

SABINE COUNTY HOSPITAL DISTRICT
BOARD OF DIRECTORS
MEETING MINUTES

June 23, 2014

The Sabine County Hospital District Board of Directors met for a Regular Meeting on June 23, 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
Duane Keating, EMS Administrator
Diane Powell, District Administrator

Absent

Dr. Lana Comeaux, Member

Others Present

Diana Taylor, Sabine County Hospital Administrator
Larry Stephens, Preferred Management CFO
Andy Freeman, Preferred Management CEO
Penny Ferguson, Sabine County Reporter
Montez McNaughten, Sabine County Citizen

- I. Mr. Yocom called the meeting to order at 5:30 p.m.
- II. Mr. Willis opened the meeting with prayer.
- III. Mr. McNaughten stated that two years ago Dr. Neal found a problem with his lungs. He went to Dr. Kapiian in Nacogdoches and has been being treated for the last two years. He stated when he went to the doctor last week that all of his lung problems were gone.
- IV. Mr. Willis moved to approve the minutes. Mr. McNaughten seconded. Motion passed. Larry Stephens, Preferred Management, stated that Preferred has not received the 2013 Preferred Management audit therefore on the Balance sheet the totals are unaudited. He stated the net income for the first quarter of 2014 is \$970,660, which is largely due to the DSRIP funding from January. He stated this would not be the quarterly income due to the payments from the State. Mr. Freeman stated it takes around 30 days to receive the money from the State. Mr. Stephens stated that the transactions with the state are recorded in the month they are made, however they will not receive the money for 30 days. Mr. Yocom asked what the cap is for the rest of the year. Ms. Taylor stated it is

approximately \$105,000. Mr. Stephens stated the State is now asking for a monitoring fee for any hospital participating in the Waiver Project, he stated that Sabine County Hospital's fee should be around \$5800. Mr. Willis asked Ms. Powell if the June amounts on the District's financials is current. She stated they were prepared two weeks ago and that the amount would be higher. Mr. Yocom moved to accept the financials. Mr. McNaughten seconded. Motion passed.

- V. Ms. Taylor reported the inpatient census days are down 40%, swing bed days are up 8%, ER Visits are up 24%, outpatient visits are up 8%, transfers are up 31%, clinic visits are up 13%. Ms. Taylor reported that corporate is working on getting an intranet portal up and running in order to have the Employee Handbook and the HIPAA Handbook posted on the internet. The clinic managers have been approved to attend the Texas Association of Rural Health Clinics meeting in Austin at the end of July. Dr. Natalia Luraguiz will be starting work on July 1, 2014 at the Toledo Bend Clinic. Plans have been made for a Welcome Reception to be held on July 16, 2014 from 3-5p.m. at the Hospital Board Room. Dr. Luraguiz passed her Family Practice Board Exam and is now Board Certified. Department Directors received additional quality assurance performance training during the month and several new projects have been initiated. One interdepartmental project involves the receipt and communication of lab and radiology testing results for the ER Patients. District Board Members who plan on attending the Texas Healthcare Trustees meeting are invited to attend a dinner being sponsored by TMLT along with other Preferred Hospitals. Continued meetings have been held with Woodland Heights Medical Center in Lufkin, in an effort to decrease ER transfer acceptance times to their hospital. Trauma hospitals are required to have a two hour transfer time as part of the Trauma certification standards. Dr. Gulbis and Chris Melcher have recently completed Conscious Sedation continuing education and received certification. Both Chris Melcher and Chad Moody have also completed new Department of Transportation training and certification for conducting DOT Physicals. The standards for DOT licensure have been changed and a great deal more examination steps are now required. A new triage room is being established to improve ER medical assessment patient flow. The room is located just to the right after entering the patient hallway in the ER area. Additionally, nursing and medical staff are working on the establishment of a patient acuity scale for ER patients that will also be coordinated with the new EMS providers as well. Several upgrades to the NextGen EMR system have taken place in May and June. The upgrades when finalized will enable SCH to qualify for Meaningful Use Stage 2 standards and will also include a Patient Portal where our patients can access their own medical records. Mr. Willis moved to accept the Administrators report. Mr. Yocom seconded. Motion passed.
- VI. No action taken.
- VII. Mr. Yocom stated the Public Hearing for the Sabine County Appraisal District is on July 24, 2014. No Action Taken.
- VIII. Mr. Yocom stated since Mr. Keating is doing the purchasing, he would like for Ms. Powell to issue the numbers. No Action Taken

- IX. Ms. Powell stated she looked over the Liability insurance. She stated her recommendation would be to go with VFIS for all the liability insurance. She stated she is having trouble getting quotes for Worker's Compensation. She stated her recommendation would be to stay with Texas Mutual until we actually get firm numbers on the number of employees. Mr. Yocom moved to authorize the purchase of the Liability insurance with VFIS as well as authorizing the District Administrator to enter into an agreement with Texas Mutual for Worker's Comp insurance. Mr. Pearson seconded. Motion passed.
- X. Mr. Yocom stated he has not had a chance to go through the entire Employee Handbook. Ms. Powell stated that orientation for the new employees would begin next week. She stated that the board would need to meet again prior to orientation in order to approve the handbook. Mr. Yocom moved to table this item. Mr. McNaughten seconded. Motion passed.
- XI. Mr. Yocom moved to table this item. Mr. McNaughten seconded. Motion passed.
- XII. Mr. Yocom moved to enter closed session. Mr. Willis seconded. Motion passed.
- XIII. Return to open meeting. 6:21 p.m.
- XIV. Mr. Yocom moved to authorize the Board President and Financial Officer to acquire sufficient funds to operate the ambulance service. Mr. Willis seconded. Motion passed.
- XV. Mr. Keating stated the fee schedule that was received from Emergicon is the standard fee schedule. He stated that we could increase the fees however he doesn't see a reason to do this. Mr. Keating stated that Sabine County EMS could not charge for Critical Care transports however that is the level of service that the county would be receiving. Ms. Taylor stated she would like to get with Mr. Keating about the contract concerning transfers. Mr. Willis moved to approve the fee schedule received from the Sabine County EMS Administration Staff and Emergicon. Mr. Yocom seconded. Motion passed.
- XVI. Mr. Yocom moved to revoke Dr. Gulbis as Medical Director for Six Mile Fire Department. Mr. Pearson seconded. Motion passed.
- XVII. Board Member Comments:

Mr. Yocom: No Comment.

Mr. Willis: Thanked the EMS Staff.

Mr. Pearson: Thanked the EMS Staff.

Mr. McNaughten: No Comment.

XVIII. Meeting adjourned at 6:27 p.m.

Phil Yocom, President
Sabine County Hospital District
Board of Directors

Joe McNaughten, Secretary
Sabine County Hospital District
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