



**Minutes of Regular Scheduled Board Meeting  
Dawson County Hospital District  
March 26, 2024**

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

**Members Absent:** Steven Hatchett, Board Vice-President (voting)

**Guests Present:** Mary Elizabeth Davis, Reporter for Lamesa Press Reporter

**Staff Present:** Freddy Olivarez, Chief Executive Officer; Jo Beth Smith, Chief Operating Officer; Colby Reeves, Chief Financial Officer; Julie Arredondo, Staff Accountant; Cynthia Maria Vasquez, Human Resources Director; Todd Calvert, Plant Operations Director; Toni Alexander, Medical Arts Health Clinic Director; Cody Taggart, Information Technology Director; Michael Leal, Information Technology Systems Administrator; Jene McClain, Medical Arts Health Clinic Employee; 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 5:03 p.m.
  - A. The Board of Directors received no public comments.
  - B. David Sanderson, Board President, adjourned the Public Comment Session at 5:03 p.m.

**5. Administrative Report:**

**A. Freddy Olivarez, Chief Executive Officer** – Freddy Olivarez, Chief Executive Officer presented to the board the following:

1. Freddy Olivarez introduced to the board the new Plant Operations Director, Todd Calvert,;
2. Freddy Olivarez introduced to the board Cody Taggart, Information Technology Director, to present an update on the technological infrastructure at Medical Arts Health Clinic for Imprivata, APRIMA, Horizon View, DocuCare. Freddy Olivarez presented to the board the goal to move to Electronic Medical Record (EMR) with the initial stage of a consistent infrastructure in place. Cody Taggart presented to the board a demonstration of the badge sign-on process, update to Windows 11, DocuCare with e-scribe process, and Aprima PC screen and workflow. Cody Taggart, Information Technology Director, facilitated discussion between Freddy Olivarez, Chief Executive Officer, and the Board of Directors on limited access and security for badge sign-on, implementation timeline, artificial intelligence (AI) security, data security and efficiency, and national and state Health Insurance Portability and Accountability Act (HIPAA) compliance.

**6. Consent Agenda:**

**A. Approval of Minutes:** Action will be taken to approve the Regular Scheduled Board Meeting held February 27, 2024 and Special Called Board Meeting held March 12, 2024

**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 2024 Accounts Payable** – Colby Reeves, Chief Financial Officer.

**D. Receive and Take Action on Medical Staff Recommendation for Nomination/Appointment of Chief of Staff, Vice Chief of Staff/Secretary, and Departmental Medical Directors/Chairmen** – Lorina Gaitan, Health Information Management Director and Medical Staff Coordinator.

**E. Medical Staff – Review and Approval of Abbreviation List** – Lorina Gaitan, Health Information Management Director and Medical Staff Coordinator.

**F. Medical Staff – Review and Approval of Departmental Policies & Procedures** – Lorina Gaitan, Health Information Management Director and Medical Staff Coordinator

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

**7. 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 the district was found to be in compliance with the Clinic Vaccine Education grant specifications. Freddy Olivarez informed

the board that in February, Carrie Ruiz, Chief Operations for the Texas Organization of Rural & Community Hospitals (TORCH) did an on-site review with Jo Beth Smith;

2. Freddy Olivarez presented to the board the district recognized National Employee Appreciation Day on Friday, March 1, 2024 for district employees and providers with a hamburger meal. Freddy Olivarez presented Colby Reeves and Julie Arredondo cooked the hamburgers and Senior Leaders served the meal. Freddy Olivarez informed the board he was in attendance at the Texas Public Policy Foundation meeting with the Texas Legislature at the local Chamber of Commerce office. Freddy Olivarez expressed appreciation to board members: Mrs. Leslie Hawkins and Mr. Nicky Chapman for their participation in the event;
3. Freddy Olivarez presented to the board Medical Arts EMS partnered with Lamesa Independent School District to provide Stop the Bleed on Friday, March 8, 2024 to Lamesa high school and middle school students. Freddy Olivarez presented the event was a great success. Freddy Olivarez presented two area schools have requested Stop the Bleed;
4. Freddy Olivarez presented to the board Medical Arts partnered with Vitalant for another successful blood drive last week in hospital community room;
5. Freddy Olivarez presented to the board an update to the careers page for the hospital district. Freddy Olivarez announced to the board no agency staffing in the building with one exception and that position has been filled as of last week. Freddy Olivarez presented all staff are employees of the district;
6. Freddy Olivarez announced to the board the Alzheimer's Association partnered with the Texas A&M Agrilife Extension Office to hold education sessions during the month of March 2024 from 2:00 p.m. to 3:00 p.m. in the hospital community room: *10 Warning Signs* on Tuesday, March 5, 2024, *Understanding Alzheimer's and Dementia* on Monday, March 18, 2024, *Healthy Living for Your Brain & Body* on Tuesday, March 26, 2024;
7. Freddy Olivarez announced to the board Medical Arts has partnered with the Texas Tech University Health Sciences Center for Garrison Institute on Aging (GIA) and Grief and Responses to Illness into Late Life (GRILL) Lab for a bingo night at Medical Arts Hospital. Freddy Olivarez announced to the board the bingo night will be held on Thursday, March 28, 2024 in the hospital community room. Freddy Olivarez presented to the board educational health information will be presented during bingo. Freddy Olivarez extended an invitation for board members to join the event;
8. Freddy Olivarez announced to the board the district will hold a 5<sup>th</sup> annual child abuse awareness balloon launch on Tuesday, April 2, 2024 at the hospital Helipad, weather permitting;
9. Freddy Olivarez presented to the board an invitation to attend a virtual board education workshop hosted by the University Medical Center (UMC) Health System on Friday, April 12, 2024 as presented in the administrative report packet. Freddy Olivarez presented interested board members may contact Sara Del Busto for registration;
10. Freddy Olivarez presented to the board an invitation to attend a Regional Board Workshop hosted by Medical Center Health System (MCHS) in

