

**NOTICE OF A REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
MONTGOMERY COUNTY HOSPITAL DISTRICT**

Notice is hereby given to all interested members of the public that the Board of Directors of Montgomery County Hospital District will hold a regular meeting as follows:

**Date:** August 23, 2016

**Time:** 4:00 P.M.

**Place:** MONTGOMERY COUNTY HOSPITAL DISTRICT  
ADMINISTRATIVE BUILDING  
1400 SOUTH LOOP 336 WEST  
CONROE, MONTGOMERY COUNTY, TEXAS 77304

Open to Public: The meeting will be open to the public at all times during which such subjects are discussed, considered, or formally acted upon as required by Texas Open Meetings Act, Chapter 551 of the Government Code.

This Notice in detail was posted at least 72 hours prior to the beginning of said meeting with the County Clerk's Office and is on the Bulletin Board of the Courthouse and in the District's Administrative Office.

**Subject:** The agenda for such meeting shall include the consideration of, and if deemed advisable, the taking of action upon:

1. Call to Order
2. Invocation
3. Pledge of Allegiance
4. Roll Call
5. Public Comment
6. Special Recognition

**Items Involving Visitors**

7. Consider and act on ratification of contracts with additional network providers for indigent care. (Mrs. Wagner, Chair - Indigent Care Committee)
8. Presentation of Workers Compensation Dividend payment by Ms. Barbara Marzean with VFIS. (Mr. Grice, Treasurer – MCHD Board)
9. Receive report from Mr. Fred Greene, Senior V.P., Portfolio Manager of Woodforest Financial Services, Inc. regarding Tobacco Settlement Permanent Trust Account and MCHD CD Investments, consider and take action if necessary.

**District**

10. CEO Report to include update on District operations, strategic plan, capital purchases, employee issues and benefits, transition plans and other healthcare matters, grants and any other related district matters.
11. Consider and act on the resolution to amend Montgomery County Hospital District Purchasing Policy. (Mr. Grice, Treasurer – MCHD Board)
12. Consider and act on staff recommendation to policy HR 25-604 Educational Assistance/Reimbursement. (Ms. Whatley, Chair – Personnel Committee)

### **Emergency Medical Services**

13. EMS Director Report to include updates on EMS staffing, performance measures, staff activities, patient concerns, transport destinations and fleet.
14. Consider and act upon amendment to fire-communications agreement with City of Conroe for Conroe Fire Department. (Mr. Fawn, Chair – EMS Committee)
15. Consider and act on purchase of two (2) Tahoe's for FY 2016-2017 EMS use. (Mr. Fawn, Chair – EMS Committee)

### **Operations and Health Care Services**

16. COO Report to include updates on infrastructure, facilities, radio system, warehousing, staff activities, community paramedicine, emergency management, and purchasing.
17. Consider and approve the sole source letter for dispatch console. (Mr. Bagley, Chair – PADCOM)
18. Consider and approve the purchase of dispatch console. (Mr. Bagley, Chair – PADCOM)
19. Consider and act on construction of additional EMS covered parking. (Mr. Bagley, Chair – PADCOM)
20. Consider and act on annual Cisco Network equipment renewal. (Mr. Bagley, Chair – PADCOM)
21. Consider and act on Medical Supply Bid. (Mr. Bagley, Chair – PADCOM Committee)
22. Health Care Services Report to include regulatory update, outreach, eligibility, service, utilization, community education, clinical services, epidemiology, and emergency preparedness.
23. Consider and act on Healthcare Assistance Program claims from Non-Medicaid 1115 Waiver providers processed by Boon-Chapman. (Mrs. Wagner, Chair - Indigent Care Committee)
24. Consider and act on ratification of voluntary contributions to the Medicaid 1115 Waiver program of Healthcare Assistance Program claims processed by Boon Chapman. (Mrs. Wagner, Chair – Indigent Care Committee)

### **Finance**

25. Presentation of preliminary Financial Report for ten months ended July 31, 2016 – Brett Allen, CFO, report to include Financial Summary, Financial Statements, Supplemental EMS Billing Information, and Supplemental Schedules.
26. Consider and act on ratification of payment of District invoices. (Mr. Grice, Treasurer – MCHD Board)

### **Other Items**

27. Secretary's Report - Consider and act on minutes for the July 26, 2016 Regular BOD meeting and August 9, 2016 Special BOD meeting. (Mrs. Wagner, Secretary - MCHD Board)
28. Adjourn.

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Sandy Wagner, Secretary

The Board will announce it will convene into Executive Session, if necessary, pursuant to Chapter 551 of the Texas Government Code, to receive advice from Legal Counsel, to discuss matters of land acquisition, litigation and personnel matters as specifically listed on this agenda. The Board of Directors may also announce it will go into Executive Session, if necessary, to receive advice from Legal Counsel regarding any item on this agenda.

New Provider Contracts to present to BOD

- New Agreements
- OTA's
- Renewals
- New provider-existing facility agreement

<b>BOD Meeting</b>	<b>Provider</b>	<b><u>Date Sign</u></b>	<b><u>Fee Schedule</u></b>	<b><u>Specialty</u></b>	<b><u>Primary Location</u></b>	<b><u>Facilty</u></b>
<u>Health Center of Southeast Texas</u>						
July 2016	Sandra Villavicencio	12/9/2009	AJ	Medical Doctor	307 N. William Barnett Ave. Cleveland TX 77327	Livingston Memorial Hospital
July 2016	Bianca Asteris	12/9/2009	AJ	Licensed Clinical Social Worker	307 N. William Barnett Ave. Cleveland TX 77327	Livingston Memorial Hospital

# Agenda Item # 8



**To:** Board of Directors

**From:** Brett Allen, CFO

**Date:** August 23, 2016

**Re: VFIS – Workers Compensation Dividend**

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Presentation of Workers Compensation Dividend payment by Ms. Barbara Marzean with VFIS. (Mr. Grice, Treasurer – MCHD Board)

# Agenda Item # 9



We Make a Difference!

**To:** Board of Directors

**From:** Brett Allen, CFO

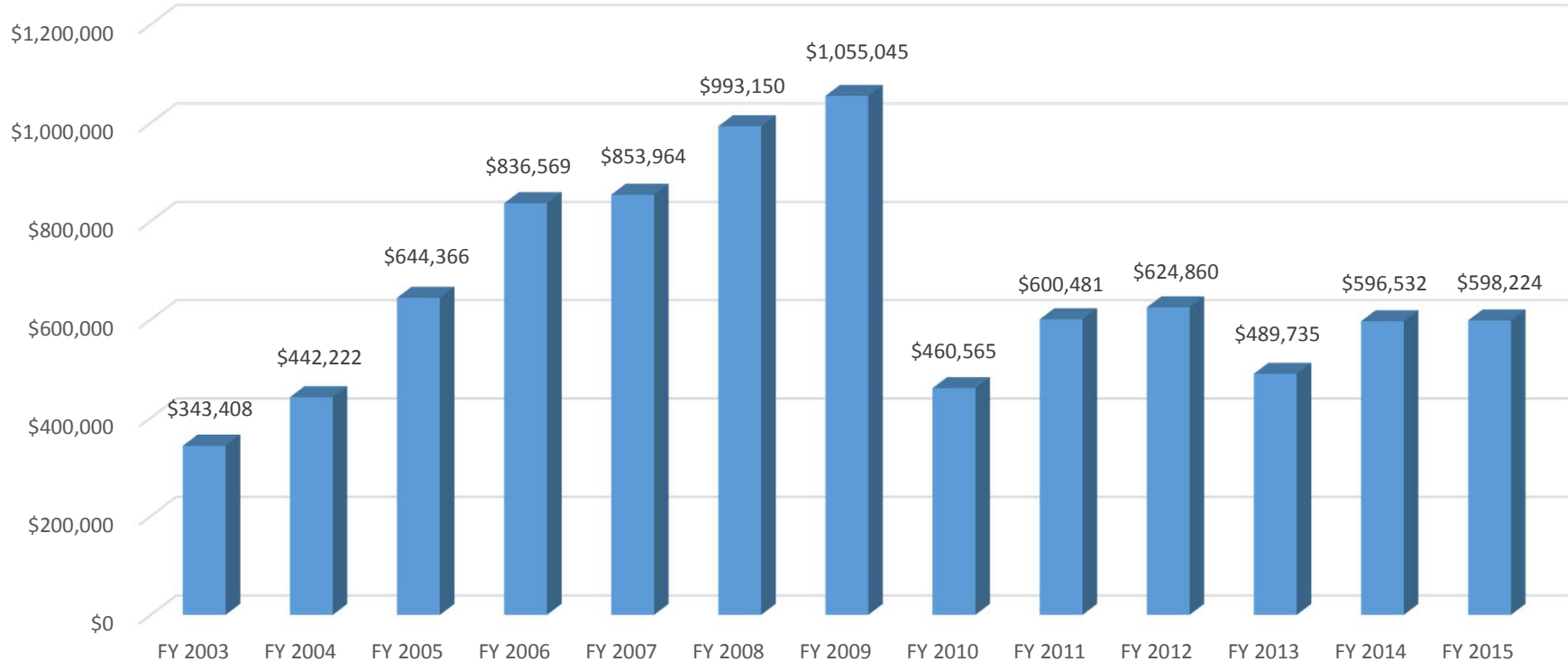
**Date:** August 23, 2016

**Re: Tobacco Settlement Trust Account and CD Investments**

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Receive report from Mr. Fred Greene, Senior V.P., Portfolio Manager of Woodforest Financial Services, Inc. regarding Tobacco Settlement Permanent Trust Account and MCHD CD Investments, consider and take action if necessary.

### MCHD Tobacco Settlement by Year



# Agenda Item # 10



We Make a Difference!

**To:** Board of Directors  
**From:** Randy Johnson, CEO  
**Date:** August 23, 2016  
**Re:** **CEO Report**

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MCHD has now completed year four of our five year plan. Before I present a new five year plan (which I plan to present at the next board meeting), I thought I should report on how we are progressing towards achieving the original five year plan I presented to you shortly after I arrived in 2012.

Goal #1. Figure how to work with the “Affordable Care” Act passed in 2010. Texas has opted out of accepting Medicaid for those individuals between 21% and 100% or the FIPL. We are continuing to be the provider of last resort for these residents of Montgomery County. Additionally, we have begun participating in 1115 Waiver project which allows MCHD to draw down an extra \$1.2 million for the Community Paramedicine program we have initiated. Senior Management continues to deal with uncertainty with the continuation of the 1115 Waiver program and the “Affordable Care” Act. As a result, a “rainy day” fund of \$5mil has been set aside to deal with future uncertainties regarding funding the HCAP program.

## Service Goals:

1. Maintain MCHD as the Regional Employer of choice for Healthcare Professionals and for all District personnel. Result: Currently, MCHD is at full employment. With the exception of Alarm (which is being addressed), the turnover at MCHD in each department is at or below 11%. Management has been stable at almost all levels for the past year. The Board granted a salary increase in 2014.
2. Provide Excellent Service in EMS, Public Health, and HCAP programs. Result: EMS service continues to get highest marks according to our independent surveys. In 2014 MCHD EMS was ranked “Provider of the Year” by Texas Department of Health. The service has suffered no losses, or legal claims. The Medical Director is working in conjunction with area Hospitals to improve coordination of care. Quality review and educational offerings have been robust. EMS will continue to focus on best practices, patient outcomes, research and education, first responder and hospital coordination, and public relations. Public Health has untangled its operations and grant accountability. It now functions as an independent Public Health District and is currently financially viable thanks to 1115 funds from the Community Paramedicine program, \$90,000 annually from the county, and coordinated PH grants. It is focused on its goal of providing immunizations for those who cannot afford them, STD evaluation and care, TB care, Epidemiology evaluation and education, and disaster preparedness. The

- HCAP program has been thoroughly evaluated by internal and quality staff to focus on consistency, appropriateness and service. As a result, the HCAP program is functioning very appropriately as directed by the Board.
3. Deliver the highest quality service possible by establishing and maintaining a structured process to measure and continually improve our service as evidenced by key performance indicators. Result: Key Performance Indicators have been established for each department and program. Going forward, MCHD will focus on improving its key operating standards by reviewing how to improve its key operating metrics.
  4. Provide for the short and long term financial stability of MCHD and protection for the taxpayer while meeting the needs of the community. Result: The tax rate has reduced from 7.45 to 6.65 from 2012 until 2017. Fund Balance has increased from \$4mil to more than six times that amount. Collections from billing has improved. MCHD is focused on a culture of safety. At end of Fiscal year 2016, all stations will be permanent (No mobile Stations). Auto Load Stretchers have been installed in each truck, which enhances worker and patient safety. New IV pumps and Ventilators are being installed in each truck, which will enhance patient safety. Finally P25 radio and a back-up alarm center help assure that crews are safe and can communicate with any first responder agency needed at any time.
  5. Proactively meet the growth needs of our community in all areas: HCAP, EMS, Public Health, and Emergency Management. Result: Since 2012, Montgomery County has grown from about 475,000 to almost 600,000 residents. EMS has added three stations and two squads to manage the growth. HCAP is continuing to effectively meet the needs of our residents. MCHD is prepared to assist any need with regard to Emergency Management. However, MCHD has elected to turn most emergency management items in its inventory over to SETRAC in order that those items can be used by a larger population that could find itself in need.






















In short, MCHD has set the cornerstone to continue providing the most effective and efficient quality healthcare and EMS services for our constituents. The focus for the next five years will be mission, quality, value, integrity and teamwork.

Sincerely,

Randy Johnson, CEO  
MCHD





















**MONTGOMERY COUNTY HOSPITAL DISTRICT BOARD REPORT**  
**Organizational Projects**

DATE: August 23, 2016			
	Task/Project on Schedule		Task/ Project in Danger of Not Meeting
	Task/Project Not Meeting Schedule		
Project	Progress	Evaluation	
<b>Project:</b> <u>HCAP Procedures</u> <b>Objective:</b> Define and standardize current processes. <b>Initial Deadline:</b> 12/31/2015 phase 1 complete <b>Final Deadline:</b> 12/31/2016 <b>Budget:</b> N/A <b>Project Manager:</b> Adeolu Moronkeji	July      Aug      Sept   	Completed HCAP forms revision. Currently reviewing and revising the case management process submitted by BC, to ensure that there are no duplication of services between MCHD case managers and BC.	
<b>Project:</b> <u>Flashing Light Stations 41 &amp; 11</u> <b>Objective:</b> Have caution lights at those stations. <b>Initial Deadline:</b> 10/31/2016 <b>Final Deadline:</b> <b>Budget:</b> <b>Project Manager:</b> Melissa Miller	July      Aug      Sept   	City of Conroe denied a flashing caution sign for Station 11 and instead installed yellow "Caution Emergency Vehicle" signage on 336. TX Dot ordered the mandatory study for Station 41 that must be completed prior to placing signage, this process takes 10 weeks.	
<b>Project:</b> <u>Station 41</u> <b>Objective:</b> Station replacement <b>Initial Deadline:</b> 6/30/16 <b>Final Deadline:</b> 07/15/2016 <b>Budget:</b> <b>Project Manager:</b> Melissa Miller	July      Aug      Sept   	CenterPoint is scheduled to install the new power pole and replace the transformer on August 18 weather permitting. Once complete we will call for our certificate of occupancy.	
<b>Project:</b> <u>Carport/Security Parking</u> <b>Objective:</b> <b>Final Deadline:</b> 9/31/16 <b>Budget:</b> <b>Project Manager:</b> Melissa Miller/Phil Daniel	July      Aug      Sept   	Bids for construction are on the August board agenda and may be accepted pending the approval of the District Purchasing Policy.	
<b>Project:</b> <u>US Digital-Station Purchase and Installation</u> <b>Objective:</b> Improve station alerting infrastructure <b>Initial Deadline for purchase and receipt:</b> July 31, 2016 <b>Installation Deadline:</b> Dec. 31, 2016 <b>Budget:</b> <b>Project Manager:</b> Melissa Miller/Justin Evans	July      Aug      Sept   	Stations 10, 14, 20 and 32's wiring has been completed with system installation pending. Scheduled installs are on hold until issue with Tri-Tech and US digital regarding "post moves" can be corrected. The completed stations are 23, 30, 40, 41 and 43.	
<b>Project:</b> <u>Inter RF Subsystem Interface (ISSI)</u> <b>Objective:</b> Seamless, dual system, multi-jurisdictional Radio talk groups <b>Initial Deadline:</b> September 2017 <b>Final Deadline:</b> <b>Budget:</b> <b>Project Manager:</b> Melissa Miller/Justin Evans	July      Aug      Sept   	As of 7/19/16 the ILA between Harris County, City of Conroe and MCHD has been signed and executed. The equipment has been ordered but has yet to ship. A meeting of all parties, including Harris and Motorola system reps, is scheduled 8/23 for technical, redundancy and implementation planning.	










**MONTGOMERY COUNTY HOSPITAL DISTRICT BOARD REPORT**  
**Organizational Projects**

**DATE: August 23, 2016**  **Task/Project on Schedule**  **Task/ Project in Danger of Not Meeting**  **Task/Project Not Meeting Schedule**

Project	Progress	Evaluation
<b>Project:</b> LaserFiche ( Multiyear Project) <b>Objective:</b> Fully Implement LaserFiche throughout the organization. <b>Phase I Objective:</b> Determine what the initial function and application needs to be for the HR Department. <b>Phase I Deadline:</b> August 31, 2016 <b>Budget:</b> <b>Project Manager:</b> Jodi Andersen/ Calvin Hon	July      Aug      Sept   	Docunav has completed the audit of the file structure and security. The new vendor started the rebuild of HR Employee file structure and worked on document security process. The employee lookup function as been built to utilize dual verification for filing. Onsite meeting will be the beginning of September.
<b>Project:</b> 5 Year Plan Update <b>Objective:</b> Update the 5 Year Plan <b>Initial Deadline:</b> August 31, 2016 <b>New Deadline:</b> September 30, 2016 <b>Budget:</b> <b>Project Manager:</b> Randy Johnson	July      Aug      Sept   	The first half of the plan has been reviewed and revised. Established a new projected completion date of September 30, 2016, at the end of the fiscal year.
<b>Project:</b> CAAS Survey Application <b>Objective:</b> Complete and submit CAAS application to the Commission on Accreditation of Ambulance Services. <b>Initial Deadline:</b> November 1, 2016 <b>Budget:</b> <b>Project Manager:</b> Jared Cosper	July      Aug      Sept   	MCHD EMS has submitted the application for accreditation. Plan for site review and visit by October 31, 2016, depending on the CAAS availability.
<b>Project:</b> Alarm Supervisor Structure <b>Objective:</b> Formalize alarm management and supervisory structure. <b>Initial Deadline:</b> October 31, 2016 <b>Budget:</b> <b>Project Manager:</b> Jared Cosper/ Matt Walkup	July      Aug      Sept   	Patrick Langan and Chris Goodrich are working alongside with Alarm management to improve consistency and prepare for promotion of supervisors, up to a total of four supervisors. This will allow for around the clock supervision in Alarm. The goal to have 24/7 Alarm supervisors is on track.
<b>Project:</b> EMS Command Supervisor Structure <b>Objective:</b> Reorganize EMS to improve both form and flow. <b>Initial Deadline:</b> January 15, 2016 <b>Budget:</b> <b>Project Manager:</b> Jared Cosper	July      Aug      Sept   	EMS System growth and increased number of managed units have resulted in a need to restructure and simplify operations. The shift command will redistribute the number of FTEs per supervisor. This position is budgeted for mid-year FY'17.
<b>Project:</b> EMS Deployment <b>Objective:</b> Evaluate current deployment program to determine the most effective and efficient deployment program. <b>Initial Deadline:</b> December 31, 2016 <b>Budget:</b> <b>Project Manager:</b> Jared Cosper	July      Aug      Sept   	Proposed deployment plan is complete and included in fiscal year 2017 capital and operating budget. In the near future, Command Staff will investigate a more focused deployment strategy, and will work with EMS partners to develop the best deployment practices. We will do an RFP for deployment analytics software to ensure optimal distribution of EMS assets to provide adequate response to Montgomery County.

**MONTGOMERY COUNTY HOSPITAL DISTRICT BOARD REPORT**  
**Organizational Projects**

**DATE: August 23, 2016**    **Task/Project on Schedule**    **Task/ Project in Danger of Not Meeting**    **Task/Project Not Meeting Schedule**

Project	Progress	Evaluation
<p><b>Project:</b> <u>Effectiveness of Current EMS Shifts</u>  <b>Objective:</b> Review current shift structure to determine the appropriate shifts to fulfill our mission and minimize burnout/fatigue.  <b>Initial Deadline:</b> December 31, 2016  <b>Budget:</b>  <b>Project Manager:</b> Jared Cosper/ Kevin Nutt</p>	<p align="center">July      Aug      Sept</p> <p align="center">      </p>	<p>Engage consultant Circadian to evaluate current structure and suggest the safest, financially sound deployment strategies. Circadian is working to find a date to visit in September to evaluate our current deployment practices.</p>
<p><b>Project</b> <u>Purchasing Policy</u>  <b>Objective:</b> Review and update Purchasing Policy  <b>Deadline:</b> September 30, 2016  <b>Final Deadline:</b>  <b>Budget:</b>  <b>Project Manager:</b> Brett Allen</p>	<p align="center">July      Aug      Sept</p> <p align="center">      </p> <p>New Project</p>	<p>Legal has reviewed proposed updates and made additional comments. The proposed updates will be presented to the Compliance Committee on August 19, 2016. If the proposed changes are agreed upon by the committee, the policy with proposed updates will be presented to the Board at the August meeting.</p>
<p><b>Project:</b> <u>Implement EMS Billing Change to 150% of MCR</u>  <b>Objective:</b> Implement Fee Schedule Change for FY 2017  <b>Initial Deadline:</b> September 30, 2016  <b>Final Deadline:</b>  <b>Budget:</b>  <b>Project Manager:</b> Brett Allen</p>	<p align="center">July      Aug      Sept</p> <p align="center">      </p> <p>New Project</p>	<p>This change is included in the proposed MCHD budget for FY 2017. If the change is approved in the budget, the proposed fee schedule will be presented to the Board of Directors at the September Board meeting. Currently, Executive staff is testing to assure that predictive billing assumptions are accurate.</p>

# Agenda Item # 11



We Make a Difference!

**To:** Board of Directors

**From:** Brett Allen, CFO

**Date:** August 23, 2016

**Re: MCHD Purchasing Policy**

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Consider and act on the resolution to amend Montgomery County Hospital District Purchasing Policy. (Mr. Grice, Treasurer – MCHD Board)



We Make a Difference!

# Montgomery County Hospital District

District Purchasing Policy

Amended and Revised May, 2012

Amended and Revised August, 2016

MONTGOMERY COUNTY HOSPITAL DISTRICT  
PURCHASING POLICIES AND PROCEDURES

Updated through ~~May 22, 2012~~ August 23, 2016

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## INTRODUCTION

Montgomery County Hospital District is a political subdivision of the State of Texas created by an election of the District's voters in 1977. The District's purpose is to provide medical care and other health care services to certain low-income residents of Montgomery County. ~~and other health care services.~~ In connection with such duties, the District must periodically make expenditures of public funds for purchases of supplies, equipment, materials and services. Although not required by the District's enabling legislation, the Board of Directors has sought to adopt comprehensive purchasing policies to ensure that District receives the best value.

~~These policies and procedures~~ This policy outlines the methods of procurement and the duties and responsibilities of the Montgomery County Hospital District as delegated to the Chief Executive Officer or his/her designee(s) by the Board of Directors.

It is the District's intention that all purchases of supplies, equipment, materials, and contracted services, (other than those covered by the Texas Professional Services Procurement Act<sup>1</sup>) where the costs exceed ~~\$25,000-\$50,000~~ are to be purchased using a procurement methodology selected by the Chief Executive Officer and/or Board of Directors which is intended to result in obtaining the best value for the district.

Purchases of less than ~~\$25,000-50,000~~ are to be made to the open market by the District's Chief Executive Officer and/or his/her designee(s) as outlined in ~~these policies and procedures~~ this policy.

### PUBLIC PURCHASING HAS SEVERAL GOALS:

- Purchase the proper goods or services to suit the District's needs.
- Procure the best possible price and value for the goods or services required.
- Have the goods or services available where and when they are needed.
- Assure a continuing supply of needed goods and services.
- Guard against any misappropriation of the District Funds.

### PUBLIC PURCHASING MUST ALSO ASSURE THAT:

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<sup>1</sup> Tex. Gov't Code ch. 2254

- Responsible bidders are given a fair opportunity to compete for the District's business.
- ~~Public funds are safeguarded. The best value is received for the public dollar.~~
- Public spending is not used to enrich elected officials or government employees, or to confer favors upon constituents.

The efficiency and effectiveness of any program depends on good, sound principles and management. Purchasing is no different. There are common, basic principles of purchasing which can be applied to any purchasing program to make it operational to the best advantage of any organization.

It is the intent of the policy to promote effective, efficient and consistent procurement in Montgomery County Hospital District, using procurement methodologies yielding the best value to the District for the benefit of its taxpayers.

There are several different types of purchases. They are as follows:

EMERGENCY:

Emergency purchases are made to meet a critical, unforeseen need of the District due to urgent circumstances and/or factors outside the District's control. Because the utilization of normal procurement processes would result in unreasonable delay in situations where public health and/or safety is at immediate risk, emergency purchases shall be exempt from otherwise applicable purchasing procedures as set forth herein.

SOLE SOURCE:

Sole Source purchases are goods and services available from only one supplier. This may be because of patents and copyrights or simply because a single vendor supplies the particular goods or services. These purchases shall be exempt from the otherwise applicable purchasing procedures set forth herein, so long as the decision is made that sole source procurement represents the best value to the District in light of the circumstances.

SERVICES:

Different types of services are needed by the District. Professional services shall be procured pursuant to the Professional Services Procurement Act for those services



contemplated under said Act, and pursuant to a request for qualifications and/or request for proposals for services not contemplated under the Professional Services Procurement Act. In some instances, due to sole source, specialized skills and/or knowledge, service providers will be directly retained by the District, based upon the discretion of the Chief Executive Officer that a request for qualifications and/or request for proposals is unnecessary.

**CONSTRUCTION:**

These are projects normally involving the extensive use of plans, prints and/or professional construction services. The supervision of this type of procurement typically requires the services of an engineer. These projects will be procured pursuant to the methodology which results in the best value to the District and in strict compliance with **Chapter 2267 of the Texas Government Code.**

**ITEMS:**

Items include any service, equipment, goods, or other tangible or intangible personal property, including insurance and technology and are generally subject to competitive procurement as provided by these policies.

MCHD utilizes the following instruments in effecting purchases:

REQUISITION: Is a request for a purchase to be made. It is the first step taken after the need for goods and services is recognized. The requisition process must include a system of authorizations and safeguards to ensure that ethical purchasing procedures are followed.

PURCHASE ORDERS: Constitutes a contract for delivery of the goods and services and usually contains the terms, quantity, delivery and price.

MCHD personnel shall exercise diligence in utilizing requisitions and purchase orders for purchases of goods and services.

**CIRCUMVENTING THE SYSTEM**

Some types of purchases by the District are governed by statutory requirements of local, state or federal origin. The requirements of the statutes have been incorporated into the District's internal policies and will be followed where applicable. Circumvention of these policies is discouraged and any evidence of circumvention will constitute grounds for disciplinary action up to and including termination.

**CHAPTER 1**  
**STATEMENT OF PURCHASING POLICY**

Montgomery County Hospital District operates under the authority granted by the State of Texas in its enabling statute ([Chapter 1063 Texas Special District Local Law Code](#)) With the exception of contracts for construction **governed by ch. 2267 of the Government Code**, the District’s Board of Directors has been granted “the power to prescribe the method and manner of making purchases and expenditures by and for the hospital district.”<sup>31</sup> The District’s Board of Directors has elected to establish the following policies ~~and procedures~~ and reserve the right to amend them at any time.

The Montgomery County Hospital District pledges to discharge ~~its~~<sup>2</sup> duties in a manner that will provide, to all responsible vendors and contractors, an equitable and competitive access to Montgomery County Hospital District procurement processes. Further, the District’s procurement will be conducted in a manner that will promote public confidence in the integrity of the organization.

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<sup>2</sup> [Acts of the 65<sup>th</sup> Leg. R. S. Ch. 258 \(1977\)](#).

<sup>3</sup> [Texas Special District Local Law Code 1063.106 MCHD Enabling Act at §11\(e\)](#).

**CHAPTER 2**

**MONTGOMERY COUNTY HOSPITAL DISTRICT PURCHASING**

**CODE OF ETHICS**

**GENERAL ETHICAL STANDARDS**

1. It shall be a breach of ethics for an employee of the Montgomery County Hospital District to attempt to realize personal gain through public employment with Montgomery County Hospital District by any conduct inconsistent with the proper discharge of the employee's duties.
2. It shall be a breach of ethics for an employee of the Montgomery County Hospital District to attempt to influence any public employee of Montgomery County Hospital District to breach the standards of ethical conduct set forth in these policies.
3. It shall be a breach of ethics for any employee of Montgomery County Hospital District to participate directly or indirectly in procurement when the employee knows that:
  - a. the employee, or a member of the employee's immediate family has a financial interest pertaining to the procurement;
  - b. A business or organization in which the employee, or any member of the employee's immediate family, has a financial interest pertaining to the procurement; or any other person, business, or organization with whom the employee, or any member of the employee's immediate family, is negotiating or, has an arrangement concerning prospective employment, or is involved in the procurement.
4. Gifts – It shall be a breach of ethics for any person to offer, give or agree to give any employee or former employee of Montgomery County or for any employee or former employee of Montgomery County Hospital District to solicit, demand, accept or agree to accept from another person, a gift or an offer of employment in connection with any decision, approval, disapproval, recommendation, preparation of any part of a program requirement or purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing, or any other advisory capacity in any proceeding or application request for ruling, determination, claim or controversy, or other peculiar matter pertaining to any program requirement or a contract or subcontract, or to any solicitation or proposal, therefore, pending before the District.

5. Kickbacks – It shall be a breach of ethics for any payment, gift or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier of subcontractor for any contract for Montgomery County Hospital District or any person associated therewith, as an inducement for the award of a subcontract or order. No such inducement is proper prior to or subsequent to an award of contract.

~~8.7~~ Employees of the Montgomery County Hospital District who are found to have violated any one or more of the Code of Ethics shall be subject to disciplinary action, including possible termination of employment with the District and prosecution as may be afforded by law.

**CHAPTER 3**

**~~CHIEF EXECUTIVE OFFICER AS THE~~ PURCHASING AGENT**

1. The Chief Executive Officer of the Hospital District, and/or his designee(s), shall act as the District's purchasing agent and supervise all purchases to ensure compliance with ~~these policies~~ this policy.
2. A purchase made by the Chief Executive Officer and/or his designee(s) shall be paid for by the manner provided by law, including but not limited to the Texas Prompt Payment Act (Texas Government Code chapter 2251). The District may not honor a payment for a purchase unless the purchase is made and/or authorized by the Chief Executive Officer and/or his designee(s) or by the Board of Directors and funds have been appropriated and budgeted for such purchase.
3. In addition to the aforementioned requirements, the Chief Executive Officer for Montgomery County Hospital District and/or his designee(s) will:
  - a. encourage and support compliance with the Texas state statutes, including the District's enabling legislation and the policies adopted there under by the Board of Directors, including but not limited to this policy; and
  - b. promote local business participation in the Montgomery County Hospital District procurement process.

#### **CHAPTER 4**

##### **THE PURCHASING PROCESS**

###### **A. GENERAL INFORMATION**

1. Montgomery County Hospital District will not be obligated to purchase equipment or accessories that are delivered for use on a trial basis.
2. The following purchasing procedures that are made with the intention of avoiding competitive bidding requirements are not authorized:
  - a. **COMPONENT PURCHASES:** defined as purchasing an item that, as a whole, would have normally been competitively bid, in a series of component purchases.
  - b. **SEPARATE PURCHASES:** defined as purchasing an item in a series of separate purchases that normally would have been purchased in one.
  - c. **SEQUENTIAL PURCHASES:** defined as purchases made over a period of time that in normal purchasing practices would be made as one purchase.

—No District employee has the authority to request a purchase of supplies, materials, equipment, or services for his/her own personal use ~~absent advance authorization by the Chief Executive Officer and/or his designee(s).~~

**B. ADDITIONAL PURCHASING RESPONSIBILITIES**

1. The Chief Executive Officer and/or his designee(s) should be cognizant of budget balances and refrain approving expenditures in excess of those balances, except in cases of public necessity and/or public calamity.
2. The Chief Executive Officer and/or his designee(s) shall plan purchases in order to keep “rush” and “emergency” purchases to a minimum. The District rarely enjoys any economic benefits from rush and emergency purchases. In most cases, prices for commodities and services are at a premium when there is not proper time allowed to explore sources, options, and alternatives.
3. The Chief Executive Officer and/or his designee(s) shall assure that all District employees responsible for making requests for purchases have read and understand the ~~purchasing procedures~~ purchasing policies of Montgomery County Hospital District as embodied in ~~these policies~~ this document.
4. The Chief Executive Officer and/or his designee(s) shall ensure that where possible, purchase and procurement requests are descriptive and specific but do not prevent competitive bidding of comparable items.
- ~~4—~~The Chief Executive Officer and/or his designee(s) should understand and appreciate the nature of public purchasing, ~~reviewing, and consider all responses in order to promote competitive bidding and seek to put all interested vendors on a level playing field with respect to awards of MCHD contracts.~~

**C. PURCHASES**

1. The purchase process should include a system of authorizations and safeguards so that improper or illegal purchasing is difficult both to initiate and to conceal.
2. Purchases for services will include information from the requisitioning employee that will provide additional details regarding the required service if necessary, and the budget account for which such item shall be charged.
3. The Chief Executive Officer may designate one or more persons authorized to make purchasing decisions for MCHD based upon department needs,

employment seniority, employment responsibility, employment designation, amount of purchase, or other criteria as chosen by the Chief Executive Officer. The Chief Executive Officer at his discretion may set purchasing limits for his designees and authorized employees.

**D. ~~CREDIT CARD AND CHARGE CARD PROGRAM~~**

- ~~1. The Chief Executive Officer may authorize the use of a Credit Card or Charge Card program based upon the Texas Comptroller's Texas Procurement and Support Services Program (TPASS). The Chief Executive Officer shall have discretion to use other charge card or credit card programs which offers similar restrictions, controls, and advantages as the Texas Comptroller's Texas Procurement and Support Services Program. The use of a credit card or charge card, authorized under this policy, by any District personnel does not alter or change any other existing purchasing policies.~~

**CHAPTER 5**

**STANDARD PURCHASE ORDERS**

**A. STANDARD PURCHASE ORDERS**

1. Authorized purchases must be conducted through the District's ~~Purchase Order Requisition~~ Process as set up by the District's accounting department whenever possible. Whenever practical the Purchase Order must be completed and approved prior to the time of purchase of the good or service. Point of sale purchases, generally for smaller amounts and small items are not required to have a Purchase Order completed prior to purchase; however, all District employees shall endeavor to use the Purchase Order process as much as possible.
2. Whenever possible, a Purchase Order should be generated and ~~approved~~ using the electronic ~~Purchase Order Requisition~~ System.
3. File copies of all Purchase Orders will be maintained in accordance with the District's records retention policy.

**B. ANNUAL CONTRACTS/BLANKET PURCHASE ORDERS**

1. Annual Contract/Blanket Purchase Orders are agreements with vendors which allow frequent or small purchases by departments during the District's fiscal year without going through repetitive procurement procedures. Blanket Purchase Orders can also control pricing.
2. Montgomery County Hospital District will have two classes of Annual Contract/Blanket Purchase Orders:
  - a. Purchase Orders ~~not exceeding up to and including~~ \$25,000 in a fiscal year which will be solicited unilaterally by the Chief Executive Officer and/or his designee(s);
  - b. Purchase Orders expected to exceed \$25,000 in a fiscal year, and which require the approval of the Board of Directors.
3. Annual Contracts for Maintenance and Service Agreements.
  - a. Where feasible, the District may enter into annual contracts with selected vendors for various maintenance services. These contracts may include, but not be limited to, office machine maintenance including computers and related office equipment, software maintenance and upgrades, cleaning services, pest control, and equipment rental agreements.
  - b. Negotiation of these contracts and agreements is the responsibility of the Chief Executive Officer and/or his designee(s).
  - c. As contracts are initiated, appropriate staff will be notified as to the terms of the agreements and how to obtain needed service through them.
4. ~~The Chief Executive Officer and/or his designee(s) will maintain a schedule of all blanket purchase orders.~~

**C. PURCHASE ORDERS FOR TRAINING, SEMINARS, MEMBERSHIPS, SUBSCRIPTIONS, TRAVEL, LODGING, FOOD, AND BOOKS.**

Competitive quotes are not required for individual expenses incurred in connection with training, seminars, memberships, subscriptions, travel, foods, or books which total less than \$2,000.00 per person unless the Chief Executive Officer and/or his designee(s) deems it necessary; however, persons making such purchases are encouraged to ensure the District is obtaining a reasonable governmental rate for all expenditures in connection with District business. Persons making such expenses are not required to select the lowest cost item under this section if legitimate reasons exist for selection of an item of higher cost. Expenses incurred for travel, lodging,



and meals will be approved and paid in accordance with the Personnel Policies & Procedures – Travel and Entertainment Policy<sup>2</sup>.

**D. DOLLAR THRESHOLDS FOR PURCHASE ORDERS**

1. If a purchase requires an expenditure of funds in an amount ~~less than up to and including~~ \$25,000 the Chief Executive Officer and/or his designee(s) will make and approve all purchases unilaterally. The purchasing procedure will be as follows:
  - a. ~~\$1,999.00 2,000.00~~ or LESS – quotations may or may not be solicited, only if Chief Executive Officer and/or his designee(s) deems necessary;
  - b. ~~\$2,000.01~~ to ~~\$9,999.99~~ 10,000.00 telephone price quotations will be sought. All telephone quotations will be documented and recorded by the Chief Executive Officer and/or his designee(s). Alternatively, informal written bids and/or proposals may be solicited. Whenever possible, any quotes received shall be documented in the electronic ~~Purchase Order Requisition~~ system;
  - c. \$10,000.00 to ~~\$49,999.99~~ 50,000.00 written quotations will be requested and documented in connection with the award decision;
  - d. ~~Greater than \$50,000.00 or more~~ will be conducted by the formal, sealed, bid or request for proposal process. ~~All purchases for materials and/or services in excess of \$25,000 must have the formal approval of the Board of Directors.~~
2. The Chief Executive Officer and/or his designee(s) reserves the right to deviate from these policies for any purchases under the \$50,000 competitive bidding threshold, if it is in the best interest of the District and if it will facilitate specific District operations. If a deviation from the policy is required, the Chief Executive Officer and/or his designee(s) will authorize the deviation by signing the Purchase Order giving approval.

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<sup>4</sup> These policies incorporate by reference the reimbursement rates approved by the federal government.

3. Sequential, Component, Separate, or Cumulative purchase orders for a single particular product and which would amount to ~~greater than \$25,000.00-50,000 or more~~ within a fiscal year shall be subject to the competitive bid procedures set out in this policy.

**E. EXCEPTIONS TO THE PURCHASE CYCLE FOR EXPENDITURES UNDER ~~\$25,000~~50,000**

1. As with any set of guidelines or rules, there will be exceptions to the normal purchasing cycle with the understanding that the exceptions will only apply when there is a legitimate and obvious need.
2. EMERGENCY: An emergency situation is commonly described as an unforeseen situation which adversely and unduly affects the life, health, or convenience of the residents of Montgomery County, or circumstances that would cause a loss to the District. If an emergency arises during normal working hours, the affected employee(s) shall:
  - a. notify the Chief Executive Officer and/or his designee(s) of the situation and possible cost, if known;
  - b. within the working day or not exceeding the next working day, the employee will submit the ~~Purchase Order Requisition~~ to the Chief Executive Officer and/or his designee(s) noting the reason for the emergency.
3. If an emergency should arise after regular hours, the employee may proceed with the emergency acquisition and on the next regular day of business, a Purchase Order, invoices and properly completed receiving report (including a brief explanation of the purchase) will be sent to the Chief Executive Officer and/or his designee(s). The Chief Executive Officer and/or his designee(s) will then assign a Purchase Order number and forward that number to the appropriate vendor.

**EMERGENCY PURCHASES EXCEEDING \$50,000 CAN NOT BE MADE WITHOUT PRIOR APPROVAL FROM THE BOARD OF DIRECTORS AND THE CHIEF EXECUTIVE OFFICER OR HIS EXECUTIVE STAFF DESIGNEE.**

**F. REIMBURSEMENTS TO AN INDIVIDUAL AND/OR STORE ACCOUNT**

1. Since reimbursements are different from purchases, only in that the vendor is a specified employee or STORE accounts, they must meet all purchasing procedures as outlined in the Purchasing Policy.
2. When possible, reimbursements must have prior approval from the Chief Executive Officer and/or his designee(s).
3. If prior approval was not obtained, written documentation explaining why it was not possible to do so, must be submitted to the Chief Executive Officer and/or his designee(s).

**G. CONTRACT WITH PERSON INDEBTED TO THE DISTRICT**

1. The District may refuse to enter into a contract or other transaction with a person and/or entity indebted to the District.

**CHAPTER 6**

**PROCEDURE move to separate document**

**RECEIVING MATERIALS**

**CHAPTER 76**

**PROCUREMENT OF PROFESSIONAL SERVICES**

1. The procurement of professional services will be governed by the “Professional Services Procurement Act” (Tex. Gov’t. Code ch. 2254). Professional Services includes:

- a. accounting,
- b. architecture,
- c. landscape architecture,
- d. -land surveying,
- e. medicine,
- f. optometry,
- g. professional engineering,
- h. real estate appraising, or
- +i. professional nursing.

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~~All requests for professional services will be provided to the Chief Executive~~

~~3.2~~ Though competitive bids/quotes may not be used, it will be the policy of the District to procure, in most cases, professional services through a request for qualifications (RFQ). There may be instances when it is not practical to pursue this method of procurement for professional services. The procurement of services must be based on qualifications and competence, and shall comply with the express statutory requirements where such are applicable.

~~4.3~~ The Board of Directors is required to approve any contract for a professional service which will exceed \$25,000 during a fiscal year. The contract shall be in writing and approved and signed before services are rendered.

~~5.4~~ The Chief Executive Officer will sign contracts ~~under-up to~~ \$25,000 for professional services; the contract shall be in writing and signed before services are rendered.

~~6.5~~ For other professional type services not specifically defined above in paragraph 7. (1.), the District shall review whether such services should be bid by Request for Proposal (RFP), Request for Qualifications (RFQ), or direct hire. The Chief Executive Officer or his designee shall have the discretion to decide the manner and method of contracting for such services based upon his evaluation of each circumstance.

## **CHAPTER 87**

### **COMPETITIVE BIDS/PROPOSALS**

#### **A. COMPETITIVE BIDS**

1. Competitive bidding means letting the available vendors compete with each other to provide goods and/or services. In the case of local governmental entities, the bidding process has two additional purposes.

a. The first purpose of competitive bidding is to ensure that public monies are spent properly, legally, and for public projects only, and that the best possible value is received for the money.

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2.b. The second purpose is to give those qualified and responsible vendors who desire to do business with the District a fair and equitable opportunity to do so. The

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employment of a standard, and consistent bidding process provides the public with an assurance that their tax dollars are being spent properly.

~~3.2~~ With a few exceptions, competitive bidding of expenditures in excess of \$25,000 will be accomplished by the following:

~~a. a memo should be signed by the Chief Executive Officer and/or his designee(s) giving notice to the Board Chairman of the intent to purchase the product or service.~~

a. After specifications are developed, notice of the proposed purchase will be published-advertised in the manner required by law or this policy.

~~a. All purchases over \$25,000.00 require Board approval and are subject to the bidding criteria set forth in the bid specifications and the notice given to the Board Chairman under Paragraph 8. A.3.a above, is not Board approval of the purchase but merely notice of the intent to bid for the item.~~

~~4.3~~ Nothing in these policies shall be construed to prohibit or prevent the District from using competitive bidding and/or competitive proposals for procurements of items in which the anticipated expenditure by the District is less than where it is determined to be advantageous to the District to do so.

## **B. REQUEST FOR PROPOSALS**

~~0~~—If the Chief Executive Officer and/or his designee(s) determine that it is impractical to prepare detailed specifications for an item to support the award of a purchase contract, the person may use a the multi-step competitive proposal procedure provided by this section.

Bid solicitations may include, as necessary, bonding requirements (e.g. bid bonds). This is to ensure that if the bidder attempts to withdraw after his bid is accepted, the District will not suffer financial loss.

The Chief Executive Officer and/or his designee may require a principal, officer, or employee of each prospective bidder/proposer to attend a mandatory pre-bid/pre-proposal conference for the purpose of discussing specifications, contract requirements and answering questions of prospective bidders/proposers.

## **~~DD.~~ RECEIVING BIDS/PROPOSALS**

## **~~EE.E.~~ AWARDED A CONTRACT**

1. The Chief Executive Officer and/or his designee(s) will evaluate all bids and/or proposals, and a recommendation will be made to the Board of Directors for those purchases that require Board of Directors' approval. Factors that shall be considered in such evaluation shall include but not be limited to, the bidder's/proposer's ability to perform and or supply the product or service in a timely manner, the bidder's/proposer's history in supplying such goods and /or services, the quality of the goods and/or services offered, and any other factors identified by the Chief Executive Officer and/or his designee as being pertinent to the determination of a bidder's/proposer's responsibility and ability to perform under its bid and/or proposal. The District shall endeavor to determine and publish its scoring criteria for evaluation of bids and/or proposals in the bid specifications and/or request for proposals.
2. The Chief Executive Officer and/or his designee(s) or Board of Directors as appropriate, will either approve the recommendation or reject all bids and authorize the Chief Executive Officer to re-bid the item and/or service.
3. After an award is made, a purchase order will be issued and a contract signed as may be appropriate under the circumstances.

