



MCHD
Maverick County Hospital District



Regular Board Meeting Minutes – January 29, 2024

CALLING THE MEETING TO ORDER: Chairman Valdez opened meeting at 11:58AM.

ESTABLISHING QUORUM: Quorum Established by Calling Row. Quorum was met.

PRESENT: Aaron Valdez, Chairman; Adolfo Olivares, Secretary Treasurer; Humberto Duran, Board Member; Gerardo Villalpando, Board Member q

Rebecca Robinson, Vice Chair arrived at 12:01PM.

ABSENT: N/A

OTHER: Alma Martinez, CEO; Nestor Bonilla, CFO; Lizet Salinas, COM; Elias Diaz, CO; Carolina Sanchez, E.A.A; Ruben Valadez, Legal Counsel

VISITORS: Jaime Hernandez and Ricardo Lopez from JH Homes, Construction Company

AGENDA ITEMS:

ITEM 1: Discussion and possible action to approve MCHD Board minutes for December 4th, 2023 Regular Board meeting minutes.

Motion to approve meeting minutes by Mr. Villalpando, 2ND by Mr. Olivares.

AYES: 4

NAYS: 0

ABSTAIN: 0

ALL IN FAVOR; UNANIMOUS

ITEM 2: Presentation of Reports

COM Report- COM reviewed the clinical operations report with the board member. MCHD continued to participate monthly in the Consulate of Mexico Feria de Salud. MCHD is able to offer blood pressure screenings and glucose screenings and a follow up when the screenings indicated further action.

COM was able to provide an overview of the ages seen at MCHD Urgent Care for the month of December. A total of 563 patients had been examined. 99 were aged 65 years or older, 265 were younger than 18 years of age, and 199 were between ages of 18 and 64. Conditions ranged from upper respiratory illnesses, abdominal pain, sprains, fevers, and refills. COM received report with an estimated 4,500 residents, 65 year and older living around the Urgent Care area. CEO would like for COM to contact residents and advertise the Urgent Care services. STAT will no longer be accepting insurance from EPISD or Maverick County, there was an anticipated increase in patients expected for MCHD Urgent Care. New hours of operations had been



MCHD
Maverick County Hospital District



advertised in the media, Monday – Friday: 1PM – 9PM and Saturday – Sunday: 12PM – 6PM. Board members had brought up concerns regarding the media not having advertised the new hours. Only the Eagle Pass Business Journal had promoted new hours. CEO to meet with PR Director to discuss and address the issues with all media. CEO to insure Urgent Care new hours were promoted properly with all media.

2 Campaigns were initiated to encourage all patients including Medicare enrollees to schedule annual wellness visits. Campaigns were sent via text message and patient portal to patients.

CO Report – CO reviewed MCHD compliance report with the board members. CO was able to obtain certification for Officer of Healthcare Compliance from the American Institute of Healthcare compliance (AIHC) on January 10, 2024. Quarterly compliance plan had been developed by CO. Objective included efforts to engage all employees in a culture of compliance, date of implementation January 31, 2024. Meeting will be scheduled into different sessions for all employees to sign up. CO discussed the grant submission, in collaboration with Methodist Healthcare Ministries, for SANE Nurse Program – Development of a Sexual Assault Nurse Examiner (SANE) Program. Purpose for program was to establish expert care for victims of domestic violence and sexual assault in the community. Training to be provided for nurses to become SANE and to enhance the ability to care for and support survivors. CEO explained that the SANE program required an RN or PA to join the training. COM approached part time oncology RN, to possibly join program, RN would inform COM of her decision.

Mr. Duran asked for clarification on what items would be covered in the compliance training. CO explained any topics that were the compliance officer's field. Items included HOSHA trainings, safety guidelines, maintaining compliance in regards to financial operations, ensuring referrals are completed correctly and providers were billing appropriately. CO explained that MCHD currently had a Safety Manager, Estavan Juarez, who would be responsible in handling and reporting accidents to CO.

CEO Report – CEO highlighted item number 38 in the CEO report. CEO and CO met with EPISD Superintendent Mijares on Tuesday, January 23, 2024. Discussions included the possibility of offering exclusive services to EPISD employees through the MCHD Urgent Care. Mr. Mijares informed CEO and CO that the STAT emergency center would not be accepting the EPISD or The Maverick County insurance. The EPISD was to develop a flyer with the available MCHD Urgent Care services, to promote to the school districts. Mr. Mijares also inquired about the possibility of the MCHD Urgent Care becoming 24 hours clinic in the future. CEO had explained that it was dependent on the increase of patients and a community need for a 24 hour urgent care clinic. Acquiring an x-ray machine and providing x-ray services was the top priority for the Urgent Care, as per CEO. Legal council did remind CEO and the board that depending on the cost of the x-ray machine, MCHD would require to request bids.

CEO actively meeting with COM to prepare for the possible increase in patients at the Urgent Care.



MCHD
Maverick County Hospital District



Mr. Duran asked if there were any qualification to become a 24 hour urgent care. CEO to research the possibility of the Urgent Care being open for 24 hours.

