



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, OCTOBER 22, 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; Tyna Noble, MAP; Kathleen Durham, Marketing and Community Relations; Alex Gordon, Information Technology

NOT PARTICIPATING: Amanda Russell, Campbell Clinic

OTHERS PARTICIPATING: Brian Jackson, Attorney; Unidentified participants

Item 1 – Call to Order: Director Barbrick called the meeting to order at 12:07 PM.

Item 2 – Mission Statement: Director 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 – September 24, 2020:

Mr. Bacus stated that the draft minutes of the September 24, 2020 Board meeting needed to be corrected to reflect the correct percentage increase in the tax rate. Mr. Bacus noted that the percentage was incorrectly calculated during the meeting at .13349%. The correct percent increase should have been calculated and noted in the minutes as 1.25857%. Mr.

Bacus also noted that the minutes should also be corrected to reflect that Director Floyd was not present for the discussion and vote on the Fiscal Year 2021 Tax Rate and Budget. Following review and discussion Director Carter made a motion to approve the minutes for the September 24, 2020 meeting of the Board of Directors as corrected. Director Padilla seconded the motion. The motion passed unanimously.

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

Director Barbrick noted that the Finance Committee met and prior to the meeting and reviewed financial statements and associated documents. Following review and discussion Director French 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 Amendment to 2021 Budget:

Mr. Bacus noted that the Fiscal Year 2021 Budget that was approved in September has a revenue shortfall due to the fact that the Fiscal Year 2021 Tax Rate of .1074 which was adopted in September ended up being lower than the Preliminary Tax Rate for Fiscal Year 2021 of .1150 which was recommended in August. Mr. Bacus observed that the revenues and expenses in the approved budget were based on the .1150 tax rate and a Budget Amendment is necessary in order to balance the budget. Mr. Bacus noted that eliminating the proposed vehicle storage facility would reduce expenses by \$500,000 and carrying forward the remaining capital outlay of the Outreach building from last year's budget to this year's budget would increase revenue by \$1,250,000. These two transactions would balance the budget. Following review and discussion Director Welsh made a motion to approve the Amendment to the 2021 Budget as presented. Director Padilla seconded the motion. The motion passed unanimously.

Item 8 – Discussion and possible vote to approve Additional Auditing Services:

Mr. Jackson noted that he had talked with representatives of Durbin and Company regarding the provision of additional auditing services. He noted that it would be prudent for the Board to engage an accounting firm other than the Hospital District's outside auditors to review specific areas of financial operations such as credit card expenditures. Mr. Jackson noted that such services would require an auditor to be on site for the review and such services could cost \$25,000 to \$30,000 depending on the scope of the audit. Mr. Jackson noted that Durbin and Company would prepare a formal report at the end of their audit with findings and recommendations. He noted that they may recommend additional work depending on the finding of the initial audit. Director Floyd requested that Durbin also look at the Hospital District's third-party billing agreements and render an opinion. Following review and discussion a motion was made by Director Carter approve Durbin and Company to perform additional auditing services for the Parker County Hospital District up to a cap of \$30,000. Director Floyd seconded the motion. The motion passed unanimously.

Item 9 – Reports from Parker County Hospital District Departments:

Administration: Mr. Bacus noted that the regularly scheduled Board meeting falls on Thanksgiving Day this year. The Board members were surveyed, and it was agreed to move the meeting to November 19, 2020 at Noon. The Board members also agreed to cancel the December meeting unless there was an urgent reason to meet. Bacus updated the Board members on the construction progress of the Outreach building. He noted that the project is on schedule and on budget. Garage doors have been installed as well as drywall. Doors and door hardware have been installed. Furniture will soon be ordered. Remodeling is in progress at 1501 Texas Drive. New carpeting has been installed. Remodeling is also continuing at 712 East Anderson. Mr. Bacus noted he met with the Weatherford Economic Development Committee and the report on the local economy was good. Housing starts are higher than last year and there are several large projects in progress. Mr. Bacus noted he met with the providers at the Campbell Clinic and talked with each of them individually. He noted the conversations went very well and a number of good ideas were exchanged.

LifeCare EMS: Mr. Smith noted that LifeCare had call volume of 12,506 responses for the 10/1/2019 to 9/30/2020 fiscal year which is a record number of responses. Call volume at Station 4 in Brock has increased. LifeCare is seeing and transporting more COVID patients. The second Willow Park crew will be started within the next 30 days which will be followed by the crew located at ESD#6.

IT: Mr. Gordon noted that he has been busy supporting the Departments and working on various projects such as ESD#6, 1501 Texas Drive, 712 East Anderson and 750 East Anderson. He has also been working on routine replacements of laptops for EMS. Mr. Gordon gave a brief update for the Board on the Newline smartboards and their capabilities.

HR: Mr. Clawson noted that he has been busy training and onboarding new hires. Open enrollment for employee benefits starts next month.

MAP: Ms. Noble noted that MAP patients and inquiries have been steady. She noted she is preparing to move to 1501 Texas Drive within the next few weeks.

Outreach: Ms. Franklin noted Outreach has been busy with in-office and mobile flu shots. The mobile team has been very busy with 3,500 shots given in 46 locations. Ms. Franklin noted that she has been working on an application for the Hospital District to be a designated provider for the COVID vaccine. Mr. Jackson noted that he has been working with THA on the application process and it is very important to apply early in order to get on the State acceptance list. He observed that first responders, healthcare workers and the elderly will probably be the first people eligible to receive the vaccine. He noted the State will not require residents to take the vaccine however employers may require employees to do so.

Marketing/Community Outreach: Ms. Durham noted that in September the Telemedicine program had 453 visits with 187 of those visits performed at 712 East Anderson at the Remote School Based Clinic. She noted that many outlying schools still do not have MedPods, but the equipment is on order.

Education and Training: Mr. Briggs noted that there were no education classes in September, but multiple classes are coming up over the next three months. Mobile COVID testing was done on 350 children at 5 different schools in September.

Campbell Clinic: Mr. Bacus noted that the providers at the Campbell Clinic have been busy and saw 1,079 patients encounters in September.

Board of Director's Meeting
Thursday October 22, 2020

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 12:52 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 1:24 PM. The Board members discussed the purchase of property on Tin Top Road for possible future expansion of EMS. They reviewed the terms and conditions of a proposed Unimproved Property Contract and Amendment. Following review and discussion Director Carter made a motion to give Mr. Bacus the authority to purchase the property described by the metes and bounds in the title survey dated September 24, 2020 (Consisting of 2.440 acres of land situated in the H. Jones Survey, Abstract No. 761, Parker County, Texas) for the purchase price of \$100,000. Director Padilla seconded the motion. The motion passed with Directors Barbrick, Carter, French, Padilla, Welsh and Woody in favor and Director Floyd opposed.

Item 12 – Adjourn: The meeting was adjourned at 1:26 PM.