#### **FF-F. MODIFICATION AFTER AWARD**

1. After award of a contract but before the contract is made, the Chief Executive Officer and/or his designee(s) may negotiate a modification of the contract if the modification is in the best interests of the District and does not substantially change the scope of the contract or cause the contract amount to exceed the next lowest bid.
2. If it becomes necessary to make changes in plans, specifications, or proposals after a contract is made or if it becomes necessary to increase or decrease the quantity of items purchased, the Chief Executive Officer and/or his designee(s) may make the changes. Generally such changes will be documented in a change order or a contract amendment reflecting the reasons for the change and the amount the contract is increased or decreased. However, the total contract price may not be increased unless the cost of the change can be paid from budgeted and available funds of the District.
3. No change order and/or attempted modification of a contract which causes the contract price to increase by \$25,000 or more shall be valid unless approved by the District's Board of Directors.

#### **CHAPTER 98**

### **EXEMPTIONS TO THE COMPETITIVE BIDDING PROCESS**

Some goods and services are exempt from the competitive bidding process. Section 262.024 of Texas Local Government Code lists several circumstances when purchases may be exempt from the competitive bidding process. While the District is not bound to Section 262.024 of the Texas Local Government Code, by way of example, the following is a list of items and circumstances that may be exempt from competitive bidding. The Chief Executive Officer may in his discretion exempt a purchase from competitive bidding for good cause. In such instance the Chief Executive Officer must get Board approval for any exception over ~~\$25,000.00~~\$50,000.

#### **A. ITEMS AND SERVICES THAT ARE EXEMPT FROM COMPETITIVE BIDDING INCLUDE:**

1. An item that must be purchased in a case of public calamity, if it is necessary to make the purchase promptly to relieve the necessity of the citizens, or to preserve the property of the District,
2. Personal or professional services,
3. Real property purchases or right of way circumstance,
4. Personal property sold at auction or at a going out of business sale,
5. Property owned by a political subdivision of a local, state or federal governmental entity,
6. Purchases made by and through the District's participation in a local government purchasing cooperative and/or through an interlocal agreement<sup>5</sup> with another governmental entity shall be deemed to have satisfied the requirements of this policy.

**(NOTE: EMERGENCY ORDERS WHICH EXCEED \$50,000.00 REQUIRE THE BOARD OF DIRECTORS APPROVAL BEFORE A PURCHASE ORDER CAN BE ISSUED)**

#### **B. GOODS AND SERVICES WHICH CAN ONLY BE OBTAINED FROM ONE SOURCE, INCLUDING:**

1. Goods and services for which competition is precluded because of the existence of patents, copyrights, trade secrets, or monopolies,
  2. Electric power, gas, water, other utility type services,  
<sup>5</sup>~~Texas Gov't Code ch. 791~~
- ~~5.4~~ Other goods or services which may be provided by only one vendor or manufacturer.

**SOLE SOURCE ITEMS** require a memo or statement from the Chief Executive Officer and/or his designee(s) as to the existence of only one source, to be accepted by the Board of Directors and this must be reflected in the minutes of the meeting of the Board of Directors.

**C. THE RENEWAL AND/OR EXTENSION OF A LEASE, MAINTENANCE AGREEMENT, LICENSE AGREEMENT, OR SIMILAR CIRCUMSTANCE.**

1. The renewal or extension of a lease, maintenance agreement, license, or similar issue is exempt from competitive bidding, but remains subject to appropriations by the Board when:
  - A. The lease, maintenance agreement, license, or similar issue has gone through the competitive bidding procedure originally, or was exempt by Sole Source exceptions and continues to be subject to Sole Source exceptions.
2. It is possible that a lease, maintenance agreement, license, or similar issue may be subject to a Sole Source exception as well. In such cases, the Chief Executive Officer may with good cause exempt the purchase from competitive bidding on that basis. However, the Chief Executive Officer shall endeavor at all times to secure the best price available for the District.
3. The Chief Executive Officer may in his discretion exempt EMS Station Leases which are ~~less than~~ \$25,000.00 or less per year per Station from competitive bidding requirements.

**CHAPTER 109**

**CONSTRUCTION**

- A. Chapter 2267 of the Texas Government Code shall govern all contracts for construction by the Montgomery County Hospital District. In addition, the bonding requirements set forth in Chapter 2253 of the Texas Government Code shall apply to all contracts for construction.
- B. The District will consult legal counsel before entering into a construction contract to ensure all legal requirements have been met.
- C. All the methods for construction set forth in Chapter 2267 of the Texas Government Code shall be available to the District to choose from at the discretion of the Board of Directors, which shall pick the method which provides the best value to the District.



**CHAPTER 1110**

**STATE CONTRACT, ~~AND~~ CATALOGUE PURCHASES AND INTERLOCAL AGREEMENTS**

**A. INTRODUCTION**

Several statutory provisions in Texas law provide authority to local governments to purchase goods and services through the State General Services Commission's vendors and/or through agreements with other local governments and political subdivisions and through local government purchasing cooperatives. One such provision allows purchasing from vendors with which the State has entered into contracts as a result of competitive bidding procedures. These are referred to as State Contract purchases. Another provision allows purchasing automated information services from approved vendors based on their catalogue prices and negotiations. These are referred to as State Catalogue purchases. Other provisions allow for purchasing through interlocal agreements, including through local government purchasing cooperatives.

**B. STATE CONTRACT PURCHASES**

1. Sections 271.081 through 271.083 of the Texas Local Government Code requires the State Purchasing and General Services Commission to establish a local government purchasing program. The Montgomery County Hospital District may participate in this program and may make purchases under such program and by doing so is deemed to have satisfied the bidding requirements imposed by these policies.
2. The Chief Executive Officer or his designee is designated to act for the District at the direction of the Board of Directors in all matters relating to the program, including the purchase of goods and services from the vendor under any contract. The District is responsible for making payments directly to the vendor.
3. The Chief Executive Officer or his designee is responsible for submitting requisitions to the commission under any contract or electronically sending purchase orders directly to vendors and reports to the commission on actual purchases in compliance with the commission's regulations.

4. The Chief Executive Officer is responsible for vendor's compliance with all the conditions of delivery and quality of the purchased goods and services.
5. The Chief Executive Officer is authorized to sign and deliver all necessary documents for purchases under this program on behalf of the District.

~~5.—The award of any contract from state contracts shall be in writing, approved and signed by the Chief Executive Officer if less than up to and including \$25,000.00 or and approved by the Board of Directors or if more than \$25,000.00 the Board of Directors prior to any services being rendered. The Board of Directors authorizes the Chief Executive Officer to execute any contracts for state contract purchases that are procured in compliance with this chapter if the cost does not exceed \$25,000.~~

#### C. STATE CATALOGUE PURCHASES

1. The District is authorized by the Texas Government Code Section 2157.067 and the Texas Local Government Code Sections 271.082 and 271.083 to participate in the State General Services Commission's catalogue purchasing procedure for automated information systems.
2. The District will follow procedures outlined the Texas Government Code Chapter 2157 for the purchase of automated information systems. The District will seek the best value which is in the District's best interest by following the Request for Offer (RFO) procedure.

~~—The best value is defined as the lowest overall cost of information systems based on the following factors:~~

#### D. INTERLOCAL AGREEMENTS

Purchases made by the District through interlocal agreements with other local governmental entities and/or through local government purchasing cooperatives shall be deemed to satisfy these purchasing policies with respect to the competitive bidding and/or competitive procurement of items purchased through such agreements.

### **CHAPTER 112**

#### **SPECIFICATIONS**

##### A. SPECIFICATIONS – GENERAL

A specification is a concise description of a good or service an entity seeks to buy, and the requirements the vendor must meet in order to be considered for the award. A specification may include requirements for testing, inspection, preparing, or installation. The specification is the total description of the purchase. The specification may also contain the evaluation criteria for the evaluation of the bid or proposal.

**B. PURPOSE**

The purpose of any specification is to provide clear guides of what is to be purchased and to provide vendors with firm criteria of a minimum standard acceptable for goods or services. A properly drafted specification has four characteristics:

1. It establishes the minimum acceptability of the goods or services;
2. It promotes competitive bidding;
3. It contains provisions for reasonable test and inspections for acceptability of the goods or services; and
4. It provides for an equitable award to the lowest and best bid from a responsible bidder.

- C. PREPARATION OF SPECIFICATIONS** – District personnel shall use diligent efforts to prepare procurement specifications meeting these policies and guidelines, and such specifications shall provide sufficient detail to enable all bidders/proposers to avoid speculation and/or conjecture in the preparation of their bids in identifying the goods and/or services sought by the District.

**CHAPTER 123**

**PROPERTY SALVAGE AND DISPOSAL – DISPOSITION  
AND PURCHASES MADE TO PASS THROUGH TO**

1. Throughout the fiscal year, many times, items may outlive their usefulness and become unserviceable or obsolete. Prior to taking any time out of service, it should first be determined that the item in question could not be transferred to another user department for continued service. If it is found that the item is no longer serviceable to the District it shall be reported to the ~~Chief Executive Officer-~~ Board of Directors for ultimate disposal.

~~1. Upon written notification by the user department that an item is in need of disposal, the Chief Executive Officer will assume ownership until final disposal.~~

2. Upon approval by the Board of Directors, surplus or salvage material, and equipment may be disposed of in one the following methods:
  - a. public auction and or public sale;
  - b. trade-in on new equipment;
  - c. sealed bids;
  - d. distribution as unsalvageable and/or donation to local charity groups;
  - e. if salvage property cannot be donated, then disposed of in a commercially prudent manner.
3. At times, the District may be asked to purchase an item for and on behalf of another Government Entity wishing to rely on expertise of the District in a particular area. The District may do so only when the purchase will not interfere financially or otherwise with the mission of the District— And when such purchase is outlined in a written interlocal agreement. Such purchases may not result in a gift or grant to the other Government Entity.

#### **CHAPTER 14**

#### **INVOICES**

Invoicing is considered an important part of the procurement process.

As per this policy, the vendor's invoice will be submitted directly to the Chief Executive Officer and/or his designee(s) by the vendor. If the mail is used, the address to be used is:

MONTGOMERY COUNTY HOSPITAL DISTRICT  
~~C/O CHIEF EXECUTIVE OFFICER~~  
P.O. BOX 478  
CONROE, TX 77305

Or  
[accountspayable@mchd-tx.org](mailto:accountspayable@mchd-tx.org)

#### **CHAPTER 15**

#### **PURCHASING AUTHORIZATION FORM/APPOINTMENT OF DESIGNEES**

**A. APPOINTMENT OF DESIGNEE**

~~A.1.~~ The Chief Executive Officer shall be authorized to appoint one or more designees as purchasing officers to carry out the requirements of this policy and to act in the place of the Chief Executive Officer in the making of purchases of goods and services for the District.

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**B. PURCHASING AUTHORIZATION FORM**

~~B.1.~~ A written designation shall be signed by the Chief Executive Officer for each person who has been delegated the authority to approve purchases on the Chief Executive Officer's behalf.

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~~C.2.~~ The purchasing authorization designation shall indicate that the person having the authority to approve purchases has read and understood the Purchasing Policies and Procedures and will abide by the guidelines, restrictions, and duties enumerated therein.

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**CONCLUSION**

This Purchasing Policy ~~and Procedures~~ may be amended and supplemented from time to time by resolution of the Board of Directors. All existing purchasing policies of the District containing provisions inconsistent with these policies and procedures are hereby repealed and replaced by these policies and procedures. No violation of these policies and procedures alone shall constitute a basis for a legal challenge, as it is intended by the District that these policies are intended to provide a method of guidance for the District's purchases, but shall not be construed as having the force and effect of law. Any provisions of the District's enabling status as well as other state or federal laws, rules or regulations which are applicable to the District and which conflict with these policies and procedures shall supersede these policies and procedures to the extent of such conflict.

~~This policy has~~ ~~These policies and procedures have~~ been approved by the Board of Directors of the Montgomery County Hospital District, acting at a public meeting held in strict compliance with the Texas Open Meetings Act, to take effect immediately.

THESE POLICIES AND PROCEDURES WERE PASSED AND APPROVED BY THE BOARD OF DIRECTORS OF THE MONTGOMERY COUNTY HOSPITAL DISTRICT ON THE 17<sup>TH</sup> DAY OF JUNE, 2008. ~~AMENDMENTS TO THIS POLICY WERE ADOPTED BY THE BOARD OF DIRECTORS ON THE 28<sup>th</sup> Day OF MAY, 2012, AND ON~~ ~~23<sup>RD</sup> DAY OF AUGUST, 2016.~~

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We Make a Difference!

# Montgomery County Hospital District

District Purchasing Policy

Amended and Revised May, 2012

Amended and Revised August, 2016

MONTGOMERY COUNTY HOSPITAL DISTRICT

PURCHASING POLICIES

Updated through August 23, 2016

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## INTRODUCTION

Montgomery County Hospital District is a political subdivision of the State of Texas created by an election of the District's voters in 1977. The District's purpose is to provide medical care and other health care services to qualifying, low-income residents of Montgomery County. In connection with such duties, the District must periodically make expenditures of public funds for purchases of supplies, equipment, materials and services. Although not required by the District's enabling legislation, the Board of Directors has sought to adopt comprehensive purchasing policies to ensure that District receives the best value.

This policy outlines the methods of procurement and the duties and responsibilities of the Montgomery County Hospital District as delegated to the Chief Executive Officer or his/her designee(s) by the Board of Directors.

It is the District's intention that all purchases of supplies, equipment, materials, and contracted services, (other than those covered by the Texas Professional Services Procurement Act<sup>1</sup>) where the costs exceed \$50,000 are to be purchased using a procurement methodology selected by the Chief Executive Officer and/or Board of Directors which is intended to result in obtaining the best value for the district.

Purchases of less than \$50,000 may be made to the open market by the District's Chief Executive Officer and/or his/her designee(s) as outlined in this policy.

### **PUBLIC PURCHASING HAS SEVERAL GOALS:**

- Purchase the proper goods or services to suit the District's needs.
- Procure the best possible price and value for the goods or services required.
- Have the goods or services available where and when they are needed.
- Assure a continuing supply of needed goods and services.
- Guard against any misappropriation of the District Funds.

### **PUBLIC PURCHASING MUST ALSO ASSURE THAT:**

- Responsible bidders are given a fair opportunity to compete for the District's business.
- The best value is received for the public dollar.
- Public spending is not used to enrich elected officials or government employees, or to confer favors upon constituents.

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<sup>1</sup> Tex. Gov't Code ch. 2254



The efficiency and effectiveness of any program depends on good, sound principles and management. Purchasing is no different. There are common, basic principles of purchasing which can be applied to any purchasing program to make it operational to the best advantage of any organization.

It is the intent of the policy to promote effective, efficient and consistent procurement in Montgomery County Hospital District, using procurement methodologies yielding the best value to the District for the benefit of its taxpayers.

There are several different types of purchases. They are as follows:

EMERGENCY:

Emergency purchases are made to meet a critical, unforeseen need of the District due to urgent circumstances and/or factors outside the District's control. Because the utilization of normal procurement processes would result in unreasonable delay in situations where public health and/or safety is at immediate risk, emergency purchases shall be exempt from otherwise applicable purchasing procedures as set forth herein.

SOLE SOURCE:

Sole Source purchases are goods and services available from only one supplier. This may be because of patents and copyrights or simply because a single vendor supplies the particular goods or services. These purchases shall be exempt from the otherwise applicable purchasing procedures set forth herein, so long as the decision is made that sole source procurement represents the best value to the District in light of the circumstances.

SERVICES:

Different types of services are needed by the District. Professional services shall be procured pursuant to the Professional Services Procurement Act for those services contemplated under said Act, and pursuant to a request for qualifications and/or request for proposals for services not contemplated under the Professional Services Procurement Act. In some instances, due to sole source, specialized skills and/or knowledge, service providers will be directly retained by the District, based upon the discretion of the Chief Executive Officer that a request for qualifications and/or request for proposals is unnecessary.

CONSTRUCTION:

These are projects normally involving the extensive use of plans, prints and/or professional construction services. The supervision of this type of procurement typically requires the services of an engineer. These projects will be procured pursuant to the methodology which results in the best value to the District and in strict compliance with Chapter 2267 of the Texas Government Code.

ITEMS:

Items include any service, equipment, goods, or other tangible or intangible personal property, including insurance and technology and are generally subject to competitive procurement as provided by these policies.

MCHD utilizes the following instruments in effecting purchases:

**REQUISITION:** Is a request for a purchase to be made. It is the first step taken after the need for goods and services is recognized. The requisition process must include a system of authorizations and safeguards to ensure that ethical purchasing procedures are followed.

**PURCHASE ORDERS:** Constitutes a contract for delivery of the goods and services and usually contains the terms, quantity, delivery and price.

MCHD personnel shall exercise diligence in utilizing requisitions and purchase orders for purchases of goods and services.

**CIRCUMVENTING THE SYSTEM**

Some types of purchases by the District are governed by statutory requirements of local, state or federal origin. The requirements of the statutes have been incorporated into the District's internal policies and will be followed where applicable. Circumvention of these policies is discouraged and any evidence of circumvention will constitute grounds for disciplinary action up to and including termination.

**CHAPTER 1**

**STATEMENT OF PURCHASING POLICY**

Montgomery County Hospital District operates under the authority granted by the State of Texas in its enabling statute (Chapter 1063 Texas Special District Local Law Code). With the exception of contracts for construction governed by ch. 2267 of the Government Code, the District's Board of Directors has been granted "the power to prescribe the method and manner of making purchases and expenditures by and for the hospital district."<sup>31</sup> The District's Board of Directors has elected to establish the following policies and reserve the right to amend them at any time.

The Montgomery County Hospital District pledges to discharge its duties in a manner that will provide, to all responsible vendors and contractors, an equitable and competitive access to Montgomery County Hospital District procurement processes. Further, the District's procurement will be conducted in a manner that will promote public confidence in the integrity of the organization.

**CHAPTER 2**  
**PURCHASING**  
**CODE OF ETHICS**

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<sup>2</sup> Texas Special District Local Law Code §1063.106 .

## **GENERAL ETHICAL STANDARDS**

1. It shall be a breach of ethics for an employee of the Montgomery County Hospital District to attempt to realize personal gain through public employment with Montgomery County Hospital District by any conduct inconsistent with the proper discharge of the employee's duties.
2. It shall be a breach of ethics for an employee of the Montgomery County Hospital District to attempt to influence any public employee of Montgomery County Hospital District to breach the standards of ethical conduct set forth in these policies.
3. It shall be a breach of ethics for any employee of Montgomery County Hospital District to participate directly or indirectly in procurement when the employee knows that:
  - a. the employee, or a member of the employee's immediate family has a financial interest pertaining to the procurement;
  - b. A business or organization in which the employee, or any member of the employee's immediate family, has a financial interest pertaining to the procurement; or any other person, business, or organization with whom the employee, or any member of the employee's immediate family, is negotiating or, has an arrangement concerning prospective employment, or is involved in the procurement.
4. Gifts – It shall be a breach of ethics for any person to offer, give or agree to give any employee or former employee of Montgomery County or for any employee or former employee of Montgomery County Hospital District to solicit, demand, accept or agree to accept from another person, a gift or an offer of employment in connection with any decision, approval, disapproval, recommendation, preparation of any part of a program requirement or purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing, or any other advisory capacity in any proceeding or application request for ruling, determination, claim or controversy, or other peculiar matter pertaining to any program requirement or a contract or subcontract, or to any solicitation or proposal, therefore, pending before the District.
5. Kickbacks – It shall be a breach of ethics for any payment, gift or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier of subcontractor for any contract for Montgomery County Hospital District or any person associated therewith, as an inducement for

the award of a subcontract or order. No such inducement is proper prior to or subsequent to an award of contract.

6. It shall be a breach of ethics for any employee or former employee of Montgomery County Hospital District knowingly to use confidential information for actual or anticipated personal gain or for the actual or anticipated gain of any person.
7. Employees of the Montgomery County Hospital District who are found to have violated any one or more of the Code of Ethics shall be subject to disciplinary action, including possible termination of employment with the District and prosecution as may be afforded by law.
8. Employees of the Montgomery County Hospital District shall ensure that all applicable laws and regulations pertaining to procurements of goods and services are honored, including for example, acknowledging conflicts of interest under Chapter 171 of the Texas Local Government Code, vendors who are disbarred from participating in government contracts due to violations of Medicare or Medicaid regulations, et cetera.

### **CHAPTER 3**

#### **THE PURCHASING AGENT**

1. The Chief Executive Officer of the Hospital District, and/or his designee(s), shall act as the District's purchasing agent and supervise all purchases to ensure compliance with this policy.

2. A purchase made by the Chief Executive Officer and/or his designee(s) shall be paid for by the manner provided by law, including but not limited to the Texas Prompt Payment Act (Texas Government Code chapter 2251). The District may not honor a payment for a purchase unless the purchase is made and/or authorized by the Chief Executive Officer and/or his designee(s) or by the Board of Directors and funds have been appropriated and budgeted for such purchase.
3. In addition to the aforementioned requirements, the Chief Executive Officer for Montgomery County Hospital District and/or his designee(s) will:
  - a. encourage and support compliance with the Texas state statutes, including the District's enabling legislation and the policies adopted there under by the Board of Directors, including but not limited to this policy; and
  - b. promote local business participation in the Montgomery County Hospital District procurement process.

## **CHAPTER 4**

### **THE PURCHASING PROCESS**

#### **A. GENERAL INFORMATION**

1. Montgomery County Hospital District will not be obligated to purchase equipment or accessories that are delivered for use on a trial basis.
2. The following purchasing procedures that are made with the intention of avoiding competitive bidding requirements are not authorized:
  - a. **COMPONENT PURCHASES:** defined as purchasing an item that, as a whole, would have normally been competitively bid, in a series of component purchases.
  - b. **SEPARATE PURCHASES:** defined as purchasing an item in a series of separate purchases that normally would have been purchased in one.
  - c. **SEQUENTIAL PURCHASES:** defined as purchases made over a period of time that in normal purchasing practices would be made as one purchase.
3. No District employee has the authority to request a purchase of supplies, materials, equipment, or services for his/her own personal use.

**B. ADDITIONAL PURCHASING RESPONSIBILITIES**

1. The Chief Executive Officer and/or his designee(s) should be cognizant of budget balances and refrain approving expenditures in excess of those balances, except in cases of public necessity and/or public calamity.
2. The Chief Executive Officer and/or his designee(s) shall plan purchases in order to keep “rush” and “emergency” purchases to a minimum. The District rarely enjoys any economic benefits from rush and emergency purchases. In most cases, prices for commodities and services are at a premium when there is not proper time allowed to explore sources, options, and alternatives.
3. The Chief Executive Officer and/or his designee(s) shall assure that all District employees responsible for making requests for purchases have read and understand the purchasing policies of Montgomery County Hospital District as embodied in this policy.
4. The Chief Executive Officer and/or his designee(s) shall ensure that where possible, purchase and procurement requests are descriptive and specific but do not prevent competitive bidding of comparable items.

5. The Chief Executive Officer and/or his designee(s) should understand and appreciate the nature of public purchasing, and seek to put all interested vendors on a level playing field with respect to awards of MCHD contracts.

**C. PURCHASES**

1. The purchase process should include a system of authorizations and safeguards so that improper or illegal purchasing is difficult both to initiate and to conceal.
2. Purchases for services will include information from the requisitioning employee that will provide additional details regarding the required service if necessary, and the budget account for which such item shall be charged.
3. The Chief Executive Officer may designate one or more persons authorized to make purchasing decisions for MCHD based upon department needs, employment seniority, employment responsibility, employment designation, amount of purchase, or other criteria as chosen by the Chief Executive Officer. The Chief Executive Officer at his discretion may set purchasing limits for his designees and authorized employees. All such delegations shall be memorialized in writing in one or more instruments.

**CHAPTER 5**

**STANDARD PURCHASE ORDERS**



**A. STANDARD PURCHASE ORDERS**

1. Authorized purchases must be conducted through the District's Requisition Process. Whenever practical the Purchase Order must be completed and approved prior to the time of purchase of the good or service. Point of sale purchases, generally for smaller amounts and small items are not required to have a Purchase Order completed prior to purchase; however, all District employees shall endeavor to use the Purchase Order process as much as possible.
2. Whenever possible, a Purchase Order should be generated using the online electronic Requisition System.
3. File copies of all Purchase Orders will be maintained in accordance with the District's records retention policy.

**B. CONTRACTS/BLANKET PURCHASE ORDERS**

1. Contract/Blanket Purchase Orders are agreements with vendors which allow frequent or small purchases by departments during the District's fiscal year without going through repetitive procurement procedures. Blanket Purchase Orders can also control pricing.
2. Montgomery County Hospital District will have two classes of Contract/Blanket Purchase Orders:
  - a. Purchase Orders of up to and including \$25,000 in a fiscal year which will be solicited unilaterally by the Chief Executive Officer and/or his designee(s);
  - b. Purchase Orders expected to exceed \$25,000 in a fiscal year, and which require the approval of the Board of Directors.
3. Annual Contracts for Maintenance and Service Agreements.
  - a. Where feasible, the District may enter into annual contracts with selected vendors for various maintenance services. These contracts may include, but not be limited to, office machine maintenance including computers and related office equipment, software maintenance and upgrades, cleaning services, pest control, and equipment rental agreements.
  - b. Negotiation of these contracts and agreements is the responsibility of the Chief Executive Officer and/or his designee(s).
  - c. As contracts are initiated, appropriate staff will be notified as to the terms of the agreements and how to obtain needed service through them.

**C. PURCHASE ORDERS FOR TRAINING, SEMINARS, MEMBERSHIPS, SUBSCRIPTIONS, TRAVEL, LODGING, FOOD, AND BOOKS.**

Competitive quotes are not required for individual expenses incurred in connection with training, seminars, memberships, subscriptions, travel, foods, or books which total less than \$2,000.00 per person unless the Chief Executive Officer and/or his designee(s) deems it necessary; however, persons making such purchases are encouraged to ensure the District is obtaining a reasonable governmental rate for all expenditures in connection with District business. Persons making such expenses are not required to select the lowest cost item under this section if legitimate reasons exist for selection of an item of higher cost. Expenses incurred for travel, lodging, and meals will be approved and paid in accordance with the Personnel Policies & Procedures – Travel and Entertainment Policy<sup>2</sup>.

**D. DOLLAR THRESHOLDS FOR PURCHASE ORDERS**

1. If a purchase requires an expenditure of funds in an amount up to and including \$25,000 the Chief Executive Officer and/or his designee(s) will make and approve all purchases unilaterally. The purchasing procedure will be as follows:
  - a. \$2,000.00 or LESS –  
quotations may or may not be solicited, only if Chief Executive Officer and/or his designee(s) deems necessary;
  - b. \$2,000.01 to \$ 10,000.00  
telephone price quotations will be sought. All telephone quotations will be documented and recorded by the Chief Executive Officer and/or his designee(s). Alternatively, informal written bids and/or proposals may be solicited. Whenever possible, any quotes received shall be documented in the electronic Requisition system;
  - c. \$10,000.01 to \$50,000.00  
written quotations will be requested and documented in connection with the award decision;
  - d. Greater than \$50,000.00  
will be conducted by the formal, sealed, bid or request for proposal process.
2. The Chief Executive Officer and/or his designee(s) reserves the right to deviate from these policies for any purchases under the \$50,000 competitive bidding

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<sup>4</sup> These policies incorporate by reference the reimbursement rates approved by the federal government.

threshold, if it is in the best interest of the District and if it will facilitate specific District operations.

3. Sequential, Component, Separate, or Cumulative purchase orders for a single particular product and which would amount to \$50,000 or more within a fiscal year shall be subject to the competitive bid procedures set out in this policy.

**E. EXCEPTIONS TO THE PURCHASE CYCLE FOR EXPENDITURES UNDER \$50,000**

1. As with any set of guidelines or rules, there will be exceptions to the normal purchasing cycle with the understanding that the exceptions will only apply when there is a legitimate and obvious need.
2. EMERGENCY: An emergency situation is commonly described as an unforeseen situation which adversely and unduly affects the life, health, or convenience of the residents of Montgomery County, or circumstances that would cause a loss to the District. If an emergency arises during normal working hours, the affected employee(s) shall:
  - a. notify the Chief Executive Officer and/or his designee(s) of the situation and possible cost, if known;
  - b. within the working day or not exceeding the next working day, the employee will submit the Requisition to the Chief Executive Officer and/or his designee(s) noting the reason for the emergency.
3. If an emergency should arise after regular hours, the employee may proceed with the emergency acquisition and on the next regular day of business, a Requisition, invoices and properly completed receiving report (including a brief explanation of the purchase) will be sent to the Chief Executive Officer and/or his designee(s). The Chief Executive Officer and/or his designee(s) will then assign a Purchase Order number and forward that number to the appropriate vendor.

**EMERGENCY PURCHASES EXCEEDING \$50,000 CAN NOT BE MADE WITHOUT PRIOR APPROVAL FROM THE BOARD OF DIRECTORS AND THE CHIEF EXECUTIVE OFFICER OR HIS EXECUTIVE STAFF DESIGNEE.**

**F. REIMBURSEMENTS TO AN INDIVIDUAL AND/OR STORE ACCOUNT**

1. Since reimbursements are different from purchases, only in that the vendor is a specified employee or Store account, they must meet all purchasing procedures as outlined in the Purchasing Policy.
2. When possible, reimbursements must have prior approval from the Chief Executive Officer and/or his designee(s).
3. If prior approval was not obtained, written documentation explaining why it was not possible to do so, must be submitted to the Chief Executive Officer and/or his designee(s).

**G. CONTRACT WITH PERSON INDEBTED TO THE DISTRICT**

1. The District may refuse to enter into a contract or other transaction with a person and/or entity indebted to the District.

**CHAPTER 6**

**PROCUREMENT OF PROFESSIONAL SERVICES**

1. The procurement of professional services will be governed by the “Professional Services Procurement Act” (Tex. Gov’t. Code ch. 2254). Professional Services includes:
  - a. accounting,
  - b. architecture,
  - c. landscape architecture,
  - d. land surveying,
  - e. medicine,
  - f. optometry,
  - g. professional engineering,
  - h. real estate appraising, or
  - i. professional nursing.
  
2. Though competitive bids/quotes may not be used, it will be the policy of the District to procure, in most cases, professional services through a request for qualifications (RFQ). There may be instances when it is not practical to pursue this method of procurement for professional services. The procurement of services must be based on qualifications and competence, and shall comply with the express statutory requirements where such are applicable.
  
3. The Board of Directors is required to approve any contract for a professional service which will exceed \$25,000 during a fiscal year. The contract shall be in writing and approved and signed before services are rendered.
  
4. The Chief Executive Officer will sign contracts up to and including \$25,000 for professional services; the contract shall be in writing and signed before services are rendered.
  
5. For other professional type services not specifically defined above in paragraph 1 of this Chapter, the District shall review whether such services should be bid by Request for Proposal (RFP), Request for Qualifications (RFQ), or direct hire. The Chief Executive Officer or his designee shall have the discretion to decide the manner and method of contracting for such services based upon his evaluation of each circumstance.

**CHAPTER 7**

**COMPETITIVE BIDS/PROPOSALS**

**A. COMPETITIVE BIDS**

1. Competitive bidding means letting the available vendors compete with each other to provide goods and/or services. In the case of local governmental entities, the bidding process has two additional purposes.
  - a. The first purpose of competitive bidding is to ensure that public monies are spent properly, legally, and for public projects or goods, and that the best possible value is received for the money.
  - b. The second purpose is to give those qualified and responsible vendors who desire to do business with the District a fair and equitable opportunity to do so. The employment of a standard, and consistent bidding process provides the public with an assurance that their tax dollars are being spent properly.
2. Nothing in these policies shall be construed to prohibit or prevent the District from using competitive bidding and/or competitive proposals for procurements of items in which the anticipated expenditure by the District is less than \$50,000, where it is determined to be advantageous to the District to do so.

**B. REQUEST FOR PROPOSALS**

If the Chief Executive Officer and/or his designee(s) determine that it is impractical to prepare detailed specifications for an item to support the award of a purchase contract, the person may use a competitive proposal procedure.

**C. BONDING**

Bid solicitations may include, as necessary, bonding requirements (e.g. bid bonds). This is to ensure that if the bidder attempts to withdraw after his bid is accepted, the District will not suffer financial loss.

**D. PRE-BID CONFERENCE**

The Chief Executive Officer and/or his designee may require a principal, officer, or employee of each prospective bidder/proposer to attend a mandatory pre-bid/pre-proposal conference for the purpose of discussing specifications, contract requirements and answering questions of prospective bidders/proposers.

**E. AWARDING A CONTRACT**

1. The Chief Executive Officer and/or his designee(s) will evaluate all bids and/or proposals, and a recommendation will be made to the Board of Directors for those purchases that require Board of Directors' approval. Factors that shall be considered in such evaluation shall include but not be limited to, the bidder's/proposer's ability to perform and or supply the product or service in a timely manner, the bidder's/proposer's history in supplying such goods and /or services, the quality of the goods and/or services offered, and any other factors identified by the Chief Executive Officer and/or his designee as being pertinent to the determination of a bidder's/proposer's responsibility and ability to perform under its bid and/or proposal. The District shall endeavor to determine and publish its scoring criteria for evaluation of bids and/or proposals in the bid specifications and/or request for proposals.
2. The Chief Executive Officer and/or his designee(s) or Board of Directors as appropriate, will either approve the recommendation or reject all bids and authorize the Chief Executive Officer to re-bid the item and/or service.
3. After an award is made, a purchase order will be issued and a contract signed as may be appropriate under the circumstances.

**F. MODIFICATION AFTER AWARD**

1. After award of a contract but before the contract is made, the Chief Executive Officer and/or his designee(s) may negotiate a modification of the contract if the modification is in the best interests of the District and does not substantially change the scope of the contract or cause the contract amount to exceed the next lowest bid.
2. If it becomes necessary to make changes in plans, specifications, or proposals after a contract is made or if it becomes necessary to increase or decrease the quantity of items purchased, the Chief Executive Officer and/or his designee(s) may make the changes. Generally such changes will be documented in a change order or a contract amendment reflecting the reasons for the change and the amount the contract is increased or decreased. However, the total contract price may not be increased unless the cost of the change can be paid from budgeted and available funds of the District.
3. No change order and/or attempted modification of a contract which causes the contract price to increase by \$25,000 or more shall be valid unless approved by the District's Board of Directors.

## **CHAPTER 8**

### **EXEMPTIONS TO THE COMPETITIVE BIDDING PROCESS**

Some goods and services are exempt from the competitive bidding process. Section 262.024 of Texas Local Government Code lists several circumstances when purchases may be exempt



from the competitive bidding process. While the District is not bound to Section 262.024 of the Texas Local Government Code, by way of example, the following is a list of items and circumstances that may be exempt from competitive bidding. The Chief Executive Officer may in his discretion exempt a purchase from competitive bidding for good cause. In such instance the Chief Executive Officer must get Board approval for any exception over \$50,000.00.

**A. ITEMS AND SERVICES THAT ARE EXEMPT FROM COMPETITIVE BIDDING INCLUDE:**

1. An item that must be purchased in a case of public calamity, if it is necessary to make the purchase promptly to relieve the necessity of the citizens, or to preserve the property of the District,
2. Personal or professional services,
3. Real property purchases or right of way circumstance,
4. Personal property sold at auction or at a going out of business sale,
5. Property owned by a political subdivision of a local, state or federal governmental entity,
6. Purchases made by and through the District's participation in a local government purchasing cooperative and/or through an interlocal agreement<sup>5</sup> with another governmental entity shall be deemed to have satisfied the requirements of this policy.

**(NOTE: EMERGENCY ORDERS WHICH EXCEED \$50,000 REQUIRE THE BOARD OF DIRECTORS APPROVAL BEFORE A PURCHASE ORDER CAN BE ISSUED)**

**B. GOODS AND SERVICES WHICH CAN ONLY BE OBTAINED FROM ONE SOURCE, INCLUDING:**

1. Goods and services for which competition is precluded because of the existence of patents, copyrights, trade secrets, or monopolies,
2. Electric power, gas, water, other utility type services,
3. Captive replacement parts for equipment or parts made by a specific manufacturer for equipment produced by same manufacturer,
4. Other goods or services which may be provided by only one vendor or manufacturer.

**SOLE SOURCE ITEMS** require a memo or statement from the Chief Executive Officer and/or his designee(s) supported by a statement from the vendor as to the existence of only one source, to be accepted by the Board of Directors and this must be reflected in the minutes of the meeting of the Board of Directors.

**C. THE RENEWAL AND/OR EXTENSION OF A LEASE, MAINTENANCE AGREEMENT, LICENSE AGREEMENT, OR SIMILAR CIRCUMSTANCE.**

1. The renewal or extension of a lease, maintenance agreement, license, or similar issue is exempt from competitive bidding, but remains subject to appropriations by the Board when:
  - a. The lease, maintenance agreement, license, or similar issue has gone through the competitive bidding procedure originally, or was exempt by Sole Source exceptions and continues to be subject to Sole Source exceptions.
2. It is possible that a lease, maintenance agreement, license, or similar issue may be subject to a Sole Source exception as well. In such cases, the Chief Executive Officer may with good cause exempt the purchase from competitive bidding on that basis. However, the Chief Executive Officer shall endeavor at all times to secure the best price available for the District.
3. The Chief Executive Officer may in his discretion exempt EMS Station Leases which are \$25,000 or less per year per Station from competitive bidding requirements.

**CHAPTER 9**

**CONSTRUCTION**

- A.** Chapter 2267 of the Texas Government Code shall govern all contracts for construction by the Montgomery County Hospital District. In addition, the bonding requirements

set forth in Chapter 2253 of the Texas Government Code shall apply to all contracts for construction.

- B.** The District will consult legal counsel before entering into a construction contract to ensure all legal requirements have been met.
- C.** All the methods for construction set forth in Chapter 2267 of the Texas Government Code shall be available to the District to choose from at the discretion of the Board of Directors, which shall pick the method which provides the best value to the District.

## **CHAPTER 10**

### **STATE CONTRACT, CATALOGUE PURCHASES AND INTERLOCAL AGREEMENTS**

**A. INTRODUCTION**

Several statutory provisions in Texas law provide authority to local governments to purchase goods and services through the State General Services Commission’s vendors and/or through agreements with other local governments and political subdivisions and through local government purchasing cooperatives. One such provision allows purchasing from vendors with which the State has entered into contracts as a result of competitive bidding procedures. These are referred to as State Contract purchases. Another provision allows purchasing automated information services from approved vendors based on their catalogue prices and negotiations. These are referred to as State Catalogue purchases. Other provisions allow for purchasing through interlocal agreements, including through local government purchasing cooperatives.

**B. STATE CONTRACT PURCHASES**

1. Sections 271.081 through 271.083 of the Texas Local Government Code requires the State Purchasing and General Services Commission to establish a local government purchasing program. The Montgomery County Hospital District may participate in this program and may make purchases under such program and by doing so is deemed to have satisfied the bidding requirements imposed by these policies.
2. The Chief Executive Officer or his designee is designated to act for the District at the direction of the Board of Directors in all matters relating to the program, including the purchase of goods and services from the vendor under any contract. The District is responsible for making payments directly to the vendor.
3. The Chief Executive Officer or his designee is responsible for submitting requisitions to the commission under any contract or electronically sending purchase orders directly to vendors and reports to the commission on actual purchases in compliance with the commission’s regulations.
4. The Chief Executive Officer is responsible for vendor’s compliance with all the conditions of delivery and quality of the purchased goods and services.
5. The Chief Executive Officer is authorized to sign and deliver all necessary documents for purchases under this program on behalf of the District.
6. The award of any contract from state contracts shall be in writing, approved and signed by the Chief Executive Officer up to and including \$25,000 or if more than \$25,000 by the Board of Directors prior to any services being rendered.

**C. STATE CATALOGUE PURCHASES**

1. The District is authorized by the Texas Government Code Section 2157.067 and the Texas Local Government Code Sections 271.082 and 271.083 to participate in the State General Services Commission’s catalogue purchasing procedure for automated information systems.
2. The District will follow procedures outlined the Texas Government Code Chapter 2157 for the purchase of automated information systems. The District will seek the best value which is in the District’s best interest by following the Request for Offer (RFO) procedure.
3. The award of any contract from the state catalogue shall be in writing, approved by either the Chief Executive Officer if the contract amount is up to and including \$25,000 or the Board of Directors if more than \$25,000 prior to services being rendered.

**D. INTERLOCAL AGREEMENTS**

Purchases made by the District through interlocal agreements with other local governmental entities and/or through local government purchasing cooperatives shall be deemed to satisfy these purchasing policies with respect to the competitive bidding and/or competitive procurement of items purchased through such agreements.

**CHAPTER 11**

**SPECIFICATIONS**

**A. SPECIFICATIONS – GENERAL**

A specification is a concise description of a good or service an entity seeks to buy, and the requirements the vendor must meet in order to be considered for the award. A specification may include requirements for testing, inspection, preparing, or installation. The specification is the total description of the purchase. The specification may also contain the evaluation criteria for the evaluation of the bid or proposal.

## **B. PURPOSE**

The purpose of any specification is to provide clear guides of what is to be purchased and to provide vendors with firm criteria of a minimum standard acceptable for goods or services. A properly drafted specification has four characteristics:

1. It establishes the minimum acceptability of the goods or services;
2. It promotes competitive bidding;
3. It contains provisions for reasonable test and inspections for acceptability of the goods or services; and
4. It provides for an equitable award to the lowest and best bid from a responsible bidder.

- C. PREPARATION OF SPECIFICATIONS** – District personnel shall use diligent efforts to prepare procurement specifications meeting these policies and guidelines, and such specifications shall provide sufficient detail to enable all bidders/proposers to avoid speculation and/or conjecture in the preparation of their bids in identifying the goods and/or services sought by the District.

## **CHAPTER 12**

### **PROPERTY SALVAGE AND DISPOSAL – DISPOSITION**

1. Throughout the fiscal year, many times, items may outlive their usefulness and become unserviceable or obsolete. Prior to taking any time out of service, it should first be determined that the item in question could not be transferred to another user department

for continued service. If it is found that the item is no longer serviceable to the District it shall be reported to the Board of Directors for ultimate disposal.

2. Upon approval by the Board of Directors, surplus or salvage material, and equipment may be disposed of in one the following methods:
  - a. public auction and or public sale;
  - b. trade-in on new equipment;
  - c. sealed bids;
  - d. distribution as unsalvageable and/or donation to local charity groups;
  - e. if salvage property cannot be donated, then disposed of in a commercially prudent manner.
3. At times, the District may be asked to purchase an item for and on behalf of another Government Entity wishing to rely on expertise of the District in a particular area. The District may do so only when the purchase will not interfere financially or otherwise with the mission of the District and when such purchase is outlined in a written interlocal agreement. Such purchases may not result in a gift or grant to the other Government Entity.

## **CHAPTER 13**

### **INVOICES**

Invoicing is considered an important part of the procurement process.

As per this policy, the vendor's invoice will be submitted directly to the Chief Executive Officer and/or his designee(s) by the vendor. If the mail is used, the address to be used is:

MONTGOMERY COUNTY HOSPITAL DISTRICT  
ACCOUNTS PAYABLE  
P.O. BOX 478  
CONROE, TX 77305

OR

accountspayable@mchd-tx.org

**CHAPTER 14**

**PURCHASING AUTHORIZATION**

**A. APPOINTMENT OF DESIGNEES**



1. The Chief Executive Officer shall be authorized to appoint one or more designees as purchasing officers to carry out the requirements of this policy and to act in the place of the Chief Executive Officer in the making of purchases of goods and services for the District.

## **B. PURCHASING AUTHORIZATION FORM**

1. A written designation shall be signed by the Chief Executive Officer for each person who has been delegated the authority to approve purchases on the Chief Executive Officer's behalf.
2. The purchasing authorization designation shall indicate that the person having the authority to approve purchases has read and understood the Purchasing Policies and Procedures and will abide by the guidelines, restrictions, and duties enumerated therein.

## **CONCLUSION**

This Purchasing Policy may be amended and supplemented from time to time by resolution of the Board of Directors. All existing purchasing policies of the District containing provisions inconsistent with these policies and procedures are hereby repealed and replaced by these policies and procedures. No violation of these policies and procedures alone shall constitute a

basis for a legal challenge, as it is intended by the District that these policies are intended to provide a method of guidance for the District's purchases, but shall not be construed as having the force and effect of law. Any provisions of the District's enabling status as well as other state or federal laws, rules or regulations which are applicable to the District and which conflict with these policies and procedures shall supersede these policies and procedures to the extent of such conflict.

This policy has been approved by the Board of Directors of the Montgomery County Hospital District, acting at a public meeting held in strict compliance with the Texas Open Meetings Act, to take effect immediately.

THESE POLICIES AND PROCEDURES WERE PASSED AND APPROVED BY THE BOARD OF DIRECTORS OF THE MONTGOMERY COUNTY HOSPITAL DISTRICT ON THE 17<sup>TH</sup> DAY OF JUNE, 2008. AMENDMENTS TO THIS POLICY WERE ADOPTED BY THE BOARD OF DIRECTORS ON THE 28<sup>TH</sup> DAY OF MAY, 2012 AND ON THE 23<sup>RD</sup> DAY OF AUGUST, 2016.

# Agenda Item # 12



**To:** Board of Directors


**From:** Jodi Andersen, HR Manager

**Date:** August 23, 2016

**Re: HR 25-604 Educational Assistance/Reimbursement**

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Consider and act on staff recommendation to policy HR 25-604 Educational Assistance/Reimbursement. (Ms. Whatley, Chair – Personnel Committee)

	<b>EDUCATIONAL ASSISTANCE/REIMBURSEMENT</b>	<b>Page 1 of 2</b>
<b>Department</b> Human Resources	<b>Policy Number</b> HR 25-604	<b>CAAS Reference Number</b>

**I. PURPOSE**

To provide a uniform guideline that will assist employees who wish to enhance their career opportunities through Continuing Education courses and academic achievement.

**II. POLICY**

MCHD recognizes the importance of academic achievement of its employees. It further recognizes that such achievement can be a definite asset to the organization’s objectives and long term goals.

