

**Tomball Hospital Authority
Board of Directors
October 24, 2018**

Present:

**Jack Smith, VP
Tom Kikis, Secretary
Jim Ross, Treasurer
Bill Hogue
Danny Marburger
Christina Nash
Steve Vaughan
Lori Wilson**

Absent:

**Vicki Clark, Chairman
Latrell Shannon
Vincent Norris**

Also Present:

**Lynn LeBouef (CEO)
Marilyn Kinyo (CAO)
Kevin Reed (Reed, Claymon, Meeker & Hargett) (Telephonically)
Bruce Hillegeist (Tomball Chamber of Commerce)
David Powell (Wells Fargo)
Melissa Greer (Wells Fargo)
Jo Lynne Beverly (Wells Fargo)
Meredith Camp (Wells Fargo)**

Tomball Hospital Authority Executive Committee Meeting

1. Call to Order
 - A. Jack Smith, Vice Chairman of the Board, called the meeting to order at 4:03P.M. CST on Wednesday, October 24, 2018. Steve Vaughan read the Foundation's Mission Statement.
2. Approval of minutes from the September 26, 2018 board meeting. A motion was made by Christina Nash and seconded by Tom Kikis to approve the board meeting minutes from the September 26, 2018. The motion was unanimously passed.
3. Community Input – Bruce Hillegeist spoke about the 2018 Tomball Parade Band Sponsorship request. This was originally sponsored years ago by the Hospital and after the sale the Foundation generously picked this up for Tomball Chamber. Without your sponsorship we wouldn't have the wonderful bands participate in the event.
4. Wells Fargo 3rd Quarter Report was presented by David Powell. He first announced to the Board that he is retiring at the end of the year. He said after his fall a couple of years ago it made him take a look at life and make him want to try something new. He introduced Jo Lynn Beverly as his replacement and gave a stellar recommendation that our money will continue to be in great hands.

The economy is growing and earnings should increase over the next year. This suggests the current volatility is a correction. The portfolio is tracking the benchmarks.

There will be periods the portfolio will do better than the benchmarks. There will be periods the portfolio will do worse than the benchmarks. Over ten to 15 years, it should come in close to the benchmarks. The Board's Investment Policy supports investment success over the long term. The disbursements are reasonable.

A motion was made by Lori Wilson and was seconded by Danny Marburger to accept the 3rd quarter investment report as presented by David Powell. The motion was carried unanimously.

5. Board Responsibilities and Conflict of Interest Presentation by Meredith Camp from Wells Fargo. She briefly went over the presentation. She went over the fiduciary duties, ten basic board responsibilities, different roles for staff and board and conflicts of interest. This was just a refresh of information that the board is already aware of. The board asked if Lori Wilson who works for the hospital or Jim Ross working for Tomball ISD and participating in funding conversations is a conflict of interest. They abstain from all votes. She said no they can be involved in the discussion as long as they do not vote on the issues. They also asked if it is a conflict of interest for the five City appointed board members to vote on projects having to do with the City? No, they don't work for the City, just appointed by them. Their job is making the best decisions they can for the Foundation.
6. Community Report: The Community Report was presented to the Board for review. Lynn LeBouef informed the Board that FEMA is now back looking into closing out our claim from IKE. Also, we have been notified that the hospital will be requesting funding for the next IGT and Broussard Park still has not been funded. We will circle back with them to see when the funding may be needed.
7. Financials
 - A. An update on the September 30, 2018 financials was given by Lynn LeBouef. He reviewed the balance sheet - cash total \$440,539.05, investments were down a little for this month to \$100,678,212.02, with a total for the month of \$101,118,751.07 for September 2018. Total liabilities and equities for the month were \$101,195,222.11. Lynn went on to review the P&L statement. Total income of \$258,640.72 total expenses of \$149,881.77 and net ordinary income of \$108,758.95, net income of \$2,152,000.01. Marilyn Kinyo presented and reviewed the cash report for September 2018. The major expenses for the month were Weaver, Creative Risk, TEAM, Meals on Wheels and the City of Tomball. Lynn went on to report on the P&L Budget performance we were \$116,509.28 under budget on income and \$80,088.80 over budget on expenses. A motion was made by Jim Ross and seconded by Tom Kikis to approve the financials as presented as well as give Lynn LeBouef the authority to transfer \$929,179.67 from the investment account into the operating account if needed for the IGT transfer, FEMA reimbursement and projects if they come due prior to the November meeting. The motion was unanimously passed.
 - B. Legal Bills - The legal bill from Reed, Claymon, Meeker and Hargett for September - October was presented to the Board for payment. The invoice was for \$2,558.50 for legal services and \$179.50 for services from Stroudwater. A motion from Tom Kikis and was seconded by Christina Nash to approve this invoice in the amount of \$2,768.00. The motion was unanimously passed.
8. An update on the TOMAGWA dental and medical clinics were handed out to the board for September 2018. The dental report for September 2018 was presented to the board. They budgeted to see 366 patients and actually saw 385 patients. The medical clinic budgeted to see 800 patients in the month of September 2018 and actually saw 935. There is no action that needs to be taken for this month.
9. Funding Committee Report
 - A. The Rose - Empower Her Sponsorship – They are respectively requesting a grant of \$20,000 for the Empowering Her Sponsorship for the months of November 2018 – January 2019. These funds will support free breast cancer detection screenings, diagnostic services, and access to treatment for uninsured and under-insured women in the Tomball Regional Health Foundation's service area, particularly those who suffered losses during hurricane Harvey in 2017. At the same time, TRHF's grant will enable The Rose to regain its sponsored patient capacity that had to be reduced last year due to diminished funding (with funders understandably redirecting their support for Hurricane Harvey recovery.) A motion was made by Lori Wilson and was seconded by Danny Marburger to approve the \$20,000.00 for the Empower Her Sponsorship. The motion was unanimously passed.
10. Tomball Chamber Holiday Parade Sponsorship – The Tomball Chamber of Commerce respectfully came to the board to request that the Foundation consider sponsoring the cost for the Bands at this year's holiday parade. This is a marketing expense that is in the budget again this year.
11. Quarterly Reports

