



**Minutes of Regular Scheduled Board Meeting  
Dawson County Hospital District  
September 27, 2022**

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

**Members Absent:** Dr. Michael Sprys, DO, Chief of Staff and Family Practice Physician (non-voting); Dr. Mark Key, MD, Vice Chief of Medical Staff/Secretary and Family Practice Physician (non-voting)

**Guests Present:** Mary Elizabeth Davis, Reporter for Lamesa Press Reporter; Jaylayne Birkelbach, resident of Dawson County; Carter Schildknecht, resident of Dawson County; Billie Meeks, resident of Dawson County; and Jerry Meeks, resident of Dawson County

**Staff Present:** Letha Stokes, Chief Executive Officer; Colby Reeves, Chief Financial Officer; Jo Beth Smith, Chief Operating Officer; Traci Brown, Human Resources Director; Diane Sherrill, Director of Nursing and Registered Nurse; Robert Gaitan, Patient Accounting Director; Bryant Busby, Medical Arts Hospital EMS Director and Emergency Medical Technician-Licensed Paramedic; and Sara Del Busto, Recording Secretary

1. **Call to Order:** David Sanderson, Board President, called the meeting to order at 5:01 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 5:02 p.m.
  - A. The Board of Directors received public comments from the following citizen regarding the candidate for Chief Executive Officer position: Carter Schildknecht.
  - B. The Board of Directors received no additional public comments.

- C. David Sanderson provided a response to the public comment regarding the candidate for Chief Executive Officer position.
- D. David Sanderson, Board President, adjourned the Public Comment Session at 5:03 p.m.

**5. Consent Agenda:**

- A. **Approval of Minutes:** Action will be taken to approve the Regular Scheduled Board Meeting held August 30, 2022 and Special Called Board Meeting held September 13, 2022.
- 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 August 2022 Accounts Payable – Colby Reeves, Chief Financial Officer.**

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

**6. Administrative Report:**

- A. **Letha Stokes, Chief Executive Officer – Letha Stokes, Chief Executive Officer** presented to the board the following:
  - 1. Letha Stokes announced to the board the Medical Arts Hospital Health Fair is scheduled for Tuesday, October 18, 2022 from 4:00 p.m. to 7:00 p.m. on hospital grounds with several types of events, as provided on the flyer in the board packet. Letha Stokes presented to the board Jo Beth Smith, Chief Operating Officer, as facilitator of the Health Fair. Jo Beth Smith presented to the board participation of several local vendors. Jo Beth Smith presented to the board the health fair theme is “Healthy – The New Happy”. Jo Beth Smith presented to the board the services to be provided by the hospital booths.

**7. Report of Officers and Committees:**

- A. **Receive and take action on the Financial Reports for the month of August 2022 – Colby Reeves, Chief Financial Officer.**

Colby Reeves presented the August 2022 financial reports to the board. After discussion was held a motion made by Nicky Chapman to accept the financial reports for August 2022 and seconded by Leslie Hawkins. Motion carried unanimously.

**8. Old Business:**

- A. **Discuss and Consider for Possible Action a Proposal to Approve Contract between OPREX Commercial Construction “Contractor” and Dawson County Hospital District for Design Build Services for the Construction of EMS Station and if necessary to Authorize Letha Stokes, Chief Executive Officer, to Negotiate, Finalize and Execute the Contract – David Sanderson, President of the Board.**

David Sanderson presented to the board a deferment on the proposal to approve the contract between OPREX Commercial Construction “Contractor” and Dawson County Hospital District for design build services for the construction of a EMS station.

**9. New Business:**

**A. Receive Presentation on Emergency Medical Services (EMS) Standard Operating Procedure – Bryant Busby, EMS Director and Emergency Medical Technician Licensed Paramedic.**

Bryant Busby presented to the board a presentation on the Emergency Medical Services (EMS) standard operating procedures. Bryant Busby, EMS Director and Emergency Medical Technician Licensed Paramedic, facilitated discussion with the Board of Directors regarding mutual aid agreements with surrounding Emergency Medical Services, air evacuation, operating ambulances, staffing, and athletic game coverage. No action was taken by the board.