1. College Courses

a) Eligibility

- Full time employee in good standing
- Must have completed one year of service with organization
- Must commit to one year of service following completion of course. Employees failing to complete one year of full time service following course completion will be required to pay back a pro-rated portion of the amount or be ineligible for future employment.

b) Requirements

- A “Request for Educational Assistance” form is available in Human Resources. It must be completed and submitted to Human Resources prior to the beginning of the course.
- Course must be career-enhancing or meet the employment needs of MCHD. Electives and required subjects are covered if taken as part of a relevant degree plan.
- Approval will be granted only for courses approved by the Texas higher education coordinating board (Associates, Bachelors, Masters or PhD’s) offered by a college, university, and/or junior college.
- Attendance in the course must not interfere with the employee’s job. Employee is responsible for making accommodations with their manager to satisfy work hours.

<b>Title of Policy</b> <b>EDUCATIONAL</b> <b>ASSISTANCE/REIMBURSEMENT</b>	<b>Policy Number</b> <b>HR 25-604</b>	<b>Page 2 of 2</b>
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c) Reimbursement

Reimbursement will be made at 80% for coursework applicable to the current position or potential future assignment.

The initial approval of a course study does not obligate MCHD to future/continued approval of courses in that course of study. Approvals are only valid for the course and semester given.

In order to receive reimbursement for tuition and fees, (excludes ~~registration fees, books, lab fees, commuting, parking charges, "out of district" surcharge~~books) the employee must complete the course with a grade "C" or better. ~~The District reserves the right to limit reimbursement for tuition to private institutions to that which would be reasonable and customary for a public college or university.~~

**The maximum benefit per fiscal year is \$2,500,000 per employee with a lifetime maximum employee benefit not to exceed \$30,000. The maximum amount is subject to appropriations approved by the MCHD Board in the annual budget. In the event that requests exceed budgeted funds, reimbursement will be made in an equitable manner to be determined by the review committee and approved by the CEO.**

The "Application for Reimbursement" portion of the "Request for Educational Assistance" must be completed and submitted to Human Resources within 6 six weeks after completion of the course.

Employees who terminate employment within the course of the semester are not eligible for reimbursement.

Reimbursement schedule

~~Reimbursement will be made at 80% for coursework applicable to the current position or potential future assignment.~~

~~The initial approval of a course study does not obligate MCHD to future/continued approval of courses in that course of study. Approvals are only valid for the course and semester given.~~

2. Continuing Professional Education —Non-EMS

Employees who have obtained professional certifications and who are required to complete a minimum number of credit hours in order to maintain their certifications may qualify for CPE reimbursement.

a) Eligibility

- Full time employee in good standing

b) Requirements

- CPE credits must apply toward meeting minimum required credits of certifications.
- Internal resources should be considered before external resources.
- Courses should be considered locally when available.
- Course must be pre-approved, job related ~~and~~ meet the employment

<b>Title of Policy</b> EDUCATIONAL ASSISTANCE/REIMBURSEMENT	<b>Policy Number</b> HR 25-604	<b>Page</b> 2 of 2
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needs of MCHD.

- Funding will be available as allocated in the current year budget.

c) Reimbursement

- ~~The cost of the course will be paid for in advance upon receipt of~~  
course completion documentation.
- Course completion documentation must be received within six weeks of course completion.

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**Note:** The Clinical department will strive to offer in-house continuing education to fulfill EMS certification requirements.

DRAFT

References: Previously Policy # 10-604

Original Date MM/YYYY  
Review/Revision Date 10/2008, 10/13/2015  
X Supersedes all Previous  
Date Approved by the Board of Directors 11/17/2015

 <b>Montgomery County Hospital District</b>	<b>EDUCATIONAL ASSISTANCE/REIMBURSEMENT</b>	<b>Page 1 of 2</b>
<b>Department</b>	<b>Policy Number</b>	<b>CAAS Reference Number</b>
<b>Human Resources</b>	<b>HR 25-604</b>	

**I. PURPOSE**

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<b>Title of Policy</b> <b>EDUCATIONAL ASSISTANCE/REIMBURSEMENT</b>	<b>Policy Number</b> <b>HR 25-604</b>	<b>Page 2 of 2</b>
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The initial approval of a course study does not obligate MCHD to future/continued approval of courses in that course of study. Approvals are only valid for the course and semester given.

In order to receive reimbursement for tuition and fees, (excludes books) the employee must complete the course with a grade “C” or better.

**The maximum benefit per fiscal year is \$5,000 per employee with a lifetime maximum employee benefit not to exceed \$30,000. The maximum amount is subject to appropriations approved by the MCHD Board in the annual budget. In the event that requests exceed budgeted funds, reimbursement will be made in an equitable manner to be determined by the review committee and approved by the CEO.**

The “Application for Reimbursement” portion of the “Request for Educational Assistance” must be completed and submitted to Human Resources within six weeks after completion of the course.

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2. Continuing Professional Education

Employees who have obtained professional certifications and who are required to complete a minimum number of credit hours in order to maintain their certifications may qualify for CPE reimbursement.

a) Eligibility

- Full time employee in good standing

b) Requirements

- CPE credits must apply toward meeting minimum required credits of certifications.
- Internal resources should be considered before external resources.
- Courses should be considered locally when available.
- Course must be pre-approved, job related and meet the employment needs of MCHD.
- Funding will be available as allocated in the current year budget.

c) Reimbursement

- The cost of the course will be paid for -upon receipt of course completion documentation.
- Course completion documentation must be received within six weeks of course completion.

References: Previously Policy # 10-604

Original Date	MM/YYYY
Review/Revision Date	10/2008, 10/13/2015
X Supersedes all Previous	
Date Approved by the Board of Directors 11/17/2015	



<b>Title of Policy</b> EDUCATIONAL ASSISTANCE/REIMBURSEMENT	<b>Policy Number</b> HR 25-604	<b>Page 2 of 2</b>
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**Note:** The Clinical department will strive to offer in-house continuing education to fulfill EMS certification requirements.

DRAFT

**References: Previously Policy # 10-604**

Original Date MM/YYYY  
Review/Revision Date 10/2008, 10/13/2015  
X Supersedes all Previous

Date Approved by the Board of Directors 11/17/2015

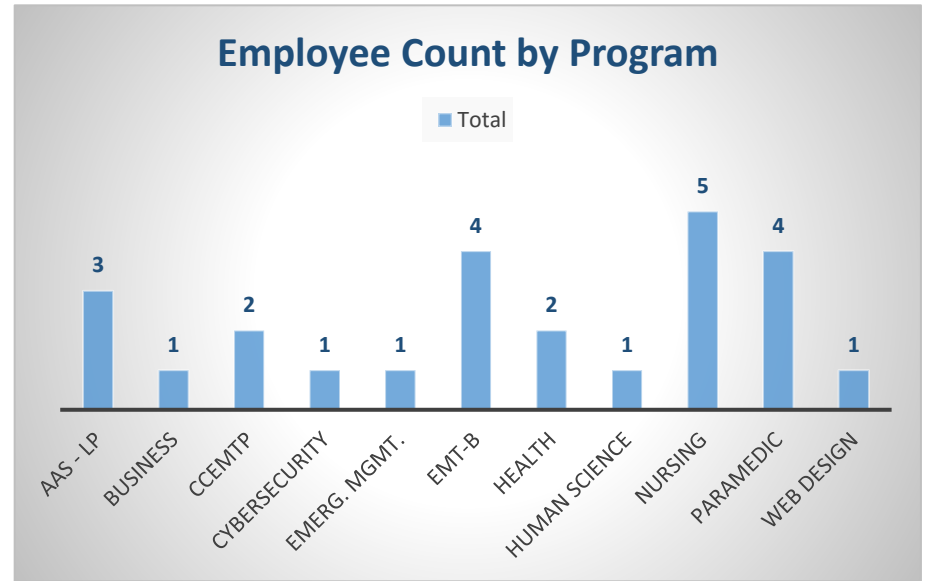
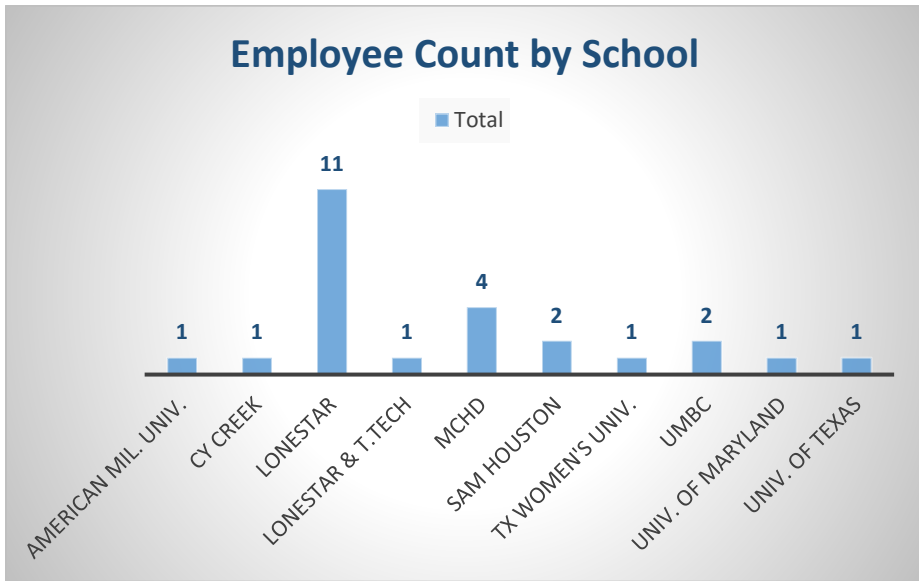
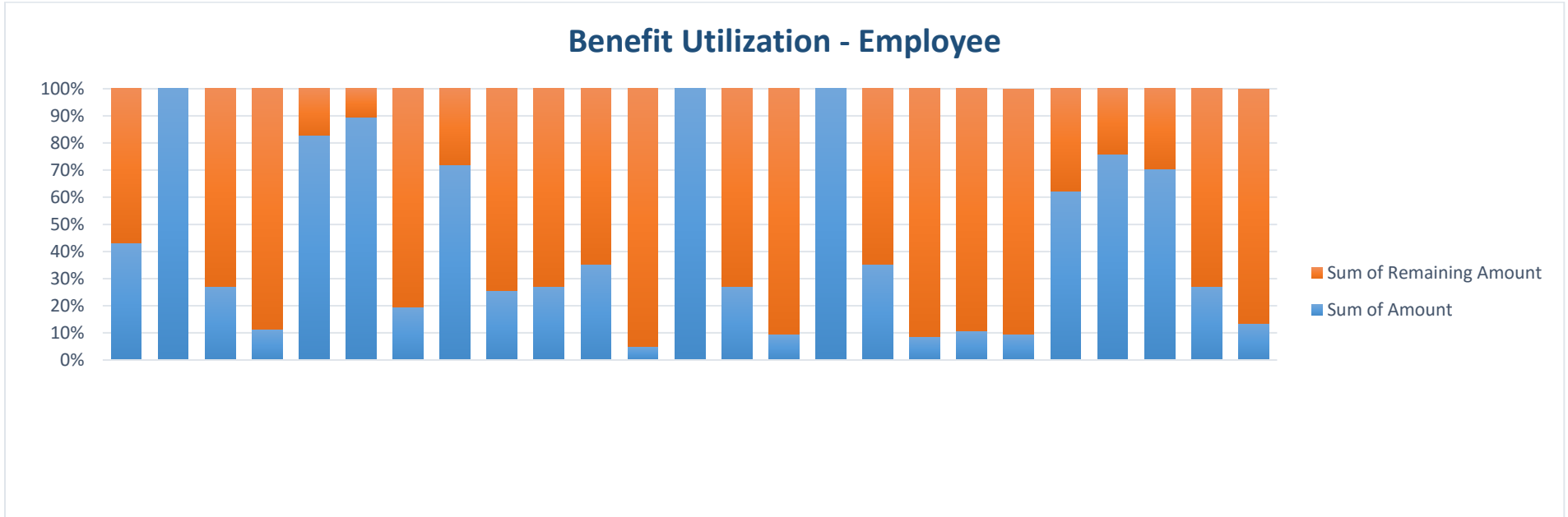
## TUITION REIMBURSEMENT PROGRAM COMPARISON

	WDLNDS TWNSHP	WEATHERFORD	CITY OF CONROE	CYPRESS CREEK	MCHD (Current)	MCHD (Proposed)
<i>ELIGIBILITY</i>	<ul style="list-style-type: none"> <li>• FT, PT</li> <li>• 12 months (pt)</li> </ul>	<ul style="list-style-type: none"> <li>• Full Time</li> <li>• One Year employment</li> </ul>	<ul style="list-style-type: none"> <li>• Full Time</li> <li>• 12 months</li> <li>• In 'good standing'</li> <li>• Two year post completion commitment.</li> </ul>	<ul style="list-style-type: none"> <li>• Full Time</li> <li>• 90 days</li> <li>• Satisfactory performance</li> </ul>	<ul style="list-style-type: none"> <li>• Full Time</li> <li>• 12 months</li> <li>• In 'good standing'</li> <li>• One year post completion commitment.</li> </ul>	<ul style="list-style-type: none"> <li>• Full Time</li> <li>• 12 months</li> <li>• In 'good standing'</li> <li>• One year post completion commitment.</li> </ul>
<i>Covered</i>	<ul style="list-style-type: none"> <li>• Tuition (excludes fees and books)</li> <li>• 100%</li> <li>• C undergrad (B grad)</li> </ul>	<ul style="list-style-type: none"> <li>• Tuition and Books</li> <li>• Graded: A-100%, B-80%, C- 60%</li> </ul>	<ul style="list-style-type: none"> <li>• 50% Tuition, books, lab fees, mandatory fees</li> </ul>		<ul style="list-style-type: none"> <li>• Tuition</li> <li>• Directly related to MCHD position = 80%.</li> <li>• Nursing and other = 50%</li> </ul>	<ul style="list-style-type: none"> <li>• Tuition</li> <li>• Directly related to MCHD position = 80%.</li> </ul>
<i>Requirements</i>	<ul style="list-style-type: none"> <li>• Current/Future Position</li> </ul>	<ul style="list-style-type: none"> <li>• Relate to current job</li> <li>• "C" or better</li> </ul>	<ul style="list-style-type: none"> <li>• Degree related Program</li> <li>• "C" or better</li> </ul>	<ul style="list-style-type: none"> <li>• Current or future role within org.</li> </ul>	<ul style="list-style-type: none"> <li>• Career Enhancing</li> <li>• Grade "C" or better</li> </ul>	<ul style="list-style-type: none"> <li>• Career Enhancing</li> <li>• Grade "C" or better</li> </ul>
<i>Repayment</i>	If less than 12 months of course completion, total repayment	If less than 12 months, repayment of ALL reimbursement within last 12 months.	Two year service agreement* for each check date. < 12 months = 100% repayment >12 and <24 = 50% repayment	50% if less than 12 months	Pro-rated if exit is less than 12 months post policy use.	<i>Pro-rated if exit is less than 12 months post policy use.</i>
<i>Limits</i>	\$2000 per year (two classes or six hours)	\$5000 per year. \$25,000 max per employee.	18 hours per fiscal year		\$2500 per year	<i>\$5000 per year \$30,000 lifetime maximum per employee</i>

## TUITION COSTS BY SCHOOL

SCHOOL	LONESTAR	SHSU	UH	TTH	AM	UT
<b>COST (12 HOURS)</b>	\$752	\$3809	\$3606	\$4014	\$4441	\$4673

# TUITION REIMBURSEMENT PROGRAM COMPARISON



# Agenda Item # 13



**To:** Board of Directors

**From:** Jared Cospers

**Date:** August 23, 2016

**RE:** EMS Report

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## **Executive Summary**

- EMS leadership have worked with accounting to complete what we feel is a strong budget for FY 2017. We want to thank the Board of Directors and the Accounting team for their help in the budget process.
- Thanks to exceptional IT capability from Mr. Matt Walkup, EMS leadership have been able to review and revise response performance data in great detail, a limitation we've faced since changing to TriTech CAD. We have reviewed this data with Dr. Dickson to review and revise the response priorities for each type of response.
- Customer service scores for June 2016 show MCHD remaining 2<sup>nd</sup> amongst large EMS systems and 20<sup>th</sup> overall.

## **ALARM Summary**

- Interim ALARM Supervisors Chris Goodrich and Patrick Langan continue to provide valuable feedback and a fresh perspective to make ALARM operations more efficient and consistent.
- ALARM recently extended offers to three full-time dispatchers and four PRN staff members who will begin training over the next few weeks.
- ALARM, IT, and Radio staff continue to work with US Digital Designs and TriTech to install the USDD system in several stations. A programming issue has caused alerting for units when not In Quarters, which will be resolved via an update from TriTech to the USDD system.
- ALARM, IT, and Woodlands FireCom continue to plan for the redesign of TriTech CAD into a single agency.

## **Department of Clinical Services Summary**

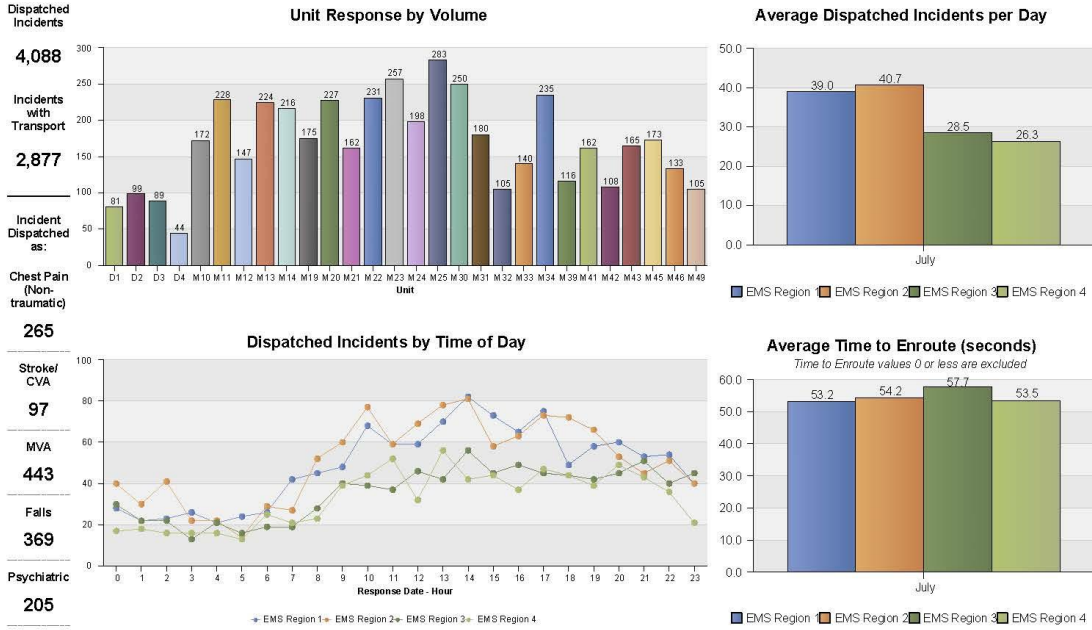
- Completed mandatory Continuing Education (CE) on Respiratory Emergencies
- After CE, the related updates to the Standard Delegated Orders "went live" (respiratory emergency changes, ketamine for CPAP anxiety)
- Paramedic 3 Process ongoing – 12 applicants, 3 successful candidates will advance in the process
- Stork Reunion was held on 7-25-2016 reuniting a crew with the young baby they cared for after delivery

- Lifesaver Award (Lt. Helmcamp with WFD performed Heimlich on MCHD employee Brandy Stevens during dinner at Station 23.)
- An article written by the Department of Clinical Services team was published on Journal of Emergency Medical Services about stroke care in Montgomery County including our RACE score and our and SETRAC efforts to identify and better care for stroke patients with LVO (large vessel occlusions)
- Trauma Case Review will take place 8-19-2016 at MCHD headquarters

### **EMS Operations Update**

- On August 9<sup>th</sup> and 10<sup>th</sup> MCHD hosted our first Tactical Emergency Casualty Care (TECC) class. Members of MCHD's TEMS programs, along with employees from Northwest EMS attended the intense 2-day course. Instructors from Memorial Hermann Life Flight put on a challenging and intense class to meet training needs. We involved other employees not affiliated with the TEMS program who had the opportunity to train in "warm zone" operations. The TECC course will likely be the choice that MCHD chooses for all field employees to prepare our agency for an active shooting event. Our goal is to offer the TECC course to all of our employees starting this fall. We would like to recognize Patrick Langan, Coty Aiken and Travis Clay for facilitating this training for MCHD.
- Brenna Jaszowski and Jacob Shaw are settling nicely into their role as supervisors. We have received a great deal of positive feedback from the field staff that they are managing.
- Dates for the Circadian visit are being finalized, the shift length analysis project will likely begin with their help the week of September 12<sup>th</sup>.
- Operations has worked with the Public Health District to revise our portions of the county disaster plan. This section of the plan outlines how MCHD and MCPHD respond to county wide emergencies and disasters.
- We are still evaluating response trends in an effort to prepare for CY 2017 deployment

# Dispatched Call Volume – Previous Month



## Turnaround Times



## MCHD EMS Turnaround Times Review

Transport Destination	Year	Month	Transports	Time at Destination (minutes)	Change
Conroe Regional Medical Center	2013	July	741	33.56	
	2014	July	848	30.63	-2.93
	2015	July	984	32.42	1.79
	2016	July	902	29.55	-2.87
<b>Conroe Regional Medical Center - Summary</b>		<b>July</b>		<b>31.48</b>	
Kingwood Medical Center	2013	July	276	33.92	
	2014	July	322	32.65	-1.27
	2015	July	364	32.72	0.06
	2016	July	347	28.72	-3.99
<b>Kingwood Medical Center - Summary</b>		<b>July</b>		<b>31.90</b>	
Memorial Hermann Hospital The Woodlands	2013	July	525	38.64	
	2014	July	550	36.74	-1.90
	2015	July	600	37.20	0.46
	2016	July	613	38.27	1.07
<b>Memorial Hermann Hospital The Woodlands - Summary</b>		<b>July</b>		<b>37.70</b>	
St. Lukes - Woodlands	2014	July	1	0.00	
<b>St. Lukes - Woodlands - Summary</b>		<b>July</b>		<b>0.00</b>	
St. Lukes Hospital The Woodlands	2013	July	393	37.03	
	2014	July	409	33.30	-3.72
	2015	July	389	32.59	-0.71
	2016	July	431	31.84	-0.75
<b>St. Lukes Hospital The Woodlands - Summary</b>		<b>July</b>		<b>33.65</b>	
Tomball Regional Hospital	2013	July	173	27.35	
	2014	July	181	29.62	2.27
	2015	July	192	30.04	0.42
	2016	July	171	29.03	-1.01



## MCHD EMS Turnaround Times Review

Transport Destination	Year	Month	Transports	Time at Destination (minutes)	Change
<b>Tomball Regional Hospital - Summary</b>		<b>July</b>		<b>29.04</b>	
Tri-County MHMR Hospital	2013	July	22	12.09	
	2014	July	19	12.89	0.80
	2015	July	16	13.53	0.63
	2016	July	19	10.53	-3.00
<b>Tri-County MHMR Hospital - Summary</b>		<b>July</b>		<b>12.22</b>	



# Monthly Report



## Montgomery County Hospital

July 01-31, 2016  
 This report is based on events that are downloaded prior to the 5th day of the following month.

### Report Summary

Event Totals	This Month	Last Month		Change
Total Events:	48	36	↑	33%
Scored Events:	11	2	↑	450%
Total Coachable Events:	15	3	↑	400%
Coachable Events with Score = 0:	6	1	↑	500%
Average Score (per active ER):	0.9	0.2	↑	350%
Events Coached:	7	5	↑	40%
Events Overdue for Coaching:	5	1	↑	400%
Average Age of Coaching Events:	14.0	9.0	↑	56%
Vehicles Overdue for Download:	2 (3% of fleet)	4 (6% of fleet)	↓	-50%
Top Behavior Exhibited:	Late Response	Following Distance		-

### Definitions

Total Events:	The total number of events recorded in the month. This includes all events with an event score greater than, or equal to, zero.
Scored Events:	The total events recorded in the month with an event score greater than zero.
Total Coachable Events:	The total number of events marked for coaching in the month. This includes events that are currently in the Face-to-Face Coaching or Self Coaching status and events that have been coached, i.e., Resolved.
Coachable Events with Score = 0:	The total events marked for coaching in the month with an event score equal to zero. This includes events with policy only violations and custom field behaviors marked. Also known as Zero Point Events.
Average Score (per active ER):	The average score of scored events per active event recorder (ER) recorded in the month, i.e. Total Score divided by Total Active ERs. Total Active Event Recorders (ERs) = The total number of event recorders that are attached and in service plus the total number of unattached event recorders that have downloaded an event in the last 60 days.
Events Coached:	The total number of events coached in the month.
Events Overdue for Coaching:	The total number of events recorded in the month overdue for coaching.
Average Age of Coaching Events:	The average number of days elapsed from the time an event was marked for coaching and when coaching occurred.
Vehicles Overdue for Download:	The total number of vehicles (and percentage of the fleet) overdue for download.
Top Behavior Exhibited:	The behavior that was exhibited the most in driving events recorded in the month.

### Program Management

\* Horizontal line represents the overall average for the Group that the report was generated for.

**EMS Survey Report**

MCHD

Conroe, TX

Client 6577



1515 Center Street  
Lansing, Mi 48096  
1 (877) 583-3100  
service@EMSSurveyTeam.com  
www.EMSSurveyTeam.com

# EMS System Report

July 1, 2016 to July 31, 2016

Your Score

**95.14**

Number of Your Patients in this Report

**336**

Number of Patients in this Report

**6,643**

Number of Transport Services in All EMS DB

**128**





## Executive Summary

This report contains data from **336 MCHD** patients who returned a questionnaire between **07/01/2016** and **07/31/2016**.

The overall mean score for the standard questions was **95.14**; this is a difference of **2.83** points from the overall EMS database score of **92.31**.

The current score of **95.14** is a change of **0.41** points from last period's score of **94.73**. This was the **20th** highest overall score for all companies in the database.

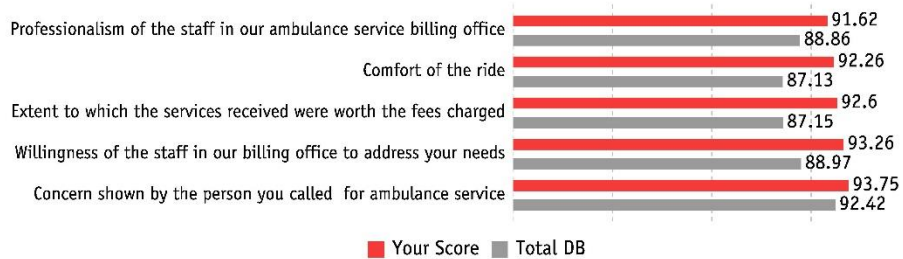
You are ranked **2nd** for comparably sized companies in the system.

**83.42%** of responses to standard questions had a rating of Very Good, the highest rating. **99.61%** of all responses were positive.

### 5 Highest Scores

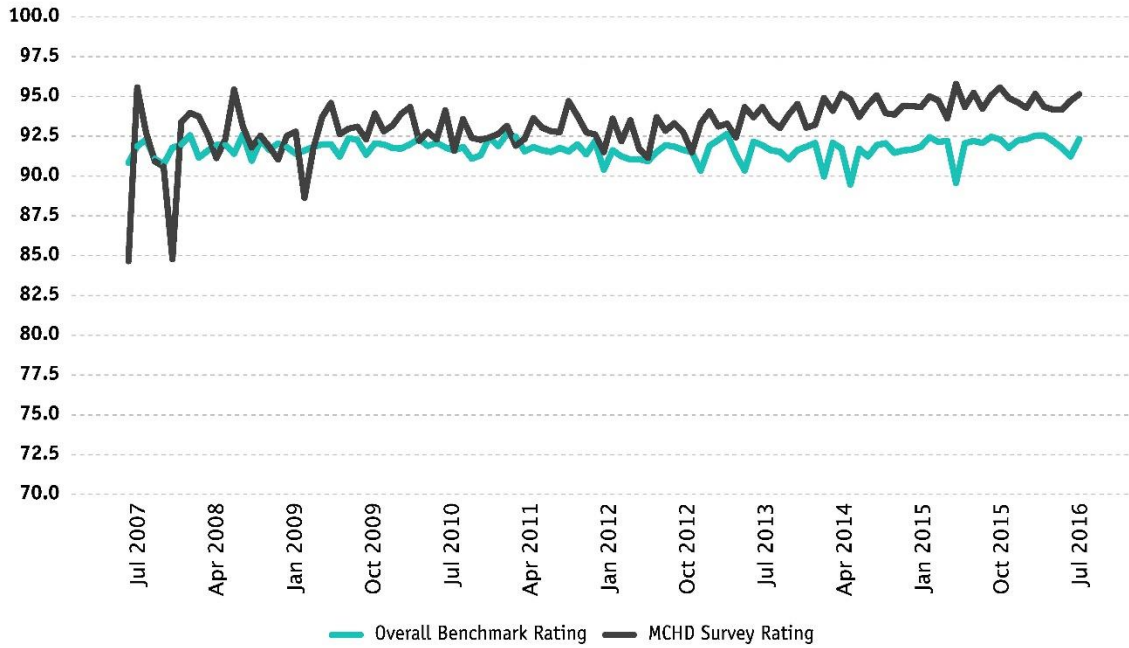


### 5 Lowest Scores





Monthly tracking of Overall Survey Score



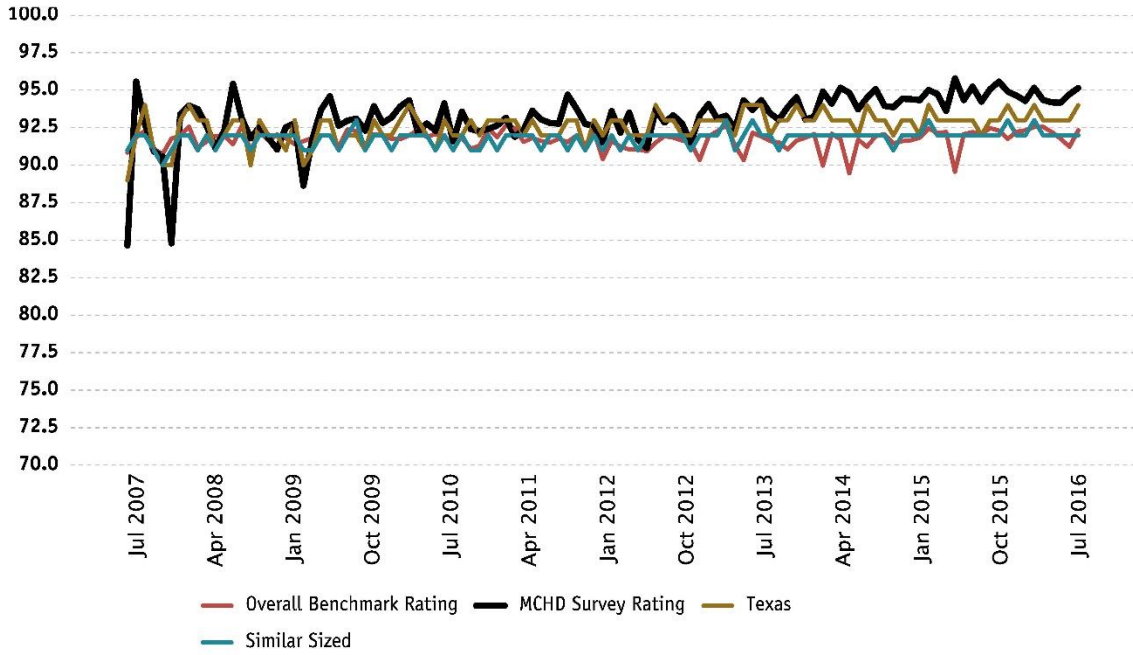


**Company Comparisons** — The following chart gives a comparison of the mean score for each question as scored by comparable companies. Your company is highlighted. There is also a green-shaded highlight of the highest score for each question. This will show how you compare to similar companies.

	Your Company	Comparison Companies					
		A	B	C	D	E	F
Helpfulness of the person you called for ambulance service	94.13	93.52	91.67	94.07	91.60	89.25	93.55
Concern shown by the person you called for ambulance service	93.75	96.59	92.19	94.66	90.78	89.01	93.21
Extent to which you were told what to do until the ambulance	93.86	94.32	88.20	89.99	90.15	87.24	90.76
Extent to which the ambulance arrived in a timely manner	95.41	96.30	91.73	93.63	90.00	88.52	92.14
Cleanliness of the ambulance	96.32	93.00	92.52	94.29	93.82	92.70	95.01
Comfort of the ride	92.26	88.00	86.76	88.90	82.73	85.93	86.92
Skill of the person driving the ambulance	96.20	95.19	91.09	94.41	93.10	93.48	94.30
Care shown by the medics who arrived with the ambulance	96.05	97.00	92.21	95.10	93.73	92.90	94.50
Degree to which the medics took your problem seriously	96.61	97.00	91.60	95.23	93.70	92.99	94.26
Degree to which the medics listened to you and/or your family	96.01	96.00	91.60	94.00	92.71	93.54	94.04
Skill of the medics	96.62	98.00	92.28	94.46	93.85	92.72	93.54
Extent to which the medics kept you informed about your	95.43	94.79	91.81	93.35	90.91	90.75	92.64
Extent to which medics included you in the treatment decisions (if	95.39	96.05	91.75	93.22	92.07	89.20	92.42
Degree to which the medics relieved your pain or discomfort	93.89	97.62	88.25	90.55	89.59	88.45	90.36
Medics' concern for your privacy	95.81	95.65	92.64	93.36	92.76	92.02	93.29
Extent to which medics cared for you as a person	96.24	97.92	92.10	94.59	93.53	93.71	94.66
Professionalism of the staff in our ambulance service billing office	91.62	91.67	84.63	89.24	87.77	89.49	88.14
Willingness of the staff in our billing office to address your needs	93.26	91.67	85.44	89.10	87.68	89.33	88.40
How well did our staff work together to care for you	95.86	96.00	92.83	93.19	92.07	92.52	92.23
Extent to which our staff eased your entry into the medical facility	95.45	94.79	92.70	94.30	92.65	92.96	93.05
Appropriateness of Emergency Medical Transportation treatment	95.69	95.83	91.08	93.39	91.67	92.78	92.87
Extent to which the services received were worth the fees charged	92.60	93.06	85.97	87.98	87.80	87.20	86.21
Overall rating of the care provided by our Emergency Medical	95.81	96.15	91.16	93.01	92.10	91.83	93.38
Likelihood of recommending this ambulance service to others	96.14	94.79	91.75	92.90	92.72	92.74	92.29
<b>Overall score</b>	95.14	95.23	90.94	93.04	91.38	91.03	92.40
<b>National Rank</b>	20	18	65	42	60	62	49
<b>Comparable Size (Large) Company Rank</b>	2	1	15	6	13	14	10

MCHD  
July 1, 2016 to July 31, 2016

**Benchmark Trending Graphic** - Below are the monthly scores for your service. It details the overall score for each month as well as your subscribed benchmarks for that month.



## Fleet Summary 2016

<b>Mileage</b>	<b>Ambulance</b>	<b>Supervisor/Squad</b>	<b>CommandStaff</b>	<b>Other</b>	<b>MonthlyTotal</b>	<b>WeeklyTotal</b>
July 2016	81,049	13,488	2,217	10,550	107,304	26,826
June 2016	103,317	13,463	3,752	15,171	135,703	33,926
May 2016	116,063	9,189	3,301	18,278	146,831	36,708
April 2016	97,828	7,857	2,521	14,313	122,519	30,630
March 2016	107,315	9,222	2,867	16,069	135,473	33,868
February 2016	93,213	7,318	2,698	14,325	117,554	29,389
January 2016	84,161	8,229	3,281	12,072	107,743	26,936
December 2015	109,009	8,189	4,537	14,142	135,877	33,969
November 2015	88,383	11,901	3,490	15,491	119,265	29,816
October 2015	92,065	12,360	2,790	13,070	120,285	30,071
September 2015	66,297	9,330	1,009	9,954	86,590	21,648
August 2015	117,236	17,341	6,829	18,975	160,381	40,095
<b>Total</b>	<b>1,155,936</b>	<b>127,887</b>	<b>39,292</b>	<b>172,410</b>	<b>1,495,525</b>	
Average	96,328	10,657	3,274	14,368	<b>124,627</b>	<b>31,157</b>
Annualized Amounts					1,495,525	

<b>Accidents</b>	<b>MCHD-Fault</b>		<b>MCHD Non-Fault</b>		<b>GRAND TOTAL</b>
	<b>Non-injury</b>	<b>Injury</b>	<b>Non-injury</b>	<b>Injury</b>	
July 2016					-
June 2016	3		1		4
May 2016	1				1
April 2016	2		1		3
March 2016	3	1	2		6
February 2016	1				1
January 2016	1				1
December 2015	3		2		5
November 2015	3		2		5
October 2015	7	1	1		9
September 2015	2		2		4
August 2015	1		1		2
<b>Total</b>	27	2	12	0	41
Per 100,000 Miles	1.81	0.1337	0.80	-	2.74

<b>Service Interruptions</b>	Count	Per 100K mlles
July 2016	4	3.73
June 2016	2	1.47
May 2016	6	4.09
April 2016	1	0.82
March 2016	8	5.91
February 2016	1	0.85
January 2016	1	0.93
December 2015	1	0.74
November 2015	2	1.68
October 2015	2	1.66
September 2015	2	2.31
August 2015	4	2.49
<b>Total</b>	30	2.01



# Agenda Item # 14



**To:** Board of Directors

**From:** Jared Cospers/Matt Walkup

**Date:** August 23, 2016

**Re: Amendment to Fire Communications Agreement**

---

Consider and act upon amendment to fire-communications agreement with City of Conroe for Conroe Fire Department. (Mr. Fawn, Chair – EMS Committee)



**FIRST AMENDMENT TO FIRE/EMS COMMUNICATIONS AGREEMENT**

This First Amendment To FIRE/EMS COMMUNICATIONS AGREEMENT ("Amendment"), to be effective as of October 1, 2016 (the "Effective Date"), is made and entered into by and between Montgomery County Hospital District ("MCHD") and the City of Conroe, Texas, ("Member") acting for and on behalf of the Conroe Fire Department.

**WHEREAS**, the Parties seek to revise section 2.1 of the FIRE/EMS COMMUNICATIONS AGREEMENT ("Agreement") previously executed by the parties effective October 1, 2006 to change the annual payment paid by Member to MCHD in exchange for Member's use of the FIRE/EMS Communications Network.

**NOW, THEREFORE**, in consideration of the foregoing, the provisions contained herein and the mutual benefits to be derived from this Agreement, and for other good and valuable consideration, the sufficiency of which is hereby acknowledged, Member agree as follows:

- 1. Section 2.1 of the Agreement is hereby amended to provide as follows:
  - 1. In exchange for the use of the Fire/EMS Communications Network, Member shall pay the District an annual contract rate of \$85,000 for the term of this Agreement, including any renewal terms.
- 2. Section 2.2 of the Agreement is hereby deleted in its entirety.
- 3. Remainder of Agreement Unaffected. Other than as set forth herein, the Agreement shall continue in force per its original terms. This Amendment shall be incorporated into the Agreement by reference for all purposes.

Each of the parties has duly executed and delivered this Agreement to be effective on the Effective Date.

**MONTGOMERY COUNTY HOSPITAL DISTRICT**

By \_\_\_\_\_  
Name: Randy Johnson  
Title: Chief Executive Officer

**CITY OF CONROE, TEXAS**

By: \_\_\_\_\_  
Name:  
Title:

ATTEST:

By: \_\_\_\_\_  
Name:  
Title:

# **FIRE/EMS COMMUNICATIONS AGREEMENT**

**THE STATE OF TEXAS           §**  
  **§**  
**COUNTY OF MONTGOMERY   §**

This Agreement made and entered into as of the first day of October, 2006, by and between the City of Conroe Fire Department, a political subdivision of the State of Texas ("Member") and Montgomery County Hospital District, a political subdivision of the State of Texas ("District").

## **WITNESSETH**

**WHEREAS**, this Agreement is authorized and made pursuant to the provisions of chapter 791 Texas Government Code (The Interlocal Cooperation Act) by and between political subdivisions of the State of Texas who are independently authorized by law to perform the duties and responsibilities set forth in this Agreement; and

**WHEREAS**, the District provides Mobile Intensive Medical Care and related communications services within Montgomery County, Texas; and

**WHEREAS**, Member is one of several entities providing fire protection services within Montgomery County; and

**WHEREAS**, it is the desire of Member to obtain communications services and support from the District through the use of its dispatch facilities as hereinafter provided for purposes of increased public welfare and safety; and

**WHEREAS**, District is entering into similar contract with other public safety agencies, so as to form a joint communications network among the different emergency and fire service providers within Montgomery County and neighboring counties; and

**NOW, THEREFORE**, for and in consideration of the mutual promises and benefits contained herein, the adequacy and sufficiency of which is hereby mutually acknowledged, the District and Member contract and agree as follows:

For the term of this Agreement and any renewal terms, District shall provide communications services to Member and other participating political subdivisions and agencies, consisting of a central communications facility, together with the equipment, personnel and other elements necessary to staff and equip twenty-four (24) hour communications center offering dispatch services throughout the Montgomery County, upon the following terms and conditions:

## I. DEFINITIONS

1.1. **Emergency Medical Service.** That department or division of the Montgomery County Hospital District which provides emergency and non-emergency pre-hospital medical care and transportation of the sick and injured persons primarily within Montgomery County, Texas.

1.2. **Member.** A political subdivision or any other agency requesting utilization of the Fire/EMS Communications Network created under the terms of this Agreement, which is duly authorized by law to do so.

1.3. **Fire/EMS Communications Network.** A cooperative effort between the parties entering into this Agreement or similar agreements with the Montgomery County Hospital District, for the establishment of a combined fire and emergency medical services communications center.

## II. CONSIDERATION

2.1. In exchange for the use of the Fire/EMS Communications Network, Member shall pay the District a contract rate of \$80,000 for the initial term.

Furthermore, in the event that (i) substantial overtime is incurred by dispatch personnel of the MCHD in providing the services hereunder to Member due to natural disasters or events beyond the reasonable control of the MCHD, member agrees to pay to the MCHD within thirty (30) days of such determination, the incremental cost thereof associated with providing such services to Member.

2.2. District shall inform Member of the annual fee amount on or before July 31<sup>st</sup>, of prior year. All fees payable to the District shall be payable on or before April 1<sup>st</sup>, of each year this agreement remains in effect.

2.3 Fees shall be paid to the District at the address set forth below.

PO Box 478  
Conroe, Texas 77304

## III. COVENANTS OF MEMBERS

3.1 Member covenants and agrees to:

A. Provide District current copies of each FCC license and/or agreement with a licensee for use of a frequency to be used for dispatch and radio operations.

- B. Provide maintenance for Member's equipment and facilities included in, used by or purchased pursuant to this Agreement. Such equipment and facilities shall be maintained by Member per manufacturer's specifications for optimum capability and performance.

Member shall be responsible for radio communications beyond the encoder.

- C. Provide and maintain updated Member information and fire maps of Member's territory to assist District and the various other participating entities to provide mutual aid and/or medical responses within their respective service areas.
- D. Provide its personnel and District personnel with all necessary training to ensure optimum system operation and understanding.
- E. Adopt policies restricting any "Non Command Officers" from calling the fire communications center by telephone, except upon such conditions as may be agreed upon by the parties to this Agreement.
- F. Provide signed copy of run card (box card) on an annual basis, which will include any additions, corrections, deletions or other modification as may be appropriate. A complete signed list of Members' run cards will be returned to the District Communications Director certifying that said run cards are to be used in the dispatch of Members' department. This clause is not intended to prevent routine changes as needed to existing run cards. Changes will be submitted, in writing to Districts' Communications Director. District will make said changes to Department run cards and provide Member Department with written verification within a seven (7) day period.
- G. In order to preserve and protect potential investigations, information released regarding fires shall be limited to the address, time of dispatch, nature code and responding departments. Any other information released would be limited to that required by the Open Records Act through an official and specific request filed with the proper agencies. This does not preclude MCHD from releasing EMS related information or those items subject to release through MCHD as required by the Open Records Act.

#### **IV. COVENANTS OF DISTRICT**

- 4.1. District covenants and agrees to operate a Fire/EMS Communications Center and provide to Member and other participating entities the following:
- A. A computer aided communications center with operations on a continuous twenty-four (24) hour basis.
  - B. Qualified operations and staffing for the Dispatch Center at District's expense, as such qualifications and staffing are determined in the reasonable determination of District.
  - C. In all events, District shall have the sole discretion as to the method of providing the services under this Agreement. District shall have complete discretion as to the order of response to calls, and shall be the sole judge as to the most expeditious, efficient, and effective manner of handling and responding to calls for service of the rendering thereof.
  - D. District will be responsible for maintaining the CAD, radio consoles, and encoders. District will not be responsible for audio output beyond the encoder or console.
  - E. District shall ensure dispatch personnel shall routinely monitor and operate on all primary emergency channels assigned to Communications Center.
  - F. Maintain communications equipment issued to and items purchased for the center in accordance with the manufacturer's minimum specifications for optimal performance.
  - G. All necessary training to Districts personnel to ensure proper system knowledge and operation, including but not limited to all applicable policy manuals.
  - H. All licenses required by the FCC and not presently held and maintained by Member or another Member of this system. District shall maintain copies of all related licenses provided by participating Member licensees.
  - I. District shall establish security policies for CAD access and make access available to Member

#### **V. ADMINISTRATION**

5.1. The parties hereto agree that the Associate EMS Director - Communications shall be the Chief Administrative Officer over the Fire/EMS Communications Center established under the terms of this Agreement. The Associate EMS Director - Communications or his designee shall coordinate supervision and daily assignments of all communications personnel while on duty within the joint communications facility. Member agrees to copy the Associate EMS Director - Communications and the Communications Supervisor on all communications regarding the parties' performance under this Agreement.

5.2. District agrees to make reasonable efforts to adhere to the Fire Policies and Procedures developed by the Member. However, should conflicts exist between the Fire Policies and Procedures and District operational guidelines, District guidelines will prevail.

