



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 REGULAR MEETING
THURSDAY, FEBRUARY 27, 2020**

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

MEMBERS ABSENT: Melvin Woody

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

STAFF ABSENT: None

OTHERS PRESENT: John Pathak, Schwarz-Hanson Architects

Item 1 – Call to Order: President Barbrick called the meeting to order at 12:15 PM.

Item 2 – Mission Statement: President Barbrick read the Parker County Hospital District Mission Statement.

Item 3 – Invocation: Director Carter led the invocation.

Item 4 - Citizen Input: None

Item 5 - Approval of Minutes – January 23, 2020:

Director Welsh made a motion to approve the minutes for the January 23, 2020 meeting of the Board of Directors. Director Padilla seconded the motion. The motion passed unanimously.

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

Director Barbrick summarized the highlights of the Finance Committee. The financial statements for the months ending November and December 2019 were reviewed along with the check disbursements and credit card statements. Following review and discussion, Director Carter made a motion to approve the financial statements as presented. Director French seconded the motion. The motion passed unanimously.

Item 7 – Review of and vote to approve Budget Amendment as presented:

Mr. Bacus noted that the 2019-2020 Budget needs to be amended to reflect the additional \$500,000 employer contribution to the TCDRS Retirement Plan which was approved at the November 2019 Board meeting. Ms. Harris noted that the expense needs to be reclassified from the capital outlay account to each Department's retirement expense account. Following review and discussion, a motion was made by Director Carter and seconded by Director Welsh to approve the Budget Amendment. The motion passed unanimously.

Item 8 – Update on Medical City Weatherford – Sean Kamber:

Mr. Kamber was unable to attend due to a conflict.

Item 9 – Discussion and possible vote to award construction contract for new Immunization and Outreach Clinic at 1115 Pecan Drive, Weatherford, Texas:

Mr. Bacus noted that the Hospital District received four bid proposals for the construction of the new Parker County Hospital District Immunization and Outreach Clinic. The four companies submitting bids were Trinity Hughes, RJM, MDI and JRJ construction companies. Mr. Bacus noted that Trinity Hughes submitted the low bid with a bid of \$1,886,000 and a project timeline of 300 days. He also noted that Trinity Hughes scored the highest on the other criteria used to select the contractors. He and the architects received favorable feedback on three references. Mr. Bacus noted that he recommended a 10% contingency for the project as a cushion for any unanticipated expenses associated with the construction. The contract along with the 10% contingency will still be under the budgeted amount of \$2,125,000. Following review and discussion a motion was made by Director French to award the contract to Trinity Hughes Construction. The motion was seconded by Director Padilla. The motion passed unanimously.

Item 10 – Reports from Parker County Hospital District Departments:

Administration: Mr. Bacus updated the Board on the status of the feasibility study for the proposed Parker County Recreational Center. He noted a meeting with BRS Architects was held last week to allow them to address some of the concerns expressed by members of the Committee with the feasibility study. Another meeting will be held next week to decide the next course of action. Mr. Bacus updated the Board on the status of the EMS Deployment study. He noted that four representatives from Mission Critical came to the Hospital District to address management's concerns with the draft deployment report. Mr. Bacus noted that

it was a very productive meeting and the key executives now have a clear understanding of the scope of the Deployment Study. They indicated they will deliver their final report at the March Board meeting. Mr. Bacus thanked the Board members that were able to attend the Parker County Health Foundation Gala. He noted it was a very nice event and a very successful fundraiser. Mr. Bacus noted that he recently received a very nice thank you letter from the Weatherford College Foundation for the Hospital District's support of their scholarship program.

Life Care EMS: Mr. Smith reported that Life Care had 1,022 responses and 762 transports in January. The average county-wide response time was 11 minutes, 52 seconds. Mr. Smith noted that EMS is reviewing protocol and training staff on precautions for preventing the spread of the Coronavirus. EMS is experiencing some shortages of medical supplies and medication.

IT: Mr. Gordon reported he has implemented a new Email security system. He is continuing to work on hardware and software updates.

HR: Mr. Clawson noted he is working with Stephen Werling on creating a pay tool which combines a number of criteria to be used in determining pay rates for employees. The new tool will be used throughout the Hospital District. Five individuals have been hired for open EMS positions.

Controller: Mrs. Harris noted that she is finishing up on last year's audit. The auditors will give their annual report at the April meeting. She is also working on submitting the forms for the annual tobacco settlement disbursement. She noted that next month she will be presenting the Depository Bid proposal to the Board for approval.

MAP: Ms. Noble reviewed statistics for the MAP program. She noted there were 125 patient applications for MAP during January and a total of 272 on the program. She processed 26 new patients for the prescription assistance program. There are currently 284 patients receiving free medications.

Telemedicine/KangaCare: Ms. Durham noted that in the WISD telemedicine program there were 196 students and 43 staff members seen during the month of January even though they had six days off during the month. She noted that the Hospital District has a signed agreement with the Aledo School District to participate in the Hospital District telemedicine program. This will include 9 campuses. The pilot program will be starting after Spring Break. Weatherford College has also indicated an interest in the program.

Outreach: Mrs. Franklin reported that Outreach saw 193 in-office patients and 146 patients in mobile clinics in January.

Campbell Clinic: Ms. Russell reported that during the month of January the providers treated 1,096 patients. There was a total of 109 new patients and 987 established patients. Ms. Russel noted that there have been 45 positive flus reported. Mr. Bacus noted that the Child Protective Services will be moving out of Suite 200 at 1501 Texas Avenue on July 31, 2020. This will allow the Hospital district to move some Departments and free up space in the Campbell Clinic.

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**

Board of Director's Meeting
Thursday February 27, 2020

The Board convened into Executive Session at 1:05 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 2:13 PM. No action was taken.

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