

**A REGULAR MEETING OF THE NORTH WHEELER COUNTY HOSPITAL DISTRICT BOARD WAS HELD AT
PARKVIEW HOSPITAL AT 6:00 P.M. ON OCTOBER 16, 2023**

MEMBERS PRESENT: Pam Hibler, Chairman
Marla Ford, Vice-Chairman
Ken Daughtry, Member
Zane Zybach, Member

MEMBERS ABSENT: Janie Vanzandt, Secretary

OTHERS PRESENT: Cecil Gaither, CEO; Jace Henderson, CFO; Skye Lane, EMS Coordinator and
Mandy Meadows, DON

1. **CALL TO ORDER AND PRAYER:** Pam Hibler, Chairman, called the meeting to order at 6:00 p.m. with a prayer offered by Jace Henderson.
2. **CONSENT AGENDA:**
 - a. Minutes of the Previous Meeting: October 16, 2023
 - b. Patient census
 - c. Payment of bills
 - d. Investments
 - e. QUAPI-Certain aspects of the report were discussed.
 - f. Date of the next meeting: November 20, 2023

Zane made a motion to accept the items on the Consent Agenda. Marla seconded the motion, with all in favor.
3. **EMS REPORT:**

Skye reported that Medic 3 is back from Ware Chevrolet and they were not able to find anything wrong that caused the back of the ambulance to lock up. They will see if it happens again. It was discussed that NWCEMS should keep the suburban in case Medic 3 goes back down. Ken made the motion to keep suburban and Zane seconded motion, with all in favor. Wheeler EMS attended a training with Mobeetie FD to show them the new ambulances and how to use the stair chair, c-spine immobilization and stop the bleeding training. She is currently working with LifeStar on getting a basic vent training class at Parkview Hospital. The National Night Out was a success that was held on October 3. Skye will accompany Chief Deputy Caden Walden and another deputy on October the 24th. They will be going to Shamrock School to educate the students on the hazards of vaping. NWCEMS is fully staffed. Kelsi Cook went to Tyler, TX for her first live week of paramedic training program. She has also started some of her clinical rotations with NWCEMS and Parkview ER. NWCEMS had 34 calls in September. There average response time is 3 minutes and 20 seconds.
4. **CNO REPORT:**
 - a. **Nurse Staffing-** Mandy Meadows reported that the Nursing Staff lost another Nurse Aide from the night shift. She chose not to stay PRN. The hospital is currently staffing shifts now with 2 RNs or RN and LVN with 2 Aides. The PRN pool for licensed nurses and nurse aides has gotten fewer and fewer due to those people choosing to be taken off the

list or just not available to work due to conflicts with their other full time jobs. Our on-call nurses have been called in for extra help during shifts and on weekends. The RN Administrative Staff have stepped up to cover shifts when our licensed nurses have needed off or a shift needs to be covered which in turn causes overtime for them. They are taking care of their administrative responsibilities when they can. Mandy has reviewed and updated the agency contracts. They have been signed by Jace and/or Cecil and are in place if the need arises. We currently have updated contracts with Texas Select Staffing, Nurse Core and Scout Nurse Staffing. One of our Nurse Aides has attended and completed her Certified Nurse Aide course and has her certification.

b. Wages were discussed and voted on. Ken made the motion and Marla seconded. All were in favor.

5. **FINANCIAL STATEMENTS AND STATEMENTS STATISTICS:**

a. **Palo Duro G&P Suit Update:** -No new updates.

b. **Audit:** We will meet next month on regular meeting night at 5:00 pm for Audit Review and meeting to follow.

c. **Optimization update:** Different consultants have been sent in for training. They have done a good job. They have showed our staff Web tools that have helped using the system. Jace is still working with them on coding, fees and charting. He will be making a follow up call each week.

d. **Employee Insurance:** Third party administrator is 3 months behind for claims with Employee Insurance. Jace will follow up with them. We will have several claims hitting at once.

6. **APPROVE BAD DEBT:** No report

7. **OLD BUSINESS**

a. **First Responders Agreement:** Cecil has talked to our attorney. He is a little behind but will get to work on the agreement.

b. **Dr Paul Elangwe payments:** We have not received any payments since June. Cecil is going to talk to our attorney, and he may need to get involved with this matter. Cecil will report back to Board.

c. **Physician recruitment update:** Dr. Adrissi will be here next August. He is currently working on getting his Texas license.

8. **NEW BUSINESS:**

a. **Flu Shot Clinic:** Parkview Rural Health Clinic will be having a Flu Shot Clinic on October 18, 2023

b. **Halloween Pumpkin Contest:** Contest for all hospital, clinic, home health and Ems employees. Entrees can be individual or teams. Team Building fun. Five-dollar entry fee and pumpkins will be on display October 24th-31st. Hospital Board has been asked to judge the contest.

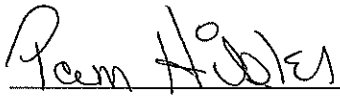
c. **Cybersecurity for the Boardroom:** Board was given a handout to read for Cybersecurity for the Boardroom. No action needed but all board members need to read handout. Ionix does security for the hospital and sends information thru out the year.

d. **Environmental Services P&P:** Janie and Marla need to sign agreement. Marla Signed and Janie can sign at the next meeting.

9. PUBLIC COMMENT: None

10. ADJOURNMENT: The meeting adjourned at 7:25 p.m. The next regular board meeting will be on Monday, November 20, 2023

Respectfully submitted,



Pam Hibler, Chairman



Marla Ford, Vice Chairman