5.3. The parties agree to submit inquires/complaints relative to the Agreement in writing and/or email within three (3) days of discovery as soon as operationally practical. The parties expressly acknowledge that the services provided pursuant to this Agreement are crucial to their respective obligations and statutory duties to the public and therefore, agree to negotiate in good faith all disagreements and disputes arising from the performance of their respective obligations under this Agreement in an expeditious manner.

Complaints deemed by the District to be frivolous or excessively unfounded will be billed a minimum of \$100 per occurrence for the staff time required to investigate the complaint. District, at its sole discretion, may waive such penalties. Member shall be required to pay the assessed fee within thirty days.

## **VII. TERM OF AGREEMENT**

7.1. The effective date shall be the date of execution. The term of this agreement shall be for the period October 1, 2006 to September 30, 2007.

7.2. Upon expiration of the initial term, this Agreement shall be automatically renewed for consecutive one year renewal terms, unless either party gives sixty (60) days notice, or otherwise terminates this Agreement as provided herein.

7.3. This Agreement may be terminated by either party at any time upon giving written notice to the other party of such termination at least sixty (60) days prior to such termination.

## **VIII. MISCELLANEOUS PROVISIONS**

8.1. **Texas Law to Apply.** This Agreement shall be construed under and in accordance with the laws of the State of Texas, and all obligations of the parties created hereunder are performable in Montgomery County, Texas.

8.2. **Legal Construction.** In case of any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provisions hereof and this Agreement shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein.

8.3. **Prior Agreements Superseded.** This Agreement constitutes the sole and only Agreement of the parties hereto and supersedes any prior understandings or written or oral agreements between the parties that are inconsistent with the terms and provisions herein contained.

8.4. This Agreement shall not be deemed to constitute a lump sum appropriation by members of the total contract fees provided for by paragraph 3.1 herein, and shall be subject to the continuing right of either party to terminate this Agreement should it fail to make provision for appropriation of any annual fees which may be or become due by virtue of the Agreement. All amounts due and payable under this Agreement shall be made from budgeted appropriations approved by the parties' respective governing boards.

8.5 This Agreement shall not be construed so as to create joint and several liability of the parties in carrying out their respective obligations as set forth herein. It is expressly agreed and represented by the parties that this Agreement shall not operate as a waiver or release of any legal rights, defenses or remedies in the event legal action is instituted by a party to this Agreement or by any third party for conduct arising from the obligations of the parties or other matters set forth in this Agreement.

8.6 Notice: All written notices required by this Agreement shall be given to the parties by hand delivery, facsimile or certified mail, return receipt requested to the following addresses:

**To District:**

Montgomery County Hospital District  
PO Box 478  
Conroe, Texas 77305

**To Member:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8.7 The parties expressly agree and acknowledge that the persons executing this Agreement have been fully authorized to do so by duly approved resolutions of the parties' respective governing boards at a meeting held in full compliance with the Texas Open Meetings Act.

EXECUTED on the day, month and year first written above.

Montgomery County  
Hospital District

BY:



Allen Johnson  
Chief Administrative Officer

Member

BY:



Name Tommy METCALF

Title MAYOR



# Agenda Item # 15



**To:** Board of Directors

**From:** Jared Cospers/Wayde Sullivan

**Date:** August 23, 2016

**Re:** **Tahoe's (2)**

---

Consider and act on purchase of two (2) Tahoe's for FY 2016-2017 EMS use. (Mr. Fawn, Chair – EMS Committee)

Fiscal Impact: Nominal

- | Yes                                 | No                       | N/A                                 |                               |
|-------------------------------------|--------------------------|-------------------------------------|-------------------------------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | Budgeted item? (FY 2017/2018) |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | Within budget?                |
| <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Renewal contract?             |
| <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Special request?              |



# FREEDOM CHEVROLET

8008 MARVIN D LOVE FWY  
 DALLAS, TEXAS 75237  
 972-707-9474 fax 214-350-0085

## QUOTE

### Customer

Name MCHD  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State TX ZIP \_\_\_\_\_  
 Phone \_\_\_\_\_

Date 8/15/2015  
 Order No. COD BJ1443  
 Rep \_\_\_\_\_  
 FOB \_\_\_\_\_

Qty	Description	Unit Price	TOTAL
2	2016 PPV Tahoe White	\$ 33,750.00	\$67,500.00
2	Driver Side Spotlight	\$490.00	\$980.00
2	Rear Flasher System Head N Tail LAMP Bluetooth		\$0.00
2	Griller Lamp Speaker Wiring Horn & Siren Circuit Wiring	\$716.00	\$1,432.00
2	2017 Price Increase	\$400.00	\$800.00
	Delete Center Console		
<p><b>PLEASE MAIL PAYMENT TO:</b>            Freedom Chevrolet            8008 Marvin D. Love Fwy            Dallas, Tx. 75237</p>			
<p><b>TERMS: NET 30</b></p>			

### Payment Details

- Cash
- Check
- Credit Card

Name \_\_\_\_\_  
 CC # \_\_\_\_\_  
 Expires \_\_\_\_\_

Subtotal	\$70,712.00
Shipping & Handling	\$800.00
Taxes State	
<b>TOTAL</b>	<b>\$71,512.00</b>

Office use only

PLEASE REMIT PAYMENT TO FREEDOM CHEVROLET

# Agenda Item # 16

**To:** Board of Directors

**From:** Melissa Miller, COO

**Date:** August 23, 2016

**Re:** COO Report

---

## **FACILITIES:**

- Final candidate interviews are underway for the Facility Manager position.
- EMS Station 41:
  - CenterPoint installed the new electrical pole for the fire suppression system on 8/18. Meter to be installed and electric connected 8/19.
  - On Sunday, 8/21 there will be a walkthrough for NFPA compliance.
  - Crews will move in as soon as the Fire Marshal's office approves the building for occupancy.

## **RADIO AND TOWERS:**

- US Digital installations are next scheduled at Stations 10, 14, 20 and 32 but are currently on hold while issues surrounding "post moves" are resolved between the CAD and US Digital systems. Stations 40, 41, 43, 23 and 30 are operational.
- MCHD, City of Conroe and Harris County are in the technical review/ planning stage for the ISSI project. A joint project meeting is scheduled for August 23.
- Bi-directional amplifiers (BDAs) for Kingwood and MHTW have arrived and are planned to be operational by September 30, 2016. Justin has spoken with The Methodist Hospital and Texas Children's to plan the appropriate equipment for those sites.

## **MATERIALS MANAGEMENT:**

- Stephani Ochoa, Materials Management Manager accepted the Director of Materials Management position for Memorial Hermann Greater Heights and will be leaving MCHD on September 5<sup>th</sup>. During Stephani's time at MCHD she has strengthened the MM team, implemented a structured web based requisition-to-purchase system, developed a functional travel desk, found cost savings through GPO utilization and served as a mentor to new managers. Her new position is a big step on her Supply Chain career path and one with significant growth potential. Please join me in thanking Stephani for moving MCHD forward and wishing her the best as she moves onto the next phase of her career. She will be missed.
- Ashley Presswood, Lead Supply Chain Specialist has been named as the Interim Manager until such time that a permanent replacement is found.

# Agenda Item # 17



**To:** Board of Directors

**From:** Justin Evans, Radio Systems Administrator

**Date:** August 23, 2016

**Re: Dailey Wells Sole Source Letter**

---

Consider and act on the approval of Dailey Wells being a sole source for purchasing Harris dispatch consoles for the dispatch center. Dailey Wells is the only authorized Harris Corporation Network Solutions provider.

Fiscal Impact: Nominal

- | Yes                                 | No                       | N/A                                 |                   |
|-------------------------------------|--------------------------|-------------------------------------|-------------------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | Budgeted item?    |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | Within budget?    |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | Renewal contract? |
| <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Special request?  |



8105 North Beltline Road  
Suite 170  
Irving, Texas 75063  
Tele. 972.550.2302  
Fax. 972.550.2364

October 24, 2014

Randy Johnson  
Montgomery County Hospital District  
1400 South Loop 336 West  
Conroe, Texas 77304

Dear Mr. Johnson:

The Montgomery County Hospital District has purchased and installed an Enhanced Digital Access Communications Systems (EDACS) manufactured by M/A-COM, Inc., now known as Harris Corporation. This system provides the critical Public Safety and Public Service communications for the hospital district as well as the city of Conroe and many other agencies throughout the surrounding area.

At this time, EDACS/P25 equipment for this system falls under Harris Corporation intellectual property rights and the proprietary protocols represent a patent, copyright or secret process and are, therefore, currently only available from the manufacturer, Harris Corporation.

Dailey-Wells Communications is the only authorized Harris Corporation Network Solutions Provider to provide system sales, service, system upgrades and repairs to include mobiles, portables, control stations and other EDACS/P25 equipment for agencies operating on this communications system. This assignment was made effective September 2004 and does not have an end date. If this status should change at some point in the future you will be notified by Harris Corporation in writing. Orders for Harris Corporation equipment, service and associated accessories should be placed through Dailey-Wells Communications.

Thank you for your attention in this matter. Harris Corporation and Dailey-Wells Communications look forward to the opportunity to continue the service and sales support of EDACS/P25 Systems throughout your area.

Sincerely,

A handwritten signature in black ink that reads "Brian E. Beatty".

Brian Beatty  
Manager Indirect Sales, Harris Corporation

Cc: Jim Sawyer, Director of Sales, Dailey-Wells Communications

# Agenda Item # 18



**To:** Board of Directors

**From:** Justin Evans, Radio Systems Administrator

**Date:** August 23, 2016

**Re: Purchase of Radio Console**

---

Consider and act on the purchase of a Symphony console from Dailey Wells for replacement of a current console.

Fiscal Impact: Nominal

Yes No N/A

Budgeted item?

Within budget?

Renewal contract?

Special request?

# DAILEY-WELLS COMMUNICATIONS

3440 E. Houston St., San Antonio, TX 78219



To: Montgomery County HD, Justin Evans  
From: Dennis Vickery (281) 804-7970  
Date: 12-Aug-16

## Consoles - Symphony Hardware, Encrypted - Package

Item	Part Number	Description	Qty.	Unit Sale	Ext Sale
1	UD-ZN4Z	CONSOLE,SYMPHONY,BUNDLE,PREMIER	1	\$ 42,782.80	\$ 42,782.80
		<b>Package Includes:</b>			
1a	NS-SG2B	LICENSE,CONSOLE	1	Included	Included
1b	NS-SG2C	LICENSE,CONSOLE TALKPATH	12	Included	Included
1c	UD-SG4W	LICENSE,AES AND DES LEVEL ENCRYPTION	1	Included	Included
1d	UD-AB1A	SPEAKER, NANO, SYMPHONY	2	Included	Included
1e	UD-CU6X	MONITOR, 21.5" CLASS,TOUCHSCREEN,HD	1	Included	Included
1f	UD-AB1K	CABLE,DISPLAYPORT TO DVI-D,10FT	1	Included	Included
1g	UD-AB1F	MOUSE, OPTICAL, USB, SCROLL WHEEL	1	Included	Included
1h	UD-AB1G	KEYBOARD, 104 KEY, USB, HUB	1	Included	Included
1i	UD-AB1D	SINGLE FOOTSWITCH, USB, SYMPHONY	1	Included	Included
1j	UD-AB1M	DESK MIC, DB9	1	Included	Included
1k	UD-AB1B	JACK BOX, 6 WIRE	2	Included	Included
1l	CM-022218-001101	License,Vocoder	1	Included	Included
1m	MM100UD	MANUAL,OP/INSTA/CONFIG,SYMPHONY,CD	1	Included	Included
				<b>SUB TOTAL</b>	<b>\$ 42,782.80</b>

### NOTE:

Price Valid Until September 30, 2016.

Terms: Net 30 Days.

Shipping: FOB Source, prepay and add to invoice.

# Agenda Item # 19



**To:** Board of Directors

**From:** Melissa Miller, COO

**Date:** August 23, 2016

**Re: Construction – EMS Covered Parking**

---

Consider and act on construction of additional EMS covered parking. (Mr. Bagley, Chair – PADCOM)

Fiscal Impact: Nominal

Yes	No	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Budgeted item?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Within budget?
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Renewal contract?
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Special request?



# Agenda Item # 20



We Make a Difference!

**To:** Board of Directors

**From:** Calvin Hon

**Date:** August 23<sup>rd</sup>, 2016

**Re:** Consider and Act on annual Cisco warranty renewal

---

Every year MCHD purchases annual warranty for the Cisco network equipment that is located at all MCHD locations including stations and towers. To ease administration, we co-term all the devices to do a renewal once a year.

The cost for the renewal this year is \$34,018.59 which quoted under state contracted pricing. The state of Texas contract is DIR-TSO-2542. This renewal is line item budgeted for \$35,000.

Fiscal Impact: Moderate

Yes	No	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Budgeted item?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Within budget?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Renewal contract?
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Special request?

# QUOTE CONFIRMATION



DEAR CALVIN HON,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
HHMV258	8/18/2016	CISCO SMARTNET RNW	6410532	<b>\$34,038.59</b>

<b>IMPORTANT - PLEASE READ</b>
<b>Special Instructions:</b> TAX: MULTIPLE TAX JURISDICTIONS APPLY TAX: CONTACT CDW FOR TAX DETAILS

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<a href="#">Cisco SMARTnet extended service agreement</a> Mfg. Part#: CON-SNT-1-50K UNSPSC: 81111812 Electronic distribution - NO MEDIA TAX: CONROE, TX .0000% \$.00 TAX: CONROE, TX .0000% \$.00 TAX: CONROE, TX .0000% \$.00 Contract: MARKET	1	1504550	\$25,183.59	\$25,183.59
<a href="#">CISCO SMARTNET SW APP SUPP + UPG</a> Mfg. Part#: CON-SAU-1-1K Electronic distribution - NO MEDIA TAX: CONROE, TX .0000% \$.00 Contract: MARKET	1	1504536	\$799.00	\$799.00
<a href="#">Cisco SMARTnet extended service agreement</a> Mfg. Part#: CON-SNTP-1-10K UNSPSC: 81111812 Electronic distribution - NO MEDIA TAX: CONROE, TX .0000% \$.00 Contract: MARKET	1	1504561	\$8,056.00	\$8,056.00

<b>PURCHASER BILLING INFO</b>	<b>SUBTOTAL</b>	\$34,038.59
<b>Billing Address:</b> MONTGOMERY COUNTY HOSPITAL DIST ACCOUNTS PAYABL PO BOX 478 CONROE, TX 77305-0478 <b>Phone:</b> (936) 523-1114 <b>Payment Terms:</b> Net 30 Days-Healthcare	<b>SHIPPING</b>	\$0.00
	<b>GRAND TOTAL</b>	<b>\$34,038.59</b>
<b>DELIVER TO</b> <b>Shipping Address:</b> MONTGOMERY COUNTY HOSPITAL DISTRICT RECEIVING 1300 S LOOP 336 W CONROE, TX 77304-3316 <b>Phone:</b> (936) 523-1120 <b>Shipping Method:</b> ELECTRONIC DISTRIBUTION	<b>Please remit payments to:</b> CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515	



Rich Klabanoff

(866) 209-8024

richkla@cdw.com

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdwg.com/content/terms-conditions/product-sales.aspx>  
For more information, contact a CDW account manager

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# Medical Supply Proposal

## 2016-2017

**Stephani Ochoa**  
Supply Chain Manager



# Proposal Overview

- Contract pricing for Disposable Medical Supplies, Drug Supplies, and Disposable Linen
  - 241 items total
    - 198 “Disposable Medical” items
    - 38 “Medication” items
    - 5 “Linen” items
- Prices valid October 1, 2016 through September 30, 2017



# Proposals Received from Nine Vendors

- Buckeye: 5 items
- Life Assist: 227 items
- McKesson: 183 items
- Medline: 181 items
- Moore: 196
- Taylor: 5 items
- Zoll: 11 items
- School Nurse Supply: 10 items
- Boundtree: 233 items



# Summary

- Utilizing YTD FY2016 (10/1/15 – 6/30/16) consumption numbers, we would anticipate a cost savings of approximately \$38k for the same time period with current bid pricing. This number does not reflect any off-contract purchases.



# Recommendation

- We recommend the following 7 companies be awarded the 2016-2017 Medical Supply Bid based on:

- Low cost bidder
- Sole source provider
- Product specifications
- Product availability

- Boundtree: 73 items
- Medline: 45 items
- Life Assist: 45 items
- Moore Medical: 40 items
- McKesson: 28 items
- Zoll Medical: 5 items
- Taylor Healthcare: 5 items



# Agenda Item # 22

**To:** Board of Directors

**From:** Ade Moronkeji

**Date:** August 23, 2016

**Re:** **HCAP Report**

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## HCAP Update:

Ida Chapa, Eligibility Supervisor and Ade Moronkeji visited with Tri-County Behavioral Healthcare on the 17<sup>th</sup> of July. This meeting which is part of the ongoing outreach to community partners and providers, was focused on providing clarity about the HCAP application process. Approximately 20 staff members spanning the different departments within Tri-County participated and had the opportunity to ask pertinent questions. These types of meetings will foster better collaboration and coordination of services for our indigent population.

HCAP hosted its first Regional County Indigent Health Training on the 11<sup>th</sup> – 12<sup>th</sup> of July. State representatives were onsite to present the core elements of the County Indigent Health Care Program, and walk participants through the entire handbook. Staff particularly benefited from the practical aspect of the training which included case review and processing, and correct income calculation to make an accurate eligibility determination. I.H.S. graciously provided lunch on the first day of training and Robert Baird was present to visit with representatives from the different counties and hospital districts. The training created an atmosphere for targeted networking and sharing of promising and best practices. Overall, it was a successful endeavor.

## HCAP Applications

We have received and processed a total of 2,570 applications fiscal year to date. For this reporting month, we have a 34% denial rate. Denials are based a number of factors:

- Eligible for another payer source (Medicare, Medicaid, Market Place, etc.)
- Above 133% of FPIL
- Failure to complete application/provide information

Month	Apps. Received	Apps. Approved	Pending Apps	Denials	
Jul - 16	253	45	124	84	34%
Jun - 16	278	53	112	113	41%
May - 16	218	35	92	91	42%
Apr - 16	286	41	169	76	27%
Mar-16	288	58	138	92	32%
Feb-16	280	45	158	77	28%

# Agenda Item # 22

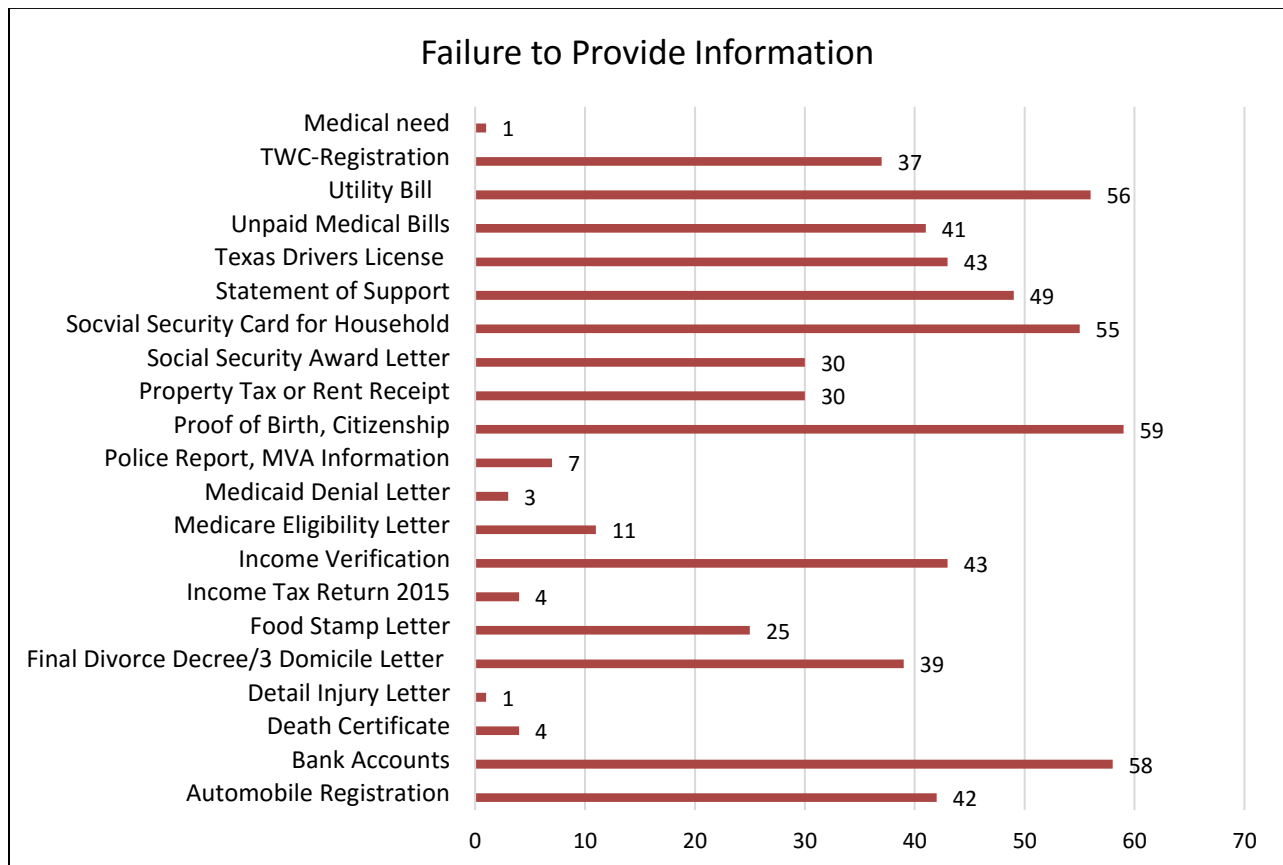
**To:** Board of Directors

**From:** Ade Moronkeji

**Date:** August 23, 2016

**Re:** HCAP Report

For the month of July, we recorded a total of 101 cases that were denied due to failure to provide additional information. The table below represents the breakdown of the documents that clients were unable to provide for eligibility determination.



# Agenda Item # 22

**To:** Board of Directors

**From:** Ade Moronkeji

**Date:** August 23, 2016

**Re:** HCAP Report

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## Analysis of applications received from local hospitals

	CRMC	Tomball	Kingwood	Memorial Hermann	St. Luke's
Jul - 16	16	15	2	9	2
Jun - 16	27	11	5	7	0
May - 16	15	3	2	4	1
Apr - 16	24	9	6	13	9
Mar - 16	17	8	0	3	24
Feb - 16	24	9	4	14	13
Jan -16	14	7	3	23	11

## Status of applications

	Approvals		Denials		Pending Cases		Scheduled Appointments	
Jul - 16	0	0%	22	50%	22	50%	0	0%
Jun - 16	2	4%	22	44%	19	38%	7	14%
May - 16	1	4%	0	0%	23	92%	1	4%
Apr- 16	1	1.6%	19	31.1%	40	65.6%	1	1.6%
Mar- 16	2	3.8%	25	48.1%	22	42.3%	3	5.8%
Feb- 16	4	6.3%	20	31.3%	37	57.8%	3	4.7%
Jan - 16	8	13.8%	36	62.1%	12	20.7%	2	3.4%

# Agenda Item # 22

**To:** Board of Directors

**From:** Ade Moronkeji

**Date:** August 23, 2016

**Re:** **HCAP Report**

**Census:** As of July 1, 2011, new applicants are required to be  $\leq 133\%$  of FPIL to qualify for HCAP, the 2 clients above 133% were grandfathered into the program.

HCAP Clients as of July 31, 2016 = 520 versus July 31, 2015 = 561												
FPIL Range	0-21%		21-50%		50-100%		100-150%		Inmates		133-150%	
FY 2016	324	62%	50	10%	110	21%	19	4%	17	3%	2	<1
FY 2015	335	60%	61	11%	122	22%	25	4%	18	3%	2	<1

Clients who have reached the Maximum Annual Benefits of \$60,000 or 30 inpatient days

- a. FY 15/16 = 6
- b. FY 14/15 = 10
- c. FY 13/14 = 11

**Medicaider Program:** This program allows clients to be screened for 24 programs that can potentially assist them in healthcare coverage provided by multiple organizations in the county and state. MCHD provides Lone Star Family Health Center and Interfaith Community Clinic with 2 Medicaider licenses each.

Since the beginning of FY16, Lone Star screened 1672 clients and Interfaith Community Clinic screened 94 to direct them to appropriate resources. Below is a breakdown of those screened:

- 107 referred to the HCAP MAP program (above 21% FPIL)
- 18 referred to the HCAP MCICP program (below 21% FPIL)
- 1608 referred to 2 programs at Lone Star
- The remainder were referred to other available programs

For the month of July, of the 11 new cases referred to HCAP:

- 2 did not respond/apply
- 6 failed to provide information to complete the process
- 1 potentially eligible for health plan through the Marketplace
- 2 active on HCAP

# Agenda Item # 22

**To:** Board of Directors

**From:** Ade Moronkeji

**Date:** August 23, 2016

**Re:** HCAP Report

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## Prescription Benefits Services:

Month	Number of Clients Applying for PAPs	Total Applications for Patient Assistance Programs	Total amount of medications provided without charge to clients (AWP-16% + Dispensing Fee)
Jul - 16	30	45	\$19,889.11
Jun - 16	30	35	\$10,872.07
May - 16	42	60	\$58,407.11
Apr - 16	39	50	\$129,108.73
Mar -16	39	50	\$59,698.80
Feb -16	45	55	\$33,676.62
Jan-16	39	47	\$13,538.43
Dec-15	33	50	\$19,090.02
Nov-15	40	52	\$32,485.06
Oct-15	40	53	\$14,370.76
Sep-15	44	66	\$92,460.73
Aug-15	41	56	\$44,740.76
Jul-15	47	64	\$56,574.88

\*Patient assistance programs are run by pharmaceutical companies to provide free medications to people who cannot afford to buy their medicine.

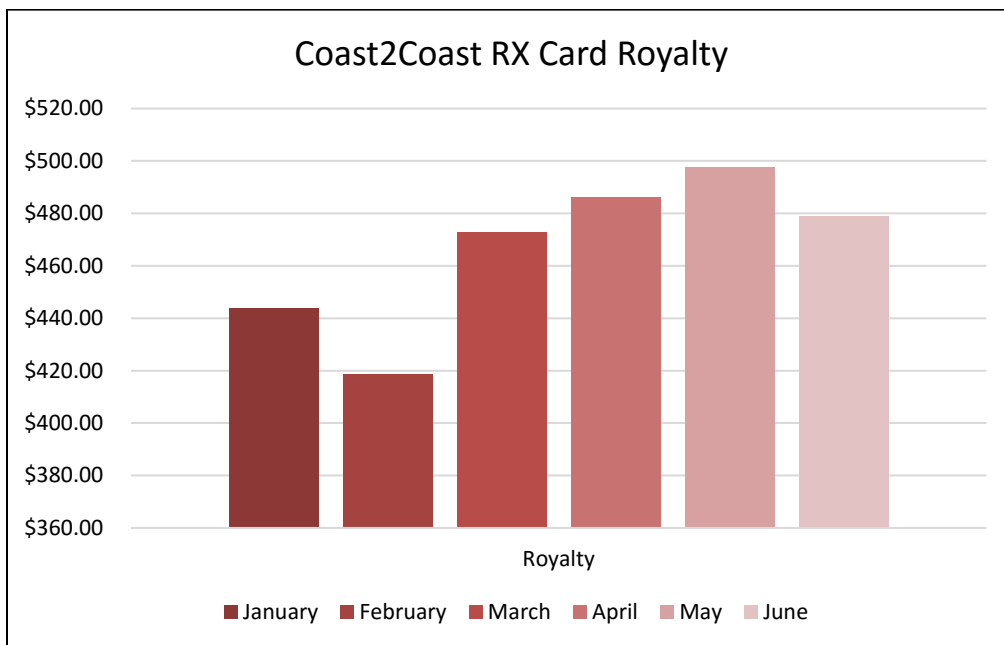
# Agenda Item # 22

**To:** Board of Directors

**From:** Ade Moronkeji

**Date:** August 23, 2016

**Re:** HCAP Report



\*We have not received the revenue for July

# Agenda Item # 22

**To:** Board of Directors

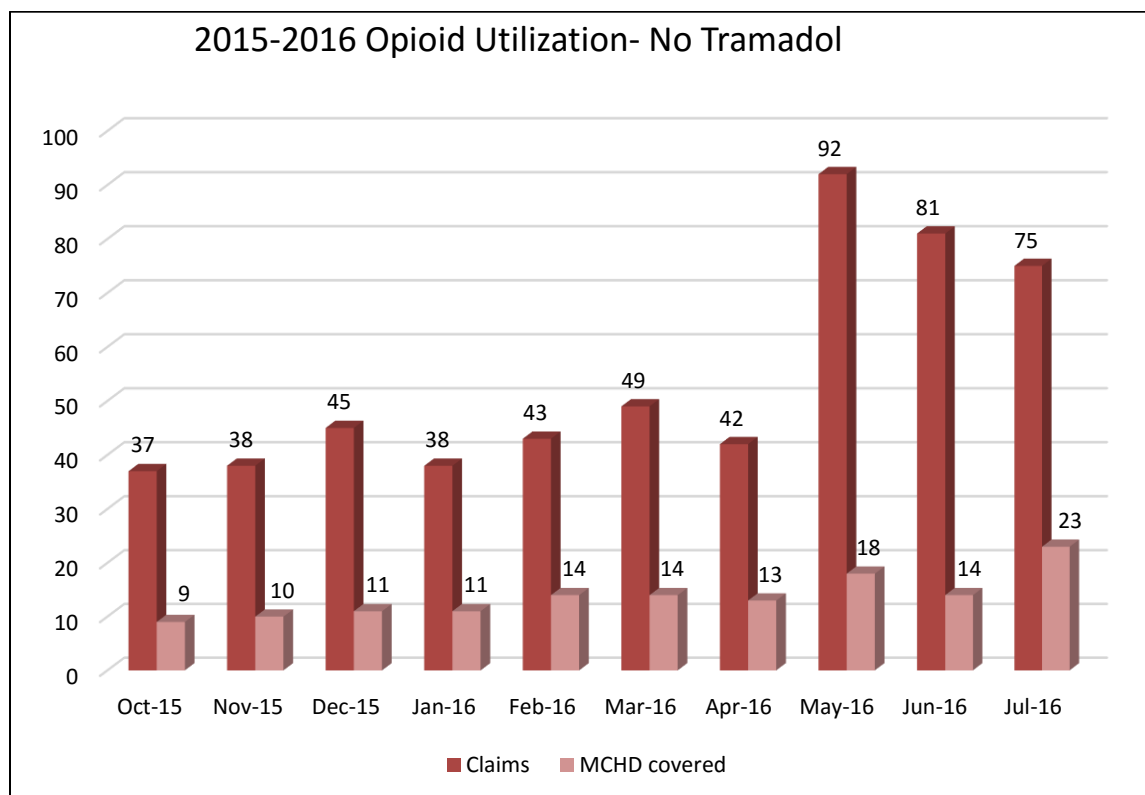
**From:** Ade Moronkeji

**Date:** August 23, 2016

**Re:** HCAP Report

## Opioid

The amount of opioid claims filled in July is less than the two previous months. There was a total of 24 Tylenol #3 & #4 claims filled. This accounted for 30% of the total claims and 26% of the MCHD covered claims. The majority of the rest of the claims are from reoccurring approved pain management providers.



# Agenda Item # 22

**To:** Board of Directors

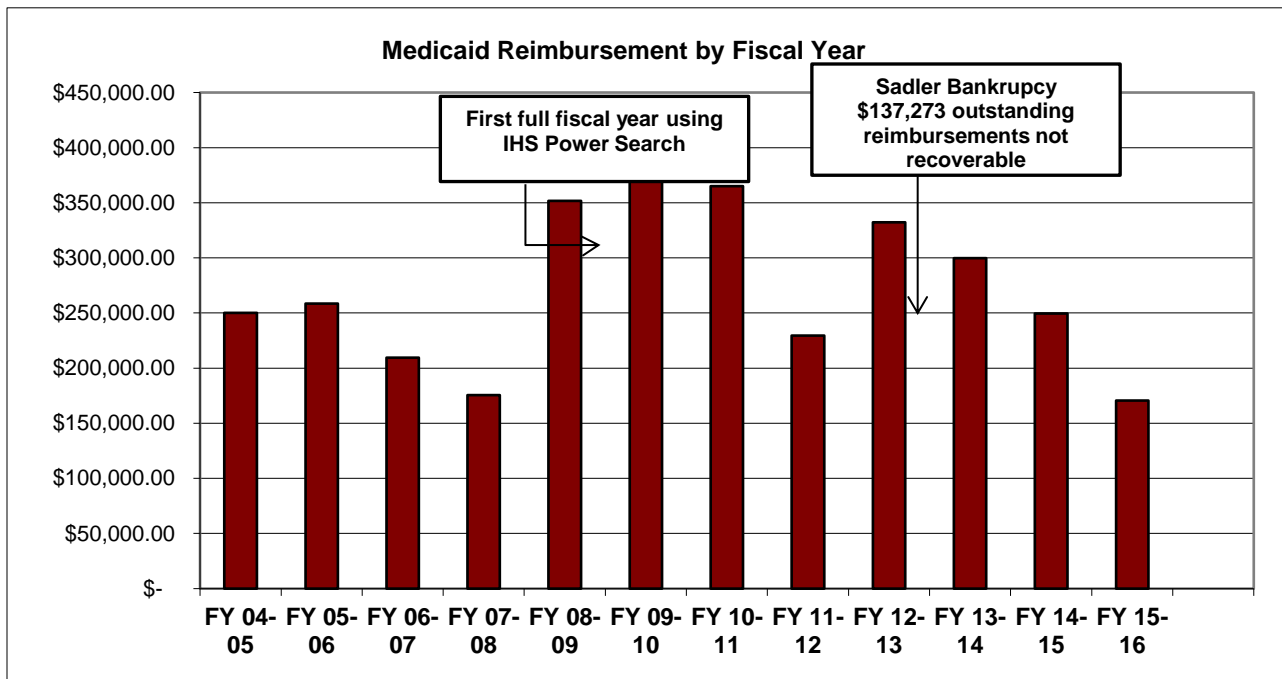
**From:** Ade Moronkeji

**Date:** August 23, 2016

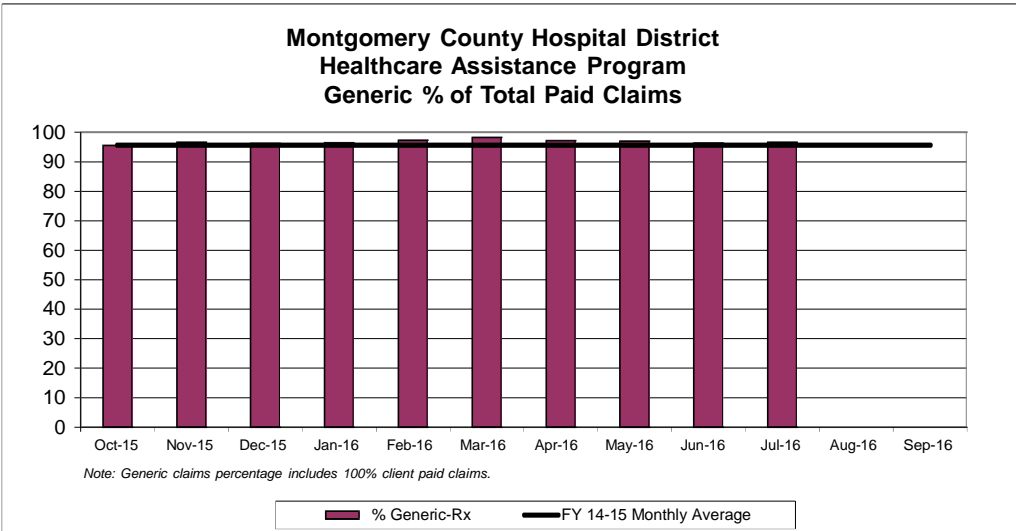
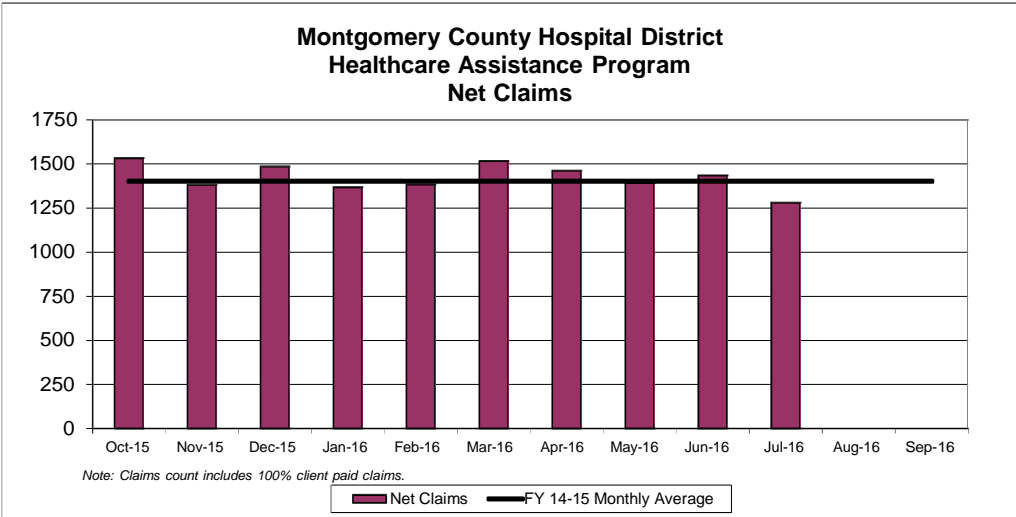
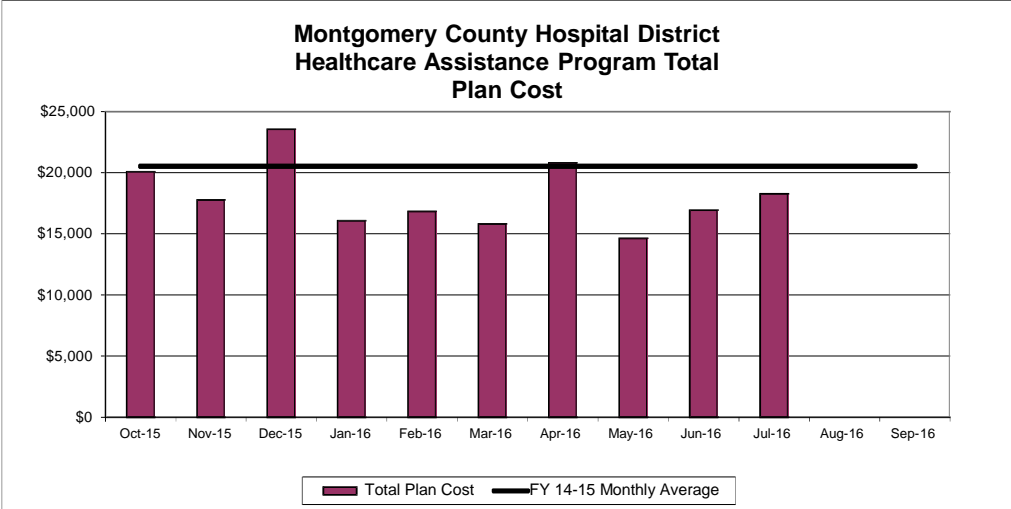
**Re:** HCAP Report

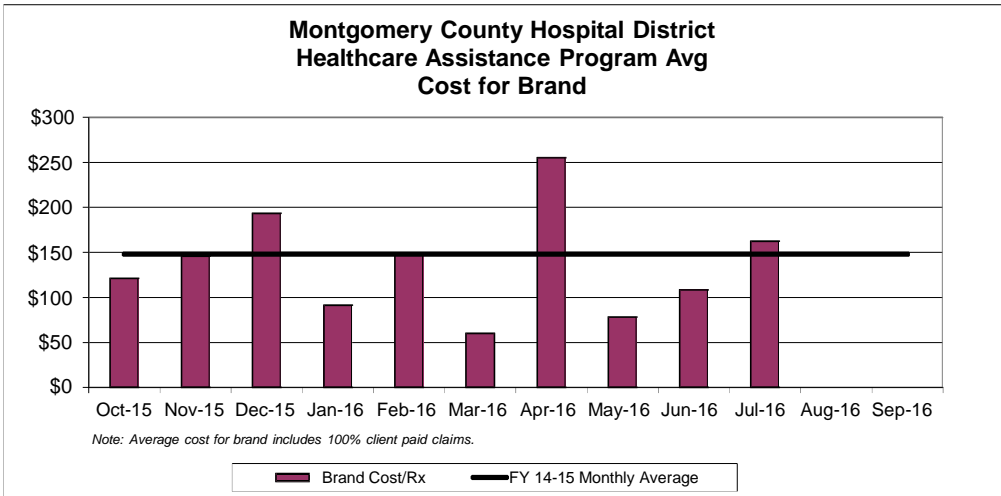
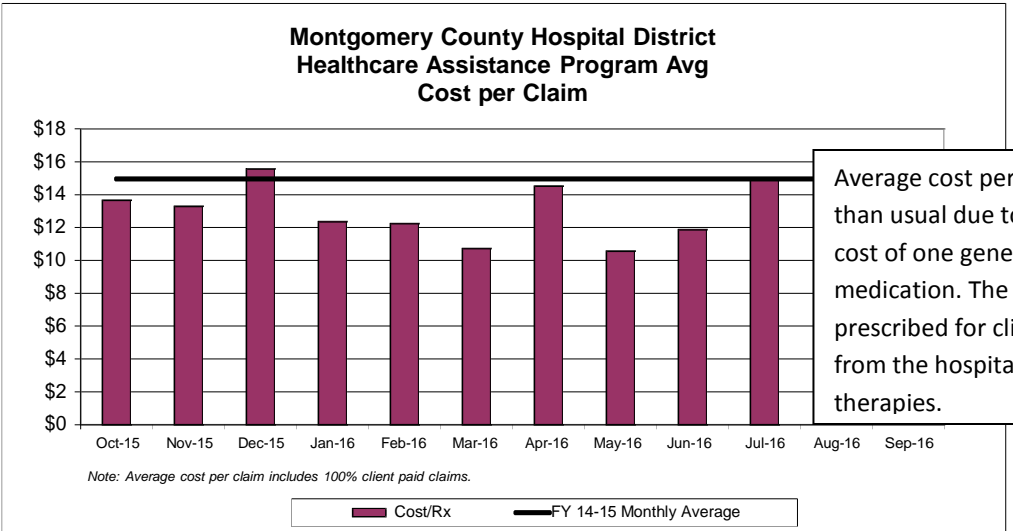
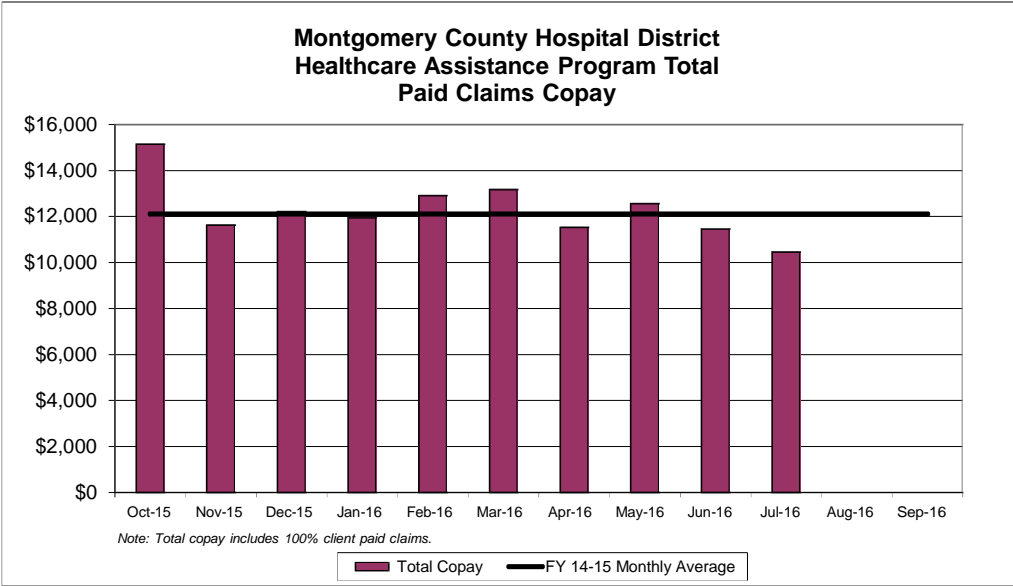
## Medicaid Reimbursement

For FY 15-16 we have collected \$170,689.37 in Medicaid reimbursement. In June 2 clients were found to eligible for Medicaid and \$1,449.12 has been requested in reimbursement from the providers

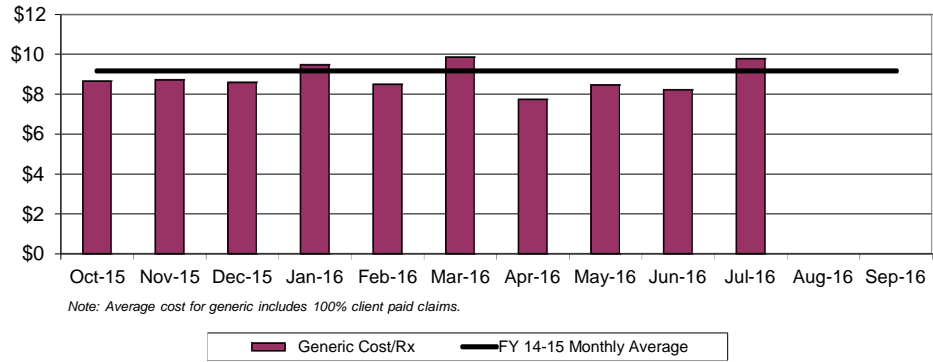




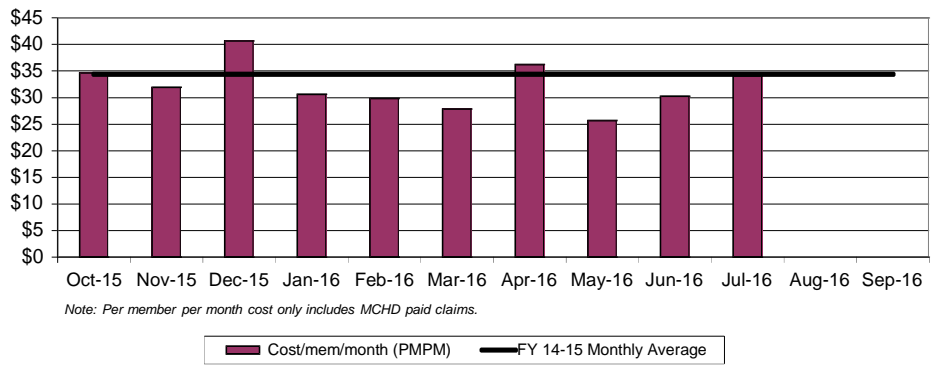




**Montgomery County Hospital District  
Healthcare Assistance Program Avg  
Cost for Generic**



**Montgomery County Hospital District  
Healthcare Assistance Program Avg  
Per Member Per Month Cost**





**Savings Summary Report**  
From 07/01/2016 to 07/31/2016

Report: RPT-068  
Date: 08/04/2016

120501 Montgomery Co IHCP-Retail

Type: ALL

	# of RXs	% of All RXs	Calculated Total Cost	Average Cost/RX	Avg Qty	Avg Days	---- Savings vs Submitted Amounts ----				---- Savings vs Full AWP Price ----			
							Requested	Amt Saved	Amt Saved per RX	Pct Saved	Full AWP	Amt Saved	Saved Per RX	Pct Saved
<i>Totals:</i>	1230	100%	\$21,480	\$17.46	55.4	26.6	\$27,605	\$6,125	\$4.98	22.19%	\$114,644	\$93,164	\$75.74	81.26%
<i>New RXs:</i>	673	54.72%	\$13,582	\$20.18	63.7	24.5	\$17,696	\$4,114	\$6.11	23.25%	\$63,594	\$50,012	\$74.31	78.64%
<i>Refill RXs:</i>	557	45.28%	\$7,898	\$14.18	45.3	29.1	\$9,910	\$2,011	\$3.61	20.30%	\$51,050	\$43,152	\$77.47	84.53%
<i>Generic RXs:</i>	1197	97.32%	\$17,203	\$14.37	53.8	26.7	\$22,557	\$5,354	\$4.47	23.74%	\$109,260	\$92,057	\$76.91	84.25%
<i>Brand Equiv RXs:</i>	1	0.08%	\$32	\$32.08	30.0	30.0	\$38	\$6	\$6.11	16.00%	\$38	\$6	\$6.11	16.01%
<i>Brand RXs:</i>	32	2.60%	\$4,245	\$132.67	114.2	22.1	\$5,010	\$764	\$23.88	15.14%	\$5,346	\$1,100	\$34.39	20.58%
<i>Maintenance RXs:</i>	863	70.16%	\$14,528	\$46.23	16.8	29.4	\$18,102	\$3,574	\$4.14	19.75%	\$81,677	\$67,149	\$77.81	82.21%
<i>Non-Maint RXs:</i>	367	29.84%	\$6,952	\$18.94	76.9	19.9	\$9,503	\$2,550	\$6.95	26.84%	\$32,967	\$26,014	\$70.88	78.91%

*Savings vs. Submitted Amounts* This section compares amounts requested by the pharmacy with amounts actually billed to the plan.  
*Savings vs. Full AWP Price* This section compares the full AWP price of the drug against the amount billed to the plan

Type indicate the network type of the pharmacy. Values are Retail, Mail, or All.  
 All dollar amounts are based of Drug cost only.  
 Brand Equiv RXs refers to brands drugs filled when a generic equivalent was available

**Note**

This report is based of invoice close dates.

