

SABINE COUNTY HOSPITAL DISTRICT
BOARD OF DIRECTORS
MEETING MINUTES

December 22, 2014

The Sabine County Hospital District Board of Directors met for a Regular Meeting on December 22, 2014 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
Mark Pearson, Member at Large
Gary Williams, EMS Administrator
Diane Powell, District Administrator
Tyler Williams, EMS Assistant

Absent

Mary Dodson, Administrator Assistant

Others Present

Diana Taylor, Sabine County Hospital Administrator
Philip Blair, Sabine County EMS
Tim Burley, Sabine County EMS
Heath Meredith Sabine County EMS

- I. Mr. Yocom called the meeting to order at 5:30 p.m.
- II. Mr. Williams opened the meeting with prayer.
- III. No public comments
- IV. Mr. Willis moved to accept the minutes from the regular meeting on November 17, 2014 and December 15, 2014. Mr. Pearson second. Motion passed. Mr. Willis stated that he wanted the checking account to balance with the financial statement that is given to the board at the Board Meetings. Mr. Yocom stated that they will never balance. Mr. Willis says he can show everyone that it will. Mr. Willis says that based on the information that the board gets from Ms. Powell, the board gets what's in the bank, what the expenses are and what the income is. Mr. Yocom asked Ms. Powell if we had a negative balance on November 1st. Ms. Powell said we had \$62,485.43 in the checking account. Mr. Willis asked Mr. Yocom if our checking account should balance. Mr. Yocom said yes but not against the financial statement. Ms. Powell stated that she completed the spreadsheet that Mr. Willis asked her to do. She stated that this spread sheet is like a running check

register with District and EMS expenses and income separated, which she thought might be clearer than a Profit and Loss Statement. Ms. Powell wanted to go line by line on the sheet that Mr. Willis brought in to try and make it clearer for everyone. Mr. Willis went on to explain the CDs and the checking account in April is \$557,449.00 and in May \$871,317.00. Mr. Willis said this is what the checking account starts with. Mr. Willis says that if you do it his way the numbers do not match with the P&L statement. Mr. Willis asked Ms. Powell how she balances our checking account. Mr. Yocom says that you take our check statement and go through the check book. Mr. Willis says that he thinks our check book is not being balanced. Ms. Powell explained the check book is being balanced every month. Dr. Comeaux stated to Mr. Willis that the check book isn't being balanced to the way he wants it to be balanced. Mr. Willis said that he doesn't feel that the numbers that the board is getting are accurate, the board can't depend on the numbers. Mr. Yocom said that is a direct insult to Ms. Powell. Mr. Willis apologized because he did not mean it that way. Dr. Comeaux says she is ok with the way Ms. Powell balances the check book and so is Mr. Yocom. Mr. Willis said he tried to balance the month of September and couldn't. Mr. Willis said the salaries of \$53,774.35 that wasn't on the September financial statement wasn't put on there until November. Mr. Yocom says that's because the P&L statement is through the Friday before the board meeting. Mr. Willis has a problem with the fact that that number wasn't there. Mr. Pearson tried to explain that you can't balance the financials in real time. Mr. Yocom says that financials are always a month in arrears. Dr. Comeaux feels that Ms. Powell is being accused of something and she wants to get to the bottom of it. Mr. Pearson feels that Ms. Powell is being at least insulted. Mr. Willis says that wasn't his intent. Mr. Willis moved to accept the financials. Dr. Comeaux seconded. Motion passed.

Mr. Yocom declared a recess at 5:53 pm.

Back in session at 5:58 pm. Mr. Yocom asked if there is any board member that doesn't have complete confidence in Ms. Powell doing her job. Everyone said yes that she does an outstanding job and unanimously stated they had every confidence in her and her abilities. Dr. Comeaux announced that Ms. Powell is doing the job the same way as the last two District Administrators.

- V. Ms. Taylor reported the inpatient census days are down 34%, swing bed days are up 14%, ER Visits are up 19%, outpatient visits are up 5%, transfers are up 38%, clinic visits are up 12%. Ms. Taylor reported that site visit was conducted with a prospective doctor in December. Dr. Greg Backofen and his wife, Brandi, met with the medical staff, hospital directors and toured both clinics, hospital and the area. Further discussion will be post-Christmas with Dr. Backofen. Community activities conducted in December by the hospital and clinics have included: Hospital departments sponsored 7 needy families in the county (2 from Hemphill, Pineland and Brookeland – 1 hospital employee) and provided Christmas gifts and food items for them. Approximately \$350.00 in items donated per family from hospital and clinic staff for a total donation of \$2,450.00. These same families also received complete Thanksgiving dinner baskets donated by hospital and clinic staff as well. Hospital Christmas Parade float received 1st place in the Lions'

