

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES PERMIACARE

The regular monthly meeting of the Board of Trustees of PermianCare was held August 21, 2018, at the Atmos Energy Corporation's Fischer Community Room, 2304 Loop 40 (*behind the Post Office at Midland International Airport*), Midland, Texas.

Board officers present were John Landgraf, Chair; Larry Edgerton, Treasurer; and Gus Ortega, Secretary.

Board members present were Ladoyce Lambert, Barbara Yarbrough, Patricia Nelson, Mark Dettman, and Margaret Jones. Frank Rodriguez attended via televideo.

Staff members present were Ramona Thomas, Chief Executive Officer; Chris Barnhill, Chief Financial Officer; Jill Stephens, Director of Human Resources; Joshua Alaniz, Director of Resource Development; Glenn Pitchford, Director of Information Systems; Christian Marmol, Chief Accountant; Megan Newman, Special Projects Coordinator; and Marlene Ammerman, temporary Executive Assistant.

I. CALL MEETING TO ORDER

Chair Landgraf called the meeting to order at 3:32 p.m.

II. CHAIR'S REPORT

Chair Landgraf reminded Board members that the Board's Performance Evaluation of CEO Thomas will be completed at the September Board meeting. He requested that Board members send the evaluations to him and he would compile

the results.

III. PRESENTATIONS/TRAINING

Jill Stephens, Director of Human Resources, conducted a presentation on the results of the 2018 PermiaCare Employee Satisfaction Survey. Topics covered by Ms. Stephens included:

- A review of current benefits
- Results of the following survey topics (based on a 63% response rate):
 - Compensation and benefits
 - Work environment
 - Communication
 - Agency and management
 - Administration

IV. CONSENT AGENDA

The Consent Agenda was distributed to all members prior to the meeting. Chair Landgraf asked if there were any requests to remove items for discussion. Hearing none, he requested a motion approving the Consent Agenda as follows:

1. Minutes of the last meeting
2. CEO Activity Report
3. Community Relations Report

A/M/S (Yarborough/Jones) (Unanimous)

Motion to approve the consent agenda as presented

V. TREASURER'S REPORT

The Treasurer's Report for July 2018, was distributed to all members prior to the meeting. Treasurer Edgerton reviewed the report.

A/M/S (Ortega/Nelson) (Unanimous)

Motion to approve the Treasurer's Report subject to audit

VI. PUBLIC LIAISON COMMITTEE – REPORT ON PLANNING AND NETWORK ADVISORY COMMITTEE (PNAC)

Megan Newman, Special Projects Coordinator, reviewed meeting minutes and recommendations from the committee. The committee continues to explore Project Search for employing individuals with a disability.

A/M/S (Lambert/Jones) (Unanimous)

Motion to accept the PNAC report as presented

VII. TEXAS COUNCIL OF COMMUNITY CENTERS' REPORT

Council Representative Jones had no report. The next meeting will be August 24th and 25th.

VIII. TEXAS COUNCIL RISK MANAGEMENT FUND REPORT

Risk Management Fund Representative Lambert reported that Centers will be asked to vote for members of the Risk Management Fund Board. Representative Lambert is up for re-election. The next meeting will be November 9.

IX. OTHER BUSINESS

1. Finance Committee – Fiscal year 2019 Budget and Vehicle Purchase Authorization

This item was distributed to all members prior to the meeting. CFO Barnhill reviewed the highlights of each Fund's proposed budget including the initiation of a Step 9 Salary, increases to hourly wages, and increases to mileage reimbursement rates. CEO Thomas reviewed the proposed termination of PermiaCare's Texas Home Living Waiver contract, and the status of the 1115 Waiver funding to be phased out in 2021 and 2022. The proposed budget was reviewed by the Finance Committee on August 8, 2018 and the Committee voted its recommendation to the Board, as well as spending up to 5% of the Greathouse Fund, and authorization of vehicle purchases as recommended by staff.

Motion 1

A/M/S (Edgerton for the Finance Committee) (Unanimous)

Motion to approve PermiaCare's fiscal year 2019 budget as recommended by the Finance Committee

Motion 2

A/M/S (Edgerton for the Finance Committee) (Unanimous)

Motion to approve up to 5% spending of the Greathouse Fund per the Spending Plan in policy 4.02.04.01 as recommended by the Finance Committee

Motion 3

A/M/S (Edgerton for the Finance Committee) (Unanimous)

Motion to authorize Fiscal Year 2019 vehicle purchases as recommended by the Finance Committee

2. Finance Committee – Fiscal Year 2018 budget revision #2

This item was distributed prior to the Board meeting. Chris Barnhill, CFO, reviewed the proposal to provide tenure-based incentive payments to staff of \$1,000 to \$3,000 based on their length of employment with PermianCare. Mr. Barnhill then reviewed the accounts being revised. These proposals were reviewed by the Finance Committee during their August 8 meeting. The Finance Committee voted recommendation to the Board.

A/M/S (Edgerton for the Finance Committee) (Unanimous)

Motion to approve Fiscal Year 2018 budget revisions as presented by staff and recommended by the Finance Committee

3. Nominating committee – Election of Board Officers

This item was distributed prior to the Board meeting. Nominating Committee Chair Jones reviewed the slate of officers proposed by the Nominating Committee as follows:

Gus Ortega, Chair

Patricia Nelson, Vice-Chair

Margaret Jones, Secretary

Larry Edgerton, Treasurer

A/M/S (Jones for the Nominating Committee) (Unanimous)

Motion to approve the slate of officers as presented by the nominating committee

There being no further business, Chair Landgraf adjourned the meeting at

5:00 p.m.

Ramona Thomas

Ramona Thomas, CEO

Gus Ortega

Gus Ortega, Secretary