

**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 23, 2019 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. Cole

3. Pledge of Allegiance

Led by Mr. Bagley

4. Roll Call

Present:

Bob Bagley
Mark Cole
Sandy Wagner
Brad Spratt
Georgette Whatley

Not Present:

Justin Chance
Chris Grice

5. Public Comment

There were no comments from the public.

6. Special Recognition:

Non Field Employee – Barrett Gregson

Field Employee – Cristina Cerruti and Megan Steely

7. 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.

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

8. Presentation of HR Turnover Report. (Mr. Chance, Chair – Personnel Committee)

Mrs. Emily Fitzgerald, HR Manager presented HR Turnover report to the board.

9. Consider and act on the MCHD Communication and PR plan. (Mr. Cole, Chairman – MCHD Board)

Mr. Cole made a motion to consider and act on the MCHD Communication and PR Plan. Ms. Whatley offered a second. After board discussion motion passed unanimously.

Mr. Cole made a motion to amend his original motion to direct administration and legal counsel to address the board concerns and abide by the proper procedures to carry out the board's intent and the intent of the law. Mr. Spratt offered a second. After board discussion motion passed unanimously.

10. Consider and act on rescinding increase of limits on the Public Official Bond approved from the May 29, 2007 MCHD BOD Meeting. (Mr. Cole, Chairman – MCHD Board) (attached)

Mr. Cole made a motion to consider and act on rescinding the increase of limits on the Public Official Bond approved from the May 29, 2007 MCHD BOD Meeting. Mr. Bagley offered a second. After board discussion motion passed unanimously.

11. Consider and act on District Policies: (Mr. Chance, Chair – Personnel Committee)

- **HR 25-604 Higher Education Reimbursement**
- **HR 25-608 Management Graduate Educational Assistance**

Mr. Bagley made a motion to consider and act on motion for District Policy HR 25-604 Higher Education Reimbursement. Mr. Spratt offered a second. After board discussion motion passed unanimously.

Mr. Bagley made a motion to terminate District Policy HR 25-608 Management Graduate Educational Assistance. Mrs. Wagner offered a second. After board discussion motion passed unanimously.

12. Chief of EMS Report to include updates on EMS staffing, performance measures, staff activities, patient concerns, transport destinations and fleet.

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

13. Presentation on Cardiac Arrest core measures. (Mr. Spratt, Chair – EMS Committee) (attached)

Mr. Jordan Anderson, Assistant Chief – Clinical presented Cardiac Arrest report to the board.

14. Consider and act on Second Amendment to Interlocal Agreement between the Montgomery County Hospital District and The Montgomery County Emergency Communications District for 9-1-1 call taking services. (Mr. Spratt, Chair – EMS Committee) (attached)

Mr. Spratt made a motion to consider and act on Second Amendment to Interlocal Agreement between the Montgomery County Hospital District and The Montgomery County Emergency Communications District for 9-1-1 call taking services. Mr. Bagley offered a second. After board discussion motion passed unanimously.

15. COO Report to include updates on facilities, radio system, supply chain, staff activities, community paramedicine, emergency preparedness and IT.

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

- 16. 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. Mr. Spratt offered a second and motion passed unanimously.

- 17. 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.

- 18. 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.

- 19. 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.

- 20. Presentation of preliminary Financial Report for nine months ended June 30, 2019 – 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.

- 21. Presentation of Investment Report for quarter ending June 30, 2019. (Mr. Grice, Treasurer – MCHD Board) (attached)**

Mr. Tom Ross with Valley View Consulting, L.L.C. presented the investment report to the board.

- 22. Consider and act on engagement of auditor Weaver and Tidwell, LLP for audit. (Mr. Grice, Treasurer – MCHD Board) (attached)**

Mr. Cole made a motion to consider and act on engagement of auditor Weaver and Tidwell, LLP for audit. Mr. Spratt offered a second. After board discussion motion passed unanimously.

- 23. Consider and act upon recommendation for amendment(s) to the budget for fiscal year ending September 30, 2019. (Mr. Grice, Treasurer - MCHD Board) (attached)**

Mr. Cole made a motion to consider and act upon recommendation for amendment(s) to the budget for fiscal year ending September 30, 2019. Ms. Whatley offered a second and motion passed unanimously.

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

Mr. Cole made a motion to consider and act on ratification of payment of District invoices. Mr. Spratt offered a second and motion passed unanimously.

25. Consider and act on salvage and surplus. (Mr. Grice, Treasurer – MCHD Board) (attached)

Mr. Cole made a motion to consider and act on salvage and surplus. Mr. Spratt offered a second and motion passed unanimously.

26. Secretary's Report - Consider and act on minutes for the June 25, 2019 Regular BOD meeting. (Mrs. Wagner, Secretary - MCHD Board)

Mrs. Wagner made a motion to consider and act on the minutes for the June 25, 2019 Regular BOD meeting. Mr. Bagley offered a second and motion passed unanimously.

