

**PUBLIC NOTICE OF MEETING**  
TAKE NOTICE OF A MEETING OF THE NORTHEAST HOSPITAL  
AUTHORITY BOARD OF DIRECTORS

The Northeast Hospital Authority will hold a regular meeting of its Board of Directors on Thursday, November 21, 2024 at 8:00 a.m. at Memorial Hermann Northeast, 18951 Memorial North, Humble, TX 77338, Administrative Conference Room, 4th Floor South Tower. This meeting agenda is posted online at

**[The City of Humble Website](#)**

In accordance with Texas Government Code, Sec. 551.127, on a regular, non-emergency basis, Board members may attend and participate in a meeting remotely by video conference. Should such attendance transpire, a quorum of the Board will be physically present at the location noted above on this agenda.

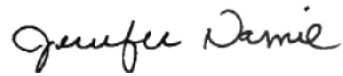
The public will be permitted to offer public comments in person as provided by the agenda and as permitted by the presiding officer during the meeting.

- I. Call to Order
- 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.]*
- III. Memorial Hermann Northeast Report – Juan Sanchez, Vice President & Chief Nursing Officer, Memorial Hermann Northeast Hospital
- IV. Consideration and possible action regarding the minutes from the October 24, 2024 meeting.
- V. Consideration and possible action regarding the execution of the audit engagement letters for Blazek and Vetterling.
- VI. Consideration and possible action to approve an expense up to \$300.00 for the purchase of letterhead for the Northeast Hospital Authority.
- VII. Consideration and possible action to approve a policy regarding (1) prohibiting the installation of TikTok or another covered application on any device owned or leased by the governmental entity; and (2) requiring the removal of covered applications from those devices.
- VIII. Consideration and possible action to transition the Authority’s payroll to a payroll provider to QuickBooks Payroll at a cost of \$35.00 per month for the first 12 months and increasing to \$50.00 a month thereafter.
- IX. Consideration and possible action Board to approve the payroll provider’s ability to have the EFTPS tax payments and the direct deposit of the Director of Development and Program’s payroll withdrawn from the Operating account each pay period.
- X. Consideration and possible action regarding the completion of a Reporting Agent form which would provide authorization for QuickBooks Payroll to file your quarterly 941 reports and other actions regarding payroll.

- XI. Consideration and possible action regarding issuing a bonus to the Director of Development and Programs.
- XII. Consideration and possible action regarding Employee Confidentiality Non-Disclosure agreement.
- XIII. Consideration and possible action related to employee insurance.
- XIV. Report by Director of Development and Programs.
- XV. Report, consideration and possible action on Senior Health Fair budget and programs.
- XVI. Report, consideration and possible action on Good Oil Days budget and programs.
- XVII. Finance/Insurance/Compliance Report.
- XVIII. Other Reports and Visitor Welcome.
- XIX. President's Report.

CERTIFICATE

I certify the above notice of meeting was posted on the door of the City Hall, Humble, Texas, on the 13th day of November, 2024 by 5:00 p.m.



Jennifer Namie

*All meetings of The Northeast Hospital Authority are open to the public, except when there is a necessity to meet in an Executive Session (closed to the public) under the provisions of Section 551, Texas Government Code. The Northeast Hospital Authority reserves the right to convene into Executive Session to consult with an attorney, as authorized under Section 551.071 of the Government Code, for any of the above-described agenda items.*