**B. Review and Approve the Public Funds Investment Policy for Dawson County Hospital District – Colby Reeves, Chief Financial Officer.**

Colby Reeves presented to the board the public funds investment policy for Dawson County Hospital District with no edits to the policy. Craig Carter, hospital legal counsel, has reviewed the policy and provided no recommended changes. Colby Reeves, Chief Financial Officer, facilitated discussion with the Board of Directors regarding CD investments. After discussion, a motion was made by Nicky Chapman to approve the public funds investment policy, and seconded by Steven Hatchett. Motion carried unanimously.

**C. Receive and Approve the Investment Strategy Policy for Dawson County Hospital District – Colby Reeves, Chief Financial Officer.**

Colby Reeves presented to the board the investment strategy policy for Dawson County Hospital District. Craig Carter, hospital legal counsel, has reviewed the policy and provided no recommended changes. After discussion, a motion was made by Leslie Hawkins to approve the investment strategy policy, and seconded by Mike Johnson. Motion carried unanimously. David Sanderson presented and read to the board a resolution for approval of the Dawson County Hospital District’s public funds investment policy and investment strategies as required annually. A motion was made by Steven Hatchett to adopt the resolution as stated that the board has reviewed Dawson County Hospital District’s public funds investment policy and investment strategies, and seconded by Leslie Hawkins. Motion carried unanimously.

**D. Discuss Board Meeting Dates for months of October, November, and December 2022 – David Sanderson, President of the Board.**

David Sanderson presented to the board for discussion the board meeting dates for months of October, November, and December 2022. After discussion on meetings dates for months of October, November, and December 2022, the board decided. to hold the Regular Scheduled Board Meeting on Tuesday, October 25, 2022 at 5:00 p.m., with Finance Committee Meeting held on Tuesday, October 25, 2022 at 12:00 noon; to hold a Regular Scheduled Board Meeting on Tuesday, November 29, 2022 at 5:00 p.m. for the November meeting, with Finance Committee Meeting held on Tuesday, November 29, 2022 at 12:00 noon; to

hold a Special Called Board Meeting on Tuesday, January 10, 2023 at 5:00 p.m. for the December meeting, with Finance Committee Meeting held on Tuesday, January 10, 2023 at 12:00 noon; and a Regular Scheduled Board Meeting on Tuesday, January 31, 2023 at 5:00 p.m., with Finance Committee Meeting held on Tuesday, January 31, 2023 at 12:00 noon; pending a quorum is available for the meetings.

- 10. Executive Session:** Enter into Executive Session pursuant to Texas Government Code Sections: 551.071/consultation with attorney, and 551.074/personnel matters.
- A.** The Board of Directors of Dawson County Hospital District now convenes in Closed Session the date is September 27, 2022 and the time is 5:55 p.m.
  - B.** Enter into Executive Session pursuant to the above cited authorities:
    - 1. Consultation with Attorney** – Craig Carter, Attorney of Jackson & Carter, PLLC.
    - 2. Personnel Matters Regarding Hiring for Chief Executive Officer Position** – David Sanderson, President of the Board.
  - C.** The Board of Directors of Dawson County Hospital District now adjourns its Closed Session and will return to Open Session. The date is September 27, 2022 and the time is 6:19 p.m.

**11. New Business:**

- E. For Possible Action, Finalize Selection and Hire for Chief Executive Officer Position** – David Sanderson, President of the Board.  
David Sanderson presented a deferment for possible action, finalize selection and hire for Chief Executive Officer position.

- 12. Adjournment:** There being no further business, the meeting was adjourned by David Sanderson, President of the Board, at 6:22 p.m.