

Coleman County Medical Center District Board of Directors Meeting
July 19, 2018

Location: 310 S Pecos, Coleman, TX
 Start Time: 1:00 p.m.
 Adjourn: 2:15 p.m.
 Present: Wayne Moore, Mary Griffis, Sarah Beal, Linda Laws, Ken Gifford, James Pelton
 Others: Clay Vogel, Melissa Ereman, Marvin Hale, Andy Freeman, Josh Tucker, Jared Chansky, Judy Blazek
 Absent: Danyelle Hemphill

Topic	Discussion/Recommendation(s)	Actions	Follow-up
1. CALL TO ORDER	Wayne Moore called the meeting to order at 1:00 p.m.		Complete
2. INVOCATION	Marvin gave invocation.		Complete
3. APPROVAL OF MINUTES	Approval of Minutes from board meetings of April 18, 2018 and May 10, 2018.	Motion to Approve both minutes: Mary Griffis Second: Sarah Beal	Approved 6-0
4. FINANCE COMMITTEE REPORT - PHLC FY 2017 AUDIT REPORT	Sarah Beal gave report. PHLC in good financial standing.	Motion to accept audit: Ken Gifford Second: Ken Gifford	Approved 6-0
5. DISTRICT QUARTERLY FINANCIALS	Sarah Beal presented the third quarter financials for CCMC District.	Motion to approve financials: Mary Griffis Second: Ken Gifford	Approved 6-0
6. APPROVAL OF PHLC TO PURCHASE NEW EMR SYSTEM	Consideration of Preferred Hospital Leasing Coleman, Inc. to lease purchase Electronic Medical Record System for the hospital from Healthland Centriq; per Section 6.4 of the agreement between Preferred Hospital Leasing Coleman, Inc. and Coleman County Medical Center District.		

Coleman County Medical Center District Board of Directors Meeting
July 19, 2018

	CCMC has used Healthland Classic since 2012. That system will no longer be supported as of November 2019. The Lease with Arvest Bank is not to exceed \$350,000. This will upgrade will include the inpatient and financial packages.	Motion to allow Preferred Hospital Leasing Coleman, Inc. to lease purchase new Electronic Medical Record System from Healthland Centriq, per Section 6.4 of master lease: Sarah Beal Second: Linda Laws	Approved 6-0
7. CONSIDERATION OF DISPOSAL OF SURPLUS EQUIPMENT, SIEMENS RXL CHEMISTRY ANALYZER	The old chemistry analyzer is to be sold to McKesson for \$1. The analyzer is no longer able to be supported and has non-functioning, out of date parts.	Motion to sell Siemens RXL Chemistry Analyzer to McKesson for \$1: James Pelton Second: Mary Griffis	Approved 6-0
8. UPDATE ON ROOF REPLACEMENT	Marvin Hale gave an update on the ongoing roof problem. He received some estimates to get an idea on pricing to replace roof. To fix the bad spots in the roof would be about \$50,000. For full replacement of current style would be about \$150,000. To replace current roof with a tin roof would be about \$400,000.		Ongoing
	Andy Freeman suggested using a roofing consultant to see what would be best for the District.		Ongoing
9. UPDATE ON SPRIKLER SYSTEM AND APPROVAL OF BID PROCESS	Marvin Hale gave an update on the sprinkler system. Installing a new sprinkler system is a District responsibility. Per the CCMC District bylaws and state laws, anything over \$50,000 must go through the bidding process. Marvin received preliminary bids in order to get an idea on price range for budget. With the board's approval,	Motion to approve advertising for bids in newspaper regarding the installation of a new sprinkler system: James Pelton Second: Sarah Beal	

