

**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, August 28, 2025 at 6:00 p.m. in the Board Room of Coon Memorial Hospital.

- I. Call to Order/Record of Attendance/Prayer: Shellie McNabb, President, called the regular meeting to order at 6:00 p.m.
  - Board Members in person: Kevin Caddell, Brad Riley, Shellie McNabb, Mark Miller, Jennifer McDaniel, Brad Green, Michael Diller
  - Board Member Absent: None
  - Board Members using Teams: None
  - DHCHD Employees: Melissa Bundy, CEO; Chelsie Thelander, Director of Organizational Development; Jyme Kinnard, CNO; Nickie Crosby, Executive Administrative Assistant; Daron Hashir, Controller; Bobby Medford, Senior Solutions; Kristy Baca, Clinic Director; Mindy Smith, Clinic Coordinator; Nicole Flores, Director of Informatics; Sarah Crone, NH Administrator; Troy Ralston, Director of Maintenance/EVS; Kristy Baca, RN Clinic Director; Eugene Stone, MD Chief of Staff; Suzette Meeker, RN Trauma Coordinator; Kiki Ralston, Compliance Officer
  - DHCHD Employees using Teams: Sherry Mireles, Senior Director of Diagnostic Services;; Michelle Gard, Respiratory Director; Jamie Martin, CNM, Kierra Gonzales, CS Coordinator; Sarah Ralston, RN, Director of Surgery/Pharmacy; Sharon Hunt, CFO; Dana Maez, RN; Infection Control; Tammy Parker, Legacy Director; Carrie Ivy, Radiology Director; Stephanie Foust, PT Director; Claudia Falcon, BO Consultant
  - Community Members present: None
  - Community Members using Teams: None
  - Introduction of Guests: None
- II. Public Comment: none
- III. Approval of Previous Minutes: Minutes are included in the board book.
  - A. Regular Board Meeting – July 24, 2025Kevin Caddell moved to approve the minutes presented. Brad Riley was the second. All members were in favor. The motion carried.
- IV. Receipt of and Discussion on Reports
  - A. Financial Report – Sharon Hunt, CFOMark Miller moved to approve the financial report given by Sharon Hunt. Brad Green was the second. All members were in favor. The motion passed.
  - B. Hospital – Jyme Kinnard, CNOJyme presented the report. The report is in the official records.
  - C. Senior Care Services – Sarah Crone, Nursing Home AdministratorSarah Crone presented the report. The report is in the official records.
  - D. Outpatient Clinics – Kristy Baca, RN, Clinic DirectorKristy Baca presented the report. The report is in the official records.
  - E. Report on District Operations – Melissa Bundy, CEO
    - Actively looking for several providers
    - ACP Health working to begin Nov 1 – This opportunity will be a blessing to our community
    - Dr. Stone will head up hospitalist end – Shane Bailey – another thinking about it
    - We will begin reporting QA and Risk during board meetings as well as compliance updates
    - Partnering with BSA for Direct Patient Admission- we were chosen to be pilot hospital for this new program – BSA speaks highly of us and our case managers

- Hopeful to partner with Tech with 1 and 2 year residency program. We are currently hosting PA's for Family Practice and OB rotations
- Staffing looking so much better – Chelsie doing great in BO – LTC headed in right direction – Clinic making great strides
- David Rivera SOR sending professional videographer to do some marketing at no charge
  - First will be on Gene & Louise and the NH Campaign
  - Marketing new opportunities – advertise instill confidence with community

Dr. Stone also reported that Texas Tech Family Medicine residency is looking to come on for more of a permanent rotation – will reach out to see if can be more permanent.

UMC coming to do a Trauma Course – with possibility of pilot program for video conference trauma consults

V. Policy Review

- A. Safety Vulnerability Reporting Form
- B. Central Supply P&P
- C. Badge & Key Replacement Policy

Kevin Caddell moved to approve all policies listed as approved by Medical Staff. Michael Diller was the second. All members were in favor. The motion passed.

VI. Consideration of Action on Items Related to Reports

A. Propose Tax Rate for 2025

Kevin Caddell moved to adopt a tax rate of .220478, which is effectively a 7.99% increase in the tax rate. The tax rate is .208693 for M&O and .011785 for I&S.” Michael Diller was the second. All members were in favor. The motion carried.

Adoption date will be held at the regular board of directors meeting, September 18, 2025 at 6:00pm.

B. Appointment of Roles

1. Infection Control Nurse – Dana Maez
2. Compliance Officer – Kiki Ralston
3. CNO – Jyme Kinnard

Michael Diller moved to approve the appointment of roles as listed. Brad Green was the second. All members were in favor. The motion passed.

C. Adopt Resolution No. 20253

Jennifer McDaniels moved for the adoption of Resolution No. 20253 as presented in the official records. Brad Riley was the second. All members were in favor. The motion passed.

VII. Items Related to Medical Staff

A. Consider and if necessary take action on Medical Staff recommendations for reappointment of the following physicians to the Active Staff:

1. Craig Copelin, CRNA
2. Amaha Hailey, MD
3. Matthew Turner, MD
4. Mark Yeakley, MD (Behavioral Health)

Brad Riley moved to approve the reappointment of listed staff to Active Medical Staff as approved by the Medical Staff. Michael Diller was the second. All members were in favor. The motion passed.

B. Approval of Medical Staff Meeting Minutes

1. July 15, 2025
2. August 19, 2025

Michael Diller moved to approve both July 15, 2025 and August 19, 2025 Medical Staff Meeting minutes as approved by the Medical Staff. Kevin Cadell was the second. All members were in favor. The motion passed.

IX. Executive Session:

The Board went into executive session at 6:57 p.m. and returned at 7:20 p.m.

- X. Reconvene to Take Action on Items Discussed in Executive Session  
No action required from Executive Session
- XI. Closed session for consideration of CEO's compensation pursuant to Section 551.074 of the Texas Government Code  
The Board went into closed session at 7:23 pm and returned at 7:58 pm
- XV. Adjournment  
Jennifer McDaniel moved to adjourn the meeting. Mark Miller was the second. All members were in favor and the motion carried.  
Shellie McNabb adjourned the meeting at 8:18 p.m.

Passed and approved on this 18 day of September 2025  
Kevin Baddeel  
Member of the Board of Directors

Minutes recorded by Nickie Crosby, Executive Administrative Assistant  
Prepared by Nickie Crosby, Executive Administrative Assistant  
08-29-2025