Odessa, Texas on Thursday, May 16, 2024 as presented in the administrative report packet. Freddy Olivarez presented interested board members may contact Sara Del Busto for registration;

11. Freddy Olivarez presented to the board the 2024 Texas Healthcare Trustees (THT) Healthcare Governance Conference will be held Thursday, July 25, 2024 and Saturday, July 27, 2024. Freddy Olivarez presented interested board members may contact Sara Del Busto for registration;
12. Freddy Olivarez presented to the board Medical Arts will be present at the Lamesa Chicken Fried Steak Festival on Friday, April 26, 2024 and Saturday, April 27, 2024. Freddy Olivarez presented to the board Medical Arts has partnered with the City of Lamesa to provide free children's bouncy houses. Freddy Olivarez presented district employees have volunteered to man the bouncy houses and to market district services. Freddy Olivarez extended an invitation for board members to join the event;
13. Freddy Olivarez presented to the board his attendance at the 2024 Texas Organization of Rural & Community Hospitals (TORCH) and Texas Association of Rural Health Clinics (TARHC) annual spring conference and trade show for compliance of the Clinic Vaccine Education grant requirements. Freddy Olivarez presented providers had the opportunity to virtually participate in the conference as per the grant specifications.

## **8. Report of Officers and Committees:**

### **A. Receive and take action on the Financial Reports for the month of February 2024**

– Colby Reeves, Chief Financial Officer.

Colby Reeves presented the February 2024 financial reports to the board. Colby Reeves, Chief Financial Officer, facilitated discussion with Freddy Olivarez, Chief Executive Officer, and the Board of Directors on financials, the hospital bond and clinic bond, and rural health clinic (RHC) vaccine grant reimbursable expenses. After discussion was held a motion made by Mike Johnson to approve the financial reports for February 2024, and seconded by Nicky Chapman. Motion carried unanimously.

## **9. Old Business: None**

## **10. New Business:**

### **A. Public Hearing on Proposed Budget of 2024–2025 for Dawson County Hospital District.**

- I. Call to Order Public Hearing for Proposed Budget of 2024–2025 for Dawson County Hospital District:** David Sanderson, Board President, called the public hearing to order at 5:52 p.m. with the above-mentioned members, staff, and guest present.
- II. Presentation for Proposed Budget of 2024 - 2025 for Dawson County Hospital District:** David Sanderson presented to the board the state mandate of the fiscal year budget adoption by the board and that the budget is a function of the hospital's financial process. David Sanderson presented to the board the budget process for review of line items,

recommended changes, and future amendment options. David Sanderson presented to the board Colby Reeves to present a brief summary of the hospital's budget process and final draft budget. Colby Reeves presented to the board the final budget for fiscal year 2024–2025 as provided in the board packets. Colby Reeves presented to the board a power point presentation of the budget hearing outline, budget process, projection analysis, budget sections; historical data, outlook on current cash collections, and detailed presentation of the recap page for the fiscal year 2024–2025 final budget for a zero budget. The board had the opportunity to ask questions. Colby Reeves, Chief Financial Officer, facilitated discussion between Freddy Olivarez, Chief Executive Officer, and the Board of Directors on billing approach, chargemaster updates, budget review, actual and projected adjusted totals, value of budget and financial statements, transparency, and strategic financial approaches.

**III. Open Discussion for Proposed Budget of 2024–2025 for Dawson County Hospital District:** The board held an open discussion of the proposed budget of 2024–2025 for Dawson County Hospital District.

**IV. Public Comment:**

A. David Sanderson presented the public with an opportunity to address the board.

B. The Board of Directors received no public comments.

**V. Adjournment of Public Hearing for Proposed Budget of 2024-2025 for Dawson County Hospital District:** There being no further discussion and no public comment, David Sanderson, Board President, adjourned the public hearing at 6:32 p.m.

**B. Receive and Take Action on the Fiscal Year 2024–2025 Final Budget – Colby Reeves, Chief Financial Officer.**

Colby Reeves presented to the board the final draft budget for fiscal year 2024–2025 for consideration of board approval. A motion was made by Nicky Chapman to accept the fiscal year 2024-2025 financial budget, and seconded by Leslie Hawkins. Motion carried unanimously.

**11. Executive Session:** Enter into Executive Session pursuant to Texas Government Code Sections: 551.074/personnel matters; 551.071/ consultation with attorney regarding legal issues related to personnel.

**A.** The Board of Directors of Dawson County Hospital District now convenes in Closed Session the date is March 26, 2024 and the time is 6:36 p.m.

**B.** Enter into Executive Session pursuant to the above cited authorities:

**1. Personnel Matters –** Freddy Olivarez, Chief Executive Officer.

**2. Consultation with Attorney –** Craig Carter, Attorney of Jackson & Carter, PLLC.

**C.** The Board of Directors of Dawson County Hospital District now adjourns its Closed Session and will return to Open Session. The date is March 26, 2024 and the time is 7:07 p.m.

**12. Adjournment:** There being no further business, the meeting was adjourned by David Sanderson, President of the Board, at 7:07 p.m.