

SABINE COUNTY HOSPITAL DISTRICT
BOARD OF DIRECTORS
MEETING MINUTES

April 1, 2014

The Sabine County Hospital District Board of Directors met in Special Session on Tuesday April 1, 2014 at 5:30PM in the Sabine County Hospital Board Room 167.

Present

Phil Yocom, President
Earl Willis, VP & Treasurer
Joe McNaughten, Secretary
Dr. Lana Comeaux, Member
Mark Pearson, Member at Large
Diane Powell, District Administrator
Duane Keating, EMS Administrator

Others Present

David Bartholdi, Sabine County Citizen
Ronnie Stewart, Sabine County Citizen
Pennie Ferguson, Sabine County Reporter

- I. After establishing a quorum, President Yocom called the meeting to order at 5:30 p.m.
- II. David Bartholdi stated he had a few questions for the board. Mr. Yocom stated by law the Board could not answer his questions, however if he would like to stay after the meeting he would try to answer them. Mr. Bartholdi asked how San Augustine Hospital District's tax rate could be less than half of Sabine County Hospital District's and they can operate an ambulance service. He asked why Sabine County's is so high? Mr. Bartholdi asked how the hospital district could start a business with no revenue stream for eight to twelve months? He also asked why the Commissioner's Court was not notified? He asked if the employees would be 1099 Contractors and would they have benefits? He stated he felt the Sabine County Hospital District was moving too fast and he does not know why. Mr. Willis stated the Board of Directors are not allowed to answer questions by law.
- III. Mr. Keating stated the two Frazer Type 1 ambulances and Chevy Tahoe vehicle cost would be \$308,616. The equipment and supplies needed for those emergency vehicles would be approximately \$103,500. Mr. Willis asked what the biggest cost is with the equipment. Mr. Keating stated stretchers. Mr. Willis asked what the next biggest cost would be. Mr. Keating stated monitors. Mr. Keating stated Sabine County Hospital District would be purchasing refurbished monitors and tough books. Mr. Willis asked what the generator is used for? Mr. Keating stated if the ambulance breaks down during a transport the inverter only works for a short period of time, therefore a generator is needed. Mr. Willis asked about the supplies or soft goods? Mr. Keating stated those supplies are included in the price. Mr. Willis asked if there was something in the floor of

the ambulance to hold the stretcher in place? Mr. Keating stated there is an antler to do that. Mr. Willis asked what the fuel capacity is of the ambulance? Mr. Keating stated 40 or 44 gallons. Mr. Willis asked if there are warranties on the vehicles. Mr. Keating stated they are Chevrolets with their standard warranty. Mr. Willis asked is paint was included? Mr. Keating stated yes. Mr. Willis asked about insurance. He asked if the liability would be on the Sabine County Hospital District. Mr. Keating stated yes because the Sabine County Hospital District is operating the EMS. Mr. Willis asked how we would go about getting fuel. Ms. Powell stated Sabine County EMS would be getting Fuelman cards in order to purchase fuel tax exempt. Mr. Willis asked if the quote on the ambulance chassis could change according to the quote. Mr. Keating stated yes that is possible however until Frazer receives the chassis the only cost he knows of is on the quote. Mr. Yocom moved to authorize the purchase of emergency vehicles and equipment up to \$415,000. Mr. McNaughten seconded. Mr. McNaughten, Mr. Pearson, and Mr. Yocom voted yes. Mr. Willis voted no. Motion passed.

IV. Mr. Willis moved to allow the Board president to enter into a lease agreement for Ambulance Operational Space. Mr. Pearson seconded. Motion passed.

V. Mr. Willis moved to name the ambulance service Sabine County EMS. Mr. Pearson seconded. Motion passed

VI. Mr. Willis asked how long this process would take. Mr. Keating stated the assumed name certificate will be given to Ms. Powell and she will file this with the county clerk. Mr. Willis asked how the books would be kept for Sabine County EMS. Ms. Powell stated there would be a separate set of books for Sabine County EMS in order keep the tax money separate.

Dr. Comeaux arrived 5:50.

Mr. Pearson moved to file the documents necessary for the DBA. Mr. McNaughten seconded. Dr. Comeaux, Mr. Pearson, Mr. Yocom and Mr. McNaughten voted yes. Mr. Willis voted no. Mr. Willis stated he felt this was moving too fast. Motion carried.

VII. Ms. Powell stated she would like to have a budget of \$5,000 to purchase computers and software as well as furniture for the office space. Mr. Willis asked if it is normal for paramedic and EMT has to have beds to sleep in. Mr. Keating stated yes for numerous reasons. Mr. Pearson stated he would recommend to Mr. Willis to tour a station and see what is expected and needed from paramedics and EMT's. Mr. Pearson moved to allow the District Administrator to purchase necessary office equipment of up to \$5,000. Mr. McNaughten, Dr. Comeaux, Mr. Yocom and Mr. Pearson voted yes. Mr. Willis voted no.

VIII. Mr. Willis asked how the account would be set up. Ms. Powell stated only one checking account is need for Sabine County EMS. Dr. Comeaux moved to open the necessary financial accounts. Mr. Pearson seconded. Motion carried.

IX. Ms. Powell stated a Fuelman card and a regular credit card were needed for Sabine County EMS. Ms. Powell stated for the regular card credit limit of \$2,000 is needed. The Fuelman card has no limit as long as it is tracked. Dr. Comeaux moved to open the Sabine County EMS credit card with a \$3,000 limit as well as the Fuelman card. Mr. Pearson seconded. Motion carried.

X. Mr. Pearson stated he felt the same policy that is in place for the Sabine County Hospital District should be sufficient for Sabine County EMS with the exception of payroll checks that should require two board member signatures. Mr. Pearson moved to keep the same

policy for Sabine County Hospital District for signing regular checks and two board member signatures for payroll checks. Dr. Comeaux seconded. Motion carried.

XI. Dr. Comeaux moved to allow the District Administrator to attend any 1115 Waiver meetings or conferences. Mr. Pearson seconded. Motion carried.

XII. Meeting adjourned 6:11p.m.

Phil Yocom, President
Sabine County Hospital District
Board of Directors

Joe McNaughten, Secretary
Sabine County Hospital District
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