CEO and CFO to meet with QIPP Coordinator to organize possible on site visits to the nursing homes. CEO and CFO to accompany QIPP Coordinator during her initial visit.

CFO Report Review- CFO reviewed the December 2023 financials. Income statement reviewed with a 33% goal of revenue and expenses for the district. CFO explained that during the months of December and January the program service revenue were at the lowest, but would typically increase throughout the year, Program Service Revenue was at 25.08% YTD and the Total operating revenues was at 49.79% YTD budget. Non-Operating Revenues: Property taxes were at 97.35%, Investment income at 29.60% YTD budget. Total Non-Operating Revenues were at 58.86%. Total Revenues at 51.69%.

CFO reported that the expenses were within budget including the Salary, Wages and Benefits (28.29%) and Supplies and Freight expenses (26.23%). Total Expense were reported slight over budget due to the facility fees of 47.07% reported.

Balance sheet was reviewed with a total asset of 33,632,813 and a total liabilities and fund balance of 33,632,813.

Quarterly Investment Report: CFO noted a correction that had to be made in the narrative. As of November 30, 2023 the District's portfolio had a book value of \$15,723,127 and a market value of \$15,630,804.

Payer Mix Report: CFO reviewed the payer mix report with the board. Data collected was from January 1, 2023 – December 31, 2023. Commercial plans were billed charges of 41% and a 43% of patients were under commercial insurance. Contract plans (Kickapoo Tribe, Sheriff Department, City of Eagle Pass) were billed charges of 3%. Government plans were billed charges at 1%. Medicare Manage Health plans at 40% MCHD plans (indigent program, Ryan White Program, and the Breast and Cervical Cancer program) billed charges at 5%. Self-Pay billed charges of 1% with 6% of patients being self-pay. Mr. Duran asked what the percentage of denials for each plan.

RSV Vaccines: CFO explained that the pending partnership with Vaxcare would allow MCHD to have RSV, shingles and tetanus vaccines. Vaxcare was a company that managed vaccine supply to MCHD.

Provider Productivity Report: CFO provide overview of the provider productivity meeting. Provider productivity reports were reviewed during the finance committee meetings. CFO and COM meet monthly with providers to discuss productivity goals and key performance indicator. Each provider was given an individual goal that should be met monthly. Monthly visits, provider salaries, benefits were calculated to meet productivity goals. No show rate of 7% for December 2023. Previously, no show rate had been at a 5%. Front office staff was instructed to



MCHD
Maverick County Hospital District



call no show patients and reschedule appointment to avoid having a no show. Front office staff was instructed to call patients one week, 3 days and 1 day before appointment as reminders. MCHD to possibly implement the \$25 no show fee with patients, after patients have been provided the notice of new implementation for the specialty clinic. Mr. Duran suggest to advertise the No Show fee 2 weeks before implementation to the district.

Item 3 – Discussion with possible action regarding Maverick County Hospital District donation to MCHD Foundation.

CEO informed the board members that the MCHD Foundation had requested a monetary donation from the Maverick County Hospital District. CEO suggested a donation of \$1,500 as a starting point for the MCHD Foundation. Mr. Olivares motioned to approve donation of \$1,500. Ms. Robinson agreed with the motion by Mr. Olivares that \$1,500 would be enough to support the Foundation with fundraising supplies. Mr. Duran requested to modify the motion, of MCHD donating \$2,500 with the condition that once the MCHD Foundation had generated enough money, the Foundation could reimburse MCHD with 50% of the amount donated. Mr. Olivares accepted the modification to the motion.

Motion to donate \$2,500 to the MCHD Foundation by Mr. Olivares, 2nd by Mr. Duran.

AYES: 5

NAYS: 0

ABSTAIN: 0

ALL IN FAVOR; UNANIMOUS

Item 4 – Discussion with possible action regarding the primary care lobby expansion bids.

CEO discussed the board request to include a penalty fee, if primary care lobby expansion was not finished within the scope of time of 60 days. CFO developed a tier of possible penalties. Mr. Duran explained that he had not requested a penalty deduction but a system of paying the contractor certain amounts according to the construction work that was completed each week. Mr. Olivares agreed with the system developed by CFO. Legal counsel explained that both options could be implemented in the contract. The board members agreed to include the system of percentages developed by CFO in the contract.

Candidates for the bids had all been invited to attend the board meeting by MCHD's building manager. Only Jaime Hernandez and Ricardo Lopez from JH Homes attended the meeting.

MOB explained that the construction work would be to expand the primary care lobby downstairs to accommodate more patients. 3 bids had been submitted: JH Homes, Velez Group, and Sandoval Construction.



MCHD
Maverick County Hospital District



Ms. Robinson questioned Mr. Hernandez and Mr. Lopez on how long was the estimated time to complete the project. An estimated 3-4 weeks of project completion was given by Mr. Lopez. MOB informed the board that JH Homes had been previously contracted to paint the outside of the MCHD building.

