Minutes of the Board of Managers HOMES meeting of the Dallas County Hospital District, held Wednesday, June 28, 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; Byron Cryer, MD; Todd Furniss, JD; Vincent Hall; Ramon Miguez, PE; Farida Minner, RN; Elizabeth Palacios, MD; and Lisa Sutter (arrived at 12:35 p.m.).

Board member Farida Minner, RN, attended remotely.

Board members Eric G. Bing, MD, PHD; and John Proctor were not present.

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

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)
Gerry Baker, SVP Revenue Cycle
Jeffrey Giles, Sr. Associate Attorney
John Raish, SVP Support Services
Kellee Boardingham, Executive Assistant (in-person)
Keri Disney-Story, VP Clinical Finance
Kyla Rankin, HOMES Project Director (in-person)
Michael Lane, SVP Chief Quality & Patient Safety Officer
Melanie Roberts, SVP Chief Compliance & Ethics Officer
Pam Bryant, SVP Chief Supply Chain Officer
Rick Humphrey, EVP & Chief Financial Officer
Robert Case, Associate General Counsel
Saul Cordero, VP & Chief Governance & Strategy Officer (in-person)
Steven Roth, EVP & Chief Legal Officer (in-person)
Tabitha Lee, VP Finance
Vic Summers, SVP & Chief Audit Officer

Other Attendees:
Amy Moore

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 2023-05-24 HOMES

B. Approve Minutes 2023-06-12 HOMES Advisory Board

Byron Cryer, MD, 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' staffing. A medical practice assistant, dental assistant, and nurse recently accepted positions. There are currently two nurse positions posted. Kyla also reported staffing challenges related to the dental assistant positions. The turnover rate for dental assistant has been high compared to other positions. Additionally, the patient shuttle from The Bridge to the Ron J. Anderson Clinic building will have a schedule change. Due to lack of demand, the shuttle will stop running on Fridays at Noon. Lastly, the Deflection Center is planning to expand hours to 24/7 and HOMES staffing levels will adjust accordingly.

B. Management and Finance Update

HOMES has seen 4,345 unduplicated patients to date. The annual goal is 9,675. HOMES is also running a little over on overtime which Kyla continues to monitor. Some of the overtime is being caused by Expanding COVID Vaccine (ECV) Grant and those funds provide overtime for outreach activities, but they are unbudgeted hours because the grant was received in January 2023.

C. Governance Update
The next HOMES Advisory Board meeting is August 14, 2023, at Noon. A hybrid attendance option (in-person and virtual) will remain in place. The June meeting has the largest attendance post COVID. Kyla is exploring opportunities to adjust the meeting length and time. Kyla stated one member would like the meeting to be monthly as opposed to bi-monthly. As a compromise, Kyla's plan is to extend the current meeting time from one hour to 90 minutes and allow an additional 30 minutes for lunch prior to the meeting.

D. HRSA Compliance Manual Requirements: The Big 20
Kyla Rankin reviewed The Big 20 manual.

E. HRSA Compliance Manual Requirements - Chapter 8: Continuity of Care & Hospital
Kyla Rankin reviewed Chapter 8: Continuity of Care & Hospital. She reported on the HRSA requirements and how HOMES demonstrates compliance with the HRSA requirements.

F. HRSA Update
Next, Kyla provided an update on the 2023 Service Area Competition status. The June deadline to Grant.gov was met, and Kyla is now working to meet all required deliverables into the electronic handbook (EHB) by July 26th. Kyla gave a brief overview of the EHB deliverables.

The Board asked questions and received additional information related to the sequence and process of the grant application cycle.

G. Approve HOMES Bylaws
Kyla presented the HOMES Bylaws for approval. She reviewed the key changes recommended for approval.

Ramon Miguez, PE, motioned for the approval of the HOMES Bylaws. Vincent Hall seconded the motion. The motion passed unanimously.

H. Celebrations/Recognitions
Kyla Rankin shared several HOMES leaders attended the National Health Care for the Homeless Council annual conference in May 2023. The conference is typically budgeted in the HRSA grant. HOMES leaders were able to learn more about homelessness, social determinants of health, street medicine, and opioid use.

VII. Adjourn

With no further business to discuss, Chair Marjorie Petty, JD, adjourned the meeting at 12:40 p.m.

SO RECORDED:

Marjorie D. Petty,J.D.
Marjorie D. Petty,J.D. (Aug 2, 2023 14:49 CDT)

Marjorie D. Petty, JD
Chair

Steven Roth
Steven Roth (Aug 5, 2023 13:04 CDT)

Steve Roth, JD, MPH
Assistant Secretary