

**Wilson County Memorial Hospital District dba
Connally Memorial Medical Center
Finance Committee Meeting Minutes
January 18, 2024**

Present: Tom Miller, Board President
Marcelo Laijas
Justin Cook
Larry Richardson
Allison Lamberth
Steve Browning
Nick Janysek
Don Finley

Absent:

Also Present: Bob Gillespie, CEO
Gary Williams, CNO
Karl Hittle, Endeavor
Curtis Rojas, Endeavor
Randy Bruett, Board Member Candidate, Pct. 2
Barbara Meza, Accounting Director
WCN Representative
Kimberly Jones, Executive Assistant

Call Meeting to Order

Mr. Marcelo Laijas called the Meeting to order at 4:30 pm

Roll Call of Finance Committee Members

Mr. Marcelo Laijas called the roll of the Committee and quorum was present.

Approval of the December 21, 2023 Finance Committee Meeting Minutes

Mr. Marcelo Laijas presented the December 21, 2023 Finance Committee Meeting Minutes for approval.

Action Taken

Motion made by Allison Lamberth and seconded by Justin Cook to approve the December 21, 2023 minutes as presented. Motion Carried.

Review, consider and take action regarding Finance Committee Items:

December Summary and Financial Analysis

Mr. Bob Gillespie reviewed the financial information for the month of December. The Finance Committee held a discussion and asked questions regarding the information provided in the Summary and Financial Analysis.

Action Taken

Motion made by Justin Cook and seconded by Nick Janysek to recommend to the Board the approval of the December Summary and Financial Analysis as presented. Motion carried.

MVP (Maintenance Value Plan)

Mr. Brandon McDowell requested \$80,000.00 for the consolidation of multiple vendor service contracts into one manage contracts. This is customized for vendor and equipment included using a self-insured approach for preventative maintenance or maintenance needs. Finance committee discussion ensued.

Action Taken

Motion made by Tom Miller and seconded by Allison Lamberth to recommend to the Board the approval of the Maintenance Value Plan as presented. Motion carried.

Otis Elevator Mother Board

Mr. Brandon McDowell requested \$58,000.00 for the replacement of end of life hardware for MOB elevator. The hardware that will be replaced is the main motherboard, adapter and mounting kit, one door operator assembly and one door safety edge. Finance committee discussion ensued.

Action Taken

Motion made by Allison Lamberth and seconded by Nick Janysek to recommend to the Board the approval of the replacement of the motherboard for the elevator in the MOB as presented. Motion carried.

Boiler Flue Vent Exhaust

Mr. Brandon McDowell requested \$32,000.00 to replace the flue vent on the condensing boiler with new double wall pipe. Finance committee discussion ensued.

Action Taken

Motion made by Larry Richardson and seconded by Allison Lamberth to recommend to the Board the approval of the replacement of the Boiler flue vent exhaust as presented. Motion carried.

Design Build Amendment – Spaw Glass**Review of Milestones**

- Milestone 1: Delivery of RFQ, November 2022
- Milestone 2: Site/Scope Walkthrough, December 2022
- Milestone 3: Delivery of RFQ Submissions, December 2022
- Milestone 4: Firm Interviews by WCMHD Board, January 2023
- Milestone 5: Selection of Firm by WCMHD Board, January 2023
- Milestone 6a: Negotiate/Sign Contract – No GMP, February 2023
- Milestone 6: Project Design, 2nd – 3rd Quarter, CY 2023
- Milestone 7a: Approve Final Design with GMP, 4th Quarter, CY 2023
- Milestone 7: Execution of Final Contract – w GMP, 1st Quarter, CY 2024
- Milestone 8: Commence Project, 1st Quarter, CY 2024

Discussion of estimated project timeline

Mr. Karl Hittle reviewed with the Finance Committee, the building costs and the previous approved building budget of \$8,175,000. Mr. Hittle requested the Finance Committee approve a total of \$8,422,013 for the Building Cost, total building cost of \$8,172,013 with \$250,000 (3%) for an Owner contingency. Finance committee discussion ensued.

Action Taken

Motion made by Larry Richardson and seconded by Allison Lamberth to recommend to the Board the approval of the Building Cost as presented. Motion Carried

Meeting Adjourned



Marcelo Laijas, Chair Finance Committee

