

Tomball Hospital Authority DBA Tomball Regional Health Foundation
Board of Directors Minutes – September 27, 2023

Present: Jim Ross-Chairman, Tom Kikis-Vice Chairman, Vicki Clark-Secretary, Danny Marburger, Margarete Yacoubian, Lori Wilson, Sharon Frank, Jack Smith

Present Via Zoom: None

Absent: Bill Hogue, TJ Tijerina, Christina Nash

Also, Present: Jeffrey Klein-CEO, Sarah Dill-Administrative Manager, Karla Velasquez-Myrtle Cruz

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

I. Call to Order: Jim Ross called the meeting to order at 4:03 pm and read the Foundation’s Mission Statement.

II. Approval of Minutes: August 23, 2023, Board Meeting Minutes were reviewed. *A motion was made by Lori Wilson to accept the August Minutes and seconded by Tom Kikis. Motion carried.*

III. Community Input: No community input.

IV. Monthly Financial Reports:

A. Financials-Karla Velasquez reviewed the August 2023 Balance Sheet and Profit and Loss Sheet. Total assets as of August 31, 2023, were \$119,724,204.01. Expenses are \$53,000 under budget. Jeffrey also reviewed the cash report.
A motion was made by Vicki Clark and seconded by Sharon Frank to accept the August 2023 financials. Motion carried.

B. Wells Fargo reviewed the August Portfolio. Russell Kent reported that the portfolio is up 16.11% for the year through August 31, 2023. The market has expectedly pulled back, but our portfolio is still nicely positioned with cash growing at 5.25%. Our portfolio has grown 7.42% since inception even with some very challenging markets.

Jeffrey requested the monthly funds transfer of \$250,000 from Wells Fargo to Frost Bank to be made on October 2, 2023.

A motion was made by Danny Marburger and seconded by Tom Kikis to approve moving \$250,000 from Wells Fargo to Frost Bank on October 2, 2023. Motion carried.

C. Project Funding Update-Jeffrey reviewed the Project Funding Summary spreadsheet. The current spending projection is \$3.4 million.

V. CEO Report:

- A. Insurance proposal for annual renewal-**Jeffrey reported that Higginbotham's proposal is less expensive than the Fortis proposal even with additional coverage. The Executive Committee recommended that the Board proceed with Higginbotham's insurance proposal.
A motion was made by Lori Wilson to accept the insurance proposal from Higginbotham and Maggie Yacoubian seconded the motion. Motion carried.
- B. TRHF Investment Policy-**Jeffrey reported that the Finance Committee met to review the current investment policy. The original policy is overly complicated. Kevin Reed has returned a simpler redlined version that will be reviewed by the Finance Committee on Monday, October 2, 2023.
- C. Strategic Planning Session for Medical Complex Drive Property-**The TRHF lease agreement with the Tomball Chamber expires October 2024. Although the Chamber may extend the agreement for a limited period, it is clear that the TRHF needs to seek another office space. Sarah emailed a brief survey to the Board to determine the best date to schedule a Saturday planning meeting to walk our property and discuss options for a permanent office.
- D. Upcoming Events and Calendar Items**
- The Waller Pregnancy Care Center has 4 spots remaining at the table they designated for TRHF at their Gala on October 5, 2023.
 - At the October 25th Board Meeting, we would like to schedule a photographer to take a group photo and headshots for our website.
 - Jeffrey spoke to Latrell about presenting her recognition of service gift. She's considering options and will get back with Jeffrey.
 - Due to the holidays, Jeffrey proposed moving the November Committee meetings up a week to November 13th and 14th and scheduling the Board meeting for November 29th. For December, Committee meetings will be held on December 11th and 12th and no Board meeting will be held. A social gathering will be planned for December.
- E. Executive Team Engagement Summary-** Jeffrey covered a few highlights from the summary.
- TRHF was recognized as one of Society of Samaritans top 10 funders in the last ten years at their Gala.
 - The Kailee Mills foundation, with Jeffrey's help, has secured five high schools to present seat belt safety talks.
 - The August Roundtable focused on mental health went very well with 30 people in attendance.

VI. Monthly and Quarterly Reports:

A. TOMAGWA

- Timika sent an email expressing her appreciation for TRHF's support and shared a letter announcing that TOMAGWA successfully passed the Federally Qualified Health Center Look-A-Like Operational Site Visit – Initial Designation, in the state of Texas.
- August invoices were available for review for a total of \$45,542.96. The August financial packet has not been sent yet due to TOMAGWA's Board meeting being moved to September 25th with the FQHC site visit.

- B. Review Invoice from Attorney**—the Board reviewed the Reed Claymon invoice for \$11,254 covering the months of April through August.

A motion was made by Tom Kikis to approve paying the legal services invoice from Reed Claymon for \$11,524 and seconded by Vicki Clark. Motion carried.