### Top 25 Pharmacy Dispensing - by Dollar Amount

From 07/01/2016 to 07/31/2016

120501 Montgomery Co IHCP-Retail  
 RETAIL Montgomery Co IHCP-Retail

Rank	Pharmacy Name	NABP	Brand RXs. Cnt	Brand RXs. Amount	Generic RXs. Cnt	Generic RXs. Amount	Brd Equiv. RXs. Cnt	Brd Equiv. RXs. Amount	Total Billed	Rx Count	Percent of Totals By RX	Percent of Totals By Amt	Avg Day Supply	Avg Cost Per RX	C-II	DAW Ovrd
1	WAL-MART PHARMACY	4528052	1	\$1,264.74	48	1,097.58	0	0.00	\$2,362.32	49	3.84	12.48	26.7	\$48.21	0	1
2	WAL-MART PHARMACY 10-	4567472	4	\$462.74	109	1,328.88	0	0.00	\$1,791.62	113	8.86	9.47	26.0	\$15.86	5	0
3	WAL-MART PHARMACY 10-	4592300	6	\$730.16	148	1,042.80	0	0.00	\$1,772.96	154	12.07	9.37	25.7	\$11.51	1	2
4	WAL-MART PHARMACY	4517148	4	\$641.61	52	411.15	0	0.00	\$1,052.76	56	4.39	5.56	27.1	\$18.80	2	0
5	WAL-MART PHARMACY 10-	4565113	3	\$272.46	64	712.41	0	0.00	\$984.87	67	5.25	5.20	27.2	\$14.70	1	0
6	KROGER PHARMACY	4523064	1	\$257.55	58	615.03	0	0.00	\$872.58	59	4.62	4.61	27.9	\$14.79	2	0
7	KROGER PHARMACY	4522997	1	\$324.42	68	428.99	0	0.00	\$753.41	69	5.41	3.98	24.1	\$10.92	2	3
8	KROGER PHARMACY #359	5909190	3	\$554.76	44	170.09	0	0.00	\$724.85	47	3.68	3.83	26.5	\$15.42	1	0
9	BROOKSHIRE BROTHERS	4594974	1	\$257.55	16	375.44	0	0.00	\$632.99	17	1.33	3.34	28.1	\$37.23	0	0
10	KROGER PHARMACY	4570037	2	\$514.36	17	75.21	0	0.00	\$589.57	19	1.49	3.12	25.4	\$31.03	0	0
11	KROGER PHARMACY	4523088	0	\$0.00	33	541.30	0	0.00	\$541.30	33	2.59	2.86	28.7	\$16.40	1	0
12	KROGER PHARMACY	4532241	1	\$295.77	15	242.32	0	0.00	\$538.09	16	1.25	2.84	25.5	\$33.63	0	0
13	KROGER PHARMACY	4511704	1	\$205.00	37	331.47	0	0.00	\$536.47	38	2.98	2.83	26.6	\$14.12	2	0
14	BROOKSHIRE BROTHERS	4599126	1	\$129.33	20	390.61	0	0.00	\$519.94	21	1.65	2.75	28.1	\$24.76	2	0
15	CVS PHARMACY	4564440	2	\$220.45	24	257.40	0	0.00	\$477.85	26	2.04	2.53	28.4	\$18.38	0	0
16	CVS PHARMACY	4536528	1	\$157.38	37	290.64	0	0.00	\$448.02	38	2.98	2.37	26.2	\$11.79	0	0
17	WAL-MART PHARMACY	4540870	0	\$0.00	48	404.08	0	0.00	\$404.08	48	3.76	2.14	26.8	\$8.42	1	3
18	KROGER PHARMACY	4569527	0	\$0.00	53	398.64	0	0.00	\$398.64	53	4.15	2.11	26.9	\$7.52	3	0
19	HEB PHARMACY	4527909	1	\$64.72	13	303.89	0	0.00	\$368.61	14	1.10	1.95	28.4	\$26.33	3	0

Total Dollars: Total calculated price for all RXs for Pharmacy (including copay)  
 % Total By RX: Percentage of RXs by Pharmacy vs. total RXs  
 %Total by Amt: Percentage of dollars by Pharmacy vs. total dollars (including copay)  
 Avg. Qty: Average quantity dispensed in each RX by Pharmacy

Avg Day Supply: Average Number of days supply dispensed by Pharmacy for each RX  
 Avg. Cost Per Rx: Average total price for each RX by Pharmacy (including member copay)  
 C-II: Total # of C-II Controlled RXs dispensed from Pharmacy  
 DAW Ovrd: Total # of DAW 1 (Physician) and DAW2 (Member) Overrides

Note

This report is based on Rx Dispensing Date. Totals could change if claims or reversals are subsequently submitted and the dispensing dates are within this range. Invoices are based on period close dates and may not balance to these amounts



**Top 25 Pharmacy Dispensing - by Dollar Amount**  
From 07/01/2016 to 07/31/2016

Report : RPT-157  
Printed : 08/04/2016  
Page: 2

Rank	Pharmacy Name	NABP	Brand RXs.		Generic RXs.		Brd Equiv. RXs.		Total Billed	Rx Percent of Totals		Avg Day Supply	Avg Cost		DAW	
			Cnt	Amount	Cnt	Amount	Cnt	Amount		Count	By RX		By Amt	Per RX	C-II	Ovrd
20	BROOKSHIRE BROTHERS	4519700	1	\$324.76	10	37.74	0	0.00	\$362.50	11	0.86	1.92	23.1	\$32.95	1	0
21	RANDALLS PHARMACY #2673	4570594	0	\$0.00	6	308.97	0	0.00	\$308.97	6	0.47	1.63	30.0	\$51.50	4	0
22	LONE STAR COMMUNITY	4534219	0	\$0.00	54	283.85	0	0.00	\$283.85	54	4.23	1.50	27.3	\$5.26	0	0
23	MEDICAP PHARMACY	4524369	0	\$0.00	21	272.71	0	0.00	\$272.71	21	1.65	1.44	27.0	\$12.99	5	0
24	HEB PHARMACY	4530968	2	\$192.50	15	55.72	0	0.00	\$248.22	17	1.33	1.31	21.2	\$14.60	0	0
25	PINECROFT PHARMACY	5900611	2	\$1.89	10	186.20	0	0.00	\$188.09	12	0.94	0.99	23.7	\$15.67	1	0
<b>SUBTOTAL FOR TOP25 :</b>									<b>\$17,435.27</b>	<b>1058</b>		<b>662.49</b>	<b>\$512.79</b>			
<b>SUBTOTAL FOR ALL OTHER Pharmacies :</b>									<b>\$1,488.87</b>	<b>218</b>		<b>706.90</b>	<b>\$167.13</b>			
<b>TOTAL FOR PLAN :</b>									<b>\$18,924.14</b>	<b>1276</b>		<b>1,369.39</b>	<b>\$679.91</b>			
<b>TOTAL FOR GROUP :</b>									<b>\$18,924.14</b>	<b>1276</b>		<b>1,369.39</b>	<b>\$679.91</b>			

## Top 25 Physician Dispensing - by Dollar Amount

From 07/01/2016 to 07/31/2016

**120501**      **Montgomery Co IHCP-Retail**  
**RETAIL**      **Montgomery Co IHCP-Retail**

Rank	Physician Name	Brand RXs.		Generic RXs.		Brd Equiv. RXs.		Total Billed	Rx Percent of Totals		Avg Day Supply	Avg Cost Per RX	C-II	DAW Ovrdr	
		Cnt	Amount	Cnt	Amount	Cnt	Amount		Count	By RX					By Amt
1	BLAYLOCK, HEATHER	4	\$1,049.71	86	565.30	0	0.00	\$1,615.01	90	7.05	8.53	25.9	\$17.94	0	0
2	ANUGWOM, CHINASA	1	\$1,264.74	30	157.58	0	0.00	\$1,422.32	31	2.43	7.52	28.0	\$45.88	4	0
3	SPRINTZ, MICHAEL	2	\$1.89	22	905.74	0	0.00	\$907.63	24	1.88	4.80	28.5	\$37.82	18	0
4	CAO, PHU	0	\$0.00	10	711.49	0	0.00	\$711.49	10	0.78	3.76	27.3	\$71.15	0	0
5	DANG, VINH	0	\$0.00	1	645.25	0	0.00	\$645.25	1	0.08	3.41	10.0	\$645.25	0	0
6	PATRINELY, PATRICIA	2	\$70.99	100	562.24	0	0.00	\$633.23	102	7.99	3.35	28.8	\$6.21	3	0
7	SANTOS, JONATHAN	2	\$477.32	16	129.00	0	0.00	\$606.32	18	1.41	3.20	28.6	\$33.68	0	0
8	DEWITZ, SCOTT	0	\$0.00	48	537.09	0	0.00	\$537.09	48	3.76	2.84	29.6	\$11.19	0	0
9	SIROPAIDES, MICHAEL	2	\$511.32	3	0.00	0	0.00	\$511.32	5	0.39	2.70	28.4	\$102.26	0	0
10	DESAI, ASHESH	1	\$295.77	4	172.80	0	0.00	\$468.57	5	0.39	2.48	30.0	\$93.71	0	0
11	TRESVALLES, ANA	1	\$272.46	24	134.57	0	0.00	\$407.03	25	1.96	2.15	28.9	\$16.28	0	0
12	MACDOUGALL, DANIEL	2	\$338.97	10	56.04	0	0.00	\$395.01	12	0.94	2.09	27.7	\$32.92	0	0
13	ADELEYE, VICTORIA	0	\$0.00	32	367.36	0	0.00	\$367.36	32	2.51	1.94	29.0	\$11.48	0	0
14	HUSSAIN, FEROZE	1	\$324.76	4	24.73	0	0.00	\$349.49	5	0.39	1.85	24.2	\$69.90	0	0
15	ARAUJO PREZA, CARLOS	1	\$324.42	0	0.00	0	0.00	\$324.42	1	0.08	1.71	30.0	\$324.42	0	0
16	NGUYEN, CHANH	1	\$112.97	39	210.95	0	0.00	\$323.92	40	3.13	1.71	27.2	\$8.10	4	0
17	AIENA, LANE	1	\$272.46	8	14.71	0	0.00	\$287.17	9	0.71	1.52	27.8	\$31.91	0	0
18	FARLEY, DANNY	1	\$257.55	7	16.68	0	0.00	\$274.23	8	0.63	1.45	27.0	\$34.28	0	0
19	PATEL, NIMESH	0	\$0.00	11	273.36	0	0.00	\$273.36	11	0.86	1.44	27.3	\$24.85	0	0

*Total Dollars:* Total calculated price for all RXs for Physician (including copay)  
*% Total By RX:* Percentage of RXs by Physician vs. total RXs  
*% Total by Amt:* Percentage of dollars by Physician vs. total dollars (including copay)  
*Avg. Qty:* Average quantity dispensed in each RX by Physician

*Avg Day Supply:* Average Number of days supply dispensed by Physician for each RX  
*Avg. Cost Per Rx:* Average total price for each RX by Physician (including member copay)  
*C-II:* Total # of C-II Controlled RXs written by Physician  
*DAW Ovrdr:* Total # of DAW 1 (Physician) and DAW2 (Member) Overrides

**Note**

*This report is based on Rx Dispensing Date. Totals could change if claims or reversals are subsequently submitted and the dispensing dates are within this range. Invoices are based on period close dates and may not balance to these amounts*



**Top 25 Physician Dispensing - by Dollar Amount**  
 From 07/01/2016 to 07/31/2016

Report : RPT-156  
 Printed : 08/04/2016  
 Page: 2

Rank	Physician Name	Brand RXs.		Generic RXs.		Brd Equiv. RXs.		Total Billed	Rx Percent of Totals		Avg Day Supply	Avg Cost Per RX	C-II	DAW Ovrld	
		Cnt	Amount	Cnt	Amount	Cnt	Amount		Count	By RX					By Amt
20	BROCK, SONYA	1	\$257.55	6	4.74	0	0.00	\$262.29	7	0.55	1.39	25.3	\$37.47	0	0
21	HO, CHRISTINA	1	\$64.72	21	185.04	0	0.00	\$249.76	22	1.72	1.32	28.6	\$11.35	0	0
22	PERRI, ANTHONY	0	\$0.00	10	245.58	0	0.00	\$245.58	10	0.78	1.30	27.4	\$24.56	0	0
23	SHARPLESS, GARY	0	\$0.00	9	242.14	0	0.00	\$242.14	9	0.71	1.28	30.0	\$26.90	0	0
24	AWASUM, SERGE-ALAIN	2	\$0.00	3	216.81	0	0.00	\$216.81	5	0.39	1.15	15.2	\$43.36	0	0
25	MULUKUTLA, RAMA	1	\$205.00	2	6.63	0	0.00	\$211.63	3	0.24	1.12	19.3	\$70.54	0	0
<b>SUBTOTAL FOR TOP25 :</b>								<b>\$12,488.43</b>	<b>533</b>		<b>659.88</b>	<b>\$1,833.43</b>			
<b>SUBTOTAL FOR ALL OTHER PHYSICIANS :</b>								<b>\$6,435.71</b>	<b>743</b>		<b>5,140.55</b>	<b>\$2,431.01</b>			
<b>TOTAL FOR PLAN :</b>								<b>\$18,924.14</b>	<b>1276</b>		<b>5,800.43</b>	<b>\$4,264.43</b>			
<b>TOTAL FOR GROUP :</b>								<b>\$18,924.14</b>	<b>1276</b>		<b>5,800.43</b>	<b>\$4,264.43</b>			



### Top 25 Therapy Classes by- Dollar Amount

From 07/01/2016 to 07/31/2016

**120501 RETAIL**      **Montgomery Co IHCP-Retail**  
 Montgomery Co IHCP-Retail

Rank	Code	Drug Class	Retail Rxs	Mail Rxs	Avg Days	Avg Rx Cost	Rx Cnt	Total Billed	Percent of Totals By Rx	Percent of Totals By Amt
1	2710	*Insulin**	11	0	25.00	\$227.45	11	\$2,502.00	.86	8.57
2	7260	*Anticonvulsants - Misc.**	53	0	29.08	\$46.57	53	\$2,468.35	4.15	8.46
3	4420	*Sympathomimetics**	11	0	23.64	\$132.17	11	\$1,453.89	.86	4.98
4	5250	*Inflammatory Bowel Agents**	1	0	30.00	\$1,277.24	1	\$1,277.24	.08	4.38
5	4927	*Proton Pump Inhibitors**	54	0	30.00	\$22.49	54	\$1,214.43	4.23	4.16
6	6599	*Opioid Combinations**	69	0	17.93	\$17.10	69	\$1,180.11	5.41	4.04
7	4930	*Misc. Anti-Ulcer**	5	0	26.40	\$215.02	5	\$1,075.09	.39	3.68
8	3940	*HMG CoA Reductase Inhibitors**	79	0	30.00	\$12.37	79	\$977.05	6.19	3.35
9	5820	*Tricyclic Agents**	16	0	29.88	\$48.71	16	\$779.38	1.25	2.67
10	7510	*Central Muscle Relaxants**	48	0	23.98	\$14.88	48	\$714.06	3.76	2.45
11	3040	*Prolactin Inhibitors**	2	0	16.50	\$348.64	2	\$697.28	.16	2.39
12	3400	*Calcium Channel Blockers**	43	0	29.65	\$15.57	43	\$669.65	3.37	2.29
13	3920	*Fibric Acid Derivatives**	20	0	30.00	\$33.30	20	\$666.03	1.57	2.28
14	8310	*Heparins And Heparinoid-Like Agents**	1	0	10.00	\$652.75	1	\$652.75	.08	2.24
15	6510	*Opioid Agonists**	34	0	22.85	\$16.61	34	\$564.85	2.66	1.93
16	3320	*Beta Blockers Cardio-Selective**	52	0	30.00	\$10.42	52	\$541.58	4.08	1.86
17	0400	*Tetracyclines**	5	0	20.40	\$92.15	5	\$460.76	.39	1.58
18	3699	*Antihypertensive Combinations**	27	0	30.00	\$15.25	27	\$411.83	2.12	1.41
19	8799	*Otic Combinations**	2	0	11.50	\$205	2	\$410.00	.16	1.4
20	4410	*Bronchodilators - Anticholinergics**	3	0	14.00	\$123.85	3	\$371.56	.24	1.27
21	8515	*Platelet Aggregation Inhibitors**	27	0	30.00	\$13.39	27	\$361.46	2.12	1.24
22	3610	*ACE Inhibitors**	65	0	29.77	\$5.13	65	\$333.68	5.09	1.14
23	2810	*Thyroid Hormones**	32	0	30.00	\$10.21	32	\$326.57	2.51	1.12
24	5816	*Selective Serotonin Reuptake Inhibitors (SSRIs)**	48	0	30.00	\$6.66	48	\$319.52	3.76	1.09
25	8337	*Direct Factor Xa Inhibitors**	1	0	30.00	\$296.13	1	\$296.13	.08	1.01
<b>SUBTOTAL FOR TOP 25 :</b>			<b>709</b>	<b>0</b>	<b>630.57</b>	<b>\$3,859.07</b>	<b>709</b>	<b>\$20,725.25</b>		
<b>SUBTOTAL FOR ALL OTHER CLASSES :</b>			<b>567</b>	<b>0</b>	<b>2,451.87</b>	<b>\$2,720.03</b>	<b>567</b>	<b>\$8,468.38</b>		
<b>TOTAL FOR PLAN:</b>			<b>1276</b>	<b>0</b>	<b>3,082.44</b>	<b>\$6,579.10</b>	<b>1276</b>	<b>\$29,193.63</b>		
<b>TOTAL FOR GROUP :</b>			<b>1276</b>	<b>0</b>	<b>3,082.44</b>	<b>\$6,579.10</b>	<b>1276</b>	<b>\$29,193.63</b>		

**Note**

Code: Therapeutic Classification for the drug class  
 Avg Rx Cost: Average amount per script for the drug cost and dispense fee only  
 Total Billed: Total amount of the drug cost and dispense fee

This report is based on Rx Dispensing Date. Totals could change if claims or reversals are subsequently submitted and the dispensing dates are within this range. Invoices are based on period close dates and may not balance to these amounts

**Consider and act on Healthcare Assistance Program claims from Non-Medicaid 1115 Waiver providers processed by Boon-Chapman (Mrs. Wagner, Chair-Indigent Care Committee)**

**Montgomery County Hospital District  
Summary of Claims Processed Through (TPA) Boon-Chapman  
For the Period 7/21/2016 through 8/11/2016**

<b>Disbursement Date</b>	<b>Board Reviewed</b>	<b>Payments Made to All Other Vendors (Non-UPL)</b>	
<b><u>July</u></b>			
July 7, 2016	Yes	\$	58,344.11
July 14, 2016	Yes	\$	50,916.56
July 21, 2016	No	\$	33,954.34
July 28, 2016	No	\$	112,011.18
<b>Total July Payments - MTD</b>		<b>\$</b>	<b>255,226.19</b>
<b>Monthly Budget - July 2016</b>		<b>\$</b>	<b>355,769.00</b>
<b><u>August</u></b>			
August 4, 2016	No	\$	25,693.35
August 11, 2016	No	\$	70,485.82
August 18, 2016	No	\$	-
August 25, 2016	No	\$	-
<b>Total August Payments - MTD</b>		<b>\$</b>	<b>96,179.17</b>
<b>Monthly Budget - August 2016</b>		<b>\$</b>	<b>355,769.00</b>

Note: Payments made may differ from the amounts shown in the financial statements due to accruals and other adjustments.

# AGENDA ITEM # 24

8/23/2016

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Consider and act on ratification of voluntary contributions to the Medicaid 1115 Waiver program of Healthcare Assistance Program claims processed by Boon Chapman.

## Montgomery County Hospital District Summary of Claims Processed Through (TPA) Boon-Chapman For the Period 07/01/2016 through 07/31/2016

<u>Disbursement Date</u>	<u>Value of Services Provided by CRMC and Affiliated Providers</u>
July Voluntary Contribution for Medicaid 1115 Waiver Program	\$ 229,478.00
Budgeted Amount July 2016	\$ 229,478.00
Over / (Under) Budget	\$ -

# AGENDA ITEM # 25

Board Mtg.: 08/23/2016

## Montgomery County Hospital District Financial Dashboard for July 2016 (dollars expressed in 000's)

	Jul 2016	Jul 2015	Var	Var %	Legend			
Cash and Investments	37,744	27,255	10,489	38.5%	Green	Favorable Variance		
					Red	Unfavorable Variance		

Income Statement	July 2016				Year to Date			
	Act	Bud	Var	Var %	Act	Bud	Var	Var %
Revenue								
Tax Revenue	197	180	17	9.4%	35,579	35,357	222	0.6%
EMS Net Revenue	1,305	1,359	(54)	-4.0%	12,180	13,374	(1,194)	-8.9%
Other Revenue	208	140	68	48.6%	6,824	6,375	449	7.0%
Total Revenue	1,710	1,679	31	1.8%	54,583	55,106	(523)	-0.9%
Expenses								
Payroll	2,149	2,149	0	0.0%	21,053	21,284	(231)	-1.1%
Operating	1,674	915	759	83.0%	10,201	11,612	(1,411)	-12.2%
Indigent Healthcare	360	585	(225)	-38.5%	4,757	5,852	(1,095)	-18.7%
Total Operating Expenses	4,183	3,649	534	14.6%	36,011	38,748	(2,737)	-7.1%
Capital	84	212	(128)	-60.4%	5,182	6,216	(1,034)	-16.6%
Total Expenditures	4,267	3,861	406	10.5%	41,193	44,964	(3,771)	-8.4%
Revenue Over / (Under) Expenses	(2,557)	(2,182)	(375)	-17.2%	13,390	10,142	3,248	32.0%

Tax Revenue: Tax revenue is greater than year-to-date budget by \$222k. Year-to-date revenue is 100.04% of total annual budget.

EMS Net Revenue: EMS Net Revenue is running below budget year-to-date. Year-to-date, EMS billable trip volume is flat (approximately 97 per day) compared to last year.

Other Revenue: Year-to-date, Other Revenue is greater than budget primarily due to the sale of 1.56 acres on Aldine Westfield. Although this property was intended to be the site of an EMS station, the decision was made to take advantage of an opportunity to co-habitat in an ESD 8 station. The location of the ESD 8 station made better operational sense for MCHD. In addition, Tobacco Revenue was \$129k more than expected, and Investment Income is \$83k greater than budget year-to-date. Other financing sources is year-to-date under budget by \$153k. This is due to an adjustment to the capital lease to move a generator from station 40 to station 43.

Payroll: Overall, Payroll is \$231k under budget year-to-date. At this time, most of the departments are under budget primarily due to having open positions at various times of the year and MCHD not experiencing an increase in healthcare insurance rates for 2016.

Operating Expenses: Generally, Operating Expenses are under budget year-to-date across the board. A substantial part of the monthly variance in the amount of \$469K is due to the unbudgeted expense for the Stryker 7-year maintenance contract for the new Power Load stretchers. Additional budget variances include DSRIP expense of \$279K. This is mainly due to the inconsistencies in the payment metrics resulting in delayed payments.

Indigent Care Expenses: Uncompensated Care is under budget mainly due to the IGT payments being approximately \$363k less than expected. In general, Indigent Healthcare Expenses are running less than budget due to fewer clients utilizing the HCAP program than anticipated in the budget.

Capital Expenditures: Year-to-date, Capital Expenditures are \$1,034k less than budget. Capital - Building Improvements is greater than budget due to the purchase of land and buildings to replace Station 41. Equipment purchases are less than budget primarily due to timing.

# Montgomery County Hospital District Balance Sheet

As of July 31, 2016

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		Fund 10 6/30/2016	Fund 14 6/30/2016	Total 6/30/2016
<b>ASSETS</b>				
Cash and Equivalents				
10-000-10100	Petty Cash-Adm.-BS	\$1,950.00	\$0.00	\$1,950.00
10-000-10400	Petty Cash-PHP-BS	\$0.00	\$0.00	\$0.00
10-000-11101	Capital Replacement-WF-BS	\$91,895.33	\$0.00	\$91,895.33
10-000-11150	CAD System Escrow-WF-BS	\$0.00	\$0.00	\$0.00
10-000-11401	Operating Account-WF-BS	\$1,062,629.24	\$0.00	\$1,062,629.24
10-000-11451	HCAP Disbursement-WF-BS	\$5,413.52	\$0.00	\$5,413.52
10-000-11701	Tax Revenue-WF-BS	\$10,315.33	\$0.00	\$10,315.33
10-000-12300	MCHD-Public Health-WF-BS	\$0.00	\$0.00	\$0.00
10-000-13100	Texpool-District-BS	\$10,889,845.36	\$0.00	\$10,889,845.36
10-000-13300	Investments-WF Bank-BS	\$3,718,143.79	\$0.00	\$3,718,143.79
10-000-13400	TexStar Investment Pool-BS	\$10,878,864.52	\$0.00	\$10,878,864.52
10-000-13500	Investments-Raymond James, Inc.-BS	\$8,001,320.83	\$0.00	\$8,001,320.83
10-000-13501	Raymond James, Inc. - Cash-BS	\$0.00	\$0.00	\$0.00
10-000-13600	Investments-WF-Spec. Liquidity Fund-BS	\$3,083,545.07	\$0.00	\$3,083,545.07
	Total Cash and Equivalents	<u>\$37,743,922.99</u>	<u>\$0.00</u>	<u>\$37,743,922.99</u>
Receivables				
10-000-14100	A/R-EMS Billings-BS	\$9,415,631.32	\$0.00	\$9,415,631.32
10-000-14200	Allowance for Bad Debts-BS	(\$3,926,623.50)	\$0.00	(\$3,926,623.50)
10-000-14300	A/R-Other-BS	\$229,039.77	\$0.00	\$229,039.77
10-000-14305	A/R Employee-BS	\$34,439.39	\$0.00	\$34,439.39
10-000-14330	A/R CRI Grant Revenue 2013-BS	\$0.00	\$0.00	\$0.00
10-000-14331	A/R RLSS LPHS Grant 2013-BS	\$0.00	\$0.00	\$0.00
10-000-14332	A/R PPCPS/Hazards Grant 2013-BS	\$0.00	\$0.00	\$0.00
10-000-14333	A/R UASI MRC 2011-BS	\$0.00	\$0.00	\$0.00
10-000-14335	A/R MRC UASI 2012-BS	\$0.00	\$0.00	\$0.00
10-000-14525	Receivable from Component Unit-BS	\$190,912.13	\$0.00	\$190,912.13
10-000-14700	Taxes Receivable-BS	\$1,295,485.80	\$0.00	\$1,295,485.80
10-000-14750	Allowance for bad debt-tax rev-BS	(\$351,556.89)	\$0.00	(\$351,556.89)
	Total Receivables	<u>\$6,887,328.02</u>	<u>\$0.00</u>	<u>\$6,887,328.02</u>
Other Assets				
10-000-14800	Deposits-BS	\$108,996.00	\$0.00	\$108,996.00
10-000-14900	Prepaid Expenses-BS	\$149,703.90	\$0.00	\$149,703.90
10-000-15000	Inventory-BS	\$617,483.43	\$0.00	\$617,483.43
14-000-18100	Deferred Compensation-BS	\$0.00	\$145,420.39	\$145,420.39
	Total Other Assets	<u>\$876,183.33</u>	<u>\$145,420.39</u>	<u>\$1,021,603.72</u>
	<b>TOTAL ASSETS</b>	<b><u>\$45,507,434.34</u></b>	<b><u>\$145,420.39</u></b>	<b><u>\$45,652,854.73</u></b>
<b>LIABILITIES</b>				
Current Liabilities				
10-000-20500	Accounts Payable-BS	\$391,195.24	\$0.00	\$391,195.24
10-000-20501	Accounts Payable - Holding-BS	\$0.00	\$0.00	\$0.00
10-000-20600	Accounts Payable-Other-BS	\$67,122.08	\$0.00	\$67,122.08
10-000-21000	Accrued Expenditures-BS	\$1,226,482.58	\$0.00	\$1,226,482.58
10-000-21400	Accrued Payroll-BS	\$448,335.61	\$0.00	\$448,335.61
10-000-21525	P/R-United Way Deductions-BS	\$12,981.41	\$0.00	\$12,981.41
10-000-21585	P/R-Flexible Spending-BS-BS	(\$10,249.87)	\$0.00	(\$10,249.87)
10-000-21590	P/R-Premium Cancer/Accident-BS	\$13,069.02	\$0.00	\$13,069.02

**Montgomery County Hospital District**  
**Balance Sheet**  
As of July 31, 2016

8/17/2016 10:41:00 AM

		<b>Fund 10</b>	<b>Fund 14</b>	<b>Total</b>
		<b>6/30/2016</b>	<b>6/30/2016</b>	<b>6/30/2016</b>
10-000-21595	P/R-Health Savings-BS-BS	(\$5,884.05)	\$0.00	(\$5,884.05)
10-000-21600	Employee Deferred Comp.-BS	\$173.66	\$0.00	\$173.66
10-000-21650	TCDRS Defined Benefit Plan-BS	\$351,930.97	\$0.00	\$351,930.97
14-000-23100	Due to Participants-BS	\$0.00	\$145,420.39	\$145,420.39
10-000-24525	Payable to Component Unit-BS	\$0.00	\$0.00	\$0.00
18-000-27000	Accrued Comp. Absences-BS	\$0.00	\$0.00	\$0.00
	Total Current Liabilities	<u>\$2,495,156.65</u>	<u>\$145,420.39</u>	<u>\$2,640,577.04</u>
Deferred Liabilities				
10-000-23000	Deferred Tax Revenue-BS	\$943,928.91	\$0.00	\$943,928.91
10-000-23200	Deferred Revenue-BS	\$24,073.12	\$0.00	\$24,073.12
	Total Deferred Liabilities	<u>\$968,002.03</u>	<u>\$0.00</u>	<u>\$968,002.03</u>
	<b>TOTAL LIABILITIES</b>	<u>\$3,463,158.68</u>	<u>\$145,420.39</u>	<u>\$3,608,579.07</u>
<b>CAPITAL</b>				
10-000-30200	Committed - Open Purchase Orders-BS	\$0.00	\$0.00	\$0.00
10-000-30225	Assigned - Open Purchase Orders-BS	\$632,450.00	\$0.00	\$632,450.00
10-000-30400	Nonspendable - Inventory-BS	\$617,483.43	\$0.00	\$617,483.43
10-000-30700	Nonspendable - Prepaids-BS	\$149,703.90	\$0.00	\$149,703.90
10-000-30802	Restricted - NACCHO Grant Funds Remaining-BS	\$1,204.81	\$0.00	\$1,204.81
10-000-32001	Committed - Uncompensated Care-BS	\$7,580,000.00	\$0.00	\$7,580,000.00
10-000-32002	Committed - Capital Replacement-BS	\$1,890,760.00	\$0.00	\$1,890,760.00
10-000-32003	Committed - Capital Maintenance-BS	\$170,583.00	\$0.00	\$170,583.00
10-000-32004	Committed - Catastrophic Events-BS	\$5,000,000.00	\$0.00	\$5,000,000.00
10-000-39000	Unassigned Fund Balance-MCHD-BS	\$26,002,090.52	\$0.00	\$26,002,090.52
18-000-39000	Unreserved Fund Balance-MCHD-BS	\$0.00	\$0.00	\$0.00
	TOTAL CAPITAL	<u>\$42,044,275.66</u>	<u>\$0.00</u>	<u>\$42,044,275.66</u>
	<b>TOTAL LIABILITIES AND CAPITAL</b>	<u><b>\$45,507,434.34</b></u>	<u><b>\$145,420.39</b></u>	<u><b>\$45,652,854.73</b></u>

**Montgomery County Hospital District  
Preliminary Income Statement - Actual vs. Budget**

**For the Period Ended July 31, 2016**

		<b>Current Month Actual</b>	<b>Current Month Budget</b>	<b>Current Month Variance</b>	<b>YTD Actual</b>	<b>YTD Budget</b>	<b>YTD Variance</b>	<b>Total Annual Budget</b>	<b>% YTD Annual Budget</b>	<b>Annual Budget Remaining</b>
<b>Revenue</b>										
<b>Tax Revenue</b>										
40000	Tax Revenue	162,821.41	116,672.00	46,149.41	35,107,844.63	34,641,318.00	466,526.63	34,754,966.00	101.02%	(352,878.63)
40100	Delinquent Tax Revenue	12,414.08	29,090.00	(16,675.92)	225,442.94	403,347.00	(177,904.06)	449,781.00	50.12%	224,338.06
40200	Penalties and Interest	21,496.13	34,175.00	(12,678.87)	233,086.05	312,554.00	(79,467.95)	358,634.00	64.99%	125,547.95
40300	Misc Tax Revenue VIT and BIT Funds	0.00	0.00	0.00	12,531.92	0.00	12,531.92	0.00	0.00%	(12,531.92)
<b>Total Tax Revenue</b>		<b>196,731.62</b>	<b>179,937.00</b>	<b>16,794.62</b>	<b>35,578,905.54</b>	<b>35,357,219.00</b>	<b>221,686.54</b>	<b>35,563,381.00</b>	<b>100.04%</b>	<b>(15,524.54)</b>
<b>EMS Net Revenue</b>										
43100	EMS - Advanced Life Support Revenue	3,175,498.81	3,326,719.00	(151,220.19)	31,194,872.17	32,730,624.00	(1,535,751.83)	39,276,749.00	79.42%	8,081,876.83
43200	EMS - Basic Life Support Revenue	569,302.29	520,204.00	49,098.29	5,146,281.39	5,118,135.00	28,146.39	6,141,762.00	83.79%	995,480.61
43300	Transfer Service Fees	74,665.20	7,447.00	67,218.20	703,176.56	73,270.00	629,906.56	87,924.00	799.75%	(615,252.56)
43400	Non-Transport Fees	35,486.00	42,762.00	(7,276.00)	393,242.31	420,721.00	(27,478.69)	504,865.00	77.89%	111,622.69
43500	Contractual Allowance	(1,564,758.73)	(1,571,713.00)	6,954.27	(15,529,600.74)	(15,463,629.00)	(65,971.74)	(18,556,355.00)	83.69%	(3,026,734.26)
43520	Provision for Bad Debt	(1,009,749.25)	(990,261.00)	(19,488.25)	(10,071,485.68)	(9,742,890.00)	(328,595.68)	(11,691,468.00)	86.14%	(1,619,982.32)
43600	Recovery of Bad Debt - EMS	24,208.00	24,162.00	46.00	343,860.47	237,724.00	106,136.47	285,269.00	120.54%	(58,591.47)
<b>Total EMS Net Revenue</b>		<b>1,304,652.32</b>	<b>1,359,320.00</b>	<b>(54,667.68)</b>	<b>12,180,346.48</b>	<b>13,373,955.00</b>	<b>(1,193,608.52)</b>	<b>16,048,746.00</b>	<b>75.90%</b>	<b>3,868,399.52</b>
<b>Other Revenue</b>										
41100	Investment Income - MCHD	10,901.92	940.00	9,961.92	93,678.56	10,949.00	82,729.56	12,289.00	762.30%	(81,389.56)
41250	Interest Income - EMS Billings	107.14	40.00	67.14	1,464.23	400.00	1,064.23	480.00	305.05%	(984.23)
41300	Tobacco Settlement Proceeds	0.00	0.00	0.00	529,588.22	400,000.00	129,588.22	400,000.00	132.40%	(129,588.22)
41400	Weyland Bldg. Land Lease	0.00	0.00	0.00	24,796.53	24,798.00	(1.47)	33,064.00	75.00%	8,267.47
41500	Miscellaneous Income	21,286.72	1,700.00	19,586.72	97,044.77	25,100.00	71,944.77	28,500.00	340.51%	(68,544.77)
41510	Rx Discount Card Royalties	497.50	400.00	97.50	4,977.50	4,000.00	977.50	4,800.00	103.70%	(177.50)
41550	Proceeds from Grant Funding	0.00	0.00	0.00	2,336.24	0.00	2,336.24	0.00	0.00%	(2,336.24)
41600	Tenant Rent Income	7,481.25	7,751.00	(269.75)	73,811.25	77,510.00	(3,698.75)	93,012.00	79.36%	19,200.75
42200	P.A. Processing Fees	200.00	270.00	(70.00)	2,950.00	2,700.00	250.00	3,240.00	91.05%	290.00
43700	Contract Revenue (Net)	0.00	0.00	0.00	4,320.00	4,320.00	0.00	22,320.00	19.35%	18,000.00
43750	1115 Waiver - Paramedicine	97,500.00	90,000.00	7,500.00	954,900.00	900,000.00	54,900.00	1,080,000.00	88.42%	125,100.00
43800	Education/Training Revenue	10,630.00	500.00	10,130.00	61,700.25	40,250.00	21,450.25	61,750.00	99.92%	49.75
43910	Stand-By Fees	0.00	0.00	0.00	28,828.10	28,000.00	828.10	28,000.00	102.96%	(828.10)
43920	EMS - Trauma Fund Income	0.00	0.00	0.00	18,247.00	23,525.00	(5,278.00)	23,525.00	77.56%	5,278.00
43950	Ambulance Supplemental Payment Program	0.00	0.00	0.00	3,854,721.77	3,854,722.00	(0.23)	3,854,722.00	100.00%	0.23
44000	Management Fee Revenue	8,333.33	8,333.00	0.33	83,333.30	83,330.00	3.30	99,996.00	83.34%	16,662.70
45100	Dispatch Fees	8,256.00	7,000.00	1,256.00	218,496.00	280,000.00	(61,504.00)	294,000.00	74.32%	75,504.00
45150	MDC Revenue - First Responder	20,250.00	0.00	20,250.00	25,650.00	25,000.00	650.00	25,000.00	102.60%	(650.00)
46300	Inter Local 800 Mhz	0.00	0.00	0.00	0.00	100,000.00	(100,000.00)	100,000.00	0.00%	100,000.00
46500	VHF Project Revenue	22,868.31	22,868.00	0.31	228,683.10	228,680.00	3.10	274,416.00	83.33%	45,732.90
49000	Other Financing Sources	0.00	0.00	0.00	96,794.44	250,000.00	(153,205.56)	250,000.00	38.72%	153,205.56
49010	Sale of Assets	0.00	0.00	0.00	417,366.05	12,000.00	405,366.05	16,000.00	2608.54%	(401,366.05)
<b>Total Other Revenue</b>		<b>208,312.17</b>	<b>139,802.00</b>	<b>68,510.17</b>	<b>6,823,687.31</b>	<b>6,375,284.00</b>	<b>448,403.31</b>	<b>6,705,114.00</b>	<b>101.77%</b>	<b>(118,573.31)</b>
<b>Total Revenue</b>		<b>1,709,696.11</b>	<b>1,679,059.00</b>	<b>30,637.11</b>	<b>54,582,939.33</b>	<b>55,106,458.00</b>	<b>(523,518.67)</b>	<b>58,317,241.00</b>	<b>93.60%</b>	<b>3,734,301.67</b>
<b>Expenses</b>										
<b>Payroll Expenses</b>										
51100	Regular Pay	1,079,067.93	1,163,519.00	(84,451.07)	10,581,432.16	11,328,375.00	(746,942.84)	13,620,790.00	77.69%	3,039,357.84
51200	Overtime Pay	359,828.85	408,940.00	(49,111.15)	3,844,561.19	3,988,771.00	(144,209.81)	4,794,484.00	80.19%	949,922.81
51300	Paid Time Off	156,660.56	0.00	156,660.56	1,216,842.17	103,100.00	1,113,742.17	103,100.00	1180.25%	(1,113,742.17)
51400	Stipend Pay	24,544.03	21,659.00	2,885.03	290,916.72	231,083.00	59,833.72	273,713.00	106.29%	(17,203.72)
51500	Payroll Taxes	115,431.13	121,038.00	(5,606.87)	1,128,088.74	1,181,186.00	(53,097.26)	1,419,767.00	79.46%	291,678.26
51650	TCDRS Plan	189,006.71	137,053.00	51,953.71	1,316,133.78	1,345,735.00	(29,601.22)	1,615,760.00	81.46%	299,626.22
51700	Health & Dental	224,804.00	297,026.00	(72,222.00)	2,675,220.30	3,105,260.00	(430,039.70)	3,699,312.00	72.32%	1,024,091.70
<b>Total Payroll Expenses</b>		<b>2,149,343.21</b>	<b>2,149,235.00</b>	<b>108.21</b>	<b>21,053,195.06</b>	<b>21,283,510.00</b>	<b>(230,314.94)</b>	<b>25,526,926.00</b>	<b>82.47%</b>	<b>4,473,730.94</b>

