

**AMARILLO HOSPITAL DISTRICT
BOARD OF MANAGERS
MINUTES
May 22, 2001**

<u>Members</u>	<u>Present</u>
Mr. Steve Walton, Chairman	Yes
Mr. Rick Jones, Chairman Pro Tem	No
Ms. Karen O'Hara, Secretary	Yes
Mr. John Irwin	Yes
Dr. Ronald Fortner	Yes
Mr. Stan Harrison	Yes
Mr. Ernie Boyd	Yes

Also Present

Mr. Marcus Norris	City Attorney-City of Amarillo
Mr. Dean Frigo	Director of Finance-City of Amarillo
Ms. Debbie Close	Recording Secretary-City of Amarillo
Ms. Claudia Blackburn	Public Health Director-City of Amarillo
Mr. John M. Crider, Jr.	Consulting Actuary
Dr. Howard Cassada	Catholic Family Service, Inc.
Dr. Ted Nicklaus	Windy Nicklaus Clinic
Ms. Alana J. Chilcote	Jan Werner Adult Day Care Center

ITEM I: Mr. Walton called the meeting to order at 7:30 a.m. at City Hall, 509 East 7th Street, Third Floor, Commission Chambers, and welcomed those in attendance.

ITEM II: Mr. Walton presented the Minutes of January 30, 2001. Motion for approval was made by Mr. Irwin, seconded by Ms. O'Hara, and unanimously carried.

ITEM III: Executive Session to Discuss Pending Litigation. Mr. Norris said there was no pending litigation that needed to be discussed in Executive Session.

ITEM IV: Status Report on Community Dental Clinic. Dr. Cassada presented a report on the status of the Clinic. Dr. Cassada said that the Dental Clinic was a huge success. Dr. Cassada stated that the Clinic started November 15, 2000, and within 5-1/2 months, they charged out \$562,401. Dr. Cassada made the statement that by September 30, 2001, (year-end), the Clinic will do approximately \$1.1 million in dental services. Dr. Cassada said that to-date the number of patients seen are 793, the number of visits to-date is 2,041, and the procedures performed to-date are 4,952. Dr. Cassada also reported that their main concern as of April 30, 2001, is that they now have 192 people on the waiting list and this number continues to grow everyday.

ITEM V: Review and Consider the Special Request Funding Policy. Mr. Frigo drafted for the Board's review a Special Request Funding Policy. Mr. Frigo said that the Special Request Funding Policy could be used to consider special one-time funding requests which fall outside the time frames of the Funding Priorities Committee, that are consistent with the District's mission. Mr. Frigo said that there may be occasions when projects are submitted and are not fundable until the next budget year before the funding could be allowed. Motion for approval of the Special Request Funding Policy was made by Mr. Irwin, seconded by Dr. Fortner, and unanimously carried.

ITEM VI: Review and Consider Proposal from Jan Werner Adult Day Care for On-Site Clinic. Dr. Ted Nicklaus made a special funding request of \$50,000 for an on-site medical clinic at the Jan Werner Adult Day Care facility. Dr. Nicklaus said the new Clinic would be called the Windy Nicklaus Clinic. Dr. Nicklaus said that the Harrington Foundation has committed funds in the amount of \$25,000, contingent on AHD's commitment of \$50,000 toward the Clinic. Dr. Nicklaus said these funds, if approved, would help with the renovating of the Windy Nicklaus Clinic. He stated that they did not need funds for operations of the clinic, just the one-time funding for renovation of the Clinic. Dr. Nicklaus said that they receive financial support for the operations part of the Clinic from the Amarillo community.

Dr. Nicklaus said that the Clinic would be doing primary care 24 hours a day for the elderly, which is not what they are receiving now at the District Clinic. By having this Clinic, Dr. Nicklaus said they would relieve the District Clinic completely of the indigent and elderly attending the day care, and that it would take care of this population that has been neglected. Dr. Fortner stated that he believes there is a real need in this community for health care for the indigent, elderly. Mr. Norris said there is a question as to whether the mission of the board, which is to serve the indigent, is being met since only one-fourth of the adult day care fit in the guidelines for District Clinic care. Mr. Irwin stated that this is obviously a great project, but does it fit within AHD's mission? Mr. Walton stated that he believed that it does fit within AHD's mission. Motion for approval of granting the \$50,000 to the Jan Werner Day Care out of the General Funds, believing that over the long-term this project will be a good investment for the eligible District Clinic elderly, was made by Mr. Boyd, seconded by Dr. Fortner; Mr. Harrison and Ms. O'Hara voted for, Mr. Irwin opposed, and carried, 5 to 1.

