

**MINUTES OF THE BOARD OF DIRECTORS' MEETING
SWEENEY HOSPITAL DISTRICT**

August 25, 2020

Time 18:00

Members Present: P. T. Brunner, President, Mason Nichols, Vice-President
Patti Foster, Secretary; Violet Weeks, Scott Swift,
Lisa Leal, Charlie Genella

Members Absent:

Others Present: Enrique Leal, III, M.D.
Rick Harris, Milestone Project Management
John Mills, JTM Architects
Tyler Humes, Lott Brothers
Barrett Schulz, Lott Brothers
Wes Lincecum, GKL Health Services (by Phone)
Judge Foster

Employees Present: Kelly Park, Cindy Burge, Paige Townsend, Stuart Butler, Dana Quintanilla
(By Phone) Noralene Corder

1. **Call to Order** Mr. Brunner called the meeting to order at 1805.
2. The invocation was given by Mr. Nichols.
3. **Administer Oath of Office for appointed Director**
Judge Foster administered the Statement of Office and the Oath of Office for board director Charlie Genella. The Oath of Office form was completed by Mr. Genella.
4. **Record Members Present and Establish A Quorum**
There being 7 members present, a quorum was established.
5. **Public Comments**
A. None
6. **Review/Approve Board of Directors' Meeting Minutes:**
 - A. **July 28, 2020 General Meeting**
Ms. Weeks made a motion to approve the minutes from July 28, 2020.
Mr. Swift seconded the motion. Charlie Genella abstained, motion carried.
 - B. **August 7, 2020 Special Called Meeting**
Mr. Nichols made a motion to approve the minutes from August 7, 2020. Ms. Leal seconded the motion. Mr. Swift and Ms. Foster abstained, motion carried.
7. **Old Business**
 - A. Replacement Hospital Update
The project team present to give overview were Rick Harris, John Mills, Tyler Humes and Barret Schulz and by phone was Wes Lincecum.
 - Rick Harris with Milestone reviewed the budget information that was submitted 4/30/2018 compared to current cost.

- John Mills reviewed each department of the new hospital build, showed samples of the exterior materials that will be used, white stone, dark brick and large areas will be covered with stucco.
- April 2018 submittal to USDA square footage was reviewed. Square footage has increased by 4 percent since that date and estimated cost has increased by ten million to \$65,983,149.
- Increases in cost reasons were reviewed and discussed. Mr. Humes said the construction costs have increased by 15 percent in the last two years.
- Projected cash flow over the last five years was presented by Mr. Brunner. We have averaged a savings of a little over 4.5 million each year. Briefly discussed was the abatements that will be coming off.
- Project schedule would be to move forward with construction documents which would be prepared by John Mills. Estimated cost would be \$600,000 and completion time would be two (2) months or by November 1st.
- Next step would be to send the drawings to USDA for approval which could take one (1) to three (3) months. Once approved by USDA, then Tyler Humes with Lott Brothers can go out for bid for the hard numbers for construction costs which would have to come back to the hospital board for approval.

After discussion, Mr. Swift made a motion to move forward with development of construction documents. Ms. Leal seconded the motion. Unanimous decision, motion carried.

8. **New Business**

A. **Discuss tax rate, and take a record vote to propose a Tax Rate for 2020**

Briefly discussed were the tax rates to be considered for 2020. After discussion, Ms. Weeks proposed a 0.541229 tax rate for 2020. Mr. Swift seconded the motion. Record vote was all board members were present and all voted Aye. Motion passed.

Meeting is set for September 15th at 6:00 p.m. to approve the budget for fiscal year 2021 and adopt a tax rate for 2020.

9. **Board Committee Reports:**

A. **Finance Committee Report:**

Mr. Nichols made a motion to approve the July 2020 financials. Ms. Foster seconded the motion. Unanimous decision, motion carried.

B. **Executive Committee Report:**

Executive Committee Report to be covered by Ms. Park during her CEO report.

C. **Sweeny Community Hospital Foundation Board Update:**

Mr. Brunner gave an update regarding the capital campaign. Raised so far is \$800,000. Decision was made today to continue the contract for 3 more months with Dini Spheris. Announced that three new members are being added to the foundation board, Michael Heinroth of SISD, Amanda Linford, of Phillips 66 and Martha Lopez of First State Bank. Current bank balance is \$25,557.31 and one pending deposit of \$250,000 to be made.

10. **Administrative Information Report – Kelly Park**

A. CEO Report

Updates given on the following:

- COVID Update– screening station machine was approved in the amount of \$23,275.00 by the Board Executive Committee to be paid with covid funds.
- LAB CAP Survey complete with 14 minimal deficiencies. They have 30 days to send in corrections.
- Pharmhouse Update – prescriptions for indigent program
- Indigent Care Program re-vamp
- The Fountains Residents – Application sent in to have visitation to start back up
- September 15th set for review/approval of fiscal year 2021 budget
- Air-conditioners replaced at the hospital for the LAB, The Fountains had two replaced and a repair made to the one for the Emergency Department.
- Studer Program will end which means the LEM program provided through them. Currently looking at a new LEM program which could be through Paylocity.

B. Emergency Department Monthly Update

Ms. Park said this report is to be retitled as CNO report. Ms. Townsend gave updates on the following:

- Volume in the ER
- Turn around times in the ER
- Left without being seen in the ER
- Covid admission – patient kept in the ER
- Inpatient volumes back up, observation stays 1/3 back up
- Wound Center is busier
- Surgery is up and running again
- Flu Shots are in, planning to do drive through flu shot clinics in West Columbia, Brazoria, Jones Creek and Sweeny. This will be a free service to the surrounding areas.

C. Emergency Medical Services Update

Updates given on the following:

- ESD 6
- Turn around times longer due to covid
- Busy, watching the storm

D. Quarterly Quality Update

Included in report given by Paige Townsend.

Human Resources report from Dana Quintanilla was given. The following subjects were covered:

- Turn-over rate for July was 3.4
- Open positions
- Evaluations to start in September

11. CLOSED EXECUTIVE SESSION:

Mr. Brunner announced the Board would go into closed, Executive Session at 2224 to review the following:

A. Deliberations Concerning Real Property

End of Executive Session

Went out of Executive Session at 2259.

12. **Action regarding Executive Session:**

None

13. **Adjournment**

Ms. Weeks moved for adjournment, seconded by Ms. Leal. Meeting adjourned at 2300.



P. T. Brunner, President
Recorder: Cindy Burge