**Montgomery County Hospital District  
Preliminary Income Statement - Actual vs. Budget**

**For the Period Ended July 31, 2016**

	<b>Current Month Actual</b>	<b>Current Month Budget</b>	<b>Current Month Variance</b>	<b>YTD Actual</b>	<b>YTD Budget</b>	<b>YTD Variance</b>	<b>Total Annual Budget</b>	<b>% YTD Annual Budget</b>	<b>Annual Budget Remaining</b>
Operating Expenses									
52000 Accident Repair	0.00	430.00	(430.00)	4,179.92	4,300.00	(120.08)	5,160.00	81.01%	980.08
52100 Accounting/Auditing Fees	(500.00)	0.00	(500.00)	49,100.00	50,000.00	(900.00)	50,000.00	98.20%	900.00
52200 Advertising	211.00	150.00	61.00	2,459.25	2,926.00	(466.75)	3,576.00	68.77%	1,116.75
52300 Bank Charges	943.83	500.00	443.83	2,142.36	5,000.00	(2,857.64)	6,000.00	35.71%	3,857.64
52350 Credit Card Processing Fee	2,763.88	7,500.00	(4,736.12)	29,394.64	64,100.00	(34,705.36)	79,100.00	37.16%	49,705.36
52500 Bio-Waste Removal	2,641.41	2,833.00	(191.59)	27,975.65	28,330.00	(354.35)	33,996.00	82.29%	6,020.35
52600 Books/Materials	(284.51)	2,792.00	(3,076.51)	16,847.68	43,826.25	(26,978.57)	49,460.25	34.06%	32,612.57
52700 Business Licenses	717.00	2,775.00	(2,058.00)	20,352.96	27,392.00	(7,039.04)	28,859.00	70.53%	8,506.04
52725 Capital Lease Expense	66,834.49	65,006.00	1,828.49	716,827.79	709,373.00	7,454.79	839,403.00	85.40%	122,575.21
52900 Collection Fees	38,204.17	28,372.00	9,832.17	231,584.36	286,070.00	(54,485.64)	342,814.00	67.55%	111,229.64
52950 Community Education	3,405.30	653.00	2,752.30	11,974.07	21,941.00	(9,966.93)	23,449.00	51.06%	11,474.93
53000 Computer Maintenance	8,390.67	9,200.00	(809.33)	139,137.41	222,532.00	(83,394.59)	265,932.00	52.32%	126,794.59
53050 Computer Software	102,299.12	71,891.00	30,408.12	557,344.40	643,591.58	(86,247.18)	718,876.58	77.53%	161,532.18
53075 Computer Software - MDC First Responder	0.00	0.00	0.00	29,848.09	25,000.00	4,848.09	25,000.00	119.39%	(4,848.09)
53100 Computer Supplies/Non-Cap.	4,276.39	4,580.00	(303.61)	23,151.74	31,880.00	(8,728.26)	34,390.00	67.32%	11,238.26
53150 Conferences-Fees, Travel, and Meals	2,760.19	7,086.00	(4,325.81)	137,481.91	189,496.00	(52,014.09)	197,010.00	69.78%	59,528.09
53310 Contractual Obligations-County Appraisal	0.00	0.00	0.00	221,958.00	216,000.00	5,958.00	288,000.00	77.07%	66,042.00
53320 Contractual Obligations-Tax Collector Assessor	3.49	300.00	(296.51)	49,711.35	49,400.00	311.35	50,000.00	99.42%	288.65
53330 Contractual Obligations- Other	0.00	0.00	0.00	5,681.94	3,600.00	2,081.94	3,600.00	157.83%	(2,081.94)
53500 Customer Property Damage	0.00	100.00	(100.00)	0.00	1,000.00	(1,000.00)	1,200.00	0.00%	1,200.00
53550 Customer Relations	(3,443.95)	2,650.00	(6,093.95)	28,398.47	31,073.00	(2,674.53)	36,373.00	78.08%	7,974.53
53800 Disposable Linen	4,495.50	4,455.00	40.50	69,566.00	46,655.00	22,911.00	55,560.00	125.21%	(14,006.00)
53900 Disposable Medical Supplies	62,588.70	81,971.00	(19,382.30)	758,534.20	725,288.18	33,246.02	889,231.18	85.30%	130,696.98
54000 Drug Supplies	11,195.53	10,075.00	1,120.53	120,184.88	123,091.26	(2,906.38)	143,236.26	83.91%	23,051.38
54100 Dues/Subscriptions	3,206.45	3,091.00	115.45	20,646.44	50,110.00	(29,463.56)	50,752.00	40.68%	30,105.56
54200 Durable Medical Equipment	12,606.73	12,170.00	436.73	109,427.13	118,382.36	(8,955.23)	142,722.36	76.67%	142,722.36
54300 Election Expenses	0.00	0.00	0.00	0.00	0.00	0.00	105,000.00	0.00%	105,000.00
54350 Employee Health/Wellness	1,091.62	1,640.00	(548.38)	17,268.47	23,300.00	(6,031.53)	26,580.00	64.97%	9,311.53
54450 Employee Recognition	2,017.44	2,958.00	(940.56)	58,222.81	64,844.97	(6,622.16)	74,194.97	78.47%	15,972.16
54500 Equipment Rental	1,309.82	2,525.00	(1,215.18)	6,801.53	9,925.00	(3,123.47)	11,100.00	61.28%	4,298.47
54700 Fuel - Auto	33,666.11	39,671.66	(6,005.55)	275,542.60	366,114.66	(90,572.06)	445,458.00	61.86%	169,915.40
54725 Fuel - Non-Auto	0.00	500.00	(500.00)	66.00	2,500.00	(2,434.00)	2,500.00	2.64%	2,434.00
54800 Hazardous Waste Removal	(1,035.50)	150.00	(1,185.50)	913.50	1,500.00	(586.50)	1,800.00	50.75%	886.50
54900 Insurance	74,593.65	53,840.00	20,753.65	486,616.73	479,138.00	7,478.73	564,138.00	86.26%	77,521.27
55025 Interest Expense	5,581.42	7,352.00	(1,770.58)	86,615.84	91,890.00	(5,274.16)	106,513.00	81.32%	19,897.16
55100 Laundry Service & Purchase	652.18	400.00	252.18	4,085.76	4,155.00	(69.24)	4,940.00	82.71%	854.24
55400 Leases/Contracts	8,274.73	5,450.00	2,824.73	74,170.68	70,500.00	3,670.68	81,750.00	90.73%	7,579.32
55500 Legal Fees	9,134.64	9,500.00	(365.36)	104,460.77	104,000.00	460.77	126,000.00	82.91%	21,539.23
55600 Maintenance & Repairs-Buildings	63,122.11	38,880.00	24,242.11	318,423.80	437,264.50	(118,840.70)	518,174.50	61.45%	199,750.70
55650 Maintenance-Contract Equipment	469,332.17	30,125.00	439,207.17	585,584.47	443,737.92	141,846.55	501,887.92	116.68%	(83,696.55)
55700 Management Fees	38,704.15	46,755.00	(8,050.85)	400,019.17	468,600.00	(68,580.83)	562,459.00	71.12%	162,439.83
55800 Marketing Materials	0.00	0.00	0.00	0.00	500.00	(500.00)	600.00	0.00%	600.00
55900 Meals - Business and Travel	177.87	521.00	(343.13)	5,174.51	6,870.00	(1,695.49)	8,057.00	64.22%	2,882.49
56100 Meeting Expenses	3,394.24	2,874.00	520.24	15,429.28	17,890.00	(2,460.72)	19,642.00	78.55%	4,212.72
56200 Mileage Reimbursements	361.36	1,430.00	(1,068.64)	8,808.35	14,264.00	(5,455.65)	16,704.00	52.73%	7,895.65
56300 Office Supplies	2,523.38	2,520.00	3.38	22,878.54	24,290.68	(1,412.14)	29,330.68	78.00%	6,452.14
56400 Oil & Lubricants	550.00	1,775.00	(1,225.00)	18,124.64	18,554.00	(429.36)	22,078.00	82.09%	3,953.36
56500 Other Services	796.35	961.00	(164.65)	9,419.96	11,463.00	(2,043.04)	13,159.00	71.59%	3,739.04
56550 Other Services - DSRIP	278,500.14	0.00	278,500.14	682,094.15	1,018,759.00	(336,664.85)	1,018,759.00	66.95%	336,664.85
56600 Oxygen & Gases	7,115.29	6,689.00	426.29	54,972.73	63,385.43	(8,412.70)	76,763.43	71.61%	21,790.70
56700 Paging System	522.25	760.00	(237.75)	5,405.76	7,360.00	(1,954.24)	8,880.00	60.88%	3,474.24
56900 Postage	854.54	2,946.00	(2,091.46)	18,498.16	27,108.00	(8,609.84)	33,000.00	56.06%	14,501.84
57000 Printing Services	50.00	350.00	(300.00)	3,779.09	11,930.00	(8,150.91)	14,535.00	26.00%	10,755.91
57100 Professional Fees	103,653.08	105,851.32	(2,198.24)	1,555,720.18	1,745,045.02	(189,324.84)	1,964,202.70	79.20%	408,482.52
57200 Radio Repairs - Outsourced (Depot)	0.00	4,606.00	(4,606.00)	13,215.56	29,995.00	(16,779.44)	39,994.00	33.04%	26,778.44
57225 Radio Repair - Parts	13,562.23	3,525.00	10,037.23	39,362.50	36,935.06	2,427.44	43,485.06	90.52%	4,122.56
57250 Radios	0.00	500.00	(500.00)	0.00	3,500.00	(3,500.00)	4,000.00	0.00%	4,000.00



**Montgomery County Hospital District  
Preliminary Income Statement - Actual vs. Budget**

For the Period Ended July 31, 2016

		<b>Current Month Actual</b>	<b>Current Month Budget</b>	<b>Current Month Variance</b>	<b>YTD Actual</b>	<b>YTD Budget</b>	<b>YTD Variance</b>	<b>Total Annual Budget</b>	<b>% YTD Annual Budget</b>	<b>Annual Budget Remaining</b>
57300	Recruit/Investigate	866.75	1,950.00	(1,083.25)	20,042.98	19,500.00	542.98	23,400.00	85.65%	3,357.02
57500	Rent	10,411.20	13,561.00	(3,149.80)	117,492.00	130,811.00	(13,319.00)	157,934.00	74.39%	40,442.00
57650	Repair-Equipment	37,607.98	3,120.00	34,487.98	50,016.42	32,855.00	17,161.42	38,295.00	130.61%	(11,721.42)
57700	Shop Tools	738.29	1,570.00	(831.71)	11,206.96	20,465.64	(9,258.68)	23,800.64	47.09%	12,593.68
57725	Shop Supplies	1,658.41	6,142.00	(4,483.59)	45,411.17	63,786.97	(18,375.80)	76,355.97	59.47%	30,944.80
57750	Small Equipment & Furniture	33,469.67	9,335.00	24,134.67	203,349.43	275,718.27	(72,368.84)	291,305.27	69.81%	87,955.84
57800	Special Events Supplies	0.00	100.00	(100.00)	655.03	1,750.00	(1,094.97)	1,950.00	33.59%	1,294.97
57900	Station Supplies	6,255.67	3,336.00	2,919.67	52,680.31	45,075.94	7,604.37	52,347.94	100.63%	(332.37)
58200	Telephones-Cellular	6,315.15	8,354.00	(2,038.85)	65,920.96	84,860.00	(18,939.04)	102,298.00	64.44%	36,377.04
58310	Telephones-Service	10,284.00	16,380.00	(6,096.00)	128,659.93	163,800.00	(35,140.07)	196,560.00	65.46%	67,900.07
58320	Telephones - Long Distance	736.92	600.00	136.92	7,099.63	6,000.00	1,099.63	7,200.00	98.61%	100.37
58500	Training/Related Expenses-CE	4,323.10	10,079.00	(5,755.90)	112,311.68	183,046.76	(70,735.08)	196,914.76	57.04%	84,603.08
58550	Tuition Reimbursement	3,060.00	0.00	3,060.00	27,922.91	13,000.00	14,922.91	15,000.00	186.15%	(12,922.91)
58600	Travel Expenses	400.00	85.00	315.00	3,667.30	4,517.00	(849.70)	8,827.00	41.55%	5,159.70
58700	Uniforms	6,194.33	37,500.00	(31,305.67)	161,617.04	152,121.07	9,495.97	152,121.07	106.24%	(9,495.97)
58800	Utilities	29,105.85	30,570.00	(1,464.15)	313,281.91	322,630.00	(9,348.09)	386,315.00	81.09%	73,033.09
58900	Vehicle-Batteries	2,190.10	2,031.00	159.10	8,213.89	18,438.00	(10,224.11)	22,500.00	36.51%	14,286.11
59000	Vehicle-Outside Services	9,326.46	1,350.00	7,976.46	25,530.36	13,500.00	12,030.36	16,200.00	157.59%	(9,330.36)
59050	Vehicle-Parts	37,704.70	23,833.00	13,871.70	194,843.02	241,900.56	(47,057.54)	289,566.56	67.29%	94,723.54
59100	Vehicle-Registration	129.72	219.00	(89.28)	1,411.89	2,190.00	(778.11)	2,628.00	53.72%	1,216.11
59150	Vehicle-Tires	833.00	4,815.00	(3,982.00)	32,502.72	48,150.00	(15,647.28)	57,780.00	56.25%	25,277.28
59200	Vehicle-Towing	594.00	350.00	244.00	2,759.00	3,350.00	(591.00)	4,000.00	68.98%	1,241.00
51800	Unemployment Ins.	1,217.57	5,271.00	(4,053.43)	10,065.91	43,816.00	(33,750.09)	54,355.00	18.52%	44,289.09
59350	Worker's Compensation Insurance	28,470.38	40,614.00	(12,143.62)	348,705.19	395,487.00	(46,781.81)	475,562.00	73.32%	126,856.81
<b>Total Operating Expenses</b>		<b>1,673,713.91</b>	<b>914,799.98</b>	<b>758,913.93</b>	<b>10,200,953.82</b>	<b>11,612,446.08</b>	<b>(1,411,492.26)</b>	<b>13,462,602.10</b>	<b>75.77%</b>	<b>3,261,648.28</b>
<b>Indigent Care Expenses</b>										
53350	1115 Medicaid Waiver - Uncompensated Care	104,244.00	229,478.00	(125,234.00)	1,806,654.00	2,294,780.00	(488,126.00)	2,753,731.00	65.61%	947,077.00
57850	Specialty Healthcare Providers	255,226.19	355,769.00	(100,542.81)	2,950,599.13	3,557,690.00	(607,090.87)	4,269,223.00	69.11%	1,318,623.87
<b>Total Indigent Care Expenses</b>		<b>359,470.19</b>	<b>585,247.00</b>	<b>(225,776.81)</b>	<b>4,757,253.13</b>	<b>5,852,470.00</b>	<b>(1,095,216.87)</b>	<b>7,022,954.00</b>	<b>67.74%</b>	<b>2,265,700.87</b>
<b>Total Operating, Payroll and Indigent Care Expenses</b>		<b>4,182,527.31</b>	<b>3,649,281.98</b>	<b>533,245.33</b>	<b>36,011,402.01</b>	<b>38,748,426.08</b>	<b>(2,737,024.07)</b>	<b>46,012,482.10</b>	<b>78.26%</b>	<b>10,001,080.09</b>
<b>Capital Expenditures</b>										
52752	Capital Purchases - CIP	0.00	0.00	0.00	245,848.50	250,000.00	(4,151.50)	250,000.00	98.34%	4,151.50
52753	Capital Purchases / Building Improvements	22,270.92	0.00	22,270.92	858,159.51	630,580.00	227,579.51	630,580.00	136.09%	(227,579.51)
52754	Capital Purchases / Equipment	92,577.69	104,000.00	(11,422.31)	2,839,577.52	4,040,558.68	(1,200,981.16)	4,095,534.38	69.33%	1,255,956.86
52755	Capital Purchases - Vehicles	(30,526.13)	108,200.00	(138,726.13)	1,237,998.66	1,294,808.00	(56,809.34)	1,411,083.00	87.73%	173,084.34
<b>Total Capital Expenditures</b>		<b>84,322.48</b>	<b>212,200.00</b>	<b>(127,877.52)</b>	<b>5,181,584.19</b>	<b>6,215,946.68</b>	<b>(1,034,362.49)</b>	<b>6,387,197.38</b>	<b>81.12%</b>	<b>1,205,613.19</b>
<b>Total Expenditures</b>		<b>4,266,849.79</b>	<b>3,861,481.98</b>	<b>405,367.81</b>	<b>41,192,986.20</b>	<b>44,964,372.76</b>	<b>(3,771,386.56)</b>	<b>52,399,679.48</b>	<b>78.61%</b>	<b>11,206,693.28</b>
<b>Revenue over Expenses</b>		<b>(2,557,153.68)</b>	<b>(2,182,422.98)</b>	<b>(374,730.70)</b>	<b>13,389,953.13</b>	<b>10,142,085.24</b>	<b>3,247,867.89</b>	<b>5,917,561.52</b>	<b>226.27%</b>	<b>(7,472,391.61)</b>

# AGENDA ITEM # 25

Board Mtg.: 08/23/2016

## Montgomery County Hospital District Accounts Payable Analysis

### Accounts Payable Aging by Dollars

Month	Current	Days			Credits	Total	\$ Total minus Credits
		31-60	61-90	> 90			
Aug-15	31,724	-	-	2	(17)	31,709	31,726
Sep-15	169	-	-	2	(17)	154	171
Oct-15	3,511	-	-	2	(222)	3,291	3,513
Nov-15	285,627	644	2,473	1,185	(222)	289,707	289,928
Dec-15	-	31,918	-	2	(17)	31,903	31,920
Jan-16	-	-	-	2	(17)	(15)	2
Feb-16	-	-	-	2	(17)	(15)	2
Mar-16	671,699	-	-	2	(17)	671,684	671,701
Apr-16	4,427	-	-	-	(9,831)	(5,403)	4,427
May-16	612,407	-	-	2	(685)	611,724	612,409
Jun-16	199,874	-	-	2	(556)	199,319	199,876
Jul-16	361,091	-	-	2	(556)	360,536	361,093

### Accounts Payable Aging by Percentage without Credits

Month	Current	Days		
		31-60	61-90	> 90
Aug-15	100%	0%	0%	0%
Sep-15	99%	0%	0%	1%
Oct-15	100%	0%	0%	0%
Nov-15	99%	0%	1%	0%
Dec-15	0%	100%	0%	0%
Jan-16	0%	0%	0%	100%
Feb-16	0%	0%	0%	100%
Mar-16	100%	0%	0%	0%
Apr-16	100%	0%	0%	0%
May-16	100%	0%	0%	0%
Jun-16	100%	0%	0%	0%
Jul-16	100%	0%	0%	0%

# AGENDA ITEM # 25

Board Mtg.: 08/23/2016

## Montgomery County Hospital District Payer Mix

Payer	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16	12-Month Total
Medicare	1,697,149	1,576,647	1,620,323	1,547,719	1,631,176	1,628,293	1,556,673	1,597,482	1,708,155	1,686,842	1,807,664	1,618,720	19,676,843
Medicaid	399,052	388,421	387,667	336,126	356,613	332,625	376,096	421,251	380,282	405,370	445,783	413,213	4,642,499
Insurance	694,291	743,859	700,835	599,300	622,818	681,277	686,206	675,095	722,808	764,166	744,980	769,098	8,404,733
Facility Contract	73,405	55,798	49,613	41,662	80,194	67,642	45,590	61,976	46,822	74,814	65,727	57,939	721,182
Bill Patient	1,053,911	1,042,468	1,058,550	963,656	977,126	929,743	996,205	1,005,464	1,056,702	997,964	969,417	1,019,343	12,070,549
<b>Total</b>	<b>3,917,808</b>	<b>3,807,193</b>	<b>3,816,987</b>	<b>3,488,463</b>	<b>3,667,927</b>	<b>3,639,580</b>	<b>3,660,770</b>	<b>3,761,268</b>	<b>3,914,769</b>	<b>3,929,156</b>	<b>4,033,571</b>	<b>3,878,313</b>	<b>45,515,805</b>

Payer	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16	12-Month %
Medicare	43.3%	41.4%	42.5%	44.4%	44.5%	44.7%	42.5%	42.5%	43.6%	42.9%	44.8%	41.7%	43.2%
Medicaid	10.2%	10.2%	10.2%	9.6%	9.7%	9.1%	10.3%	11.2%	9.7%	10.3%	11.1%	10.7%	10.2%
Insurance	17.7%	19.5%	18.4%	17.2%	17.0%	18.7%	18.7%	17.9%	18.5%	19.4%	18.5%	19.8%	18.5%
Facility Contract	1.9%	1.5%	1.3%	1.2%	2.2%	1.9%	1.2%	1.6%	1.2%	1.9%	1.6%	1.5%	1.6%
Bill Patient	26.9%	27.4%	27.7%	27.6%	26.6%	25.5%	27.2%	26.7%	27.0%	25.4%	24.0%	26.3%	26.5%
<b>Total</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.1%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>99.9%</b>	<b>99.9%</b>	<b>99.9%</b>	<b>100.0%</b>	<b>99.9%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>

# AGENDA ITEM # 25

## Montgomery County Hospital District Accounts Receivable Analysis

### Days in Accounts Receivable

	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16
A/R Balance	8,913,229	8,429,839	8,860,944	8,395,859	8,014,805	7,773,952	8,110,397	7,701,266	8,012,303	8,281,971	8,013,130	8,221,172
Total 6-Mo Charges	14,840,938	14,735,485	14,606,027	14,137,869	13,972,843	13,702,999	13,564,338	13,486,730	13,510,828	13,776,238	13,919,148	14,099,135
Avg Charge / Day *	82,450	81,864	81,145	78,544	77,627	76,128	75,357	74,926	75,060	76,535	77,329	78,329
A/R Days	108	103	109	107	103	102	108	103	107	108	104	105

\* Beginning in August 2015, A/R Balance excludes liens related to motor vehicle accidents.

\*\* Avg Charge / Day is calculated using the most current six months' charges divided by 180 days.

### Accounts Receivable Aging by Dollars

Month	Days							Total	> 90 Days	> 120 Days
	Current	31-60	61-90	91-120	121-180	>180				
Aug-15	2,298,905	1,602,589	1,417,121	1,312,600	1,148,022	2,106,554	9,885,791	4,567,176	3,254,576	
Sep-15	2,311,579	1,466,905	1,347,179	1,268,201	934,454	2,113,643	9,441,961	4,316,298	3,048,097	
Oct-15	2,227,062	1,505,289	1,274,469	1,253,110	1,424,232	2,197,756	9,881,918	4,875,098	3,621,987	
Nov-15	2,124,242	1,462,288	1,315,854	1,208,931	1,050,496	2,266,053	9,427,864	4,525,480	3,316,549	
Dec-15	2,036,603	1,324,054	1,251,908	1,193,569	919,604	2,289,217	9,014,955	4,402,390	3,208,821	
Jan-16	2,187,679	1,358,267	1,093,930	1,159,592	804,346	2,216,838	8,820,652	4,180,776	3,021,184	
Feb-16	2,371,037	1,489,207	1,142,082	1,034,474	995,140	2,180,030	9,211,970	4,209,644	3,175,170	
Mar-16	2,169,626	1,573,993	1,167,157	1,046,120	669,972	2,226,505	8,853,373	3,942,597	2,896,477	
Apr-16	2,365,098	1,461,178	1,262,070	1,021,237	772,950	2,325,185	9,207,718	4,119,372	3,098,135	
May-16	2,297,571	1,549,051	1,210,982	1,172,576	866,740	2,378,629	8,820,652	4,417,945	3,245,369	
Jun-16	2,271,060	1,483,382	1,256,968	1,067,821	740,076	2,429,648	9,248,955	4,237,545	3,169,724	
Jul-16	2,293,888	1,469,203	1,250,635	1,171,468	808,669	2,421,729	9,415,592	4,401,866	3,230,398	

### Accounts Receivable Aging by Percentage

Month	Days							Total	> 90 Days	> 120 Days
	Current	31-60	61-90	91-120	121-180	>180				
Aug-15	23%	16%	14%	13%	12%	21%	100%	46%	33%	
Sep-15	24%	16%	14%	13%	10%	22%	100%	46%	32%	
Oct-15	23%	15%	13%	13%	14%	22%	100%	49%	37%	
Nov-15	23%	16%	14%	13%	11%	24%	100%	48%	35%	
Dec-15	23%	15%	14%	13%	10%	25%	100%	49%	36%	
Jan-16	25%	15%	12%	13%	9%	25%	100%	47%	34%	
Feb-16	26%	16%	12%	11%	11%	24%	100%	46%	34%	
Mar-16	25%	18%	13%	12%	8%	25%	100%	45%	33%	
Apr-16	26%	16%	14%	11%	8%	25%	100%	45%	34%	
May-16	26%	18%	14%	13%	10%	27%	107%	50%	37%	
Jun-16	25%	16%	14%	12%	8%	26%	100%	46%	34%	
Jul-16	24%	16%	13%	12%	9%	26%	100%	47%	34%	

AGENDA ITEM # 26

Consider and act on payment of District invoices (Mr. Grice, Treasurer-MCHD Board)

# TOTAL FOR INVOICES

\$977,088.19

**Montgomery County Hospital District**  
**Invoice Expense Allocation Report**  
Board Meeting 08/23/2016 - Paid Invoices

Vendor Name	Invoice Date	Invoice No.	Payment No.	Payment Date	Invoice Description	Account No.	Account Description	Amount
3E CO ENVIROMENTAL, ECOLOGICAL	7/29/2016	3EU0070693		8/28/2016	MSDS MANAGEMENT	10-027-53050	Computer Software-Emerg	\$1,500.00
							Totals for 3E COMPANY ENVIROMENTAL, :	\$1,500.00
ABELL, LAUREN	8/3/2016	ABE080516	88068	8/5/2016	MILEAGE REIMBURSEMENT GRANT MGNT CLASS	10-005-56200	Mileage Reimbursements-Accou	\$76.03
							Totals for ABELL, LAUREN:	\$76.03
ADAMS, ANDREW	7/29/2016	ADA081016	88171	8/10/2016	MILEAGE REIMBURSEMENT 07/29/16 - 07/29/16	10-007-56200	Mileage Reimbursements-EMS	\$19.44
							Totals for ADAMS, ANDREW:	\$19.44
ADANDY CABLING	7/19/2016	71916-A 07/19/16	88169	8/8/2016	INSTALL CAT 5E DATA CABLE STATION 11	10-004-57100	Professional Fees-Radio	\$1,005.00
	7/28/2016	71916 07/19/16	88170	8/9/2016	INSTALL CAT 5E DATA CABLE STATION 45	10-004-57100	Professional Fees-Radio	\$1,005.00
	8/1/2016	72916		8/28/2016	INSTALL CAT 5E CABLES	10-004-57100	Professional Fees-Radio	\$1,010.00
	8/1/2016	72016-C		8/19/2016	INSTALL CAT 5E CABLES STATION 44	10-004-57100	Professional Fees-Radio	\$805.00
	8/1/2016	72016		8/19/2016	INSTALL CAT 53 CABLES STATION 12	10-004-57100	Professional Fees-Radio	\$1,075.00
	8/10/2016	72016-A		8/11/2016	STALL CAT 5E CABLES SATION 13	10-004-57100	Professional Fees-Radio	\$1,075.00
							Totals for ADANDY CABLING:	\$5,975.00
ADVANTAGE FINANCIAL SERVICES	8/1/2016	19155382	88172	8/10/2016	ACCT# 016-0803292-001 CANNON COPIER LEASE	10-015-55400	Leases/Contracts-Information Technology	\$2,776.23
							Totals for ADVANTAGE FINANCIAL SRVS:	\$2,776.23
AEI MEDICAL EQUIPMENT SERVICES LLC	8/2/2016	3554		9/1/2016	MRX-ECN CAP PM INSPECTION	10-008-55650	Maintenance-Contract Equipment-Mater	\$1,900.00
							Totals for AEI MEDICAL EQUIPMENT LLC:	\$1,900.00
AIKEN, MICHAEL COTY	8/5/2016	AIK080516	88070	8/5/2016	MILEAGE REIMBURSEMENT 07/27/2016	10-009-56200	Mileage Reimbursements-OMD	\$43.74
							Totals for AIKEN, MICHAEL COTY:	\$43.74
ALLEN, BRETT	8/5/2016	ALL080516	88071	8/5/2016	PER DIEM/TCDRS CONF 07/26/16 - 07/29/16	10-001-53150	Conferences - Fees, Travel, & Meals-Admin	\$78.50
							Totals for ALLEN, BRETT:	\$78.50
ALONTI CAFE & CATERING	7/25/2016	1141417	88173	8/10/2016	EMS MANDATORY CE'S 07/25/16	10-009-56100	Meeting Expenses-OMD	\$681.00
	7/26/2016	1141395	88173	8/10/2016	EMS MANDATORY CE'S 07/26/16	10-009-56100	Meeting Expenses-OMD	\$616.00
	7/27/2016	1141448	88173	8/10/2016	EMS MANDATORY CE'S 07/27/16	10-009-56100	Meeting Expenses-OMD	\$737.00
	7/29/2016	1141423		8/28/2016	EMS MANDATORY CE'S 07/29/16	10-009-56100	Meeting Expenses-OMD	\$586.52
	7/28/2016	1141416	88173	8/10/2016	EMS MANDATORY CE'S 07/28/16	10-009-56100	Meeting Expenses-OMD	\$568.70
							Totals for ALONTI CAFE & CATERING:	\$3,189.22
AMERICAN TIRE DISTRIBUTORS INC	8/3/2016	s078656096	88174	8/10/2016	AMBULANCE TIRES	10-010-59150	Vehicle-Tires-Fleet	\$2,007.96
							Totals for AMERICAN TIRE DIST INC:	\$2,007.96
ANDERSEN, JODI	8/5/2016	AND080516	88072	8/5/2016	PER DIEM/TCDRS CONF 07/26/16 - 07/29/16	10-025-53150	Conferences - Fees, Travel, & Meals-Human	\$78.50
							Totals for ANDERSEN, JODI:	\$78.50
ANDERSON, JORDAN	8/5/2016	AND080516	88072	8/5/2016	PER DIEM/CCEMTP COURSE 08/06/16-08/22/16	10-009-53150	Conferences - Fees, Travel, & Meals-Dept	\$973.50

**Montgomery County Hospital District**  
**Invoice Expense Allocation Report**  
Board Meeting 08/23/2016 - Paid Invoices

Vendor Name	Invoice Date	Invoice No.	Payment No.	Payment Date	Invoice Description	Account No.	Account Description	Amount
							Totals for ANDERSON, JORDAN:	\$973.50
ARROW (VIDACARE)	7/20/2016	94091586	88074	8/5/2016	MEDICAL SUPPLIES	10-008-53900	Disposable Medical Supplies-Mater	\$1,884.78
	7/20/2016	94091585	88074	8/5/2016	MEDICAL SUPPLIES	10-008-54200	Durable Medical Equipment-Mater	\$299.00
	7/21/2016	94094895	88176	8/10/2016	MEDICAL SUPPLIES	10-008-53900	Disposable Medical Supplies-Mater	\$1,884.78
	7/25/2016	94102169	88176	8/10/2016	MEDICAL SUPPLIES	10-008-53900	Disposable Medical Supplies-Mater	\$1,884.78
	8/1/2016	94027827	88176	8/10/2016	MEDICAL SUPPLIES	10-008-53900	Disposable Medical Supplies-Mater	\$1,884.73
	8/4/2016	94128443		9/3/2016	MEDICAL SUPPLIES	10-008-53900	Disposable Medical Supplies-Mater	\$1,884.78
							Totals for ARROW (VIDACARE):	\$9,722.85
AT&T (105414)	7/21/2016	7131652005 07/21/16	88075	8/5/2016	T1-HISD 07/21/16 - 08/20/16	10-004-58310	Telephones-Service-Radio	\$238.10
	7/23/2016	2813670626 07/23/16	88076	8/5/2016	STATION 22 07/23/16 - 08/22/16	10-015-58310	Telephones-Service-Information Technology	\$219.58
							Totals for AT&T (105414):	\$457.68
AT&T (U-VERSE)	7/22/2016	150883685 07/22/16	88077	8/5/2016	STATION 41 07/23/16 - 08/22/16	10-015-58310	Telephones-Service-Information Technology	\$115.42
	8/1/2016	1452208593 08/01/16	88177	8/10/2016	STATION 42 08/01/16 - 08/31/16	10-015-58310	Telephones-Service-Information Technology	\$85.00
							Totals for AT&T (U-VERSE):	\$200.42
AT&T MOBILITY-ROC (6463)	7/15/2016	836735112 07/23/16	87984	7/28/2016	ACCT# 836735112 06/16/2016 - 07/15/2016	10-015-58200	Telephones-Cellular-Information Technology	\$79.58
						10-007-58200	Telephones-Cellular-EMS	\$37.99
						10-004-58200	Telephones-Cellular-Radio	\$86.39
						10-015-58200	Telephones-Cellular-Information Technology	\$79.58
							Totals for AT&T MOBILITY-ROC (6463):	\$283.54
BAXTER HEALTHCARE CORP - TECH	7/19/2016	51539940	88078	8/5/2016	POWER ADAPTOR ASSEMBLY	10-008-54200	Durable Medical Equipment-Mater	\$544.16
							Totals for BAXTER HEALTHCARE CORP:	\$544.16
BAYLOR COLLEGE OF MEDICINE	7/22/2016	131660039-201606	88178	8/10/2016	MEDICAL DIRECTORSHIP SALARY 06/01/16 - 06/30/16	10-009-57100	Professional Fees-OMD	\$19,171.61
							Totals for BAYLOR COLLEGE OF MEDICINE:	\$19,171.61
BCBS OF TEXAS (POB 731428)	8/1/2016	123611 08/01/16	2096	8/1/2016	BCBS PPO & HSA PREMIUMS 08/01/2016 - 08/31/16	10-001-51700	Health & Dental-Admin	\$5,997.16
						10-002-51700	Health & Dental-PA	\$11,618.28
						10-004-51700	Health & Dental-Radio	\$4,811.64
						10-005-51700	Health & Dental-Accou	\$5,839.48
						10-006-51700	Health & Dental-Alarm	\$19,428.14
						10-007-51700	Health & Dental-EMS	\$190,873.99
						10-008-51700	Health & Dental-Matls. Mgmt.	\$9,610.82
						10-009-51700	Health & Dental-OMD	\$9,058.86
						10-010-51700	Health & Dental-Fleet	\$7,370.46
						10-011-51700	Health & Dental-Bill	\$10,743.55
						10-015-51700	Health & Dental-Information Technology	\$2,722.09
						10-016-51700	Health & Dental-Facil	\$4,154.07
						10-025-51700	Health & Dental-Human	\$4,498.48

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						10-026-51700	Health & Dental-Recor	\$3,169.06
						10-027-51700	Health & Dental-Emerg	\$1,603.88
						10-039-51700	Health & Dental-Param	\$6,193.84
	8/1/2016	123611C 08/01/16	2097	8/1/2016	PPO & HSA PREMIUMS-COBRA 08/01-16 - 08/31/16	10-015-51700	Health & Dental-Information Technology	\$2,055.68
							Totals for BCBS OF TEXAS (POB 731428):	\$299,749.48
BEDAIR, ELIZABETH	8/3/2016	BED080516	88079	8/5/2016	MILEAGE REIMBURSEMENT/GRANT MANAGEMENT C	10-005-56200	Mileage Reimbursements-Accou	\$76.03
							Totals for BEDAIR, ELIZABETH:	\$76.03
BENTWATER ON THE NORTH SHORE, LTD.	7/25/2016	AUG 2016-133	87968	7/25/2016	STATION 44 RENT	10-000-14900	Prepaid Expenses-BS	\$536.20
							Totals for BENTWATER ON THE NORTH SHORE:	\$536.20
BONDS JANITORIAL SERVICE	8/1/2016	6411	88179	8/10/2016	HCAP STEAM CLEAN DISINFECT & DEODRIZE	10-016-55600	Maintenance & Repairs-Buildings-Facil	\$350.00
							Totals for BONDS JANITORIAL SERVICE:	\$350.00
BOUND TREE MEDICAL, LLC	7/15/2016	82209696	87985	7/28/2016	MEDICAL SUPPLIES	10-008-53900	Disposable Medical Supplies-Mater	\$132.63
	7/18/2016	82211047	88081	8/5/2016	MEDICAL SUPPLIES	10-008-53900	Disposable Medical Supplies-Mater	\$26.79
	7/26/2016	82218999	88180	8/10/2016	MEDICAL SUPPLIES	10-008-54200	Durable Medical Equipment-Mater	\$250.69
	7/20/2016	82213867	88081	8/5/2016	MEDICAL SUPPLIES	10-008-54200	Durable Medical Equipment-Mater	\$1,095.00
	7/19/2016	82212443	88081	8/5/2016	MEDICAL SUPPLIES	10-008-54200	Durable Medical Equipment-Mater	\$303.01
	7/19/2016	82212442	88081	8/5/2016	MEDICAL SUPPLIES	10-008-57750	Small Equipment & Furniture-Matls. Mgmt.	\$221.00
	7/19/2016	82212441	88081	8/5/2016	MEDICAL SUPPLIES	10-008-53900	Disposable Medical Supplies-Mater	\$83.30
	7/25/2016	82217606	88180	8/10/2016	MEDICAL SUPPLIES	10-008-53900	Disposable Medical Supplies-Mater	\$1,669.28
						10-008-54000	Drug Supplies-Mater	\$1,050.00
	7/22/2016	82216453	88180	8/10/2016	MEDICAL SUPPLIES	10-008-53900	Disposable Medical Supplies-Mater	\$8,531.69
	7/25/2016	82217607	88180	8/10/2016	MEDICAL SUPPLIES	10-008-53900	Disposable Medical Supplies-Mater	\$141.84
	7/29/2016	82223273		8/28/2016	MEDICAL SUPPLIES	10-008-54000	Drug Supplies-Mater	\$1,231.34
	7/29/2016	82223274		8/28/2016	MEDICAL SUPPLIES	10-008-54000	Drug Supplies-Mater	\$86.50
	7/28/2016	82221954	88180	8/10/2016	MEDICAL SUPPLIES	10-008-53900	Disposable Medical Supplies-Mater	\$9,250.68
						10-008-54000	Drug Supplies-Mater	\$369.64
	7/28/2016	82221953	88180	8/10/2016	MEDICAL SUPPLIES	10-008-53900	Disposable Medical Supplies-Mater	\$14.04
	7/27/2016	82220562	88180	8/10/2016	MEDICAL SUPPLIES	10-008-53900	Disposable Medical Supplies-Mater	\$3.51
	7/27/2016	82220564	88180	8/10/2016	MEDICAL SUPPLIES	10-008-53900	Disposable Medical Supplies-Mater	\$8,154.25
	7/27/2016	82220563	88180	8/10/2016	MEDICAL SUPPLIES	10-008-54200	Durable Medical Equipment-Mater	\$684.36
	7/27/2016	82220561	88180	8/10/2016	MEDICAL SUPPLIES	10-008-53900	Disposable Medical Supplies-Mater	\$16.20
	7/29/2016	82224610		8/28/2016	MEDICAL SUPPLIES	10-008-53900	Disposable Medical Supplies-Mater	\$49.83
	8/2/2016	82225922		9/1/2016	MEDICAL SUPPLIES	10-008-53900	Disposable Medical Supplies-Mater	\$3,026.09
						10-008-54000	Drug Supplies-Mater	\$108.00
	8/5/2016	82229652		9/4/2016	MEDICAL SUPPLIES	10-008-53900	Disposable Medical Supplies-Mater	\$51.00
	8/9/2016	82232542		9/8/2016	MEDICAL SUPPLIES	10-008-54200	Durable Medical Equipment-Mater	\$217.98
	8/5/2016	82229650		9/4/2016	MEDICAL SUPPLIES	10-008-53900	Disposable Medical Supplies-Mater	\$13.50



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	8/5/2016	82229651		9/4/2016	MEDICAL SUPPLIES	10-008-53900	Disposable Medical Supplies-Mater	\$4,282.62
						10-008-54000	Drug Supplies-Mater	\$652.50
	8/8/2016	82231132		9/7/2016	MEDICAL SUPPLIES	10-008-53900	Disposable Medical Supplies-Mater	\$191.52
	8/8/2016	82231131		9/7/2016	MEDICAL SUPPLIES	10-008-54200	Durable Medical Equipment-Mater	\$165.98
							Totals for BOUND TREE MEDICAL, LLC:	\$42,074.77
BROWN, KIMBERLY	8/5/2016	BRO080516	88082	8/5/2016	PER DIEM/APCO INTERNATIONL CONF 08/13/16-08/18/1	10-006-53150	Conferences - Fees, Travel, & Meals-Alarm	\$329.50
							Totals for BROWN, KIMBERLY:	\$329.50
BUCKALEW CHEVROLET	7/22/2016	505264	88181	8/10/2016	VEHICLE PARTS	10-010-59050	Vehicle-Parts-Fleet	\$23.98
	8/2/2016	505641		9/1/2016	TRANSMITTER	10-010-59050	Vehicle-Parts-Fleet	\$64.50
	8/1/2016	505388	88181	8/10/2016	VEHICLE PARTS	10-010-59050	Vehicle-Parts-Fleet	\$111.20
							Totals for BUCKALEW CHEVROLET:	\$199.68
BUCKEYE INTERNATIAL INC.	8/1/2016	977652	88182	8/10/2016	SATION SUPPLIES	10-008-57900	Station Supplies-Mater	\$806.76
							Totals for BUCKEYE INTERNATIAL INC.:	\$806.76
CASE, CONNIE	8/10/2016	CAS081016	88183	8/10/2016	WELLNESS PROGRAM/WEIGHT WATCHERS	10-025-54350	Employee Health/Wellness-Human	\$78.00
							Totals for CASE, CONNIE:	\$78.00
CDW GOVERNMENT, INC.	7/26/2016	DTJ5499	88184	8/10/2016	APC SMART BATTERY BACK UP & ADAPTER	10-015-53100	Computer Supplies/Non-Cap.-Information Technology	\$2,550.00
	8/1/2016	DVK9557		8/29/2016	TRIPP HEAVY DUTY POWER CORD	10-004-57225	Radio Repair - Parts-Radio	\$28.85
	8/1/2016	BRP8061 \$140.00	88184	8/10/2016	LIND ADAPTER BAL DUE	10-010-59050	Vehicle-Parts-Fleet	\$140.00
	8/1/2016	DSN5149	88184	8/10/2016	HPE FOUNDATION CARE-EXTENDED WARRANTNY	10-015-53000	Computer Maintenance-Information Technology	\$13,352.44
	8/1/2016	DSQ3673	88184	8/10/2016	HPE FOUNDATION CARE-EXTENED WARRANTY	10-015-53000	Computer Maintenance-Information Technology	\$7,398.60
							Totals for CDW GOVERNMENT, INC.:	\$23,469.89
CENTERPOINT ENERGY (REL109)	7/28/2016	8879673-5 7/28/16	88126	8/5/2016	STATION 20 6/27/2016 - 7/28/2016	10-016-58800	Utilities-Facil	\$30.52
	7/26/2016	9201316-8 07/26/16	88085	8/5/2016	STATION 30 06/23/16 - 07/26/16	10-016-58800	Utilities-Facil	\$18.07
	8/8/2016	8858923-9 8/8/16	88185	8/10/2016	MCHD CAMPUS 7/1/2016 - 8/2/2016	10-016-58800	Utilities-Facil	\$430.42
	8/10/2016	8882008-9 8/05/16		8/25/2016	STATION 10 7/6/2016 - 8/5/2016	10-016-58800	Utilities-Facil	\$24.95
							Totals for CENTERPOINT ENERGY (REL109):	\$503.96
CENTURY LINK (Phoenix)	7/19/2016	313194646 07/19/16	88086	8/5/2016	STATION 34 07/19/16 - 08/18/16	10-015-58310	Telephones-Service-Information Technology	\$259.62
							Totals for CENTURY LINK (Phoenix):	\$259.62
CHAVERS, BRAD	7/21/2016	CHA072116	87893	7/21/2016	MILEAGE REIMBURSEMENT 07/16/16	10-007-56200	Mileage Reimbursements-EMS	\$12.96
	8/10/2016	CHA081016	88186	8/10/2016	MILEAGE REIMBURSEMENT 07/23/16-08/01/16	10-007-56200	Mileage Reimbursements-EMS	\$15.23
							Totals for CHAVERS, BRAD:	\$28.19
CHAVEZ, CECILIA	8/5/2016	CHA080516	88087	8/5/2016	MILEAGE REIMBURSEMENT 07/20, 07/21,07/28, 2016	10-009-56200	Mileage Reimbursements-OMD	\$12.10
						10-007-56200	Mileage Reimbursements-EMS	\$19.17
						10-015-56200	Mileage Reimbursements-Information Technology	\$2.92

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							Totals for CHAVEZ, CECILIA:	\$34.19
CITY OF CONROE, WATER (3066)	7/21/2016	72-0592-00 07/21/16	88187	8/10/2016	STATION 10 06/22/16 - 07/21/16	10-016-58800	Utilities-Facil	\$67.28
							Totals for CITY OF CONROE, WATER (3066):	\$67.28
COLONIAL LIFE	8/4/2016	COL080416	2091	8/4/2016	CONTROL NO. E3387610 JULY PREMIUMS	10-000-21590	P/R-Premium Cancer/Accident-BS	\$13,040.76
							Totals for COLONIAL LIFE:	\$13,040.76
COMCAST CORPORATION	8/1/2016	8777702080546356 8	88188	8/10/2016	STATION 21 08/05/2016 - 09/04/2016	10-016-58800	Utilities-Facil	\$59.95
						10-015-58310	Telephones-Service-Information Technology	\$103.70
							Totals for COMCAST CORPORATION:	\$163.65
COMM ON ACCREDITATION OF AMB SRVS	8/9/2016	720	88237	8/11/2016	APPLICATION FEE	10-009-54100	Dues/Subscriptions-OMD	\$15,000.00
							Totals for COMMISSION ON ACCREDITATION OF A	\$15,000.00
CONNECT YOUR CARE	7/15/2016	125926027	2080	7/15/2016	FLEXIBLE SPENDING ACCOUNT 07/08/16 - 07/14/16	10-000-21585	P/R-Flexible Spending-BS-BS	\$1,401.10
	7/22/2016	127004365	2088	7/22/2016	FLEXIBLE SPENDING ACCOUNT 07/15/16 - 07/21/16	10-000-21585	P/R-Flexible Spending-BS-BS	\$1,678.84
	8/5/2016	FSA 08-12-16	2092	8/5/2016	FSA FUNDING 08/12/2016	10-000-21585	P/R-Flexible Spending-BS-BS	\$1,731.34
	8/5/2016	128597942	2098	8/5/2016	FLEXIBLE SPENDING ACCOUNT 07/29/16 - 08/04/16	10-000-21585	P/R-Flexible Spending-BS-BS	\$760.90
	8/12/2016	129390982	2099	8/12/2016	FLEXIBLE SPENDING ACCOUNT 08/12/2016	10-000-21585	P/R-Flexible Spending-BS-BS	\$830.77
							Totals for CONNECT YOUR CARE:	\$6,402.95
CONROE COURIER	7/27/2016	CON072716	87991	7/28/2016	ONE YEAR SERVICE - 7 DAYS A WEEK	10-001-54100	Dues/Subscriptions-Admin	\$120.00
							Totals for CONROE COURIER:	\$120.00
CONROE FAMILY MEDICINE, PA	7/19/2016	125596	88088	8/5/2016	PREVENTIVE CARE/NEW HIRES/LAMBERT, TIFFANY	10-025-57300	Recruit/Investigate-Human	\$55.00
							Totals for CONROE FAMILY MEDICINE, PA:	\$55.00
CONROE WELDING SUPPLY, INC.	7/18/2016	PS391886	87992	7/28/2016	OXYGEN MEDICAL	10-008-56600	Oxygen & Gases-Mater	\$82.62
	7/18/2016	PS391885	87992	7/28/2016	OXYGEN MEDICAL	10-008-56600	Oxygen & Gases-Mater	\$44.40
	7/18/2016	PS391884	87992	7/28/2016	OXYGEN MEDICAL	10-008-56600	Oxygen & Gases-Mater	\$26.80
	7/25/2016	CT798493	87992	7/28/2016	OXYGEN MEDICAL	10-008-56600	Oxygen & Gases-Mater	\$167.60
	7/20/2016	CT797911	87992	7/28/2016	OXYGEN MEDICAL	10-008-56600	Oxygen & Gases-Mater	\$110.03
	7/20/2016	CT798068	87992	7/28/2016	OXYGEN MEDICAL	10-008-56600	Oxygen & Gases-Mater	\$143.10
	7/20/2016	CT797842	87992	7/28/2016	OXYGEN MEDICAL	10-008-56600	Oxygen & Gases-Mater	\$208.80
	7/26/2016	CT798676	88089	8/5/2016	OXYGEN MEDICAL	10-008-56600	Oxygen & Gases-Mater	\$81.62
	7/27/2016	CT798816	88089	8/5/2016	OXYGEN MEDICAL	10-008-56600	Oxygen & Gases-Mater	\$124.60
	7/26/2016	CT798649	88089	8/5/2016	OXYGEN MEDICAL	10-008-56600	Oxygen & Gases-Mater	\$142.10
	7/26/2016	CT798650	88089	8/5/2016	OXYGEN MEDICAL	10-008-56600	Oxygen & Gases-Mater	\$116.80
	7/26/2016	CT798651	88089	8/5/2016	OXYGEN MEDICAL	10-008-56600	Oxygen & Gases-Mater	\$116.80
	7/26/2016	CT798660	88089	8/5/2016	OXYGEN MEDICAL	10-008-56600	Oxygen & Gases-Mater	\$268.46
	7/29/2016	CT799102	88089	8/5/2016	OXYGEN MEDICAL	10-008-56600	Oxygen & Gases-Mater	\$152.02
	8/1/2016	CT799232	88189	8/10/2016	OXYGEN MEDICAL	10-008-56600	Oxygen & Gases-Mater	\$108.00

