

**TRINITY MEMORIAL HOSPITAL DISTRICT**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**March 20, 2023**

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- I. **CALL TO ORDER:** The meeting was called to order at 5:31 p.m. by Randy Karnes.

**Board Members Present:** Randy Karnes, President  
Marjory Pulvino, Vice President  
Cheryl Spearman, Secretary  
Patricia Rogers  
Laura Huffman  
Michelle Medlock  
Steve Hancock  
Deana Shelly

**Board Members Absent:** Jerry Russ

**Others Present:** Billy Goodin, Executive Assistant to the Board  
Kent Waters, MidCoast Trinity Administrator  
Orrin Hargrave, On Point  
Connie Bryant, HCA

\*Denotes Guests that addressed the board

- II. **INVOCATION** Steve Hancock provided the invocation.

III. **PUBLIC FORUM**

Randy Karnes welcomed those in attendance and opened the floor for any discussions. There no were questions or comments presented during the public forum.

IV. **READING AND APPROVAL OF MINUTES**

The minutes of the monthly Board Meeting held on February 20, 2023 and the Special Called Meeting held on February 24, 2023 were reviewed by the Board. Billy Goodin informed the Board that the Election Committee Report had not been entered into the minutes included in the packets and that he had corrected the omission. Mr. Goodin then read out loud the information from the corrected minutes.

**Action:** Laura Huffman made the motion to accept the minutes to include the added information as read by Billy Goodin for the Monthly Board Meeting. Cheryl Spearman seconded the motion, and it was unanimously approved by the Board.

**Action:** Laura Huffman made the motion to accept the minutes from the Special Called Board Meeting as written. Cheryl Spearman seconded the motion, and it was unanimously approved by the Board.

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

**1. Monthly Financial Report**

The Monthly Financial Report was distributed, and it was presented by Orrin Hargrave with On Point. Mr. Hargrave reported that tax percent collections for the current tax year were at 85%. Mr. Hargrave also discussed the financial data as listed below, the Money Market Account balance and included the Pledge Report from the First National Bank of Trinity. Mr. Hargrave recommended that the Budget Committee meet to discuss amending some line items of the budget for YE 6/30/2023. Marjory Pulvino agreed and will schedule a Budget Committee meeting soon.

<b><u>Compilation of Financial Statements – Assets</u></b>	<b><u>February 28, 2023</u></b>
Cash on hand	\$ 250.00
Checking	\$ 482,967.87
Money market account FNB	\$ 2,131,483.72
CD - First National Bank	\$ 250,000.00
Property taxes receivable	\$ 517,633.07
Less allowance for doubtful accounts	\$ (217,354.06)
Reserve for uncollected taxes	\$ 2,964.45
Prepaid Insurance	\$ 25,177.30
<b>Total Current Assets</b>	<b>\$ 3,193,122.35</b>

For the current month Total Revenues were **\$243,746.75**, Total Operating Expenses were **\$231,410.59**. Operating Revenues in Excess of (Less Than) Expenses were **\$12,336.16**.  
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**Action:** Cheryl Spearman moved that the financial report be accepted by the Board. Laura Huffman seconded the motion, and it was unanimously approved by the Board.

**VI. PRESENTATION OF COMMITTEE REPORTS**

**A. Executive Committee:** Presented by Randy Karnes, Chair  
Randy Karnes stated that the Executive Committee did not have any issues to discuss and the that the progress of the construction projects required for the opening of the hospital and ER would be addressed by Kent Waters, MidCoast Trinity Hospital Administrator during his report to the Board.

**B. Budget Committee:** Presented by Marjory Pulvino, Chair  
Marjory Pulvino reported that she and the other members of the Budget Committee had received read only sign on instructions from TexasCLASS. The committee with

be monitoring the status of the TMHD investments in TexasCLASS on an ongoing basis.

