

**MINUTES  
NORTHEAST HOSPITAL AUTHORITY  
BOARD OF TRUSTEES' MEETING  
June 27, 2024**

The Board of Trustees of the Northeast Hospital Authority met in regular session at Memorial Hermann Northeast, Administrative Conference Room, 4<sup>th</sup> Floor South Tower, 18951 Memorial North, Humble, Texas 77338. The meeting was open to the public as posted on the City of Humble website.

Present:

Roy Hearnberger, President  
Robert Panzarella, M.D., Vice President (arrived at 8:37 a.m.)  
Roger Brown, Ed.D., Secretary  
Tim Baker, Treasurer  
Mike Hardage, Board Member (left at 10:20 a.m.)  
Carol Prince, Board Member  
Mark Mitchell, Board Member

The following were also in attendance:

Michelle Lee	Byers Lee, CPA
Brooke Baugh	Director of Development and Programs
Loren B. Smith	Olson & Olson, L.L.P.
Philip Boedeker	Olson & Olson, L.L.P.
Jennifer Namie	Olson & Olson, L.L.P.

I. Call to Order.

**President Roy Hearnberger called the meeting to order at 8:05 a.m.**

II. Public Comments and Receipt of Petitions.

**There were no public comments.**

III. Memorial Hermann Northeast Report – Nikki Roux, MHNE, VP Operations

IV. Consideration and possible action regarding the minutes from the May 23, 2024 meeting.

**Carol Prince made a motion to approve the minutes from the May 23, 2024 meeting. Mark Mitchell seconded the motion and the motion carried unanimously.**

V. Consideration and possible action to amend item VIII of the minutes from the April 25, 2024 meeting.

**Mark Mitchell made a motion to amend item VIII of the minutes from the April 25, 2024 meeting to reflect the correct amount. Carol seconded the motion and the motion carried unanimously.**

- VI. Report, consideration and possible action on Good Oil Days budget and programs.

**No report.**

- VII. Report, consideration and possible action on Senior Health Fair budget and programs.

**Michelle Lee presented this report.**

- VIII. Report by Director of Development and Programs.

**Brooke Baugh presented this report.**

- IX. Consideration and possible action regarding a donation to the Senior Center.

**Mike Hardage made a motion to provide the City of Humble Senior Center a grant for exercise equipment with a maintenance plan for \$20,429.30 subject to the City's approval and an executed interlocal agreement and authorizing President Hearnberger to sign said agreement. Carol Prince seconded the motion and the motion carried unanimously.**

- X. Consideration and possible action on a quote from MTR Services for a computer and software for Brooke Baugh, Director of Development and Programs.

**Mark Mitchell made a motion to approve a payment of \$4,651.40 to MTR Services for a computer and software for Brooke Baugh, Director of Development and Programs. Robert Panzarella seconded the motion and the motion carried unanimously.**

- XI. Consideration and possible action to ratify an expense in the amount of \$342.00 to USPS at 1202 E. 1<sup>st</sup> Street, Humble, Texas 77338 for one year of post office services.

**Mark Mitchell made a motion to ratify an expense in the amount of \$342.00 to USPS at 1202 E. 1st Street, Humble, Texas 77338 for one year of post office services. Tim Baker seconded the motion and the motion carried unanimously.**

- XII. Consideration and possible action to sponsor the Senior Health Fair at \$30,000.00.

***This item was taken out of order.* Mark Mitchell made a motion that the Authority sponsor the Senior Health Fair Program in an amount of \$30,000.00. Carol Prince seconded the motion and the motion carried unanimously.**

- XIII. Consideration and possible action on the Chubb insurance coverage and statement for the D&O insurance renewal.

**Mark Mitchell made a motion to approve the insurance payment as it currently stands and then authorize Tim Baker to add Brooke Baugh to the insurance policy. Robert Panzarella seconded the motion and the motion carried unanimously.**

- XIV. Consideration and Revision/Approval of the Authority's FYE 6/30/24 budget.

**No action was taken on this item.**

NE Hospital Authority Board of Trustees' Meeting Minutes  
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XV. Foundation Board Report.

**Brooke Baugh presented this report.**

XVI. Finance/Insurance/Compliance Report.

**Michelle Lee presented this report.**

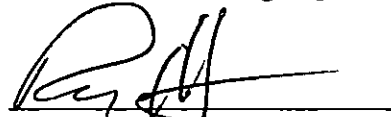
XVII. Consideration and approval of Quarterly Investment Report for the Q/E 3/31/24.

**Mark Mitchell made a motion to accept the summary as presented. Robert Panzarella seconded the motion and the motion carried unanimously.**

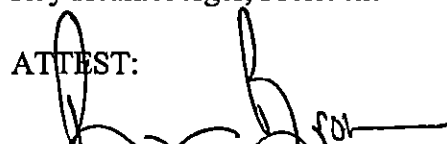
XVIII. President's Report.

XIX. Adjourn.

**The meeting adjourned at 10:30 a.m.**

  
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Roy Hearnberger, President

ATTEST:

  
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Roger Brown, Secretary