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	8/1/2016	PS392183	88189	8/10/2016	OXYGEN MEDICAL	10-008-56600	Oxygen & Gases-Mater	\$53.20
	8/1/2016	PS392182	88189	8/10/2016	OXYGEN MEDICAL	10-008-56600	Oxygen & Gases-Mater	\$99.20
	7/31/2016	R07162087	88189	8/10/2016	CYLINDER RENTAL	10-008-56600	Oxygen & Gases-Mater	\$873.90
	7/31/2016	R07161408	88189	8/10/2016	CYLINDER RENTAL	10-008-56600	Oxygen & Gases-Mater	\$18.20
	7/31/2016	R07161407	88189	8/10/2016	CYLINDER RENTAL	10-008-56600	Oxygen & Gases-Mater	\$137.40
	7/31/2016	R07161406	88189	8/10/2016	CYLINDER RENTAL	10-008-56600	Oxygen & Gases-Mater	\$109.20
	7/31/2016	R07161405	88189	8/10/2016	CYLINDER RENTAL	10-008-56600	Oxygen & Gases-Mater	\$81.90
	7/31/2016	R07161402	88189	8/10/2016	CYLINDER RENTAL	10-008-56600	Oxygen & Gases-Mater	\$15.00
	7/31/2016	R07161401	88189	8/10/2016	CYLINDER RENTAL	10-008-56600	Oxygen & Gases-Mater	\$14.55
	7/31/2016	R07161399	88189	8/10/2016	CYLINDER RENTAL	10-008-56600	Oxygen & Gases-Mater	\$13.65
	7/31/2016	R07161398	88190	8/10/2016	CYLINDER RENTAL	10-008-56600	Oxygen & Gases-Mater	\$34.55
	7/31/2016	R07161397	88190	8/10/2016	CYLINDER RENTAL	10-008-56600	Oxygen & Gases-Mater	\$53.15
	7/31/2016	R07161396	88190	8/10/2016	CYLINDER RENTAL	10-008-56600	Oxygen & Gases-Mater	\$164.25
	7/31/2016	R07161394	88190	8/10/2016	CYLINDER RENTAL	10-008-56600	Oxygen & Gases-Mater	\$22.75
	7/31/2016	R07161393	88190	8/10/2016	CYLINDER RENTAL	10-008-56600	Oxygen & Gases-Mater	\$22.75
	7/31/2016	R07161392	88190	8/10/2016	CYLINDER RENTAL	10-008-56600	Oxygen & Gases-Mater	\$10.00
	7/31/2016	R07161391	88190	8/10/2016	CYLINDER RENTAL	10-008-56600	Oxygen & Gases-Mater	\$15.00
	7/31/2016	R07161390	88190	8/10/2016	CYLINDER RENTAL	10-008-56600	Oxygen & Gases-Mater	\$40.00
	7/31/2016	R07161389	88190	8/10/2016	CYLINDER RENTAL	10-008-56600	Oxygen & Gases-Mater	\$40.00
	7/31/2016	R07161388	88190	8/10/2016	CYLINDER RENTAL	10-008-56600	Oxygen & Gases-Mater	\$31.85
	7/31/2016	R07161387	88190	8/10/2016	CYLINDER RENTAL	10-008-56600	Oxygen & Gases-Mater	\$5.00
	7/31/2016	R07161386	88191	8/10/2016	CYLINDER RENTAL	10-008-56600	Oxygen & Gases-Mater	\$182.00
	8/2/2016	CT799360	88191	8/10/2016	OXYGEN MEDICAL	10-008-56600	Oxygen & Gases-Mater	\$105.12
	8/2/2016	CT799357	88191	8/10/2016	OXYGEN MEDICAL	10-008-56600	Oxygen & Gases-Mater	\$170.62
	8/4/2016	CT799745	88191	8/10/2016	OXYGEN MEDICAL	10-008-56600	Oxygen & Gases-Mater	\$153.00
	8/8/2016	CT799988	88191	8/10/2016	OXYGEN MEDICAL	10-008-56600	Oxygen & Gases-Mater	\$127.60
	8/9/2016	CT800142		8/19/2016	OXYGEN MEDICAL	10-008-56600	Oxygen & Gases-Mater	\$195.01
	8/8/2016	PS392181		8/18/2016	OXYGEN MEDICAL	10-008-56600	Oxygen & Gases-Mater	\$72.80
	8/10/2016	CT799977		8/20/2016	OXYGEN MEDICAL	10-008-56600	Oxygen & Gases-Mater	\$108.00
				#N/A			Totals for CONROE WELDING SUPPLY, INC.:	\$4,863.40
				#N/A				
CONSOLIDATED COMMUNICATIONS-LUF	8/1/2016	MCDA16214 08/01/16		9/1/2016	ACCT# 210 9MC-DSM3 MCD 08/01/16 - 08/31/16	10-015-58310	Telephones-Service-Information Technology	\$180.43
							Totals for CONSOLIDATED COMMUNICATIONS-LUI	\$180.43
CONSOLIDATED COMMUNICATIONS-TXU	7/16/2016	9600539/0 7/16/16	87993	7/28/2016	MCHD CAMPUS 7/16/2016 - 8/15/2016	10-015-58310	Telephones-Service-Information Technology	\$286.27
	7/16/2016	9600146/0 7/16/16	87994	7/28/2016	MCHD CAMPUS 7/16/2016 - 8/15/2016	10-015-58310	Telephones-Service-Information Technology	\$591.36
	7/21/2016	9365393450 07/21/16	87995	7/28/2016	MCHD CAMPUS 07/21/16 - 08/20/16	10-015-58310	Telephones-Service-Information Technology	\$113.69
						10-015-58320	Telephones - Long Distance-Information Technology	\$14.05
	7/21/2016	9365391160/0 7/21	88132	8/5/2016	MCHD CAMPUS 7/21/2016 - 8/20/2016	10-015-58310	Telephones-Service-Information Technology	\$5,537.30
						10-015-58320	Telephones - Long Distance-Information Technology	\$722.87
	8/1/2016	9365399272/0 8/1/16	88192	8/10/2016	MCHD CAMPUS 8/1/2016 - 8/31/2016	10-015-58310	Telephones-Service-Information Technology	\$36.18
							Totals for CONSOLIDATED COMMUNICATIONS-TXI	\$7,301.72

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COSPER, JARED	7/27/2016	COS072716	87997	7/28/2016	PER DIEM/PINNACLE CONF 07/17/16 - 07/22/16	10-007-53150	Conferences - Fees, Travel, & Meals-EMS	\$290.00
	Totals for COSPER, JARED:							\$290.00
CROWN PAPER AND CHEMICAL	7/18/2016	95086	88090	8/5/2016	STATION SUPPLIES	10-008-57900	Station Supplies-Mater	\$85.50
	Totals for CROWN PAPER AND CHEMICAL:							\$85.50
CUMMINS SOUTHERN PLAINS, LTD.	8/2/2016	012-44368	88193	8/10/2016	FILTER-OIL VEHICLE PARTS	10-010-59050	Vehicle-Parts-Fleet	\$1,049.50
	8/1/2016	012-43874		8/10/2016	LOAD BANK TEST 2 HOUR 60 KW	10-016-55600	Maintenance & Repairs-Buildings-Facil	\$611.00
	Totals for CUMMINS SOUTHERN PLAINS, LTD.:							\$1,660.50
DAILEY WELLS COMMUNICATION	7/18/2016	16GB065421	88092	8/5/2016	CABLE ASSEMBLY, CAN 90FT	10-004-57225	Radio Repair - Parts-Radio	\$1,191.95
	7/28/2016	16SS072802	88194	8/10/2016	MAINTENANCE SUPPORT10/18/ to 11/04, 2015	10-004-57100	Professional Fees-Radio	\$14,648.67
	7/28/2016	16SS072801	88194	8/10/2016	MAINTENANCE SUPPORT 12/07/15-12/18/15	10-004-57100	Professional Fees-Radio	\$9,863.05
	Totals for DAILEY WELLS COMMUNICATION:							\$25,703.67
DELL, INC	7/24/2016	XK14KP9C5	88195	8/10/2016	OPTIPLEX 7040 SFF SMALL FORM FACTOR	10-015-57750	Small Equipment & Furniture-Information Technology	\$12,608.16
	7/22/2016	XK149RJF9	88195	8/10/2016	DISPLAY PORT SINGLE LINK	10-015-57750	Small Equipment & Furniture-Information Technology	\$330.00
	Totals for DELL, INC:							\$12,938.16
DEMONTROND	8/3/2016	CM179357			CREDIT/CORE RETURN	10-010-59050	Vehicle-Parts-Fleet	(\$500.00)
	8/3/2016	CM179238			CREDIT/CORE RETURN	10-010-59050	Vehicle-Parts-Fleet	(\$20.00)
	8/3/2016	CM178421			CREDIT/CORE RETURN	10-010-59050	Vehicle-Parts-Fleet	(\$240.00)
	8/3/2016	CM175180A			CREDIT/CORE RETURN	10-010-59050	Vehicle-Parts-Fleet	(\$60.00)
	8/3/2016	CM173415A			CREDIT/CORE RETURN	10-010-59050	Vehicle-Parts-Fleet	(\$40.00)
	8/3/2016	CM172805A			CREDIT/CORE RETURN	10-010-59050	Vehicle-Parts-Fleet	(\$40.00)
	8/3/2016	CM170089			CREDIT/CORE RETURN	10-010-59050	Vehicle-Parts-Fleet	(\$40.00)
	7/22/2016	179403		8/21/2016	VEHICLE PARTS	10-010-59050	Vehicle-Parts-Fleet	\$33.78
	7/20/2016	179238	88093	8/5/2016	VEHICLE PARTS	10-010-59050	Vehicle-Parts-Fleet	\$3,073.08
	7/21/2016	179357	88093	8/5/2016	VEHICLE PARTS	10-010-59050	Vehicle-Parts-Fleet	\$3,034.41
	7/22/2016	179330		8/21/2016	VEHICLE PARTS	10-010-59050	Vehicle-Parts-Fleet	\$74.58
	7/19/2016	179276	88093	8/5/2016	VEHICLE PARTS	10-010-59050	Vehicle-Parts-Fleet	\$349.80
	8/1/2016	178746		8/6/2016	VEHICLE PARTS	10-010-59050	Vehicle-Parts-Fleet	\$223.92
	8/2/2016	179826		9/1/2016	VEHICLE PARTS	10-010-59050	Vehicle-Parts-Fleet	\$265.56
	8/1/2016	179737		8/31/2016	VEHICLE PARTS	10-010-59050	Vehicle-Parts-Fleet	\$236.53
	8/2/2016	179834		9/1/2016	VEHICLE PARTS	10-010-59050	Vehicle-Parts-Fleet	\$149.28
	8/1/2016	178666	88196	8/10/2016	VEHICLE PARTS	10-010-59050	Vehicle-Parts-Fleet	\$455.10
	8/3/2016	179890		9/2/2016	VEHICLE PARTS	10-010-59050	Vehicle-Parts-Fleet	\$345.40
	8/3/2016	179864		9/2/2016	VEHICLE PARTS	10-010-52000	Accident Repair-Fleet	\$347.24
						10-010-59050	Vehicle-Parts-Fleet	\$60.27
	8/1/2016	179735		8/30/2016	VEHICLE PARTS	10-010-59050	Vehicle-Parts-Fleet	\$638.00
	8/1/2016	179652	88196	8/10/2016	VEHICLE PARTS	10-010-59050	Vehicle-Parts-Fleet	\$426.88
Totals for DEMONTROND:							\$8,773.83	

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DICKSON, ROBERT DR.	7/27/2016	DIC072716	88002	7/28/2016	PER DIEM PINNACLE CONF 07/17/16 - 07/22/16	10-007-53150	Conferences - Fees, Travel, & Meals-EMS	\$290.00
	Totals for DICKSON, ROBERT DR. (MEDICAL DIRE							\$290.00
ENTERGY TEXAS, LLC	7/15/2016	3581680 07/15/16	88005	7/28/2016	STATION 10 06/16/16 - 07/15/16	10-016-58800	Utilities-Facil	\$798.40
	7/16/2016	2924599 07/16/16	88007	7/28/2016	STATION 44 06/15/16 - 07/16/16	10-016-58800	Utilities-Facil	\$150.00
	7/20/2016	3707796 07/20/16	88008	7/28/2016	GRANGERLAND TOWER 06/17/16 - 07/20/16	10-004-58800	Utilities-Radio	\$760.79
	7/22/2016	3890500 07/22/16	88097	8/5/2016	ROBINSTON RD TOWER 06/23/16 - 07/22/16	10-004-58800	Utilities-Radio	\$70.12
	8/2/2016	3606474 8/2/16	88133	8/5/2016	STATION 32 6/27/2016 - 7/27/2016	10-016-58800	Utilities-Facil	\$513.55
	8/2/2016	3693376 8/2/16	88134	8/5/2016	MCHD CAMPUS 6/29/2016 - 7/27/2016	10-016-58800	Utilities-Facil	\$11,436.49
	7/29/2016	3965628 07/22/16	88168	8/5/2016	ROBINSON RD TOWER 06/23/16 - 07/22/16	10-004-58800	Utilities-Radio	\$568.37
	8/5/2016	3950733 8/5/16	88197	8/10/2016	STATION 14 07/1/2016 - 7/29/2016	10-016-58800	Utilities-Facil	\$285.33
	8/9/2016	3727114 8/02/16		8/25/2016	STATION 20 7/6/2016 - 8/2/2016	10-016-58800	Utilities-Facil	\$911.08
	Totals for ENTERGY TEXAS, LLC:							\$15,494.13
FAST SIGNS	7/19/2016	0326-52049	88009	7/28/2016	FULL COLOR ON WHITE POSTER	10-001-52950	Community Education-Admin	\$60.00
	Totals for FAST SIGNS:							\$60.00
FEDERAL EXPRESS (POB 660481)	7/27/2016	5-494-12131	88098	8/5/2016	ACCT# 2319-6903-9	10-008-56900	Postage-Meter	\$36.29
	8/10/2016	5-508-01624		8/25/2016	ACCT# 2319-6903-9	10-008-56900	Postage-Meter	\$76.11
	Totals for FEDERAL EXPRESS (POB 660481):							\$112.40
FRAZER, LTD.	7/26/2016	57974	88198	8/10/2016	LOCK CYLINDER KEYED 545, BACK TO BACK LOCK	10-010-59050	Vehicle-Parts-Fleet	\$24.80
	7/29/2016	57984		8/28/2016	LATCH; BACK TO BACK LOCK	10-010-59050	Vehicle-Parts-Fleet	\$1,587.77
	8/3/2016	58018	88198	8/10/2016	U-BOLT; DODGE 3500.SUSPENSION KIT	10-010-59050	Vehicle-Parts-Fleet	\$71.06
	Totals for FRAZER, LTD.:							\$1,683.63
G & K SERVICES	7/25/2016	1165597666	88199	8/10/2016	LAUNDRY CUSTOMER # 54951-01 AGREEMENT# 981771	10-010-55100	Laundry Service & Purchase-Fleet	\$82.82
	7/25/2016	1165597665	88199	8/10/2016	LAUNDRY CUSTOMER# 11422-01/AGREEMENT # 19544:	10-010-55100	Laundry Service & Purchase-Fleet	\$40.00
	7/18/2016	1165591638	88099	8/5/2016	LAUNDRY CUSTOMER # 54951-01 AGREEMENT# 981771	10-010-55100	Laundry Service & Purchase-Fleet	\$61.56
	7/18/2016	1165591637	88099	8/5/2016	LAUNDRY CUSTOMER# 11422-01/AGREEMENT # 19544:	10-010-55100	Laundry Service & Purchase-Fleet	\$40.00
	8/1/2016	1165603725		8/31/2016	LAUNDRY CUSTOMER# 11422-01/AGREEMENT # 19544:	10-010-55100	Laundry Service & Purchase-Fleet	\$40.00
	8/1/2016	116503726		8/29/2016	LAUNDRY CUSTOMER # 54951-01 AGREEMENT# 981771	10-010-55100	Laundry Service & Purchase-Fleet	\$82.82
	Totals for G & K SERVICES:							\$347.20
GALLS, INC.dba LONESTAR UNIFORMS	8/1/2016	005720195	88200	8/10/2016	UNIFORMS	10-008-58700	Uniforms-Matls. Mgmt.	\$174.95
	8/1/2016	005545751	88200	8/10/2016	UNIFORMS	10-008-58700	Uniforms-Matls. Mgmt.	\$174.95
	8/1/2016	005545753	88200	8/10/2016	UNIFORMS	10-008-58700	Uniforms-Matls. Mgmt.	\$174.95
	8/1/2016	005545750	88200	8/10/2016	UNIFORMS	10-008-58700	Uniforms-Matls. Mgmt.	\$174.95
	8/1/2016	005801508		8/29/2016	UNIFORMS	10-008-58700	Uniforms-Matls. Mgmt.	\$494.85
	8/1/2016	005787056	88200	8/10/2016	UNIFORMS	10-008-58700	Uniforms-Matls. Mgmt.	\$174.95
	8/1/2016	005801514		8/29/2016	UNIFORMS	10-008-58700	Uniforms-Matls. Mgmt.	\$174.95
	8/5/2016	005834581		9/4/2016	UNIFORMS	10-008-58700	Uniforms-Matls. Mgmt.	\$174.95
	Totals for GALLS, INC.dba LONESTAR UNIFORMS:							\$1,719.50

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GLASS AND MIRROR	7/18/2016	076433	88201	8/10/2016	WINDSHIELD CHIP REPAID	10-010-59000	Vehicle-Outside Services-Fleet	\$55.00
	8/1/2016	076597	88201	8/10/2016	WINDSHIELD CHIP REPAIR	10-010-59000	Vehicle-Outside Services-Fleet	\$45.00
	8/1/2016	076596	88201	8/10/2016	WINDSHIELD CHIP REPAIR	10-010-59000	Vehicle-Outside Services-Fleet	\$45.00
	Totals for GLASS AND MIRROR OF THE WOODLAN							\$145.00
GRAINGER	7/15/2016	9167973388	88011	7/28/2016	HANG/STACK BINS	10-008-57750	Small Equipment & Furniture-Matls, Mgmt.	\$412.87
	8/9/2016	9191197640		9/8/2016	FIRE EXTINGUISHER BRACKET	10-010-59050	Vehicle-Parts-Fleet	\$211.02
	Totals for GRAINGER:							\$623.89
GRAVITY DIGITAL, LLC	7/15/2016	3839	88012	7/28/2016	WEBSITE MANAGEMENT RETAINER (PRORATED JULY	10-015-57100	Professional Fees-Information Technology	\$145.16
	8/1/2016	3850		8/31/2016	CONSULTING/RETAINER WEBSITE MGNT	10-015-57100	Professional Fees-Information Technology	\$250.00
	Totals for GRAVITY DIGITAL, LLC:							\$395.16
GREEN LIGHTING & SPPLY INC	7/21/2016	5393	88014	7/28/2016	ADMIN PARKING LOT REPAIR	10-016-55600	Maintenance & Repairs-Buildings-Facil	\$710.00
	7/21/2016	5394	88014	7/28/2016	STATION 32 METAL CHALICE BALLAST 400W	10-016-55600	Maintenance & Repairs-Buildings-Facil	\$420.00
	7/21/2016	5395	88014	7/28/2016	STATION 41 COVERED WALK WAY	10-016-55600	Maintenance & Repairs-Buildings-Facil	\$490.00
	Totals for GREEN LIGHTING & SPPLY INC:							\$1,620.00
GREER, NIKKI	7/27/2016	GRE072716	88015	7/28/2016	WELLNESS PROGRAM/MASSAGES	10-025-54350	Employee Health\Wellness-Human	\$150.00
	Totals for GREER, NIKKI:							\$150.00
GRIFFIN SERVICES (dba) JASON GRIFFIN	8/10/2016	2016-018		9/9/2016	EMERGENCY SERVICES DOOR REPAIR STATION 31	10-016-55600	Maintenance & Repairs-Buildings-Facil	\$250.00
	Totals for GRIFFIN SERVICES (dba) JASON GRIFFIN							\$250.00
H & H OIL, LP	7/20/2016	446656	88100	8/5/2016	HAZARDOUS WASTE REMOVAL	10-010-54800	Hazardous Waste Removal-Fleet	\$126.00
	Totals for H & H OIL, LP:							\$126.00
HAHN, JERALD	7/20/2016	HAH072016	87907	7/21/2016	WELLNESS PROGRAM/MASSAGE	10-025-54350	Employee Health\Wellness-Human	\$25.00
	Totals for HAHN, JERALD:							\$25.00
HEALTH CARE LOGISTICS, INC	8/1/2016	5954450 08/01/16	88238	8/12/2016	STATION SUPPLIES	10-008-57900	Station Supplies-Mater	\$587.73
	Totals for HEALTH CARE LOGISTICS, INC:							\$587.73
HENNERS-GRAINGER, SHAWN	8/10/2016	HEN081016	88203	8/10/2016	MILEAGE REIMBURSEMENT 07/06/16 - 08/05/16	10-027-56200	Mileage Reimbursements-Emerg	\$126.74
	Totals for HENNERS-GRAINGER, SHAWN:							\$126.74
HERRING, ASHTON	8/3/2016	HER080516	88102	8/5/2016	MILEAGE REIMBURSEMENT 07/11/16-07/26/16	10-009-56200	Mileage Reimbursements-OMD	\$53.24
	8/3/2016	HER080516-A	88102	8/5/2016	MILEAGE REIMBURSEMENT 07/28/16	10-009-56200	Mileage Reimbursements-OMD	\$25.33
	Totals for HERRING, ASHTON:							\$78.57
HOFFART, ANGELA	8/10/2016	HOF081016	88204	8/10/2016	WELLNESS PROGRAM/WEIGHT WATCHERS	10-025-54350	Employee Health\Wellness-Human	\$52.00
	Totals for HOFFART, ANGELA:							\$52.00

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HOLLIDAY PROCESS SOLUTIONS, LLC	8/4/2016	3374		9/3/2016	TRANSTECTOR P/N: IMAX 120/240 SPLIT PHASE	10-004-57650	Repair-Equipment-Radio	\$6,422.43
							Totals for HOLLIDAY PROCESS SOLUTIONS, LLC:	\$6,422.43
HON, CALVIN	7/20/2016	HON072016	87909	7/21/2016	WELLNESS PROGRAM/MASSAGE	10-025-54350	Employee Health\Wellness-Human	\$25.00
							Totals for HON, CALVIN:	\$25.00
HORTON, SARA J.	7/27/2016	HOR072716	88019	7/28/2016	TUITION REIMBURSEMENT SPRING 2016	10-025-58550	Tuition Reimbursement-Human	\$1,020.00
							Totals for HORTON, SARA J.:	\$1,020.00
HOUSTON DRIVE TRAIN SERVICE INC.	7/19/2016	412048	88104	8/5/2016	1550-RESPLINE	10-010-59000	Vehicle-Outside Services-Fleet	\$1,600.00
	8/1/2016	412153	88205	8/10/2016	RESPLINE	10-010-59000	Vehicle-Outside Services-Fleet	\$800.00
	Totals for HOUSTON DRIVE TRAIN SERVICE INC.:							\$2,400.00
HUGHES NATURAL GAS INC	8/8/2016	7978 8/8/16		8/23/2016	STATION 40 7/1/2016 - 8/1/2016	10-016-58800	Utilities-Facil	\$56.20
							Totals for HUGHES NATURAL GAS INC:	\$56.20
HUTTON COMMUNICATIONS, INC	7/16/2016	2926694	88021	7/28/2016	RADIO REPAIR ATX-FG8060	10-004-57225	Radio Repair - Parts-Radio	\$440.80
	7/27/2016	2927468	88206	8/10/2016	RADIO REPAIR	10-004-57225	Radio Repair - Parts-Radio	\$676.14
	7/30/2016	2927788		8/29/2016	RADIO SHOP SUPPLIES	10-004-57225	Radio Repair - Parts-Radio	\$180.00
	8/1/2016	2927681		8/28/2016	12 LED DISTRIBUTION PANELS	10-004-57650	Repair-Equipment-Radio	\$1,102.48
	Totals for HUTTON COMMUNICATIONS, INC:							\$2,399.42
IBS OF GREATER CONROE	7/15/2016	1924102001183	88022	7/28/2016	BATTERY	10-004-58900	Vehicle-Batteries-Radio	\$101.95
	7/15/2016	1924102001182	88022	7/28/2016	BATTERY	10-010-58900	Vehicle-Batteries-Fleet	\$160.95
	Totals for IBS OF GREATER CONROE & INTERSTA							\$262.90
INDEPENDENCE MEDICAL	7/21/2016	90037998	88106	8/5/2016	MEDICAL SUPPLIES	10-008-53900	Disposable Medical Supplies-Mater	\$1,351.50
							Totals for INDEPENDENCE MEDICAL:	\$1,351.50
INDIGENT HEALTHCARE SOLUTIONS	8/3/2016	62892		8/3/2016	JULY 2016 POWER SEARCH SERVICES	10-002-57100	Professional Fees-PA	\$255.00
	8/1/2016	62835		8/1/2016	PROFESSIONAL SERVICES FOR SEPTEMBER 2016	10-015-53050	Computer Software-Information Technology	\$12,626.27
	Totals for INDIGENT HEALTHCARE SOLUTIONS:							\$12,881.27
INTL ACADEMY OF EMER MED DISPATCH	7/18/2016	166222	88107	8/5/2016	ONLINE EMD RECERITIFICAITON	10-006-58500	Training/Related Expenses-CE-Alarm	\$590.00
							Totals for INTERNATIONAL ACADEMY OF EMERGE	\$590.00
IT'S MUFFLER TIME, ABEL GONZALES	7/25/2016	33324	88207	8/10/2016	CATALYTIC CONVERTER REPLACEMENT	10-010-59000	Vehicle-Outside Services-Fleet	\$229.46
							Totals for IT'S MUFFLER TIME, ABEL GONZALES:	\$229.46
JOHNSON, RANDY	7/27/2016	JOH072716	88024	7/28/2016	PER DIEM BALANCE DUE/PINNACLE CONF 07/17/16-07/	10-001-53150	Conferences - Fees, Travel, & Meals-Admin	\$158.00
	8/10/2016	JOH081016	88208	8/10/2016	NETWORKING BREAKFAST REIMBURSEMENT/MAGNI	10-001-55900	Meals - Business and Travel-Admin	\$12.00

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							Totals for JOHNSON, RANDY:	\$170.00
JP MORGAN	7/19/2016	0003 6741 07/19/16	2087	7/19/2016	JPMCHASE PROCUREMENT CARD JULY 2016	10-000-14900	Prepaid Expenses-BS	\$1,628.00
						10-001-53150	Conferences - Fees, Travel, & Meals-Admin	\$465.75
						10-004-53150	Conferences - Fees, Travel, & Meals-Radio	\$571.69
						10-004-57225	Radio Repair - Parts-Radio	\$921.27
						10-004-57750	Small Equipment & Furniture-Radio	\$70.75
						10-007-54100	Dues/Subscriptions-EMS	\$99.00
						10-008-58700	Uniforms-Matls. Mgmt.	\$437.55
						10-009-52700	Business Licenses-OMD	\$192.00
						10-010-54700	Fuel-Fleet	\$9.96
						10-010-57650	Repair-Equipment-Fleet	\$672.70
						10-010-57700	Shop Tools-Fleet	\$39.98
						10-010-57750	Small Equipment & Furniture-Fleet	\$1,034.24
						10-010-58500	Training/Related Expenses-CE-Fleet	\$386.00
						10-010-58600	Travel Expenses-Fleet	\$400.00
						10-010-59050	Vehicle-Parts-Fleet	\$136.89
						10-010-59100	Vehicle-Registration-Fleet	\$76.22
						10-015-55900	Meals - Business and Travel-Information Technology	\$177.87
						10-015-58310	Telephones-Service-Information Technology	\$366.29
						10-016-52753	Capital Purchase - Building/Improvements-Facil	\$239.50
						10-016-54450	Employee Recognition-Facil	\$125.36
						10-016-57700	Shop Tools-Facil	\$448.31
						10-016-57725	Shop Supplies-Facil	\$834.66
						10-016-57750	Small Equipment & Furniture-Facil	\$119.00
						10-016-58800	Utilities-Facil	\$2,077.18
						10-025-53150	Conferences - Fees, Travel, & Meals-Human	\$465.75
						10-025-54350	Employee Health\Wellness-Human	\$455.62
						10-025-54450	Employee Recognition-Human	\$11.90
						10-015-58310	Telephones-Service-Information Technology	\$688.01
							Totals for JP MORGAN:	\$13,151.45
KARRER, ANDREW	8/3/2016	KAR081716	88108	8/5/2016	PER DIEM/1115 WAIVER CONFERENCE 08/29/16-08/31/16	10-039-53150	Conferences - Fees, Travel, & Meals-Param	\$91.50
							Totals for KARRER, ANDREW:	\$91.50
KENT, KARISA	7/27/2016	KEN072716	88025	7/28/2016	TUITION REIMBURSEMENT SPRING 2016	10-025-58550	Tuition Reimbursement-Human	\$680.00
							Totals for KENT, KARISA:	\$680.00
KOLOR KOATED, INC.	7/19/2016	16216	88109	8/5/2016	BADGE/UNIFORM	10-008-58700	Uniforms-Matls. Mgmt.	\$97.24
						10-008-58700	Uniforms-Matls. Mgmt.	\$194.48
	8/8/2016	16187		9/7/2016	UNIFORMS/REFURBISH BADGE	10-008-58700	Uniforms-Matls. Mgmt.	\$12.98
							Totals for KOLOR KOATED, INC.:	\$304.70



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KRONBERG'S FLAGS AND FLAGPOLES	8/10/2016	131675		9/9/2016	US FLAGS-NYLON	10-016-55600	Maintenance & Repairs-Buildings-Facil	\$304.00					
							Totals for KRONBERG'S FLAGS AND FLAGPOLES:	\$304.00					
LAKE SOUTH WATER SUPPLY CORP	7/15/2016	1000019000 07/15/16	88110	8/5/2016	STATION 45 06/16/16 - 07/15/16	10-016-58800	Utilities-Facil	\$355.24					
							Totals for LAKE SOUTH WATER SUPPLY CORPOR	\$355.24					
LEAL, RENE	7/27/2016	LEA072716	88027	7/28/2016	PER DIEM/PHEP QUARTELY MEETING 08/02/16-08/03/16	10-000-14900	Prepaid Expenses-BS	\$88.50					
							Totals for LEAL, RENE:	\$88.50					
LEE, KEVIN	8/5/2016	LEE080516	88111	8/5/2016	MILEAGE REIMBURSEMENT 06/19/2016	10-010-56200	Mileage Reimbursements-Fleet	\$10.26					
							Totals for LEE, KEVIN:	\$10.26					
LUXURY AIR, LLC	7/25/2016	0000105738	88211	8/10/2016	DIAGNOSTIC FEE/CONDENSER GRANGERLAND TOWE	10-004-55600	Maintenance & Repairs-Buildings-Radio	\$89.00					
							Totals for LUXURY AIR, LLC:	\$89.00					
MARTINEAU, JULIE ANN	7/31/2016	3	88213	8/10/2016	PIO OFFICER 07/01/16 - 07/31/16	10-001-57100	Professional Fees-Admin	\$4,000.00					
							Totals for MARTINEAU, JULIE ANN:	\$4,000.00					
MCKESSON GENERAL MEDICAL CORP.	7/21/2016	82311265		7/26/2016	MEDICAL SUPPLIES	10-008-53900	Disposable Medical Supplies-Mater	\$150.80					
							7/25/2016	82440635	7/29/2016	MEDICAL SUPPLIES	10-008-54000	Drug Supplies-Mater	\$70.05
							7/28/2016	82669051	8/2/2016	MEDICAL SUPPLIES	10-008-53900	Disposable Medical Supplies-Mater	\$164.20
							7/27/2016	82693294	8/10/2016	MEDICAL SUPPLIES	10-008-53900	Disposable Medical Supplies-Mater	\$275.60
											10-008-54000	Drug Supplies-Mater	\$1,588.68
							8/2/2016	83064190	9/1/2016	MEDICAL SUPPLIES	10-008-53900	Disposable Medical Supplies-Mater	\$335.16
							Totals for MCKESSON GENERAL MEDICAL CORP.:	\$2,584.49					
MEDIVATORS, INC	7/18/2016	2412194	88114	8/5/2016	ACTRIL COLD STERILAND	10-008-57900	Station Supplies-Mater	\$206.79					
							Totals for MEDIVATORS, INC:	\$206.79					
MID-SOUTH SYNERGY	7/24/2016	313046001 7/24	88215	8/10/2016	STATION 45 6/24/2016 - 7/24/2016	10-016-58800	Utilities-Facil	\$350.00					
							Totals for MID-SOUTH SYNERGY:	\$350.00					
MILLER UNIFORMS & EMBLEMS, INC.	7/18/2016	46212	88116	8/5/2016	UNIFORMS	10-008-58700	Uniforms-Matls. Mgmt.	\$273.50					
							10-008-58700	Uniforms-Matls. Mgmt.	\$12.90				
							10-008-58700	Uniforms-Matls. Mgmt.	\$253.50				
							10-008-58700	Uniforms-Matls. Mgmt.	\$103.00				
							10-008-58700	Uniforms-Matls. Mgmt.	\$174.00				
							10-008-58700	Uniforms-Matls. Mgmt.	\$149.00				
							10-008-58700	Uniforms-Matls. Mgmt.	\$169.00				
							10-008-58700	Uniforms-Matls. Mgmt.	\$12.97				
							10-008-58700	Uniforms-Matls. Mgmt.	\$141.00				
							10-008-58700	Uniforms-Matls. Mgmt.	\$2.50				

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	7/15/2016	46174	88034	7/28/2016	UNIFORMS	10-008-58700	Uniforms-Matls. Mgmt.	\$111.20
	8/1/2016	46709	88216	8/10/2016	UNIFORMS	10-008-58700	Uniforms-Matls. Mgmt.	\$146.50
	8/1/2016	47227	88216	8/10/2016	UNIFORMS	10-008-58700	Uniforms-Matls. Mgmt.	\$369.98
						10-008-58700	Uniforms-Matls. Mgmt.	\$11.14
	8/1/2016	46859	88216	8/10/2016	UNIFORMS	10-008-58700	Uniforms-Matls. Mgmt.	\$308.00
						10-008-58700	Uniforms-Matls. Mgmt.	\$10.66
	8/2/2016	47737		9/1/2016	UNIFORMS	10-008-58700	Uniforms-Matls. Mgmt.	\$99.00
	8/2/2016	47739		9/1/2016	UNIFORMS	10-008-58700	Uniforms-Matls. Mgmt.	\$5.00
						10-008-58700	Uniforms-Matls. Mgmt.	\$12.14
	8/4/2016	477986		9/3/2016	UNIFORMS	10-008-58700	Uniforms-Matls. Mgmt.	\$10.00
						10-008-58700	Uniforms-Matls. Mgmt.	\$10.88
	8/2/2016	47749		9/1/2016	UNIFORMS	10-008-58700	Uniforms-Matls. Mgmt.	\$313.00
	8/2/2016	47731		9/1/2016	UNIFORMS	10-008-58700	Uniforms-Matls. Mgmt.	\$84.50
	8/2/2016	47735		9/1/2016	UNIFORMS	10-008-58700	Uniforms-Matls. Mgmt.	\$74.50
	8/2/2016	47733		9/1/2016	UNIFORMS	10-008-58700	Uniforms-Matls. Mgmt.	\$84.50
	8/1/2016	42617	88216	8/10/2016	UNIFORMS	10-008-58700	Uniforms-Matls. Mgmt.	\$17.50
						10-008-58700	Uniforms-Matls. Mgmt.	\$13.31
	8/9/2016	48406		9/8/2016	UNIFORMS	10-008-58700	Uniforms-Matls. Mgmt.	\$146.50
						10-008-58700	Uniforms-Matls. Mgmt.	\$11.60
	8/9/2016	48407		9/8/2016	UNIFORMS	10-008-58700	Uniforms-Matls. Mgmt.	\$146.50
	8/2/2016	47736		9/1/2016	UNIFORMS	10-008-58700	Uniforms-Matls. Mgmt.	\$134.00
	8/3/2016	47793		9/2/2016	UNIFORMS	10-008-58700	Uniforms-Matls. Mgmt.	\$20.00
	8/2/2016	47738		9/1/2016	UNIFORMS	10-008-58700	Uniforms-Matls. Mgmt.	\$2.95
	8/1/2016	46718		8/21/2016	UNIFORMS	10-008-58700	Uniforms-Matls. Mgmt.	\$82.00
	8/1/2016	46711		8/21/2016	UNIFORMS	10-008-58700	Uniforms-Matls. Mgmt.	\$146.50
	8/1/2016	42613		8/1/2016	UNIFORMS	10-008-58700	Uniforms-Matls. Mgmt.	\$13.95
							Totals for MILLER UNIFORMS & EMBLEMS, INC.:	\$3,677.18
MONTGOMERY COUNTY ESD #1 (STN 13)	7/25/2016	AUG 2016-131	87969	7/25/2016	STATION 13 RENT	10-000-14900	Prepaid Expenses-BS	\$1,025.00
							Totals for MONTGOMERY COUNTY ESD #1 (STN 13):	\$1,025.00
MONTGOMERY COUNTY ESD #10, STN 42	7/25/2016	AUG 2016-115	87970	7/25/2016	STATION 42 RENT	10-000-14900	Prepaid Expenses-BS	\$950.00
							Totals for MONTGOMERY COUNTY ESD #10, STN 42:	\$950.00
MONTGOMERY COUNTY ESD #6, STN 34	7/25/2016	AUG 2016-138	87971	7/25/2016	STATION 34 RENT	10-000-14900	Prepaid Expenses-BS	\$900.00
							Totals for MONTGOMERY COUNTY ESD #6, STN 34:	\$900.00
MONTGOMERY COUNTY ESD #8, STN 21/22	7/25/2016	AUG 2016-139	87972	7/25/2016	STATION 21 & 22 RENT	10-000-14900	Prepaid Expenses-BS	\$800.00
						10-000-14900	Prepaid Expenses-BS	\$800.00
							Totals for MONTGOMERY COUNTY ESD #8, STN 21 & 22:	\$1,600.00
MONTGOMERY COUNTY ESD #9, STN 33	7/25/2016	AUG 2016-138	87971	7/25/2016	STATION 33 RENT	10-000-14900	Prepaid Expenses-BS	\$850.00
							Totals for MONTGOMERY COUNTY ESD #9, STN 33:	\$850.00



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ORR SAFETY CORPORATION	7/22/2016	INV3662766	88221	8/10/2016	PRESCRIPTION SAFETY GLASSES-KIRKLAND	10-008-58700	Uniforms-Matls. Mgmt.	\$150.00
	7/22/2016	INV3662767	88221	8/10/2016	PRESCRIPTION SAFETY GLASSES-KOCH	10-008-58700	Uniforms-Matls. Mgmt.	\$150.00
	7/22/2016	INV3662768	88221	8/10/2016	PRESCRIPTION SAFETY GLASSES-RIOS	10-008-58700	Uniforms-Matls. Mgmt.	\$150.00
	7/19/2016	INV3689093	88154	8/5/2016	SAFETY GLASSES	10-008-58700	Uniforms-Matls. Mgmt.	\$898.00
	8/1/2016	INV3686695		8/18/2016	SAFETY GLASSES	10-008-58700	Uniforms-Matls. Mgmt.	\$215.00
							Totals for ORR SAFETY CORPORATION:	\$1,563.00
PANORAMA, CITY OF	7/22/2016	1020159006 07/22/16	88117	8/5/2016	STATION 14 06/22/16 - 07/22/16	10-016-58800	Utilities-Facil	\$49.38
							Totals for PANORAMA, CITY OF:	\$49.38
PATRICK, CASEY	7/21/2016	PAT072016	88038	7/28/2016	ASSISTANCT MED DIRECTOR 6/1/16-6/30/16	10-009-57100	Professional Fees-OMD	\$3,300.00
							Totals for PATRICK, CASEY:	\$3,300.00
PHYSIO-CONTROL, INC	7/28/2016	416140572	88222	8/10/2016	LUCAS 2 DEVICE/ZONE2 TRAVEL 1 YEAR CONTRACT	10-008-55650	Maintenance-Contract Equipment-Mater	\$8,468.29
							Totals for PHYSIO-CONTROL, INC:	\$8,468.29
PITNEY BOWES INC	7/17/2016	PITNEY	88041	7/28/2016	ACCT# 8000-9090-0476-5611 06/20/16 - 07/11/16	10-008-56900	Postage-Meter	\$463.49
							Totals for PITNEY BOWES INC (POB 371896)postag	\$463.49
READY REFRESH BY NESTLE	7/18/2016	06G0123393332 7/18	88042	7/28/2016	STATION 30 6/17/2016 - 7/16/2016	10-016-58800	Utilities-Facil	\$50.34
	7/25/2016	06G0123390957	88155	8/5/2016	MCHD/FLEET CAMPUS 06/23/16-07/22/16	10-016-58800	Utilities-Facil	\$39.87
							Totals for READY REFRESH BY NESTLE:	\$90.21
RELIANT ENERGY	8/2/2016	184002590984	88223	8/10/2016	MAGNOLIA TOWER 6/28/2016 - 7/28/2016	10-004-58800	Utilities-Radio	\$74.63
	8/2/2016	184002590985 8/02/1	88224	8/10/2016	MAGNOLIA TOWER 6/28/2016 - 7/28/2016	10-004-58800	Utilities-Radio	\$768.21
							Totals for RELIANT ENERGY:	\$842.84
REVSPRING, INC.	7/26/2016	DS11212253	88043	7/28/2016	MAILING FEE/ACCT PPMCHD01 06/01/16-06/30/16	10-011-52900	Collection Fees-Bill	\$6,189.51
							Totals for REVSPRING, INC.:	\$6,189.51
RYSZ STORAGE BATTERY CO.	7/19/2016	106026	88156	8/5/2016	6V BATTERY/3V LITHIUM COIN CELL	10-008-54200	Durable Medical Equipment-Mater	\$114.80
						10-008-54200	Durable Medical Equipment-Mater	\$23.87
							Totals for RYSZ STORAGE BATTERY CO.:	\$138.67
SAFETY GLASSES USA.COM	8/2/2016	724689		9/1/2016	SAFETY GLASSES	10-008-53900	Disposable Medical Supplies-Mater	\$1,272.00
							Totals for SAFETY GLASSES USA.COM:	\$1,272.00
SAFETY-KLEEN CORP.	7/28/2016	70784306	88225	8/10/2016	HAZARDOUS WASTE REMOVAL	10-010-54500	Equipment Rental-Fleet	\$148.32
							Totals for SAFETY-KLEEN CORP.:	\$148.32
SAM'S CLUB DIRECT	7/20/2016	STMT 07/20/16	88118	8/5/2016	STATION SUPPLIES	10-008-57900	Station Supplies-Mater	\$395.48
	7/20/2016	STMT 07/20/16 \$364	88118	8/5/2016	HAIER 9.2 FREEZER	10-008-57900	Station Supplies-Mater	\$364.13

