

## MINUTES OF THE HARRIS HEALTH SYSTEM BOARD OF TRUSTEES

Board Meeting Thursday, February 29, 2024 9:00 am

9:00 am					
AGENDA ITEM	DISCUSSION	ACTION/RECOMMENDATION			
I. Call to Order and Record of Attendance	The meeting was called to order at 9:06 a.m. by Andrea Caracostis, MD, MPH, Chair. It was noted that a quorum was present and the attendance was recorded. Dr. Caracostis stated while some of Board members are in the room with us today, others will participate by videoconference as permissible by state law and the Harris Health Videoconferencing Policy. The meeting may be viewed online: <a href="http://harrishealthtx.swagit.com/live">http://harrishealthtx.swagit.com/live</a> .	appended to the archived			
II. Approval of the Minutes of Previous Meeting	Board Meeting – January 25, 2024	Motion No. 24.02-19 Moved by Ms. Jennifer Tijerina, seconded by Ms. Afsheen Davis, and unanimously passed that the Board approve the minutes of the January 25, 2024 meeting. Motion carried.			
III. Announcements/ Special Presentations	<ul> <li>A. CEO Report Including Special Announcements</li> <li>New Member of the Harris Health Board of Trustees</li> <li>Dr. Esmaeil Porsa, President and Chief Executive Officer (CEO), delivered the CEO Report, including special announcements. He noted that Harris Health System launched its Hospital at Home service, which is a program that gives patients needing hospital – level care the opportunity to receive it at home. Key highlights include:</li> <li>The Hospital-at-Home service can be a great fit for some patients.</li> <li>There is no extra charge for patients to complete their hospital level care in the comfort of their home.</li> <li>The quality of care is consistent with care in a hospital building, with proven cost savings, lower average length of stay, and fewer adverse effects.</li> <li>Patients in the program will have 24/7 access to a healthcare provider using MyChart Bedside on a provided tablet.</li> </ul>				

	Dr. Porsa reported that Lyndon B. Johnson (LBJ) Hospital leadership has embarked on the second iteration of their "Beyond the Bedside" Bus Tour of Northeast Houston. The Bus Tour is designed to demonstrate LBJ's commitment to the community and to appreciate just how far LBJ's impact extends. Dr. Porsa was pleased to recognized Ms. Ingrid Robinson, as the newest member of the Board of Trustees. Ms. Robinson is the CEO and President of the Houston Minority Supplier Development Council. She received her Bachelor of Science degree from the University of Houston and her Master of Business Administration from Rice University.	
	B. Board Member Announcements Regarding Board Member Advocacy and Community Engagements  Ms. Sima Ladjevardian provided an update regarding a meeting held between Harris Health leadership and the U.S. Environmental Protection Agency (EPA), related to the proposed concrete crushing plant across from LBJ Hospital.	As Presented.
IV. Public Comment	Ms. Cynthia Cole, Executive Director, Local #1550 – AFSCME, American Federation of State, County, and Municipal Employees, addressed the Board regarding Harris Health's grievance procedure and attendance policy.	As Presented.
V. Executive Session	At 9:16 a.m., Dr. Caracostis stated that the Board would enter into Executive Session for Items V. 'A through C' as permitted by law under Tex. Health & Safety Code Ann. §161.032, Tex. Occ. Ann. §§151.002 and 160.007, and Tex. Gov't. Code Ann. §551.071.	
	A. Report Regarding Quality of Medical and Healthcare, Pursuant to Tex. Health & Safety Code Ann. §161.032, Tex. Occ. Code Ann. §160.007, and Tex. Occ. Code Ann. §151.002 to Receive Peer Review and/or Medical Committee Report, Including Report of the Medical Executive Board in Connection with the Evaluation of the Quality of Medical and Healthcare Services, Including the Harris Health System Quality, Safety Performance Measures, and Possible Action Regarding this Matter Upon Return to Open Session.	No Action Taken.
	B. Medical Executive Board Report and Credentialing Discussion, Pursuant to Tex. Health & Safety Code Ann. §161.032, Tex. Occ. Code Ann. §160.007, and Tex. Occ. Code Ann. §151.002 to Receive Peer Review and/or Medical Committee Report, Including Consideration of Approval of Credentialing Changes for Members of the Harris Health System Medical Staff.	No Action Taken.
	C. Report Regarding Harris Health System Correctional Health Quality of Medical and Healthcare, Including Credentialing Discussion and Operational Updates, Pursuant to Tex. Health & Safety Code Ann. §161.032, Tex. Occ. Code Ann. §160.007, Tex. Occ. Code Ann. §151.002 and Tex. Gov't Code Ann. §551.071 to Receive Peer Review and/or Medical Committee Report with Possible Action Upon Return to Open Session.	No Action Taken.

