

EL PASO COUNTY HOSPITAL DISTRICT FINANCE COMMITTEE MEETING MINUTES

Wednesday, September 27, 2017 – 8:15 a.m.
4815 Alameda Ave., 8th Floor Board Room
El Paso, Texas 79905

COMMITTEE MEMBERS PRESENT

James Volk, Committee Chair
Carmen Arrieta-Candelaria, Committee Member
Miguel Fernandez, Board Member
R. Jacob Cintron, President & CEO
Maria Zampini, Chief Operating Officer
Leticia Flores, Controller

COMMITTEE MEMBERS ABSENT

Michael Nuñez, Chief Financial Officer
Cindy Stout, Chief Nursing Officer
Darius Boman, M.D., Committee Member

OTHERS PRESENT

Christina Ford, Chief Legal Officer
Frank Dominguez, EP Health CEO
Mark Amox, EPCH Chief Executive Officer
Stephen A. Rybolt, EPCH Chief Financial Officer
Jennifer Maxwell, Executive Assistant to the Board of Managers
Lorena Navedo, Chief Administrative Officer
Jon Law, Chief Strategic Officer
Cathy Gibson, UMC
Laurel Huston, El Paso County Attorney's Office
Bruce Yetter, El Paso County Attorney's Office
Jim Booher, UMC
Javier Saenz, UMC
Clair Ellis, UMC
Roberto Valadez, UMC
Wally Hardgrove, El Paso County
Jorge Reyes, El Paso County

AGENDA ITEM	CONCLUSION/RECOMMENDATIONS	ACTION	FOLLOW-UP
I. Call to Order II. Establish a Quorum	Mr. Miguel Fernandez called the meeting to order at 08:28 a.m., September 27, 2017, after establishing that there was a quorum present. <i>Note: Mr. Fernandez took the agenda out of order and began the meeting with agenda item 8 and continued through agenda item 11. Subsequently, the Finance Committee went back to review and discuss agenda items 4-7.</i>		
III. Approval of the August 30, 2017 Finance Committee Minutes. (Tab 1) Mr. James Volk Chair	The meeting minutes for the meeting held on August 30, 2017, were presented for approval.	Motion to approve the minutes was made by Mr. Cintron and seconded by Ms. Arrieta. Motion carried.	

Finance Committee
September 27, 2017

AGENDA ITEM	CONCLUSION/RECOMMENDATIONS	ACTION	FOLLOW-UP
<p>IV. Review and approve the El Paso Children's Hospital Financial Statements for August 2017. (Tab 2)</p> <p>Mr. Mark Amox Chief Executive Officer</p> <p>Mr. Stephen A. Rybolt Chief Financial Officer</p>	<p>Mr. Rybolt presented the EPCH August 2017 Financial Statements to the Committee for review and discussion.</p>	<p>Motion to approve was made by Mr. Volk and seconded by Mr. Cintron. Motion carried.</p>	
<p>V. Review and approve the El Paso Health Financial Statements for August 2017. (Tab 3)</p> <p>Mr. Michael Nuñez Chief Financial Officer</p> <p>Mr. Frank Dominguez Chief Executive Officer</p>	<p>The Finance Committee reviewed and discussed the El Paso Health August 2017 financial report presented by Ms. Letty Flores, Controller.</p>	<p>Motion to approve was made by Mr. Cintron and seconded by Ms. Arrieta. Motion carried.</p>	
<p>VI. Review and approve the El Paso County Hospital District's d/b/a University Medical Center of El Paso Combined Financial Statements for August 2017. (Tab 4)</p> <p>Mr. Michael Nuñez Chief Financial Officer</p>	<p>Ms. Letty Flores, Controller, presented the El Paso County Hospital District's d/b/a University Medical Center August 2017 Financial Report. The Finance Committee reviewed and discussed the information presented.</p>	<p>Motion to approve was made by Ms. Arrieta and seconded by Mr. Cintron. Motion carried.</p>	
<p>VII. Discuss and take appropriate action regarding repurposing of funds from the El Paso County Hospital District d/b/a University Medical Center of El Paso 2008 Combination Tax and Revenue Certificates of Obligation and the El Paso County Hospital District d/b/a University Medical Center of El Paso 2013 Combination Tax and Revenue Certificates of Obligation for construction of a surface parking lot. (Tab 5).</p> <p>Ms. Maria Zampini Chief Operating Officer</p> <p>Mr. James Booher, Administrative Director, Engineering</p>	<p>Item Tabled.</p>	<p>No Action. Item Tabled.</p>	

