

SABINE COUNTY HOSPITAL DISTRICT  
BOARD OF DIRECTORS  
MEETING MINUTES

September 14, 2015

The Sabine County Hospital District Board of Directors met for a Regular Meeting on September 14, 2015 at 5:00 PM in the Sabine County Hospital Board Room.

**Present**

**Phil Yocom, President**  
**Earl Willis, Board Member**  
**Joe McNaughten, Secretary**  
**Mark Pearson, Member**  
**Gary Williams, EMS Administrator**  
**Diane Powell, District Administrator**

**Others Present**

**Cecil Tatum, Sabine County Reporter**

- I. Mr. Yocom called the meeting to order at 5:00 p.m.
- II. Public comments:  
Mr. McNaughten stated that there are some invoices from the attorney that show he was doing work without the Board's approval. Mr. McNaughten stated that Phil was not representing the Hospital Board he was representing Phil Yocom. Mr. McNaughten stated that Mr. Yocom has done a great job, but here lately Mr. Yocom has went one way while the Board had went another way and left them in the dark. Mr. McNaughten asked for it to be put on the next agenda for it to be explained. Mr. Yocom stated he would be glad to discuss them at the next meeting but would like copies of the invoices to review beforehand. Ms. Powell asked how he would like it worded Discussion and possible action concerning legal invoices. Mr. McNaughten stated yes and the invoices. Mr. McNaughten went on to say he believes the Legal invoices should be approved by the Board before a check is wrote to the Lawyer. Mr. Willis asked how much we paid the attorney for his last trip down. Mr. McNaughten stated that the invoice was in the yellow folder he could look at it. Mr. Willis stated that he thought Mr. Pearson had made it clear that the attorney would not be paid for his last trip due to the Board not approving him to come. Mr. McNaughten stated that was true, but I told you he would get paid. Mr. Willis state that he agreed with Mr. Pearson at the last meeting when he stated the lawyer would not be paid and he agrees that the Board needs to sit down and look at what all they have paid the lawyer for and that all attorney invoices need to be approved by the board before being paid. Mr. Powell stated so all invoices needs to be approved by the Board before

being paid. Mr. McNaughten stated that invoices concerning the Ambulance service did not need to be approved and that if Ms. Powell needed to call the attorney concerning EMS matter she was welcome to do so, however he feels the attorney's invoices should be approved by the Board. Mr. Yocom stated that he was just trying to protect the Board and the taxpayers. Mr. Pearson pointed out that all checks do have two signatures. Ms. Powell stated that it would be on the September Board meeting agenda and at that time they could change the way they invoices are paid or approved to be paid. Mr. Yocom stated that was getting sketchy because if there was an emergency without time to call a meeting to get approval to contact the lawyer. Mr. McNaughten said if it was an emergency then contact the lawyer then contact Ms. Powell to contact the rest of the board. Mr. Yocom asked who determines if it's an emergency. Mr. Pearson stated that it could be done the same way the payroll and fuels card are approved. Mr. Yocom stated that if you put into an email then it may break attorney client privilege. Mr. Yocom asked if the attorney needed to be at the next meeting. The Board members stated they did not need an attorney at the next meeting. Mr. Yocom asked for Ms. Powell to contact the attorney to ask for him not to attend the next Board meeting.

- III. Ms. Powell stated that she move the funded depreciation expense up into the District Expense. Ms. Powell stated she had put together a 5, 6, 7% increase for the administrators salary increase. She stated that just like she said in the last meeting whatever increase that the administrators receive the budgeted salaries will be over by that much. Mr. Yocom stated he did not understand what she was saying. Ms. Powell stated that the all the employees under the administrators raises was figured into that salary line but the administrators raise are not due to that being done by the board. Mr. McNaughten stated that that the way he has seen it done before is at the end of the year you look at the profit and you get a bonus off of that amount. Mr. Willis asked if Ms. Powell got any comps comparisons from any other area. Ms. Powell stated that she was able to get one from McKinney Texas. That was the only place she could find that has a Hospital Administrator and an EMS Administrator. Ms. Powell stated that the comp for Gary's position was around 91,000 and the comp for her position was around 102,000. Mr. Yocom asked if it was the same size operations. Ms. Powell stated that it was a little bigger operation but they had a bigger staff. For example the Administrator from McKinney that is in her position has 18 people under him like Emily, where I have only have Emily. Mr. Pearson stated that he would like to see what San Augustine was getting. Mr. Yocom asked Mr. Williams what other service he thought would be comparison to Sabine County EMS. Mr. Williams stated he felt Nacogdoches was a good place to compare to. Ms. Powell stated that she would send public information request forms to both places and see what she gets back. Mr. Willis stated that he would like to do research on it as well. He also asked how the tax increase from every year and the raise percentage compare. Ms. Powell stated that the September's meeting was going to be long at this point about 3 hours. She stated that this is not a critical item and could be handled anytime. Mr. McNaughten stated that he did not want a meeting longer than two hours. Mr. Willis stated that Mr. Yocom was going to work on job descriptions and the Board would work on a yearly percentage increase. Mr. Willis asked if the \$870 that the Administrator's receive for insurance is paid to them or someone else. Ms. Powell stated

that goes straight to them. Mr. Willis asked if that amount was figured in on the Salaries line item. Ms. Powell stated no because they receive 1099's at the end of the year for their insurance money the figure in salaries was only their W-2 amount. Mr. Yocom stated that the administrators pay increase would be on October's meeting agenda and would be talked about then. He then asked about the insurance benefits paper that was given to them. Ms. Powell stated that Emily would be taking care of the insurance part. Ms. Powell stated that we had meet with Bill Barabas and Bob Mayhar today so we didn't have a lot of time to look over it. She stated that Emily had put together a spread sheet with the 3 plans that was suggested to us. Ms. Powell stated that one thing that she didn't know until today was that by law if you offer health insurance it the company has to pay for at least 50% of the premium. Ms. Powell stated that she just wanted to give this to them to look at it and would be on the September meeting agenda. Mr. Yocom asked for the figures to be explained. Ms. Powell stated at the bottom of the spreadsheet was the information he was requesting. Mr. Pearson asked if it was based off number of employees or age. Ms. Powell stated that it was based off age and zip code. Ms. Powell stated she has not had a lot of time to look at it but the middle plan with HSA Plan with the high deductible looks like for the employee and the District will be the best plan. Mr. Willis asked Mr. Williams when was the last time he hired someone and when they would receive the benefits. Ms. Powell stated that each new employee get a 90 day probation time then after that time they would started receiving benefits but that would have to be discussed and approved by the Board. Mr. Yocom asked for them to come with a recommendation on how to qualify for insurance benefits.

- IV. Mr. Yocom stated that 2015 tax rate would be adopted on September 17, 2015 at 5:30 p.m. that the proposed tax rate \$0.206546 per \$100 dollar evaluation.
  
- V. Meeting adjourned at 5:23 p.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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