VI.	Reconvene to Open Meeting	At 9:30 a.m., Dr. Caracostis reconvened the meeting in open session; she noted that a quorum was present and that no action was taken in Executive Session.	
VII.	General Action Item(s)		
		A. General Action Item(s) Related to Quality: Medical Staff	
		1. Approval of Credentialing Changes for Members of the Harris Health System Medical Staff  Dr. Martha Mims, Chair, Medical Executive Board, presented the credentialing changes for members of the Harris Health System Medical Staff. For February 2024, there were twenty – fou (24) initial appointments, thirty – eight (38) reappointments, one (1) change/add privilege, twelve (12) resignations, and twelve (12) applications for temporary privileges. A copy of the credentialing report is available in the permanent record.	Ladjevardian, and unanimously passed that the Board approve
		B. General Action Item(s) Related to Quality: Correctional Health Medical Staff	
		<ol> <li>Approval of Credentialing Changes for Members of the Harris Health System Correctional Health Medical Staff</li> <li>Dr. Otis Egins, Chief Medical Officer, Harris Health Correctional Health, presented the credentialing changes for members of the Harris Health System Correctional Health Medical Staff. For February 2024, there were seven (7) initial appointments, twenty – one (21) reappointments, and two (2 resignations. A copy of the credentialing report is available in the permanent record.</li> </ol>	Moved by Dr. Cody Pyke, seconded by Ms. Jennifer Tijerina, and unanimously passed that the Board approve
		C. General Action Item(s) Related to Community Health Choice	
		<ol> <li>Review and Discussion Regarding Collaboration Initiatives Between Community Health Choice and Harris Health System, Including Hospital at Home and House Calls</li> <li>Ms. Lisa Wright, President and CEO, Community Health Choice, delivered a presentation regarding collaboration initiatives between Community Health and Harris Health System. She shared that the STAR-Plus Membership will present opportunities to leverage partnerships between Harris Health and CHC as well as provide meaningful outcomes. Dr. Marylou Buyse Chief Medical Officer, Community Health Choice, provided a high-level overview of the scope of the House Call Service and Hospital at Home programs. A copy of the presentation is available in the permanent record.</li> </ol>	

VIII. New Items for Board Consideration		
	A. Approval of the Appointment of Ms. Carol Paret as Chair, and Ms. Afsheen Davis as a Member of the Board of Trustees Compliance & Audit Committee	Motion No. 24.02-22 Moved by Dr. Cody Pyke, seconded by Ms. Sima Ladjevardian, and unanimously passed that the Board approve agenda item VIII.A. Motion carried.
	B. Approval of Construction Manager at Risk for the Construction of the Lyndon B. Johnson Hospital Replacement Project for Harris Health System Mr. DeWight Dopslauf, Purchasing Agent, Harris County Purchasing Office, recommended approval of an award on the basis of highest overall evaluation for McCarthy Building Companies, Inc., to provide a Construction Manager at Risk for Lyndon B. Johnson Replacement Project, in the amount of \$64,750,00. The Minority/Woman-owned Business Enterprises (MWBE) participation goal is 35%. A copy of the purchasing recommendations is available in the permanent record.	Moved by Ms. Afsheen Davis, seconded by Ms. Jennifer Tijerina, and unanimously passed that the Board approve
	C. Approval of Construction Manager at Risk for the Construction of Central Utility Plant at Lyndon B. Johnson Hospital for Harris Health System Mr. DeWight Dopslauf, Purchasing Agent, Harris County Purchasing Office, recommended approval of an award on the basis of highest overall evaluation for Tellepsen Builders, L.P., to provide a Construction Manager at Risk for the Central Utility Plant at Lyndon B. Johnson Replacement Project, in the amount of \$4,480,781. The MWBE participation goal is 35%. A copy of the purchasing recommendations is available in the permanent record.	Motion No. 24.02-24 Moved by Ms. Jennifer Tijerina, seconded by Dr. Cody Pyke, and unanimously passed that the Board approve agenda item VIII.C. Motion carried.
	an award on the basis of lowest priced proposal meeting requirements for O'Donnell Snider Construction, LLC., to provide general early site work to prepare for the upcoming new LBJ Hospital,	Motion No. 24.02-25 Moved by Ms. Jennifer Tijerina, seconded by Ms. Sima Ladjevardian, and unanimously passed that the Board approve agenda item VIII.D. Motion carried.

