



**Minutes of Special Called Board Meeting
Dawson County Hospital District
March 30, 2023**

Members Present: David Sanderson, Board President Steven Hatchett, Board Vice-President
Mike Johnson, Board Member Leslie Hawkins, Board Member

Members Absent: Nicky Chapman, Board Secretary (voting)

Guests Present: Russel Skiles, Reporter for Lamesa Press Reporter

Staff Present: Freddy Olivarez, Chief Executive Officer; Colby Reeves, Chief Financial Officer; Jo Beth Smith, Chief Operating Officer; Traci Brown, Human Resources Director; Clint Lambert, Facilities Management Director and Heating, Ventilation, and Air-Conditioning and Refrigeration Technician; and Sara Del Busto, Recording Secretary

- 1. Call to Order:** David Sanderson, Board President, called the meeting to order at 5:04 p.m., with the above-mentioned members, staff and guest present.
- 2. Invocation:** The invocation was given by David Sanderson, Board President.
- 3. Pledge of Allegiance:** The pledge of allegiance was given by David Sanderson, Board President.
- 4. Public Comment Session:** The Board of Directors entered Public Comment Session pursuant to the provisions of the Texas Open Meetings Act Government Code Section 551.001(4)(B) at 5:05 p.m.
 - A.** The Board of Directors received no public comments.
 - B.** David Sanderson, Board President, adjourned the Public Comment Session at 5:05 p.m.

5. Consent Agenda:

- A. Approval of Minutes:** Action will be taken to approve the minutes of the Regular Scheduled Board Meeting held February 28, 2023 and Special Called Board Meeting held March 9, 2023.
- B. Medical Staff Report:**
 - 1. Receive report from Medical Staff Representative.**
 - 2. Take Action on any credentialing recommendations**
- C. Report of Officers and Committees:**
 - 1. Receive and take action on the payments for the month of February 2023**
Accounts Payable – Colby Reeves, Chief Financial Officer.
- D. Medical Staff – Review and Approval of Abbreviation List** – Lorina Gaitan, Health Information Management Director and Medical Staff Coordinator.
- E. Medical Staff – Review and Approval of Departmental Policies & Procedures** – Lorina Gaitan, Health Information Management Director and Medical Staff Coordinator.

Motion made by Mike Johnson to accept the Consent Agenda, and seconded by Steven Hatchett. Motion carried unanimously.

6. Administrative Report:

- A. Freddy Olivarez, Chief Executive Officer** – Freddy Olivarez, Chief Executive Officer presented to the board the following:
 - 1. Freddy Olivarez presented to the board attendance at the Lamesa Chamber of Commerce annual meeting held Thursday, March 23, 2023 by board members and spouses: Mike and Pam Johnson, Leslie and Bobby Hawkins, Steven and Darby Hatchett; and the Executive Team. Freddy Olivarez expressed appreciation to board members, executive team, and spouses that attended. Freddy Olivarez announced to the board Medical Arts Hospital received a certificate of appreciation for support and sponsorship in 2022 to the Lamesa Area Chamber of Commerce;
 - 2. Freddy Olivarez presented to the board an appreciation ad in the Lamesa Press Reporter from the family of Alvin Harris for acts of kindness in caring for their loved one with an acknowledgment to Medical Arts EMS;
 - 3. Freddy Olivarez presented to the board a letter to the editor in the Lamesa Press Reporter for appreciation to the board from Sheila Mitchell Paulk for the “excellent” care provided to her husband while in hospital as presented in the Administrative Report packet;
 - 4. Freddy Olivarez presented to the board the employment opportunities advertisement was published in the Lamesa Press Reporter, Lamesa Chamber of Commerce, and hospital social media accounts;
 - 5. Freddy Olivarez announced to the board the Employee Benefit Fair held Tuesday, March 7, 2023 and Wednesday, March 8, 2023 was well appreciated and received by staff;
 - 6. Freddy Olivarez announced to the board the snack bags were delivered to the Lamesa Boys and Girls Club for their half day of school on Friday, March 10, 2023 as donated by hospital district employees. Freddy Olivarez presented to the board

