

**TRINITY MEMORIAL HOSPITAL DISTRICT**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**January 21, 2019**

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- I. **CALL TO ORDER** The meeting was called to order at 5:30 PM by Carlyn Bluis.

**Board Members Present:**

Carlyn Bluis, Vice President  
Marjory Pulvino, Secretary  
Jerry Russ  
Laura Vanecek  
Cheryl Spearman  
Charles Gardner  
Keith Johnson

**Board Members Absent:**

Randy Karnes, President  
Michelle Medlock

**Others Present:**

Billy Goodin, Executive Assistant to the Board  
Orrin Hargrave, On Point

- II. **INVOCATION** Jerry Russ provided the invocation.

III. **PUBLIC FORUM:**

A tribute to Tom Ramey a past board member and long time CPA for the Trinity Memorial Hospital District was given by Carlyn Bluis.

IV. **READING AND APPROVAL OF MINUTES**

The minutes of the December 17, 2018 meeting were reviewed by the Board.

**Action:** A motion to accept the minutes as written was made Cheryl Spearman, was seconded by Laura Vanecek, and the motion was unanimously approved by the Board.

V. **PRESENTATION OF STATISICAL AND FINANCIAL REPORTS**

**Monthly Financial Report**

The monthly financial report was distributed, and it was presented by Orrin Hargrave. Mr. Hargrave noted the depreciation entry of \$20,542 and that the entry amount would be leveling off to the estimated amount of \$12,000 per month soon. Mr. Hargrave also reported that tax deposits were beginning to come in, and that the taxes collected were at 13% of the adjusted levy so far for the current collection period. Mr. Hargrave also discussed reclassification from lease income to utility reimbursement of the over payments for the monthly equipment lease that have been received from CHI.

<u>Compilation of Financial Statements – Assets</u>	<u>December 31, 2018</u>
Cash on hand	\$ 250.00
Checking	\$ 108,305.89
Money market account FNB	\$ 473,314.19
CD – Pioneer Bank 3769	\$ 131,280.98
CD – First National Bank	\$ 250,000.00
CD – Pioneer Bank 1011	\$ 109,846.03
CD - First National Bank	\$ 250,000.00
Property taxes receivable	\$ 510,112.80
Less allowance for doubtful accounts	\$ (217,354.06)
<b>Total Current Assets</b>	<b>\$ 1,615,755.83</b>

For the one-month ending, December 31, 2018, Total Revenues were **\$182,178.79**. Total Operating Expenses were **\$132,140.89**. Operating Revenues in Excess of (Less Than) Expenses were **\$50,037.90**.

**Action:** Keith Johnson moved that the financial report be accepted by the Board. Jerry Russ seconded the motion, and it was unanimously approved by the Board.

## VI. PRESENTATION OF COMMITTEE REPORTS

### A. Executive Committee:

1. Report on Clinic transition from CHI to HealthPoint: Carlyn Bluis discussed the transition of the clinic from CHI to HealthPoint. The clinic was closed January 16-18, and reopened on Monday January 21 as HealthPoint. On the 17<sup>th</sup> and 18<sup>th</sup> HealthPoint held extensive training sessions for all the clinic staff and physicians. (The Clinic was open for acute care walk-ins on these days and served 8-9 patients each day.) The training was very thorough and went well. HealthPoint sent support staff to assist the employees on opening day and throughout the week.
2. CHI-Phone Meeting-Carlyn Bluis informed the board that a phone meeting would be conducted with representatives from CHI on January 29, 2019.
3. Discussion regarding two additional interested groups: Carlyn Bluis discussed two additional groups that were interested in talking with the board about presenting proposals to possibly reopen various services of the hospital. The two groups were United Healthcare Investment Group of Chicago and Emergency Hospital Systems who is currently operating two hospitals in Cleveland, Texas. Mrs. Bluis informed the board that a NDA had been sent to Emergency Hospital Systems.

**B. Budget Committee:** Billy Goodin presented the Quarterly Investment Report. Report Attached

**Action:** Cheryl Spearman moved that the Quarterly Investment Report be accepted by the Board. Charlie Gardner seconded the motion, and it was unanimously approved by the Board.