Coleman County Medical Center District Board of Directors Meeting
July 19, 2018

	<p>maintenance and administration will place an ad in the newspaper to be in compliance with the Hospital rules and bid process, The ad will have the project scope and bid opening date listed. At the next board meeting, the Board can open the bids and choose one.</p>		
	<p>Marvin states that there may be CAD Drawings needed with a separate company.</p>		<p>Approved 6-0</p>
<p>10. CONSIDERATION TO TRASFER OWNERSHIP ON ABANDONED PROPERTIES</p>	<p>Consideration and approval to transfer and ownership, or claim, on abandoned properties to the City of Coleman for demolition:</p> <ul style="list-style-type: none"> a. Property ID #R18419 – 709 Needham St. b. Property ID #R16678 – 701 W 4th St. c. Property ID #R18007 – 801 S Pecos St. d. Property ID #R18439- 617 W 13th St. e. Property ID #R18620 – 810 E 1st St. f. Property ID #R17544 – 500 Vale St. 	<p>Motion to transfer any ownership, or claim, on abandoned properties to the City of Coleman for demolition: Mary Griffis Second: Linda Laws</p>	<p>Approved 6-0</p>
<p>11. CONSIDERATION OF CCMC DISTRICT OFFICERS FOR 2 YEAR TERMS</p>	<p>Consideration and approval of CCMC District Officers for 2 year terms –</p>		<p>Approved</p>
	<p>Appointment of President</p>	<p>Motion to appoint Wayne Moore as President: Mary Griffis Second: Sarah Beal</p>	<p>6-0</p>
	<p>Appointment of Vice-President</p>	<p>Motion to appoint Mary Griffis as Vice-President: Linda Laws Second: James Pelton</p>	<p>6-0</p>
	<p>Appointment of Secretary</p>	<p>Motion to appoint Sarah Beal as Secretary: Mary Griffis Second: Ken Gifford</p>	<p>6-0</p>

Coleman County Medical Center District Board of Directors Meeting
July 19, 2018

12. MEDICAL STAFF REPORT	Report given by Melissa Ereman, RN, CNO. Chief of Staff could be present.		Completed
	A bladder scanner has been ordered and purchased by the pink ladies as a donation to the hospital.		
	The Emergency Room is currently using paper T-sheets for their emergency charting. WE will soon be getting the T-system software to chart electronically and make it more efficient.		
	Ciera Ray, LCSW is on staff with us and is amazing. She can provide counseling for clinic patients and patients on the floor.		
	Patient census is low at this time. There have been a high number of deaths.		
13. CNO REPORT – MEDICAL SURGICAL OPERATIONS	Melissa Ereman, RN, CNO gave report. CCMC is trying to recruit LVNs. Ranger College is only graduating 1/3 the amount of students compared to previous years.		Completed
	We would like to advertise a calendar on Facebook with the days the specialty doctors are in our clinic. Dr. Cecil is interested in coming to Coleman. Dr. Muhala, Urologist, is meeting with doctors on August 24. He will be great to consult with.		
14. CEO REPORT	Clay Vogel, CEO gave report. A letter was sent to the administration office from the attorney from the King estate. The District will get a final disbursement in early 2019.		Completed
	Judy Blazek stated that the Terracon preliminary final report came in on the environmental study. The Texas Historic Commission will allow us to tear		

Coleman County Medical Center District Board of Directors Meeting
July 19, 2018

	down the middle building with some provisions. They thought that there may be a diesel tank in the ground but documents were found that prove it was removed years ago. We are hoping to get commitment of funds by September 30, 2018.		
	Clay states that Preferred will be hosting a Board Retreat in San Antonio in October.		
	Heart of Texas EMS is in a purchase agreement with Life Guard. They would like a letter of intent from us to go with Life Guard. No contract has been seen yet so we have not sent a letter of intent.		
	Tax and budget hearings and adoption to come up soon. There must be a 10 day notice of budget hearing in the newspaper and 2 public hearings on tax rate proposal before rate can be adopted.		
15. PHLC REPORT – ANDY FREEMAN	Andy Freeman gave report. The charity program is still being worked on by Josh and finance team.		Completed
16. PUBLIC COMMENTS	No public comments.		Completed
17. ADJOURNMENT	2:15 p.m.	Motion to adjourn: James Pelton Second: Sarah Beal	6-0

Wayne Moore, President

Sarah Beal

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July 19, 2018