

**TARRANT COUNTY HOSPITAL DISTRICT (TCHD)**  
**d/b/a JPS HEALTH NETWORK**  
**1500 S. Main Street**  
**Fort Worth, Texas 76104**  
**3<sup>rd</sup> Floor OPC Conference Room**

**HUMAN RESOURCES COMMITTEE MEETING**  
**12:00 P.M., THURSDAY, MAY 26, 2022**

**MEETING MINUTES**

The Tarrant County Hospital District ("District") Human Resources Committee met Thursday, May 26, 2022 with the following members present:

**Members Present:** Amanda Arizola, Human Resources Committee Chair  
Dorothy DeBose, Board Chair  
Trent Petty, Board Member and Planning Committee Chair  
Rev. Ralph Emerson, Board Member  
D.T. Nguyen, Board Member and Finance Committee Chair  
Cheryl Hurd, M.D., Program Director, Physician Representative

**Members Absent:** None

**Others Attending:** Karen Duncan, M.D., President, Chief Executive Officer  
William Masterton, Senior Vice President, Chief Operating Officer  
Sharon Clark, Senior Executive Vice President, Chief Financial Officer  
Daphne Walker, Senior Vice President, Chief Legal Counsel  
Colin Werenka, Senior Vice President, Compliance Officer  
Rory McCrady, Senior Vice President, Revenue Cycle  
Bryan Becker, M.D., President, Acclaim Physician Group  
Lauren Poe, Vice President, Chief Strategy Officer, Chief of Staff  
Charles Huggins, M.D., ED Physician, Finance Committee Member  
Zim Zimmerman, Board Member  
Steve Montgomery, Board Member  
Carla Kuaiwa, Senior Vice President, Chief Human Resources Officer  
Jason George, Vice President, Human Resources  
Anggelha Rodriguez, Recording Secretary

**I. CALL TO ORDER** – Ms. Arizola called the meeting to order at 12:50 p.m.

**II. CITIZENS WISHING TO ADDRESS THE BOARD/COMMITTEE**

**Summary:** There were no citizens present wishing to address the Human Resources Committee.

**III. APPROVAL OF MINUTES**

**Action:** Ms. DeBose motioned to approve the December 9, 2021 Minutes, seconded by Rev. Emerson, motion passed unanimously.

**IV. HUMAN RESOURCES REPORTS/UPDATES NOT REQUIRING COMMITTEE ACTION(S)**

**A. Strategic Enabler – Be the Best Place to Work, Learn, and Practice Medicine**

1. Human Resources Update – C. Kuaiwa

**Summary:** Ms. Kuaiwa provided the Committee with a high level update.

2. FY21 Employee Engagement Survey Results and Recommendations – C. Kuaiwa

**Summary:** Ms. Kuaiwa provided the Committee with a high level update.

3. FY21 Clinician Engagement Survey Results and Recommendations – B. Becker / R. Miller

**Summary:** Dr. Becker and Dr. Miller provided the Committee with a high level update.

**V. CONSIDER HUMAN RESOURCES MATTERS REQUIRING COMMITTEE ACTION(S) AND/OR APPROVAL**

1. Consider Approval of HR 100 Job Description – C. Kuaiwa
2. Consider Approval of HR 1200 Performance Management – C. Kuaiwa
3. Consider Approval of 3100 Military Leave and Supplement – C. Kuaiwa

**Action:** Mr. Montgomery motioned to approve the policies listed above in Item V., seconded by Ms. Debose, motion passed unanimously.

**VI. RECONVENE IN EXECUTIVE SESSION PURSUANT TO CHAPTER 551, TEXAS GOVERNMENT CODE FOR THE FOLLOWING:**

In addition to the matters posted for deliberation in executive (closed) session, the Board may from time to time during the meeting adjourn and meet in executive session to receive legal advice pursuant to Section 551.071 of the Texas Open Meetings Act regarding any matter included on this agenda.

- A. Deliberation Regarding the Purchase, Exchange, Lease, or Value of Real Property Pursuant to Section 551.072, Texas Open Meetings Act.
- B. Consultation with General Counsel to Receive Legal Advice on Pending/Contemplated Litigation and Other Matters under Subsections 1 and 2, Section 551.071, Texas Open Meetings Act.
- C. Serve as Medical Peer Review Committee and/or Medical Committee Pursuant to Chapter 160 Texas Occupations Code, Section 161.031 et Seq. Texas Health and Safety Code, and/or Receipt of Report(s) from Medical Staff Executive Committee or other Medical Staff Committees, Texas Occupations Code, Texas Health and Safety Code, and/or Medical Committee(s).
- D. Deliberate Information Relating to a Proposed New Service or Product Lines.
- E. Receive Records, Information and/or Reports from Compliance Officer Pursuant to Section 161.032(b)(2), Texas Health and Safety Code, Texas Open Meetings Act. Deliberation Pursuant to Section 551.074 of the Act Regarding Appointments, Evaluations, Contracts and Compensation of District's Personnel, Vice Presidents and its Other Upper Level Management Staff, Including but not Limited to the Following:

President/Chief Executive

1. Update on Executive Team – K. Duncan

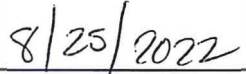
**VII. RECONVENE IN OPEN SESSION FOR DELIBERATION(S) AND/OR ACTION(S) DEEMED NECESSARY REGARDING ANY MATTER LISTED ON THE CLOSED SESSION AGENDA, PARAGRAPHS VII. A., B., C., D., AND E.**

The Human Resources Committee reconvened in Open Session at 1:46 p.m.

**VIII. ADJOURN**

There being no further business of the Human Resources Committee, meeting adjourned at 2:10 p.m.

  
\_\_\_\_\_  
Amanda Arizola, Human Resources Committee Chair

  
\_\_\_\_\_  
Date