Minutes of the Board of Managers HOMES meeting of the Dallas County Hospital District, held Wednesday, January 25, 2023, 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; Elizabeth Palacios, MD; Lisa Sutter; and Jeff Tillotson, JD.

Board members Farida Minner, RN; Don O'Bannon, Esq; and John Proctor were not present.

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

Andrew Devine, Associate General Counsel
Donna Richardson, EVP & Chief Nursing Executive (in-person)
Edmundo Castañeda, EVP & Chief Operating Officer (in-person)
Felicia Miller, EVP & Chief Talent Officer (in-person)
Fred Cerise, President & Chief Executive Officer (in-person)
Kellee Boardingham, Executive Assistant (in-person)
Kyla Rankin, HOMES Project Director (in-person)
Melanie Roberts, SVP Chief Compliance & Ethics Officer
Pam Bryant, SVP Chief Supply Chain 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 2022-12-14 HOMES

Ramon Miguez, PE, motioned for the approval of the Consent Agenda. Todd Furniss, JD, 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 Kyla Rankin, HOMES Project Director.

A. Operations Update

Kyla Rankin reported on HOMES' open positions. There is currently one open position, a Peer Navigator. A nurse recently accepted an open position as well. Next, Kyla reported that HOMES has decided to make some operational changes to the Deflection Center. The Deflection Center will not be staffed on Parkland holidays and daily hours will decrease from 12 hour shifts to 10 hour shifts due to patient volumes. Kyla stated that she will continue to work with the Deflection Center leadership at Homeward Bound and if staffing needs change, HOMES remains open to adjusting accordingly.

The Board asked questions and received further information related to the change in Deflection Center hours.

B. Management and Finance Update

HOMES ended 2022 at 8,177 unduplicated patients, approximately 84% of its goal of 9,665. HOMES saw 7,219 patients in 2021. This is an approximate 13% increase from 2021.

C. Governance Update

The next HOMES Advisory Board meeting is February 13th, 2023, at Noon. A hybrid attendance option (in-person and remote) will remain in place.

D. HRSA Compliance Manual Requirements: The Big 20

Kyla Rankin reviewed The Big 20 manual.

E. HRSA Compliance Manual Requirements - Chapter 15: Financial Management and Control Policies

Kyla Rankin reviewed Chapter 15: Financial Management and Control Policies. She reported on the HRSA requirements and how HOMES demonstrates compliance with the HRSA requirements. She referenced the policy that was approved in 2022 and will again be approved in February 2025, following the three-year approval cycle.

F. Approve HOMES Deflection Center Policy & Procedure Update

Kyla Rankin presented an update to the Deflection Center Policy for approval. Guidelines were added for abnormal vitals, when to contact the provider, and required action by the nurse.

Jeff Tillotson, JD, motioned for the approval of the Deflection Center Policy. Todd Furniss, JD, seconded the motion. The motion passed unanimously.

G. HRSA Update: UDS Reporting
Kyla Rankin reported the deadline for reporting data to HRSA is February 15th. HOMES is currently collecting the data for submission. HRSA will review the HOMES submission in February and March, the final approval is typically in April 2023.

H. HRSA Update: Expanding COVID19 Funding
HRSA awarded HOMES $112,000, this is a one-time funding award to increase outreach and education, community engagement, and coordinated partner events for COVID-19 vaccines. The funds will be used for personnel, supplies, fuel for the sprinter van, and bus passes for fixed-site outreach events. Kyla also informed the Board that the required updates to Form 5B and Form 5C, that correlate with this expansion, also need to be completed.

Ramon Miguez, PE, motioned for the approval of the Expanding COVID-19 Vaccination Funding. Todd Furniss, JD, seconded the motion. The motion passed unanimously.

I. Housing Forward Point in Time Count
The Point in Time Count is January 26th and multiple Parkland team members are signed up to participate in the count.

The Board asked questions and received further information related to the Point in Time Count.

J. Holiday Sock Drive: Sock it to 2022
Kyla Rankin reported on the Sock it to 2022 sock drive. The deadline to donate is January 31st and socks will be taken for distribution at the Point in Time Count.

VII. Adjourn

With no further business to discuss, Chair Marjorie Petty, JD, adjourned the meeting at 12:45 p.m.

SO RECORDED:

Marjorie D. Petty
Marjorie D. Petty (Mar 5, 2023 21:06 CST)

Marjorie D. Petty, JD
Chair

Steven Roth
Steven Roth (Mar 1, 2023 17:05 CST)

Steve Roth, JD, MPH
Assistant Secretary