

**Tomball Hospital Authority DBA Tomball Regional Health Foundation
Board of Directors Minutes – November 29, 2023**

Present: Jim Ross-Chairman, Tom Kikis-Vice Chairman, Danny Marburger, Margarette Yacoubian, Sharon Frank, Lori Wilson, Bill Hogue

Present Via Zoom: Jack Smith, Christina Nash-Treasurer

Absent: TJ Tijerina, Vicki Clark-Secretary

Also, Present: Jeffrey Klein-CEO, Karla Velasquez-Myrtle Cruz, Bruce Hillegeist-GTACC, Randy Parr-City of Tomball

Also, Present Via Zoom: Sarah Dill-Administrative Manager, 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 4:01 pm and read the Foundation’s Mission Statement.
- II. **Approval of Minutes:** October 25, 2023, Board Meeting Minutes were reviewed. *A motion was made by Lori Wilson to accept the October Minutes and seconded by Danny Marburger. Motion carried.*
- III. **Community Input:**
 - Bruce Hillegeist expressed his appreciation for the Board’s funding of the high school bands for the Tomball Holiday Parade.
 - Randy Parr informed the Board that the City of Tomball is continuing to work on its tree ordinance, and they are continuing discussions on capital improvement plans.
- IV. **Monthly Financial Reports:**
 - A. **Financials-**Karla Velasquez reviewed the October 2023 Balance Sheet and Profit and Loss Sheet. Total assets as of October 31, 2023, were \$111,905,172.30. Expenses are under budget. Jeffrey reviewed the cash report and reported that Wells Fargo portfolio closed at \$118,700,718 today.
A motion was made by Tom Kikis and seconded by Maggie Yacoubian to accept the October 2023 financials. Motion carried.
 - B. **Wells Fargo** reviewed the October portfolio. Russell Kent reported that the portfolio is up 9% year to date and 6.5% since inception. Equities are up 14.5% year to date. In looking at total earnings since inception, Russell reported that we’re getting close to doubling our money. Jeffrey requested the monthly funds transfer of \$250,000 from Wells Fargo to Frost Bank to be made December 1, 2023.
A motion was made by Danny Marburger and seconded by Sharon Frank to approve moving \$250,000 from Wells Fargo to Frost Bank. Motion carried.
 - C. **Project Funding Update-**Jeffrey reviewed the Project Funding Summary spreadsheet. We’re projected to pay out \$3.7 million, which is just over 3.5%.

V. CEO Report:

A. TRHF Investment Policy-Jeffrey reported that the Finance Committee recommends moving forward with the revised policy. Kevin Reed reported that the original policy was very lengthy and repetitious. Only substantive changes were made to page 10, Exhibit A regarding investment guidelines. Benchmarks were verified with Wells Fargo.

A motion was made by Danny Marburger and seconded by Lori Wilson to approve the revised TRHF Investment Policy. Motion carried.

B. Independent source for Public Funds Investment Act Training-Jeffrey completed the PFIA Training this year. Jim Ross has also been through the class. Both recommend Patrick Shinkle's course. As Treasurer, Christina Nash, will be required to complete the training.

A motion was made by Sharon Frank and seconded by Tom Kikis to approve TRHF utilizing Patrick Shinkle's Public Funds Investment Act Training.

C. 2024 Budget-Jeffrey presented the 2024 budget for the Board to review. He highlighted a few areas with substantial increases: audit, Medical Complex Drive property, and legal expenses. We did not have an audit in 2023 with the transition to the new fiscal year. Plans to begin construction on our property will undoubtedly increase those expenses. The construction project is also likely to result in an increased need for legal services.

A motion was made by Lori Wilson and seconded by Danny Marburger to approve the 2024 budget. Motion carried.

D. Executive Team Engagement Summary

-Bill Hogue and Tom Kikis represented the Board at the November Roundtable focused on senior health needs. They both were pleased to meet organizations we fund and hear about the impact of our funding as well as the collaborative result of bringing the organizations together. Both thanked Jeffrey and Sarah for their outstanding work putting on the event.

-Jeffrey gave an overview of last week's Families Feeding Families event that he and Sarah attended. Very impressed with the organization.

-Jeffrey reported that Joel Dinkins, Executive Director of the ERJCC, came to our office to thank us in person for our support of Senior Companions in Northwest Harris County.

VI. Monthly and Quarterly Reports:

A. TOMAGWA-The Board reviewed TOMAGWA's October financial packet. Jeffrey pointed out that the cash flow projection does not include the first special agreement payment we made in October of \$50,000. \$32,940.04 was invoiced for salaries in October. The board directed that the second payment for \$55,000 for the special funding agreement be paid.

