

**Nocona General Hospital
Board of Directors Meeting
November 16, 2021**

Board Members Present:

Charles May, President
Chris Keck, Secretary
Ken Koontz, Vice-President
Paula Webb
Kristal Ferguson
Ron Brown

Absent:

Cris Lemon

Hospital Administration:

Lance Meekins, CEO; Rebecca Hamilton, Admin Asst./HR

Medical Staff:

Len Dingler, MD

Others Present:

Brian Jackson, Jackson & Carter, PLLC

Meeting was called to order by President, Charles May at 12:30 PM.

Approval of Previous Minutes

Ron Brown made a motion to approve the minutes of the October 19, 2021 meeting and Ken Koontz seconded. Motion passed unanimously.

Community Input: None

Old Business: None

New Business:

Discussion and Possible Vote on October 2021 Financial Statements

Lance presented the following financial report to the Board:

Although not on the level of September, the hospital did have another solid utilization month in October. For the month the hospital had 40 admissions; 643 outpatient discharges, including 13 surgeries; 294 ER visits; 326 home health visits; and 1696 clinic visits. Additionally, there were 8 observation admissions. This utilization resulted in gross revenue of \$2.3M., exceeding budget by about 23%. The average daily census was 6.5 patients with an average length of stay of 4.3 days. These utilization numbers combined with the expenses and allowances resulted in a \$231,000 loss from operations.

For year over year comparison: (4 months)

- Gross revenue is about 25% higher than last year resulting in allowances being up about 30% due to the revenue mix and the aging of Accounts Receivable. Expenses are up 2%, most of which is due to salaries and supplies. (COVID medications and overtime)
- The ADC is up 1.5 patients from last year.
- Admissions are up about 47%.
- The ALOS is down 1 day.
- Outpatient discharges are up 20%.

- ER visits are up 24%.
- Ambulance calls are down 5%.
- Obs admissions are down 26%.
- O/P surgeries are up 58%.
- FTEs are up 3.
- Receipts of patient accounts are up 13% for hospital accounts, down 33% for home health, and up 17% in the clinics.

Net operating revenue exceeded budget by 25.5% for the month. With new personnel in place now, follow up of previously billed but unpaid claims has ramped back up, and the physicians are catching up on older dictation.

Overall expenses were over budget by about 6% for the month, but about 1% under budget for the year. With staffing shortages in the nursing department, we are utilizing far more PRN employees, which comes with a higher hourly rate. Additionally, it is looking more likely that we will need to add a staffing agency RN or 2 once the state supported staff are recalled at the end of the month. Salaries have also been impacted by the additional hiring of EMS personnel (more details later) and the addition of a 4th tech in the radiology department. We also utilized PRN help in the lab as we prepared for our CLIA inspection.

Non-operating revenue was again greatly benefitted by significant QIPP payments during the month. The year 4, 4th quarter payments will also arrive soon, boosting the November financials.

Paula Webb made a motion to accept the financial report as presented, and Chris Keck seconded. Motion carried unanimously.

Discussion and Possible Vote on Tuition Reimbursement Request for Donnie West, LVN

CNO Corrie Holcomb recommended Donnie West, LVN for the NGH Tuition Reimbursement program, as she has made the decision to return to school to further her education and become a Registered Nurse.

Paula Webb made a motion to approve the request. Ken Koontz seconded the motion, and the motion carried unanimously.

Discussion and Possible Vote on Capital Expense: Parking Lot

Lance reported that David Hartwell had completed the work on the proposed new parking lot after consultations with the engineers. Drawings were in the board packet for review, and Lance stated that Hartwell had submitted a budget proposal for the job. If the Board wishes to move forward then he will send out for competitive bids. Staff are currently researching a possible issue with the main water line from the city that may need to be corrected prior to any project.

After discussion concerning the percentage of parking spaces that might be needed to accommodate handicap parking, it was suggested that a walkway be considered mid-way through the parking lot to cross to the sidewalk adjacent to the clinic. Ken Koontz made a motion to move forward with plans to build the parking lot, and Chris Keck seconded the motion. Motion carried unanimously.

Discussion and Possible Vote on NGH Interventional Pain Management Privileges for Nick Rose

Dr. Dingler stated that there would be a few items on the proposed list of privileges that Mr. Rose would not be doing at NGH. The Board also asked that an NGH physician be designated to oversee Mr. Rose's Nocona cases.

Ron Brown made a motion to proceed with extending privileges to Nick Rose, pending adjustments by the Medical Staff, and Chris Keck seconded the motion. Motion carried unanimously.

Convene to Closed Session for the Following Purposes:

- a) Texas Government Code Section 551.071 – Consultation with Attorney**

The board dismissed to Closed Session at 1:08 PM.

Reconvene to Open Session and Take Action as Follows:

a) Discussion and Possible Vote on Matters Related to Consultation with Attorney

The board reconvened to Open Session at 1:25 PM. No action taken.

Administrative Report

Lance presented the following report to the Board:

October Coronavirus Update

- 202 Tests performed (417 September)
- 37 Positive (117 September), 161 Negative (300 September)
- Positives:
 - Bowie 21
 - Nocona 11
 - Several with 1
- 10 Covid+ admissions (20 September) plus 6 inpatients admitted in September still admitted in October resulting in 80 inpatient days (148 September)
 - Nocona 4
 - Bowie 5
 - Chico 1
- 9 unvaccinated inpatients, 1 vaccinated

Personnel Changes and Enhanced EMS Staffing

Wes Edwards has resigned from his position at NGH. Wes is long time employee with many responsibilities including EMS, cardiac rehab, the wellness center, as well as serving as our safety officer. Needless to say, he will be missed. Fortunately, Kennan Fleming has accepted the position. Most of you probably know Kennan, as he has served as a respiratory therapist and paramedic for us since 1999. He is well respected by all and will not only fill Wes' shoes but will enhance the position.

EMS staffing has always been an issue, especially the last 4 or 5 years. We are fortunate at the moment that we have a full staff, which includes 3 personnel per shift. This is a change from previous years when the shifts had only two employees. With EMS and R/T combined, this expansion of the EMS staff has allowed the respiratory therapist on each shift to focus on those duties, which has been very helpful during the COVID surges. This has led to an increase in FTEs, but it also serves as protection during these staffing shortages. We have recently hired 3 young EMTs that I will be approaching you soon regarding assistance with paramedic school. Growing our own, I believe, is even more important now than in previous years.

Medical Staff Report: Nothing to Report

Other Business: None

Meeting was adjourned at 1:36 PM.

Charles May, President

Chris Keck, Secretary