

**SCURRY COUNTY HOSPITAL DISTRICT
GOVERNING BOARD MEETING RECORD OF MEETING
Wednesday, September 30, 2020 | 8:00 am**

Hospital Administrative Board Room, 1700 Cogdell Blvd., Snyder, Texas

MISSION	VISION
<i>To provide compassionate, high quality healthcare to the patients we serve and to improve healthcare and healing within our community.</i>	<i>To be the Regional Healthcare System of choice for patients, physicians and employees.</i>

The purpose of this meeting is to discuss and, as necessary, act on the agenda items enumerated below.

Conflict of Interest Statement

Board Members Present	Cogdell Staff Present	Others Present	Absent
Jason Cave, OD Bennie Marricle Andrea Martini Loretta McCravey Judy Moss Russell Riggan Mike Tyrrell	Ella Helms, CEO John Everett, COO Kristi Hanley, RN, CQO Kathy Goodwin, RN, CNO Bill Dickinson, Lab Rose Ragland, Admin Asst.	Kris Messick, RN, TTU Student Roger Kline, Snyder Daily News	David Kerr, MD (Detained w/ patient care)

I. Introduction

A. Call to Order

R. Riggan

The meeting was called to order at 8:00 am.

B. Invocation

Invocation provided by Jason Cave.

C. Announcements/Public Comment

R. Riggan

Ms. Goodwin introduced Kris Messick, RN (flight nurse with Native Air and relief nurse for Cogdell) and explained that he is attending today's meeting for a course requirement of his nurse practitioner program at Texas Tech.

II. Meeting Minutes

Minutes from August 26, 2020 Meeting

R. Riggan

Meeting minutes from August 26, 2020 were presented. Ms. Moss motioned to approve the minutes as presented. Mr. Marricle seconded the motion. Motion carried.

III. Old Business

No unresolved business was carried forward.

IV. New Business

A. Mission Moment - Laboratory Services

B. Dickinson, MT(ASCP)

Mission Moment was moved to the top of New Business. Today's Mission Moment is provided by Bill Dickinson, Lab Services Director. Mr. Dickinson explained that the lab's usual "behind-the-scenes" clinical support has been brought to the forefront by the COVID-19 pandemic as testing is essential to managing COVID-19 and, hopefully, mitigating negative consequences. The lab's workload has significantly increased with additional training requirements, increased volumes, staffing the drive-through and collecting specimens. The staff's efforts during this time have been extraordinary. Early on in the pandemic, Cogdell's lab worked to negotiate partnerships for processing our COVID-19 specimens to provide greater access to testing for this community, then began working to get results for COVID send-out tests to doctors and patients faster. For the past several months, we've been able to offer in-house testing with results typically available within 15-20 minutes. Now, the lab is excited to be able to offer direct access (without a doctor's order) testing to the community.

Mr. Dickinson expressed gratitude to the Board for their support which has allowed the lab the resources needed to be able to provide an extensive amount of tests in-house for our clinicians and this community.

Ms. Helms praised Mr. Dickinson and his staff for their "can-do" attitude and extensive efforts to care for our community during this challenging time.

B. Medical Staff Report

No report was received as Dr. Kerr was unavoidably detained with patient care.

C. Credentialing

1. New Appointments

- a. Lisa Hughes, MD (Direct Radiology)*
- b. Michael Rozenfeld, DO (Direct Radiology)*
- c. Manjula Mudduluru, MD (Children's Health)*

2. Re-Appointment

a. William Eugene Winn, Jr. MD (Lubbock Radiology)

Mr. Everett presented the credentialing packets forwarded by Dr. Kerr for the Board's consideration. At its August 18, 2020 meeting, the medical staff voted to recommend membership and privileges as requested for all providers noted on the Board's agenda. Ms. Moss motioned that all appointments and reappointments be approved. Ms. McCravey seconded the motion. Motion carried.

D. COVID-19 Updates

Ms. Goodwin reported that we have been experiencing a sharp increase in COVID-19 activity over the past few weeks. Cogdell is now averaging 90 - 100 COVID tests per day, identifying 10-15 new cases each day in the community and have had to re-open our COVID Unit to care for those requiring hospitalization. The highly variable nature of our situation has made staffing challenging. Required exclusion of staff from work due to illness and/or quarantine is placing considerable strain on our resources. Cogdell remains able to provide the PPE needed to keep staff safe at present thanks to the persistence of our Central Supply Director, Iva Haywood. Ms. Goodwin also noted how important rapid testing and the lab's efforts have been in keeping our staff safe and helping to preserve our workforce and ability to care for the community.

Ms. Helms added that Cogdell is encouraging those with COVID-19 concerns (potential exposure or symptoms) who are relatively healthy, to call ahead rather than just coming to directly to the emergency room to help reduce additional risk of exposure and prevent delays for those in need of urgent or emergent care.

Mr. Everett stated, when you add it all up with PPE, testing supplies, testing, telehealth technology and extra equipment to allow quarantined staff to work remotely, Cogdell has spent over two million on COVID since March. Ms. Helms reported that, while we have already spent a lot of money on COVID, given the spike in activity over the past couple of weeks, we will need to spend some of the government COVID money to obtain additional PPE supplies, additional staffing and for modification of some of our rooms for negative pressure capability.

Ms. Helms fielded a question posed by the Board about the severity of illness among those presenting with COVID. She explained that as larger hospitals in surrounding areas have become saturated, our physicians are getting some push-back with transfers. We are keeping patients who would have been transferred to a higher level of care only a few weeks ago and expect this will continue.

