



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, JUNE 24, 2021**

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

NOT PARTICIPATING: None

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

NOT PARTICIPATING: Judy Harris, Controller; Tyna Noble, MAP

OTHERS PARTICIPATING: Brian Jackson, Attorney

Item 1 – Call to Order: Director French called the meeting to order at 12:18 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 – Administration of Oath of Office for Parker County Hospital District Director:
Precinct 2 – Debbie Barnett**

Mr. Jackson administered the Oath of Office to newly appointed Director Debbie Barnett and welcomed her to the Board of Directors.

Item 6 – Approval of Minutes – May 27, 2021:

The minutes of the May 27, 2021 meeting were reviewed. Director Robbins made a motion to approve the minutes as presented. Director Barbrick seconded the motion. The motion passed unanimously.

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

Director Carter noted that the Finance Committee met prior to the meeting and discussed a request from EMS to install a controlled substance security system called NarcBox at a cost of \$46,399. Following review and discussion, a motion was made by Director Carter to approve the purchase of the NarcBox system. Director Floyd seconded the motion. The motion passed unanimously. Director Carter also noted that the Finance Committee reviewed the financial statements and other associated documents and found nothing out of the ordinary. Following review and discussion Director Carter made a motion to approve the financial statements as presented. Director Floyd seconded the motion. The motion passed unanimously.

Item 8 – Reports from Parker County Hospital District Departments:

Administration: Mr. Bacus noted that he and Ms. Harris have started the budgeting process for the new fiscal year and have already met with all the Department Directors. He noted that the budgeting process this year will be more difficult due to the uncertainty surrounding COVID related expenses. Mr. Bacus noted that the Directors will be more involved with the Finance Committee during this year's budgeting process. The new Outreach Building is 99% complete. The final payment will be made as soon as the reception countertop is installed, dead plants are replaced and parking lot is restriped. Mr. Bacus noted that he and Mr. Backus met with Emergicon earlier in the week and discussed strategies to reduce the number of transfers to DFW. A new water softener is being installed at the Peaster station to correct issues with hard well water. A new dumpster pen is being planned for 1501 Texas Drive. One EMS Tahoe has been wrapped and the other one is scheduled for this week. The Coding Audit for the Campbell Clinic, nursing home and Outreach billings is in progress. The upcoming Texas Healthcare Trustees conference was discussed.

EMS: Mr. Backus reported that there were 1,230 EMS responses and 815 transports for the month of May. Mr. Backus noted that EMS is using Facebook to recruit new applications as well as inform other agencies about educational activities going on in EMS. Mr. Chris Briggs has been named Deputy Director for EMS. The EMS Education and Training will be combined under EMS management. Joint educational programs are continuing with Fire Departments, ESDs as well as local schools. Mr. Backus noted that ESO Emergency Personnel Management software has been implemented which will assisted with employee scheduling asset management as well as vehicle maintenance records. Mr. Backus noted that the Tin Top location has 49 responses and 30 transports during the month of May.

IT: Mr. Gordon reported that consultants from TORCH recently conducted their annual Security Risk Assessment of the Hospital District. A report of the findings will be delivered next month. The survey looks at the overall security of the Hospital District's IT systems and makes recommendations for improvements in the security of the system.

HR: Mr. Clawson noted that he is working with the Directors on future staffing needs in anticipation of the upcoming budgeting process.

Outreach: Ms. Franklin reported that the move to the new Outreach Building is complete and everyone has been very complementary of the new building. Ms. Franklin noted that the building is very well designed with efficient workflow. Total immunizations are trending down. Approximately 2,900 COVID vaccinations were given in May. The COVID vaccination clinic is still open six days a week. Patients can walk-in and receive an immunization without an appointment.

Marketing: Ms. Durham updated the Board of Directors on the progress of the School Based Telemedicine Program. All school nurses have been trained except those at Azle ISD and those nurses have been scheduled for training. The School Based Clinic is open for business and staff or students can call and make an appointment. Mr. Jackson noted that two School Districts in Martin County have successfully set up School Based Telemedicine Programs as a result of assistance from PCHD staff. Mr. Bacus noted that the Weatherford ISD recently presented the Parker County Hospital District Outreach Program with the 2021 Partnership Award.

Campbell Clinic: Ms. Russell reported that Campbell Clinic had 930 patient encounters in May which is back to pre-COVID volumes.

Training and Education: Mr. Briggs noted that discussions are continuing with Parker County Fire regarding the joint dispatching project.

Item 9 – 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 12:53PM.

Item 10 – Return to Open Session, address, and possible vote on any issues outstanding from Executive Session:

The Board reconvened into Open Session at 2:06PM. No action was taken.

Item 11 – CEO Evaluation

No action was taken.

Mr. Bacus was instructed to proceed with the remodeling of the Administrative Suite.

Director French read a letter from Director Melvin Woody stating that he was resigning from the Board of Directors effective June 24, 2021. Director French and all present thanked Mr. Woody for his 27 years of distinguished service.

Item 12 – Adjourn: The meeting was adjourned at 2:09 PM.