Trinity Memorial Hospital District							
Quarterly Investment Report							
January 21, 2019							
Pioneer Bank-Trinity							
Investment	Acct. #	Maturity Term	Maturity Date	Rate %	Previous Qtr. Value	Quarterly Interest	Current Value
CD	****769	6 Month	2/21/2019	0.4491	\$131,134.09	\$146.89	\$131,280.98
CD	****011	6 Month	2/24/2019	0.4491	\$109,723.13	\$122.90	\$109,846.03
Totals					\$240,857.22	\$269.79	\$241,127.01
First National Bank-Trinity							
Investment	Acct. #	Maturity Term	Maturity Date	Rate %	Original Balance	Current Balance	YTD Interest*
CD	**621	6 month	3/25/2019	0.35	\$250,000.00	\$250,000.00	\$779.12
CD	**620	6 month	3/26/2019	0.35	\$250,000.00	\$250,000.00	\$779.12
Totals					\$500,000.00	\$500,000.00	\$1,558.24
Investment	Acct. #	Rate %					
Money Market	**752	0.05	(See financial report from Orrin Hargrave)				

**C. Election Committee:**

- 1. Notice of Deadline to File:** Cheryl Spearman reported that the deadline for application for a place on the ballot has been posted, and that the notice was published in the newspaper for two consecutive weeks.
- 2. Candidate Packets:** Cheryl informed the board that candidate packets were completed and were available at the clinic. Incumbents in attendance were given packets to complete.
- 3. Election Timeline Schedule:** Billy Goodin distributed the Election Timeline Schedule to the Board Members (attached). Cheryl Spearman explained the schedule to include deadline requirements.

**D. Bylaws Committee:**

The revised Bylaws were distributed to the Board (attached). Laura Vanecek moved that the revised Bylaws be approved by the Board. Keith Johnson seconded the motion, and it was unanimously approved by the Board.

## **E. Executive Assistant to the Board**

Billy Goodin Reported on the following topics:

### **Facility:**

1. The hot water heater that supplies the hospital and pediatric clinic is not working. Jackie has performed troubleshooting procedures, but none have addressed the issue. The part that may be the problem is over \$700.00 and may not address the issue. Full Force Plumbing Company performed an assessment of the unit and determined that the hot water heater was in perfect working order and that the issue was the mixing valve that is part of the hot water circulating system. A new mixing value would cost between 5 and six thousand dollars however a kit to rebuild the pump would be around \$1500.00 dollars. We opted for the rebuild. The pump repair is being performed today. (1/21/2019)
2. Security Cameras-nothing new to report.

**Utilities:** None

### **Fire and Safety:**

1. There was an issue with the fire alarm displaying communication errors with the call center. Universal Time was called, and a service call was required to make the necessary repairs.

### **CHI (Clinic):**

1. Pediatric Area-no hot water- (addressed under Facility).
2. Two heating Units are not working at the north end of the clinic. Air Comfort Systems was called, and the necessary parts were ordered received and installed, and the issue was resolved.

**Petty Cash Report:** The petty cash has reconciled on 12/17/2018. Cash \$250.00 and receipts 0.00, for a total of 250.00. Balanced 0 short/over. Report attached.

**Questions and Suggestion from the Board:** None

**VII. PRESENTATION OF HEALTHPOINT REPORT:** No representative from HealthPoint was present for the meeting. No data available.

## **VIII. UNFINISHED BUSINESS:**

1. **TMHD 2019 Calendar:** Billy Goodin distributed a completed 2019 calendar to all present board members.

- IX. **NEW BUSINESS:** None
- X. **ADJOURNMENT TO EXECUTIVE SESSION, IF REQUIRED-** The TMHD Board entered into an Executive Session at 6:35 p.m.
- XI. **REOPEN MEETING FOR SUBSEQUENT ACTIONS-** The TMHD Board reopened the regular meeting at 7:10 p. m.
- XII. **ADJOURNMENT** – There being no further business, Cheryl Spearman moved to adjourn the meeting; Jerry Russ seconded the motion, and the meeting adjourned at 7:13 PM.

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Billy Goodin, Executive Assistant to the Board

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Date