Minutes of the Board of Managers HOMES meeting of the Dallas County Hospital District, held Wednesday, April 24, 2024, 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 12:35 p.m.

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

Board member John Proctor was not present.

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

Amelia Stewart, ED
Angela Peterson, Dir. Nursing ED
April Foran, Dir./Corp Communications & PIO
Ashlyn Kotch, Operational Excellence
Beall Carothers, Director-Real Estate Development/PDC
David Garcia, Operational Excellence Dir.
Dawn Marchetto, SVP Nursing
Donna Richardson, EVP & Chief Nursing Executive
Doreen Freeman, Director ED
Edmundo Castañeda, EVP & Chief Operating Officer
Felicia Miller, EVP & Chief Talent Officer
Fred Cerise, President & Chief Executive Officer
Jessica Hernandez, SVP Chief DEI Officer
John Raish, SVP Support Services
Joseph Chang, SVP & CMO
Kathrine Yoder, VP/Government Relations
Kyla Rankin, HOMES Project Director
Laura Hochwalt, Sr. Dir. ED
Michael Lane, SVP Chief Quality & Safety Officer
Michael Malaise, SVP/Communications and Ext. Affairs
Mindy Michel, ED
Morgan Simmons, Governance Program Coordinator
Nneka Egbuniwe, Deputy General Counseling
Rick Humphrey, EVP & Chief Financial Officer
Roberto de la Cruz, EVP & CCO
Saul Cordero, SVP & Chief Governance & Strategy Officer
Steven Roth, EVP & Chief Legal Officer

Additional Attendees:
Kristen Harrison, Associate Director at the Smith Group Dallas (via Webex)

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 2024-03-27 HOMES
B. Approve Minutes 2024-04-08 HOMES Advisory Board

Ramon Miguez motioned for the approval of the Consent Agenda. Eric G. Bing 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 improvements. The Advance Practice Provider (APP) accepted the position this week. Kyla is actively working with the office of talent management to fill one Dental Assistant (DA) position and one Medical Practice Assistant, Supervisor position. Kyla mentioned last month that the Supervisor position was filled but the candidate left the position within 60 days. Kyla reported on the FY22 turnover rate which was 68.6% whereas FY23 was 40% largely due to many DA vacancies with high turnover rates. As of March, the turnover rate is 19.4% which is below benchmark for this year. Kyla reported on a HRSA demographic characteristics project. HRSA informed all grantees via Program Assistance Letters (PALS) of the requirement to expand the collection of race and ethnicity data. The project is in a testing phase right now and is successful. HOMES and IT are moving close to implementation and current go-live is scheduled for June 2024. In the meantime, HOMES collects the requested data manually. Kyla also provided an update on previous IT connectivity issues on the mobile units, this has been improved with a replaced antenna.

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

B. Management and Finance Update
HOMES saw 3,259 unduplicated patients thus far in 2024, 33% of the annual goal. The annual goal is 9,675. Additionally, Kyla mentioned HOMES is down two providers, they are keeping an eye on this and requesting float pool providers to assist as needed, although the provider positions are filled, they have not started. Actual business to budget and overtime are within acceptable range.
The Board asked questions and received additional information related to the Management and Finance Update.

C. Governance Update
The next HOMES Advisory Board Meeting is June 10th, 2024, in the Moody outpatient Center. A hybrid attendance option will continue.

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

E. HRSA Compliance Manual Requirements: Chapter 14: Collaborative Relationships Kyla Rankin reviewed Chapter 14: Collaborative Relationships. She reported on the HRSA requirements and how HOMES demonstrates compliance with the HRSA requirements in the community. Kyla referenced several Parkland polices to support the requirements.
The Board asked questions and received additional information related to the HRSA Compliance Manual Requirements.

F. 2024 State of Homelessness Address
Kyla reminded the Board of the Point in Time (PIT) count results which will occur April 30, 2024 in-person only. Kyla will plan to attend the PIT count results and invitations were extended to Marge Petty, Board Chair and Farida Miner.

The Board asked questions and received additional information related to the State of Homelessness Address.

VII. Adjourn

With no further business to discuss, Chair Marjorie Petty, JD, adjourned the meeting at 12:48 p.m.

SO RECORDED:

Marjorie D. Petty
Marjorie D. Petty (Jun 5, 2024 16:53 CDT)

Marjorie D. Petty, JD
Chair

Steven J Roth
Steven J Roth (May 26, 2024 12:28 CDT)

Steven Roth, JD, MPH
Assistant Secretar