VII. 2024 Funding Requests:

Funding Committee reviewed on October 30, 2023:

A. Be An Angel submitted a 2024 funding request for \$60,000: \$27,000 for adaptive equipment for medically fragile children ages 0-22, and \$33,000 for respite care events facilitated through Tomball ISD.

On October 30, 2023, the Funding Committee made a motion to approve Be an Angel's 2024 funding request for \$60,000. The motion was seconded by Tom Kikis. Motion carried.

- B. Care Net Pregnancy Center** is requesting \$45,000 in funding for 2024 for new and ongoing training for staff and volunteer sonographers (\$17,000) as well as 25% of the salaries for Consultation Nurses (\$28,000). The Funding Committee discussed Care Net's location and if that warranted funding 25% of the salaries for Consultation Nurses.

On October 30, 2023, the Funding Committee made a motion to approve the Care Net Pregnancy Center's 2024 request for \$17,000 for sonographer training. Tom Kikis seconded the motion. Motion carried.

- C. Inspiration Ranch** submitted a 2024 funding request for \$309,971. Each therapeutic riding session costs IR \$241. Families pay \$50 per ride leaving a \$191 gap for IR to cover. They are requesting that TRHF cover this \$191 gap per riding session for the 51 clients they expect to have in 2024 living within the TRHF service area. Their clients ride an average of 31 times annually equating to scholarships for 1,581 rides within the TRHF service area. (\$191 per session x 31 weeks x 51 families = \$309,971). TRHF funded \$160,000 2022-2023 and after discussing limits to increases, decided to approve increasing their funding by 15% to \$184,000, which will cover about 31 kids at \$191 per session.

On October 30, 2023, the Funding Committee made a motion to approve funding Inspiration Ranch \$184,000. Danny Marburger seconded the motion. Motion carried.

- D. Kailee Mills Foundation** submitted a request for \$25,000 in funding for 2024 including \$20,000 for Seat Belt Safety Awareness School Programs for the five Klein ISD High Schools and \$5,000 in funding for 50 Buckle Up Road Signs installations at Klein, Tomball, and Magnolia schools. The Funding Committee discussed whether to fund the signs.

On October 30, 2023, the Funding Committee made a motion to approve Kailee Mills Foundation's request for \$20,000 for Seat Belt Safety Awareness School Programs for the five Klein ISD Schools.

*Jeffrey informed the Board that he received new information that Cy-Fair ISD approved hosting Kailee Mills at their high schools. He would like to ask the Board to consider funding \$24,000 to include one Cy-Fair high school, or \$25,000 to split between two Cy-Fair high schools at \$2500 each, or \$28,000 for two Cy-Fair high schools at \$4,000 each. The high schools in question would be Cy-Creek and Cy-Fair.

Jim Ross made a motion to approve funding Kailee Mills Foundation \$28,000 for Seat Belt Safety Awareness School Programs for the five Klein ISD Schools and two Cy-Fair ISD Schools. The motion was seconded by Christina Nash. Motion carried.

- E. Lone Star College Foundation** submitted an updated request regarding the endowment funding they originally submitted as part of their 2024 funding request. Instead of funding four endowments totaling \$200,000, they are asking TRHF to fund four scholarships for \$3,000 each totaling \$12,000. These scholarships would benefit students in the Occupational Therapy Assistant, Surgical Technology, Medical Laboratory Technology, and Pharmacy Technology Programs.

On October 30, 2023, the Funding made a motion to approve the Lone Star College Foundation's 2024 request for \$12,000 for four \$3,000 scholarships to be awarded to one student from each of the four designated programs. The motion was seconded by Maggie Yacoubian. Motion carried.

- F. **Ruby's Home for Good** submitted a funding request for \$19,895.50 for 2024 including \$8685 for Veterans Horsemanship courses, \$1020 for Veterans Refresh course, \$4342.50 for Youth Horsemanship course, and \$5848 for the Equusoma Horse-Human Trauma Recovery Training certification program for staff. The Funding Committee discussed whether to fund staff training.

On October 30, 2023, the Funding Committee made a motion to approve Ruby's Home for Good's 2024 request for \$14,000 for the Veterans and Youth Horsemanship courses. Maggie Yacoubian seconded the motion. Motion carried.

- G. **Shield Bearer Counseling Center** submitted a 2024 funding request for \$173,000. \$134,000 of this request is to bridge the gap between what clients in the TRHF area can pay and the breakeven cost for Shield Bearer to provide their counseling services. The second part of the request for \$39,000 is for a Crisis Response Fund to provide mental health services in the case of a tragic event. The Funding Committee discussed that they would rather TRHF determine how funding is used during a tragic event and decided to recommend the Board not fund this portion of the request.

On October 30, 2023, the Funding Committee made a motion to fund Shield Bearer Counseling Center's \$134,000 request for Shield Bearer to offer reduced-rate counseling services in 2024. Bill Hogue seconded the motion. Motion carried.