VII. Monthly Funding Requests for 2024:

- A. JoyRide Center** submitted their 2024 request for \$117,300 to provide support for their PREP Day Program (\$75,300), Operation Equine (\$32,000), and Tuition Assistance (\$10,000). The PREP Day program blends vocational skills training and life skills education for adults with special needs. Operation Equine is a program that provides U.S. Veterans with a supportive and therapeutic environment through horse and human interaction. Tuition Assistance is a reduced rate of tuition for families with financial need who wish to participate in Therapeutic Riding, Equine-Assisted Learning, and PREP Day Programs. There is no cost for veterans.
The Funding Committee made a motion to fund JoyRide Center for \$117,300 for the PREP Day Program, Operation Equine, and Tuition Assistance. The motion was seconded by Jack Smith. Motion carried.
- B. Senior Rides and More** is requesting \$20,000 in funding for 2024 to provide free transportation to seniors for doctor visits, grocery shopping, prescription pick-up, and other needs. Senior Rides and More will expand their services into four additional TRHF zip codes: 77064, 77354, 77355, and 77362 for a total of 10 zip codes served in our area.
The Funding Committee made a motion to approve funding Senior Rides and More \$20,000 for senior transportation services and Tom Kikis seconded the motion. Motion carried.
- C. Cy-Hope** is requesting \$95,000 in funding for 2024. \$20,000 would expand access to affordable mental healthcare for 30 low-income clients in TRHF's service area at Cy-Hope's Cypress location. \$75,000 would enable Cy-Hope to open a counseling center in Waller by funding a fully licensed clinician.
The Funding Committee made a motion to fund Cy-Hope for \$95,000 as requested and Danny Marburger seconded the motion. Motion carried.
- D. Habitat for Humanity MCTX** is requesting \$20,000 in funding for 2024 for their Critical Home Repair program that serves TRHF zip codes 77354, 77355, and 77362. The funds would be used for program and supply costs for health and safety related home repairs for low- and moderate-income individuals and families with special needs.
A motion was made by the Funding Committee to approve funding Habitat for Humanity MCTX \$20,000 for ADA compliant home repair projects and seconded by Maggie Yacoubian. Motion carried.
- E. Northwest Community Health** is requesting \$2,500 in funding for 2024 to provide scholarship funds for students in Tomball and Klein ISD's unable to pay for the EMT program or pay to take the certification exam.
A motion was made by the Funding Committee to fund Northwest Community Health \$2500 for scholarship funds for students in the EMT program and Tom Kikis seconded the motion. Motion carried.

F. Lone Star College Foundation submitted a request for 2024 for a total of \$255,909. \$44,434 of the funding would provide Testing Fee Scholarships to cover exam fees required for Texas licensure for LSC Health and Science Programs. \$11,475 in funding for the “Ask about Meningitis, Get the Shot, and Register” program. \$200,000 in funding would be to establish four \$50,000 endowments to provide scholarships for students in the Occupational Therapy Assistant, Surgical Technology, Medical Laboratory Technology, and Pharmacy Technology programs.

The Funding Committee voiced concerns regarding the \$200,000 request to fund the four endowments. Jeffrey is to discuss other options to fund scholarships with the Lone Star College Foundation to take back to the Funding Committee for consideration.

A motion was made by the Funding Committee to fund \$44,434 for Testing Fee Scholarships and \$11,475 for the “Ask about Meningitis, Get the Shot, and Register” program for a total of \$55,909 and seconded Jack Smith. Motion carried.

G. Senior Companions of Harris County is requesting \$25,300 in funding for 2024 to expand into the TRHF region. \$20,800 would go to hourly stipends for low-income senior companion volunteers who provide companionship and support to less-abled senior clients and provide respite for a caregiving family member. \$4,500 would go to the salary for the Project Director and Administrative Assistant who manage the volunteers and clients. The Funding Committee tabled this discussion to go before the Board of Directors for further discussion. The Board considered if senior companionship qualifies for funding as health and wellness. Kevin Reed voiced that based on other organizations he works with he considers this socialization-oriented healthcare. Other members of the Board had the opinion that this service helps with isolation which impacts mental health. The Board agreed after this discussion that senior companionship does qualify as health and wellness.

A motion was made by Danny Marburger to fund Senior Companions of Harris County \$25,300 and Jack Smith seconded the motion. Motion carried.

VIII. Closed Session-the Board went into closed session at 4:57 pm to deliberate the evaluation, duties, and employment of the Authority CEO and the Authority Administrative Manager.

IX. Open Session-the Board came back into open session at 5:04 pm.

The board expressed its enthusiastic appreciation to Jeffrey and Sarah for a job well done.

A motion was made by Tom Kikis to approve salary increases for Jeffrey Klein of 5.36% and Sarah Dill 5.73% effective October 1, 2023. Lori Wilson seconded the motion. Motion carried.

X. Adjournment

A motion was made by Vicki Clark to adjourn the meeting at 5:07 pm and seconded by Sharon Frank. Motion carried.



Vicki Clark (Secretary)