	E.	Approval of Award for Construction of New Parking Garage at Lyndon B. Johnson Hospital for Harris Health System  Mr. DeWight Dopslauf, Purchasing Agent, Harris County Purchasing Office, recommended approval of an award on the basis of lowest priced proposal meeting requirements for O'Donnell Snider Construction, LLC., to construct a 255,767 square foot new garage and precast parking structure that contains offices, MEP rooms, I.T. rooms, and space designated for future community retail development at LBJ Hospital, in the amount of \$35,975,624. The owner contingency provides for coverage on unanticipated costs throughout the construction project. The MWBE participation goal is 30%. A copy of the purchasing recommendations is available in the permanent record.	Moved by Mr. Jim Robinson, seconded by Ms. Jennifer Tijerina, and unanimously passed that the Board approve
IX. Strategic Discussion			
	A.	Harris Health System Strategic Plan Initiatives	
		1. Presentation Regarding Update on Strategic Facilities Plan and Debt Issuance  Mr. Louis Smith, Senior Executive Vice President, Chief Operating Officer, delivered an update on the Strategic Facilities Plan and Debt Issuance. Mr. Smith presented an overview of the Strategic Facilities Plan timeline. Mr. Jim Robinson recommended including covered sidewalks from the metro bus stop to the towers at LBJ Hospital in the current Facilities Plan. Dr. Porsa stated that Harris Health is working in partnership with the Metropolitan Transit Authority of Harris County (Houston Metro) to ensure safety and that patients' needs are met. Ms. Victoria Nikitin, Executive Vice President, Chief Financial Officer, and Ms. Paige Abernathy, Assistant County Attorney, Harris County Attorney's Office, presented a high — level overview of the debt issuance timeline. Mr. Smith shared next steps on vendor selections and approval of the construction contracts. The LBJ Hospital Campus Groundbreaking will be held on May 9, 2024 from 10:00 a.m. to 12:00 p.m. A copy of the presentation is available in the permanent record.	As Presented.
	2	2. Approval of Revisions to the Harris County Purchasing Manual  Ms. Sara Thomas, Chief Legal Officer, Harris County Attorney's Office, delivered a presentation regarding revisions to the Harris County Purchasing Manual. She provided an overview of the drivers for change, goals, and benefits associated with the Purchasing Manual. Ms. Holly Gummert, Deputy Division Director, Harris County Attorney's Office, presented key procurement policy changes, anticipated impacts of the changes and future purchasing items through Fiscal Year 2024. Discussion ensued related to Harris County's procurement process. A copy of the Harris County Purchasing Manual is available in the permanent record.	Motion No. 24.02-27 Moved by Ms. Ingrid Robinson, seconded by Dr. Cody Pyke, and unanimously passed that the Board approve agenda item IX.A.2. Motion carried.

B. February Board Committee Meeting Reports

As Reported.

