Minutes of the Board of Managers HOMES meeting of the Dallas County Hospital District, held Wednesday, November 15, 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 (via Webex); Byron Cryer, MD; Todd Furniss, JD; Reina Gonzalez, JD; Vincent Hall; Ramon Miguez, PE; Farida Minner, RN; Elizabeth Palacios, MD; and Lisa Sutter.

Board member John Proctor was not present.

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

Christina Mintner, SVP of Operations Population Health/HOMES
Donna Richardson, EVP & Chief Nursing Executive
Edmundo Castañeda, EVP & Chief Operating Officer
Felicia Miller, EVP & Chief Talent Officer
Forrest Stovall, Governance Program Manager
Fred Cerise, President & Chief Executive Officer
Jessica Hernandez, SVP Chief DEI Officer
Kyla Rankin, HOMES Project Director
Rick Humphrey, EVP & Chief Financial Officer
Roberto de la Cruz, EVP Chief Clinical Officer
Saul Cordero, SVP & Chief Governance & Strategy Officer
Steven Roth, EVP & Chief Legal Officer
Vic Summers, Chief Audit Executive

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 2023-10-25 HOMES

Vincent Hall motioned for the approval of the Consent Agenda. Byron Cryer, MD, 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. There is currently one nurse, one community development specialist, one dental assistant, and one family nurse practitioner position posted. Kyla indicated that the Nurse Practitioner vacancy could cause some challenges going into calendar year 2024 trying to meet the unduplicated patient goal. Three new staff members are scheduled to start in the next few weeks. HOMES provided 425 flu and COVID vaccines at 22 outreach events. HOMES also continues to work with the Virtual Care Team and Information Technology (IT) on improving connectivity for both telehealth and the mobile medical units daily operations.

The Board asked questions and received additional information related to the Operations Update.

B. Management and Finance Update

HOMES has seen 7,486 unduplicated patients to date. The annual goal is 9,675. Expenses remain over budget which is driven by a new shuttle purchase as well as pharmacy expenses. Kyla stated the shuttle purchase will come from ARPA money and those funds will be drawn down from the grant and reimbursed to the HOMES cost center.

The Board asked questions and received additional information related to the Management and Finance Update.

C. Governance Update

The HOMES Advisory Board will not meet in December. The Advisory Board members are invited to attend the annual Joint Community Advisory Board Meeting on Friday, December 1st.

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.

F. Approve Billing and Collection Policy
Kyla Rankin presented the Billing and Collection Policy to the Board for approval. She reviewed the proposed changes.

Todd Furniss, JD, motioned for the approval of the Billing and Collection Policy. Vincent Hall seconded the motion. The motion passed unanimously.

G. HRSA Recognition
Kyla Rankin informed the Board of three national quality awards HOMES received from HRSA:

- Health Center Quality Leader
- Access Enhancer
- Health Disparities Reducer

VII. Executive Session

At 12:40 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

Members of management in executive session attendance included:

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

Chair adjourned Executive Session and moved into Open Session at 12:54 p.m.

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

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

Vincent Hall motioned for the approval of Performance Appraisal of HOMES Project Director: Kyla Rankin. Ramon Miguez, PE, seconded the motion. The motion passed unanimously.

IX. Adjourn

With no further business to discuss, Chair Marjorie Petty, JD, adjourned the meeting at 12:56 p.m.

SO RECORDED:

Marjorie D Petty
Marjorie D Petty (Dec 21, 2023 16:03 CST)

Marjorie D. Petty, JD
Chair

Steven J Roth
Steven J Roth (Dec 21, 2023 14:19 CST)

Steve Roth, JD, MPH
Assistant Secretary