

GRAHAM HOSPITAL DISTRICT
BOARD OF DIRECTORS MINUTES
November 20, 2024

The Board of Directors of Graham Regional Medical Center met in the Education Conference Room on Wednesday, November 20, 2024, at 12:00 PM

Board members present: Wyatt Pettus, Dr. Behr, Jon Garvey, Suzy Graham, Terry Bishop, and Sylvia Overton

Board member absent: Barrie Strickland

GRMC staff present: Shane Kernell, Jared Brown, Enoc Espinoza, Terri Busey, Kayla Ellis, Eric Steadham, Erin Ray, Veronica Umholtz, Bobby Hadderton, and Sidney Mason

Others present via Zoom: Mickey Allen with Endeavor Healthcare, Kevin Reed with Reed Claymon, and TC Gordon with the *Graham Leader*

Presiding Secretary: Tammy Whittenburg

1. Call to Order and Record Attendance

The meeting was called to order at 12:03. Invocation was given by President Pettus.

2. Public Comment

No public comment

3. Department Directors Report

Dianne Smith gave an update on Young County Family Clinic. Ms. Smith was presented with the Bright Idea Award. We received 35 ideas. Some ideas were already in the implementation phase, many were impressively creative, and others were great starting points that needed some fine tweaking to become viable. All the submissions were on point to enhance revenue, create cost savings, or improve quality.

4. Board Education

Kevin Reed with Reed, Claymon, Meeker, Krienke & Spurck, PLLC, provided healthcare governance, which includes helping navigate the complexities of online communication and ensuring members avoid major missteps on various platforms. His expertise has been invaluable in guiding healthcare organizations through the ever-evolving landscape of healthcare regulations and trends.

5. Meeting Minutes

The Directors were asked to review the minutes of the regular meeting on October 23, 2024, for any revisions or corrections.

Action

Motion by Dr. Behr, second by Terry Bishop, to approve the regular board minutes of October 23, 2024, as presented. Motion carried.

6. Finance Committee Report

- a. Presented and reviewed were the Financial Highlights for October 2024; Income and Expense Statements for the Month Ended October 31, 2024; Balance Sheet for the Month Ended October 31, 2024; Annual Statement of Sources and Uses of Cash Flow for the Month Ended October 31, 2024; GRMC 13 Month Cash Flow Projection through November 2025; Key Operational Indicators FY 2024 and FY 2025; Scorecards for October 2024 showing Admissions, Patient Days, Observation, Surgery Procedures, Radiology Procedures, Laboratory Procedures, Visits Statistics, Net Revenue to Cash Analysis, FTE/AOB Analysis FY 2024, and GRMC POS Cash Analysis. Also presented were the Scorecards showing Surgery Statistics from October 2024 through September 2025 and Ambulatory Surgery Services from October 2024 through September 2025.
- b. Mickey Allen reviewed the Revenue Cycle charts.

Action

Motion by Terry Bishop, second by Sylvia Overton, to approve the financial statements as presented. Motion carried.

7. Action Items

a. Emergency Plan

Bobby Hadderton, EMS Director, presented the Emergency Operations Plan. This plan provides an organized process to initiate, manage, and recover from a variety of emergencies, both external and internal, which could confront Graham Regional Medical Center and the surrounding communities. Drills and events for 2024 were reviewed, as well as drills planned for 2025.

Action

Motion by Dr. Behr, second by Jon Garvey, to approve the Emergency Plan as presented. Motion carried.

b. Fitness Center Rates

The Fitness Center was built in 2008 – 2009, and we have never raised membership prices. We have replaced a lot of equipment and will have 24-hour access starting on January 1, 2025. We are proposing to increase membership rates over a three-year period. We also reviewed all the discount pricing plans and have narrowed it down to nine discount memberships that should cover most of our members.

Action

Motion by Jon Gavey, second by Sylvia Overton, to approve the Fitness Center Rates as presented. Motion carried.

c. Fitness Center Logo

This was tabled.

d. Code of Conduct

There are not a lot of changes to the Code of Conduct. We sent it to Jennifer Claymon, one of our attorneys, for her to review. She said it was very thorough. This is reviewed and signed annually by employees. All edits are marked in red.

Action

Motion by Terry Bishop, second by Sylvia Overton, to approve the Code of Conduct as presented. Motion carried.

8. Reports

a. Medical Chief of Staff Report

- i. Dr. Ryan Easterling was not in attendance.

b. CEO Report – Shane Kernell

- i. The clinics are complete, and we will be moving in on Monday. The millwork in the acute care area will be started. Our 80% inspection is scheduled for January 27, 2025. The ER waiting room will be completed in two weeks, and we can begin using it right away.
- ii. The Graham Hospital Foundation sent out their donation letter with two requests. They are a new patient monitoring system and resurfacing our two pools. We have a donor who will be contributing money for the patient monitoring system.
- iii. Dr. William Warren, a podiatrist in Mineral Wells, will be conducting clinic once a week starting in January.
- iv. We reached out to SkinMD and received no response, as did GMA. We were hoping they would do clinic here. GMA reached out to Dr. Wilkes, a dermatologist in Weatherford. He will be coming to GMA.
- v. We reached out to CHC regarding the peer review policy. We have been working with Paula Brandon, who is reviewing our peer review policy, medical staff bylaws, and credentialing.

9. Executive Session

President Pettus convened into Executive Session at 1:55 PM.

Executive Session: The Board will meet in closed session pursuant to:

- a. Texas Health and Safety Code §161.032, deliberation of information from the Medical Staff regarding applications for appointment and/or reappointment to the Medical Staff, and information from the Compliance Officer to consider quality assurance/performance improvement reports

Executive session adjourned at 2:55 PM.

10. Open Session

The Board reconvened in open session at 2:55 PM.

Action

Motion by Suzy Graham, second by Dr. Behr, to approve the appointments and delegated credentialing of:

A. Appointments:

- Provisional
 - Allied Health
 - Allan Elling, Surgical First Assistant
 - Neurology
 - Osama Jamil, MD

B. Reappointments:

- Consultant
 - Neurology
 - Kourosh Kahkeshani, DO

C. Delegated Credentialing

- Hospital Based
 - Teleradiology
 - David Fox, MD
 - Michael Hovsepian, MD
 - Juan Mena, MD
 - Nicholas Yurko, MD

Terry Bishop was not present to vote. Motion carried with a quorum of votes.


Action

Motion by Suzy Graham, second by Sylvia Overton, to approve the Quality Report as presented. Terry Bishop was not present to vote. Motion carried with a quorum of votes.

Action

Motion by Suzy Graham, second by Sylvia Overton, to adjourn the meeting. Terry Bishop was not present to vote. Motion carried with a quorum of votes.

There being no further business, the meeting adjourned at 2:52 PM.



Wyatt Pettus, President, Board of Directors



Tammy Whittenburg, Secretary, Board of Directors