AGENDA ITEM	CONCLUSION/RECOMMENDATIONS	ACTION	FOLLOW-UP
<p>VIII. Review and approve the Selection Committee's recommendation for Power Quality Remediation services (RFP#830-04/17-001), and authorize the President and CEO to substitute capital expenditures up to \$250,000.00 to negotiate and execute the contract. (Tab 6)</p> <p>Ms. Maria Zampini Chief Operating Officer</p>	<p>Ms. Zampini presented an executive summary of this request. She noted that UMC published a Request for Proposal (RFP#830-04/17-001) for Power Correction Lines on April 24, 2017.</p> <p>The issue is that the electrical power total harmonic distortion is above institutional standards and is at a level that has begun to affect hospital equipment during extended operation under Emergency Power only. The onsite harmonic distortion is increasing due to equipment loads.</p> <p>In addition to the April 24, 2017 published proposal on the UMC website, courtesy RFP notification e-mails were sent directly to four engineering firms as well as over 150 vendor list participants, the Hispanic Chamber of Commerce and the Greater Chamber of Commerce. The notification was also published in the El Paso Times.</p> <p>The request is to substitute capital expenditures for the Alberta sewer storm replacement project in order to make the power correction lines. This request was reviewed and approved by the Planning & Development Committee.</p>	<p>Motion to approve was made by Ms. Arrieta and seconded by Mr. Cintron. Motion carried.</p>	
<p>IX. Review and take appropriate action regarding Qualified Mental Health Provider and Training Services Interlocal Agreement with El Paso MHMR d/b/a Emergence Health Network and the El Paso County Hospital District d/b/a University Medical Center of El Paso, and authorize the President and CEO to negotiate and execute the agreement. (Tab 7)</p> <p>Ms. Maria Zampini Chief Operating Officer</p> <p>Mr. Javier Saenz Director of Contract Compliance</p>	<p>Ms. Zampini presented this request and noted that UMC recommends entering into a three year Interlocal agreement with EHN for qualified mental health provider ("QMHP" and training services.</p> <p>EHN will provide a full-time onsite QMHP at the East, West, Ysleta, and Fabens clinics to provide professional consultative support, advise, direct intervention and expertise the growing patient population in need of these services. EHN will also provide training to the UMC provider at each of these clinics and the administrative staff in the area of behavioral and mental health.</p> <p>Upon approval, the agreement will commence on October 23, 2017 and expire on October 22, 2020.</p>	<p>Motion to approve was made by Mr. Volk and seconded by Mr. Cintron. Motion carried.</p>	

AGENDA ITEM	CONCLUSION/RECOMMENDATIONS	ACTION	FOLLOW-UP
<p>X. Review and approve the Selection Committee's recommendation for Floor Maintenance (RFP#855-04/17-001), and authorize the President and CEO to negotiate and execute the contract. (Tab 8)</p> <p>Ms. Maria Zampini Chief Operating Officer</p> <p>Ms. Clarita Ellis Director of Environmental Services</p>	<p>Ms. Zampini presented an executive summary this item. This request is for floor maintenance services to include floor stripping and refinishing, floor scrubbing, and floor burnishing. UMC published a Request for Proposal (RFP#855-04/17-001) for Floor Maintenance on April 24, 2017.</p> <p>In addition to the April 24, 2017 published proposal on the UMC website, courtesy RFP notification e-mails were sent directly to three local service providers as well as over 150 materials management department vendor list participants.</p> <p>The vendor selected will provide services to UMC and EPCH.</p>	<p>Motion to approve was made by Mr. Cintron and seconded by Ms. Arrieta. Motion carried.</p>	
<p>XI. Review and take appropriate action on the 2017/2018 Tax Anticipation Note with Wells Fargo Bank, N.A. and the El Paso County Hospital District d/b/a University Medical Center of El Paso, and authorize the President and CEO to negotiate and execute the agreement. (Tab 9)</p> <p>Mr. Michael Nuñez Chief Financial Officer</p>	<p>Ms. Letty Flores, UMC Controller, presented this item. Ms. Flores noted that this request is for UMC to enter into a borrowing agreement with Wells Fargo. The funds will be collateralized with the property tax receivable, which is anticipated to be received beginning in October. The borrowing instrument is for six months with a maturity date in February. Ms. Flores noted that given the analysis of the weekly cash flow reports, UMC does not anticipate the need to use the borrowed funds; however, the request is to have this in place in case there is an unforeseen need.</p>	<p>Motion to approve was made by Mr. Cintron and seconded by Ms. Arrieta. Motion carried.</p>	
<p>XII. Adjournment</p> <p>Mr. James Volk Chair</p>	<p>Meeting adjourned at 9:20 a.m.</p>	<p>Motion to adjourn the meeting was made Ms. Flores and seconded by Mr. Cintron. Motion carried.</p>	



F. James Volk -Committee Chairman