

**Tomball Hospital Authority
Board of Directors
September 26, 2018**

Present:

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

Absent:

Also Present:

**Lynn LeBouef (CEO)
Marilyn Kinyo (CAO)
Kevin Reed (Reed, Claymon, Meeker & Hargett) (Telephonically)
Bruce Hillegeist (Tomball Chamber of Commerce)
Kelly Violette (Tomball Economic Development Corporation)
Matt Rogers (Weaver and Tidwell, L.L.P.)**

Tomball Hospital Authority Executive Committee Meeting

1. Call to Order

A. Vicki Clark, Chairman of the Board, called the meeting to order at 4:05P.M. CST on Wednesday, September 26, 2018. Latrell Shannon read the Foundation's Mission Statement.

2. Approval of minutes from the August 22, 2018 board meeting. A motion was made by Tom Kikis and seconded by Jack Smith to approve the board meeting minutes from the August 22, 2018. The motion was unanimously passed.

3. Oath of Office – The oath of office was given to Vicki Clark, Tom Kikis, Danny Marburger, Christina Nash, Steve Vaughan and Lori Wilson.

4. Community Input – There was no Community Input

5. 2017/2018 Audit presentation by Matt Roger's from Weaver and Tidwell. Matt reviewed the opinion on page four of the report. He then went on to review the management discussion and analysis on page seven. He then went on to review the statements of net position for 2017 and 2018 as well as the financial statements. He said that is was basically a clean audit and the were no discrepancies an nothing to report. A motion to approve the audit as reported was made by Steve Vaughan and was seconded by Jim Ross. The motion was passed unanimously.

6. Tomball Chamber of Commerce and the Tomball Economic Development Corporation has requested to reallocate 203 square feet of the rented space from Tomball Regional Health Foundation. Their will be a reduction of TRMC's rent in the amount of \$253.75 per month. They are trying to get all construction done or a weekend or in the evening to reduce the noise that it will cause during business hours. They will also add additional insulation to reduce the noise between offices. A motion was made by Lori Wilson and was seconded by Steve Vaughan to allow the TEDC/Chamber of Commerce to absorb the additional 203 square feet of office space. The motion was passed unanimously.

7. Community Report: The Community Report was presented to the Board for review. No questions or comments were made.
8. Financials
 - A. An update on the August 31, 2018 financials was given by Vincent Norris, from Myrtle Cruz. He reviewed the balance sheet - cash total \$600,048.87, investments were up a little for this month to \$100,772,207.85, with a total for the month of \$101,372,256.72 for August 2018. Total liabilities and equities for the month were \$101,439,209.96. Vincent went on to review the P&L statement. Total income of \$158,955.54 total expenses of \$91,278.88 and net ordinary income of \$67,676.66, net income of \$2,397,128.53. Marilyn Kinyo presented and reviewed the cash report for August 2018. The major expenses for the month were the Lone Star College Foundation and Reed Claymon. Lynn went on to report on the P&L Budget performance we were \$91,144.46 under budget on income and \$101,321.84 over budget on expenses. A motion was made by Tom Kikis and seconded by Jack Smith to approve the financials as presented. The motion was unanimously passed.
 - B. Legal Bills - The legal bill from Reed, Claymon, Meeker and Hargett for August - September was presented to the Board for payment. The invoice was for \$1,050.00 for legal services and \$42,212.78 for services from Stroudwater. A motion from Jack Smith and was seconded by Danny Marburger to approve this invoice. The motion was unanimously passed.
9. 2018/2019 Insurance Premium Renewal. The board has reviewed the policies and for the coming year and noticed that it has gone down for this year in the amount of \$145.00. A motion was made by Lori Wilson and was seconded by Tom Kikis to approve the 2018/2019 annual premium. The motion was unanimously passed.
10. An update on the TOMAGWA dental and medical clinics were handed out to the board for August 2018. The dental report for August 2018 was presented to the board. They budgeted to see 366 patients and actually saw 407 patients. The medical clinic budgeted to see 800 patients in the month of August 2018 and actually saw 1059. There is no action that needs to be taken for this month.
11. Funding Committee Report
 - A. Inspiring Possibilities - They are requesting \$70,000.00 for an Adapted Martial Arts Program. This program combines adaptive Martial Arts with components of physical fitness, occupational and physical therapy, and social-emotional health for individuals in our community with special needs. The funds will provide 40 scholarships in the about \$1500.00 each as well as \$10,000 for special training for the instructors. After further discussion a motion was made by Christina Nash and seconded by Lori Wilson. The motion was unanimously passed.
 - B. Tomball ISD is seeking \$42,500.00 to fund proactive measures in the event of a mass casualty or traumatic incident. The bleeding control kits aim to save lives while waiting for emergency services to arrive. Emergency services may be delayed while law enforcement is securing the premises. They are requesting one kit per classroom approximately 650. The question of where the kits will be house has come up and they will be stored in the nurse's office and distributed as well as in the AED cases throughout the school. A motion was made by the funding committee and was seconded by Steve Vaughan. Jim Ross abstained. The vote was nine for with one abstention.
 - C. Klein ISD is requesting \$41,091.00 in funding to replace 30 outdated AED's in the schools throughout the district as well as a clinical audiometer. A motion was made by the funding committee and was seconded by Tom Kikis. The motion was carried unanimously.
 - D. American Heart Association is CPR team has requested to purchase additional CPR kits for the Tomball Regional Health Foundation service area with the \$10,066 funds that are left over from the 2017/2018 funding. Because they got off to a slow start due to hurricane Harvey there were funds left over. A motion was made by the Funding Committee and was seconded by Christina Nash. The motion was carried unanimously.
 - E. Lone Star College is requesting \$27,000. The goal of the present proposal "Ask about Meningitis, get the shot, and Register" is to eliminate the meningitis vaccination barrier to registration/enrollment at Lone Star College – Tomball. The Total initial project budget at \$13,500 will cover vaccinations for 100 uninsured or low-income students, the total contingency project budget at \$13,500 will cover an extra 100 uninsured or low-income students; for a total of \$27,000.

