

## **MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES PERMIACARE**

The regular monthly meeting of the Board of Trustees of PermiaCare was held August 16<sup>th</sup>, 2022, at 401 East Illinois Avenue, Midland Texas, 79701 and via ZOOM at 3:30 PM.

Board officers present were Margaret Jones, Chair, and Ryan Peckham, Treasurer. Board officers absent were Terry Wilkinson, Vice-Chair, and Derek Cook, Secretary.

Board members present were Amy Hendrick, Barbara Yarbrough, and Gus Ortega. Board members absent were John Landgraf and Frank Rodriguez.

Ex – Officio member present was Samuel Garces.

Ex-Officio member absent was Arvin West.

Staff members present were Chris Barnhill, Chief Executive Officer; Jill Stephens, Director of Human Resources; Joshua Alaniz, Chief of Staff; Thomas Kerr, Director of Finance, and Cheryl McLaughlin, Executive Assistant.

### **I. CALL MEETING TO ORDER**

Chair Margaret Jones declared a quorum and called the meeting to order at 3:32 p.m.

### **II. PUBLIC COMMENTS**

Chair Jones opened the floor for public comments. None were provided.

### **III. CHAIR'S REPORT**

Chair Jones had no report.

### **IV. PRESENTATIONS/TRAINING**

Chief of Staff Joshua Alaniz presented a pictorial walk-through of PermiaCare's sixteen facilities. Mr. Alaniz highlighted the areas of priority for maintenance and repairs. Chief Executive Officer Chris Barnhill shared a plan to consider renaming the 400 N. Carver building in honor of former CEO Larry Carroll. Chief of Staff Alaniz fielded questions and thanked the Board for their time.

### **V. CONSENT AGENDA**

The Consent Agenda was distributed to all members prior to the meeting. Chair Jones asked if there were any requests to remove items for discussion. Hearing none, she 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 (Ortega/Yarbrough) (Unanimous)

Motion to approve the Consent Agenda as presented.

### **VI. Chief Executive Officer's Report**

CEO Barnhill announced a scheduled visit by State Representative Brooks Landgraf and Senator Elect Kevin Sparks to PermiaCare's mental health clinic

located at 600 N. Grant in Odessa in late August.

**VII. TREASURER’S REPORT**

The Treasurer’s Report for July 2022 was distributed to all members prior to the meeting. Treasurer Peckham reviewed the report and answered questions.

A/M (Peckham/Ortega ) (Unanimous)

Motion to approve the Treasurer’s Report as presented.

**VIII. TEXAS COUNCIL OF COMMUNITY CENTERS REPORT**

There was no report.

**IX. TEXAS COUNCIL RISK MANAGEMENT FUND REPORT**

CEO Barnhill reported on the meeting held August 4<sup>th</sup> and 5<sup>th</sup>. Topics for discussion were staff working remotely and cyber liability.

**X. SHERIFF’S OFFICE REPORT**

Sgt. Samuel Garces reported that a new investigator had been hired and another was in the process of being hired; they are expecting to be fully staffed by November.

**XI. OTHER BUSINESS**

**1. Finance Committee – Fiscal Year 2023 Budget and Vehicle Purchase Authorization**

This item was distributed to all members prior to the meeting. CEO Barnhill reviewed the Fiscal Year 2023 budget with the group. The proposed budget

was reviewed by the Finance Committee in their meeting on August 10, 2022. The Committee voted its recommendation to the Board to 1) approve the 2023 budget; 2) approve up to 5% spending of the Greathouse Fund; and 3) authorize the purchase of vehicles included in the FY 2023 budget according to the procurement methods authorized in Board Policy 4.01.13.00. CEO Barnhill reviewed the information and fielded questions.

Motion 1

A/M (Peckham for the Finance Committee) (Unanimous)

Motion to approve PermiaCare's Fiscal Year 2023 budget as recommend by the Finance Committee.

Motion 2

A/M (Peckham 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 (Peckham for the Finance Committee) (Unanimous)

Motion to authorize Fiscal Year 2023 vehicle purchases as recommended by the Finance Committee.

**2. Finance Committee - Fiscal Year 2022 Budget Revision # 4**

This item was distributed prior to the Board meeting. CEO Barnhill reviewed the proposal to provide a tenure-based incentive ranging from \$1,000 to \$3,000 for salaried staff and from \$1,000 to \$1,800 for hourly staff. Total cost of the incentive would be \$433,972. CEO Barnhill reviewed the accounts

revised in Budget Revision #4 for Fiscal Year 2022 to accommodate the incentive. This proposal was reviewed by the Finance Committee in their meeting on August 10, 2022. The Finance Committee voted its recommendation to the Board.

A/M (Peckham for the Finance Committee) (Unanimous)

Motion to approve Fiscal Year 2022 budget revisions as presented by staff and recommended by the Finance Committee.

### **3. Finance Committee – Review and Approve Proposed Board Policy**

#### **1.04.55.0 – Charity Care**

This item was distributed prior to the Board meeting. CEO Barnhill reviewed the purpose of the Public Health Provider Charity Care Program (PHP CCP). PHP CCP protocol requires that PermiaCare approve and implement a Charity Care Policy prior to October 1, 2022 which is the beginning of Year 2. This policy was reviewed by the Finance Committee at their meeting on August 10, 2022. Based on the review the Finance Committee recommends Board approval of Policy 1.04.55.00 Charity Care.

A/M (Peckham for the Finance Committee) (Unanimous)

Motion to approve Board Policy 1.04.55.00 Charity Care as recommended by the Finance Committee.

### **4. Finance Committee – Approve FY 2023 HRSA COVID 19 Phase 4 Stipends**

CEO Barnhill reviewed the American Rescue Plan Act (ARPA) HRSA Phase 4 COVID-19 relief funding which is allowed to be used for one-time retention incentives to retain workforce during the pandemic. Staff propose using the

remaining funding, along with ECI COVID-19 funding, to pay two additional retention stipends –the first on October 14, 2022 and the second on December 21, 2022 –at an estimated cost of \$350,193 each thereby exhausting the remaining COVID-19 relief funding. The Finance Committee approved the FY 2023 HRSA COVID fund stipends in their meeting on August 10, 2022.

A/M (Peckham for the Finance Committee) (Unanimous)

Motion to approve the FY 2023 HRSA COVID Relief fund stipends as proposed by staff.

**5. The board will go into Executive Session pursuant to Section 551.072 of the Texas Open Meetings Act for the purpose of deliberation regarding real property.**

The Board moved into Executive session at 4:56 P.M.

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

Motion to move into Executive Session pursuant to Section 551.072 of the Texas Open Meetings Act for the purpose of deliberation of real property.

The meeting was returned to Open Session at 5:07 P.M.

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

Motion to return the Board of Trustees to Open Session

**6. Act on matters considered in Executive Session–**

By consensus the Board of Trustees approved an upper limit for negotiations to purchase real property.

A/M (Peckham/Hendrick) (Unanimous)

Motion to authorize Chris Barnhill, Chief Executive Officer, to negotiate the purchase of real property for the location and up to the maximum limit discussed in Executive Session

There being no further business, Chair Jones adjourned the meeting at 5:10 P.M.



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Chris Barnhill,  
Chief Executive Officer



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Derek Cook,  
Secretary