Minutes of the Board of Managers HOMES meeting of the Dallas County Hospital District, held Thursday, November 17, 2022, scheduled for 12:30 p.m. 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 12:30 p.m.

Board Member attendees included: Chair Marjorie Petty, JD; Eric G. Bing, MD, PhD; Todd Furniss, JD; Reina Gonzalez, JD; Ramon Miguez, PE; Farida Minner, RN; Elizabeth Palacios, MD; and Lisa Sutter.

Board members Don O'Bannon, Esq; John Proctor; and Jeff Tillotson, JD, were not present.

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

Christina Mintner, SVP Population Health
Donna Richardson, EVP & Chief Nursing Executive (in-person)
Edmundo Castañeda, EVP & Chief Operating Officer (in-person)
Felicia Miller, EVP & Chief Talent Officer (in-person)
Forrest Stovall, Governance Program Manager (in-person)
Fred Cerise, President & Chief Executive Officer (in-person)
Kyla Rankin, HOMES Project Director (in-person)
Melanie Roberts, SVP Chief Compliance & Ethics Officer
Rick Humphrey, EVP & Chief Financial Officer (in-person)
Roberto de la Cruz, EVP & Chief Clinical Officer (in-person)
Saul Cordero, VP & Chief Governance Officer (in-person)
Steven Roth, EVP & Chief Legal Officer (in-person)
Vic Summers, SVP & Chief Audit 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. Approve Minutes 2022-10-26 HOMES

Todd Furniss, JD, motioned for the approval of the Consent Agenda. Farida Minner, RN, 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 HOMES Project Director Kyla Rankin.

A. Operations Update

Kyla Rankin first reported on HOMES' staffing. Three positions are filled: Driver, MPA, and Dental Assistant. For the first time in over a year, all driver positions are now filled. HOMES now has 2.5 FTEs posted. HOMES has participated in 13 Influenza Outreach Events and provided a total of 323 vaccines so far this year. The new sprinter unit also arrived which will assist with outreach and telehealth initiatives.

B. Management and Finance Update

Kyla Rankin shared that HOMES has seen 7,183 patients this year, 74% to the annual goal. Compared to FY21, HOMES is slightly ahead of total unduplicated patients.

C. Governance Update

The next HOMES Advisory Board meeting is Friday, December 2nd. It will be a joint Advisory Board meeting with Population Health.

D. HRSA Compliance Manual Requirements: The Big 20

Kyla Rankin reviewed The Big 20 manual.

E. HRSA Compliance Manual Requirements - Chapter 16: Billings and Collections

Kyla Rankin reviewed Chapter 16: Billings and Collections. She reported on the HRSA requirements and how HOMES demonstrates compliance with the HRSA requirements. She referenced the HOMES policy which assures no patient are denied due to inability to pay and establishes a fee schedule to ensure compliance.

F. Employee Engagement

Kyla Rankin reviewed several employee engagement initiatives recently conducted with the HOMES employees.

I. Executive Session

At 12:35 p.m., the Board went into Executive Session as permitted by the closed meeting exceptions specified on the agenda.

A. Performance Appraisal of HOMES Project Director: Kyla Rankin

The Board asked questions and received additional information regarding the above item.

Members of management in executive session attendance included:

Edmundo Castañeda, Fred Cerise, Christina Mintner, and Kyla Rankin

Chairwoman adjourned Executive Session and moved into Open Session at 12:45 p.m.

II. Action Items (Open Session)

A. Approve Performance Appraisal of HOMES Project Director: Kyla Rankin

The Chair presented the Performance Appraisal of HOMES Project Director: Kyla Rankin for approval.

Todd Furniss, JD, motioned to approve the Performance Appraisal of HOMES Project Director: Kyla Rankin. Farida Minner, RN, seconded the motion. The motion passed unanimously.

III. Adjourn

With no further business to discuss, Chair Marjorie Petty, JD, adjourned the meeting at 12:46 p.m.

SO RECORDED:

Marjorie D. Petty
Marjorie D. Petty (Dec 15, 2022 11:37 CST)

Marjorie D. Petty, JD
Chair

Steven J Roth
Steven J Roth (Dec 19, 2022 15:52 CST)

Steve Roth, JD, MPH
Assistant Secretary