

**TRINITY MEMORIAL HOSPITAL DISTRICT**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**January 16, 2023**

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**I. CALL TO ORDER:** The meeting was called to order at 5:30 p.m. by Marjory Pulvino.

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

**Board Members Absent:** **Randy Karnes, President**  
**Jerry Russ**

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

\*Denotes Guests that addressed the board

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

**III. PUBLIC FORUM**

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

**IV. READING AND APPROVAL OF MINUTES**

The minutes of the monthly Board Meeting held on December 19, 2022 were reviewed by the Board.

**Action:** Patricia Rogers made the motion to accept the minutes from the Monthly Board Meeting as written. Deana Shelly seconded the motion, and it was unanimously approved by the Board.

**V. PRESENTATION OF STATISTICAL 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 32.84%. 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.

<u>Compilation of Financial Statements – Assets</u>	<u>December 31, 2022</u>
<b>Cash on hand</b>	\$ 250.00
<b>Checking</b>	\$ 184,735.80
<b>Money market account FNB</b>	\$ 1,785,622.89
<b>CD – Pioneer Bank 3769</b>	\$ 133,601.95
<b>CD – Pioneer Bank 1011</b>	\$ 111,853.43
<b>CD - First National Bank</b>	\$ 250,000.00
<b>Property taxes receivable</b>	\$ 517,633.07
<b>Less allowance for doubtful accounts</b>	\$ (217,354.06)
<b>Reserve for uncollected taxes</b>	\$ 2,964.45
<b>Prepaid Insurance</b>	\$ 34,463.68
<b>Total Current Assets</b>	\$ 2,803,771.21

For the current month Total Revenues were **\$212,059.12**, Total Operating Expenses were **\$78,688.48**. Operating Revenues in Excess of (Less Than) Expenses were **\$133,370.64**.

**Action:** Laura Huffman moved that the financial report be accepted by the Board. Deana Shelly seconded the motion, and it was unanimously approved by the Board.

Orrin Hargrave presented the Quarterly Investment Report containing the interest performance of the TMHD investments for the first quarter FYE 6/30/2023. Mr. Hargrave also suggested that the Board re-evaluate the CD's at the next maturity date in order to determine if moving funds to the Money Market account would optimize interest earnings for the District.

### Quarterly Investment Report

#### **Sunflower Bank**

CD 3769	Quarter \$33.31	Fiscal YTD \$ 78.12
CD 1011	Quarter \$97.27	Fiscal YTD \$158.39

#### **First National Bank**

CD 621	Quarter \$31.17	Fiscal YTD \$ 61.99
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<b>Money Market 752</b>	Quarter \$433.29	Fiscal YTD \$ 804.90
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<b>Total Combined:</b>	Quarter \$595.04	Fiscal YTD \$1,134.22
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**Action:** Cheryl Spearman that the Quarterly Investment 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 Marjory Pulvino

Marjory Pulvino discussed the progress of the construction projects required for the opening of the hospital and ER. Mid Coast has received a favorable bid for roof repairs, the HVAC repairs are in progress as well as required testing. Signs have been ordered. Hiring of staff is ongoing. It was expected that the phones system should be brought up this week. Necessary supplies will arrive at the clinic this week, and Dr. Quan has completed his training on the Mid Coast systems and EMR. It is expected that they will begin seeing patient on January 23.

Ms. Pulvino discussed the extension of the EHF Grant for the Community Health Resource Center. She informed the Board that the Grant deadline was in process of being extended for an additional year. The extension will allow for additional time to utilize the funds to establish the CHRC in the community. Ms. Pulvino also discussed the transfer of the funds from HealthPoint to TMHD and the need to meet with Orrin Hargrave to determine the proper accounting process that will be required to manage the funds.

### **B. Election Committee:**

Cheryl Spearman reported that the Election Committee met on January 9 with committee members and Marjory Pulvino present. The committee approved the packet. A motion was made and accepted to hire Priscilla Rasbeary as election administrator. The committee agreed to hold the election at the fire station next door to city hall where the city council will have their election. The committee decided to wait until an election is called before making a decision on ordering ballots. The next meeting will be on Feb. 17 at 4:30pm. Mrs. Spearman asked that the Board sign the resolution for the order of election and the Order of Election in case documents are needed by Feb. 17.

### **C. Executive Assistant to the Board Report:**

Billy Goodin presented the following report for the month.

**Month:** December 2022

- 1. Facility:** No service calls during the month.
- 2. Utilities:** None
- 3. Fire and Safety:** Current construction on fire and safety issues and systems inspections.
- 4. HealthPoint (Clinic):** None
- 5. Misc:**
  1. Transparency Report Completed 1-10-2023
  2. Tobacco Settlement Documents received and confirmation of receipt submitted. Data received from TCAD and currently waiting for data from HealthPoint.
- 6. Petty Cash Report:** Monthly Petty Cash Verification performed on 1/16/23

Cash \$100.54, Receipts \$149.46 for a total of \$250.00. Balanced to assigned total of \$250.00. Verified by Cheryl Spearman, TMHD Secretary.

**Questions and Comments: None**

**VII. PRESENTATION OF HEALTHPOINT REPORT:**

The HealthPoint status report from November 1, 2021, to December 31, 2022, was presented by Marjory Pulvino. The report contained data to include monthly visits, monthly patients, patients seen by provider, monthly visits per provider, percentage of appointments filled, number of appointment slots filled, average number of appointments per day, average number of patients seen per day by provider, encounters by payor source, encounters by poverty level, age breakdown of patients and statistics on percentage of appointment slots filled.

**VIII. UNFINISHED BUSINESS:** Corrected 2023 TMHD Calendar-The corrected 2023 TMHD Calendar was distributed to the Board Members.

**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, Cheryl Spearman moved to adjourn the meeting; Deana Shelly seconded the motion, and the meeting was adjourned at 6:19 p.m.

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Billy Goodin, Executive Assistant to the Board

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Date