

**Tomball Hospital Authority
Board of Directors
July 26, 2017**

Present: **Jack Smith, Chairman**
 Vicki Clark, VP
 Tom Kikis, Secretary - Telephonically
 Jerry Till, Treasurer
 Ralph Foxworthy
 Danny Marburger
 Bill Hogue
 Jim Ross
 Latrell Shannon
 Steve Vaughan
 Lori Wilson

Absent:

Also Present: **Marilyn Kinyo (Chief Administrative Officer)**
 Lynn LeBouef (CEO)
 Vincent Norris (Myrtle Cruz)
 Kevin Reed (Reed, Claymon, Meeker & Hargett) - Telephonically
 Rebecca Pilot (Smith Pilot) - Telephonically
 George Shackelford (Tomball City Manager)
 Bruce Hillegeist (Tomball Chamber of Commerce)

Tomball Hospital Authority Board Meeting

1. Call to Order
 - A. Jack Smith, Chairman of the Board, called the meeting to order at 4:00P.M. CST on Wednesday, July 26, 2017.
2. Approval of minutes from the June 28, 2017 board meeting.
 - A. A motion was made by Latrell Shannon and seconded by Lori Wilson to approve the meeting minutes from the June 28, 2017. The motion was unanimously passed.
3. Community Input – None this month.
4. Financials
 - A. An update on the financials was given by Vincent Norris for June 30, 2017. He reviewed the balance sheet - cash total \$ 907,159.34, total Investments \$93,376,642.93, total checking and savings for the month of for June 2017 in the amount of \$94,283,802.27. Total current liabilities \$725,266.46, total liabilities and equities for the month were \$94,366,406.19. He then went on to review the P&L statement. Total income of \$1,703,677.80 total expenses of \$564,797.65 and net ordinary income of \$1,138,880.15 net income of \$6,870,432.50. Marilyn Kinyo presented and reviewed the cash report. No major changes. Lynn LeBouef reviewed the P&L Budget Performance we are \$299,922.20 below on income and \$394,171.55 below on expenses. Lynn LeBouef reported that our investment account was up for the month. A motion was made by

Vicki Clark and was seconded by Danny Marburger to accept the financials as presented. The motion was unanimously passed.

- B. Legal Bills – An invoice was submitted by Reed, Claymon, Meeker & Hargett for June 2017 charges in the amount of \$667.00. A motion was made by Jerry Till and was seconded by Latrell Shannon to approve the Reed, Claymon invoice in the amount of \$667.00. The motion was unanimously passed.
5. At 4:10PM the Board went into Executive Session for the Smith Pilot Presentation on the CEO/CAO evaluation and duties. The Board came out of Executive session at 5:20PM. Jack reviewed the Executive Committee minutes from the lunch meeting on July 19, 2017. A motion was made by Danny Marburger and was seconded by Bill Hogue to accept these minutes as presented. The motion was unanimously passed.
6. An update on the TOMAGWA dental and medical clinics was handed out to the board for June 2017. The dental clinic budgeted to see 366 patients in the month of June and actually saw 395. The medical clinic budgeted to see 800 patients in the month of June and actually saw 1483. They were both up for the month.
7. Quarterly reports
 - A. TOMAGWA
 1. TOMAGWA Dental - \$137,368.56
 2. TOMAGWA Medical - \$30,000.00Total: \$167,368.56

A motion was made by Lori Wilson and was seconded by Danny Marburger to approve the Q4 report for TOMAGWA. The motion was passed unanimously.
 - B. Northwest Assistance Ministries Q3 report. NAM provided 2,762 breakfast meals to those clients most in need of additional nutritional support and we provided over 2,458 daily hot meals to those clients living within the Tomball/Waller area. A motion was made to make the Q3 payment to NAM in the amount of \$18,750.00 by Tom Kikis and was seconded by Latrell Shannon. The motion was unanimously carried.
 - C. Montgomery County Youth Services Q2 report. MCYS had 65 hours of Individual Counseling, 104 hours of family counseling, 11.25 hours of Crisis Interventions, 19.75 hours of Education/Prevention services, 4.25 hours Youth Skills Group Smith Elementary Kindergarten Friendship Group, 3.75 hours Youth Skills Group Smith Elementary First Grade Friendship Group, 39.5 hours Camp Watsitumi, a therapeutic day camp, with 14 Magnolia youth attending 12 hours Family Skills Group (Decisions) Ms. Gonzalez assisted with the facilitation of 3 half-day Decisions classes for youth who are court ordered to attend with their parent to help them make better decisions. These youth are charged with a misdemeanor offense. The feedback from parents and youth on the class has been very positive at follow up. Ms. Gonzalez provided services to 19 new unduplicated clients in Magnolia during this period. In addition, she continued providing services to 11 other clients from Q1 serving a total of 31 clients in Magnolia during Q2. During Q2, 19 Magnolia clients successfully completed services. A motion to pay the Q2 salary for the bilingual counselor in the amount of \$13,202.74 by Vicki Clark and was seconded by Bill Hogue. The motion was carried unanimously.
8. The Board reviewed the 2016/2017 audit quotes from BKD, CRI and Weaver. One concern with going with Weaver is that they do not handle cost reports in house and that we would have to pay a 3rd party to do that. Weaver does have someone that can handle this, but the board said that if this happened we would use BKD to handle this. A motion was made by Tom Kikis and was seconded by Lori Wilson to contract with Weaver for the 2016/2017 audit. The motion was carried unanimously.

9. Review the Funding Committee Minutes from the July 25th meeting.
 - A. TOMAGWA 2017/2018 Dental and Medical funding request. The Funding Committee would like to have a face to face meeting with them to get some questions answered before they will make a recommendation.
 - B. Living Legacy – After discussion by the Funding Committee they voted to deny the request because their request does not meet our mission.
 - C. Concordia Lutheran – is requesting \$15,630 for 1.) Clinical Safety – new AED’s in the amount of \$3000.00, First Aid Certification and Skills Testing for the 74 staff members in the amount of \$1,500 and Medical “Go” Bags in the amount of \$130.00. 2.) Mental Health Support in the amount of \$11,000, new quarterly programs in the amount of \$4,500, development of clubs in the amount of \$1,000, professional development for teachers in the amount of \$2,000, training for counselors in the amount of \$1,500, workshops for parents and community in the amount of \$2,000.
 - D. Fire Pup – We have sent the questions that the funding committee requested answers to as well as phoned them and have not gotten a response. We will try and get answers before next committee meeting.
10. The board reviewed the office space amendment for the time period of November 1, 2017 – October 31, 2022. A motion was made by Lori Wilson and was seconded by Latrell Shannon to approve the amended lease as proposed. The motion was passed unanimously.
11. The draft of the 2017 Annual report was included for the Board to review and send Lynn LeBouef any corrections or changes that they would like made prior to the August Board meeting.

Adjournment:

ere being no further business, the meeting was adjourned at approximately 5:49PM CST.


Tom Kikis, Secretary