

**NORTHEAST HOSPITAL AUTHORITY
BOARD OF TRUSTEES' MEETING
August 24, 2023**

The Board of Directors of the Northeast Hospital Authority met in regular session at Memorial Hermann Northeast, Administrative Conference Room, 4th Floor South Tower, 18951 Memorial North, Humble, Texas 77338. The meeting was open to the public.

Present:

Roy Hearnberger, President
Robert Panzarella, M.D., Vice President
Tim Baker, Treasurer
Roger Brown, Ed.D., Secretary
Carol Prince, Board Member
Mark Mitchell, Board Member

Absent:

Mike Hardage, Officer for All Purposes

The following were also in attendance:

Michelle Lee, Byers Lee, P.C.
Loren Smith, Olson & Olson, L.L.P.
Jennifer Namie, Olson & Olson, L.L.P.
Brooke Baugh, Wolford Group (via Zoom)

- I. Call to Order.

President, Roy Hearnberger opened the meeting at 8:14 a.m.

- II. Public Comments and Receipt of Petitions; *[At this time, anyone will be allowed to speak on any matter other than personnel matters or matters under litigation, for length of time not to exceed three minutes. No Board discussion or action may take place on a matter until such matter has been placed on an agenda and posted in accordance with law - GC, 551.042.]*

There were no public comments.

- III. Memorial Hermann Northeast Report – Justin Kendrick, Memorial Hermann Northeast CEO for Memorial Hermann Northeast and Memorial Hermann Woodlands and Matt Woodard, Manager of Volunteer Services.
- IV. Consideration and possible action regarding the minutes from the July 27, 2023 meeting.

Carol Prince made a motion to approve the minutes from the July 27, 2023 meeting. Robert Panzarella seconded the motion and the motion carried unanimously.

- V. Consideration and possible action regarding a request from Memorial Hermann Foundation to assist in funding a cardio-vascular program at Memorial Hermann Hospital Northeast.

Robert Panzarella made a motion that the Board should not assist in funding ten million to this project at this time but encourages the hospital to look for other options to finance the project. Carol Prince seconded the motion and the motion carried unanimously.

- VI. Consideration and possible action regarding agreement with BLPC to scan the records that need to be retained from storage unit at a rate of \$65.00 per hour.

Items VI, V, VIII, IX, X and XII were approved in one motion. Robert Panzarella made a motion to approve the project in an amount not to exceed \$10,000.00. Mark Mitchell seconded the motion and the motion carried unanimously.

- VII. Consideration and possible action to pay for shredding at BLPC office when scanning is complete.
- VIII. Consideration and possible action to purchase supplies for packing storage unit.
- IX. Consideration and possible action to purchase two external hard drives.
- X. Consideration and possible action to hire a moving company to move the "need to scan" documents from storage unit to BLPC office and to move the existing furniture items to a donation location.
- XI. Consideration and possible action to approve audit engagement letters from Blazek & Vetterling for the Authority's financials and pension plan and authorize Roy Hearnberger to sign.

Mark Mitchell made a motion to approve the audit engagement letters from Blazek & Vetterling for the Authority's financials and pension plan to authorize Roy Hearnberger to sign. Carol Prince seconded the motion and the motion carried unanimously.

- XII. Consideration and possible action to approve a shredding company to destroy shred documents at the storage unit site.
- XIII. Finance/Insurance/Compliance Report.

Michelle Lee and Tim Baker presented this item.

- XIV. Foundation Board Report.

Brook Baugh presented an update on the In the Pink luncheon and Partners in Pink.

- XV. Retirement Plan Committee Report.

- XVI. Other Reports and Visitor Welcome.

There were no visitors.

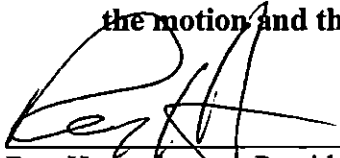
- XVII. President's Report.

NE Hospital Authority Board of Trustees' Meeting Minutes
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XVIII. Other Business.


XIX. Adjourn.

Mark Mitchell made a motion to adjourn at 9:51 a.m. Robert Panzarella seconded the motion and the motion carried unanimously.



Roy Hearnberger, President

ATTEST:



Roger Brown, Secretary