Minutes of the Board of Managers HOMES meeting of the Dallas County Hospital District, held Wednesday, February 26th, 2025, scheduled for 12:30 pm, or directly following the Quality and Safety Meeting in the WISH Building Conference Room (02-175) at Parkland Health and via WebEx. These minutes do not constitute a certified agenda from the meeting.

I. Attendance and Call to Order

Chair Marjorie Petty, JD, noted that a quorum was physically present and called the meeting to order at 12:35 pm.

Board Member attendees included: Vincent Hall; Elizabeth Palacios, MD; Farida Minner, RN, Todd Furniss, JD, Yasmin Simon, JD, Byron Cryer, MD, Lisa Sutter and Eric G. Bing, MD.

Board members Ramon Miguez and Reina Gonzalez were not present.

Staff Present (via Webex and in-person) included:

Brett Moran, Chief Health Officer
Donna Richardson, EVP & CNE
Edmundo Castañeda, EVP & Chief Operating Officer
Felicia Miller, EVP & Chief Talent Officer
Fred Cerise, President & Chief Executive Officer
Forrest Stovall, Strategy Program Manager
Francesco Mainetti, Interim SVP Operations Admin
James Perez, VP Clinic Operations – COPC Admin
James Orrison, Administrative Resident
Jessica Hernandez, Chief Health Equity Officer
Joseph Chang, SVP & CMO (via Webex)
Morgan Simmons, Governance Program Coordinator
Melanie Roberts, SVP/ Chief Compliance & Ethics Officer
Michale Lane, SVP & Chief Quality Officer
Rick Humphrey, EVP & Chief Financial Officer (via Webex)
Saul Cordero, SVP & Chief Governance & Strategy Officer
Steven Roth, EVP & Chief Legal Officer

II. Mission Statement

Chair began the meeting by stating the mission statement:
Advance Wellness | Relieve Suffering | Develop and Educate

III. Public Comments Regarding Agenda Items

No members of the public registered for comments regarding the agenda items.

IV. Conflicts of Interest

After review of the agenda, the Chair noted zero conflicts of interest for Board Members present.

V. Consent Agenda

A. Appropriate Action Regarding Minutes 2025-01-29 HOMES
B. Appropriate Action Regarding Minutes 2025-02-10 HOMES Advisory Board

Vincent Hall motioned for the approval of the Consent Agenda. Todd Furniss seconded the motion. The motion passed unanimously.

VI. Reports Requiring Deliberation(s) or Approval(s)

The Board received information for the following updates presented by James Perez, VP Clinic Operations, in Kyla Rankin's absence this month.

Marjorie Petty reminded the Board prior to James beginning his presentation that the HRSA review is now complete, and she thanked Vincent, Farida, and Reina for their participation in the exit survey. Marjorie recognized Kyla's hard work during the survey period and thanked management for aiding in a smooth process.

A. Operations Update (day-to-day) operations including but not limited to – staffing/operational challenges/partner site activity)
James Perez presented an overview of the HOMES agenda today and began by reviewing the staffing update for the month of February. In February there are five FTE positions vacant with four out of the five offers accepted for the dental assistant position, medical mobile unit driver, medical practice assistant and the peer navigator. HOMES will continue to search for one FTE registered nurse through the residency program. James mentioned regarding the Stewpot location, there is a transition from where they are located currently to the old CitySquare location. This will impact HOMES because the old Stewpot location will now be deactivated, and a new contract will be established. James mentioned the inclement weather shelters were provided with mobile medical care via HOMES throughout January and February and served 160 patients during this time. There are currently six HOMES mobile units. Four out of six are mobile.
HOMES will collaborate with the community health needs assessment over the next few months to contribute to the overall report.

B. Management and Finance Update – volume, revenue, expenses, and overtime
James reviewed the management and finances for HOMES in the month of January which runs per the calendar year (January 2025 – December 2025). There were 1,432 unduplicated patients for the month of January which is average and expected for the beginning of the year. HOMES annual goal for 2025 will be 9,192 unduplicated patients.

James mentioned HOMES has 59 FTEs and is on target for overtime regarding what was budgeted for the month of January.

Todd Furniss mentioned the 5% under budget for visits and the 37.5% under budget for charges seemed odd. James reassured Todd that there is a team working on aligning the budget better and looking into any discrepancies.

C. Governance Update: Organization of HOMES meetings, Upcoming Meetings (HOMES advisory board which meets the 2nd Monday of every other month)
James presented the date and times for the next HOMES Advisory Board Meeting which will be held on April 14th, 2025, at 11:30 AM. The previous Advisory Board Meeting from February had two community members attend.

D. Review and discuss provisions of the Health Resources and Services Administration (HRSA) Compliance Manual Requirements
James reviewed the HRSA Compliance Manual which has 21 chapters covering 19 requirements in the following four areas:

- Need
- Services
- Management & Finance
- Governance
- Annual Training was added as the 20th requirement

James reminded the Board of the annual uniform data system (UDS) reporting which was due February 15th and has been submitted. HRSA will review this and provide corrections from mid-February into mid-March 2025.

Marjorie Petty reminded the Board the reason we do monthly HOMES updates and reports is to remain compliant with the HRSA requirements. Marjorie also mentioned how interesting was to see the HRSA group come to Parkland and assess the HOMES department since it is a mobile FQHC basically.

E. Quarterly Update and Report Regarding HOMES Program Operational Compliance
Melanie Roberts presented on the elements of an effective compliance program which revolves around monitoring, preventing detecting, correcting and reporting on a continuous basis. Melanie mentioned that all the compliance efforts for HOMES must be reported to the HOMES Board. Melanie presented on the seven elements and program evaluation guide from HRSA which reviews policies and procedures, oversight, education, communication, standards, risk assessment, and initiatives under the compliance program. These elements align with the Department of Justice guidance for prosecutors. Moving forward, Melanie mentioned, the compliance report will be coming from her or her team providing another layer of affirmation that operations is doing

compliant work according to HRSA recommendations. Melanie next presented on the risk assessment and regulatory monitoring which focuses on a gap analysis for all program locations and the program refinements and policy enhancements. Melanie updated the Board on the auditing, monitoring and corrective action work plan item which was certified by the CMS in January 2023 as a federally qualified healthcare center and participating HRSA recognized Health Center. This item launched in April of 2024 to correct certain technological submission errors and charging errors.

Elizabeth Palacios asked about the error rate of 37% pertaining to the audit and Melanie discussed the issue with using a smaller population size leading to a larger error rate.

VII. Adjourn

With no further business to discuss, Marjorie Petty, JD, adjourned the meeting at 12:55pm.

SO RECORDED:

Marjorie D. Petty
Marjorie D. Petty (Mar 31, 2025 08:42 CDT)

Marjorie D. Petty, JD
Chair

Steven Roth (Mar 28, 2025 16:22 CDT)

Steven Roth, JD, MPH
Assistant Secretary