Minutes of the Board of Managers HOMES meeting of the Dallas County Hospital District, held Wednesday, September 25, 2024, scheduled for 12:30 pm. 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 pm.

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

Board member John Proctor was not present.

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

Donna Richardson, EVP & CNE
Edmundo Castañeda, EVP & Chief Operating Officer
Felicia Miller, EVP & Chief Talent Officer via Webex
Fred Cerise, President & Chief Executive Officer
James Orrison, Administrative Resident
Joseph Chang, SVP & CMO
Keri Disney-Story, VP/Clinical Finance
Kyla Rankin, HOMES Project Director
Melanie Roberts, SVP Chief Compliance Officer
Morgan Simmons, Governance Program Coordinator
Rick Humphrey, EVP & Chief Financial Officer (via Webex)
Saul Cordero, SVP & Chief Governance & Strategy Officer
Steven Roth, EVP & Chief Legal Officer
Vic Summers, SVP Internal Audit

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. Appropriate Action Regarding Minutes 2024-08-28 HOMES

Elizabeth Palacios motioned for the approval of the Consent Agenda. Byron Cryer 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 (day-to-day) operations including but not limited to – staffing/operational challenges/partner site activity)

Kyla presented on the operational updates for the month of September. Kyla mentioned there are quite a few vacancies for staffing positions that need to be filled including two full-time registered nurse positions, two-full time dental assistance, and two full-time medical practice assistants. Kyla mentioned there are ongoing interviews to fill these positions along with offers are being sent out to certain candidates. Kyla updated the Board on the partnership with housing forward as they work on encampment decommissioning across the city. Year to date HOMES has seen about 134 patients enroll through the encampment decommissioning project. Kyla presented an image of one of the HOMES mobile units which will be out of service due to an accident. Kyla also reminded the Board that CitySquare is going out of business and Stewpot will be buying the property.

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

B. Management and Finance Update – volume, revenue, expenses, and overtime

Kyla presented on the August HOMES metrics. Kyla mentioned HOMES saw 655 unduplicated patients which is 72% of the annual goal of 9,192 unduplicated patients. Kyla updated the Board on the overtime variances in the budget which she expects to increase as there are so many positions that still need to be filled.

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

C. Governance Update

Kyla mentioned the next HOMES advisory Board meeting will be held on Monday, October 14th, 2024, and will be the final meeting for 2024. The December meeting will be combined with other ambulatory advisory boards for a holiday luncheon.

D. HRSA (Health Resources and Services Administration) Compliance Manual Requirements: The Big 20

Kyla briefly went over the HRSA Compliance Manual which has 21 chapters and covers 19 requirements in four areas: Need, Services, Management & Finance, and Governance.

E. HRSA (Health Resources and Services Administration) Compliance Manual Requirements: Chapter 11: Key Management Staff

Kyla presented on Chapter 11 which reviews the roles of the management staff and their position outcomes. Key management staff maintains a fully staffed team as appropriate for the size and needs of the center. Kyla mentioned all Key Management staff is present and demonstrates compliance with HRSA requirements.

F. HRSA Update-Report Submission, carryover funding and OSV

Kyla presented some overall updates regarding the primary care HIV prevention semiannual report which was submitted September 15th. Kyle also presented on the carryover budget which was approved by HRSA to replace a shuttle and a mobile medical unit for FY25. Kyla reminded the Board of the operational site visit by HRSA which could occur between January and March of 2025.

VII. Adjourn

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

SO RECORDED:

Marjorie D. Petty
Marjorie D. Petty (Nov 18, 2024 15:53 CST)
Marjorie D. Petty, JD
Chair

Steven J Roth
Steven J Roth (Nov 2, 2024 11:32 CDT)
Steven Roth, JD, MPH
Assistant Secretary