

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS
MONTGOMERY COUNTY HOSPITAL DISTRICT**

The regular meeting of the Board of Directors of Montgomery County Hospital District was duly convened at 4:00 p.m., March 24, 2009, in the Administrative offices of the Montgomery County Hospital District, 200 River Pointe Suite 200, Conroe, Montgomery County, Texas

1. Call to Order

Meeting called to order at 4:00

2. Invocation

Mr. Posey led the invocation

3. Pledge of Allegiance

Mr. Fawn led the pledge

4. Roll Call

Kenn Fawn
Harold Posey
Francis Bourgeois
Hans Ambrosia
John Hennigan
Georgette Whatley
Sandy Wagner

5. Public Comments

None

6. Special Recognition

• **Employee of the Month**

Juan Garcia was recognized for February 2009 Employee of the Month.

7. Consider and act on ratification of contracts with additional network providers for indigent care (Mrs. Wagner, Chair-Indigent Care Committee)

Mrs. Wagner made a motion to ratify the contracts for additional network providers. Mr. Hennigan offered a second and the motion passed unanimously.

8. CEO Report to include update on legislative issues, District operations and strategic plan, capital purchases, employee benefits, and local/regional healthcare matters

Mr. Johnson presented a report which included local/regional healthcare matters.

9. **Receive and discuss proposed District strategic goals for the coming year. Take action as necessary (Ms. Whatley, Chair – Personnel Committee)**

Ms. Whatley made a motion to accept the presented goals as presented with the understanding changes may be made in the future. Mr. Hennigan offered a second and the motion passed unanimously. (Attached)

10. **Consider and act on verification of exemption information for use on the 2009 Notices of Appraised Value and 2009 Assessment Rolls (Mr. Posey, Treasurer-MCHD Board)**

Mr. Posey made a motion to make no changes to the Appraisal District's Verification of Exemption form and submit the verification to Montgomery County Appraisal District. Mr. Ambrosia offered a second and the motion passed unanimously.

11. **Consider and act on the formation of a Public Facilities Corporation (Mr. Bourgeois, Chair-MCHD Board)**

Mr. Bourgeois made a motion to adopt the creation of a MCHD Public Facilities which would include the articles of incorporation and initial bylaws. Mr. Posey offered a second and the motion passed unanimously.

12. **Consider and act on authorizing the CEO to identify and contract with a 457 plan administrator to replace AIG Valic (Ms. Whatley, Chair – Personnel Committee)**

Ms. Whatley made a motion to authorize the staff to get recommendations from at least three different companies to take over the 457 plan. Mr. Hennigan seconded and the motion passed unanimously.

13. **Consider and act upon selection of construction manager at risk for EMS station 10, including discussion of proposals as is necessary (Mr. Fawn, Chair-Planning & Development Committee)**

Mr. Fawn moved to accept proposal from Turner as construction manager at risk for our EMS Station 10 and 32. Mr. Posey offered a second and the motion passed unanimously.

14. **EMS Director Allen Sims' Report to include updates on EMS stations, staffing, performance measures, and staff activities**

Mr. Sims presented a report to the board which included updates on staffing.

15. **Consider and act on purchase of EKG monitors and accompanying budget amendment to transfer funds between line items within the department (Mr. Posey, Treasurer-MCHD Board)**

Mr. Posey made a motion to purchase EKG monitors and approve the accompanying budget amendment to transfer funds between line items within the department. Mr. Fawn

offered a second and the motion passed unanimously.

16. Healthcare Assistance Program Manager Penny Buchanan's Report to include regulatory update, outreach, eligibility, service, and utilization

Ms. Buchanan presented a report which included utilization and outreach.

17. Consider and act on Healthcare Assistance Program claims from Non-UPL providers processed by Boon-Chapman (Mrs. Wagner, Chair - Indigent Care Committee)

Mrs. Wagner made a motion to pay the claims from the Non-UPL providers processed by Boon-Chapman. Ms. Whatley offered a second and the motion passed unanimously.

18. Consider and act on estimate of voluntary contributions to the UPL account of Healthcare Assistance Program claims processed by Boon Chapman (Mrs. Wagner, Chair – Indigent Care Committee)

Mrs. Wagner made a motion to ratify the voluntary contribution to the UPL account of Healthcare Assistance Program claims processed by Boon Chapman. Ms. Whatley offered a second and the motion passed unanimously.