A. TOMAGWA 2018 Q1 Report –

Dental Salaries and Insurance

| | |
|----------------|-------------|
| July 2018 | \$31,376.41 |
| August 2018 | \$29,809.05 |
| September 2018 | \$29,158.76 |
| | <hr/> |
| | \$90,344.22 |

Dental Patient Visits

| | |
|----------------|-------|
| July 2018 | 341 |
| August 2018 | 407 |
| September 2018 | 385 |
| | <hr/> |
| | 1,133 |

Per the contract THA reimburses \$45.00 per patient visit up to 1000 patients. The 2018/2019 Q1 payment to TOMAGWA is \$45,000.00 for patient fees.

Medical Patient Visits

| | | |
|----------------|-----------------|-------------|
| July 2018 | 80 x \$125.00 = | \$10,000.00 |
| August 2018 | 80 x \$125.00 = | \$10,000.00 |
| September 2018 | 80 x \$125.00 = | \$10,000.00 |
| | | <hr/> |
| | | \$30,000.00 |

Total for Q1

\$165,344.22

A motion was made by Steve Vaughan and seconded by Danny Marburger to approve the Q1 total in the amount of \$165,344.22. The motion carried unanimously.

The Stroudwater project is progressing. They are identifying key staff members.

- B. Northwest Assistance Ministries (NAM) Meals on Wheels Program – In Q3 the Foundations donation served over 150 clients and provided 7,535 nutritious hot meals, 3,130 frozen meals, 3,527 breakfast meals, 1,008 nutritional supplements delivered (Ensure & Glucerna) as well as Medical supplies such as toilet seat grab bars, shower chairs, and walking sling. A motion was made by Christina Nash and was seconded by Lori Wilson. The motion was carried unanimously.
- C. Montgomery County Youth Service - 116 Hours of Direct Services in Magnolia Office - Ivette Gonzalez provided services to 11 new unduplicated clients in Magnolia during this period. Ivette Gonzalez served 31 clients and their families, serving a total of 61 persons. Ivette Gonzalez served clients through family sessions (52 hours), youth individual sessions (43 hours), initial intake sessions (20 hours), and crisis interventions (1 hours). 4 hours Family Skills Group (Decisions) - Ms. Gonzalez assisted with the facilitation of a half-day Decisions class for youth who are court ordered to attend with their parent to help them make better decisions. These youth are charged with a misdemeanor offense. The feedback from parents and youth on the class has been very positive at follow up. A motion was made by Danny Marburger and was seconded by Bill Hogue to approve the Q3 payment in the amount of \$14,495.53. The motion carried unanimously.
12. The board then entered into Executive Committee to discuss employee matters at 5:19PM and they came out at 5:38PM.
13. The Nominating Committee will be working to find a replacement for Jerry Till as well as making committee assignment recommendations at the November 2018 meeting.

Adjournment

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


Tom Kikis, Secretary