

## MEMORANDUM

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To: Tarrant County Hospital District Board of Managers and HR Committee

From: Anggelha Rodriguez

Date: March 25<sup>th</sup>, 2021

Re: Meeting Minutes from January 28<sup>th</sup>, 2021 Board of Managers and HR  
Committee Meeting

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In accordance with section 418.016 of the Texas Government Code, Governor Abbott has suspended various provisions that require government officials and members of the public to be physically present at a specified meeting location. In accordance with this suspension, the Tarrant County Board of Managers held a virtual meeting on January 28<sup>th</sup>, 2021. The agenda for this meeting was posted in the following locations:

1. Tarrant County Commissioner Court Web Site; and
2. Tarrant County Hospital District Web Site.



## GOVERNOR GREG ABBOTT

For Immediate Distribution | March 16, 2020 | (512) 463-1826

### **Governor Abbott Allows Virtual And Telephonic Open Meetings To Maintain Government Transparency**

*Ensures continued government operation while preserving transparency*

AUSTIN - Governor Greg Abbott today acted to maintain government transparency and continued government operations while reducing face-to-face contact for government open meetings. As Texas works to mitigate the spread of COVID-19, the Governor granted the Office of the Attorney General's request for suspension of certain open-meeting statutes. This temporary suspension will allow for telephonic or videoconference meetings of governmental bodies that are accessible to the public in an effort to reduce in-person meetings that assemble large groups of people.

"Even as the State of Texas takes precautionary measures to contain the spread of COVID-19, we also have a responsibility to maintain government transparency," said Governor Abbott. "With today's action, Texas is reducing non-essential in-person contact for a limited period, while ensuring that state and local government entities continue to work to fulfill necessary functions and with full transparency for the people of Texas. I urge state and local officials to do their part to mitigate the spread of COVID-19 by avoiding meetings that bring people into large group settings."

In accordance with section 418.016 of the Texas Government Code, Governor Abbott has suspended various provisions that require government officials and members of the public to be physically present at a specified meeting location. This temporary suspension will leave important open-meeting protections in place:

- Members of the public will be entitled to participate and address the governmental body during any telephonic or videoconference meeting.
- To hold a telephonic or videoconference meeting, a governmental body must post a written notice that gives the public a way to participate remotely, such as a toll-free dial-in number, and that includes an electronic copy of any agenda packet that officials will consider at the meeting.
- A governmental body must provide the public with access to a recording of any telephonic or videoconference meeting.

State and local officials who have questions about open-meeting requirements after this suspension should submit them to the Office of the Attorney General via e-mail at [TOMA@oag.texas.gov](mailto:TOMA@oag.texas.gov), or by leaving a message at (888) 672-6787. Officials with questions about teleconference and videoconference capabilities offered by the Texas Department of Information Resources should visit [dir.texas.gov](http://dir.texas.gov) or call (512) 475-4700. Officials who hold videoconference meetings are encouraged to provide for participation via telephone for members of the public without videoconferencing capability. If officials are not holding a telephonic or videoconference meeting, all open-meeting requirements apply.

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**KEN PAXTON**  
ATTORNEY GENERAL OF TEXAS

FOR IMMEDIATE  
RELEASE

March 16, 2020

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**PRESS OFFICE: (512) 463-2050**

Keyleigh Date:

[Communications@oag.texas.gov](mailto:Communications@oag.texas.gov)

**Governor's Office Clears Path for Governmental Bodies to Meet Telephonically or  
by  
Videoconference During Coronavirus Disaster**

AUSTIN - Governor Abbott's office today approved a request by the Office of the Attorney General to temporarily suspend a limited number of open meeting laws in response to the Coronavirus (COVID-19) disaster. This action will allow governmental bodies to conduct meetings by telephone or video conference to advance the public health goal of limiting face-to-face meetings (also called "social distancing") to slow the spread of the Coronavirus (COVID-19).

Importantly, however, this action does not suspend requirements that governmental bodies conduct meetings in a transparent and accessible manner. Specifically, governmental bodies are still be required to do the following:

- provide online written notice containing a public toll-free dial-in number or a free-of-charge videoconference link, as well as an electronic copy of any agenda packet,

- before conducting telephonic or video conference meetings;
- provide the public with access and a means to participate in those meetings, preferably through two-way audio or video connections; and
- provide the public with access to a recording of those meetings.

Please [click here](#) for a complete list of the open meeting provisions that have been temporarily suspended. State agencies and local governmental bodies may contact the Office of the Attorney General with question about the suspension order by telephone at (888) 672-6787 or via email at [TOMA@oag.texas.gov](mailto:TOMA@oag.texas.gov). Officials with questions about teleconference and videoconference capabilities offered by the Texas Department of Information Resources should visit [dir.texas.gov](http://dir.texas.gov) or call (512) 475-4700.

