

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

DATE: April 30, 2024

TIME: 6:00 PM

PLACE: Legacy Estate Family Meeting Room

DIRECTORS PRESENT: Joe Locke, Gil Gilbert Kimberly Lampman, George Bingham, Marvin McKinnon, and Jerry Morgan.

OTHERS PRESENT: Nikki Stark, CEO, Raphel Saenz (EMS for Clint Davis), and Susan Ruiz (Legacy CNO), Carla Cantu, (Emergency Management & Security Director) Robert Herron, (IT Director), Missy Thompson, (Executive Assistant) and Ashley Burch (EMS).

1. Call to Order:

Joe Locke, President, declared a quorum present and called the meeting to order at 6:00 p.m.

2. Public Comments – Limit 5 Minutes Per Speaker -

There were no public comments.

3. Review/Approve March 26, 2024 Meeting Minutes -

Mr. Locke presented the Board Minutes from March 26, 2024.

Jerry Morgan made a motion to approve the minutes with corrections; George Bingham seconded the motion, and the motion was carried unanimously.

4. Discuss Meadows Foundation Award -

Nikki Stark discussed that we had been awarded a \$100k grant to CCMC Health System for FF&E expenses for the Legacy Estate.

5. Discuss / Approve Change to Indigent Care Contribution –

6. Administrative Reports

a. CFO Reports

1. Review / Approve March 2024 CCCHD Financial Reports -

Nikki Stark presented the CCCHD financial report for March 2024. Total Patient Revenue: \$339,932.00 Budget: \$578,493.00. Variance -\$238,561.00. Total Deductions from Revenue: \$213,365.00 Budget: \$221,294.00 Variance (\$7,929.00). Total Operating Revenue: \$69,794.83 Budget: \$357,199.00 Valiance (-\$287,404.17). Total Operating Expenses: \$483,022.30 Budget: \$618,279.00 Variance \$135,256.70, Non-operating Revenue & Expenses: \$675,318.97 Budget: \$392,501.00 Variance: (\$282,817.97) Actual Net Income \$262,091.50, Budget: \$131,421.00) Variance (\$130,670.50).

Review / Approve March 2024 Legacy Estate Financial Reports -

Nikki Stark presented the Legacy Estate financial report for March 2024.

Total Patient Revenue: \$2280.00 Budget: \$263,368.00 Variance (-\$261,088.00). Total Deductions from Revenue: \$2280.00 Budget: \$263,368.00 Variance (-\$261,088.00). Total Operating Revenue: \$153,981.34 Budget: \$316,468.00 Variance \$162,486.66. Total Operating Expenses: \$483,022.30 Budget: \$618,279.00 Variance \$135,256.70, Non-operating Revenue & Expenses: \$0.27 Budget: \$0.00 Variance: \$0.27 Actual Net Income (-\$151,701.07), Budget: (\$53,100.00) Variance (\$98,601.07).

Review / Approve March 2024 Whitestone Financial Reports -

Nikki Stark presented the Whitestone financial report for March 2024.

Total Operating Revenue: \$56,688.05 Budget: \$67,512.00 Variance (-\$10,823.95).

Total Operating Expenses: \$105,881.82 Budget: \$75,222.00 Variance (-\$30,659.82),

Non-operating Revenue & Expenses: \$0.71 Budget: \$8,333.00 Variance: (-\$41,483.77)

Actual Net Income (-\$49,193.06), Budget: \$623.00, Variance (-\$49,816.06).

George Bingham made a motion to approve the March 2024 Financial Reports, Kimberly Lampman seconded, and the motion was carried unanimously.

2. Cashflow Projection Forecast for 2024 -

Nikki reviewed the Cashflow Projection Forecast for 2024 with the board.

3. CCCHD First Quarter 2024 Investment Report –

Nikki reviewed the CCCHD First Quarter 2024 Investment Report with the board.

Jerry Morgan made a motion to approve the CCCHD First Quarter 2024 Investment Report

Kimberly Lampman seconded, and the motion was carried unanimously.

b. Human Resources -

March 2024 Human Resources Reports –

Nikki Stark reported on the March 2024 Human Resources Report.

