

A regular meeting of the North Wheeler County Hospital District Board was held at the hospital at 6 p.m. on May 15, 2023.

MEMBERS PRESENT: Pam Hibler, Chairman  
Marla Ford, Vice-Chairman (by telephone)  
Janie VanZandt, Secretary  
Zane Zybach, Member  
Ken Daugherty, Member

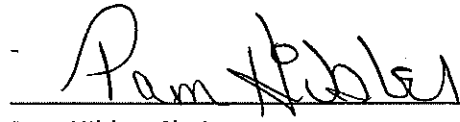
OTHERS PRESENT: Cecil Gaither, CEO; Jace Henderson, CFO

1. **CALL TO ORDER AND PRAYER:** Pam Hibler, Chairman, called the meeting to order at 6:08 p.m. with a prayer offered by Zane Zybach.
2. **APPOINTMENT OF NEW BOARD MEMBER, OATH OF OFFICE, ELECTION OF OFFICERS, SWEARING IN:** Ken Daugherty was appointed to the board. Ken, Pam Hibler, and Janie VanZandt were sworn in as board members by repeating the official Oath of Office. The election of officers (by acclamation) was completed by swearing in Pam Hibler as Chairman, Marla Ford as Vice-Chairman, and Janie VanZandt as Secretary.
3. **CONSENT AGENDA:**
  - a. **Minutes of the Previous Meeting:** April 17, 2023
  - b. **Patient census**
  - c. **Payment of bills**
  - d. **Investments** -Currently, there is one CD at Happy State Bank and one at Wellington State Bank totaling \$1,121,553.40.
  - e. **QAPI** -Discussion about certain aspects of the report were discussed.
  - f. **Date of next meeting: June 19, 2023**  
Ken Daugherty made a motion to accept the items on the Consent Agenda. Zane Zybach seconded the motion; the vote was unanimous.
4. **EMS REPORT:** Skye Lane's report stated that both new ambulances are fully stocked and in service. Medic 3 has been repaired and is back in service. New narcotic bags have been purchased for all three ambulances, as well as new insulated bags for refrigerated medications. With assistance of area fire departments and a RAC grant, a new extrication mannequin has been purchased for training EMT classes. Skye is working with Dr Evans (Parkview ER doc) and Dr Pinson (our medical control doc) to write new protocol for hypertensive emergency in the field. The department is planning an open house in July. In-house and online training are continually completed by the staff. The Basic EMT class is in full swing with 14 students. Bryan Yates from Pampa was hired for the full-time position on B shift. The NWCEMS responded to 21 calls in April.
5. **CNO REPORT:**
  - a. **Nurse Staffing:** Nurse staffing remains fully covered. There are 2 RNs, or 1 RN and 1 LVN on each shift, as well as 2 nurse aides. The hospital staff is assisting with patient care in assisted living at the request of Katty Woollard, AL Manager. One CNA was terminated. The Nursing Council will meet on April 26. No issues were identified.

- b. **EMR Progress:** No new issues reported.
- 6. **FINANCIAL STATEMENT AND STATISTICS:** Jace Henderson reviewed the balance sheet and the operating/income statement with the board. Questions were asked by the board, and Jace explained the report in detail.
  - a. **Palo Duro G&P Suit Update** – No report.
  - b. **Budget Amendment for Ambulance** - The budget was amended to purchase two new ambulances. Only one was originally budgeted. Cecil Gaither, CEO, and Pam Hibler, Board Chairman, signed the amended budget.
  - c. **BCBS contract** - Jim McCory called to report the BCBS contract will show about a 12% increase in funds.
  - d. **WSB Deposit Rates** - WSB has been paying 1.5% on our accounts. It has been increased to 2.5%. Jace will renegotiate in June.
  - e. **Preliminary 2024 Budget** - Jace presented the preliminary 2024 budget to the board for review.
- 7. **APPROVE BAD DEBT** - The bad debt/charity report was presented to the board for review. Zane Zybach made a motion to approve the report. Ken Daugherty seconded the motion; vote was unanimous.
- 8. **OLD BUSINESS**
  - a. **Board Education:** Cecil is obtaining information about board training.
  - b. **Discuss Dr. Paul Elangwe** - Dr Elangwe owes the hospital district the monies he received as a sign-on bonus. Ken made a motion to give him until January 1, 2024, to repay the \$50,000 sign-on bonus. Janie VanZandt seconded the motion; the vote was unanimous.
  - c. **Discuss Dr Juson proposal** - Administration and the board discussed Dr Juson's request to be paid for making rounds and transfers. He brought some information to Cecil concerning his request. Cecil will talk to Dr Juson. There is a doctor from Shattuck possibly interested in working in Wheeler.
- 9. **NEW BUSINESS:**
  - a. **APPOINT NEW BOARD MEMBER, ELECTION OF OFFICERS, SWEARING IN:** See #2 above.
  - b. **Conflict of interest, Adverse Legal Action Questionnaire, Orientation Packet:** Board members completed the Conflict-of-Interest forms and the Adverse Legal Action Questionnaire. Ken was given the Orientation Packet for new board members.
  - c. **Policy and Procedure Manuals – Signature pages for Radiology, Business Office, and Dietary:** Board signatures were secured on the signature pages for the policy and procedure manuals for the departments of radiology, business office, and dietary. Brandy Wright will soon replace Lucretia Davis as Radiology Department manager.
  - d. **Fire Inspection** - The fire inspection report was reviewed by the board. Repairs are being made, and the hospital will be reinspected.
- 10. **PUBLIC COMMENT:** None

**ADJOURNMENT:** The meeting adjourned at 7:46 p.m. The next regular board meeting will be on Monday, June 19, 2023, at 6 p.m.

Respectfully submitted,

A handwritten signature in cursive script, reading "Pam Hibler", positioned above a horizontal line.

Pam Hibler, Chairman

A handwritten signature in cursive script, reading "Janie VanZandt", positioned above a horizontal line.

Janie VanZandt, Secretary