

SABINE COUNTY HOSPITAL DISTRICT
BOARD OF DIRECTORS
MEETING MINUTES

October 26, 2015

The Sabine County Hospital District Board of Directors met for a Regular Meeting on October 26, 2015 at 5:30 PM in the Sabine County Hospital Cafeteria.

Present

Phil Yocom, President
Earl Willis, Board Member
Joe McNaughten, Secretary
Mark Pearson, Member at Large
Gary Williams, EMS Administrator
Diane Powell, District Administrator
Emily Taylor, Administrative Assistant

Others Present

Jerry Howell, Sabine County Hospital Administrator
Penny Ferguson, Daily News and More
Bob Kusterman, Daily News and More

Absent

Dr. Lana Comeaux, Board Member

- I. Mr. Yocom called the meeting to order at 5:30 p.m.
- II. Mr. Mark Pearson opened the meeting with prayer.
- III. No Public comments:
- IV. Mr. Yocom asked the Board if they had a chance to review the minutes and if they had seen any corrections, changes or deletions. Mr. Yocom then asked if the board had a chance to review the financials and asked if there were any questions. Mr. Willis stated that the Auditor had suggested we make changes in the way when we make a transfer to log it in the month that it accrued for X amount of dollars. He stated that it would give a better outlook on the amount of cash flow that is coming in. Mr. Willis asked if we are working towards that. Ms. Powell stated that would be a board decision. She stated that after she spoke with the auditor about his findings the way she understood it was if Mr. Williams had 120 Runs a month and if on average we collect \$900 per trip to show that as the revenue for the month. Ms. Powell stated that isn't true because we may only collect on 60 runs and only collect \$600 per run. Mr. Yocom stated that he would like a

clear picture on what is being collected not a guess on how much we should have collected. Ms. Powell stated that was what she had been giving the Board members. She stated that if the board would like it that way she wouldn't promise that it would be for this year since we were already 10 months in but she could start it as of January 1, 2016. Mr. Howell stated that it was an adjustment that the hospital has to do as well because as an auditor they have to show a projected amount. Ms. Powell stated that the way she understood it was that she could make three adjustments to the books at the end of the year after Emergicon provides the final number. Ms. Powell stated that it was the Boards choice and that she could do either method as of the first of the year. Mr. Yocom stated that he likes the way it is currently being done as it showed a better picture on what was being collected. Mr. Willis asked how often Emergicon sent the EMS a check. Ms. Powell stated that the Sabine County EMS received a check once a month. She stated that Emergicon closed billing on the last day of the month and then sent a statement to Mr. Williams and herself. It was the consensus of the Board to not use the accrual method during the year, but to make necessary adjustments at the end of the year for audit purposes. Mr. Yocom moved to approve the minutes and financials. Mr. Pearson Seconded. Motion passed.

- V. Mr. Howell stated that they have attended several community events and they would continue to be active at community events. He stated that they had two events that they are doing for their employee's one being a Christmas party and the other being an employee appreciation day. He stated that for the employee appreciation day they started off by making the employees breakfast that he helped to cook. Mr. Howell stated that Chris Melcher has taken the Boards for Emergency Medical Certification and should have results in December. He also stated that Chad Moody currently is a Board Certified PA in Emergency Medicine. Mr. Howell stated that Nichole Halpain was the new Director of Radiology she was currently employed with Sabine County Hospital before getting the job. Mr. Howell stated that since the change in regulations allows us to choose any 90 day period during this calendar year to attest to meaningful use, Sabine County Hospital met all standard for meaningful use in the period of July1- September 30. The hospital will attest in January. Mr. Howell stated that they have requalified for National Health Service Corp. He stated that THIE conducted an on-site audit. He stated that he has not received the information back from the site visit at this time, however the hospital has gone three years without a worker's comp claim. Mr. Howell stated that the Hospital will have quarterly employee meetings held this week at four different times so allow all employees to attend. Mr. Howell stated that the inpatient admissions were up 8%, Swing Bed admissions were up 10 %, Admissions from Emergency Room up 3% and that the Emergency Room follow up calls have a 98% positive response rating. He stated that the 13 Patient rooms have received new floor in the bathroom due to wear and tear over the years. Mr. Yocom moved to accept the Hospital Administrator report. Mr. Pearson Seconded. Motion Passed.
- VI. Mr. Williams stated that the numbers for September are approximately the same as last year. He stated that the average response time was 10 minutes and 32 Seconds. He stated that 30 % of the calls response time being under 5 minutes, 26% being between 6-10 minutes, 35% being between 11-20 and 9% being between 21-30 minutes. Mr. Williams