E. Documents/Policies/Forms

1. Ambulatory (AM) (No changes. Summary sheet attached.)

2. Anesthesia Services (AS) (No changes. Summary sheet attached.)

3. Medical Imaging (See summary page for changes.)

a. Numed Policies and Procedures Manual, Version 05.01.2018 (See attached introduction and table of contents.)

4. Perinatal Services (PN) (See summary page for changes.)

5. Quality Management (See summary page for changes.)

6. Surgical Services (SS) (See summary page for changes.)

7. Staffing Management/Medical Staff/Nursing Staff

a. Required certifications for Cogdell staff (New.)

8. Corporate Compliance - HIPPA (See summary page for changes.)

The new Required Certification for Cogdell Staff policy and all policies contained in the above noted manuals were presented for review and approval. Ms. McCravey motioned to approve all as presented. Mr. Tyrell seconded the motion. Motion passed.

F. Ratify/Approve Radiology Renovation

E. Helms, CEO

Ms. Helms presented the request to approval additional funds needed for the radiology renovation, specifically for an expanded, lead-lined space to house the new equipment. Bids have been received from contractors who specialize in construction of spaces for radiological equipment. The lowest bid received was for \$73,052 from Fry Construction. Ms. Helms reported that this is a reputable company who have completed work on Cogdell's MRI space previously. Mr. Riggan requested and received clarification from Mr. Everett that these funds would be paid out of the capital budget. Ms. Moss motioned to approve the request as presented. Ms. Martini seconded the motion. Motion passed.

G. Interlocal Agreement with SISD for housing rental

E. Helms, CEO

Ms. Helms reports that SISD may have need of temporary housing on occasion. This agreement provides an option to offer our units for rental if/when not needed by the hospital. Mr. Riggan inquired about current vacancy. Ms. Helms reported that two units were vacated recently and noted that the hospital has plans to keep one of the units available for intermittent use by contracted, non-local clinicians. Dr. Cave motioned to approve the agreement as presented. Mr. Tyrell seconded the motion. Motion passed.

H. Tax Deed

J. Everett, COO

1. R18113

2. R12280

Mr. Russell presented the tax deed transfers for approval. Dr. Cave made motioned to approve tax deeds as presented. Ms. Moss seconded the motion. Motion passed.

I. Discuss Date for November/December 2020 Finance & Board Meetings **E. Helms, CEO**

Ms. Helms presented the option of moving the last board meeting of the year to December 9th. Following a brief discussion, Ms. Moss motioned to move the last meeting of the year to December 9th. Andrea seconded the motion. Motion passed.

J. Board Self Evaluation **E. Helms, CEO**

Ms. Helms provided information regarding an on-line self evaluation for board members through Texas Hospital Trustees and asked if this board would like to participate. After a brief discussion, Mr. Riggan stated the board is willing to participate in the self-evaluation process through Texas Heath Trustees. Ms. Helms will provide information about how to access the self-evaluations.

K. Reports (Other Committees/Meetings)

1. Finance Report - Financial Report **J. Everett, COO**

Mr. Everett presented the financial report. The month of August shows \$2.7 million profit. This reflects inclusion of the Payroll Protection funds into the operating income per the recommendation of our auditors. Volumes are in line with last year. Financial reports now breakout telehealth visits and walk-in clinic visits from in-person family clinic visits. Also, the report reflects that, as mentioned previously, we are now able to bill for COVID-19 testing performed in-house as we have received our own supply Abbott ID Now test kits (in addition to the kits allocated by the State which cannot be billed).

2. Nursing Report - Monthly Update **K. Goodwin, RN**

Ms. Goodwin was called away to attend to an urgent issue. Ms. Hanley presented the nursing report in her stead. Ms. Hanley reported that Ms. Goodwin has been doing a phenomenal job keeping Cogdell staffed during a very challenging time and the nursing staff have been really great about stepping up and being flexible, cross-training and providing coverage where needed with the ever-changing situation. As the pandemic continues, the need for agency nurses is increasing. Demand is high nation-wide making it difficult to find contract nurses and, with the increased demand, we are seeing a significant increase in agency rates. This is unfortunate and every effort is being made to be financially prudent; however, we expect to incur increased staffing costs in order to provide safe care as the pandemic progresses.

3. Quality Management **K. Hanley, RN**

- a. *Quality, Risk & Regulatory Update*
- b. *Committee Reports*

Ms. Hanley reported that, despite ongoing pandemic challenges, metrics have remained stable overall. Modest improvements were observed in ED throughput for arrival to triage, door to doc and length of stay. However, our hospital-wide, all-cause 30-Day readmit rate is beginning to creep up, but remains well under the national average. We've been able to resume our regular QAPI meeting schedule and are moving forward with quality initiatives and survey readiness.

4. Administration Report **E. Helms, CEO**

Information communicated previously in the meeting.

L. Announcements

The board convened in executive session @ 8:35 am.

V. Board to convene in executive session pursuant to **R. Riggan**

- A. *Section 161.032(b) of the Texas Health and Safety Code, Re: Receive and Discuss Quality Assurance Report*
- B. *Section 551.074 of the Texas Health and Safety Code, RE: Personnel Matters*

VI. Board to convene in open session and take action, if needed, on matter(s) discussed in executive session

The board reconvened into open session @ 8:42 am. with no action taken from the closed session.

VII. Meeting Finalization **R. Riggan**

Next meeting scheduled for October 28, 2020.

VIII. Adjourn **R. Riggan**

The board adjourned at 8:43 am

These minutes have been reviewed and approved by the Board of Directors.

Russell Riggan, President of the Board

Date