

Tomball Hospital Authority DBA Tomball Regional Health Foundation
Board of Directors Minutes – May 23, 2023

Present: Jim Ross-Chairman, Jack Smith-Vice Chairman, Tom Kikis-Secretary, Vicki Clark-Treasurer, Bill Hogue, Danny Marburger, Jack Smith, Latrell Shannon, Margarete Yacoubian, Christina Nash

Absent: Lori Wilson

Also, Present: Jeffrey Klein-CEO, Sarah Dill-Administrative Manager,

Also, Present Via Zoom: Kevin Reed-Attorney with Reed Claymon.
Paul LeBouef, Melissa Greer, Angela Caraway-all with Wells Fargo.

I. Call to Order: Jim Ross called the meeting to order at 4:00 pm and read the Foundation's Mission Statement.

II. Approval of Minutes: April 26, 2023, Board Meeting Minutes were reviewed.
A motion was made by Jack Smith to accept the April Minutes and seconded by Latrell Shannon. Motion carried.

III. Community Input: No community input.

IV. Monthly Financial Reports:

A. Jeffrey Klein reviewed the April 2023 Balance Sheet, Profit and Loss Sheet, and cash report. Total assets as of April 30, 2023, were \$113,943,028. Expenses are under budget.
A motion was made by Tom Kikis and seconded by Christina Nash to accept the April 2023 financials. Motion carried.

B. Wells Fargo reviewed the April Portfolio. Paul Lebouef gave an economic overview of current market conditions and discussed potential ramifications of the inability for lawmakers in Washington D.C to compromise on the debt ceiling. Melissa Greer briefly discussed portfolio investments related to Large and Small Cap equity positions. Wells Fargo adjusted the cash position up from last month as requested by Jeffrey to take advantage of increased money market rates. This increase is well within our investment policy statement.

Jeffrey requested the monthly funds transfer of \$250,000 from Wells Fargo to Frost Bank for June 1, 2023.

A motion was made by Margarete Yacoubian and seconded by Vicki Clark to approve moving \$250,000 from Wells Fargo to Frost Bank. Motion carried.

C. Jeffrey reviewed the Project Funding Summary spreadsheet. Current spending projection is \$3.2 million, leaving \$876,000 in funds available to award even with the addition of five new funding partners.

V. CEO Summary Report:

- A. Grant Management Software (Foundant) Update**-Jeffrey and Sarah have mostly completed training and are making final adjustments to the application process. The software is on track to go live on June 1.
- B. Dates and processes for 2024 funding requests**-the Board reviewed the 2024 funding process and timeline document shared with our funding partners. Jeffrey reported our partners are very receptive to the new process.
- C. Property maintenance update**-Felco completed clearing the underbrush on the Medical Complex Drive property. They discovered that someone has been dumping construction debris and that there have been cedars cut down. Felco recommended posting the property. Jeffrey will investigate posting the property.
- D. Addition of zip code 77070**-in speaking with several funding partners, Jeffrey requested the Board consider adding zip code 77070 to better serve the health and wellness needs of those in our area.
A motion was made by Tom Kikis and seconded by Danny Marburger to approve adding the zip code 77070 to the Tomball Regional Health Foundation service territory. Motion carried.
- E. 2023 funding agreement extensions for key funding partners**-in order to alleviate the burden on TRHF staff and funding partners during the new funding year transition, Jeffrey requested extending funding agreements for organizations who answer yes to the following questions. No extension will be finalized without a Board vote:
- Will the organization's funding run out during the last quarter of the year?
 - Is most of the funding consistent in nature and not project based?
 - Is it reasonable to extrapolate the remaining portion of the 2023 funding year based on the existing funding contract?
 - Has the organization been funded by TRHF for the last two years?
 - Is the organization receptive to a contract extension with the same terms instead of a new one?
 - Will the organization be seeking funding in 2024 and be turning in updated financials in conjunction with the 2024 request?
- A motion was made by Vicki Clark and seconded by Christina Nash to approve extending funding agreements for organizations who meet the criteria presented with Board approval. Motion carried.*
- F. Training for staff**-with \$9,000 budgeted for training purposes, Jeffrey requested the Board's approval to join Philanthropy Southwest for training and networking purposes. The Board would like to see a sample of an agenda as well as additional information on membership fees before approving. Jeffrey also requested approval for Sarah to apply to attend Leadership North Houston. Jeffrey just completed LNH and found the connections made valuable.
A motion was made by Christina Nash and seconded by Vicki Clark to approve Sarah Dill applying for the 2023-24 Leadership North Houston class. Motion carried.

