

**Tomball Hospital Authority
Board of Directors
September 25, 2019**

Present:

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

Absent:

Also Present:

**Lynn LeBouef (CEO)
Marilyn Kinyo (CAO)
Robert Spurck (Reed, Claymon, Meeker & Hargett) - Telephonically
Vincent Norris (Myrtle Cruz)
Matt Rogers (Weaver)
Timika Simmons (TOMAGWA)
Ginni Whiten (TOMAGWA)**

Tomball Hospital Authority Board Meeting

1. Call to Order
 - A. Vicki Clark, Chairman of the Board, called the meeting to order at 4:04P.M. CST on Wednesday, September 25, 2019. Vicki Clark read the Foundation's Mission Statement.
2. Approval of minutes from the August 28, 2019 board meeting. A motion was made by Jack Smith and was seconded by Steve Vaughan to approve the board meeting minutes from the August 28, 2019. The motion was unanimously passed.
3. Oath of Office – The oath of office was administered by Marilyn Kinyo to Jim Ross, Latrell Shannon, Jack Smith, David McClinton and Bill Hogue.
4. Matt Rogers from Weaver and Tidwell, L.L.P. presented the 2018/2019 final audit information. It was a clean audit again this year. The total current assets for 2019 was \$102,122,064, total liabilities in the amount of \$1,035,608 and total net portion in the amount of \$101,086.456. Matt then went on to review the notes on the Authority's Financial Statements from page 17-20 of the report. He then went on to review the Authority's investments and how they are broken out as well as the Independent Auditors Report. Matt met with Tom Kikis and Latrell Shannon from the finance committee prior to the full board meeting and he told them that they have only had one other audit that has been this clean. A motion was made by Tom Kikis and was seconded by Christina Nash to approve the 2018/2019 Audit Report. The motion carried unanimously.
5. Community Input – Nothing to report this month.

6. Community Report – The September 2019 Community Report was presented to the Board Members for their review.
7. Financial Report
 - A. Financial Summary

An update on the August 31, 2019 financials was given by Vincent Norris. He reviewed the balance sheet - cash total \$477,086.86, investments were down a little for this month to \$100,025,474.16, with a total for the month of \$100,502,561.02 for August 2019. Total liabilities and equities for the month were \$100,572,308.81. Vincent went on to review the P&L statement. Total income of \$281,889.72 total expenses of \$89,972.44 and net ordinary income of \$191,917.28, net income of (loss) \$1,077,940.40. Marilyn Kinyo presented and reviewed the cash report for August 2019. The major expenses for the month were to Tomball Pregnancy Center, Sire Therapeutic Horsemanship, Klein ISD, Reed Claymon and Polsinelli for legal fees. Lynn went on to report on the P&L Budget performance was \$31,789.72 under budget on income and \$13,109.54 over budget on expenses. A motion was made by David McClinton and seconded by Christina Nash to approve the August 2019 financials as presented as well as the request to transfer \$958,048,049 from the Investment account to Operational account. The motion was unanimously passed.
 - B. Legal Bills – The legal bills from Reed, Claymon and Polsinelli for August 2019 were reviewed by the Board. The invoice from Reed, Claymon was in the amount of \$2,442.50 and from Polsinelli in the amount of \$532.00. A motion to approve the legal invoice for August in the amount of \$2,974.50 was made by Lori Wilson and was seconded by Christina Nash. The motion passed unanimously.
8. TOMAGWA
 - A. Monthly Dental update for August 2019- The dental report for August 2019 was presented to the board. They budgeted to see 333 patients and actually saw 417 patients. No action required this month.
9. A request from the Greater Tomball Area Chamber of Commerce funding for eight bands to participate in the 54th Annual Holiday Parade. The board discussed the increase and just asked that in the future if there is an increase in bands, they would like a heads up so that it can be added to the budget. A motion was made by Vicki Clark and seconded by Lori Wilson to fund the 2019 bands for the holiday parade. The motion passed with ten for and one abstention (Jim Ross).
10. September 2019 Funding Requests
 - A. **Inspiration Ranch** – Inspiration Ranch exists to strengthen children, youth, and adults striving to overcome their physical, emotional, and social disabilities with Therapeutic Riding and equine-assisted therapy and activities. They have requested a total of \$146,306.55.
 1. For the Equine-Assisted Therapeutic Riding they have requested \$105,672.00 to fund 17 current riders who live in the TRHF service area. Each of these children represent a funding gap of \$148 per lesson to Inspiration Ranch, and each child rides 42 times annually. The amount requested would cover the \$148 gap in funding for the 17 children's 42 annual sessions, or a total of 714 sessions.
 2. For the Equine-Assisted Mental Health they have requested \$31,500.00 to fund 42 sessions for the residents of the Montgomery County Women's Center. The sum would cover the 42 annual sessions for the shelter's 6 residents, a total of 252 mental health sessions, from the fall of 2019 through the fall of 2020. For privacy and safety reasons, the Montgomery County Woman's Shelter does not provide the zip code data for their residents.
 3. For the Ranch & Program Needs - \$9,134.55,
 1. Human medical & safety supplies - \$7,410.91
 2. Equine medical & safety supplies - \$1,723.64