## **Quality Committee**

Ms. Carol Paret stated that the following highlights were covered in open session of the Quality Committee Meeting held on February 13, 2024:

• The monthly High Reliability Organization (HRO) Video "Systems Approach" was displayed.

## **Budget & Finance Committee**

Ms. Paret shared that the Budget and Finance Committee met on February 15, 2024, and the following topics were covered:

- Ms. Victoria Nikitin, Chief Financial Officer, delivered a presentation of the Harris Health System First Quarter Fiscal Year 2024 Investment Report.
- Ms. Nikitin presented on the Harris Health System Fourth Quarter Calendar Year 2023 Pension Plan Report.
- Ms. Nikitin presented on the Harris Health System December 2023 Quarterly Financial Report Subject to Audit.
- Mr. Cory Myers, Senior Consultant, Aon, presented on the Harris County Hospital District Pension Plan Investment Practices and Performance Evaluation as of the Year Ended December 31, 2023 as required by the Texas Pension Review Board.
- The Committee moved to recommend approval of Community Health Choice, Inc., 2024 Insurance Renewals to the Harris Health System Board of Trustees.

## **Compliance & Audit Committee**

Ms. Paret noted that the Compliance and Audit Committee met on February 15, 2024, and the following topics were covered:

- A presentation regarding the Harris Health System Independent Auditor's Report and Overview for the Year Ended September 30, 2023 was presented by Mr. Chris Clark with Forvis. Mr. Clark reported that there were no identified material weaknesses or significant deficiencies in internal controls.
- Internal Audit Quarterly Update:
  - Overview of completed engagement Follow-up on Correctional Health Pharmacy, Nursing, & Infection Prevention Assessment.
  - Overview of in-progress engagements Six engagements were in progress (Baylor Provider Invoicing; Medical Device Security; MWBE Program & Policy; HIPAA Privacy Controls; Benefits Eligibility; and Nursing Licenses) and are expected to be reported at the May 2024 Compliance and Audit Committee Meeting.
  - Summary of outstanding management action plans (MAPs) There were 11 outstanding MAPs from six prior audits (UT Provider Invoicing; Vendor Payment Timeliness; Procurement; Telemedicine; Business Continuity & Disaster Recovery; and Follow-up on Guidehouse Grant

	Accounting Process Assessment). This includes four past-due, high-priority MAPs.  Name of Knowledge sharing – 2024 Global Internal Audit Standards.  Ms. Paret stated that the following items were recommended by the Committee for approval to the full Board of Trustees and will appear on the Board's Consent Agenda for approval:  Harris Health System Independent Auditor's Report and Financial Statements for the Year Ended September 30, 2023.  Harris Health System Single Audit Report of Federal and State Award Programs for the Year Ended September 30, 2023.  Diversity, Equity, and Inclusion (DEI) Committee  Ms. Jennifer Tijerina stated that the Diversity, Equity, and Inclusion (DEI) Committee met on February 16, 2024, and the following topics were covered:  Mr. Derek Holmes, Vice President, Contract Administration and Contract Diversity, delivered an	
	<ul> <li>Wil. Delek Holines, vice Fresident, Contract Administration and Contract Diversity, delivered an update regarding Harris Health's Minority/Woman-owned Business Enterprises (MWBE) Program.</li> <li>Dr. Esperanza "Hope" Galvan, Vice President, Population Health Transformation, delivered an update regarding Harris Health's Food Farmacy Program.</li> <li>Dr. Jobi Martinez, Vice President, Chief Diversity Officer, delivered a presentation regarding the Diversity, Equity and Inclusion (DEI) Employee Engagement Data Analysis.</li> </ul>	
X. Consent Agenda Items		
	A. Consent Purchasing Recommendations	
	<ol> <li>Approval of Purchasing Recommendations (Items A1 through A56)</li> <li>Mr. Jack Adger, Assistant Purchasing Agent, Harris County Purchasing Office, presented a modification to purchasing agenda item A1 related to Sierra7, Inc., from the amount of \$11,200,000 to the revised amount of \$11,281,790. A copy of the purchasing recommendations is available in the permanent record.</li> </ol>	Motion No. 24.02-28 Moved by Dr. Cody Pyke, seconded by Ms. Sima Ladjevardian, and unanimously passed that the Board approve agenda item X.A.1., with noted modifications to item A1 of the purchasing agenda. Motion carried.
	B. Consent Committee Recommendations	