- the donation was a big success with great photos taken that were shared on the hospital social media accounts;
7. Freddy Olivarez announced to the board a skills assessment clinic was held Tuesday, March 28, 2023 and Wednesday, March 29, 2023 for nursing and EMS;
 8. Freddy Olivarez announced to the board his attendance at the Lamesa Service Club Luncheon on Tuesday, March 14, 2023;
 9. Freddy Olivarez presented to the board the free lunch meal provided to all employees in celebration of St. Patrick's Day was well received;
 10. Freddy Olivarez announced to the board snacks are being offered to employees Monday to Friday from 3:00 p.m. to 3:30 p.m. for a small fee. Freddy Olivarez announced to the board the staff is enjoying the snack options;
 11. Freddy Olivarez announced to the board the administrative team may be seen at local restaurants in town having a lunch meal;
 12. Freddy Olivarez announced to the board the hospital advertisement in the 2023 Lamesa Hometown Guide as presented in the Administrative Report packet;
 13. Freddy Olivarez presented to the board Medical Arts Hospital EMS is proud to host an Emergency Medical Technician (EMT) Classes for Dawson County and surrounding areas. Freddy Olivarez announced to the board the classes will be held Monday and Wednesday nights from April 17, 2023 to August 2, 2023 in the Medical Arts Hospital Community Room;
 14. Freddy Olivarez presented to the board the Vitalant Blood Drive held Wednesday, March 29, 2023 in the hospital community room was a success with majority of the spots filled. Freddy Olivarez announced to the board the hospital district will be hosting the blood drives quarterly at Medical Arts Hospital;
 15. Freddy Olivarez announced to the board on Tuesday, April 4, 2023 the hospital employees in support of Child Abuse Prevention Month will hold a balloon launch at 1:30 p.m. at the Medical Arts Hospital helipad. The public is invited to attend the event along with invitations sent to Child Protective Services (CPS), Court Appointed Special Advocates (CASA), Lamesa Police department, Lamesa Fire department, and Emergency Medical Services (EMS). Freddy Olivarez announced to the board an invitation for board members and their family to join Medical Arts Hospital for the balloon launch. Freddy Olivarez presented to the board the Mayor issued a Proclamation declaring April 2023 as National Child Abuse Prevention Month in Dawson County;
 16. Freddy Olivarez announced to the board University Medical Center (UMC) will be hosting a free virtual 2023 Board Education Program on Friday, April 21, 2023;
 17. Freddy Olivarez presented to the board two Texas Healthcare Trustees webinars: *Healthcare Finance Then and Now*, and *A Deep Dive into Hospital's Payer Mix* as presented in the Administrative Report packet;
 18. Freddy Olivarez presented to the board the Texas Healthcare Trustees has announced the 2023 Healthcare Governance Conference for in person or virtual sessions for July 20, 2023 to July 22, 2023. Freddy Olivarez presented to the board interested members may contact Sara Del Busto to assist with registration;
 19. Freddy Olivarez announced to the board Lamesa Chamber of Commerce has selected Medical Arts Hospital as business of the month for April 2023.

7. Report of Officers and Committees:

A. Receive and take action on the Financial Reports for the month of February 2023
– Colby Reeves, Chief Financial Officer.

Colby Reeves presented the February 2023 financial reports to the board. After discussion was held a motion made by Steven Hatchett to approve the financial reports for February 2023, and seconded by Leslie Hawkins. Motion carried unanimously.

8. Old Business: None

9. New Business:

A. Receive and Take Action on the Fiscal Year 2023 – 2024 Final Budget – Colby Reeves, Chief Financial Officer.

Colby Reeves presented to the board the final budget for fiscal year 2023–2024 as provided in the board packets. Colby Reeves announced to the board a detailed presentation was provided during the budget hearing held on March 9, 2023. Colby Reeves presented to the board a power point presentation of the budget process and timeline of key points for data comparison at nine months and eleven months; changes to the final budget for operations, revenue deductions, and capital expenses; draft budget recap in comparison to final budget recap; and detailed presentation of the recap page for the fiscal year 2023–2024 final budget for a zero budget. Colby Reeves facilitated discussion between Freddy Olivarez, Chief Executive Officer, and the Board of Directors regarding the budget and expenses for opportunities of providing additional outpatient procedures. Colby Reeves presented to the board appreciation for departmental leaders and the Board of Directors. The board had the opportunity to ask questions.

10. Public Comment Session: The Board of Directors entered Public Comment Session pursuant to the provisions of the Texas Open Meetings Act Government Code Section 551.001(4)(B) at 5:51 p.m.

A. The Board of Directors received no public comments.

B. David Sanderson, Board Vice-President, adjourned the Public Comment Session at 5:51 p.m.

11. New Business:

A. Receive and Take Action on the Fiscal Year 2023 – 2024 Final Budget – Colby Reeves, Chief Financial Officer.

Colby Reeves presented to the board the budget for fiscal year 2023–2024 is complete and ready for board approval. The board had the opportunity to ask questions. After discussion, motion was made by Mike Johnson to accept the fiscal year 2023-2024 final (financial) budget as presented, and seconded by Leslie Hawkins. Motion carried unanimously.

12. Adjournment: There being no further business, the meeting was adjourned by David Sanderson, President of the Board, at 5:52 p.m.