**C. Election Committee:** Cheryl Spearman, Chair

1. May 6, 2023 Election-Certification of Unopposed Candidates and Cancellation of May 6, 2023 Election.

a. Certification of Unopposed Candidates

Priscilla Rasbeary, Trinity County Elections Administrator completed the Certification of Unopposed Candidates form that certifies that all the candidates that submitted an application for a place on the ballot are unopposed for the May 6, 2023 Election. A copy of the form was provided to the members of the Board

b. Election Order of Cancellation

The Certification of Unopposed Candidates form allows the Trinity Memorial Hospital District to cancel the election scheduled for May 6, 2023. A copy of the Election Order of Cancellation was distributed to the Board Members for review. Randy signed the order as president and Chery signed the order as secretary.

c. Resolution #0003-2023 Election Order of Cancellation

**Action:** Resolution #0003-2023 to adopt the Election Order of Cancellation was presented to the Board Members. The resolution was unanimously approved by each Board Member's signature and indicating their vote "for" adopting the Election Order of Cancellation.

**D. Community Health Resource Center Report:** Presented by Marjory Pulvino, Chair

Marjory Pulvino reported that the account for the EHF grant funds has been opened at the First National Bank of Trinity, and that all documents have been completed and signed by all the Board Members. Ms. Pulvino also discussed that the funds would be deposited into the account by the Episcopal Health Foundation once they are received from HealthPoint.

**E. Executive Assistant to the Board Report:**

Billy Goodin presented the following report for the month.

**Month:** February 2023

1. **Facility:** No issues other than continued construction in preparation for the inspections and licensing of the facility.
2. **Utilities:** Responsibility for payment of utilities for the clinic was discussed.
3. **Fire and Safety:** Continued construction and testing for the hospital reopening.

4. **MidCoast (Clinic):** None

5. **Misc**

6. **Petty Cash Report:** Replenishment Verification performed on 3/8/2023: Cash-\$150.00, Cash from CK# 21721- \$99.91. Total Cash-\$250.00-Balanced To assigned total of \$250.00. Monthly Petty Cash Verification performed on 3/20/2023 Cash \$250.00, Receipts \$0.00 for a total of \$250.00. Balanced to assigned total of \$250.00. Verified by Cheryl Spearman, TMHD Secretary.

7. **Questions and Comments:** None

**VII. PRESENTATION OF MIDCOAST REPORT:** Presented by Kent Waters, Adm. MidCoast

Kent Waters, Administrator of MidCoast- Trinity, gave an update on the progress of the reopening of the facility:

Clinic- Charlotte Ellis, FNP will start in the clinic on March 27 and will see all patients. She also has experience and training in women's health. Savanna, with MidCoast, has made some FB posts to give the community information about how to make appointments. Kent is asking everyone to help get the word out about the clinic. The clinic is performing well. Volumes were down a little bit from the week prior as Dr. Quan took 2 days off. A Concord nurse practitioner covered for him on those days. With the new Nurse Practitioner coming on board Ken expect the clinic visits to double. Negotiations are taking place with an LVN to take the lead at the clinic. The LVN will help to maximize efficiency there. He is also advertising for a Director of Nursing and other positions.

Kent has signed up for a pre-survey conference to take place in mid-April.

Construction- The boiler room is 90% completed. The lab electric work is completed and the sprinkler company is on site this week to patch and paint. The lab equipment has been ordered.

Medical Equipment company is coming out this week to do PMs on all telemetry, vital machines, etc.

Electricity to the outdoor signs is being repaired and signage should be here any day now.

Sterilizers were looked at today and 2 of 3 of them are down. Repairs will be made.

CT was serviced last week and needs additional work.

The X-ray unit was pulled out because it would require a part with a cost of \$13,000 only to make it semi-operational. MidCoast was able to replace it with a newer machine from the Llano Hospital.

Cheryl Spearman attended the Mid Coast Board meeting on February 28 at the Bellville hospital in Bellville. Cheryl gave a short report concerning the meeting to the TMHD Board.

**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, Laura Huffman moved to adjourn the meeting; Deana Shelly seconded the motion, and the meeting was adjourned at 6:21 p.m.

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Billy Goodin, Executive Assistant to the Board

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Date