



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, SEPTEMBER 23, 2021**

MEMBERS PRESENT: Dianna French, President Debbie Barnett
Mike Carter, Vice-President Eric Floyd, M.D.
Bart Robbins, D.O., Secretary

NOT PRESENT: David Barbrick

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

NOT PARTICIPATING: Tyna Noble, MAP

OTHERS PRESENT: Brian Jackson, Attorney

Item 1 – Call to Order: Director French called the meeting to order at 12:14 PM.

Item 2 – Mission Statement: Director French 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 – August 26, 2021:

The minutes of the August 26, 2021 meeting were reviewed. Director Robbins made a motion to approve the minutes as presented. Director Carter seconded the motion. The motion passed unanimously.

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

Director Carter 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 7 – Update on COVID 19 Vaccination Initiatives:

Mr. Bacus stated that Hospital District staff are still waiting to hear from government agencies on guidance regarding the various COVID vaccine boosters. Dr. Welch noted that the FDA has authorized the Pfizer vaccine but Moderna and Johnson & Johnson vaccines are still awaiting approval. The Hospital District staff will be giving boosters to immunocompromised individuals, individuals over the age of 65 and high-risk workers (health care workers and teachers) as soon as approval is received. Dr. Welch noted that boosters should be given at least 6 months after second doses. The Hospital District has an ample vaccine supply on hand. The booster vaccine is the exact same formula as the first and second doses. Boosters will be available on a walk-in basis at the 712 East Anderson location. Director French asked if we are doing COVID boosters at the new Outreach building. Dr. Welch explained that we already have a system that works at 712 East Anderson, so we will continue doing COVID vaccines there and all other immunizations at the new Outreach building.

Item 8 – Report from BKD on Coding and Documentation Assessment:

Mr. Bacus updated the Board on the status of the BKD consultation agreement. He noted that BKD was engaged to do a coding and documentation assessment, staff training and a Rural Health Clinic revenue cycle and operational assessment. Paula Archer and Heather Green from BKD gave an update on the coding and documentation assessment. Ms. Archer explained they are in the process of finalizing their report but wanted to give a preliminary summary on their findings. During their engagement they reviewed the coding and documentation for the Rural Health Clinic, nursing home facilities and School Based Outreach Services. They reviewed a sample of 230 claims from six providers. They looked at ten criteria for each claim and reviewed their preliminary findings and recommendations with the Board. Ms. Russell noted that going forward the rural health clinic's billing software Athena will provide coding assistance to the medical providers which should improve coding accuracy. Mr. Bacus noted that the next phase of the engagement will be staff training at the rural health clinic.

Item 9 - Reports from Parker County Hospital District Departments:

Administration: Mr. Bacus stated much of August and September has been spent preparing the Operating and Capital Budgets for the new fiscal year. He thanked Ms. Harris for doing an excellent job and noted that having the Department Directors directly involved with the Finance Committee during the budgeting process was a big help. Mr. Bacus stated

that he has been working on complying with several new laws and regulations which affect the Hospital District. Senate bill 809/Rider 143 requires the Hospital District to report expenditures related to COVID 19 relief funding. House Bill 1154 requires certain government entities to post information on their website related to election and financial transparency. Mr. Bacus noted he has been working with the Hospital District website manager to ensure everything is posted by September 1. Mr. Bacus noted that currently four Departments have Facebook pages and staff is working to consolidate them into one. Director Barbrick suggested that the Hospital District hold an informal reception for Melvin Woody sometime in the fall.

EMS: Mr. Backus noted that the month of August was very active for EMS. There was a total of 1,520 responses and 966 transports. Mr. Backus stated that there has been a significant increase in call volume, especially in the Springtown area. EMS recently began standbys for local football games. Mr. Backus reported that all open EMS positions have been filled and he has been able to employ additional PRN staff. Staffing has been difficult as many employees have been out with COVID. Mr. Backus noted that the Training and Education Department is continuing CPR and ACLS classes for staff and the school nursing program. Mr. Backus complimented Les Jones, Jason Day and Ken Griggs on recent cardiac patient call and transport. The patient reached out and allowed us to share her story on social media, complimenting the Lifecare staff on their quick response and life saving measures.

IT: Mr. Gordon stated that there were no big projects this past month. He noted that next month he will be installing a new company-wide phone system upgrade.

HR: Mr. Clawson stated that most of his time has been spent helping Directors with staffing needs, especially in EMS.

Outreach: Ms. Franklin noted that August was a very busy month with back-to-school immunizations. Outreach staff administered 1,751 vaccinations at the new Outreach office and mobile clinics. Ms. Franklin also stated that Outreach administered 797 COVID shots. Outreach received 7,000 doses of flu vaccine and has started administering them at Weatherford ISD campuses.

Marketing: Ms. Durham stated that 405 staff members and 540 students were seen through the Telemedicine Program. Ms. Durham mentioned that all Medpods are up and running. Ms. Durham also stated that the schools have been busy doing COVID testing.

Campbell Clinic: Ms. Russell stated that Campbell Clinic providers saw 1,138 patients during the month of August. Ms. Russell stated that they have had staffing issues due to a combination of COVID infections and turnover.

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 1:10PM.

Board of Director's Meeting
Thursday September 23, 2021

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

The Board reconvened into Open Session at 1:44PM. No action was taken.

Item 12 – Discussion and vote to adopt Fiscal Year 2021-2022 Tax Rate:

The proposed tax rate for the fiscal year 2021-2022 was discussed. Following review and discussion, Director Carter made a motion that the property tax rate for the 2021-2022 tax year be increased by the adoption of a tax rate of 0.1050800, which is effectively a 7.792 percent increase. Director Barnett seconded the motion. Directors French, Carter, Robbins, Barnett, and Floyd voted in favor of the motion. Director Barbrick was not present. The motion passed.

Item 13 – Discussion and vote to adopt Fiscal Year 2021-2022 Budget as presented or amended:

The Operating and Capital Budgets for the fiscal year 2021-2022 were discussed. Following review and discussion, a motion was made by Director Robbins to approve the budgets as presented. Director Carter seconded the motion. The motion passed unanimously.

Item 14 - Adjourn:

The meeting was adjourned at 1:55pm.