A motion was made by the Funding Committee and was seconded by Steve Vaughan. The motion was carried unanimously.

F. Tomball Regional Medical Center

- A.) Would like to offer flu shots at the November 5th "First Friday" event and then hold a clinic November 13th for the public at the hospital. The date of the clinic still needs to be confirmed pending confirmation of the vaccine delivery date. They will acquire 250 doses for the flu shot clinic. The cost per dose is an estimated \$15.00. The maximum total vaccine cost would be \$3,750. A motion was made by the Funding Committee and was seconded by Bill Hogue. Lori Wilson abstained. The vote was nine for, with one abstention.
- B.) Have also asked THA to sponsor a Breast Cancer Awareness luncheon on October 10th at TRMC. A motion to approve the request for the Breast Cancer Awareness was made by Latrell Shannon and was seconded by Christina Nash. Lori Wilson abstained. The vote was nine for, with one abstention.

12. Quarterly Reports

- A. Meals on Wheels Montgomery County Q2 report – They served a total of 2,850 meals, 50 unduplicated to 154 seniors. The total expense for the quarter is \$17,000. A motion was made by Lori Wilson and was seconded by Tom Kikis. The motion was carried unanimously.
 - B. TEAM Q3 report – they served 20 patients in the amount of \$12,388.00. A motion was made by Christina Nash and was seconded by Tom Kikis. The motion was carried unanimously.
13. The 2018 annaul report was presented by Lynn LeBouef. The Board members reviewed the report and said it looked like a great report with valuable information. A motion was made by Tom Kikis and was seconded by Christina Nash. The motion was carried unanimously.
14. Stroudwater/TOMAGWA Professional Services Agreement was presented to the Board. The new contract would be directly with Stroudwater. Scope of work #1 performance improvement plan will cost \$45,000 plus travel and expenses and will take an anticipated 8 weeks. Scope of work #2 will cost an anticipated \$35,000.00 plus travel and expenses. A motion was made by Lori Wilson and was seconded by Jim Ross. The motion was carried unanimously.
15. The Nominating Committee temporarily appointed Jim Ross to the Executive committee to fill Jerry Till's position. The nominating committee will be looking for one new prospective board member. This will be a self-perpetuating board member. The committee will need to look at their skill level, geography, male, female, race, etc. They will also need to think through what is best for the board. A motion to temporarily appoint Jim Ross to the Executive Committee was made by Tom Kikis and was seconded by Christina Nash. The motion was carried unanimously.
16. The board then entered into Executive Committee to discuss employee matters at 5:27PM and they came out at 6:09PM.

Adjournment

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


Tom Kikis, Secretary