

Coleman County Medical Center District Board of Directors Meeting  
October 31, 2022

Location: 310 S Pecos, Coleman, TX 76834

Start Time: 12:00 p.m.

Adjourn: 12:57 p.m.

Present: Wayne Moore, Sarah Beal, Danyelle Hemphill, James Pelton, Mary Griffis, J. R. Salazar, Linda Laws

Absent:

Topic	Discussion/Recommendation(s)	Actions	Follow-up
1. CALL TO ORDER	Wayne Moore called the meeting to order at 12:00 p.m.		Complete
2. INVOCATION	Clay Vogel gave invocation		Complete
3. PUBLIC COMMENTS	None		Complete
4. APPROVAL OF MINUTES	Consideration and approval of minutes of Board Meetings held on: A. August 25, 2022 – Special Meeting B. September 29, 2022 – Special Meeting		
	Motion to approve minutes of board meetings held on August 25 <sup>th</sup> and September 29 <sup>th</sup> of 2022.	Motion: Sarah Beal Second: Mary Griffis	Approved 7-0
5. APPROVAL OF AMENDED BUDGET	Consideration and approval of Amended Operational Budget for FY 2023.  The appraisal district expense increased \$10,000 from \$88,287 to \$98,261, Julia Taylor, CPA expense decreased from \$8,000 to \$7,200		

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	Motion to approve amended operational budget for FY 2023	Motion: Sarah Beal Second: Danyelle Hemphill	Approved 7-0
6. QUARTERLY FINANCIALS	Discuss and take action on presentation of CCMC District Quarterly Financials.		
	Sarah Beal gave report for fourth quarter. The finance committee met with Julia Taylor, CPA to discuss financial statements. The board reviewed the financial statements.		
	Motion to approve Fourth Quarter financials	Motion: J. R. Salazar Second: Sarah Beal	Approved 7-0
7. ACCOUNTING SERVICES	Consideration and approval to engage with Julia Taylor, CPA to provide accounting services and prepare financial statements for period of October 1, 2022, to September 30, 2023		
	Discussed rate decrease from last year, also not in the best interest of the district to change service provider during construction of the new facility.	Motion: Mary Griffis Second: Linda Laws	Approved 7-0
8. APPROVAL OF FFE	Consideration and possible approval to purchase furniture, fixtures and equipment as needed for the building of the CCMC New Addition		
	The district has about \$187,000 left and will be spending around \$87,000. A. Crash Cart \$3,085 B. Bins for supply room \$1,607 C. Additional Chairs for Pharmacy and Clinic \$3,700 D. EMS Radio for ER Nurses Station - \$22,335	Motion: Danyelle Hemphill Second: Sarah Beal	Approved 7-0

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<p>9. APPROVAL OF CHANGE ORDERS</p>	<p>Consideration and Approval of Change Orders to address time extension and associated costs</p>		<p>Complete</p>
	<p>Ron and Max from Lott Bros. Construction in attendance. 45 days were lost due to weather and 80% inspection had changes to nursery. Projected completion date of December 14<sup>th</sup> is not going to be adequate. An extension will be necessary for additional days. Move in date has been shifted and the radiology department inspection is not until the second week of November. Abatement on the 1923 and 1937 buildings could take some time. Lott Bros proposing March 8, 2023, for completion.</p> <p>The hospital district is trying to preserve funds if able, \$75,000 is left in contingency and this should cover the extension. If project is completed early, the additional monies will be returned. Contract extension requested to add 60 days at a cost of \$50,000.</p> <p>Ongoing supply chain issues, abatement must be done before demo, abatement can't start until staff and patients are moved and there are lots of unknowns with demolition.</p> <p>Pelvic/Isolation Room and Isolation Room in west wing have additional mechanical requirements. ED exam cost is \$11,000, waiting on cost for Iso rooms in the west wing.</p>		


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	Motion to approve request for extension of days to March 8, 2023 for \$50,000	Motion: Sarah Beal Second: James Pelton	Approved 7-0
10. USDA PROJECT UPDATE	<p>USDA Project Update by Judy Blazek</p> <p>The district will be closing on the loan with Coleman County State Bank in December 2022 or January 2023.</p> <p>Update on Budget:</p> <ul style="list-style-type: none"> <li>• Have drawn down significantly on loans</li> <li>• Still have money in budget to cover phones</li> <li>• Signage – over budget</li> <li>• Landscaping – not spent yet</li> <li>• Other architectural – spent some, still \$100,000 under budget</li> </ul> <p>Still \$900,000 fund available for renovations.</p>		Complete
11. MEDICAL STAFF REPORT	<p>Medical Staff Report by Chief of Staff</p> <p>Dr. John Horner gave the medical staff report. We have not had many covid patients but this may pick up with flu season. Dr. Horner will be leaving CCMC after 10 years in December 2022. Dr. Jackson Reynolds will be coming to CCMC in July 2023. Another mid-level will be hired to help in the clinic. It is hard to recruit physicians to this area. Low number of patients being admitted currently. Lowest in 10 years. Not really seeing an increase of RSV in Coleman but in surrounding areas. A baby was just delivered in time for the move to the new nursery.</p>		Complete

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12. CEO REPORT	<p>CEO Report by Clay Vogel</p> <p>There are a few applicants for APP in the clinic. The contractor of the new clinic states it should be finished by the end of the year. Thanksgiving Pot Luck was held on November 17<sup>th</sup>, the annual Christmas Party will be on December 8<sup>th</sup>. Elisa will be attending the 34<sup>th</sup> Annual Election Law Seminar in Austin November 30<sup>th</sup> through December 2<sup>nd</sup>.</p>		Complete
13. CNO REPORT	<p>CNO Report by Melissa Ereman, RN</p> <p>There has been a high turnover in nursing, but we have hires some new nurses. The nurse aide program started again in October, some activities funds have been used for tuition The nursing staff are sad about Dr. Horner leaving, he has been a good teacher. We have had two resignations, new RNs hired and we have been actively moving supplies while census is low but the ER is busy. We are ready for the move into the new addition.</p>		Complete
14. PHLC REPORT	PHLC was not in attendance		Complete
15. ADJOURNMENT	Motion to adjourn Meeting at 12:57 pm.	<p>Motion: Danyelle Hemphill Second: Sarah Beal</p>	Approved 7-0

  
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