1. Approval of the 2024 Quality Committee Reporting Schedule	Motion No. 24.02-29 Moved by Ms. Afsheen Davis, seconded by Dr. Cody Pyke, and unanimously passed that the Board approve agenda item X.B.1. through X.D.3. Motion carried.
2. Acceptance of the Harris Health System First Quarter Fiscal Year 2024 Investment Report	Motion No. 24.02-29 Moved by Ms. Afsheen Davis, seconded by Dr. Cody Pyke, and unanimously passed that the Board approve agenda item X.B.1. through X.D.3. Motion carried.
3. Acceptance of the Harris Health System Fourth Quarter Fiscal Year 2023 Pension Plan Report	Motion No. 24.02-29 Moved by Ms. Afsheen Davis, seconded by Dr. Cody Pyke, and unanimously passed that the Board approve agenda item X.B.1. through X.D.3. Motion carried.
<ol> <li>Acceptance of the Harris Health System December 2023 Quarterly Financial Report Subject to Audit</li> </ol>	Motion No. 24.02-29 Moved by Ms. Afsheen Davis, seconded by Dr. Cody Pyke, and unanimously passed that the Board approve agenda item X.B.1. through X.D.3. Motion carried.
5. Acceptance of the Harris County Hospital District Pension Plan Investment Practices and Performance Evaluation as of the Year Ended December 31, 2023 as Required by the Texas Pension Review Board	

6. Acceptance of the Harris Health System Independent Auditor's Report and Financial Statements for the Year Ended September 30, 2023	Motion No. 24.02-29 Moved by Ms. Afsheen Davis, seconded by Dr. Cody Pyke, and unanimously passed that the Board approve agenda item X.B.1. through X.D.3. Motion carried.
7. Acceptance of the Harris Health System Single Audit Report of Federal and State Award Programs for the Year Ended September 30, 2023	Motion No. 24.02-29 Moved by Ms. Afsheen Davis, seconded by Dr. Cody Pyke, and unanimously passed that the Board approve agenda item X.B.1. through X.D.3. Motion carried.
C. Consent Grant Recommendations	
1. Approval of Grant Recommendations (items C1-C6)	Motion No. 24.02-29 Moved by Ms. Afsheen Davis, seconded by Dr. Cody Pyke, and unanimously passed that the Board approve agenda item X.B.1. through X.D.3. Motion carried.
D. New Consent Items for Board Approval	
<ol> <li>Approval of Agreement between Harris Health and Baylor College of Medicine at Houston for Parking at Harris Health Smith Clinic</li> </ol>	Motion No. 24.02-29 Moved by Ms. Afsheen Davis, seconded by Dr. Cody Pyke, and unanimously passed that the Board approve agenda item X.B.1. through X.D.3. Motion carried.
<ol> <li>Approval to Authorize the Senior Vice President, Facilities Construction &amp; Systems Engineering, to Sign Permit, Easement and Construction-related Administrative Applications, Forms and Ancillary Documents, as Required by the Appropriate Authorities Having Jurisdiction</li> </ol>	