Club Christmas Parade. Two bicycles were also donated by the Hospital along with bicycle helmets for safety emphasis. We will be implementing changes in the ER effective 1/1/2015 regarding the provision of services for non-emergent patients. All patients will receive a medical screening exam by a PA or MD per EMTALA guidelines. Persons who are presenting with non-emergent conditions will be asked to pay a \$200 deposit before being seen or if they have insurance, their ER co-pay up front. The hospital is conducting mandatory Customer Service training during the last days of 2014 prior to the changeover-all employees who have front line ER responsibilities will be attending the training prior to 1/1/2015. All other employees will be offered training times for January 2015. Numerous issues have occurred during the past 12 weeks with the Toshiba CT Scanner. Several parts have been replaced but there is a possibility of another tube replacement that may be needed. SCH has a maintenance agreement that is covering the repairs and would also cover the tube if replacement is warranted. Flu season is in full swing with the numbers of positive flu test increasing. As of today 15 confirmed flu tests in the hospital. The hospital hosted its annual Christmas Party on Friday, Dec. 19th. 10 employees were named for Service Years Recognition. One employee, Myrtle Hogue received a pin, plaque and a gift card, for 35 years of employment with the hospital. Others named were: Laura McCroskey and Amanda Page for 15 years, Sharon Browning and Mareike Gay for 10 years and Laquinta Anders, Jenna Felts, Susan King, Tina Smith and Diana Taylor. Dr. Gulbis was also recognized for his contributions to the medical community and our patients. Shout Outs recognized in December for: A. Toledo Bend Clinic – Chad Moody, Hillary Fiscus, Ilene Mitchell, Michelle Butler and Bridget Harville for their quick actions regarding a clinic patient with a severely low sugar level who required immediate IV and transport to a higher level of care from the clinic. B. Due to Dr. Gulbis' leaving, the state Medical Board requires letters of notification be sent to all patients who had been treated during the prior two years period. Shelly Schultz, Shannon Vazquez, Krissi Preston, Jalyn Ross, Stephanie Nantz and Pat Antilley helped with the mail out notifying patients of Dr. Gulbis' leaving. C. Brian Corley (ER) and Heather Bell (Lab) were recognized by one of our Radiology Techs in helping her with assistance of a patient who was undergoing a radiology exam. Mr. Willis moved to accept report. Mr. Pearson seconded. Motion passed.

- VI. There is a call for \$598,000.00 in January for the 1115 Waiver Program. The district doesn't have the money to front that amount, even though the district has plenty of money to run everything. Mr. Yocom stated that given previous discussions with Preferred Management and the misunderstanding that happened recently regarding the 1115 Waiver Program, future misunderstandings could be avoided by not fronting money for the 1115 Waiver Program. So for this reason, the board will not front any more money and will only contribute the money owed Preferred Management for lease payments if they request we hold the lease payments. Dr. Comeaux asked that if the board scratches Preferred's back why they can't scratch ours. If we send up money that we don't owe yet why can't the board get something in return to build our ambulance station. Ms. Powell stated that is not legal, the Sabine County Hospital District cannot receive any funds back from the 1115 Waiver Program. Ms. Powell asked if there is a call in June, how much we would send up. Mr. Yocom stated that if we receive a letter from Preferred asking the District to hold their payments for IGT then we would send up

only what is owed at that time. Dr. Comeaux made a point to say that we are one of the most profitable hospitals that Preferred Management manages. Ms. Taylor says she would prefer the board not pre-fund the 1115 Waiver Program anymore. No Action Taken.

