

**Tomball Hospital Authority
Board of Directors
February 26, 2020**

Present:

**Vicki Clark, Chairman
Jack Smith, VP
Tom Kikis, Secretary
Jim Ross, Treasurer
Bill Hogue
Danny Marburger
David McClinton
Christina Nash
Latrell Shannon
Steve Vaughan**

Absent:

Lori Wilson

Also Present:

**Lynn LeBouef (CEO)
Marilyn Kinyo (CAO)
Kevin Reed (Reed, Claymon, Meeker & Hargett) – Telephonically
Karla Velasquez (Myrtle Cruz)
Terri Norris (JoyRide)
Faisal Amin (Berkeley Research Group, LLC)
Timika Simmons - TOMAGWA**

Tomball Hospital Authority Board Meeting

1. Call to Order
 - A. Jack Smith, Vice Chairman of the Board, called the meeting to order at 3:59P.M. CST on Wednesday, February 26, 2020. Bill Hogue read the Foundation's Mission Statement.
2. Approval of minutes from the January 22, 2020 board meeting. A motion was made by Latrell Shannon and was seconded by Danny Marburger to approve the board meeting minutes from the January 22, 2020. The motion was unanimously passed.
3. Community Input – No report for this month.
4. Terri Norris from the JoyRide Center came to update the board on what has happened in the last funding year. The JRC Prep is now a (4) day program with 14 students. They have a computer consultant for computer programs, a landscaper that is teaching the horticultural information, someone from Texas Workforce commission to help them with applying for jobs, they are certified as a monarch butterfly gardener as well as a new book club. They now have a waiting list for both the JRC Prep program and the therapeutic riding lessons. This is the first time in their history. At this point they will not be asking for additional tuition assistance and will ask for reduced funding for the JRC Prep program. They will be submitting a request for funding for a new program for Veterans. This program will be on Monday nights when no other clients will be at the facility. Each vet will be placed in an arena with three horse and the horse will choose the vet that they will work with. They will interview 30 vets and they will narrow it down to six.
5. Berkeley Research Group, LLC – Strategic Planning introduction – Faisal Amin
 - A. A successful strategic planning process will:
 - Include substantial input from all parts of the Foundation's service area community
 - Build on prior planning efforts, studies and formal planning documents
 - Be the first step of a continuing process of implementation, review and revision as appropriate

B. Important Considerations

- Consensus - Build consensus around important ideas
- Cultural Realities - Connect ideas into action plans to drive Foundation's strategic vision
- Increase External Partnerships - Keep Foundation informed of community needs that can translate into opportunities
- Elevate - Elevate important voices from all levels of the Foundation
- Clarity & Focus - Bring clarity and focus to conversations leading to concrete plans

C. About BRG

- BRG employs over 1,400 professionals in 45 offices
- Global strategic advisory and expert advisory firm that provides independent advice, investigations, data analytics, authoritative studies, expert testimony, and regulatory and dispute consulting
- Headquartered in Emeryville, California
- BRG experts works with the nation's leading institutions to continue their traditions of extraordinary achievement by consistently attaining market-leading levels of strategic financial and operational performance

D. Three Areas of Strategic Focus

- Organizational Strategy
- Financial Strategy
- Entrepreneurial Strategy

E. Process takes 6-9 months

A motion was made by Jim Ross and was seconded by Jack Smith to deny this proposal at this time until the board has time to do some strategizing for themselves and possibly wait until our next Community Health Needs Assessment. The motion carried unanimously.

6. TOMAGWA – Timika Simmons came to address the board to change the payment structure of the dental supply's reimbursement as well as the grant writer funding. Cash flow is tight because the supplies are expensive. They can't afford to carry the bill for the whole quarter. The grant writer has resigned. After looking for a new one they were introduced to the Trevino Consulting Group. They work with predominantly small charities that have a healthcare related focus. They feel like this organization can help them establish the pipeline of good donors in Houston. They assure her that they can provide a pipeline and will not only meet monetary goals as well as the amount of grants written goal. She said that this is contract is a year long contract that can be canceled with a 30-day notice. They know the area and where they can request funds. She feels that it will be difficult to find an individual to jump in and get started right away. Vicki Clarks has requested their year end financials as well as the January 2020 P&L, Balance Sheet and Budget. A motion was made by Jim Ross and was seconded by Tom Kikis to continue funding until the end of the current funding agreement and see how the consulting group does and reevaluated when they apply for new funding. The motion carried unanimously. A motion was then made by Vicki Clark and seconded by David McClinton to reimburse TOMAGWA for dental supplies monthly vs quarterly. The motion carried unanimously.

7. Financial Report

A. Financial Summary

An update on the January 31, 2020 financials was given by Karla Velasquez. She reviewed the balance sheet - cash total \$710,163.39, investments were up a little for this month to \$105,779,060.38, with a total for the month of \$106,489,224.36 for January 2020. Total liabilities and equities for the month were \$106,581,911.68. Karla went on to review the P&L statement. Total income of \$1,498,841.16 total expenses of \$325,627.51 and net ordinary income of \$1,173,213.65, net income of \$4,937,092.29. Marilyn Kinyo presented and reviewed the cash report for January 2020. The major expenses for the month were to TOMAGWA dental salaries, quarterly payments to Swim Safe Forever, NAM, TOMAGWA dental supplies, TEAM, Meals on Wheels MC, and payment to

American Heart for 2020 funding. Lynn went on to report on the P&L Budget performance was \$623,491.16 over budget on income and \$69,740.55 under budget on expenses. A motion was made by Vicki Clark and seconded by Latrell Shannon to approve the January 2020 financials as presented. The motion was unanimously passed.

