



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, AUGUST 27, 2020**

MEMBERS PARTICIPATING: David Barbrick, President Patsy Padilla
Dianna French, Vice-President Marie Welsh
Mike Carter, Secretary Melvin Woody
Eric Floyd, M.D.

NOT PARTICIPATING: None

STAFF PARTICIPATING: Randy Bacus, CEO; Judy Harris, Controller; Todd Clawson, Human Resources; Paul Smith, LifeCare EMS; Lisa Franklin, LVN, Outreach; Amanda Russell, Campbell Clinic; Tyna Noble, MAP; Kathleen Durham, Marketing and Community Relations; Alex Gordon, Information Technology

NOT PARTICIPATING: None

OTHERS PARTICIPATING: Dr. Steven Welch, Medical Director; Brian Jackson, Attorney; Unidentified participants

Item 1 – Call to Order: President Barbrick called the meeting to order at 12:01 PM.

Item 2 – Mission Statement: President Barbrick 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 – July 23, 2020:

Director Woody made a motion to approve the minutes for the July 23, 2020 meeting of the Board of Directors. Director French seconded the motion. The motion passed

unanimously.

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

Mr. Bacus noted that the Finance Committee met prior to the meeting and reviewed financial statements and the check register. Director Barbrick noted that all questions were answered to the Committee's satisfaction. Following review and discussion a motion was made by Director Carter to approve the financial statements as presented. Director French seconded the motion. The motion passed unanimously.

Item 7 – Discussion and possible vote to approve Agreement with Parker County for Plan to Reopen Parker County Schools utilizing CARES Act funding:

Mr. Bacus updated the Board members on two meetings which were recently held between the leaders of Parker County government and the Hospital District. Mr. Bacus noted that the group discussed strategies in which the County and the Hospital District could collaborate in developing a plan for reopening Parker County schools as well as a plan for providing drive thru COVID testing for the community. The group concluded that the Hospital District was best positioned to take on the responsibility for developing a plan for reopening the schools and the County was best positioned to provide drive thru testing for the general public.

Dr. Steven Welch then presented a plan he developed to the Board for reopening Parker County schools. He noted that the plan has three main components. The first component incorporates putting an on-site School-Based Telemedicine Clinic in every school in Parker County which currently does not have one at no cost to the school. The second component incorporates the development of an off-site Remote School-Based Health Clinic which would be located on the Hospital District campus. The third component incorporates the development of a mobile Rapid Response Testing Team which would be made available through the Hospital District Community Paramedic program. The plan includes putting a Cepheid rapid testing machine in every school in Parker County. The County would contribute towards the purchase of some of the equipment with proceeds from funds from the CARES Act and then, through a Memorandum of Understanding (MOU), allow the Hospital District to use the equipment under the terms of the MOU. In order to accommodate the increased demand, the Hospital District would employ two additional Advanced Nurse Practitioners and an LVN as providers in the Telemedicine program.

Dr. Welch estimated that the program would positively impact at least 30,000 teachers and students in the County. Dr. Welch noted that keeping students and teachers healthy would go a long way towards keeping the entire county healthy during the COVID pandemic.

Following review and discussion Director Carter made a motion to approve, subject to legal review, a Memorandum of Understanding with Parker County regarding the Plan to Reopen Parker County Schools utilizing CARES Act funding. The motion was seconded by Director Floyd. The motion passed unanimously.

Item 8 – Discussion and possible vote to approve Hospital District Policy for Additional Routine Auditing Services to be Performed on a Period Basis:

Brian Jackson presented a policy which would enable the Board of Directors to engage outside auditors to periodically perform additional audits of Hospital District finances and product lines. Under the policy additional audits may be performed beyond the requirements of PCHD's enabling legislation, including account specific audits, department audits, and forensic audits. Mr. Jackson noted that all additional audits shall be performed at the discretion of the Board but at least one additional audit shall be performed every 3 years unless specifically exempted by a majority vote of the Board at a public meeting. Selection of the additional audit shall be made at a public meeting by the Board after input from Hospital District Administration and legal counsel.