Compliance –

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

Staffing –

New Hires – Legacy Estate

- Registered Nurse – PRN (New Position)
- Cook - (New Position)
- Nurse Tech – 3 PRN (New Positions)
- Security Officer – PRN (Replacement – Emg. Mgmt. / Security)
- Dietary Aide – PT (Whitestone)

Resignations / Terminations –

- Security Officer – FT (Emg. Mgmt. / Security)
- Emergency Mgr. / Safety Coordinator – FT (Emg. Mgmt. / Security)

Turnover Rate – 2.4%

Open Positions –

- FT Dietary Aide – Whitestone
- FT Security Officer
- FT RNs – Legacy

- FT LVNs - Legacy
- FT Housekeeping - Legacy
- FT Laundry Aides – Legacy
- FT Dietary Cooks / Aides – Legacy
- FT CNAs - Legacy

c. Clinical Reports

1) March 2024 EMS Report –

Raphael Saenz presented the EMS report for the month of March 2024. There were 164 runs; compared to 201 in 2023.

Fully staffed at this time.

2) March 2024 Ambulance Mileage Report -

Medic 1 – 207,487 miles on it.

DeLeon Unit# 251 – 186,619 miles on it.

DeLeon Reserve Unit# 252 – 191,784 miles on it.

New Unit# 253 – 19,946 miles on it.

White Backup Unit# 254 – 120,732 miles on it.

New Ambulance on order should be here around December 2nd.

3) Review/Approve to Open Bids for Retired Ambulance -

Reserve Unit# 118,000 miles on it has been put up for sale via bidding, process or option to donate to charity if no bids.

4) TDA Grant application submitted for \$100k to support acquisition of a non-emergent First Responder Vehicle –

Nikki stated that the TDA Rural Health Facility Capital Improvement Program (CIP) grant has been submitted; the ask is for \$100k (max. award amt.) to support the acquisition of a non-emergent First Responder Vehicle, A CCCHD Capital Budget item. SERVS quoted the vehicle \$154,612.00 and CCCHD Match will be the difference. Awards are expected to be announced in June, so if we are awarded and we have the signed contract in hand the vehicle can be procured using grant funds in July 2024.

Raphael stated that we had been awarded some grants from the RAC for \$9k-\$12k grant and a \$9k grant for IV pumps.

d. Security & Community Paramedic

1) Security Report February 2024

Nikki introduced Carla Cantu as the new CCMC / CCCHD Health Care System Director. 55 van rides and 4 calls for security incidents were called in.

2) Community Paramedic February 2024 Report

Nothing to report for Community Paramedic. Carla discussed that the Community Paramedic program will be upgraded in case for the Solar Eclipse event coming on April 8th.

e. **Nursing Home Report**

1) **Nursing Home Update** -

1) Review / Approve Policies & Procedures –

We currently have 288 policies that need to be reviewed by the board and approved; the binders and a sign off sheet were presented for the boards and signed by each board member.

f. **Whitestone Update**

The census for Whitestone is currently 19; 1 Respite resident has been released and is waiting for another two to be approved.

g. **CEO Report**

CCMC had a \$14k loss for the month of March. YTD is \$7.02M and cash on hand is \$5.8M.

The Health Fair will be on March 16th from 10-2 at Legacy Estate. We have 40 vendors currently.

Health on Campus is doing well. May will be the time for sports physicals for all the local schools. Wound care is up, and the Mobile Unit is still running. We are in the process of getting a GYN from Stephenville. Dr. Ong is doing well by seeing patients in Dublin and Comanche. Clinics and Pharmacies are all performing over budget.

7. **Other Business**

Nikki introduced Robert Herron, (IT Director) to the board of directors. Robert gave a brief bio of his background before coming to CCMC.

Nikki stated that Misty Hill is talking to Mueller about possibly helping us as a Non-Profit with the Comanche EMS station. Mueller builds the shell of buildings to non-profit organizations.

8. **Adjourn Meeting**

The meeting was adjourned at 7:20 P.M. by President Joe Locke.



Joe Locke – CCCHD Board President

5-28-24

Date