The funding committee discussed the request and they felt that it was a little high. Lynn and Marilyn told the committee that they had checked with similar organizations and the others are not including all expenses, just the cost of the lessons. They all have agreed that it is around \$200 per lesson with all expenses include. They went on to review their P&L and they have some heavy hitter corporations supporting them. After further discussion a motion was made by the Funding Committee and seconded by Tom Kikis to approve the \$105, 672.00 for the 17 scholarships and to deny the scholarships for the Equine Assisted Mental Health therapy as well as the Ranch and Program needs. The motion carried unanimously.

- B. **Inspiring Possibilities** - Inspiring Possibilities provides services for individuals in our community with special needs. We combine adaptive Martial Arts with components of physical fitness, occupational and physical therapy, and social-emotional health. Our program has seen a doubling of enrollment since September 2018 with 2-3 new applicants monthly. This growth would not have been possible without the generous support of TRHF. Our hope is that TRHF will come alongside us once again to support expanded scholarship opportunities. The requested grant would cover a portion of the direct costs. They are requesting \$100,000.
- i. 65 students at \$21.50 per class / 8 classes per month. Uniforms and Instructor cost included.
 1. It is \$15 per student per class or \$119 per month
 2. Practice uniforms, Competition/Testing Uniforms, Belts \$72 annual/per student.
 - ii. BCBA Educator – 17 hours per month at \$75 per hour.
 1. Individual Staff Consultation of student behavioral concerns and reinforcer instructions (2 hours month)
 2. Individual Parent Consultations for students (4 hours of meetings per month)
 3. Group Staff Training based on observations and data collection (2 hours per month)
 4. Observation and data collection of students (8 hours per month)
 5. QBS Safety Certification Class (restraints and blocks instruction) for staff
 - iii. Behavioral Support Tech, 25 hours per week, \$30 per hour.
 1. In class ABA application & individual student goals 9 hours per week
 2. Observation and data collection, 11 hours per week
 3. Prepare and present diagnosis education and accommodation plan, 2.5 hours per week
 4. Parent conferences, 2.5 hours per week.

The Funding Committee reviewed the funding application as well as their financials and where the organizations are currently at. Their financials do not look good, they have very few other funders, besides our foundation. The committee did discuss that they had this organization come in last year and that they did tell them that they needed to cultivate other donors so that we are not their sole funder. Their financials clearly show we are their main funder. A motion to deny this funding was made by the Funding Committee and was seconded by Lori Wilson. The motion carried unanimously.

- C. **Lone Star College Meningitis Shot Program** – The initial award in 2018 was for \$27,000. This would be split out in two payments of \$13,500 as needed for the fall and spring semester. They didn't have the response that they anticipated and on spent \$10,330.68 in that year. They are requesting that they be allowed to use the remaining balance of \$16,669.32 for the 2019 school year. A motion was made by Jim Ross and was seconded by Tom Kikis to approve carry over of left-over funds for the 2019 school year. The motion passed unanimously.
- D. **TOMAGWA Grant Writer Salary** – Ginni Whiten reported to the board that over the last 19 months she raised and managed \$1.5 million dollars in funding which is 15 times her salary. She went on to describe the breakdown of her job. 10% research, 30% development, 30% grant writing and 30% grant management. Ginni went on to review the grant awards report. Jack Smith brought up the in-kind donations and if all those funds are always used. The answer was yes. Ginni said that it was her job to make money for the organization as well as save money for the organization. The

board also went on to ask what the response from the churches have been. They used to be one of the organizations biggest donors. They have been repairing the relationships with the churches and they are starting to see checks coming in. They are also sending volunteers to TOMAGWA. A motion was made to approve funding the grant writer in the amount of \$70,000 for the next year by Christina Nash and seconded by Jim Ross. The motion was passed unanimously.

11. Review and discuss the 2019 Insurance Renewal Policy quote. The board reviewed the quote and the premium went up \$809 from last year. A motion to approve was made by David McClinton and seconded by Vicki Clark to approve the 2019 Insurance Premium. The motion carried unanimously.

12. Quarterly Reports for September 2019

A. Meals on Wheels Montgomery County Q2 – The report was presented by Marilyn Kinyo. For the second quarter 3,214 meals to 69 unduplicated clients. A motion to approve the invoice for \$19,284 for the Q2 funding period was made by Tom Kikis and was seconded by Christin Nash, The motion carried unanimously.

Adjournment

There being no further business, the meeting was adjourned at approximately 5:10PM CST.



Tom Kikis, Secretary