

**Tomball Hospital Authority DBA Tomball Regional Health Foundation
Board of Directors Minutes – May 28, 2025**

- Present:** Tom Kikis-Chairman, TJ Tijerina-Vice Chairman, Vicki Clark-Secretary, Christina Nash-Treasurer, Sharon Frank, Janna Hoglund, Bill Hogue, Danny Marburger, Jack Smith, Lori Wilson, Margarett Yacoubian
- Absent:** None
- Also, Present:** Jeffrey Klein-CEO, Sarah Dill-Administrative Manager, Randy Parr-City of Tomball
- Also, Present Via Zoom:** Kevin Reed-Attorney with Reed Claymon, Russell Kent, Melissa Greer, Angela Caraway, Paul Lebouef-all with Wells Fargo

- I. Call to Order:** Tom Kikis called the meeting to order at 4:02 pm and asked Jeffrey to read the Foundation's Mission Statement.
- II. Approval of Minutes:** April 30, 2025, Board Meeting Minutes and May 1, 2025, Board Strategic Planning Minutes were reviewed.
Lori Wilson moved to accept the April 30, 2025, Board Minutes, and the May 1, 2025, Board Strategic Planning Minutes, and Jack Smith seconded. Motion carried.
- III. Community Input:** Tomball City Council representative Randy Parr reported that there have been new appointments to the city's Board and Committees. Costly capital improvements are ongoing, including sewer and a new ground water storage tank.
- IV. Monthly Financial Reports:**
- A. Wells Fargo** gave the April review of our Investment Portfolio. Russell Kent reported that over the last 12 months, our portfolio is up 8.77%. Since its June 2016 inception, it is up 8.22% versus a 6.88% benchmark. As of April 30, 2025, the balance is \$133,579,620, an increase of over \$78 million since inception, with \$30,394,413 in withdrawals. The balance as of today is \$137,379,691.
Jeffrey requested the monthly funds transfer of \$750,000 from Wells Fargo to Frost Bank by May 30, 2025.
Janna Hoglund moved to approve transferring \$750,000 from Wells Fargo to Frost Bank by May 30, 2025. Jack Smith seconded. Motion carried.
- B. Portfolio Allocation-** The Finance Committee met to discuss the TRHF portfolio asset allocation. The current allocation is 60% Equities and 40% Fixed Income. Our Investment Policy Statement specifies that Equities are not to exceed 55-65% of the total portfolio, and Fixed Income should not be less than 30-40% of the total portfolio. The Board agreed with the Finance Committee's recommendation to move 5% out of Equities to Fixed Income temporarily to prioritize preservation of our principal, considering the current Market volatility. Our allocation would be 55% Equities and 45% Fixed Income.
The Finance Committee moved to request Wells Fargo temporarily adjust the current portfolio allocation from 60% Equities and 40% Fixed Income to 55% Equities and 45% Fixed Income. Sharon Frank seconded. Motion carried.

- C. **Financial Summary** from April 2025 was reviewed. Jeffrey reviewed expenses and reported that operating funds were \$134,056,459.03, a decrease of \$56,192 from March, but an increase of over \$5.4 million from April 2024. According to the P&L, Q1 Project Expenditures were \$891,863.92 compared to \$668,781.67 for Q1 2024. On the Cash Report, Jeffrey pointed out that there were several large transactions due to most organizations being set up on a quarterly payment plan. He is also going to request that our bookkeeper change the Budget v. Actuals to a different format, as this quarterly format does not give a great representation of our financials for management purposes. He also reported that to date, we've paid out \$1.7 million in building construction.

Vicki Clark moved to accept the April 2025 financials, and Lori Wilson seconded. Motion carried.

V. Funding Partner Updates:

- A. **Funding Reports-** The Board reviewed the updated project funding report. 2025 total approved funding is \$3,885,245. The current projection of funds to be utilized is \$3,760,041 due to some partners being behind on using their allocated funds.

During the storms over Memorial Day weekend, Inspiration Ranch suffered damage to its buildings and fences. They are requesting community assistance in covering the costs of repairs. The Board agreed that Jeffrey should contact Inspiration Ranch to assess their needs to possibly assist with disaster relief funds.

Jack Smith moved to approve funding Inspiration Ranch up to \$25,000 in disaster relief funds if needed, and Christina Nash seconded. Motion carried.

- B. **Summary of May 8 Roundtable Luncheon-** Tom and Maggie represented the Board at the Children and Young Adults Roundtable held at Boys and Girls Country of Houston. They reported that the roundtables keep getting better. Partners in attendance are grateful for the opportunity to promote their programs and connect with other organizations to share resources. 53 people were in attendance. The next roundtable is scheduled for August 20, 2025, on the topic of Food Insecurity and Senior Services to be held at Harris County ESD8's new community building. The Board expressed their gratitude to Jeffrey for launching the roundtables and they are pleased with all the positive outcomes from the events. Jeffrey thanked Sarah for all the coordination she does to help make them successful.
- C. **TOMAGWA Dental Program-** Jeffrey had a meeting with TOMAGWA's Board Chair. He is looking into why they are not utilizing all their dental funding.
- D. **May 12 Funding Committee update-** The Board reviewed the Funding Committee Minutes. Jeffrey and Sarah have met with over 20 new organizations that may apply for funding. Due to limited manpower and funds, we will need to be very strategic in who we fund for 2026. Multi-year funding for a select few organizations is an option under consideration.

VI. CEO Report:

- A. **Development of Medical Complex Drive (MCDP) update-**
- Reviewed Paradigm's 3-week timeline, noting that the rain is delaying the pavement pouring to next week, but critical path items are not being affected.
 - Reviewed the Construction Cost Report.
 - Meeting with the pond management company went well. They are very pleased with

Paradigm's design and construction work on the pond.

-Paradigm's next pay app will be a little over \$600,000.

-Briefly discussed additional staff needs for managing the Learning Center and contracting maintenance and grounds work.

B. By-laws Review- Legal Counsel reported the bill passed and moved on to the Governor's office. We should know by June 22 if it will become law.

C. Medicare Payments update- Legal Counsel will have an update on Friday.

D. CEO contract updates- No changes at this time.

E. Executive Team Engagement Summary- the Board reviewed, and Jeffrey pointed out his meeting with Dr. Jay Maddock with the TAMU Center for Health and Nature, noting their interest in our fitness park. Jeffrey is also setting a meeting with Texas Parks and Wildlife. We connected with them at the Matheson Park ribbon cutting. The board was pleased with the continued contacts even with the extra work involved managing the construction.

VII. Closed Session- the Board went into closed session at 5:10 pm pursuant to Sec. 551.071 of the TEXAS GOVERNMENT CODE to discuss with its attorney, either in person or by telephone, matters which require the confidential discussion with counsel under the attorney client privilege including personnel matters and also financing options for the building of the Tomball Regional Health Foundation offices on Medical Complex Drive.

VIII. Open Session- the Board came back into open session at 5:25 pm. No action was taken.

IX. Adjournment

Christina Nash moved to adjourn the meeting at 5:26 pm, and Maggie Yacoubian seconded. Motion carried.



Vicki Clark (Secretary)