

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

**Joint Board of Managers and Human Resources Committee Meeting  
12:00 PM Thursday, September 28, 2017**

The Tarrant County Hospital District ("District") Board of Managers Human Resources Committee met Thursday, September 28, 2017 at JPS Health Network, 1500 S. Main Street, 3<sup>rd</sup> Floor Outpatient Conference Rooms with the following Board members present:

Dorothy DeBose, Committee Chair  
Rev. Ralph Emerson  
Charlie Powell  
DT Nguyen  
Charles Webber, M.D.  
Trent Petty  
Dan Ziegler, M.D.

Not In Attendance: Nestor Zenarosa, M.D.  
Alan Podawiltz, D.O.

Others Attending: Robert Earley, President/CEO  
Bill Whitman, Exec. Vice President & Chief Operating Officer  
Scott Rule, Vice President, Chief of Staff  
Pia Walker, Vice President, Human Resources  
Sharon Clark, Executive Vice President, Chief Financial Officer  
Daniel Ziegler, M.D., President, Medical Staff  
Ron Skillens, Senior Vice President, ERM, Chief Compliance Officer  
Melinda Costin, Senior Vice President, Chief Information Officer  
Nydia Gonzalez, Vice President, Chief Diversity Officer  
Michelle Green-Ford, Director, Diversity & Inclusion  
Mona Gaw, Executive Director, Quality Services  
Cory Hartsfield, General Counsel  
Alex duBuclet, Consultant, Exeter Group  
Audra Davis, Consultant, Exeter Group  
Lauren Jones, Consultant, Exeter Group  
Dianna Brodeur, Director, Communications & Branding  
Maisam lleiwi, Project Manager, Diversity & Inclusion  
Elva E. Medina, Recording Secretary

**I. Call To Order**

With a quorum present, committee Chair Dorothy DeBose called the meeting to order at 12:31 p.m.

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

III. **Consider Matters Requiring Committee Action**

1. **Approval of Minutes:** Upon motion duly made and seconded, the draft minutes of the June 1, 2017 committee minutes were approved as presented.
2. **Approval of Tarrant County Hospital District Policies & Procedures** – General Counsel Cory Hartsfield presented the following District policies for the committee’s consideration:
  - a. **HR3400 Timekeeping Policy**  
**Motion:** Rev. Ralph Emerson made a motion for approval; motioned was seconded by DT Nguyen and carried unanimously.
  - b. **HR5400 Compensation Philosophy**  
**Motion:** Trent Petty made a motion for approval; motion was seconded by Rev. Emerson and carried unanimously.
  - c. **HR5500 Shift Incentive Pay SINC Policy Statement**  
**Motion:** Rev. Emerson made a motion for approval; motion was seconded by Mr. Petty and carried unanimously.
  - d. **HR5900 Bereavement Leave Policy**  
**Motion:** Rev. Emerson made a motion for approval; motion was seconded by Mr. Petty and carried unanimously.
  - e. **HR6100 On Call/Call Back Pay Policy**  
**Motion:** Rev. Emerson made a motion for approval: motion was seconded by Dr. Charles Webber and carried unanimously.
  - f. **HR6300 Reclassification Policy**  
**Motion:** Rev. Emerson made a motion for approval: motion was seconded by Dr. Webber and carried unanimously.
  - g. **HR6500 Shift Differentials Policy**  
**Motion:** Rev. Emerson made a motion for approval: motion was seconded by Dr. Webber and carried unanimously.
3. **Annual Incentive Plan Performance (AIP) Metrics**  
Bill Whitman reported on the FY17 year-to-date results of the measured goals in the Annual Incentive Plan. He presented and reviewed the FY18 proposed AIP metrics, which included the revision of the Quality indicators from Falls with Injury and Reduce Catheter-Associated Urinary Tract Infections (CAUTI) to Surgical Site Infections. No actions were taken by the committee.

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

1. **Human Resources (HR) Key Performance Indicators Scorecard** - Pia Walker provided an executive summary of the 2017 Human Resources Dashboard. The report outlined an overview of FY16 and FY17 turnover trends broken down by quarter and fiscal year.

2. **Succession Planning Update:** Mrs. Walker provided an update on Succession Development. The report recapped an overview of Phase I and II of the program. Furthermore, she informed the audience that both phases have been completed.

3. **Diversity Update** – Nydia Gonzalez’s presentation included a breakdown of patient and workplace diversity statistics. The report also summarized the results of the Diversity customized training initiatives. An update on Supplier Diversity was provided.

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

**V. Recess and Reconvene in Executive Session Pursuant to Chapter 551, Texas Government Code.**

The Human Resources Committee reconvened in Executive Session at 12:35 P.M.

**VI. 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.**

Dan Ziegler, M.D. left the meeting at 1:30 p.m. and returned at 2:25 p.m. Charlie Powell left the meeting at 2:00p.m. The Human Resources reconvened in open session at 2:10 P.M., took the actions identified above in sections III and IV and with the following actions:

**Summary:** Dorothy Debose called for a motion to approve the First Amendment to Robert Earley’s Employment Contract as President, Chief Executive Officer and Administrator of the Tarrant County Hospital District with a 7% market increase.

**Action:** Rev. Emerson motioned to approve the First Amendment to Robert Earley’s Employment Contract as President, Chief Executive Officer and Administrator of the Tarrant County Hospital District with a 7% market increase, Dr. Webber seconded the motion, motioned passed unanimously.

**VII. Adjourn:** There being no further business, and upon motion duly made and seconded, the meeting was adjourned at 3:35 P.M.

  
Dorothy DeBose, Chair

12/7/17  
Date