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	7/20/2016	STMT 07/20/16 \$22.5	88118	8/5/2016	STATION SUPPLIES	10-008-57900	Station Supplies-Mater	\$22.98
	7/20/2016	STMT 07/20/16 \$358	88118	8/5/2016	STATION SUPPLIES	10-008-57900	Station Supplies-Mater	\$358.82
	7/20/2016	STMT 07/20/16 \$260	88118	8/5/2016	STATION SUPPLIES	10-008-57900	Station Supplies-Mater	\$260.32
	7/20/2016	STMT 07/20/16 \$19.9	88118	8/5/2016	STATION SUPPLIES	10-004-57900	Station Supplies-Radio	\$19.98
	7/20/2016	STMT 07/20/16 \$60.0	88118	8/5/2016	MEMBERSHIP DUES	10-008-54100	Dues/Subscriptions-Mater	\$60.00
	7/20/2016	STMT 07/20/16 \$199	88118	8/5/2016	STATION SUPPLIES	10-008-57900	Station Supplies-Mater	\$199.80
	7/20/2016	STMT 07/20/16 \$50.0	88118	8/5/2016	STATION SUPPLIES	10-008-54100	Dues/Subscriptions-Mater	\$50.00
	7/20/2016	STMT 07/20/16 \$10.1	88118	8/5/2016	STATION SUPPLIES	10-008-57900	Station Supplies-Mater	\$10.17
	7/20/2016	STMT 07/20/16 \$5.0	88118	8/5/2016	STATION SUPPLIES/bal due	10-008-57900	Station Supplies-Mater	\$5.00
							Totals for SAM'S CLUB DIRECT:	\$1,746.68
SAN ANTONIO EQUIPMENT REPAIR	7/26/2016	50197	88045	7/28/2016	FLOOR PLATE COVER KIT	10-010-59050	Vehicle-Parts-Fleet	\$808.91
							Totals for SAN ANTONIO EQUIPMENT REPAIR:	\$808.91
SAYERS, JULIE	7/15/2016	SAY071516	87933	7/21/2016	MILEAGE REIMBURSEMENT	10-007-56200	Mileage Reimbursements-EMS	\$31.26
							Totals for SAYERS, JULIE:	\$31.26
SHRED-IT USA LLC	8/9/2016	9411866723 8/9/16		9/8/2016	ACCT# 13034336 SERVICE DATE 8/8/2016	10-026-56500	Other Services-Recor	\$212.95
							Totals for SHRED-IT USA LLC:	\$212.95
SHUMATE, MICAH	7/20/2016	SHU072016	87934	7/21/2016	WELLNESS PROGRAM/GYM MEMBERSHIP	10-025-54350	Employee Health/Wellness-Human	\$25.00
							Totals for SHUMATE, MICAH:	\$25.00
SMITH, TAYLOR	7/27/2016	SMI072716	88048	7/28/2016	TUITION REIMBURSEMENT SPRING 2016	10-025-58550	Tuition Reimbursement-Human	\$680.00
							Totals for SMITH, TAYLOR:	\$680.00
SPOK - USA MOBILITY WIRELESS, INC	8/1/2016	Z0275033H	88227	8/10/2016	ACCT #025033-9 8/1/16-8/31/16	10-007-56700	Paging System-EMS	\$360.99
							Totals for SPOK - USA MOBILITY WIRELESS, INC:	\$360.99
STAN STANART, COUNTY CLERK	7/29/2016	STA080516	88120	8/5/2016	SMALL CLAIMS FILING FEE	10-011-55500	Legal Fees-Bill	\$2.00
							Totals for STAN STANART, COUNTY CLERK:	\$2.00
STANDARD INSURANCE COMPANY	8/1/2016	160682 L&D 08/01/1	2093	8/11/2016	LIFE & DISABILITY INSURANCE PREMIUMS 08/01/16 - C	10-001-51700	Health & Dental-Admin	\$380.75
						10-002-51700	Health & Dental-PA	\$665.79
						10-004-51700	Health & Dental-Radio	\$154.60
						10-005-51700	Health & Dental-Accou	\$222.50
						10-006-51700	Health & Dental-Alarm	\$1,036.66
						10-007-51700	Health & Dental-EMS	\$9,202.70
						10-008-51700	Health & Dental-Matls. Mgmt.	\$359.10
						10-009-51700	Health & Dental-OMD	\$613.35
						10-010-51700	Health & Dental-Fleet	\$343.33
						10-011-51700	Health & Dental-Bill	\$766.17
						10-015-51700	Health & Dental-Information Technology	\$291.27

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						10-016-51700	Health & Dental-Facil	\$119.77
						10-025-51700	Health & Dental-Human	\$185.93
						10-026-51700	Health & Dental-Recor	\$183.11
						10-027-51700	Health & Dental-Emerg	\$41.78
						10-039-51700	Health & Dental-Param	\$262.79
	8/1/2016	160682 DEN 08/01/16	2094	8/11/2016	DENTAL PREMIUMS 08/01/16 - 08/31/16	10-001-51700	Health & Dental-Admin	\$303.57
						10-002-51700	Health & Dental-PA	\$827.55
						10-004-51700	Health & Dental-Radio	\$327.69
						10-005-51700	Health & Dental-Accou	\$264.46
						10-006-51700	Health & Dental-Alarm	\$1,322.04
						10-007-51700	Health & Dental-EMS	\$11,149.99
						10-008-51700	Health & Dental-Matls. Mgmt.	\$477.00
						10-009-51700	Health & Dental-OMD	\$584.26
						10-010-51700	Health & Dental-Fleet	\$468.40
						10-011-51700	Health & Dental-Bill	\$686.33
						10-015-51700	Health & Dental-Information Technology	\$155.23
						10-016-51700	Health & Dental-Facil	\$238.37
						10-025-51700	Health & Dental-Human	\$238.37
						10-026-51700	Health & Dental-Recor	\$164.83
						10-027-51700	Health & Dental-Emerg	\$109.23
						10-039-51700	Health & Dental-Param	\$338.00
	8/1/2016	160682 VIS 08/01/16	2095	8/11/2016	VISION PREMIUMS 08/01/16 - 08/31/16	10-001-51700	Health & Dental-Admin	\$52.26
						10-002-51700	Health & Dental-PA	\$158.08
						10-004-51700	Health & Dental-Radio	\$50.76
						10-005-51700	Health & Dental-Accou	\$49.36
						10-006-51700	Health & Dental-Alarm	\$227.82
						10-007-51700	Health & Dental-EMS	\$1,991.36
						10-008-51700	Health & Dental-Matls. Mgmt.	\$93.43
						10-009-51700	Health & Dental-OMD	\$100.11
						10-010-51700	Health & Dental-Fleet	\$82.76
						10-011-51700	Health & Dental-Bill	\$150.09
						10-015-51700	Health & Dental-Information Technology	\$32.44
						10-016-51700	Health & Dental-Facil	\$40.62
						10-025-51700	Health & Dental-Human	\$45.47
						10-026-51700	Health & Dental-Recor	\$30.50
						10-027-51700	Health & Dental-Emerg	\$16.92
						10-039-51700	Health & Dental-Param	\$59.48
							Totals for STANDARD INSURANCE COMPANY (POI)	\$35,666.38
STANLEY LAKE M.U.D.	7/30/2016	00009836 7/25/16	88158	8/5/2016	STATION 43 6-27-2016 - 7/25/2016	10-016-58800	Utilities-Facil	\$5.77
	7/30/2016	00009834 7/25/16	88158	8/5/2016	STATION 43 #2 6/27/2016 - 7/25/2016	10-016-58800	Utilities-Facil	\$184.55
							Totals for STANLEY LAKE M.U.D.:	\$190.32

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STERICYCLE, INC	8/1/2016	4006476121		8/31/2016	ACCT # 2200666 JUNE/JULY 2016	10-008-52500	Bio-Waste Removal-Mater	\$554.73
						10-008-52500	Bio-Waste Removal-Mater	\$329.21
						Totals for STERICYCLE, INC:		\$883.94
STEWART ORGANIZATION	7/31/2016	1116237		8/15/2016	ACCT #1110518 COPIER USAGE 07/25/16-08/24/16	10-015-55400	Leases/Contracts-Information Technology	\$646.90
						10-015-55400	Leases/Contracts-Information Technology	\$1,926.63
						Totals for STEWART ORGANIZATION:		\$2,573.53
STRYKER SALES CORPORATION	8/2/2016	1986776M		9/1/2016	BOLSTER MATTRESS	10-008-54200	Durable Medical Equipment-Mater	\$1,075.26
						10-008-54200	Durable Medical Equipment-Mater	\$8.05
	8/5/2016	1989358M		9/4/2016	BELT ITEM	10-008-54200	Durable Medical Equipment-Mater	\$672.82
						10-008-54200	Durable Medical Equipment-Mater	\$4.10
	8/5/2016	1989359M		9/4/2016	HEAD STORAGE/POCKETED BACK RESTRAINT POUCH	10-008-54200	Durable Medical Equipment-Mater	\$789.00
						10-008-54200	Durable Medical Equipment-Mater	\$4.36
Totals for STRYKER SALES CORPORATION:		\$2,553.59						
SUDDENLINK	7/25/2016	719772101 7/25/16	88159	8/5/2016	STATION 30 07/01/2016 - 08/31/2016	10-015-58310	Telephones-Service-Information Technology	\$103.98
						10-016-58800	Utilities-Facil	\$45.58
	7/25/2016	709532001 07/25/16	88160	8/5/2016	STATION 13 08/01/2016-08/31/2016	10-015-58310	Telephones-Service-Information Technology	\$85.94
						Totals for SUDDENLINK:		\$235.50
TAYLOR HEALTHCARE PRODUCTS	7/22/2016	60792415	88228	8/10/2016	LINENS	10-008-53800	Disposable Linen-Mater	\$1,026.00
						10-008-53800	Disposable Linen-Mater	\$1,744.50
	7/19/2016	60792390	88161	8/5/2016	LINENS	10-008-53800	Disposable Linen-Mater	\$1,569.60
						Totals for TAYLOR HEALTHCARE PRODUCTS, INC		\$4,340.10
TEXAS MUTUAL INSURANCE CO	7/15/2016	0001217354 06/30/16	2082	7/15/2016	PERIOD: 04/01/16-06/30/16 DOC ID: 6 415 169 6	10-025-59350	Worker's Compensation Insurance-Human	\$111,512.00
						Totals for TEXAS MUTUAL INSURANCE COMPANY		\$111,512.00
OFFICE OF THE ATTORNEY GENERAL	8/1/2016	972-23467	88229	8/10/2016	2016 OPEN GOVERNMENT CONFERENCE REGISTRATIC	10-000-14900	Prepaid Expenses-BS	\$195.00
						Totals for THE OFFICE OF THE ATTORNEY GENER		\$195.00
THE WOODLANDS TOWNSHIP	7/25/2016	AUG 2016-135	87974	7/25/2016	STATION 23, 24, & 29 RENT	10-000-14900	Prepaid Expenses-BS	\$1,000.00
						10-000-14900	Prepaid Expenses-BS	\$1,000.00
						10-000-14900	Prepaid Expenses-BS	\$1,000.00
						Totals for THE WOODLANDS TOWNSHIP (23/24/29)		\$3,000.00
TOMMY'S WRECKER SERVICE	8/3/2016	73020		9/2/2016	TOWING SERVICE	10-010-59200	Vehicle-Towing-Fleet	\$380.00
						Totals for TOMMY'S WRECKER SERVICE:		\$380.00
TRIZETTO (GATEWAY EDI, LLC)	8/1/2016	121Y081600		8/15/2016	INTEGRATED ELIB/QUICK POST REMITS/ELECTRONIC	10-011-52900	Collection Fees-Bill	\$814.18
						Totals for TRIZETTO (GATEWAY EDI, LLC):		\$814.18

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Vendor Name	Invoice Date	Invoice No.	Payment No.	Payment Date	Invoice Description	Account No.	Account Description	Amount
TROPHY HOUSE, LLC	7/18/2016	25145	88164	8/5/2016	SAVE PLAQUE - WILLIAM WRIGHT	10-009-54450	Employee Recognition-OMD	\$32.50
	7/18/2016	25144	88164	8/5/2016	SAVE PLAQUES/CERTIFICATE FRAMED	10-009-54450	Employee Recognition-OMD	\$834.00
	7/22/2016	25165	88230	8/10/2016	CERTIFICATE HOLDER PLAQUE	10-009-54450	Employee Recognition-OMD	\$222.00
	7/28/2016	25186	88230	8/10/2016	AMBULANCE TAGS	10-010-59050	Vehicle-Parts-Fleet	\$80.00
							Totals for TROPHY HOUSE, LLC:	\$1,168.50
TUTT, HOWARD	8/10/2016	TUT081016	88231	8/10/2016	MILEAGE REIMBURSEMENT 07/25/16-08/05/16	10-010-56200	Mileage Reimbursements-Fleet	\$171.45
								Totals for TUTT, HOWARD:
UNITED RENTALS	8/1/2016	137378135-003		8/26/2016	BOOM 46-50' TOWABLE	10-016-54500	Equipment Rental-Facil	\$1,651.98
	8/1/2016	137378135-002		8/1/2016	BOOM 46-50' TOWABLE	10-016-54500	Equipment Rental-Facil	\$1,651.98
								Totals for UNITED RENTALS:
VFIS OF TEXAS	7/15/2016	CM07152016			CREDITS	10-027-54900	Insurance-Emerg	(\$7,750.35)
	7/17/2016	33289	88165	8/5/2016	MONTHLY INSURANCE PREMIUM	10-027-54900	Insurance-Emerg	\$41,172.00
								Totals for VFIS OF TEXAS / REGNIER & ASSOCIATI
WALKUP, MATTHEW	8/5/2016	WAL080516	88121	8/5/2016	PER DIEM/APCO INTERNATIONAL CONF 08/13/16-08/18	10-006-53150	Conferences - Fees, Travel, & Meals-Alarm	\$329.50
								Totals for WALKUP, MATTHEW:
WASTE MANAGEMENT OF TEXAS	7/22/2016	5355653-1792-7	88166	8/5/2016	STATION 41 ACCT# 792-0097800-1792-8 7/22/2016	10-016-58800	Utilities-Facil	\$140.54
	7/22/2016	5355652-1792-9	88166	8/5/2016	STATION 43 ACCT 792-0097776-1792-0 7/22/2016	10-016-58800	Utilities-Facil	\$101.80
								Totals for WASTE MANAGEMENT OF TEXAS:
WHITENER ENTERPRISES, INC.	7/22/2016	15015	88232	8/10/2016	SHOP SUPPLIES/LUBRICANTS	10-010-56500	Other Services-Fleet	\$583.40
						10-010-57725	Shop Supplies-Fleet	\$285.00
						10-010-56400	Oil & Lubricants-Fleet	\$550.00
								Totals for WHITENER ENTERPRISES, INC.:
WILLIAMS, DANIELLE	7/27/2016	WIL072716	88059	7/28/2016	TUITION REIMBURSEMENT SPRING 2016	10-025-58550	Tuition Reimbursement-Human	\$680.00
								Totals for WILLIAMS, DANIELLE:
WOODFOREST NATIONAL BANK	8/1/2016	AUG 76937554-006	88065	8/3/2016	CAPITAL/LEASE # 6937554 P25	10-004-52725	Capital Lease Expense-Radio	\$30,138.56
						10-004-55025	Interest Expense-Radio	\$1,738.37
								Totals for WOODFOREST NATIONAL BANK (7889):
WRIGHT EXPRESS-FLEET FUEL	7/20/2016	WRI072016	2086	7/20/2016	ACCT# 5974 07/12/2016 - 07/20/2016	10-010-54700	Fuel-Fleet	\$11,242.91
								Totals for WRIGHT EXPRESS-FLEET FUEL:
YEZAK, DARREN	7/29/2016	YEZ080316	88124	8/5/2016	MILEAGE REIMBURSEMENT 07/18/16	10-007-56200	Mileage Reimbursements-EMS	\$29.65
	7/27/2016	YEZ072716	88234	8/10/2016	MILEAGE REIMBURSEMENT 07/27/16	10-007-56200	Mileage Reimbursements-EMS	\$14.04
								Totals for YEZAK, DARREN:



**Montgomery County Hospital District**  
**Invoice Expense Allocation Report**  
Board Meeting 08/23/2016 - Paid Invoices

Vendor Name	Invoice Date	Invoice No.	Payment No.	Payment Date	Invoice Description	Account No.	Account Description	Amount
ZOLL MEDICAL CORPORATION	7/22/2016	2404774	88236	8/10/2016	MEDICAL SUPPLIES	10-008-54200	Durable Medical Equipment-Mater	\$1,365.15
						10-008-54200	Durable Medical Equipment-Mater	\$29.91
	7/22/2016	39638	88236	8/10/2016	MEDICAL SUPPLIES	10-008-54200	Durable Medical Equipment-Mater	\$1,651.25
						10-008-54200	Durable Medical Equipment-Mater	\$29.91
	8/10/2016	2411290		9/9/2016	DEFIB PADS PEDI	10-008-53900	Disposable Medical Supplies-Mater	\$1,494.00
					10-008-53900	Disposable Medical Supplies-Mater	\$43.70	
						<b>Totals for ZOLL MEDICAL CORPORATION:</b>	<b>\$4,613.92</b>	

**CAPITAL PURCHASES**

AMERITEX MACHINE AND FAB LLC	7/25/2016	62120	88175	8/10/2016	LASER CUT PLATE 12 GA	10-004-52754	Capital Purchase - Equipment-Radio	\$1,793.70
							<b>Totals for AMERITEX MACHINE AND FAB LLC:</b>	<b>\$1,793.70</b>
CONSOLIDATED TRAFFIC CONTROLS	8/8/2016	38607		9/7/2016	GPS VEHICLE KIT	10-010-52754	Capital Purchase - Equipment-Fleet	\$3,000.00
							<b>Totals for CONSOLIDATED TRAFFIC CONTROLS, II</b>	<b>\$3,000.00</b>
PORTABLE COOLING SYSTEMS, INC.	8/11/2016					10-010-52754	Capital Purchase - Equipment-Fleet	\$12,135.00
							<b>Totals for PORTABLE COOLING SYSTEMS, INC.:</b>	<b>\$12,135.00</b>
ZOLL DATA SYSTEMS	8/1/2016	72901-1	88235	8/10/2016	SOFTWARE/INSTALLATION TRAINING	10-007-52754	Capital Purchase - Equipment-EMS	\$8,000.00
							<b>Totals for ZOLL DATA SYSTEMS:</b>	<b>\$8,000.00</b>
SAN ANTONIO EQUIPMENT REPAIR	7/26/2016	50773	88045	7/28/2016	AMB MAINTENANCE/REPAIR-ZYCO STEP UNITS 21,28,	10-010-52755	Capital Purchase - Vehicles-Fleet	\$6,238.50
	7/26/2016	51296	88045	7/28/2016	AMB MAINTENANCE/REPAIR-ZYCO STEP UNITS 14,24,	10-010-52755	Capital Purchase - Vehicles-Fleet	\$6,238.50
	7/26/2016	50863	88045	7/28/2016	AMB MAINTENANCE/REPAIR-ZYCO STEP UNIT 26,37,2,	10-010-52755	Capital Purchase - Vehicles-Fleet	\$6,238.50
	7/26/2016	51050	88045	7/28/2016	AMB MAINTENANCE/REPAIR POWER DOOR LOCKS UN	10-010-52755	Capital Purchase - Vehicles-Fleet	\$5,000.00
	7/26/2016	50197	88045	7/28/2016	FLOOR PLATE COVER KIT	10-010-59050	Vehicle-Parts-Fleet	\$808.91
	8/1/2016	51740		8/30/2016	AMBULANCE MAINTENANCE/ADD ZYCO STEPS 15,29,;	10-010-52755	Capital Purchase - Vehicles-Fleet	\$6,837.84
	8/1/2016	51741		8/30/2016	AMBULANCE MAINTENANCE/INSTALL POWER LOCKS	10-010-52755	Capital Purchase - Vehicles-Fleet	\$3,750.00
	8/1/2016	51735		8/30/2016	AMBULANCE MAINTENANCE/REPAIR/STEPS(9 steps/ft,	10-010-52755	Capital Purchase - Vehicles-Fleet	\$1,798.02
						<b>Totals for SAN ANTONIO EQUIPMENT REPAIR:</b>	<b>\$36,910.27</b>	

**Account Summary**

Account Number	Description	Net Amount
10-000-14100	Patient Refunds-BS	\$8,982.31
10-000-14900	Prepaid Expenses-BS	\$12,322.70
10-000-21585	P/R-Flexible Spending-BS-BS	\$6,402.95
10-000-21590	P/R-Premium Cancer/Accident-BS	\$13,444.56
10-000-21595	P/R-Health Savings-BS-BS	\$9,322.06

**Montgomery County Hospital District**  
**Invoice Expense Allocation Report**  
Board Meeting 08/23/2016 - Paid Invoices

Vendor Name	Invoice Date	Invoice No.	Payment No.	Payment Date	Invoice Description	Account No.	Account Description	Amount
		10-001-51700			Health & Dental-Admin		\$6,733.74	
		10-001-52950			Community Education-Admin		\$60.00	
		10-001-53150			Conferences - Fees, Travel, & Meals-Admin		\$702.25	
		10-001-54100			Dues/Subscriptions-Admin		\$120.00	
		10-001-55900			Meals - Business and Travel-Admin		\$12.00	
		10-001-57100			Professional Fees-Admin		\$4,000.00	
		10-002-51700			Health & Dental-PA		\$13,269.70	
		10-002-57100			Professional Fees-PA		\$255.00	
		10-004-51700			Health & Dental-Radio		\$5,344.69	
		10-004-52725			Capital Lease Expense-Radio		\$30,138.56	
		10-004-52754			Capital Purchase - Equipment-Radio		\$1,793.70	
		10-004-53150			Conferences - Fees, Travel, & Meals-Radio		\$571.69	
		10-004-55025			Interest Expense-Radio		\$1,738.37	
		10-004-55600			Maintenance & Repairs-Buildings-Radio		\$89.00	
		10-004-57100			Professional Fees-Radio		\$30,486.72	
		10-004-57225			Radio Repair - Parts-Radio		\$3,439.01	
		10-004-57650			Repair-Equipment-Radio		\$7,524.91	
		10-004-57750			Small Equipment & Furniture-Radio		\$3,150.75	
		10-004-57900			Station Supplies-Radio		\$19.98	
		10-004-58200			Telephones-Cellular-Radio		\$86.39	
		10-004-58310			Telephones-Service-Radio		\$238.10	
		10-004-58800			Utilities-Radio		\$2,242.12	
		10-004-58900			Vehicle-Batteries-Radio		\$101.95	
		10-005-51700			Health & Dental-Accou		\$6,375.80	
		10-005-56200			Mileage Reimbursements-Accou		\$152.06	
		10-006-51700			Health & Dental-Alarm		\$22,014.66	
		10-006-53150			Conferences - Fees, Travel, & Meals-Alarm		\$659.00	
		10-006-58500			Training/Related Expenses-CE-Alarm		\$590.00	
		10-007-51700			Health & Dental-EMS		\$213,218.04	
		10-007-52754			Capital Purchase - Equipment-EMS		\$8,000.00	
		10-007-53150			Conferences - Fees, Travel, & Meals-EMS		\$580.00	
		10-007-54100			Dues/Subscriptions-EMS		\$99.00	
		10-007-55650			Maintenance-Contract Equipment-EMS		\$195.11	
		10-007-56200			Mileage Reimbursements-EMS		\$141.75	
		10-007-56700			Paging System-EMS		\$360.99	
		10-007-58200			Telephones-Cellular-EMS		\$37.99	
		10-008-51700			Health & Dental-Matls. Mgmt.		\$10,540.35	
		10-008-52500			Bio-Waste Removal-Mater		\$883.94	
		10-008-53800			Disposable Linen-Mater		\$4,340.10	
		10-008-53900			Disposable Medical Supplies-Mater		\$62,043.81	
		10-008-54000			Drug Supplies-Mater		\$5,765.01	
		10-008-54100			Dues/Subscriptions-Mater		\$110.00	
		10-008-54200			Durable Medical Equipment-Mater		\$9,328.66	

**Montgomery County Hospital District**  
**Invoice Expense Allocation Report**  
Board Meeting 08/23/2016 - Paid Invoices

Vendor Name	Invoice Date	Invoice No.	Payment No.	Payment Date	Invoice Description	Account No.	Account Description	Amount
		10-008-55650			Maintenance-Contract Equipment-Mater		\$10,278.68	
		10-008-56600			Oxygen & Gases-Mater		\$4,863.40	
		10-008-56900			Postage-Meter		\$575.89	
		10-008-57750			Small Equipment & Furniture-Matls. Mgmt.		\$633.87	
		10-008-57900			Station Supplies-Mater		\$3,303.48	
		10-008-58700			Uniforms-Matls. Mgmt.		\$7,701.93	
		10-009-51700			Health & Dental-OMD		\$10,356.58	
		10-009-52700			Business Licenses-OMD		\$192.00	
		10-009-53150			Conferences - Fees, Travel, & Meals-Dept		\$973.50	
		10-009-54100			Dues/Subscriptions-OMD		\$15,000.00	
		10-009-54450			Employee Recognition-OMD		\$1,088.50	
		10-009-56100			Meeting Expenses-OMD		\$3,189.22	
		10-009-56200			Mileage Reimbursements-OMD		\$134.41	
		10-009-57100			Professional Fees-OMD		\$22,471.61	
		10-010-51700			Health & Dental-Fleet		\$8,264.95	
		10-010-52000			Accident Repair-Fleet		\$347.24	
		10-010-52754			Capital Purchase - Equipment-Fleet		\$15,135.00	
		10-010-52755			Capital Purchase - Vehicles-Fleet		\$36,101.36	
		10-010-54500			Equipment Rental-Fleet		\$148.32	
		10-010-54700			Fuel-Fleet		\$11,252.87	
		10-010-54800			Hazardous Waste Removal-Fleet		\$126.00	
		10-010-55100			Laundry Service & Purchase-Fleet		\$347.20	
		10-010-56200			Mileage Reimbursements-Fleet		\$181.71	
		10-010-56400			Oil & Lubricants-Fleet		\$550.00	
		10-010-56500			Other Services-Fleet		\$583.40	
		10-010-57650			Repair-Equipment-Fleet		\$672.70	
		10-010-57700			Shop Tools-Fleet		\$39.98	
		10-010-57725			Shop Supplies-Fleet		\$285.00	
		10-010-57750			Small Equipment & Furniture-Fleet		\$1,034.24	
		10-010-58500			Training/Related Expenses-CE-Fleet		\$386.00	
		10-010-58600			Travel Expenses-Fleet		\$400.00	
		10-010-58900			Vehicle-Batteries-Fleet		\$160.95	
		10-010-59000			Vehicle-Outside Services-Fleet		\$2,774.46	
		10-010-59050			Vehicle-Parts-Fleet		\$14,092.40	
		10-010-59100			Vehicle-Registration-Fleet		\$76.22	
		10-010-59150			Vehicle-Tires-Fleet		\$2,007.96	
		10-010-59200			Vehicle-Towing-Fleet		\$380.00	
		10-011-51700			Health & Dental-Bill		\$12,346.14	
		10-011-52900			Collection Fees-Bill		\$7,003.69	
		10-011-55500			Legal Fees-Bill		\$2.00	
		10-015-51700			Health & Dental-Information Technology		\$5,256.71	
		10-015-53000			Computer Maintenance-Information Technology		\$20,751.04	
		10-015-53050			Computer Software-Information Technology		\$12,626.27	

**Montgomery County Hospital District**  
**Invoice Expense Allocation Report**  
Board Meeting 08/23/2016 - Paid Invoices

Vendor Name	Invoice Date	Invoice No.	Payment No.	Payment Date	Invoice Description	Account No.	Account Description	Amount	
	10-015-53100				Computer Supplies/Non-Cap.-Information Technology		\$2,550.00		
	10-015-55400				Leases/Contracts-Information Technology		\$5,349.76		
	10-015-55900				Meals - Business and Travel-Information Technology		\$177.87		
	10-015-56200				Mileage Reimbursements-Information Technology		\$2.92		
	10-015-57100				Professional Fees-Information Technology		\$395.16		
	10-015-57750				Small Equipment & Furniture-Information Technology		\$12,938.16		
	10-015-58200				Telephones-Cellular-Information Technology		\$159.16		
	10-015-58310				Telephones-Service-Information Technology		\$8,772.77		
	10-015-58320				Telephones - Long Distance-Information Technology		\$736.92		
	10-015-58500				Training/Related Expenses-CE-Information Technology		\$2,495.00		
	10-016-51700				Health & Dental-Facil		\$4,552.83		
	10-016-52753				Capital Purchase - Building/Improvements-Facil		\$239.50		
	10-016-54450				Employee Recognition-Facil		\$125.36		
	10-016-54500				Equipment Rental-Facil		\$3,303.96		
	10-016-55600				Maintenance & Repairs-Buildings-Facil		\$3,135.00		
	10-016-57700				Shop Tools-Facil		\$448.31		
	10-016-57725				Shop Supplies-Facil		\$834.66		
	10-016-57750				Small Equipment & Furniture-Facil		\$119.00		
	10-016-58800				Utilities-Facil		\$18,412.41		
	10-025-51700				Health & Dental-Human		\$4,968.25		
	10-025-53150				Conferences - Fees, Travel, & Meals-Human		\$544.25		
	10-025-54350				Employee Health/Wellness-Human		\$810.62		
	10-025-54450				Employee Recognition-Human		\$11.90		
	10-025-57100				Professional Fees-Human		\$1,724.80		
	10-025-57300				Recruit/Investigate-Human		\$55.00		
	10-025-58550				Tuition Reimbursement-Human		\$3,060.00		
	10-025-59350				Worker's Compensation Insurance-Human		\$111,512.00		
	10-026-51700				Health & Dental-Recor		\$3,547.50		
	10-026-56500				Other Services-Recor		\$212.95		
	10-027-51700				Health & Dental-Emerg		\$1,771.81		
	10-027-53050				Computer Software-Emerg		\$1,500.00		
	10-027-54900				Insurance-Emerg		\$33,421.65		
	10-027-56200				Mileage Reimbursements-Emerg		\$126.74		
	10-039-51700				Health & Dental-Param		\$6,854.11		
	10-039-53150				Conferences - Fees, Travel, & Meals-Param		\$91.50		
<b>GRAND TOTAL:</b>								<b>\$977,088.19</b>	

**Montgomery County Hospital District**  
**Bank Register - Operating Acct-WF**  
**Patient Refunds - One Time Checks (07/15/2016 - 08/14/2016)**

Payment number	Payment type	Invoice date	Vendor name	Invoice amount	Cleared on date	Cleared?	Post date
88125	Accounts Payable	8/1/16	BCBS OF TEXAS (POB 650776)	\$83.09		FALSE	8/5/16
88127	Accounts Payable	8/1/16	CIGNA HEALTHSPRING (POB 981804)	\$466.00		FALSE	8/5/16
88128	Accounts Payable	8/1/16	CIGNA HEALTHSPRING (POB 981804)	\$82.75		FALSE	8/5/16
88129	Accounts Payable	8/1/16	CITY OF LEAGUE CITY	\$170.16		FALSE	8/5/16
88130	Accounts Payable	8/1/16	CITY OF LEAGUE CITY	\$82.99		FALSE	8/5/16
88131	Accounts Payable	8/1/16	CITY OF LEAGUE CITY	\$327.71		FALSE	8/5/16
87900	Accounts Payable	7/20/16	PATIENT REFUND	\$970.86	8/14/16	TRUE	7/21/16
88135	Accounts Payable	8/1/16	PATIENT REFUND	\$5.00		FALSE	8/5/16
88135	Accounts Payable	8/1/16	PATIENT REFUND	\$5.00		FALSE	8/5/16
87908	Accounts Payable	7/20/16	HEALTH CARE SERVICE CORPORATION (POB 73143)	\$240.45	8/3/16	TRUE	7/21/16
88136	Accounts Payable	8/1/16	KELSEYCARE ADVANTAGE (POB 841649)	\$118.66		FALSE	8/5/16
88137	Accounts Payable	8/1/16	KELSEYCARE ADVANTAGE (POB 841649)	\$59.33		FALSE	8/5/16
88138	Accounts Payable	8/1/16	KELSEYCARE ADVANTAGE (POB 841649)	\$133.50		FALSE	8/5/16
88145	Accounts Payable	8/1/16	NOVITAS SOLUTIONS (POB 3106)	\$357.22		FALSE	8/5/16
88146	Accounts Payable	8/1/16	NOVITAS SOLUTIONS (POB 3106)	\$364.30		FALSE	8/5/16
88147	Accounts Payable	8/1/16	NOVITAS SOLUTIONS (POB 3106)	\$33.50		FALSE	8/5/16
88148	Accounts Payable	8/1/16	NOVITAS SOLUTIONS (POB 3106)	\$56.19		FALSE	8/5/16
88149	Accounts Payable	8/1/16	NOVITAS SOLUTIONS (POB 3106)	\$227.15		FALSE	8/5/16
87920	Accounts Payable	7/20/16	PATIENT REFUND	\$125.00	8/3/16	TRUE	7/21/16
87927	Accounts Payable	7/20/16	PATIENT REFUND	\$15.10		FALSE	7/21/16
87931	Accounts Payable	7/20/16	RESCARE INC	\$81.64	8/5/16	TRUE	7/21/16
87932	Accounts Payable	7/20/16	PATIENT REFUND	\$79.75	8/3/16	TRUE	7/21/16
87935	Accounts Payable	7/20/16	PATIENT REFUND	\$1,135.50	7/31/16	TRUE	7/21/16
87935	Accounts Payable	7/20/16	PATIENT REFUND	\$1,135.50	7/31/16	TRUE	7/21/16
88163	Accounts Payable	8/1/16	TRICARE	\$8.54		FALSE	8/5/16
87946	Accounts Payable	7/20/16	UNITED HEALTHCARE (740804)	\$1,212.60	8/2/16	TRUE	7/21/16
87949	Accounts Payable	7/20/16	US FAMILY HEALTH PLAN (POB 169001)	\$574.71		FALSE	7/21/16
87950	Accounts Payable	7/20/16	PATIENT REFUND	\$5.00		FALSE	7/21/16
87950	Accounts Payable	7/20/16	PATIENT REFUND	\$5.00		FALSE	7/21/16
87954	Accounts Payable	7/20/16	PATIENT REFUND	\$195.11		FALSE	7/21/16
87956	Accounts Payable	7/20/16	YOUTH EDUCATION IN THE ARTS, INC.	\$625.00	8/2/16	TRUE	7/21/16
TOTAL				<u>\$8,982.31</u>			

**MINUTES OF A REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
MONTGOMERY COUNTY HOSPITAL DISTRICT**

The regular meeting of the Board of Directors of Montgomery County Hospital District was duly convened at 4:00 p.m., July 26, 2016 in the Administrative offices of the Montgomery County Hospital District, 1400 South Loop 336 West, Conroe, Montgomery County, Texas.

**1. Call to Order**

Meeting called to order at 4:00 p.m.

**2. Invocation**

Led by Mr. Grice

**3. Pledge of Allegiance**

Led by Ms. Whatley

**4. Roll Call**

Present:

Bob Bagley  
Chris Grice  
Harold Posey  
Sandy Wagner  
Kenn Fawn  
Georgette Whatley

Not Present:

Mark Cole

**5. Public Comment**

There were no comments from the public.

**6. Special Recognition –**

**Field** – Spencer Hall, Payden Seals and Kevin Mifflin

**7. Consider and act on ratification of contracts with additional network providers for indigent care. (Mrs. Wagner, Chair - Indigent Care Committee)**

Mrs. Wagner made a motion to consider and act on ratification of contracts with additional network providers for indigent care. Ms. Whatley offered a second and motion passed unanimously.

8. **CEO Report to include update on District operations, strategic plan, capital purchases, employee issues and benefits, transition plans and other healthcare matters, grants and any other related district matters.**

Mr. Randy Johnson, CEO presented a report to the board.

*“Mr. Posey requested agenda item no. 19 be moved up prior to agenda item no. 9”*

9. **Discussion and action if needed on policy HR 25-608 Management Graduate Educational Assistance/Reimbursement and related agreement. (Ms. Whatley, Chair – Personnel Committee) (attached)**

Ms. Whatley made a motion to consider and act on revision/update to policy HR 25-608 Management graduate Educational Assistance/Reimbursement and related agreement. Mr. Grice offered a second. After board discussion motion passed five (5) for (Mr. Grice, Mr. Posey, Ms. Whatley, Mr. Fawn and Ms. Whatley) to one (1) opposed (Mr. Bagley).

10. **Consider and act on RFP for Human Resource Employee Benefits Broker. (Ms. Whatley, Chair – Personnel Committee) (attached)**

Ms. Whatley made a motion consider and act on RFP for Human Resource Employee Benefits Broker. Mr. Fawn offered a second. After board discussion motion passed unanimously.

11. **Consider and act on purchase of one (1) Tahoe for CEO use. (Mr. Bagley, Chair - PADCOM Committee) (attached)**

Ms. Wagner made a motion to consider and act on purchase of one (1) Tahoe for CEO use. Mr. Fawn offered a second. After board discussion motion passed unanimously.

12. **Consider and act on appointment of Donna Daniel and Colleen Jarosek, employees of the District, as the Custodian of Records and agents to the Board Secretary to perform the duties related to the conduct of the Election and the maintenance of records of the Election in November 8, 2016, under the Texas Election Code. (Mrs. Wagner, Secretary – MCHD Board) (attached)**

Mrs. Wagner made a motion to consider and act on appointment of Donna Daniel and Colleen Jarosek, employees of the District, as the Custodian of Records and agents to the Board Secretary to perform the duties related to the conduct of the Election and the maintenance of records of the Election in November 8, 2016, under the Texas Election Code. Ms. Whatley offered a second and motion passed unanimously.

13. **Consider and act on approval of the calendar for the November 8, 2016 Election. (Mrs. Wagner, Secretary – MCHD Board) (attached)**

Mrs. Wagner made a motion to consider and act on approval of the calendar for the November 8, 2016 Election. Ms. Whatley offered a second and motion passed unanimously.

14. **Consider and act on proposed Order for Montgomery County Hospital District Board of Directors election on November 8, 2016, for the position of Director Precinct 1, Director**

**Precinct 2, Director At Large Position 1 and Director At Large Position 3. (Mrs. Wagner, Secretary – MCHD Board) (attached)**

Mrs. Wagner made a motion to consider and act on proposed Order for Montgomery County Hospital District Board of Directors election on November 8, 2016, for the position of Director Precinct 1, Director Precinct 2, Director At Large Position 1 and Director At Large Position 3. Ms. Whatley offered a second and motion passed unanimously.

**15. Consider and act on contract with Elections Administrator Suzie Harvey for administration of the November 8, 2016 Election. (Mrs. Wagner, Secretary – MCHD Board) (attached)**

Mrs. Wagner made a motion to consider and act on contract with Elections Administrator Suzie Harvey for administration of the November 8, 2016 Election. Ms. Whatley offered a second and motion passed unanimously.

**16. Consider and act on authorizing the District Staff to negotiate and execute an agreement for a joint election with any and all appropriate governmental bodies who may hold an election concurrent with the District's November, 2016 Election. (Mrs. Wagner, Secretary – MCHD Board) (attached)**

Mrs. Wagner made a motion to consider and act on authorizing the District Staff to negotiate and execute an agreement for a joint election with any and all appropriate governmental bodies who may hold an election concurrent with the District's November, 2016 Election. Ms. Whatley offered a second and motion passed unanimously.

**17. EMS Director Report to include updates on EMS staffing, performance measures, staff activities, patient concerns, transport destinations and fleet.**

Mr. Jared Cospers, EMS Director presented a report to the board.

**18. Consider and act on Resolution supporting amendments to section 773.016 of the Texas Health and Safety Code. (Mr. Fawn, Chair – EMS Committee) (attached)**

Mr. Fawn moved that Montgomery County Hospital Districts Board of Directors approve the changes proposed by this draft legislation for the 2017 Legislature. Mr. Grice offered a second and motion passed unanimously.

**19. Consider and act on protective gear and procedures for field EMS crews. (Mr. Fawn, Chair – EMS Committee)**

Mr. Jared Cospers, Mr. Coty Aiken, and Mr. Patrick Langan made a presentation to the board on protective gear and procedures for EMS crews.

SWAT brought in plate and vest attire they've use for the board's assessment.

Mr. Fawn moved that MCHD proceed with the purchase of protective vests for EMS field crews as recommended by staff and that appropriate procedures for their use be developed in the next 30 days. Mr. Grice offered a second. After discussion motion passed four (4) for (Ms. Wagner, Mr. Fawn, Mr. Posey and Mr. Grice) and two (2) opposed (Mr. Bagley and Ms. Whatley).



Mr. Fawn made an amendment for the purchase of protective vests not to exceed \$50,000. Mr. Grice offered a second. After board discussion motion passed four (4) for (Mr. Grice, Mr. Posey, Mrs. Wagner and Mr. Fawn) to one (1) opposed (Mr. Bagley) and Ms. Whatley abstained from the vote.

**20. COO Report to include updates on infrastructure, facilities, radio system, warehousing, staff activities, community paramedicine, emergency management, and purchasing.**

Mrs. Melissa Miller, COO presented a report to the board.

**21. Consider and act on sole source letter for Harris Software FX. (Mr. Bagley, Chair – PADCOM Committee) (attached)**

Mr. Bagley made a motion to consider and act on sole source letter for Harris Software FX. Ms. Whatley offered second and motion passed unanimously.

**22. Consider and act on annual renewal Harris Software FX agreement. (Mr. Bagley, Chair – PADCOM Committee) (attached)**

Mr. Bagley made a motion to consider and act on annual renewal Harris Software FX agreement. Ms. Whatley offered second and motion passed unanimously.

**23. Health Care Services Report to include regulatory update, outreach, eligibility, service, utilization, community education, clinical services, epidemiology, and emergency preparedness.**

Mrs. Ade Moronkeji, HCAP Manager presented a report to the board.

**24. Consider and act on Healthcare Assistance Program claims from Non-Medicaid 1115 Waiver providers processed by Boon-Chapman. (Mrs. Wagner, Chair - Indigent Care Committee)**

Mrs. Wagner made a motion to consider and act on Healthcare Assistance Program claims from Non-Medicaid 1115 Waiver providers processed by Boon-Chapman. Ms. Whatley offered a second and motion passed unanimously.

**25. Consider and act on ratification of voluntary contributions to the Medicaid 1115 Waiver program of Healthcare Assistance Program claims processed by Boon Chapman. (Mrs. Wagner, Chair – Indigent Care Committee)**

Mrs. Wagner made a motion to consider and act on ratification of voluntary contributions to the Medicaid 1115 Waiver program of Healthcare Assistance Program claims processed by Boon Chapman. Ms. Whatley offered a second and motion passed unanimously.

**26. Presentation of preliminary Financial Report for nine months ended June 30, 2016 – Brett Allen, CFO, report to include Financial Summary, Financial Statements, Supplemental EMS Billing Information, and Supplemental Schedules.**

Mr. Brett Allen, CFO presented financial report to the board.

**27. Presentation of Investment Report for quarter ending June 30, 2016. (Mr. Grice, Treasurer – MCHD Board) (attached)**

Mr. Brett Allen, CFO presented the investment report to the board.

**28. Consider and act on the creation of trust to pay employee health insurance premiums. (Mr. Grice, Treasurer – MCHD Board) (attached)**

Mr. Grice made a motion to consider and act on the creation of trust to pay employee health insurance premiums. Mr. Fawn offered a second. After board discussion motion passed unanimously.

**29. Consider and act upon recommendation for amendment(s) to the budget for fiscal year ending September 30, 2016. (Mr. Grice, Treasurer – MCHD Board) (attached)**

Mr. Grice made a motion to consider and act upon recommendation for amendment(s) to the budget for fiscal year ending September 30, 2016. Mr. Bagley offered a second and motion passed unanimously.

**30. Consider and act on ratification of payment of District invoices. (Mr. Grice, Treasurer - MCHD Board)**

Mr. Grice made a motion to consider and act on ratification of payment of District invoices. Ms. Whatley offered a second and motion passed unanimously.

**31. Consider and act on Salvage and Surplus. (Mr. Grice, Treasurer – MCHD Board) (attached)**

Mr. Grice made a motion to consider and act on Salvage and Surplus. Mr. Bagley offered a second and motion passed unanimously.

**32. Secretary's Report - Consider and act on minutes for the June 28, 2016 Regular BOD meeting. (Mrs. Wagner, Secretary - MCHD Board)**

Mrs. Wagner made a motion to consider and act on minutes for the June 28, 2016 Regular BOD Meeting. Ms. Whatley offered a second and motion passed. Mr. Bagley and Mr. Grice abstained from vote as they were not present at this meeting.

**33. Adjourn**

Meeting adjourned at 5:40 p.m.

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Sandy Wagner, Secretary

**MINUTES OF A SPECIAL MEETING  
OF THE BOARD OF DIRECTORS  
MONTGOMERY COUNTY HOSPITAL DISTRICT**

The special meeting of the Board of Directors of Montgomery County Hospital District was duly convened at 4:00 p.m., August 9, 2016, in the Administrative offices of the Montgomery County Hospital District, 1400 South Loop 336 West, Conroe, Montgomery County, Texas

**1. Call to Order**

Meeting called to order at 4:00 p.m.

Invocation – Mr. Bagley

Pledge of Allegiance – Mr. Posey

**2. Roll Call**

**Present**

Bob Bagley  
Chris Grice  
Mark Cole  
Harold Posey  
Sandy Wagner  
Kenn Fawn  
Georgette Whatley

**3. Present, consider and take action if necessary upon the proposed tax rate for the Fiscal Year Ending September 30, 2017; if the proposed tax rate will exceed the rollback rate of the effective rate (whichever is lower), take record vote and schedule public hearing. (Mr. Grice, Chair – Finance and Budget Committee) (attached)**

Tammy McRae, Montgomery County Tax Assessor made a presentation to the board.

Mr. Posey offered a motion to move forward with \$.0665 tax rate for Montgomery County Hospital District. Mr. Bagley offered a second.

Mr. Grice made an amendment to his original motion to clarify this is the proposed tax rate of \$.0665 per \$100. Ms. Whatley offered a second.

Roll Call Vote:

Georgette Whatley - For  
Kenn Fawn - For  
Harold Posey - For  
Mark Cole - For  
Chris Grice - For  
Bob Bagley - For  
Sandy Wagner – For

**4. Consider and act on tentative schedule for tax rate and budget hearings. (Mr. Grice, Chair – Finance and Budget Committee) (attached)**

Mr. Grice made a motion to accept the proposed date of September 6, 2016 for the adoption of tax rate and budget hearings. Mr. Bagley offered a second.

Mr. Grice made an amendment to his original motion to approve the calendar(s) with tentative schedule for tax rate and budget hearings. Mr. Bagley offered a second and motion passed unanimously.

**5. Adjourn**

Meeting adjourned at 4:16 p.m.

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Sandy Wagner, Secretary