



The mission of the Parker County Hospital District is to provide high quality healthcare services consistent with the needs of those we serve to promote a healthier community.

**PARKER COUNTY HOSPITAL DISTRICT
MINUTES OF TELEPHONIC MEETING
THURSDAY, APRIL 22, 2021**

MEMBERS PARTICIPATING: Dianna French, President David Barbrick
Mike Carter, Vice-President Eric Floyd, M.D.
Bart Robbins, D.O., Secretary Melvin Woody

NOT PARTICIPATING: None

STAFF PARTICIPATING: Randy Bacus, CEO; Judy Harris, Controller; Jim Backus, LifeCare EMS; Lisa Franklin, LVN, Outreach; Tyna Noble, MAP; Kathleen Durham, Marketing and Community Relations; Alex Gordon, Information Technology; Amanda Russell, Campbell Clinic; Chris Briggs, Director of Training and Education

NOT PARTICIPATING: Todd Clawson, Human Resources

OTHERS PARTICIPATING: Brian Jackson, Attorney; Steven Welch, D.O.

Item 1 – Call to Order: Director French called the meeting to order at 12:17 PM.

Item 2 – Mission Statement: Director French read the Parker County Hospital District Mission Statement.

Item 3 – Invocation: Director Woody led the invocation.

Item 4 - Citizen Input: None

Item 5 – Approval of Minutes – March 25, 2021:

The minutes of the March 25, 2021 meeting were reviewed. Director Carter made a motion to approve the minutes as presented. Director Barbrick seconded the motion. The motion passed unanimously.

Item 6 – Review of and vote to approve Financial Statements/Reports:

Director Carter noted that the Finance Committee met prior to the meeting and reviewed the financial statements and other associated documents. Following review and discussion Director Barbrick made a motion to approve the financial statements as presented. Director Carter seconded the motion. The motion passed unanimously.

Item 7 – Review of and vote to approve Budget Amendments to 2020-2021 Operating Budget:

Ms. Harris presented three proposed budget amendments to the 2020-2021 operating budget. Amendment 1 was to amend the estimated revenues to the General Fund by increasing miscellaneous revenue related to the Community Health and Education program, increasing estimated property tax collections, increasing estimated Med Pod revenue, and decreasing estimated interest income. Amendment 2 was to reclassify the purchase of EMS tough books from capital outlay to computer hardware/software/licensing. Amendment 3 was to amend the Proprietary fund to increase estimated revenues related to the Capital Contributions/Grants account for the reimbursement of PCHD paramedics assisting the RAC with transporting patients in the metroplex area during the pandemic.

Following review and discussion Director Carter made a motion to approve the budget amendments to the 2020-2021 operating budget. Director Robbins seconded the motion. The motion passed unanimously.

Item 8 – Review of and vote to approve PCHD Investment Policy:

Mr. Bacus reviewed the Hospital District Investment Policy. He noted that the Public Funds Investment Act requires that the Board of Directors review the policy on an annual basis. He noted that there are no changes to the policy from the prior year and recommended approval.

Following review and discussion Director Carter made a motion to approve the Hospital District Investment Policy. Director Barbrick seconded the motion. The motion passed unanimously.

Item 9 – Update on COVID Vaccine Distribution Initiatives:

Dr. Stephen Welch updated the Board on COVID vaccine distribution initiatives. To date over 41,000 immunizations have been given since the Hospital District was named a vaccination HUB. He observed that there has been a dramatic decrease in demand for vaccine. Dr. Welch noted that he is working on strategies to make vaccinations more convenient for the public such as providing evening appointment times for people who cannot get out during the day. He also noted he is working with the schools and the county to provide offsite vaccination clinics. Currently the Hospital District can vaccinate anyone aged 16 or over. Pfizer has requested FDA approval for children over the age of 12. If approval is received this may increase the demand for vaccine.

Dr. Welch answered questions from Board members after his presentation.

The vaccines currently stored in the ultracold freezer will not expire until the end of July 2021. The capacity of the ultracold freezer is approximately 30,000 doses.

The Hospital District has been providing vaccines to Wise and Palo Pinto counties but they have asked the Hospital District to stop transferring both first and second doses due to a lack of demand.

