

**TARRANT COUNTY HOSPITAL DISTRICT (TCHD)
d/b/a JPS HEALTH NETWORK
1500. S. MAIN STREET
FORT WORTH, TX 76104
OUTPATIENT BUILDING, 3RD FLOOR AUDITORIUMS**

**Joint Board of Managers and Human Resources Committee Meeting
11:30 A.M., Thursday, May 24, 2018**

The Tarrant County Hospital District ("District") Board of Managers Human Resources Committee met Thursday, May 24, 2018 at JPS Health Network, 1500 S. Main Street, 3rd Floor Outpatient Conference Rooms with the following Board members present:

Dorothy DeBose, committee chair
Charles Powell, board chair
Charles Webber, M.D.
Roger Fisher
DT Nguyen
Alan Podawiltz, D.O.

Not In Attendance: Rev. Ralph Emerson

Others Attending: Robert Earley, President/CEO
Bill Whitman, Sr. Exec. Vice President & Chief Operating Officer
Scott Rule, Vice President, Chief of Staff
Pia Walker, Sr. Vice President, Human Resources
Sharon Clark, Executive Vice President, Chief Financial Officer
Michael Hochberg, M.D., President, Chief Medical Officer, Acclaim Physician Group
Dianna Prachyl, Sr. Vice President/Chief Operating Officer, Acclaim Physician Group
Karen Duncan, M.D., Sr. Vice President, Community Health
Lara Burnside, Sr. Vice President, Strategy, Chief Patient Experience Officer
J.R. Labbe, Vice President, Communications and Community Affairs
Tricia Elliott, M.D., Vice President, Academic Affairs
Melinda Costin, Sr. Vice President, Chief Information Officer
Michelle Green-Ford, Interim Vice President, Diversity & Inclusion
Cory Hartsfield, General Counsel
Elva E. Medina, Recording Secretary

I. Call To Order

With a quorum present, committee Chair Dorothy DeBose called the meeting to order at 11:35 a.m.

II. Hearing of Citizens - There were no citizens requesting to speak.

III. Consider Matters Requiring Committee Action

1. **Approval of Minutes:** Motion by Roger Fisher and seconded by Charles Powell, the draft minutes of the January 25, 2018 committee meeting were approved unanimously as presented.
2. **Approval of Tarrant County Hospital District Policies & Procedures** – Staff presented the following District policies for the committee’s consideration:
 - a. **HR4800 Performance Appraisals**
Motion: Motion by Mr. Fisher; and seconded by Mr. Powell for the approval of Policy HR4800 and motion carried unanimously.
 - b. **HR100 Job Descriptions**
Motion: Motion by Dr. Charles Webber; and seconded by Mr. Fisher for the approval of Policy HR100 and motion carried unanimously.
 - c. **HR3100 Military Leave and Supplement**
Motion: Motion by Mr. Powell; and seconded by Dr. Webber for the approval of Policy HR3100 and carried unanimously.
 - d. **HR4700 90 Day Orientation Period**
Motion: Motion by Dr. Alan Podawiltz; and seconded by Dr. Webber for the approval of Policy HR5600 and carried unanimously.

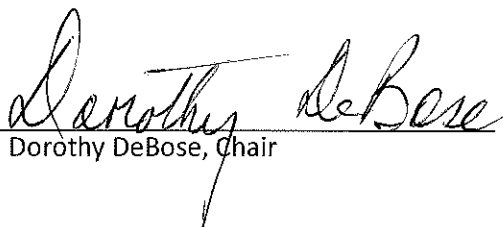
IV. Consider Human Resources Reports/Updates – Not Requiring Committee Actions

1. **Human Resources (HR) Key Performance Indicators Scorecard** – Pia Walker presented an executive summary of FY17 Q2 Turnover trends listed by job family. Data represented measurement period October 1, 2017 through April 30, 2018.
2. **Annual Incentive Plan Performance (AIP) Metrics - Annual Incentive Plan Performance (AIP) Metrics** - This report outlined FY18 Q2 data as of March 2018. Bill Whitman reported that in addition to the Quality metrics, Achieve FTEs Total Paid per APD, Improve Days to 3rd Next Available New Patients and EDCAHPS were all currently being measured above target. Furthermore he informed the committee that Improve Specialty Care Access and Improve Operating Margin metrics were being measured below target.
3. **Long Term Incentive Plan (LTIP)** - This report outlined FY18 data as of May 10, 2018. Mr. Whitman provided the separate scores for Preventable Harm (Leapfrog Hospital Safety Score) and Cost Efficiency (Cost per Adjusted Patient Admissions). He reminded the audience these two measures were chosen as comprehensive metrics that indicate two important aspects of health services: health impact and efficiency.

The above reports were presented for informational purposes only with no action required from the Committee.

- V. **Other Business:** Mrs. Debose informed the committee the process will be initiated to complete the President/CEO 2017 Annual Performance review. Board members will receive additionally information via email.

- VI. **Recess and Reconvene in Executive Session Pursuant to Chapter 551, Texas Government Code.**
The Human Resources Committee did not recess into Executive Session.
- VII. **Reconvene in Open Session for Deliberation(s) and/or Action(s) deemed necessary regarding any matter listed on the Closed Session Agenda, Paragraphs IV. A and B.**
- VIII. **Adjourn:** There being no further business, and upon motion duly made and seconded, the meeting adjourned at 12:18 P.M.



Dorothy DeBose, Chair

Date