- B. Lynn reported to the board that the Medicare cost reports for 1998, 2001, 2002 and 2003 are being reopened. They should be in our favor.
- C. Lynn also reported to the Board that the IGT will be due in July in the amount \$227,010.44.
- D. Legal Bills – The legal bills from Reed, Claymon for January 2020 were reviewed by the Board. The invoices from Reed, Claymon was in the amount of \$1,079.00. A motion to approve the legal invoices for January 2020 in the amount of \$1,079.00 was made by Vicki Clark and was seconded by David McClinton. The motion passed unanimously.

8. TOMAGWA

- A. Monthly Dental update for January 2020 was presented to the board. They budgeted to see 333 patients and actually saw 613 patients. No action required this month.

9. January 2020 Funding Applications

- A. The Rose – They are requesting \$40,000 to sustain (No-Cost) breast health care for up to 235 uninsured, low-income women from Tomball, Magnolia, Waller and surrounding communities. Services will include 3D screening mammograms, breast cancer diagnostic services (including diagnostic mammograms, ultrasounds, and biopsies performed at The Rose's two Houston-area imaging centers), and patient navigation to timely, affordable, breast cancer treatment for a projected 10 diagnosed patients. Our renewed support will offset projected service delivery costs of \$90,539 for sponsored patients during the funding period of March 1, 2020 – February 29, 2021. A motion was made by the Funding Committee and was seconded by Jack Smith to approve the \$40,000 funding for FY 2020. The motion carried unanimously.
- B. Tomball Lions Club – They are requesting \$15,000 for (5) sets of hearing aids for participants in the Tomball area. In discussing previous funding years, the committee want to make sure that this funding is used for community members and not for the Lion's Club Members at large. A motion to approve the request for \$15,000 for (5) sets of hearing aids was made by the Funding Committee and was seconded by Christina Nash. The motion was passed with nine for, zero against and David McClinton abstaining.
- C. Inspiring Possibilities – They are requesting \$85,576.00 to cover scholarship expenses for 42 students currently enrolled in the program. The scholarship expenses are broken down into three categories – classes, Educator/BCBA & Support Specialist/Behavior Technician. The approximate cost per student per class is \$19.00 – students take two classes per week. Bill Hogue's accountant has been working with them to help get their books up-to-date. The committee reviewed the financials as well as all the information provided in the funding application. After a lengthy discussion the committee do think this is a worthy cause and needed in our community. A motion was made by Vicki Clark and was seconded by Steve Vaughan to approve the 2020 funding in the amount of \$85,576.00 for scholarships, educators and support specialists. One thing that they would like to point out to Inspiring Possibilities is that this funding is on a year to year funding cycle. Like other organizations that we fund, we need to see growth within the organization and that they are cultivating other funding avenues and we are not their sole source or main source of funding. The motion carried unanimously.
- D. Swim Safe Forever – They are requesting a total of \$18,311 for the year, (\$1,622) educational material, (\$8,159) scholarships and (\$7,030) for a community event and (\$1,500) for AAP Chapter Support. The board discussed this request and acknowledged that it is a great program, but don't feel that the community event is in our scope. A motion was made to approve the educational material, scholarships and AAP Chapter Support in the amount of \$11,281.00 by the Funding Committee and was seconded by Tom Kikis. The motion passed unanimously.

- E. Tomball Pregnancy Center – A request was made by Tomball Pregnancy Center to split the salary for the full-time registered nurses' salary into two part time positions. There is no change in the salary, just how the cost will be invoiced. A motion was made by the Funding Committee and seconded by Christina Nash to approve this change. The motion passed with nine for and one abstention by Vicki Clark.

10. Quarterly Reports

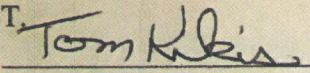
- A. Camp Hope – During Q1 four veterans from the Tomball area have resided at Camp Hope, resulting in a total of 291 days accumulative days. Detailed data shows that (3) residents lived on campus for 91 days from November 1, 2019 – January 31, 2020 and one resident for 18 days in the month of January. We have approximately spent \$20,672.64 at the rate of \$71.04 per resident per day. A motion to approve was made by Vicki Clark and was seconded by Tom Kikis to approve the quarterly payment in the amount of \$20,672.64. The motion carried unanimously.
- B. Inspiration Ranch – During Q1 November 2019 – January 2020 16 riders participated in 88 lessons at the cost of \$148 per lesson to Inspiration Ranch. This used \$13,024 of our TRHF grant funding. A full report was presented to the board for their review. No action is required.

11. The Board entered into Executive Session at 5:49PM to discuss employee matters regarding their SEP/IRA contribution for 2019. They came out of Executive Session at 6:05PM. A motion was made by Tom Kikis and seconded by Jim Ross to fund both Marilyn Kinyo and Lynn LeBouef's SEP IRA 10% of their salaries. The motion carried unanimously.

12.

Adjournment

There being no further business, the meeting was adjourned at approximately 6:10PM CST.


Tom Kikis, Secretary