19. Presentation of Financial Report for the five months ended February 28, 2009 – Michael J. Nicknish, CFO, Report to include Financial Summary, Balance Sheet, Income Statement, Supporting Statements, and Supplemental EMS Billing Information

Mr. Nicknish presented a report which included EMS Billing Information.

20. Consider and act on ratification of District invoices (Mr. Posey, Treasurer - MCHD Board)

Mr. Posey moved to pay the invoices in the amount of \$1,520,441.79. Ms. Whatley offered a second and the motion passed unanimously.

21. Consider and act on the renewal of District commercial package and business auto insurance policy (Ms. Whatley, Chair-Personnel Committee)

Ms. Whatley made a motion that we renew the commercial package and business auto insurance policy with VFIS. Mr. Fawn offered a second and the motion passed unanimously.

22. Consider and act on salvage and surplus equipment (Mr. Posey, Treasurer-MCHD Board)

Item tabled

23. Receive legislative update from staff and take action as necessary (Mr. Hennigan, Chair-Legislative Affairs Committee)

Mr. Hennigan made a motion the board not support House Bill 3408 and the Chairman draft a letter of non-support. Ms. Whatley offered a second and the motion passed

unanimously.

Mr. Hennigan made a motion the board not support Senate Bill 747 and the Chairman draft a letter of non-support. Ms. Whatley offered a second and the motion passed unanimously.

24. Consider and act to authorize CEO to execute purchase of property for EMS stations including in South County, West County and East County (Mr. Fawn, Chair-Planning and Development Committee)

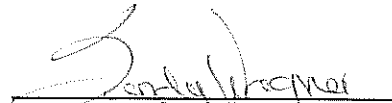
Mr. Fawn made a motion to authorize staff to purchase two West County properties. Ms. Whatley offered a second and the motion passed unanimously.

25. Secretary's Report - consider and act on minutes for February 24, 2009 Regular Board (Mrs. Wagner, Secretary-MCHD Board)

Mrs. Wagner made a motion to accept the minutes for February 24, 2009. Ms. Whatley offered a second and the motion passed unanimously.

26. Adjourn

Meeting adjourned at 5:31 p.m.


Sandy Wagner, Secretary

Business Plan Goals - 2009

Business Plan Goal	Initiative	Duration	Purpose/Problem	Area	Strategic Objective Addressed
Enhance information flow to Board members for decision support	Conduct routine meetings with individual board members		Keep members better informed of ongoing projects to reduce time sensitive nature of presenting information at Board meeting and understand their individual priorities	Other	Establish appropriate mechanisms to distribute information about the District's services to, and receive feedback from, its stakeholders
	Make better use of committee structure			Other	Establish appropriate mechanisms to distribute information about the District's services to, and receive feedback from, its stakeholders
Harden continuity of government/services provision	Update job descriptions and succession plans for all managers		Clearly communicate priorities and reduce chance for duplication of effort; prepare for smooth transition of supervisors, managers, and coordinators	People	Establish a culture of strategic management at all levels within the organization
	Implement leadership development program		Produce the next generation of coordinators	People	Establish a culture of strategic management at all levels within the organization
	Develop business continuity plan		Need to insure continued service and assure appropriate disaster recovery	Growth	Establish a culture of strategic management at all levels within the organization
	Integrate disaster planning with the County and healthcare providers in the community		Build familiarity of players, coordinator healthcare response, collaborate on grants and other initiatives	Service	Establish mechanism to assure that the District will be able to provide services to stakeholders in the event of a natural or manmade disaster
	Prioritize and implement Hurricane Ike after-action findings		Enhance organizational response to disasters	Service	Establish mechanism to assure that the District will be able to provide services to stakeholders in the event of a natural or manmade disaster
Continue Employer of Choice Initiatives	Refocus recruitment efforts and hardwire on boarding. Provide training		Improve MCHD's position as employer of choice and maximize recruitment efforts to support staffing	People	(Newly perceived need)
	Continue focus on health and safety initiatives		Mitigation of premium increases for health insurance and workers compensation	People	Provide a safe and suitable work environment for all employees
	Continue focus strategies to optimize satisfaction and retention		Enhance efficiency of HR process and deliver better internal customer service while reducing costs	People/Service	Provide a safe and suitable work environment for all employees (Newly perceived need)
	Hardwire Human Resources processes				
Disaster Preparedness	Integrate disaster planning with the County and healthcare providers in the community		Build familiarity of players, coordinator healthcare response, collaborate on grants and other initiatives	Service	Establish mechanism to assure that the District will be able to provide services to stakeholders in the event of a natural or manmade disaster
	Prioritize and implement Hurricane Ike after-action findings		Enhance organizational response to disasters	Service	Establish mechanism to assure that the District will be able to provide services to stakeholders in the event of a natural or manmade disaster

