He stated he thought Sabine Investments owned this land. He stated

the Hospital would need an acre for this tower. Mr. Yocom moved to purchase an acre of land behind the hospital for up to \$7500. Mr. Willis seconded. Motion carried.

- X. Mr. Yocom stated at this point the Sabine County Hospital District has prepaid management fees of approximately \$700,000. Mr. Yocom stated he felt the District should not prepay any more than one contractual year. He stated he wanted to participate in the IGT as much as feasibly possible however, he felt there needed to be limits set for this. Mr. Willis stated with the capital improvements needing to be made to the hospital he felt this was a good limit to set. Mr. Yocom moved to limit the participation in 1115 Waiver program to one contractual year. Mr. Pearson seconded. Motion carried.
- XI. Ms. Powell stated there is an issue with Fairmount FRO their license expired on June 30, 2013. She stated that they are working on correcting this issue and should have something to the District within the 30 days. She stated Pendleton Harbor is lacking their Medical Director Signatures. Mr. Yocom stated there are some financial issues as well with Pendleton Harbor FRO. Mr. Yocom moved to distribute the First Responder Funds to Six Mile, Pineland, and Shamrock Shores. Mr. Yocom stated until the financial issues with the Pendleton Harbor FRO are cleared up and action taken he moved to not fund Pendleton Harbor until that action was taken. Mr. Pearson seconded. Motion carried.
- XII. Mr. Yocom moved to allow any board member and office manager to attend the Torch Conference in Dallas Texas on April 9-11, 2014. Mr. Willis seconded. Motion carried.
- XIII. Board Member Comments:
- Mr. Pearson: No Comment.
Mr. Yocom: No Comment.
Mr. Willis: No Comment.
Mr. McNaughten: No Comment.
Dr. Comeaux: No Comment.
- XIV. Meeting adjourned at 7:11 p.m.

Phil Yocom, President
Sabine County Hospital District
Board of Directors

Joe McNaughten, Secretary
Sabine County Hospital District
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