The Hospital District is requesting less vaccine from the State but the State is not always sending less. The Hospital District is doing away with making appointments for patients in favor of utilizing walk-in clinics. Demand is significantly fallen off over the past three weeks.

Vaccination utilizing the Johnson and Johnson vaccines are on hold.

Mr. Bacus thanked Dr. Welch and all the employees of the Hospital District and noted that everyone in the organization did a great job of pulling together to make the vaccination HUB a success.

Item 10 – Reports from Parker County Hospital District Departments:

Administration: Mr. Bacus announced that Jim Backus has been offered and has accepted the position of Director of EMS / EMS Administrator. Mr. Backus has been with the Hospital District since 1994 and most recently served as Deputy Director and Interim Director of EMS for the Hospital District. He will assume his new duties and responsibilities April 26. The Outreach building has been completed. The Hospital District hired a third party to do a roof inspection and the company reported that the roof did meet the specifications in the contract documents. Mr. Bacus noted that he requested that the contractor apply an epoxy finish to the garage floor instead of the stained concrete finish. The last item for completion will be the permanent countertop in the Administration area which will be installed within the next 30 days. Mr. Bacus invited the Board to tour the new building after the meeting. The vehicle wraps for the Tahoe's are in progress. The remodeling at 1501 Texas Drive has been completed and the Texas Workforce Commission has resumed operations. Mr. Bacus noted that he and Mr. Briggs met with officials of ESD 7 to discuss long range planning and possibly partnering on future projects. Mr. Bacus reported that he has requested Waukesha-Pierce to provide quotes on installing generators at all the satellite EMS stations. Sean Kamber will be at the May Board of Director's meeting and give an update on the hospital. Mr. Bacus noted that the Hospital District recently received the 2021 Tobacco settlement which amounted to \$497,515.38.

LifeCare EMS: Mr. Backus reported that there were 1,154 responses and 866 transports during March. He noted that he has been busy filling open shifts. There has been little opportunity for public relations events since school activities have been curtailed due to COVID.

IT: Mr. Gordon noted that the fiber optic line from the hospital to 1121 Pecan has been repaired and the terminating and testing of the line will take place tomorrow. The office buildings at 750 East Anderson and 1115 Pecan now have access to fiber optic lines.

MAP: Ms. Noble reported that MAP personnel are staying busy with patients now that more people are getting out. The new location is working out very well. Patients have more privacy in a quieter setting.

Outreach: Ms. Franklin noted that the focus of the Outreach Program has been concentrated on COVID vaccination efforts. She concurred with Dr. Welch that the demand for vaccinations is starting to slow down. Staff will need to be adjusted. Several school campuses in county have requested vaccination clinics on their campus. Many high school students must have immunizations to meet college entrance requirements. Ms. Franklin noted that the Outreach staff are all very excited to move into the new building.

Marketing/Community Outreach: Ms. Durham updated the Board on the Med Pod installations. Springtown is complete and all pods are up and running. Staff are going to pilot test the program at each school through the end of the school year and then finish training at the Remote School Based Clinic at 712 E. Anderson. The programs at Azle, Brock and Peaster School Districts will be next.

Campbell Clinic: Ms. Russell noted that the clinic had just over 1,100 patient encounters for the month and the staff has been very busy. Ms. Russell reported that she is working on credentialing issues with third-party payors as well as Medicaid. Ms. Russell noted that there have not been any patients with side effects with the Johnson and Johnson vaccine. Ms. Russell noted that she now has extra space for additional providers now that MAP and IT have moved out.

Education and Training: Mr. Briggs noted that the demand for COVID testing has slowed down over last few months but there has been an increase in the demand for home vaccinations. There has been an increase in the number of training classes the Hospital District is offering. Mr. Briggs observed that he is working on arranging training programs at several ESD stations in the county.

Item 11 – Executive Session: Pursuant to Section 551.071, 551.072, and 551.074 of the Texas Government Code, the Parker County Hospital District Board will convene in Executive Session for the following Purposes:

- A. Consultation with Attorney**
- B. Real Estate Discussions**
- C. Personnel**

The Board convened into Executive Session at 1:14 PM.

Item 12 – Return to Open Session, address, and possible vote on any issues outstanding from Executive Session:

The Board reconvened into Open Session at 1:50 PM. No action was taken.

Item 13 – Adjourn: The meeting was adjourned at 1:51 PM.