- H. **Swim Safe Forever** submitted a request for \$26,075 for scholarships for self-rescue survival-based swim lessons that teach children life saving measures if they were to make it to a body of water without proper adult supervision (\$8,125 plus \$575 for promotional materials). The second portion of the request is for their Surviving the Spectrum program which provides lessons to children on the autism spectrum (\$16,000 plus \$1375 for promotional materials). The Funding Committee discussed whether to include promotional material in funding and to fully fund Surviving the Spectrum.

On October 30, 2023, the Funding Committee approved Swim Safe Forever's 2024 request for \$16,125 for lessons only: \$8125 for the Swim Safe Forever Program and \$8,000 for the Surviving the Spectrum program. The motion was seconded by Danny Marburger. Motion carried.

- I. **Mosaics of Mercy** is a new organization to request funding for 2024. They are requesting \$30,000 to fund a part-time licensed bilingual navigator to help members of our community access mental health and substance abuse recovery services. Mosaics of Mercy provides Licensed Professional Counselors and Licensed Clinical Social workers who function as navigators to help individuals connect to the specific mental health resources they need. Mosaics of Mercy also works with medical providers to help them find appropriate mental health providers to refer their patients. They would like to pilot this program in the Tomball area. The Funding Committee discussed funding a program that is not yet established in the Tomball area and expressed concerns about HIPAA compliance and the overall process.

On October 30, 2023, the Funding Committee declined funding Mosaics of Mercy's 2024 request for \$30,000. The Board tabled the discussion and is requesting Mosaics make a presentation to the Board in person at the January Board meeting to help TRHF better understand their operations and this program.

Funding Committee reviewed on November 13, 2023:

- J. TOMAGWA** submitted a 2024 funding request for \$595,000 for their dental services, \$477,814 for salaries and benefits and \$117,186 for equipment, supplies, and labs. This funding will allow them to increase dental services to 4,500, expand access to dental services at the Magnolia clinic from 2.5 to 5 days a week, and expand new oral surgery services.

On November 13, 2023, the Funding Committee made a motion to approve funding TOMAGWA's 2024 request for \$595,000. The motion was seconded by Tom Kikis. Motion carried.

- K. PsychPlus Foundation Inc** submitted a 2024 funding request for \$481,090 to reimburse underpaid, outstanding, or unpaid balances for care below expected outpatient market rates for psychiatric care for patients originating from zip codes in the TRHF service area. The Funding Committee agreed that increasing funding from \$189,000 to \$481,090 was too steep of an increase and settled on a 15% increase to \$217,350.

On November 13, 2023, the Funding Committee approved funding PsychPlus Foundation Inc \$217,350 in 2024 for uninsured clients, those who can't afford their co-pay, and those whose mental health insurance benefits have run out. The motion was seconded by Danny Marburger. Motion carried.

- L. PTSD Foundation** submitted a 2024 funding request for \$100,000. \$50,000 would fund the Camp Hope Trauma Recover Program and \$50,000 would fund the Warrior Outreach Program. The rates differ depending on which of the three programs is utilized: Companion Services \$25 per hour, Mentorship Services \$33 per hour, and Peer Support Services \$71 per day per veteran. The Funding Committee discussed how well funded the PTSD Foundation is and whether our funds are truly needed.

On November 13, 2023, the Funding Committee declined the funding request for the PTSD Foundation's request for \$100,000 for 2024. The Board agreed with this recommendation.

- M. American Heart Association** submitted a request for \$66,238 in funding for 2024 to support pregnant and post-partum patients with high blood pressure. The funding will be split amongst Tomball Pregnancy Center, Waller Pregnancy Care Center, and Yes to Youth. Specifically, funding will be used for 600 self-monitoring blood pressure devices and education materials. AHA will offer stipends to staff members at the organizations that help conduct training. Funding will also be used to provide 200 infant CPR Anytime® personal use kits, including shipping, and printing and supplies including labels for the kits. Lastly, a small portion of the funds will be used to support staff costs and associated indirect costs.

On November 13, 2023, the Funding Committee made a motion to approve funding the American Heart Association \$66,238 for its maternal health program in 2024. Maggie Yacoubian seconded the motion. Motion carried.

- N. As-Salam Clinic** is requesting \$40,000 in funding for 2024 to provide free primary and specialty healthcare to both the uninsured and the underinsured.

On November 13, 2023, the Funding Committee made a motion to fund As-Salam Clinic \$40,000 for 2024. The motion was seconded by Christina Nash. Motion carried.

- O. REACH Unlimited** is requesting \$15,000 in funding for 2024 to purchase equipment for an interactive climate-controlled exercise room to improve the health of their clients with intellectual and developmental disabilities.

