

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

The regular monthly meeting of the Board of Trustees of PermiaCare was held August 22, 2023, at 401 East Illinois Avenue, Midland Texas, 79701 and via Zoom at 3:30 PM.

Board officers attending via Zoom were Margaret Jones, Chair; Terry Wilkinson, Vice Chair; and Derek Cook, Secretary.

Board members attending via Zoom were John Landgraf and Gus Ortega. Board member attending in person was Barbara Yarbrough. Board members absent were Frank Rodriguez and Amy Hendrick.

No Ex-officio members were in attendance.

Staff members present were Chris Barnhill, Chief Executive Officer; Josh Alaniz, Chief of Staff; Todd Luzadder, Chief of Operations; Jill Stephens, Human Resources Director; Christian Marmol, Chief Financial Officer; Cynthia Bentley, Quality Management Director; Pam Shurley, Director of IDD Services; Michael Black, IDD Provider Services Manager; and Cheryl McLaughlin, Executive Assistant. Guest in attendance was Mickey Cargile.

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

Chair Margaret Jones declared a quorum and called the meeting to order at 3:30 p.m.

### **II. PUBLIC COMMENTS**

Chair Margaret Jones opened the floor for public comment. None were provided.

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

Chair Margaret Jones introduced Mickey Cargile who has applied to the City of Midland for appointment to the PermianCare Board of Trustees.

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

Pam Shurley, Director of IDD Services and Michael Black, IDD Provider Services Manager, shared a presentation on the Project Search program, which focuses on providing education and training to young adults with intellectual and developmental disabilities. Seven individuals have been selected to participate in an internship at Midland Memorial Hospital.

### **V. CONSENT AGENDA**

The Consent Agenda was distributed to all members prior to the meeting. Chair Jones opened the floor for requests to remove items for discussion. Hearing none, a motion was requested to approve the Consent Agenda as follows:

1. Minutes of the last meeting
2. CEO Activity Report
3. Community Relations Report

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

Motion to approve the consent agenda as presented.

### **VI. CHIEF EXECUTIVE OFFICER'S REPORT**

No report was presented.

**VII. PUBLIC LIAISON COMMITTEE REPORT– PLANNING AND NETWORK ADVISORY**

**COMMITTEE MEETING**

Chief of Staff Joshua Alaniz presented the minutes of the Planning and Network Advisory Committee meeting held August 1, 2023, which were distributed to all members prior to the meeting. The PNAC made two recommendations to the PermiaCare Board of Trustees:

- 1) The PNAC recommends that the PermiaCare Board of Trustees charge PermiaCare staff with identifying a method to evaluate clients served in the Bridges Clinic who may need a referral to a higher level of care: and
- 2) The PNAC recommends that the PermiaCare Board of Trustees charge PermiaCare staff to fully cooperate with community efforts to educate law enforcement and to participate with the United Way training in October.

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

Motion to accept the minutes and recommendations made by the PNAC.

**VIII. TREASURER’S REPORT**

The Treasurer's Report for July 2023 was distributed to all members prior to the meeting. Chief Financial Officer Christian Marmol reviewed the reports and answered questions.

A/M/S (Wilkinson/Landgraf) (Unanimous)

Motion to approve the Treasurer's Report as presented.

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

Chair Margaret Jones reported that there were 967 attendees to the Texas Council Conference held in June. The 2024 Texas Council Conference will be

held June 17-19 in San Antonio. Chair Jones and CEO Chris Barnhill attended the Texas Council of Community Centers meeting held August 17<sup>th</sup> through the 19<sup>th</sup>. Chair Jones reported that new officers were elected, the 2024 budget was approved and included a new position of Chief of Government Relations. There will be an increase in Community Center dues –PermiaCare’s portion will be \$45,658. Chair Jones and CEO Barnhill attended a 3-hour summit on issues affecting IDD, including the new rate for residential services direct care staff.

**X. TEXAS COUNCIL RISK MANAGEMENT FUND (TCRMF) MEETINGS AND INFORMATION**

CFO Christian Marmol attended the meeting held August 3<sup>rd</sup> and 4<sup>th</sup>. He reported there will be no changes to the TCRMF budget, and 3 more Community Centers were added to the fund bringing the total participation to 39 Centers.