For information on the spread or treatment of Coronavirus (COVID-19), please visit the [Texas Department of State Health Services](#).

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**TARRANT COUNTY HOSPITAL DISTRICT (TCHD)  
d/b/a JPS HEALTH NETWORK**

**EMERGENCY PROCEDURES PURSUANT TO  
GOVERNOR GREG ABBOTT'S AND  
ATTORNEY GENERAL KEN PAXTON'S  
TEMPORARY MEETING SUSPENSION GUIDELINES  
THIS MEETING IS AVAILABLE FOR VIEWING VIA  
NORMAL JPS HEALTH NETWORK YOUTUBE CHANNEL**

**WEBEX-TCHD – Virtual Board of Managers Human Resources Meeting**

**12:00 P.M. Thursday, January 28, 2021**

**MEETING MINUTES**

The Tarrant County Hospital District ("District") Board of Managers Human Resources Committee met Thursday, January 28, 2021 via WebEx with the following members present:

Dorothy DeBose, Committee Chair  
Charles Webber, M.D.  
Trent Petty  
DT Nguyen  
Amanda Arizola  
Zim Zimmerman  
Steve Simmons, D.O.

**Not In Attendance:** Grant Fowler, M.D.  
Alan Podawiltz, D.O.  
Steve Montgomery  
Roger Fisher  
Charlie Powell  
Rev. Ralph Emerson

**Others Attending:** Robert Earley, President, Chief Executive Officer  
Karen Duncan M.D., Sr. Executive Vice President, Chief Operating Officer  
Alex duBuclet, Sr. Vice President Human Resources  
Sharon Clark, Sr. Executive Vice President, Chief Financial Officer  
David Mendenhall, Vice President, Chief Technology Officer  
Daphne Walker, Sr. Vice President, Chief Legal Counsel  
Robert Browder, Vice President, Government Affairs and Special Projects  
Riana Poullard, Attorney Employment & Labor  
Lauren Poe, Executive Director Strategy, Business Development  
Richard Miller, M.D., Sr. Vice President, Chief Medical Officer  
Cheryl Hurd, M.D., Program Director, Behavioral Health  
Suzanne Barnes, Executive Office Manager, Administration  
Anggelha Rodriguez, Sr. Executive Assistant, Administration, Recording Secretary

**I. Call To Order**

With a quorum present, committee Chair Mrs. DeBose called the meeting to order at 12:00 P.M.

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

**III. Consider Matters Requiring Committee Action**

**A. Approval of Minutes:** Mr. Zim Zimmerman made a motion seconded by Ms. Amanda Arizola to approve the minutes of the December 3, 2020 meeting with no changes. The motion carried unanimously.

**B. Consider approval of policies:** Ms. DeBose mentioned the policies that were circulated to the committee members in advance of the meeting and read along the policies names and titles that were submitted for discussion and approval. Ms. DeBose then asked if there was any discussion or questions about the policies. Dr. Webber suggested a revision to the proposed policy HR2700 Protection from Discrimination, Harassment, and Retaliation. Ms. DeBose then requested a motion to approve all of the policies with the recommended revisions to HR 2700. Motion to approve by Mr. DT Nguyen and seconded by Dr. Webber. The motion passed unanimously.

HR 6000 Holidays Policy

HR 400 Equal Employment Opportunity

HR 4500 Labor Relations Philosophy

HR 3700 Employee Counseling

HR 2100 Employees Working Outside of Their Regular Department and/or Job Code

HR 2700 Protection from Discrimination, Harassment, and Retaliation: Dr. Webber made a motion to approve HR 2700 as amended, seconded by Mr. Zim Zimmerman. The motion passed unanimously.

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

The board took a break at 12:17pm

The board went into Executive Session at 12:27pm

**V. Reconvene in Open Session as the Board of Managers and the Committee for Deliberation(s) and/or Action(s) deemed necessary regarding any matter listed on the Closed Session Agenda, Paragraphs VI. A and B.**

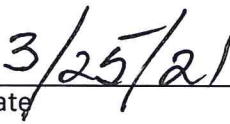
The board reconvened in Open Session at 1:36pm.

**A. Pension Benefit Amendment:** Ms. Debose requested a motion to accept the resolution of the Pension Benefit Amendment. Mr. Zim Zimmerman made a motion seconded by Dr. Webber to approve the proposed Pension Benefit Amendment. The motion carried unanimously.

**VI. Adjourn**

There being no further business of the TCHD Joint Board of Managers and Human Resources Committee the meeting was adjourned at 1:38 P.M.

  
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Dorothy DeBose, Committee Chair

  
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Date