

STATE OF TEXAS } DALLAM-HARTLEY COUNTIES HOSPITAL DISTRICT
COUNTY OF HARTLEY } BOARD OF DIRECTORS MEETING MINUTES

A meeting of the Dallam-Hartley Counties Hospital District Board of Directors was held Thursday, December 5, at 6:00p.m. in the Board Room of Coon Memorial Hospital.

I. Call to Order: Kevin Caddell, President, called the regular meeting to order at 5:03 p.m.

- Board Members in person: Kevin Caddell, Shellie McNabb, Brad Riley, Michael Diller, Mark Miller
- Board Member Absent: Sieto Mellema, Brad Green
- Board Members using Teams: None
- DHCHD Employees: Melissa Bundy, CEO; Sharon Hunt, interim CFO; Mindy Smith, Clinic Nursing Supervisor; Kiki Ralston, CNO; Chelsie Thelander, HR Director; Nicole Flores, ACNO/Clinical Informatics; Pam Guillen, Special Projects Manager; Jennifer Romero, Business Office Coordinator; Nickie Crosby, Executive Administrative Assistant
- DHCHD Employees using Teams: Sarah Crone, Nursing Home Administrator; Stephanie Turner, Business office Director; Staci Finch, RN
- Community Members present: Joyce Bezner, Foundation Consultant; Zack Bickel
- Community Members using Teams: None
- Introduction of Guests: None

II. Audience with the Public: none

III. Prayer

IV. Approval of Previous Minutes: Minutes are included in the board book.

A. September 26, 2024

Mark Miller moved to approve the minutes presented. Shellie McNabb was the second. All members were in favor. The motion carried.

V. Approval of Medical Staff Minutes: Minutes are included in the board book.

A. October 15, 2024

Michael Diller moved to accept the minutes presented. Brad Riley was the second. All members were in favor. The motion carried.

VI. Approval of financials:

A. September 2024

Shellie McNabb moved to approve the financial report given by Sharon Hunt. Mark Miller was the second. All members were in favor. The motion passed.

VII. Department Updates:

- Kiki Ralston, presented CNO report. The report is in the official records.
- Mindy Smith presented Clinic report. She updated that clinics are fully staffed with receptionists. They are moving nursing staff around to prepare for new providers. Rooms are prepared for Jamie Martin to begin.
- Sarah Crone, presented the report, adding that Jessica Smith, NH Business Office Coordinator has resigned, and they will be looking to fill that position. The report is in the official records.
- Joyce Bezner gave an update on the Foundation. She stated that they are busy preparing for The Panhandle Gives Campaign beginning November 25. The Foundation is raising funds for Scholarships. Joyce gave a stat that 33% of students given scholarships in the past are still working with the district. The second focus for TPG funds will be \$20K for a Safe Haven box.

Lastly Joyce invited all to the Kick-Off Breakfast on November 25. The Amarillo Area Foundation is pushing to decrease the number of written checks this year, the Kick-off breakfast will be an opportunity to assist with online giving.

VIII. Hospital Administration Report: Melissa Bundy, CEO, gave an update on the district.

- Workplace Violence Committee met – Policy review to be presented at the next Med Staff / Board meetings.
- The Clinic will begin promoting more wellness visits with opportunities to utilize outpatient services more.
- Pain Management coding issues have been identified and resolved.
- Progress being made with GPO Rebates.
- Workforce Development Grant acknowledged.
- Grants, Brittany Gonzalez has been working on a Grant course with UTA, which has been an opportunity for networking with other Foundations/contacts. She has begun meeting with all department leaders and compiling a list of needs and wants for the district to begin looking for grants to help with those needs.
- November / December board meeting dates fall on holidays – decision was made to combine the meetings in one and hold on December 5, 2024

IX. New Business:

A. Care Net of Dalhart – Building Rental Contract

Contract included in the official record.

Brad Riley moved to accept the Care Net of Dalhart contract. Michael Diller was the second. All members were in favor. The motion passed.

B. Loan Resolution

Loan Resolution No. 20242 included in the official record.

Michael Diller moved to approve Loan Resolution No. 20242. Shellie McNabb was the second. All members were in favor. The motion passed.

X. Old Business: None

XI. Executive Session:

No executive session requested

XII. Adjourn:

Michael Diller moved to adjourn the meeting. Shellie McNabb was the second. All members were in favor and the motion carried.

Kevin Caddell adjourned the meeting at 5:45 p.m.

Passed and approved on this 30 day of January 2025

Kevin Caddell
Member of the Board of Directors

Minutes recorded by Nickie Crosby, Executive Administrative Assistant
Prepared by Nickie Crosby, Executive Administrative Assistant
10-25-2024

