

**AMARILLO HOSPITAL DISTRICT
REGULAR MEETING OF BOARD OF MANAGERS
AMARILLO CITY HALL
COMMISSION CHAMBERS
MINUTES
October 29, 2002
7:30 A.M.**

<u>Members</u>	<u>Present</u>
Mr. Rick Jones, Chair	Yes
Mr. Ernie Boyd, Vice-Chair	Yes
Mr. John Irwin	Yes
Ms. Karen O'Hara, Secretary	Yes
Mr. Steve Walton	No
Ms. Nancy Seliger	Yes
Mr. Dave Taylor	Yes

Also Present

Mr. Marcus Norris	City Attorney, City of Amarillo
Mr. Dean Frigo	Finance Director, City of Amarillo
Ms. Claudia Blackburn	Public Health Director, City of Amarillo
Ms. Debbie Close	Recording Secretary, City of Amarillo
Mr. Scott McIntyre, CFA	First Southwest Asset Management, Inc.
Ms. Amy McKinley	American Cancer Society
Ms. Dorinda Bates	Coalition of Health Services and Acting Director for the Health Access Clearinghouse

ITEM I: Mr. Jones 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. Jones presented the Minutes of the July 25, 2002 meeting. Motion for approval was made by Mr. Boyd, seconded by Ms. Seliger 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: Mr. Scott McIntyre, First Southwest Asset Management, Inc., presented the review of the AHD's portfolio managed by Amarillo National Bank, Plains National Bank, and Herring National Bank. Mr. McIntyre stated that each portfolio is in compliance with State law and with the AHD investment policy. On a consolidated basis, the average maturity of the total portfolio was slightly over 5.85 years with an overall weighted average yield of 5.71%. Mr. McIntyre explained that the portfolio includes callable securities, which have a high probability of being called during the next fiscal year. Reinvestment of these securities will most likely be at lower interest rates, which will bring down the average yield of the portfolio. Mr. McIntyre stated that a lower portfolio yield will affect the reasonableness of a 5.50% AHD spending limit. Mr. McIntyre also stated that during last year's review he had recommended that the money managers open separate safekeeping accounts for the AHD portfolio, and at this time Herring

National Bank and Plains National Bank still need to separate the safekeeping of the AHD portfolio into separate accounts.

ITEM V: Ms. Amy McKinley, with the American Cancer Society, presented a request to adjust budget amounts between approved budget line items on the Tobacco Free Amarillo Project. Ms. McKinley explained that there are several line items for this project that are under the approved budget amount and would like to transfer these amounts to other line items that are over the approved budget amount. The total budget amount would remain unchanged at \$400,000. Ms. O'Hara made the motion to move approved budget funds from line items to cover budget shortages in other line items for the Tobacco Free Amarillo Project, Ms. Seliger seconded, and the motion carried unanimously.

ITEM VI: Ms. Dorinda Banks, Acting Project Director for the Health Access Clearinghouse, requested that the AHD Board review revisions to the scope of work currently being performed by the Health Access Clearinghouse. Ms. Banks explained that during the last year the scope of the services provided to targeted individuals was not simply information and referral, but is dealing with clients with multiple needs and determining the appropriate utilization of the health care systems.

Ms. Banks presented the following three revisions to the scope of work currently being performed. Change the District Clinic target of identifying and referring 5,000 individuals to a more realistic target of providing assistance with 250 District Clinic applications per year. Revise the CHIP/Medicaid target from identifying 100 eligible families and assist 75 per month through the application process to provide assistance with 150 CHIP/Medicaid applications per year. The last revision included changing the Area Agency on Aging targets from information and referral of 500 senior households and benefits counseling to at least 250 households for the year to information and referral to 350 households and benefit counseling to at least 200 households for the year.

Ms. Banks reviewed the services provided to the community during the last fiscal year by the Health Access Clearinghouse. Mr. Boyd stated that the Funding Priorities Committee had previously reviewed and approved these suggested changes. Mr. Boyd stated that the Committee agreed that the original goals were extremely ambitious and felt that the revisions were attainable goals for the project. Mr. Boyd made the motion to accept the target revisions presented, Mr. Taylor seconded, and the motion carried unanimously.

ITEM VII: Consider Termination of Independent Contract to act as Project Director of the Health Access Clearinghouse Partnership in Potter County and the City of Amarillo, Texas, with Leann Ayres. Mr. Norris explained that the contract with Leann Ayers does not have a specific termination date. The contract terminates by either party terminating the contract upon 7 days' notice to the other. Mr. Norris said that Ms. Ayers has moved and the contract needs to be terminated. Motion for approval to terminate the contract was made by Mr. Irwin, seconded by Mr. Taylor and unanimously carried.

ITEM VIII: 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 this property. Motion was made by Ms. O'Hara, seconded by Mr. Taylor and unanimously carried, to approve the sale of the Sheriff Sale property.

ITEM IX: Presentation of Quarterly Financial Statements. Mr. Jones asked Mr. Frigo to review the Quarterly Financial Statements with the Board. Mr. Frigo gave an overview of the AHD financial statements for the period ending September 30, 2002. Mr. Frigo reviewed the Balance Sheet items and explained that the investment total of \$220 million is a market value amount. He also reminded the Board that included in the liability section are accruals for the indigent care contract, self-insurance costs and for Medicaid settlements. Mr. Frigo reported that the Income Statement reflects an \$8 million net income, which includes an unrealized gain of \$2.7 million. Mr. Frigo also reviewed the Budget versus Actual Report which reflects total revenue receipts at 117.73% of budgeted revenue and total expenditures of 92.14% of budgeted expenditures.

ITEM X: Quarterly Investment Report from Investment Officer. Mr. Irwin reported that for the quarter ending September 30, 2002, as the memo to the Board states, the Investment Portfolio was in compliance with state law and the AHD's Investment Policy.

ITEM XI: Committee Reports. Mr. Jones asked if there were any Committee Reports. There were no further committee reports at this time.

ITEM XII: Election of Board Officers. Mr. Jones presented a slate of officer nominees for the 2003 fiscal year as follows: Chairman would be Mr. Ernie Boyd; Vice-Chairman would be Mr. Dave Taylor; Secretary would be Ms. Karen O'Hara; and Investment Officer would still be Mr. Irwin until replaced. Motion for approval of the new slate of officers was made by Ms. O'Hara, that they accept those recommendations, seconded by Ms. Seliger and unanimously carried.

Mr. Jones passed the gavel to Mr. Boyd.

ITEM XIII: Presentation of Plaques. Mr. Boyd presented a Plaque to Mr. Jones stating that in honor of Mr. Jones' leadership as Chairman of the Amarillo Hospital District Board of Managers, he presented Mr. Jones with a plaque for his service as Chairman during October 2001 to October 2002.

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

ITEM XV: There being no further business, Mr. Boyd made the motion for adjournment at 8:15 a.m. This meeting was recorded and all comments are on file in the City Finance Department.


Ernie Boyd, Chair



Karen O'Hara, Secretary