- VII. Mr. Williams stated the Average Response Time for November was 9 minutes and 13 seconds. They had 151 calls last month with 136 billable runs. Fifteen calls were completely unbillable. Hemphill 34 calls, Nursing home 26, Hospital 34, Rosevine 1 Shamrock 6, Pineland 6, Bronson 4, Pendelton 9, Fairmont 11, and 6 in Six Mile. Mr. Yocom moved to approve the report. Mr. McNaughten seconded. Motion passed.
- VIII. Mr. Yocom explained that the first offer on an EMS Contract with Sabine County was we would provide them a 75% discount and only charge for 40% of the runs. The 40% came into play when the County stated they would have about 30 calls per year and now it's down to an estimated 4 runs per year. What the Sabine County Commissioners Court understood and voted to do was under the assumption that Sabine County EMS was going to charge them \$150.00 per run and it was going to be 75% of that which would make it \$60.00 per run and only charge for every fourth run. Mr. Yocom read the letter that was sent to Judge Melton a copy of which is attached and incorporated as part of these minutes. Mr. Yocom went on to say that at the meeting for the Commissioners Court Sheriff Tom Maddox mentioned charging the EMS for dispatching. Mr. Pearson asked if they can legally do that. Ms. Powell stated that legally they can do that but then legally the EMS can take half their 9-1-1 grant money to set up our own dispatching service. Mr. Yocom wanted a motion to send the letter. Mr. Willis moved to send the letter. Mr. Pearson seconded. Motion passed. Mr. Pearson wanted to know if they can make the EMS do their own dispatching. Mr. Yocom says that if the Sherriff's Office stops dispatching for the EMS we will file for an emergency injunction against the Sheriff's office. Ms. Powell that there are some legal ramifications if they do that. There are some Texas State Statutes that, depending on the size of the town, require the Sheriff's Office to do the dispatching. Mr. Willis asked about the benefits the Sherriff's office would lose. Ms. Powell explained that EMS would be entitled to half their 911 grant money. Ms. Powell went on to explain that the EMS dispatching would have to be Emergency Medical Dispatchers when the Sherriff's Office dispatchers are not. Mr. Pearson wanted to know how the Sherriff's Office came up with the \$30,000.00 to \$180,000.00. Mr. Yocom explained the \$30,000.00 was for one dispatcher's salary for one year. The \$180,000.00 is for the EMS to set up their on dispatching system. Ms. Powell said from what she understands from talking to the dispatchers at the Sherriff's Office they make nowhere near \$30,000.00 per year. The Sherriff's Office is adding in the benefits and everything. Dr. Comeaux wants Penny Ferguson with the Sabine County Reporter to pull the records from when the County paid up to \$125,000.00 to subsidize the Ambulance Service. Ms. Powell says the reason all this started is when Acadian was handling everything, the Sherriff's Office was abusing the system. Dr. Comeaux stated she thinks that all it really takes is proving that the County previously paid for the Ambulance Service the County will likely pay with no problem. Mr. Yocom asked Ms. Powell to submit an Open Records request to the County for 2002 to 2005 to find out what the County paid to the Ambulance Service. Dr. Comeaux said that the board should

leave everything like it is, because the bottom line is everyone is here for the citizens of Sabine County. Mr. Yocom asked what if the board offers a 75% discount without a contract. Mr. Pearson says he would like to offer the service for free but there is no way Sabine County EMS can afford it. Mr. Yocom moved to give Sabine County Sheriff's Office a 75% discount for Ambulance Service. Mr. Pearson seconded. Motion passed.

- IX. Mr. Willis moved to adopt a Capital Assets Policy for Sabine County Hospital District. Dr. Comeaux seconded. Motion passed
- X. Mr. Williams explained the need to purchase an Auto Vent for one of the ambulances and that it is needed because if the patient in the hospital is intubated and needs to be transferred to a higher level of care, it will automatically breathe for the patient. Currently if a patient is on a ventilator the medic has to use a bag to manually help them breathe. The cost is a little over \$14,000.00 but the cost would be recovered from use on one ambulance run. Mr. Yocom moved. Mr. McNaughten seconded. Motion passed
- XI. Ms. Powell stated that she received the engagement letter from Eide Bailey to perform audit services for 2014. Because of the addition of Sabine County EMS to the Sabine County Hospital District's Audit, the price increased roughly two to three thousand dollars. Mr. Yocom recommended that the District stay with Eide Bailey because they are familiar with our records. Mr. Yocom moved to accept the Eide Bailey Engagement letter. Mr. McNaughten seconded. Motion passed.
- XII. Ms. Powell explained that the District's Workers Compensation Insurance comes up for renewal on January 1, 2015. Ms. Powell stated she began getting quotes from other Insurances companies to see if she could save the District some money. Ms. Powell stated that she got quotes from VFIS for \$29,236.00 per year and a quote from Texas Hospital Insurance Exchange for \$6,090.00. The difference is VFIS has to charge for Ambulance drivers instead of hospital professionals and Texas Hospital Insurance Exchange can charge for hospital professionals instead of Ambulance drivers.. Mr. Yocom moved to accept the quote from Texas Hospital Insurance Exchange. Dr. Comeaux seconded. Motion passed.
- XIII. Mr. Yocom moved to approve the bids on delinquent property from LineBarger Goggin, Blair, and Sampson, LLC. Mr. McNaughten seconded. Motion passed
- XIV. Mr. Yocom appointed Ms. Powell, Mr. Yocom, Mr. Williams, and Mr. Pearson to serve as the Boards Finance Committee.
- XV. Closed session canceled for tonight.
- XVI. No Action.
- XVII. No Action

XVIII. Board Member Comments:

Mr. Yocom: No Comment.

Mr. Willis: No Comment.

Mr. McNaughten: Stated he appreciates everything everybody has done for all their hard work for the last year.

Dr. Comeaux: Stated that she would like for the board to come back more professional and less hostile. She appreciates all the hard work from everyone at the EMS and the District Administrator.

Mr. Pearson: No Comment

XIX. Meeting adjourned at 6:53 p.m.

Phil Yocom, President
Sabine County Hospital District
Board of Directors

Joe McNaughten, Secretary
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