Submitted bids were reviewed with the board members once JH Homes had left the room. Sandoval Construction had submitted a bid of \$80,500. Velez Group had submitted a bid of \$78,500. JH Homes had submitted a bid of \$65,000.

The recommendation from the building and grounds committee had been for JH Homes with a bid of \$65,000.

Motion by Ms. Robinson to move forward with the recommendation from the building and grounds committee to contract JH Homes, 2nd by Mr. Villalpando.

Contract to be developed and signed by the end of the week with the included penalty tier developed by CFO, Friday, February 2nd, 2024.

AYES: 5

NAYS: 0

ABSTAIN: 0

ALL IN FAVOR; UNANIMOUS

Item 5 – Discussion with possible action on collaboration with Fort Duncan Regional Medical Center regarding the MCHD cancer center.

CEO explained that Fort Duncan Regional Medical Center CEO, Mr. Montalvo, had expressed interest in collaborating/partnership with MCHD in the development of the MCHD Cancer Center. CEO recommended that it would be beneficial to meet with Mr. Montalvo and discuss how FDRMC could assist MCHD. Ms. Robinson agreed to listen to Mr. Montalvo suggestions. The board agreed to invite Mr. Montalvo for the next board meeting to start discussions regarding the possible collaboration for cancer center.

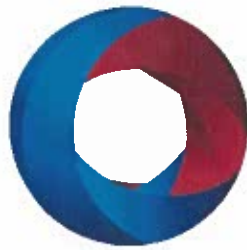
Motion by Ms. Robinson to invite Fort Duncan Regional Medical Center CEO, Mr. Montalvo for discussion on possible collaboration for cancer center, 2nd by Mr. Olivares.

AYES: 5

NAYS: 0

ABSTAIN: 0

ALL IN FAVOR; UNANIMOUS



MCHD
Maverick County Hospital District



Item 6 – MHM grants and budget allocations.

CO reviewed the different amounts of funds that had been awarded for each coalition by the Methodist Healthcare Ministries.

The Neurodiversity Coalition had received a total of \$1.3MM. Coalition would be located in a Maverick County building. Positions included personnel coordinating care for those in Eagle Pass and surrounding areas for people who were neurodiverse.

Children’s Mental Health Support Hub coalition for children between the ages of 12-16 years of age. Positions to include coalition coordinator and clinician with the possibility of onboarding a second clinician. \$37,500 funds allocated to bill \$75 per encounter for patients who were uninsured or underinsured.

Public Health coalition to provide mobile health clinics services refurbishing the transportation bus with exam table, weight scale, EKG machine, crash cart and any other equipment items needed to provide mobile health clinics.

Community Needs Assessment: CO explained as a follow up to the community needs assessment, focus groups would be implemented such as a patient advisory panel. The patient advisory panel consists of patient from different departments such as oncology and urology. CO explained that through the community needs assessment funding, gift cards would be provided as a form of incentives to encourage more patients to participate. Data would be collected through the groups to see what needs and services people thought the community needed to improve.

Mr. Olivares questioned if any of the funds would be used to pay salaries and if once the grant was spent, would MCHD have to cover the staffing salaries. CO explained that the grant was not a reoccurring grant, and was a one time awarded grant. CO explained that MCHD was the fiscal sponsor for the Support Hub only. Through the support hub, LPC-A was currently working towards licensure by completing the required hours. MCHD would be able to LPC-A as a provider, should the board approve after grant was spent.

Item 7 – Discussion with possible action on approval of \$558,080.25 of intergovernmental Transfer to FDRMC for Uncompensated Care Program Demonstration Year 13.

CFO explained that twice a year, IGT commitment from MCHD to FDRMC was due, at a total of \$591K. CFO explained that the money available was \$558K, CFO requested approval to IGT \$558,080.25.

Motion to approve \$558,080.25 of intergovernmental transfer to FDRMC for uncompensated care program demonstration year 13 by Mr. Olivares, 2nd by Mr. Villalpando.



MCHD

Maverick County Hospital District



AYES: 4

NAYS: 0

ABSTAIN: 0

ALL IN FAVOR; UNANIMOUS

Item 8 – MCHD Bylaws Workshop to be scheduled.

Board members had been sent the code of conduct drafted by legal counsel. CEO requested that a date be set for the MCHD bylaws workshop to review the draft. All board members agreed to schedule the workshop for Friday, February 2nd, 2024 at 9AM.

Item 9 – RFP update for cancer center.

CEO informed the board that 7 submissions had been made in regards to the RFP for the MCHD cancer center. CEO asked for instructions on how to proceed with the cancer center project. Mr. Olivares suggested waiting until the board had met with Mr. Montalvo, FDRMC CEO, and discussed the possible collaboration. All board members agreed.

Motion to adjourn by Ms. Robinson, 2nd by Mr. Villalpando.

AYES: 4

NAYS: 0

ABSTAIN: 0

ALL IN FAVOR; UNANIMOUS

Meeting Adjourn 1:38PM

Chairman – Aaron Valdez

Vice Chairperson Rebecca Robinson