	3. Approval of an Interlocal Agreement Between the Harris County Hospital District d/b/a Harris Health System and Harris County Public Health Department for Delivery of Evidence-based Diabetes Prevention Program	1
* *	E. Consent Reports and Updates to the Board	For Informational Purposes Only
4	Updates Regarding Pending State and Federal Legislative and Policy Issues Impacting Harris Health     System	
	2. Harris Health System Council-At-Large January 8, 2024 Meeting Minutes  {End of Consent Agenda}	
XI. Item(s) Related to the Health Care for the Homeless Program		
	<ul> <li>A. Review and Acceptance of the Following Reports for the Health Care for the Homeless Program (HCHP) as Required by the United States Department of Health and Human Services, which Provides Funding to the Harris County Hospital District d/b/a/Harris Health System to Provide Health Services to Persons Experiencing Homelessness under Section 330(h) of the Public Health Service Act</li> <li>HCHP February 2024 Operational Update</li> <li>Ms. Tracey Burdine, Director, Health Care for the Homeless Program, delivered a presentation regarding the Health Care for the Homeless Program February 2024 Operational Update including Patient Services, Change in Scope, 2024 Sliding Fee Scale, and Q4 Budget Summary Report. Ms. Burdine reported that there were 392 new adult patients, eighteen (18) new pediatric patients, and twenty – one (21) returning telehealth patients associated with the Program. She stated that for the month of January, HCHP served 1,271 unduplicated patients, of which 262 patients were seen for family practice services. She also noted that there were 2,370 completed visits for the month of January. Ms. Burdine deferred the presentation of the change in scope for the medical mobile unit until the HCHP has a confirmed date of construction at the Martin Luther King (MLK) Jr. Health Center. She presented the 2024 HCHP Sliding Fee Scale, noting that the modifications were based upon the 2024 Federal Poverty Guidelines issued on January 17, 2024. The modified sliding fee scale will be effective on March 1, 2024. This sliding fee scale only applies to patients of the Program.</li> </ul>	

	Ms. Burdine presented the HCHP Q4 Budget Summary Report. She noted the budget encompasses a multiple award year budget based upon all federal and non-federal grant awards received by the homeless department. The grant awards can range from an annual award to multiple years depending on the award. Ms. Burdine reported that 56.9% of total grant funding have been utilized, which can be attributed to various items such as personal/fringe, supplies, and contractual obligations. She noted that although line items associated with travel, equipment and other categories fell below the 56.9% utilization rate, the Program anticipates an increase in funds utilized over the coming months in each of the respective areas. She mentioned that any additional funds will be carried over to the next calendar year. A copy of the operational update is available in the permanent record.	
	B. Approval of the HCHP Change in Scope	PULLED
	C. Approval of the HCHP 2024 Sliding Fee Scale	Motion No. 24.02-30  Moved by Ms. Sima Ladjevardian, seconded by Ms. Afsheen Davis, and unanimously passed that the Board approve agenda item XI.C. Motion carried.
	D. Approval of the HCHP 4 <sup>th</sup> Quarter Budget Summary Report	Motion No. 24.02-31 Moved by Ms. Sima Ladjevardian, seconded by Ms. Afsheen Davis, and unanimously passed that the Board approve agenda item XI.D. Motion carried.
XII. Executive Session	At 11:00 a.m., Dr. Andrea Caracostis stated that the Board would enter into Executive Session for items XII. "D and E" as permitted by law under Tex. Health & Safety Code Ann. §161.032 and Tex. Gov't Code Ann. §551.085."	
	D. Approval of the Community Health Choice Texas, Inc. and Community Health Choice, Inc. 2024 Insurance Renewals, Pursuant to Tex. Gov't Code Ann. §551.085, Including Possible Action Upon Return to Open Session	
	E. Report by the Executive Vice President, Chief Compliance and Risk Officer, Regarding Compliance with Medicare, Medicaid, HIPAA and Other Federal and State Health Care Program Requirements, Including Status of Fraud and Abuse Investigations, Pursuant to Tex. Health & Safety Code Ann. §161.032.	No Action Taken.

XIII. Reconvene	At 11:29 a.m., Dr. Andrea Caracostis reconvened the meeting in open session; she noted that a quorum was present. The Board took action on item "D" of the Executive Session Agenda.			
XIV. Adjournment	There being no further business to come before the Board, the meeting adjourned at 11:30 a.m.	Moved Ladjevardia Cody Pyke approved meeting.		nously

I certify that the foregoing are the Minutes of the Harris Health System Board of Trustees Meeting held on February 29, 2024.

Respectfully Submitted,

Andrea Caracostis, MD, MPH, Chair

Carol Paret, BS, Secretary

Minutes transcribed by Cherry A. Pierson, MBA