G. Blumberg Ribner, Inc. email concerning SSI percentage-The Board reviewed the email and Jack Smith gave the background regarding the pending legal action involving Tomball Regional Hospital and the U.S. Department of Health and Human Services (HHS) regarding optimizing Medicare Disproportionate Share Hospital (DSH) payments. According to Blumberg Ribner, there are pending remands for the SSI Percentage issue for fiscal years 1998 and 2001 through 2004. Kevin Reed will investigate whether we should proceed.

H. Executive Team Engagement Summary

-Jeffrey highlighted that Klein ISD Health Services presented an award recognizing TRHF.
-Margarette Yacoubian and Jack Smith attended the last roundtable luncheon focused on individuals with special needs. They reported how impactful it was to hear directly from our partners as they went around the table stating their organization's purpose and how much TRHF funding helps them accomplish their goals. Jeffrey added that he is seeing the desired result of many partners connecting with one another.

VI. Board Vacancy:

A. Board vacancy discussion-David McClinton submitted his letter of resignation from the Board last week to Jim Ross. His resignation will take effect immediately. David will be joining the board of another area foundation. This is a board appointed position and potential candidates should live in the TRHF zip code area, but not inside the City of Tomball. Four names were brought to the attention of the Board for consideration and additional names were requested by Nominating Committee Chair, Danny Marburger. Danny would like to set up a Nominating Committee meeting as soon as possible.

B. Nominating Committee nominations-David's resignation leaves an opening on the Nominating Committee. For balance, Jeffrey recommended considering a city appointee for the position.

A motion was made by Danny Marburger and seconded by Vicki Clark to place Christina Nash on the Nominating Committee. Motion carried.

C. Funding Committee nominations-David's resignation leaves an opening on the Funding Committee.

A motion was made by Christina Nash and seconded by Latrell Shannon to place Tom Kikis on the Funding Committee. Motion carried.

VII. Monthly and Quarterly Reports for April 2023:

A. TOMAGWA's April Financial Report was reviewed. They received \$37,919.46 for April dental expenses. Jeffrey pointed out some of the highlights of the report. He also reported that he had a positive visit with CEO, Tamika Simmons. The FQHC application is still moving forward, and they are bringing an OB/Gyn in one day per week to expand their services to women.

B. Kailee Mills Update-Jeffrey reported that he is working with the Kailee Mills Foundation to help connect them with local schools to encourage progress on the project we are funding.

VIII. Monthly Funding Requests:

- A. Senior Rides and More-** the Board reviewed the 2023 summary of Senior Rides and More's request for \$10,000 to provide transportation services for the elderly to medical appointments via Lyft or Uber free of charge. Jeffrey reported that they are adding three of our zip codes to their service area. Funding would run from June 1 to December 31, 2023. *The Funding Committee made a motion to approve funding \$10,000 to Senior Rides and More and Danny Marburger seconded the motion. Motion carried.*
- B. The Rose-** the Board reviewed the 2023 summary of The Rose's request for \$25,000 to provide free breast screening care to uninsured patients whose incomes are at or below 200% of the Federal Poverty level. The funding period would run from June 1 to December 31, 2023. *The Funding Committee made a motion to approve funding \$25,000 to The Rose and Jack Smith seconded the motion. Motion carried.*
- C. Cy-Hope-** the Board reviewed the 2023 summary of Cy-Hope's request for \$10,000 to provide mental health counseling for clients needing free or reduced-rate counseling in the TRHF area from June 1 to December 31, 2023. Danny Marburger gave a positive report of his meeting with Cy-Hope and their plans to expand their services in Waller. *The Funding Committee made a motion to approve funding \$10,000 to Cy-Hope and Margarete Yacoubian seconded the motion. Motion carried.*
- D. American Heart Association-**the Board reviewed the updated request for \$48,787 to supply CPR and other medical kits to smaller non-profit organizations in our area. The funding would run from June 1 to December 31, 2023. Jeffrey reported that AHA is also reaching out to Tomball Pregnancy Center regarding their needs. *A motion was made by Jack Smith to approve funding \$48,787 to the American Heart Association and Tom Kikis seconded the motion. Motion carried.*

IX. NO CLOSED SESSION

X. Adjournment

A motion was made by Christina Nash to adjourn the meeting at 5:53 pm and seconded by Vicki Clark. Motion carried.

Tom Kikis
Tom Kikis (Jun 29, 2023 11:51 CDT)

Tom Kikis, Secretary