

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, September 18, 2025 at 6:00 p.m. in the Board Room of Coon Memorial Hospital.

I. Call to Order/Record of Attendance/Prayer: Kevin Caddell, Vice President, called the regular meeting to order at 6:00 p.m.

- Board Members in person: Kevin Caddell, Brad Riley, Jennifer McDaniel,
- Board Member Absent: Shellie McNabb, Brad Green
- Board Members using Teams: Michael Diller, Mark Miller
- DHCHD Employees: Melissa Bundy, CEO; Nickie Crosby, Executive Administrative Assistant; Bobby Medford, Senior Solutions; Kristy Baca, Clinic Director; Mindy Smith, Clinic Coordinator; Sarah Crone, NH Administrator; Troy Ralston, Director of Maintenance/EVS; Kiki Ralston, Compliance Officer; Carrie Ivy, Director of Radiology; Stephanie Foust, PT/Therapy Director
- DHCHD Employees using Teams: Sherry Mireles, Senior Director of Diagnostic Services; Michelle Gard, Respiratory Director; Sarah Ralston, RN, Director of Surgery/Pharmacy; Dana Maez, RN; Infection Control; Daron Hashir, Assistant CFO; Pam Guillen, Special Project Manager; Nicole Flores, RN, Informatics Director; Suzette Meeker, RN Trauma Coordinator;
- 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 – August 28, 2025

Brad Riley moved to approve the minutes presented. Jennifer McDaniel was the second. All members were in favor. The motion carried.

IV. Receipt of and Discussion on Reports

A. Financial Report – Daron Hashir, ACFO

No report given. August financials will be presented at the October board meeting.

B. Hospital – Jyme Kinnard, CNO

Jyme was not present. Melissa Bundy presented the report. The report is in the official records.

C. Senior Care Services – Sarah Crone, Nursing Home Administrator

Sarah Crone presented the report. The report is in the official records.

D. Outpatient Clinics – Kristy Baca, RN, Clinic Director

Kristy Baca presented the report. The report is in the official records.

E. Report on District Operations – Melissa Bundy, CEO

- Magdou Radiology began today – it is going great – reports coming back quickly
- Advanced Care Management will begin Chronic Care Case Management for MCR patients – Amy Welch, RN will oversee the program
- Nursing Home payments are coming in
- Lab had a JCHO survey – No deficiencies – Surveyor was impressed with Sherry
- David Rivera, SORH partner with TX A&M offered grants for Marketing Campaign with videographers as well as Compliance Training / Coding & Billing Training

F. Foundation – Brittany Gonzales, Foundation Director

- Steering Committee has been formed for new NH Project – first meeting next Wednesday
- Been in contact with several potential donors as well as discovering and reaching out for other Foundation Grant opportunities
- New Nursing Home Marketing has begun.

- Professional video of the Rhalls done this week with the heart behind their gift—Video shown

V. Policy Review

- A. Workplace Violence Policy
- B. Medication Scanning Policy

Jennifer McDaniel moved to approve the Workplace Violence Policy as approved by Medical Staff. Brad Riley was the second. All members were in favor. The motion passed.

The Medication Scanning Policy was tabled by the Medical Staff, therefore it will be considered again once passed by Medical Staff

VI. Consideration of Action on Items Related to Reports

- A. Adoption of 2025 Tax Rate

Jennifer McDaniel moved that the M&O tax rate be increased to \$0.208693. Michael Diller was the second. All members were in favor. The motion carried.

Brad Riley moved the I&S tax rate be increased to \$0.011785. Jennifer McDaniel was the second. All members were in favor. The motion carried.

Jennifer McDaniel moved that the property tax rate be increased by the adoption of a tax rate of .220478, which is effectively a 7.99 percent increase in the tax rate. Michael Diller was the second. All members were in favor. The motion carried.

VII. Items Related to Medical Staff

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

1. Kamaria Shafeek, PA

The Medical Staff tabled the appointment of Kamaria Shafeek, PA therefore it we will consider again once passed by Medical Staff

- B. Approval of Medical Staff Meeting Minutes

1. September 16, 2025

Michael Diller moved to approve September 16, 2025 Medical Staff Meeting minutes as approved by the Medical Staff. Brad Riley was the second. All members were in favor. The motion passed.

IX. Executive Session:

The Board went into executive session at 6:39 p.m. and returned at 6:58 p.m.

X. Reconvene to Take Action on Items Discussed in Executive Session

No action required from Executive Session

XV. Adjournment

Brad Riley moved to adjourn the meeting. Jennifer McDaniel was the second. All members were in favor and the motion carried.

Kevin Caddell adjourned the meeting at 6:59 p.m.

Passed and approved on this 23rd day of October

Member of the Board of Directors