

TRINITY MEMORIAL HOSPITAL DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
May 18, 2020

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

Board Members Present: Randy Karnes, President
Carlyn Bluis, Vice President
Marjory Pulvino, Secretary
Laura Huffman
Cheryl Spearman
Jerry Russ

Board Members Absent: Michelle Medlock
Keith Johnson
Charles Gardner

Others Present: Billy Goodin, Executive Assistant to the Board
Orrin Hargrave, On Point
Bob Check

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

- III. **PUBLIC FORUM**

Randy Karnes welcomed those in attendance. No one addressed the board

- IV. **READING AND APPROVAL OF MINUTES**

The minutes of the March 16 Regular Meeting, March 19 Emergency Meeting and the May 6, 2020 Special Meeting were reviewed by the Board.

Action: A motion to accept the minutes as written for the March 16, March 19 and May 6, 2020 meetings was made by Cheryl Spearman was seconded by Laura Huffman, and the motion was unanimously approved by the Board.

- VI. **PRESENTATION OF STATISICAL AND FINANCIAL REPORTS**

Monthly Financial Report

The monthly financial report was distributed, and it was presented by Orrin Hargrave with On Point. The March Financial Reports were submitted to the Board electronically due to the cancelation of the April meeting during the COVID-19 restrictions but were inclusive in the April report given by Mr. Hargrave. Mr. Hargrave reported that tax percent collections were at 85%. Mr. Hargrave also discussed the financial data as listed below, the Money Market Account balance and the Pledge Report from the First National Bank of Trinity. Mr. Hargrave made note of the decrease in the HealthPoint Clinic support payments and discussed how some of the line items in the financial report would be affected by the accrual methods that were now being utilized to eliminate the end of year auditor adjustments. Mr. Hargrave also discussed budget amendments and

the need for the board to formally approve an amendment of \$2,000 from Collection Fees line item to Appraisal District Fees line item.

<u>Compilation of Financial Statements – Assets</u>	<u>April 30, 2020</u>
Cash on hand	\$ 250.00
Checking	\$ 174,468.08
Money market account FNB	\$ 508,072.28
CD – Pioneer Bank 3769	\$ 132,615.72
CD – First National Bank	\$ 250,000.00
CD – Pioneer Bank 1011	\$ 110,962.84
CD - First National Bank	\$ 250,000.00
Receivables Due from HealthPoint	\$ 18,598.44
Property taxes receivable	\$ 510,112.80
Less allowance for doubtful accounts	\$ (217,354.06)
Total Current Assets	\$ 1,737,726.10

For the one-month ending, April 30, 2020, Total Revenues were **\$38,619.44**. Total Operating Expenses were **\$40,263.83**. Operating Revenues in Excess of (Less Than) Expenses were **(\$1,644.39)**.

Action: Carlyn Bluis moved that the financial report be accepted by the Board. Marjory Pulvino seconded the motion, and it was unanimously approved by the Board.

VI. PRESENTATION OF COMMITTEE REPORTS

A. Executive Committee:

1. Randy Karnes reported that HCA Conroe brought their new AirLife helicopter to the TMHD helipad. They provided orientation to the helicopter for Ventura ambulance staff some local police staff and some members of the Board.
2. Randy Karnes reported that the COVID-19 virus may bring attention for the need for rural hospitals to federal and state officials. The Texas Air National Guard surveyed our facility for use in case insufficient hospital beds were available in the large urban hospitals. They reported to him that the facility received high marks in all areas.
3. Marjory Pulvino and Cheryl Spearman presented an update on the community health resource center. There are ongoing meetings with the Episcopal Health Foundation, Texas A&M School of Public Health and the Stephen F. Austin School of Social Work and Center for Rural Social Work Research. Also, local focus group meetings have begun to assess community health related needs and resources.

4. Budget Committee Report:

2021 Budget Proposal-Carlyn Bluis presented and discussed the proposed budget for the year ending June 30, 2021 and also discussed the need to amend the budget

to increase by \$2,000 the Appraisal District Fee budget and decrease the Collection Fees by \$2,000 which would better represent the estimates from the Appraisal District.

Due to some billing issues, insurance paid this year was for two years, but should only be for one year for the upcoming year. A notice of the proposed budget for YE 6/30/2021 needs to be put in the paper twice, and a hearing will be held at the June Board meeting.

A motion to submit a letter of engagement to the auditors, Todd, Hamacker, and Johnson, was made by Laura Huffman and seconded by Cheryl Spearman. A motion to amend the approved budget as described above was made by Cheryl Spearman and seconded by Laura Huffman. A motion to accept the proposed budget for YE 6/30/2021 was made by Cheryl Spearman and seconded by Laura Huffman. All three motions were unanimously accepted by the Board.

C. Election Committee Report:

Cheryl Spearman gave an update on the postponement of the May 2, 2020, Election. November 3, 2020 will be the election day at Trinity City Hall-Fire Station. The ballots previously ordered will be used for the November election. The Election Calendar will be updated as soon as the official notice from the State of Texas is available.

D. Executive Assistant to the Board Report:

Billy Goodin presented the following report for the month of March-April 2019:

1. Facilities:

- a. Power washing and repainting the helipad in progress. The helipad has been cleaned and is ready for paint and other areas of the hospital with algae growth will be cleaned as well.
- b. The roof was inspected following the recent storms and no damage was noted to the roof or HVAC units. Debris was removed from the roof and roof drains.
- c. Project Plans:

2. Utilities: No utility related issues were encountered.

3. Fire and Safety: Discovered a leak in the overhead fire sprinkler valve room. The leak is in an area with a drain. The water supply cannot be shut off because of the fire alarm system. American Fire and Protection has been contacted and, due to the COVID-19 crisis, the earliest date for a tech call will be May 20th at 07:00 a.m.

4. HealthPoint Clinic: None

5. Misc: None

6. Petty Cash Report: Cash \$206.52, Check \$0.00, Receipts \$43.48, for a total of 250.00. Balanced - 0 short/over. Performed by Billy Goodin, verified by Marjory Pulvino on 5/18/2020.

Questions and Comments: None

- VII. **PRESENTATION OF HEALTHPOINT REPORT:** No Representative from HealthPoint was present.
- VIII. **UNFINISHED BUSINESS:** None
- IX. **NEW BUSINESS:** None
- X. **ADJOURNMENT TO CLOSED SESSION, IF REQUIRED-** There was no business requiring a Closed Session.
- XI. **REOPEN MEETING FOR SUBSEQUENT ACTIONS-** There was no business requiring a Closed Session.
- XII. **ADJOURNMENT** – There being no further business, Marjory Pulvino moved to adjourn the meeting; Carlyn Bluis seconded the motion, and the meeting was adjourned at 6:28 PM.

Billy Goodin, Executive Assistant to the Board

Date