Following review and discussion a motion was made by Director Woody to approve the Policy for Additional Audits of District Finances and Product Lines as presented. Director Carter seconded the motion. The motion passed unanimously.

Item 9 – Discussion and possible vote on Preliminary Tax Rate for FYE 2021:

Director Barbrick noted that the Finance Committee met before the meeting and discussed the proposed budget along with various tax rate options along with the corresponding financial impact of each one. Mr. Jackson explained the recent changes in tax rate terminology as well his thoughts on how the next legislative session might affect the Hospital District.

Following review and discussion a motion was made by Director Carter to set the Preliminary Tax Rate for FYE 2021 at .115000 per \$100 of taxable value. Director Padilla seconded the motion. Directors Barbrick, Carter, Floyd, French, Padilla, Welsh and Woody voted in favor of the motion. No Directors voted against the motion. The motion passed.

Item 10 – Reports from Parker County Hospital District Departments:

Administration: Mr. Bacus updated the Board members on the construction progress of the Outreach building. He noted that the project is on schedule and on budget. The subcontractors are currently working on rough-in electrical, mechanical and plumbing. Part of the roof has been installed. Window framing and exterior masonry are being installed. He noted the project is around 30% complete. Mr. Bacus noted that negotiations are continuing with the purchase of the property on Tin Top Road. Director Carter updated the Board on the details of the negotiations. Mr. Bacus noted that he and Judy have been working diligently on the budget for the new fiscal year. Remodeling is in progress on the property at 1501 Texas Drive. The Texas Workforce Commission has signed a new lease for 2,800 square feet. The suite previously occupied by Child Protective Services will be occupied by the MAP program and the IT Department. The election is quickly approaching, and Hospital District personnel have been working with the Parker County Election Administrator in preparing the ballots. The feasibility study for the proposed Parker County

recreational facility is back on track after a delay due to COVID issues. The completed study will be given to the City of Weatherford.

LifeCare EMS: Mr. Smith noted that LifeCare had call volume of 1,122 responses for last month. He noted that there has been an uptick in COVID related calls. EMS leadership is working hard to keep the staff safe. They have been able to come up with new processes for isolating and transporting patients. The Department has an adequate supply of PPE. Mr. Smith noted that new staff has been hired and are about to be trained.

IT: Mr. Gordon noted that he will be working on the installation of new audio and video equipment in the Boardroom. It should be in operation next month.

HR: Mr. Clawson noted that he has been busy processing new staff for Outreach has been hired in Outreach and LifeCare.

MAP: Ms. Noble noted that MAP is seeing an upswing in patients. She noted that some patients have COVID-related issues.

Marketing/Community Outreach: Ms. Durham noted that the WISD Ninth Grade Center has been open 3 days per week for the month of July and had 125 encounters for the month. Providers saw both COVID and non-COVID related diseases. The remainder of the month has been devoted to preparing 712 East Anderson for the Remote School Based Clinic. The Med Pods for the Aledo ISD, Millsap ISD and Weatherford College have all been delivered and were set up between August 19th and 24th.

Outreach: Ms. Franklin noted that July and August have seen an increase in patients. New protocols have been introduced to help safeguard staff and patients. Staff will be processing 7,000 doses of flu vaccine next week. Dr. Welch and Ms. Franklin have been busy training new hires.

Campbell Clinic: Mr. Bacus noted that the Campbell Clinic has been busy and saw 1,068 visits during July and 1,007 in June. He noted that the Clinic staff has been working very hard and are seeing more of a variety of illnesses.

Education and Training: Mr. Briggs updated the Board on training and education activities. He has been holding a "new hire academy" which involves onboarding and training all new hires in LifeCare. He noted that 130 first responders were tested at 750 East Anderson last month. Most educational activities have been on-line. He noted that 40 staff members at Weatherford ISD were trained last month.

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 1:45 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 2:10 PM. No action was taken.

Item 13 – Adjourn: The meeting was adjourned at 2:13 PM.