

**CASTRO COUNTY HOSPITAL DISTRICT
BOARD OF DIRECTORS MONTHLY MEETING
November 28, 2023**

PLACE: Ettie McDermitt Education Room at Plains Memorial Hospital

BOARD PRESENT: Jim Bradford, Chairman; Zach Smith, Vice-Chairman; Shelley Bills, Secretary; Kim Birkenfeld, Member

EMPLOYEES PRESENT: Elisha Rosier, CEO; Laura Case, CFO; Laura Kimball, CVL Administrator; Mitchell Brockman, QEC Director; Olivia Herrera, Administrative Assistant

MEDICAL STAFF PRESENT: None.

GUESTS PRESENT: Monia Ann Venhaus, RN, DON/CNO; Colleen Robison, RN, BSN Swingbed Coordinator; Heather Jeter, LVN

PUBLIC PRESENT: None.

1. Called to order at 5:01pm. Prayer led by Mitchell Brockman. Mission and Vision Statement was read by Colleen Robison.

2. Public Comments: None

3. Nurse Staff Committee Report: Monia Ann Venhaus, DON/CNO, Colleen Robison, RN, Swingbed Coordinator and Heather Jeter, LVN reported the staffing committee has been able to meet four times during this past year. Full time contracted RN agency was used until May 2023, and since then, agency help has been used to fill in shifts as needed. RN positions are filled at this time, with one RN out on maternity leave. PRN LVN's are what is needed to help fill in open shifts. No mandatory overtime shifts were assigned to staff. This past year, two unit clerks were moved to other roles in the district but have been filled.

The board also congratulated Colleen for her achievement and recognition at the Panhandle Great 25 Nurses Banquet in Amarillo. Jim also commented that good management always makes a difference so that employees will stay with the district.

4. Review of Financials and Statistics: September 2023

Laura Case reviewed the Income Statement and reported that Patient Revenue had an increase this year. Inpatient days are up 121 days, Swingbed days are down 30. Overall we had more income.

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Net Patient Service Revenue is up \$795K.

Other Revenue had an increase of \$1.578M.

Total Operating Revenue was up \$2.373M for the year.

Total Salary Expense was up \$651K, since we added therapy to CVL and the EMS Staff. EMS payroll runs at \$52K.

Supplies Expenses went up \$305K due to EMS start up and the clinic renovation.

Pharmacy Expense had a large increase due to the increase in Revenue.

Program Funding helped the district stay over the top operationally.

Operating Expenses did go up \$1.2M

With Expenses totaling \$1,844,306 and the non-operating revenue of \$993,849 the district had a net income of (\$139,048).

The board reviewed the September 2023 financials and approved the employee Christmas bonus that was presented and added an additional \$100 bonus for Christmas.

Shelley made the motion to approve the bonus. Zach made the second motion. All in favor. Motion carried.

5. Consent Agenda:

- a. Approval of 10/12/2023 Board Meeting Minutes
- b. Departmental P & P Approval
- c. Quarterly Review of Pledged Securities

The board approved the consent agenda as presented. Departmental P & P approvals were: Utilization Review, Nursing/ER, Swing Bed, Pharmacy, HIM, Rehab, Lab & Radiology.

Zach Smith made the motion to approve. Kim followed with a second motion. All in favor. Motion carried.

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7. General Information:

- a. Department Monthly Reports
- b. Thank You Notes
- c. Other Reading

Jim asked the board to review the general information in their leisure time.

8. Medical Staff:

- a. Review September 25, 2023, Med Staff Minutes
- b. Request Appointment to Temporary ER Privileges: Sheri J. Talley, MD; Richard T. Dombroski, DO
- c. Request Reappointment to Consulting Radiologists Staff Privileges: Paul Pan, MD; Martin Uszynski, MD; Lawrence Zarian, MD

The board reviewed the Medical Staff items and approved the physicians listed for appointments.

Kim made the motion to approve. Shelley made the second motion. All in favor.
Motion carried.

9. CAH Annual Report:

Elisha presented the CAH Annual Report for the district as required by CMS for the year.

We had a huge transition in the physician department. Dr. Hardee retired in May, Dr. Alvarez resigned in January. Dr. Smith came in May and Dr. Ruggiero started in September. Dr. Jones continues as an ER physician working 15 shifts a month.

AMR contract was not renewed due to higher costs and decrease availability to provide transfers. Castro County EMS service started in July. The district purchased 2 ambulances and all necessary equipment to start the service.

The district had a few improvements to the facility. New concrete was poured to the emergency area and to the employee parking area. Lighting was added to the west side of the facility for security. The emergency awning was extended. The EMS staffing area was remodeled completely. The clinic had the waiting room remodeled.

Country View Living continues to fluctuate with around 50 residents. The facility is dealing with a CNA shortage. CNA classes are still being offered at the facility to help with that shortage.

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Plains Memorial Hospital completed trauma designation audit and received Level 4 Trauma Designation.

10. Administrator's Report:

Elisha reported about the EMS area remodel, physician recruitment, marketing, CVL, and the clinic.

11. Executive Session: Entered Executive Session at 6:17PM.

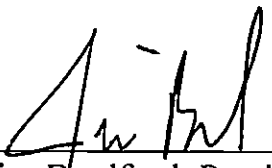
a. Quality & Regulatory Compliance

b. Personnel. Consider and Discuss Personnel Matters Pursuant to Texas Government Code Section 511.074

Exited Executive Session at 6:33. No motions made or votes taken in Executive Session.

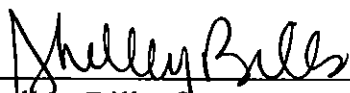
Shelly made the motion to exit Executive Session. Kim made the second motion. All in favor. Motion carried.

12. Adjournment



Jim Bradford, President

2-1-2024
Date



Shelley Bills, Secretary

2-1-24
Date