Provides Fiscal and Operational Accountability	Develop fuel management strategies and quantify savings	Provide redundant fuel sources, reduce impact of fuel price volatility, be more fuel efficient	Finance	Develop and promote a culture of financial stewardship among the District's staff
	Manage large infrastructure projects on time and on budget	Prevent waste of taxpayer funds		
	Implement six sigma process and develop return on investment model for the organization through the Quality Council	Provide structured process to review, prioritize, recommend, and measure return on investment of major initiatives	Quality/finance	Develop and promote a culture of financial stewardship among the District's staff
	Promote dialogue with other local government to seek more cost saving/sharing strategies	Identify cost savings strategies and reduce duplication of effort among governmental entities	Finance	Develop and promote a culture of financial stewardship among the District's staff
	Reassess and prioritize large capital projects relative to current economic conditions	Optimize and balance resources of the District to mission	Finance	Develop and maintain a high level of "situational awareness" of events and circumstances, both current and predictive, that could have an adverse impact on the District's financial situation; Establish appropriate mechanisms to identify, monitor and react to economic/demographic changes that will impact the District's service mix, policies and procedures.
	Perform gap analysis for CCMP and CAAS accreditation, review social service accreditation options for HCAP	Identify potential for improved processes, alignment with best practices	Service/Quality	Establish mechanisms to identify, evaluate and implement modifications to protocols, policies and/or procedures that are deemed necessary to maintain or improve the District's quality of care; Establish and maintain appropriate mechanisms to identify, evaluate and, if warranted, implement modifications to service mix, policies and/or procedures that are adversely affecting service or are not in compliance with industry best practices
	Transition EMT training to Lone Star College	Prioritize Clinical activities away from initial education and focus more on quality management	Service	Establish appropriate mechanisms to identify, evaluate and implement modifications to service mix, policies and/or procedures based on needs and expectations of key stakeholders
	Develop productivity measures for Human Resources and Fleet departments	Implement modified activity based costing	Finance	Develop and promote a culture of financial stewardship among the District's staff

Optimize Service Provision in EMS and HCAP	Implement diabetes case management system for HCAP using nurses and EMS personnel	Improve health of diabetes population thus reducing utilization and costs for HCAP; provide career opportunity in EMS	Service/Finance	Develop and promote a culture of financial stewardship among the District's staff
	Pilot test nurse triage/call taking process in Alarm	Optimize EMS resource utilization, mitigate demand growth, shift volume to appropriate care venues	Service/Quality/growth	Establish appropriate mechanisms to identify, evaluate and implement modifications to service mix, policies and/or procedures based on needs and expectations of key stakeholders; Develop and maintain a high level of "situational awareness" of events and circumstances, both current and predictive, that could have an adverse impact on the District's financial situation
	Monitor and meet service/quality expectations of the patient and community		Service, Quality	
	Bring Memorial Hermann System into the HCAP Network	Provide hospital access for HCAP in South County; Provide specialty care resource for complex cases to replace UTMB	Service/Growth	Establish appropriate mechanisms to identify, evaluate and implement modifications to service mix, policies and/or procedures based on needs and expectations of key stakeholders

Support Responsible Healthcare Resource Development	Support trauma system development in Montgomery County through public dialog and assigning representatives to hospital quality councils	Health system development for the community, potential cost savings for the District	Service	Establish mechanism to assure that the District will be able to provide services to stakeholders in the event of a natural or manmade disaster
	Coordinate with local providers and other stakeholders the implementation of a Health Information Exchange	Enhance coordination of healthcare services for high utilization patients to reduce expenses and medical errors.	Finance, Service, Quality	
	Active participation in HGAC Health Council and TexHealth Coalition	Address uninsured population in Montgomery County, health system development	Service	Establish appropriate mechanisms to identify, evaluate and implement modifications to service mix, policies and/or procedures based on needs and expectations of key stakeholders; Develop and maintain a high level of "situational awareness" of events and circumstances, both current and predictive, that could have an adverse impact on the District's financial situation