



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, JANUARY 28, 2021**

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

NOT PARTICIPATING: None

STAFF PARTICIPATING: Randy Bacus, CEO; Judy Harris, Controller; Todd Clawson, Human Resources; 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: None

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

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

Item 2 – Mission Statement: Director 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 – November 17, 2020; November 19, 2020

The minutes of the November 17, 2020 and November 19, 2020 meetings were reviewed. Director Woody made a motion to approve the minutes as presented. Director French seconded the motion. The motion passed unanimously.

Item 6 – Election of Parker County Hospital District Board Officers:

Mr. Jackson noted that the January meeting is designated as the annual meeting of the Hospital District and officers need to be elected to serve a one-year term. Mr. Jackson briefly reviewed the duties and responsibilities of each officer. Following review and discussion a motion was made by Director Barbrick to nominate Director French for the office of President. Director Floyd seconded the motion. The motion passed unanimously. Director Floyd made a motion to nominate Director Carter for the office of Vice-President. Director Robbins seconded the motion. The motion passed unanimously. Director Barbrick made a motion to nominate Director Robbins for the office of Secretary. Director Carter seconded the motion. The motion passed unanimously.

Director French assumed the duties and responsibilities of the President.

Item 7 – Review of and vote to approve Financial Statements/Reports:

Director French noted that the Finance Committee met prior to the meeting and reviewed the check register and investment activity reports. 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 8 – Update on COVID Vaccine Distribution Initiatives

Mr. Bacus updated the Board on the Hospital District's COVID 19 vaccination initiatives. He noted that in mid-December the Texas Department of State Health Services began seeking healthcare providers that could set up mass vaccination sites in different regions throughout Texas to distribute the new COVID 19 vaccine quickly and efficiently. Mr. Bacus noted that he, Dr. Steven Welch, Lisa Franklin, and Kathleen Durham discussed the feasibility of becoming a designated site and all agreed that the Hospital District's Outreach Program should easily qualify for designation as a Vaccination HUB. Mr. Bacus noted that Dr. Welch, acting as the County Health Authority and Medical Director of the Hospital District, wrote a letter to the Chairman of the State Vaccination Allocation Committee recommending the Outreach Program as a designated Vaccination HUB provider for Parker County. This recommendation was based on the Outreach Program's extensive experience with mass vaccinations. The State responded within a week and notified him that the Hospital District had received approval as a designated site and that from now on it would be receiving regular substantial shipments of vaccine on a weekly basis. Mr. Bacus noted that the Outreach Staff quickly organized a plan to administer mass vaccinations and as of January 27th the Hospital District had given 4,000 doses. Mr. Bacus noted that the biggest challenge so far is handling the overwhelming demand for vaccinations. He noted that the phone system has been inundated with calls. He noted that a COVID Vaccination Hotline would soon be implemented and several PRN employees would be hired to handle the additional telephone calls and paperwork associated with the vaccinations.

Dr. Welch noted that the vaccine rollout is going very well and the Hospital District staff has done a phenomenal job of getting "shots in arms". Extensive planning was done to prevent long lines, minimize patient exposure to COVID and vaccinate patients as quickly and efficiently as possible. Dr. Welch noted that the HUB site designation requires the Hospital District to send doses to surrounding counties on a periodic basis. He noted that the State is encouraging this practice as many residents of the surrounding counties do not have any access to the vaccine. Dr. Welch noted that the transfer of vaccines to other counties will ultimately be good for Parker County in that the Hospital District should receive higher allocations of vaccines from the State.

Dr. Welch noted that the Hospital District has obtained an ultracold freezer which will hold 30,000 doses of Pfizer vaccine. He observed that the current allocation from the State is 2,340 doses per week but that number will increase to 4,680 doses when the administration of second shots begins. Dr. Welch noted he is looking at other ways to distribute the vaccine including the use of Home Health agencies, the Community Paramedic Program, and mobile clinics.

The Board of Directors commended Dr. Welch and the Hospital District staff for their efforts in achieving the status of a Vaccination Hub setting up the program rapidly.

Item 9 – Reports from Parker County Hospital District Departments:

Administration: Mr. Bacus noted that COVID vaccine distribution is the organization's number one priority. He emphasized that everyone, including the State and Federal governments, is going through a learning curve on mass immunizations and improvements to the Hospital District's processes will be made on an ongoing basis. The Substantial Completion date for the new Outreach Building is February 8. A walk thru has been scheduled for February 10. The final completion date is March 8. Remodeling has been completed for the MAP Program offices at 1501 Texas Drive. The remodeling at 712 East Anderson has been completed. Suite A and B are both being used for COVID related initiatives. Approximately 25 applications have been received for the EMS Director position.

EMS: Mr. Backus observed that Lifecare recently opened Station 6 on Tin Top Road and it is fully operational. Medic 61 was only operational part of December but still had 33 calls. Medic 32 has been added to Willow Park which is now operational. Total EMS calls for November were 1,063 with 1,090 in December. Mr. Backus noted that call volume is picking up after a decline which began when COVID hit.

IT: Mr. Gordon reported that he has been very busy with all the construction and moving of Departments.

HR: Mr. Clawson reported that he has been busy with employee benefit renewals as well as onboarding new paramedics and hiring additional PRN employees for Outreach.

MAP: Ms. Noble noted that the MAP employees have completed the move to new offices at 1501 Texas Drive. MAP patients have been notified of the move. MAP applications and activity has increased.

Outreach: Ms. Franklin expressed her sincere thanks for the team effort of the Hospital

District employees in setting up the COVID vaccination program. She commented on the emotional aspect of the COVID pandemic, noting that many patients she talks with are extremely grateful to learn they have an appointment. She emphasized that the community has been very appreciative of the Hospital District's efforts. Ms. Franklin expressed her appreciation to Ms. Durham for her help.

Marketing/Community Outreach: Ms. Durham noted that the School Based Telemedicine Programs are still operating despite the impact of COVID and adjustments in school schedules. In November 462 students and 182 faculty were seen and in December 464 students and 172 staff were seen despite the short month. Springtown ISD and Brock ISD are being set up this date.

Campbell Clinic: Ms. Russell noted that the Campbell Clinic was very busy during November. However, December and January were considerably slower due to the holidays and reduced staff due to the impact of COVID. Mr. Bacus noted that the installation has been completed on a new digital sign at the Clinic.

Education and Training: Mr. Briggs reported that staff have been busy with COVID related testing and activities. Several educational programs have been scheduled for next month.

Item 10 - 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 1:12 PM.

Item 11 – Return to Open Session, address, and possible vote on any issues outstanding from Executive Session:

The Board reconvened into Open Session at 2:02 PM. No action was taken.

Item 12 – Adjourn: The meeting was adjourned at 2:03 PM.