

A regular meeting of the North Wheeler County Hospital District Board was held at the hospital at 6 p.m. on February 19, 2024.

MEMBERS PRESENT: Pam Hibler, Chairman
Marla Ford, Vice-Chairman (arrived at 6:08)
Janie VanZandt, Secretary
Ken Daughtry, Member
Zane Zybach, Member

OTHERS PRESENT: Cecil Gaither, CEO; Jace Henderson, CFO; Zela Young, Lab Department Head;
Meghan Reid, Guest

1. **CALL TO ORDER AND PRAYER:** Pam Hibler, Chairman, called the meeting to order at 6:01 p.m. with a prayer offered by Jace Henderson.
2. **LAB:** Zela Young will be stepping down as Lab Manager as of June 1, 2024. She is training someone in-house. She will still be working in the lab and assisting with billing. They will be switching from Clia Survey to Kola Survey. Dr. Forsberg oversees the lab.
3. **CONSENT AGENDA:**
 - a. **Minutes of the Previous Meeting:** December 18, 2023
 - b. **Payment of bills**
 - c. **Investments**
 - d. **QAPI**
 - e. **Date of next meeting: January 15, 2024**

Ken Daughtry made a motion to accept the items on the Consent Agenda. Marla Ford seconded the motion; the vote was unanimous.
4. **EMS REPORT:** Skye Lane submitted the EMS report indicating all three ambulances are fully stocked. Recalls on Medic 1 and 2 have been addressed, and the Suburban now has a new windshield. The Policy and Procedures, Social Media, and Personal Action forms have been updated and signed by all employees. Skye attended the Pulsara training in Amarillo and indicated that it will be very beneficial. North Wheeler County EMS will continue to leave a copy of the short form that included the nurses' signature on the form at the receiving hospital. Several times, hospitals state that we need not leave the patients' paperwork with them, and this serves as proof. The Sheriff's office is coordinating with Skye for dates to train deputies and dispatchers/jailers on CPR and Stop the Bleed. Twenty-eight calls were responded to in January. Amanda Bond has been hired to replace Sierra Widener who decided not to return after maternity leave. A PRN position is open currently.
5. **CNO REPORT:**
 - a. **Nurse Staffing:** Mandy Meadows was absent from the meeting but sent word that all shifts are covered.
6. **FINANCIAL STATEMENT AND STATISTICS:** Jace and the board reviewed the balance sheet and the operating/income statement with the board. Questions were asked by the board. Jace indicated that the CDs at Happy State Bank are earning 4.3 APY. Wellington Bank is paying 5.5

APY. Ken Daughtry made a motion to move the CDs from Happy State Bank to Wellington State Bank to a separate account. Janie VanZandt seconded the motion; vote was unanimous.

- a. **Palo Duro G&P Suit Update** – The court date is set for March 25-27 here in Wheeler.
- b. **Insurance Bank Account** - As discussed last month, a new bank account has been established.
- c. **Employee Insurance** - Providers were not getting paid, but that has been remedied with patient accounts getting paid.

7. **APPROVE BAD DEBT** - No report.

8. **OLD BUSINESS**

- a. **Dr. Paul Elangwe payments** - Dr. Elangwe paid \$5000 each for January and February for a total of \$10,000. He still owes \$25,000.
- b. **Update on physician recruitment** - Talks are continuing with a potential candidate who wants to work in the clinic and the ER.
- c. **Update on Dr. Evans** - Dr. Evans is not communicating. His foot is healing. Dr. Sandoval will work for one half of March.
- d. **Home Health update** - Erica Sigala is the new department head. They have changed their focus and are marketing their department. There are 2 RNs and 2 LVNs.

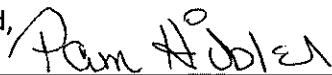
9. **NEW BUSINESS:**

- a. **EMS and Assisted Living Policy and Procedure handbooks** - Board signatures were secured for the handbooks.
- b. **CAH overview and plan** - Cecil distributed the Critical Access Hospital Overview and Plan for the past year to all board members.
- c. **Records Management Policy** – Pam Hibler signed the form.
- d. **Chamber of Commerce – Financial Advisory Meeting** - There will be an educational public meeting in the fall at the AgriLife building to educate people about Medicare insurance plans before open enrollment begins. This will help seniors understand what all the television advertising really means when you go to the doctor or the hospital and what these plans really pay.
- e. **Annual Cost of Living Increase** - After discussion, Janie VanZandt made a motion to give a 3% cost of living increase to all employees in Housekeeping, Dietary, Maintenance, Business, and the Rural Health Clinic. Ken Daughtry seconded the motion; the vote was unanimous.

10. **PUBLIC COMMENT:** None

ADJOURNMENT: The meeting was adjourned at 7:11 p.m. The next regular board meeting will be on Monday, March 18, 2024, at 6 p.m.

Respectfully submitted,



Pam Hibler, Chairman



Janie VanZandt, Secretary