

**COMANCHE COUNTY CONSOLIDATED HOSPITAL DISTRICT
BOARD OF DIRECTORS
MEETING MINUTES**

DATE: February 27, 2024
TIME: 6:00 PM
PLACE: Legacy Estate Family Meeting Room
DIRECTORS PRESENT: Joe Locke, Kimberly Lampman, Gil Gilbert,
Marvin McKinnon, and Jerry Morgan.
DIRECTORS ABSENT: George Bingham
OTHERS PRESENT: Nikki Stark, CEO, Misty Hill, Project Coordinator.
Cody Stevens, EMS, and Susan Ruiz (Legacy CNO)

1. **Call to Order:**

Joe Locke, President, declared a quorum present and called the meeting to order at 6:10 p.m.

2. **Public Comments – Limit 5 Minutes Per Speaker**

There were no public comments.

3. **Review/Approve January 30, 2024 Meeting Minutes**

Mr. Locke presented the Board Minutes from January 30, 2024; Jerry stated he found a few typos that need to be corrected page 4; at the bottom of the page sell needs to be corrected and the period after procedures. On page 5 the word patient under Whitestone should be resident instead.

Jerry Morgan made a motion to approve the minutes with the corrections. Kimberly Lampman seconded the motion, and the motion was carried unanimously.

4. **Review/Approve the Cancellation of May 2024 Election**

Joe Locke stated that the CCCHD Board needed to cancel the May 2024 election due to no one running against Joe Locke and Gil Gilbert.

Jerry Morgan made a motion to approve to cancel the May 2024 due to no one running against Joe Locke and Gil Gilbert. Kimberly Lampman seconded, and the motion carried unanimously with Joe Locke and Gil Gilbert abstaining their votes.

5. **Review/Approve the Certification of Unopposed Candidates**

Joe Locke stated that the CCCHD Board needed Certification of Unopposed Candidates.

Marvin McKinnon made a motion to approve the Certification of Unopposed Candidates. Jerry Morgan seconded, and the motion was carried unanimously with Joe Locke and Gil Gilbert abstaining their votes.

6. Administrative Reports

a. CFO Reports

1. Review / Approve January 2024 Financial Reports -

Nikki Stark presented the financial report for January 2024. Total Patient Revenue: \$287,002.00 Budget: \$578,493.00. Variance -\$291,491.00. Total Deductions from Revenue: \$181,999.85 Budget: \$221,294.00 Variance (\$39,294.15). Total Operating Revenue: \$163,335.49 Budget: \$357,199.00 Valiance (-\$193,863.51). Total Operating Expenses: \$467,833.73 Budget: \$618,279.00 Variance \$150,455.27, Non-operating Revenue & Expenses: \$388,091.06 Budget: \$392,501.00 Variance: (-\$4,409.94) Actual Net Income \$83,592.82, Budget: \$131,421.00) Variance (-\$47,828.18).

Jerry Morgan made a motion to approve the January 2024 Financial Reports, Gil Gilbert seconded, and the motion was carried unanimously.

b. Human Resources -

2. January 2024 Human Resources Reports -

Nikki Stark reported on the January 2024 Human Resources Report.

Compliance -

There were no compliance issues reported for CCCHD during the month of January.

Staffing -

New Hires – Legacy Estate

- Licensed Vocation Nurse – PRN (New Position)
- Laundry Aide – PRN (New Position)
- Assistant DON – FT (New Position)
- Activity Director – FT (New Position)
- Physical Therapy Assistant – PRN (New Position)
- Registered Nurse – PRN (New Position)
- Nurse Tech – PRN (New Position)
- Dietary Manager – FT (New Position)
- Housekeeper – PRN (New Position)
- Housekeeper / Laundry Supervisor – FT (New Position)
- Speech Pathologist – PRN (New Position)

Resignations / Terminations – None

Turnover Rate – 0.0%

Open Positions –

- FT Dietary Aide – Whitestone
- FT Security Officer
- FT RN's - Legacy
- FT LVN's - Legacy
- FT Housekeeping - Legacy
- FT Laundry Aides – Legacy
- FT Dietary Cooks / Aides – Legacy
- FT CNAs - Legacy

c. Clinical Reports

1) January 2024 EMS Report -

Cody Stevens presented the EMS report for the month of January 2024 for Clint Davis; runs were 172; compared to 2023 runs were 168.

Fully staffed at this time.

2) January 2024 Ambulance Mileage Report -

Medic 1 – 207,439 miles on it.

DeLeon Unit# 251 – 179,902 miles on it.

DeLeon Reserve Unit# 252 – 190,468 miles on it.

New Unit# 253 – 13,306 miles on it.

White Backup Unit# 254 – 113,549 miles on it.

Reserve Unit# 117,184 miles on it and will be put up for sale via bidding process or option to charity if no bids.

d. Security & Community Paramedic

1) Security Report January 2024

Nikki announced that Bryan was not in attendance because he will only be with the Health Care System a few more days; he has accepted a position with FEMA. Security fully staffed.

2) Community Paramedic January 2024 Report

Nothing to report for Community Paramedic. Nikki discussed if the Community Paramedic program will be in need any longer with no billable service.

e. Nursing Home Report

1) Nursing Home Update -

Open house on Thursday, March 7th from 4 PM – 6 PM for donors, Foundation, and Board Members.

Ribbon cutting is on Friday, March 8th at noon and public tours will be held from 12 PM – 6 PM.

The Life Safety Code Survey will be on March 18th and it may take 3-4 days to complete, and 2 architects are coming in. Then the next survey that requires 3 residents the survey, after the survey has been completed, we can start admitting more residents. 5 private pay spots that are fighting for 3 spots.

Dr. Donham will be the Medical Director.

Attorney is reviewing policies and procedures for guidelines in patient care then the Board will need to approve them.

57 people currently are on the waiting list.

f. Whitestone Update

The census for Whitestone is currently 18; 1 Medicaid resident has moved in and waiting for another one to be approved.

g. CEO Report

Nikki Stark reported that the Health System financial state \$223K profit for January. DMC Clinic 2800 visits – 500 over the normal visits. Rising Star, Dublin and Cornerstone all showed a small loss but will pick up.

Groundbreaking in mid-March for Retail Pharmacy. Still in discussions for the Mylinda Blue Wellness Center for groundbreaking in 2025.

7. Other Business

None

8. Adjourn Meeting

The meeting was adjourned at 7:12 P.M. by President Joe Locke.



Joe Locke – CCCHD Board President

3-26-24

Date