ITEM VII: Presentation and Discussion of Actuarial Report on the Pension Plan. Mr. John Crider, Actuary, reported on the actuarial valuation for October 1, 2000 regarding the Retirement Plan for employees of Northwest Texas Healthcare System. Mr. Crider stated that the number of participants in the pension have decreased from 1,170 to 1,135, which is a drop of 35 participants. Mr. Crider further stated that all 1,135 people are fully vested. Mr. Crider noted that Mr. Frigo had budgeted \$1.2 million for pension plan contribution, but the Actuarial Plan contribution would only be \$758,499. Mr. Walton accepted the valuation on behalf of the Board.

ITEM VIII: Review and Consider the Contract with the City of Amarillo for Support Services. Mr. Norris presented a new contract which covers the services provided by the City to the District. Mr. Norris stated that in 1996 the Board entered into a contract with the City of Amarillo. Mr. Norris said the previous contract expired two years ago. Mr. Norris noted that the amount for the City's support services including legal, accounting, and clerical support would increase, with the Board's approval, from \$1,093 to \$2,084 per month. Mr. Norris stated that if approved, the increase would not take affect until October 1, 2001. Motion for approval of the Contract was made by Mr. Irwin, seconded by Dr. Fortner, and unanimously carried.

ITEM IX: Approval of High Bidders on Tax Sale Properties for Potter County. Mr. Frigo presented a list of Potter County Sheriff Sale properties that had been sold to the high bidder. Mr. Frigo explained that delinquent tax property is struck off the tax roles and then sold to the highest bidder and that Potter County requires approval from the taxing entities to complete the sale of these properties. Motion was made by Mr. Harrison, seconded by Ms. O'Hara, and unanimously carried, to approve the sale of the Sheriff Sale Properties.

ITEM X: Report on Tobacco Funds. Mr. Frigo stated that they did get their tobacco report in on time and the District received \$712,678.22 in tobacco funds from the State. Mr. Frigo said that Potter County's portion was \$12,636.10 and AHD's portion was \$700,042.12, compared to a budgeted figure of

\$671,950. Mr. Frigo also said that last year the District's portion was \$1,201,949. Mr. Frigo noted that the tobacco funds are coming down substantially.

ITEM XI: Presentation of Quarterly Financial Statements. Mr. Walton asked Mr. Frigo to review the Quarterly Financial Statements with the Board. Mr. Frigo gave an overview of the General Fund financial statements for the period ending March 31, 2001. Mr. Frigo reported that the AHD had a fund balance of over \$218 million. Mr. Frigo reported that the AHD had total revenue of \$15.4 million and total expenses of \$4.4 million, for net income of almost \$11 million. Mr. Frigo stated that at \$15.4 million, total revenue figure included an unrealized investment gain of \$8.4 million, without the unrealized *gain*, the District has net income of approximately \$2.6 million.

ITEM XII: Presentation of Quarterly Investment Report by Investment Officer. Mr. Irwin reported that for the quarter ending March 31, 2001, as the memo to the Board states, the Investment Portfolio was in compliance with the Investment Policy and the Public Funds Investment Act.

ITEM XIII: Committee Reports.

Finance Committee: Mr. Irwin reported that the Finance Committee met on May 21, 2001. At that meeting Mr. Crider also presented his actuarial report to the Finance Committee members.

Indigent Care Committee: Mr. Harrison reported that the Indigent Care Committee meeting will be held in the very near future. Mr. Harrison said the reason for the delay was due to the consultants needing more time.


Funding Priorities Committee: Ms. Blackburn reported that they sent out two Requests for Proposals (RFPs). Ms. Blackburn stated the one RFP was for a Tobacco Prevention Program and one for Center for Youth Development. Ms. Blackburn also said that at the next meeting the Funding Priorities Committee will hear a report on the Health Access Clearinghouse Plan.

Public and Private Partnership for Community Health Committee: Ms. O'Hara stated that at this time they were identifying some needs and carrying them forward.

Community Health Issues Committee (CHIC): Mr. Boyd made the statement that the Community Dental Clinic and Windy Nicklaus Clinic are direct results of the CHIC Committee.

ITEM XIV: Public Comments. There were no public comments.

ITEM XV: There being no further business, Mr. Irwin made the motion for adjournment at 9:15 a.m. This meeting was recorded and all comments are on file in the City Finance Department.



Steve Walton, Chairman

ATTEST:



Karen O'Hara, Secretary