**XI. SHERIFF’S OFFICE REPORT**

No report was presented.

**XII. OTHER BUSINESS**

**1. *Finance Committee* – Fiscal Year 2024 Budget and Vehicle Purchase Authorization**

1. This item was distributed to all members prior to the meeting. The proposed budget and vehicle purchases were reviewed by the Finance Committee at their meeting on August 15<sup>th</sup>. The Committee voted it’s recommendation to the Board to 1) approve the Fiscal Year 2024 Budget; 2) to approve up to 5% spending of the Greathouse Fund per

the Spending Plan in PermiaCare Policy 4.02.04.01; and 3) to authorize Fiscal Year 2024 vehicle purchases. CFO Christian Marmol reviewed the proposed budget and recommendations of the Finance Committee and answered questions.

Motion 1

A/M/S (Ortega) (Unanimous)

Motion to approve PermiaCare's Fiscal Year 2024 Budget as recommended by the Finance Committee.

Motion 2

A/M/S (Landgraf) (Unanimous)

Motion to approve up to 5% spending of the Greathouse fund per the Spending Plan in Policy 4.02.04.01

Motion 3

A/M/S (Wilkinson) (Unanimous)

Motion to approve authorize Fiscal Year 2024 vehicle purchases as recommended by the Finance Committee.

**2. Finance Committee – UBS-Greathouse Trust Review**

This item was distributed to all members prior to the meeting. CFO Marmol presented an overview of the investment report reviewed by the Finance Committee at their August meeting and answered questions.

A/M/S (Landgraf) (Unanimous)

Motion to approve the review of the Greathouse Trust performance, with distribution of cash based on the standing asset allocation, and transition from Blackrock to First Eagle as recommended by the Finance Committee.

### **3. Finance Committee – Post – Employment Benefit (OPEB) Trust Review**

This item was distributed to all members prior to the meeting. CFO Marmol presented on the highlights of the investment report reviewed by the Finance Committee at their August meeting and answered questions.

A/M/S (Wilkinson) (Unanimous)

Motion to approve the review of the Post Employment Benefit (OPEB) Trust with no changes as recommended by the Finance Committee.

### **4. Authorize Approval of Change in Signers on Certificate of Deposit Account Registry Services (CDARS) Accounts at First Capital Bank of Texas**

This item was distributed to all members prior to the meeting.

CEO Barnhill reviewed the requested changes.

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

Motion to approve the updated change in accounts signers for the DARS Deposit Placement Agreement and Checking Account at Prosperity Bank.

### **5. Nominating Committee - Election of Board**

This item was distributed prior to the Board meeting. CEO Barnhill reviewed the slate of officers proposed by the Nominating Committee as follows: Terry Wilkinson, Chair

Derek Cook, Vice Chair

Barbara Yarbrough, Secretary

Mickey Cargile, Treasurer \*subject to appointment

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

Motion to approve the slate of officers as presented by the Nominating Committee.

## **6. Appointment of Senate Bill 632 Ex-Officio Board Members**

This item was distributed to all members prior to the meeting. CEO Barnhill reviewed the requirement of SB 632 Section 533.0351(b) to include two Sherriff's or their designees to serve as Ex-Officio non-voting members of the Board of Trustees.

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

Motion to appoint TJ Perkins to represent the Pecos County Sherriff's Office and Oscar Carrillo to represent the Culberson County Sheriff's Office as ex-officio non-voting Board members of the Board of Trustees to serve terms beginning September 1, 2023 through August 31, 2025.

## **7. The Board will go into Executive Session pursuant to Section 551.074 of the Texas Open Meetings Act for the purpose of**

a.) Deliberating the evaluation of the Chief Executive Officer

The Board moved into Executive Session at 4:40 PM.

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

Motion to move into Executive Session pursuant to section 551.074 of the Texas Open Meetings Act for the purpose of deliberating the evaluation of the Chief Executive Officer.

The meeting was returned to Open Session at 5:09 PM.

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

Motion to return the Board of Trustees to Open Session.

**8. Act on matters considered in Executive Session**

No action was taken following Executive Session.

There being no further business, Chair Margaret Jones adjourned the meeting at 5:10 p.m.



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Chris Barnhill,  
Chief Executive Officer



Barbara Yarbrough  
Secretary