

STATE OF TEXAS )(  
COUNTY OF MITCHELL) (

MITCHELL COUNTY HOSPITAL DISTRICT

ON THE FIFTH OF MARCH 2024 after required notice and having the agenda posted according to law, the members of the board met in regular session at 5:30 p.m. in the Conference Room at Mitchell County Hospital at 997 West I-20 in Colorado City, Texas. The members of board in attendance were:

KALEB JACKSON, President

RICHY WOMACK, Vice-President

MARIA RUBIO, Secretary

MARSHA RICKARD, Member

HENRYK OLSZOWSKI, Member

LORIANNE TOOMBS, Member

**Absent Members:**

HELEN EDWARDS, Member

Also present was Michelle Gafford, CEO; Diane Moore, CFO; Yvette Woody, CNO; Jim Bullard, RHMA; Robbie Dewberry; Sterling Burleson, Attorney; Dr. Dee Roach, Chief of Staff; Murray Hall, COO; Erica Thurman, Administrative Assistant, Shelia Plagens, Media; Lesli Tomlin, RPH, PharmD; Jennifer Hale, RN

- **Kaleb Jackson called the meeting to order at 5:30 p.m.**
- **Michelle Gafford gave the invocation for this meeting.**
- **Public Comments** – No public comment was made.
- **Conflict of Interest Declaration** – No conflict of interest declared.
- **Minutes**  
Minutes for the meeting held on February 8, 2024 were enclosed in the board book for this meeting. After review of these minutes, Mrs. Rubio made a motion to approve the minutes as presented. Mrs. Rickard seconded the motion, which carried unanimously.
- **Review & Approve Hospital Contracts**  
Mrs. Gafford presented the Hospital Contract renewals for February 2024 for review and approval. Mr. Olstowski made a motion to approve contracts as presented. Mrs. Rubio seconded the motion, which carried unanimously. Contracts approved:
  - Emergicon
  - Ground Swell Health
  - Jackson Staffing
  - Lingo
  - Texas A&M – Peer Review
  - West Texas A

- **Departmental Introduction - Pharmacy**  
 Mrs. Tomlin introduced herself and talked about her staff and their roles in the pharmacy. She spoke about the Drug Supply Chain Security Act and that it goes into effect November 2024. She updated the board that a vendor had been chosen to use for the reporting. It is a vendor MCHD currently uses and we will be able to use any credits from returned drugs to help offset the cost.
- **Departmental Introduction – Cardiac Rehab/Infection Control**  
 Mrs. Hale introduced herself and talked about her staff and their roles in Cardiac Rehab and Infection Control. She indicated that she had just started her role as Infection Control at the beginning of the pandemic and felt that she learned a lot from that time. She also spoke about the constant reporting that is still required although the pandemic is officially over and that new reporting for the Anti Microbial use is now a requirement for Meaningful Use. A vendor is being reviewed that has ties with our EMR and will work hand in hand to make that reporting more efficient.
- **Review, Discuss & Possible Action on Struck Off Properties**  
 Mrs. Gafford and the board decided to table this and discuss further during the closed session.
- **Review, Discuss & Possible Action on Deeds for Trust Properties**  
 Mrs. Gafford presented the list of Deeds for Trust Properties. Mr. Olstowski made the motion to approve the 3 deeds as presented. Mrs. Toombs seconded the motion, which carried unanimously. Deeds approved:
  - Parcel 23321
  - Parcel 18547
  - Parcel 18551
- **Medical Staff Report – Dr. Roach, MD**
  - Approve Clinical Privileges Tele-Psych Privileges.
    - See attachment.
  - Recredentialing Tele-Radiology
    - Kelly Cole, MD
    - James Rittimann, MD
  - Mrs. Rickard made a motion to approve the Tele-Psych privileges and Priscilla Lyons clinical privileges as recommended by the Medical Staff & Administration. Mrs. Rubio seconded the motion, which carried unanimously.
  - Dr. Roach updated the board on the CT and that it is great and can do from the chest to pelvis in a matter of seconds.
- **QI/PI Monthly Committee Report**  
 Yvette Woody, CNO presented the January 2024 QI/PI report.
- **Finance Report**  
 Mrs. Moore, CFO, presented this report. She reviewed the reports for MCHD and MCNRC for January.

- **Administrator's Report**

- Mitchell County Nursing & Rehab Center Update
  - Still needing five CNAs.
- Mrs. Gafford updated the board on the Survey Monkey for Employee Satisfaction that went out today for all the employees to complete by 3-31-24.
- Mrs. Gafford updated the board on the start date for Water Aerobics will be starting March 19<sup>th</sup> and will be having an employee only class starting soon after that.
- Mrs. Gafford updated the board on the Cost Report FYE 2023 and that we have a payable this year with the increasing on charges and a decrease on expenses.
- Mrs. Gafford updated the board on the Audit FYE 2021 that it is almost complete and that a formal presentation is not required.
- Mrs. Gafford is wanting the Strategic Board Meeting to be held in April if possible and wants the board to check their schedules and let her know when is good for everyone.
- The TORCH Conference is coming up April 1<sup>st</sup> - 4<sup>th</sup> and all admin will be attending.
- Mrs. Gafford updated the board on the ACO Education Summit on April 2<sup>nd</sup> – 3<sup>rd</sup>. Terri Lujan and Misty Lendermon will be attending this year. The conference and rooms are covered by the ACO.
- The Cyber Security Training will be discussed later.
- Mrs. Gafford updated the board on the Relay for Life is set for October 19<sup>th</sup> at the High School Track.
- Mrs. Gafford updated the board on the CPSI/TruBridge Conference that will be in Las Vegas on April 29<sup>th</sup> – May 2<sup>nd</sup>.
- Mrs. Gafford updated the board on the THT Conference in San Antonio and to see who will be able to attend.

- **Executive Session**

Mr. Jackson called the board members into Executive Session according to Texas Government Code, Section 551.072 and Section 551.074. The time was 6:59 p.m. The Executive Session was closed and the Open Session reconvened at 7:20 p.m. No action was taken in Executive Session.

- **With no further business to address, this meeting was adjourned. The time was 7:21 p.m.**



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Kaleb Jackson, Chairman

Mitchell County Hospital District Board of Directors