On November 13, 2023, the Funding Committee made a motion to approve funding REACH Unlimited's 2024 request for \$15,000. Jack Smith seconded the motion. Motion carried.

- P. Tomball Fire Department** submitted two requests for 2024 funding:

1. CyanoKits-\$10,200 for 12 kits. Emergency kits designed to combat cyanide poisoning that is a life-threatening condition that can arise during and after fires.

The Funding Committee requested Jeffrey obtain additional information and tabled this discussion to take before the Board.

*Jeffrey spoke to Houston FD Safety Officer, Sr. Captain Mark Akers, and he confirmed how imperative CyanoKits are for saving lives. He also spoke to The Woodlands FD Battalion Chief, Jeff Johnston, who confirmed. Jeffrey reported the kits have a three-year shelf life. *A motion was made by Danny Marburger and seconded by Sharon Frank to approve funding Tomball Fire Department \$10,200 for CyanoKits. Motion carried.*

2. Bulletproof Vests-\$22,000. Needed to enhance the safety and protection of first responders for responding to active shooter incidents and other dangerous situations. The committee discussed whether we should fund safety related requests.

On November 13, 2023, the Funding Committee declined to recommend funding the Tomball Fire Department \$22,000 for bulletproof vests. The board concurred.

- Q. CASA Child Advocates of Montgomery County** submitted a request for \$9,790.53 for 2024 to conduct two different styles of Trust-Based Relational Intervention (TBRI®) to help improve the mental health of children who have experienced trauma. The first request is to hold two different training sessions with our funding partners who have expressed an interest in utilizing TBRI (\$2,951.32). The second request is for \$6,839.21 to cover the cost for CASA to send four staff members to the Boys and Girls Country Kids Camp to work with residents who display disruptive behavior. The funding committee rounded up the request to \$10,000 to help cover overhead.

On November 13, 2023, the Funding Committee made a motion to approve funding CASA \$10,000 for TBRI® training in 2024. Tom Kikis seconded the motion. Motion carried.

- R. Concordia Lutheran High School** is requesting \$24,879 in funding for 2024 for mental health initiatives and school safety and drug/alcohol/vape prevention initiatives.

On November 13, 2023, the Funding Committee approved funding Concordia Lutheran High School \$10,750 for SafeTalk Suicide Awareness for staff, Unite's Arrive Alive Tour, Kailee Mills Foundation programs, Jimmy Cabrera Freshman Presentation, and Staff CPR/AED/First Aid Training in 2024. Maggie Yacoubian seconded the motion. Motion carried.

VIII. Additional Items

- A. Jeffrey reported that the funding total is about \$500,000 less than last year. This is largely due to the City of Tomball Mattheson Park project that we funded \$490,000. Jeffrey discussed adding an option for a simplified application process in 2024 for funding first time applicants. If their request is approved, they could receive a maximum of \$10,000. The Board was agreeable to this idea. Jeffrey will present a formalized process at the next Board meeting for board approval.
- B. Jim Ross informed the Board that our bookkeeping firm, Myrtle Cruz, submitted their termination notice before the meeting. They are going to only work with water districts. They gave a 60-day notice but should help us with the upcoming audit. The Board would like to find a local firm that has a CPA. Jeffrey will start gathering information to present at the next Executive Committee meeting.

IX. Building

- A. Consider and take action, if any, of on use of the design-build project delivery method under Texas Government Code Chapter 2269 for the 5.5 acres located at 0 Medical Complex Drive, Tomball, Texas (TRS 12B & 12C, ABST 378 W HURD) which provides the best value for the Authority.

Jim Ross informed the Board that they must determine the method of construction for our proposed building on Medical Complex Drive. The building is not a large project, so a design-build project delivery method is ideal in his experience.

A motion was made by Lori Wilson and seconded by Sharon Frank to approve the design-build project deliver method for construction of the TRHF office on Medical Complex Dr. Motion carried.

X. Closed Session

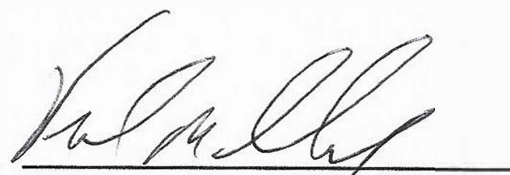
The Board went into closed session at 5:46pm to meet pursuant to Section 551.071 in Consultation with its Attorney, either in person or by telephone, to seek the advice of its attorney on a matter in which the duty of the attorney to the District under the attorney's Texas Disciplinary Rules of Professional Conduct requires a confidential discussion.

XI. Open Session

The Board came back into open session at 6:01 pm.

XII. Adjournment

A motion was made by Tom Kikis to adjourn the meeting at 6:01 pm and seconded by Sharon Frank. Motion carried.



Vicki Clark (Secretary)