Minutes of the Board of Managers HOMES meeting of the Dallas County Hospital District, held Wednesday, November 19th, 2025, scheduled for 12:30 pm, in the WISH 02-175 Executive Conference Room at Parkland Health and via Webex. These minutes do not constitute a certified agenda for the meeting.

I. Attendance and Call to Order

Chair Marjorie Petty noted that a quorum was physically present and called the meeting to order at 12:32 pm.

Board Member attendees included: Vincent Hall, Lisa Sutter, Farida Minner, RN, Ramon Miguez, PE, Elizabeth Palacios, MD, Byron Cryer, MD, and Yasmin Simon, JD. Eric G Bing, MD attended via Webex.

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

Brad Nitschke, Interim EVP Legal Affairs
Brett Moran, Chief Health Officer
Donna Richardson, EVP & Chief Nursing Officer
Edmundo Castañeda, EVP & Chief Operating Officer
Francesco Mainetti, SVP Ambulatory Clinical Operations
Fred Cerise, President & Chief Executive Officer
James Perez, VP Clinical Operations
Joseph Chang, Chief Medical Officer
JD Buchert, Workforce Safety Manager
Keri Disney-Story, VP/Clinical Finance
Kyla Rankin, HOMES Project Director
Melanie Roberts, SVP & Chief Compliance and Ethics Officer
Michelle Ng, Administrative Resident
Michael Lane, SVP & Chief Quality and Safety Officer
Morgan Simmons, Governance Program Coordinator
Saul Cordero, SVP & Chief Governance & Strategy Officer

Additional Attendees: None

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

V. Consent Agenda

A. Appropriate Action Regarding Minutes 2025-10-22 HOMES

Vincent Hall motioned for the approval of the Consent Agenda. Byron Cryer seconded the motion. The motion passed unanimously.

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

A. Operations Update (day-to-day) operations, including but not limited to – staffing/operational challenges/partner site activity)
Kyla noted that one vacancy has been added—a 0.5 FTE social work position—following the retirement of the incumbent after 34 years of service. Most open positions are expected to remain unfilled until after the new year. Site updates included confirmation that the Salvation Army construction is progressing on schedule with no current challenges, and the project remains on track for a 2027 go-live. Signage is now visible along Highway 35. Additionally, progress on the PDNC clinic was reported; lease negotiations are underway, and an initial walkthrough was completed this morning. The project is moving forward with an anticipated completion by summer 2026.

B. Management and Finance Update – volume, revenue, expenses, and overtime
Kyla mentioned that the number of unduplicated patients is 7,602, which is 82% of the annual goal of 9,192 unduplicated patients. Kyla also mentioned the slight decrease in overtime for the month of October, and she is working to minimize these hours further.

C. Governance Update: Organization of HOMES meetings, Upcoming Meetings (HOMES advisory board, which meets on the 2nd Monday of every other month)
Kyla mentioned the next HOMES Advisory Board meeting will be held on Monday, February 9th, 2026, at 11:30 AM with a hybrid option available. There will also be a Joint Advisory Board Luncheon held on December 5th 2025 to close out the year.

D. Review and discuss provisions of the Health Resources and Services Administration (HRSA) Compliance Manual Requirements – Chapter 16 Billing and Collections
Kyla reminded the Board of the HRSA Compliance manual, which has 21 chapters, 19 of which are requirements in four areas:
- Clinical
- Financial
- Governance

- Annual training has been added as the 20th requirement.

Kyla mentioned the budget chapter outlines billing and collection requirements for health centers. Centers must prepare a fee schedule and ensure fees are reduced or waived so no patient is denied care due to inability to pay. Systems for eligibility determination, billing, and collections are required, along with reasonable efforts to collect reimbursement. Compliance includes having a billing and collection policy, establishing fees through Patient Financial Services, and participating in Medicaid, CHIP, Medicare, and other assistance programs.

E. Consideration and Appropriate Action Regarding HOMES Billing and Collections Policy

Kyla reminded the Board that the policy is included in the packet for their review. There were no major changes to the policy. The policy was reviewed by PFS leadership, as well as homes leadership, and there was one minor change where the term 'workforce' was further defined.

Ramon Miguez motioned for the approval of the annual review of the HOMES Billing and Collections Policy. Byron Cryer seconded the motion. The motion passed unanimously.

VII. Executive Session

At 12:42 p.m. the Committee moved into Executive Session as permitted by the closed meeting exceptions specified on the agenda.

Members of management were excused from the discussion of topics, as necessary.

In executive session, the Committee received the presentation and reports as specified in the posted agenda.

B. HOMES Annual Compliance Program Activities Report
Tex. Health & Safety Code §§161.032 & 161.0315 and Tex. Occup. Code §160.007

C. Performance Appraisal of HOMES Project Director: Kyla Rankin *Tex. Gov't Code §§551.074*

II. Action Items

A. Board May Take Action on Any Agenda Item(s) Above

B. Performance Appraisal of HOMES Project Director: Kyla Rankin

Byron Cryer motioned for the approval of the HOMES Project Director Performance Appraisal. Lisa Sutter seconded the motion. The motion passed unanimously.

VIII. Adjourn

With no further business to discuss, Elizabeth Palacios adjourned the meeting at 1:12 pm.

SO RECORDED:

Marjorie D. Petty
Marjorie D. Petty (Jan 12, 2026 10:34:56 CST)
Marjorie D. Petty, JD
Chair

Todd Furniss
Todd Furniss (Jan 9, 2026 11:34:50 CST)
Todd Furniss, JD
Secretary