also stated that 911 destination location breakdown, non-emergent transfer destination, emergent transfer breakdown, call location, zone breakdown, and disposition type calls are in the packet he handed out. Mr. Williams stated that in the month of September our medics averaged about 30 minutes per call in the back of the med unit with a patient, this does not include restocking time. He stated that during that time there are a lot of critical decisions made whether to give lifesaving drugs or to just monitor the patient until they arrive at the ER. Mr. Willis asked if the District had already paid for the four Philips monitors. Ms. Powell stated the four Philip monitors have been paid for but the supplies and server have not been paid for. Mr. Yocom asked about Med 2 being out of service. Mr. Williams stated that the injector pump had went out on it and has contaminated several parts of the engine. He stated they had to drop the fuel tank to have it cleaned and the fuel pump, injector pump and injector rails and several other parts replaced. He stated hopefully by the end of the week med 2 would be back in service. Mr. Willis asked who did the billing for the Medical Flight Service. Mr. Williams stated that the company of the flight crew would be the one that billed for that. He stated we are only responsible for calling them if they think the patient needed to get to a bigger facility faster than you could carry them by ground. Mr. Willis stated that he had heard some talk about the medical flights being expensive. Mr. Pearson stated that we have nothing to do with the flight services billing. Mr. Willis asked how Sabine County EMS was going to handle bad debt. Ms. Powell stated that we have been working with Emergicon to get that taken care of. Mr. Yocom moved to accept the EMS Administrators Report. Mr. Pearson seconded. Motion passed.

- VII. Mr. Yocom stated that Mr. Howell and himself had talked about the 1115 waiver a couple times and asked if Mr. Howell would get an account on how the money was spent. Mr. Howell stated that he followed up their conversation that afternoon. Mr. Howell stated that the lease agreement states that the financial statements be given to the District no later than 45 days after the end of the quarter. He stated that September 30 was the last day of the quarter so before Diane sends out the packets for the November meeting they would have the financials to go in them. Mr. Howell stated that he was unsure if the expenditures that Mr. Yocom requested would be in that packet or not but he would expect that Larry Stephens would be at the November meeting to discuss the financials. Mr. Yocom stated that he had a lot of questions from the public about what is the 1115 waiver works. Mr. Yocom stated he would then explain it to them, then they would ask what they were spending money on. Mr. Howell stated the one thing he would like to caution is that there are no limits on what the money could be spent on. It is to provide and maintain services in the community. Mr. Yocom stated it is supposed to be spent in the community. No Action Taken
- VIII. Ms. Powell stated that currently Robin Johnston with Off the Hook Marketing is handling the Sabine County EMS/District website, but due to having another job so she no longer has time to do the web page. Ms. Powell stated that she had reached out to Penny Ferguson to maybe take over the responsibility of the EMS/District website. Ms. Powell stated that what she is asking is if Penny could take over the contract they currently have with Robin to maintain the web sites. Mr. Yocom asked how much it was going to cost to redo the website. Penny stated that she wouldn't know until she looked at how much

work it was going to be to move everything over. Mr. Yocom asked Ms. Ferguson to speak with Ms. Powell regarding the website and bring the board a price and timeline at the next meeting. No Action Taken.

- IX. Mr. Yocom motioned to move the regular schedule November meeting to November 16, 2015 and the regular scheduled December meeting to December 21, 2015. Mr. McNaughten seconded. Motion passed.
- X. Ms. Powell stated that she ordered Yeti cups for all EMS employees and board members. She stated they will be dipped with the Sabine County EMS logo and the Employees name. Ms. Powell asked the board if they would like to do anything additional for the employees. Mr. Willis asked what was done last year for the employees. Mr. Yocom stated \$25 Brookshire Brothers gift cards. Mr. Yocom asked how much all of this would cost with a \$50 gift card. Ms. Powell stated what she and Mr. Williams had discussed earlier it would cost approximately \$3000 for the Yeti Cups and \$50 Gift Cards. She stated the gift cards were for full time employees only. Mr. Yocom moved to allow full time EMS Employees a \$50 gift card and Yeti cups. Mr. Pearson Seconded. Motion Passed.
- XI. Mr. Yocom moved to allow any Board member and staff be allowed to attend THA Conference January 21 & 22, 2016. Mr. McNaughten seconded. Motion passed.
- XII. Mr. Yocom moved to allow Diane Powell and Emily Taylor to attend Basic of County Investment Course February 16-19 2016. Mr. Pearson seconded. Motion passed.
- XIII. Mr. Yocom moved to accept the bids on the delinquent property. Mr. Pearson seconded. Motion passed.
- XIV. No Executive session needed.
- XV. No Executive session needed.
- XVI. No Action Taken.
- XVII. No Board Member Comments:
- XVIII. Meeting adjourned at 6:02 p.m.

Phil Yocom, President
Sabine County Hospital District
Board of Directors

Joe McNaughten, Secretary
Sabine County Hospital District
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