27. Convene into executive session pursuant to section 551.072 of the Texas Government code to discuss real estate property including but not limited to construction of EMS station at Porter Station at 1314 and 99 and any other related matters. (Ms. Whatley, Chair – PADCOM Committee)

Mr. Cole made a motion to convene into executive session at 5:10.m. pursuant to section 551.072 of the Texas Government code to discuss real estate property including but not limited to construction of EMS station at Porter Station at 1314 and 99 and any other related matters.

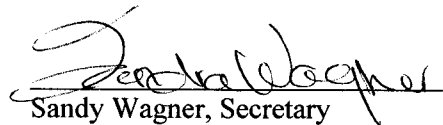
28. Reconvene from executive session and take action as necessary on real estate property including but not limited to but not limited to construction of EMS station at Porter Station at 1314 and 99 and any other related matters. (Ms. Whatley, Chair – PADCOM Committee)

The board reconvened from executive session at 5:32 p.m. and are now back in regular session.

Ms. Whatley made a motion to authorize the COO to take action as necessary on the real estate property, including but not limited to construction of the EMS station at 1314 and 99 as discussed in executive session. . Mr. Spratt offered a second and motion passed unanimously.

29. Adjourn

Meeting adjourned at 5:32 p.m.


Sandy Wagner, Secretary



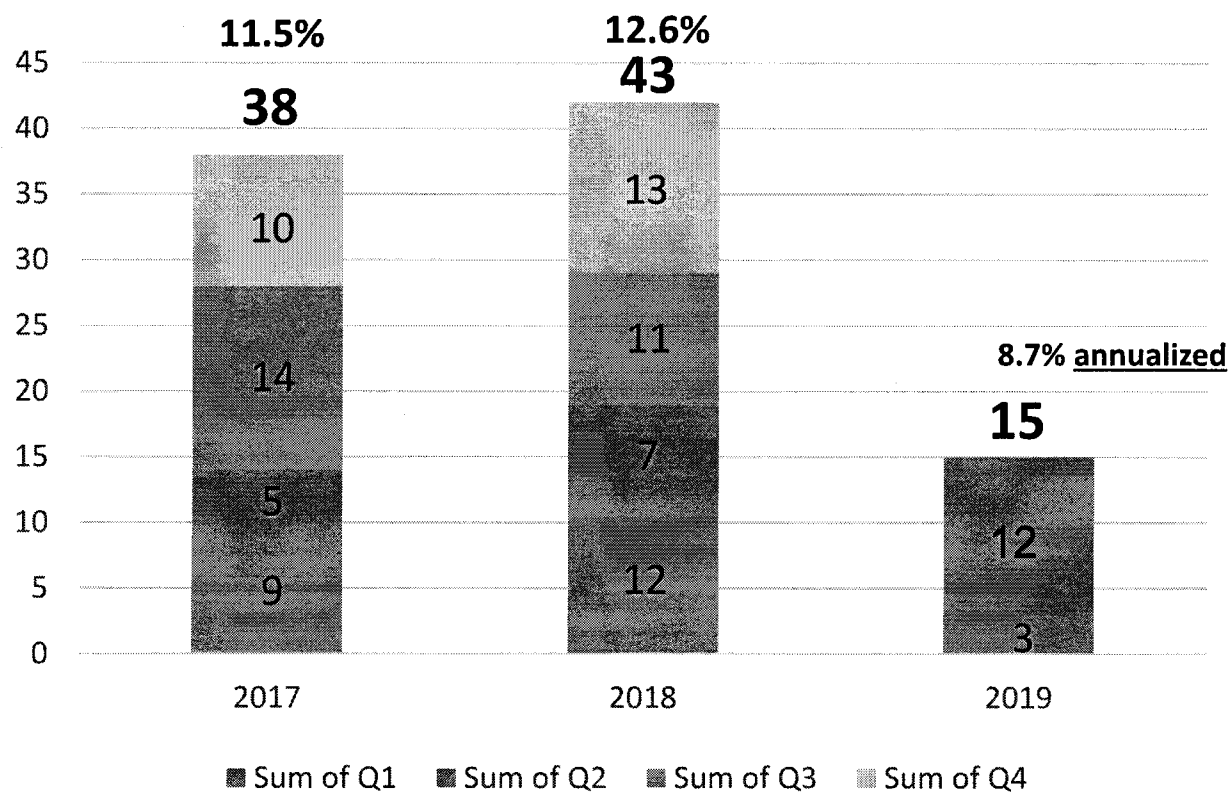
Turnover Report

1/1/2019 – 6/30/2019

Human Resources
July 2019

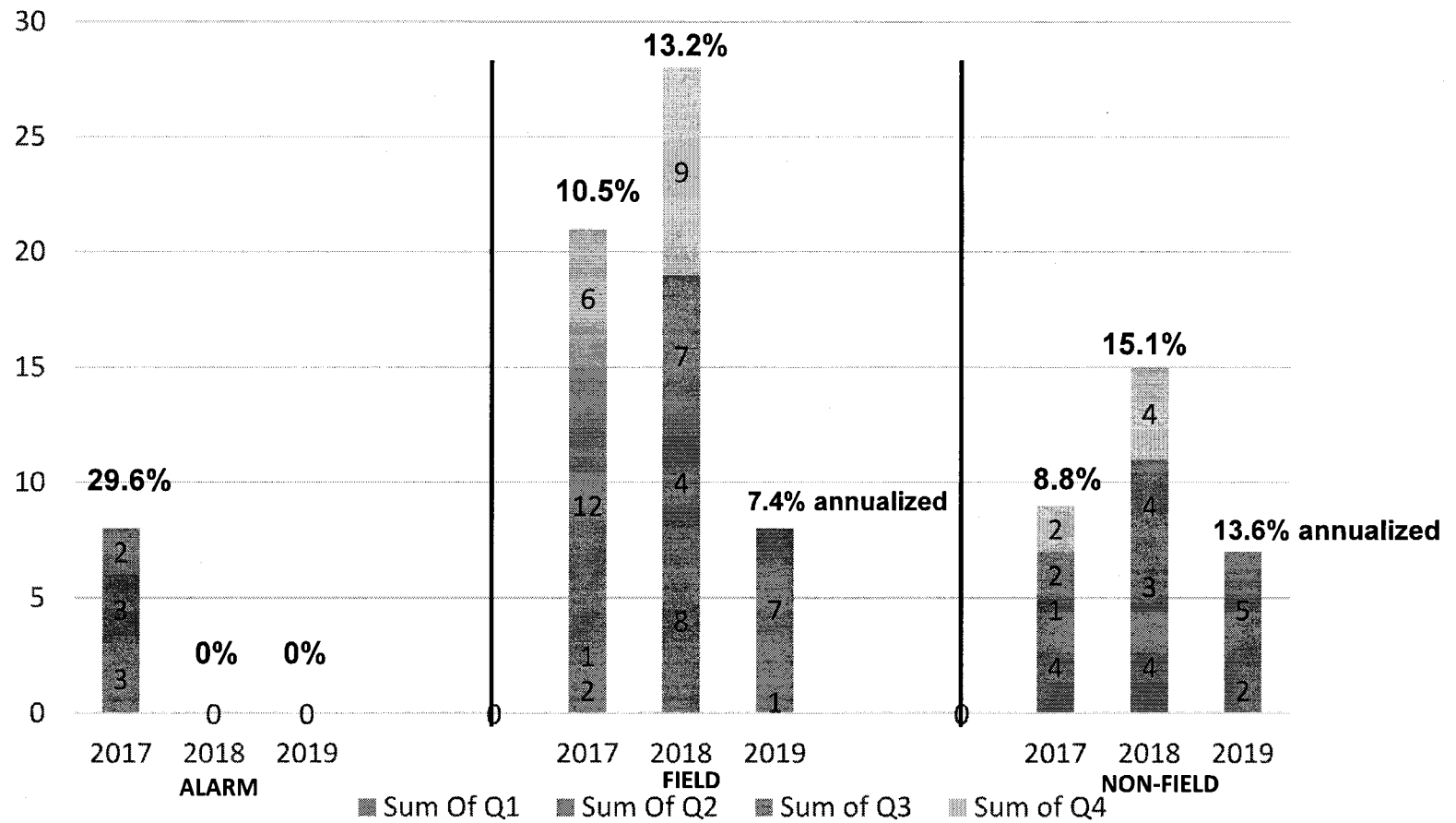


1/1 – 6/30 TURNOVER REPORT



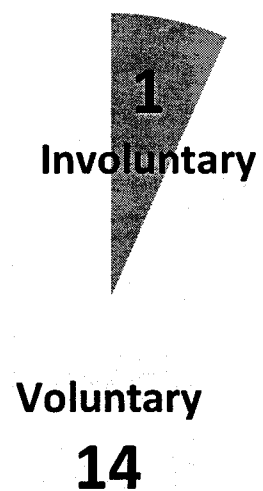


1/1 – 6/30 TURNOVER BY DEPARTMENT





1/1 – 6/30 Voluntary VS Involuntary Turnover





Voluntary Reasons

January 1, 2019 – March 31, 2019

3 Voluntarily left

- 1 – Retired (27+ years with MCHD - Field)
- 1 – Did not have time to teach CPR classes (3 years with MCHD as adjunct faculty member)
- 1 – Took another job opportunity (9 years with MCHD – Non Field)

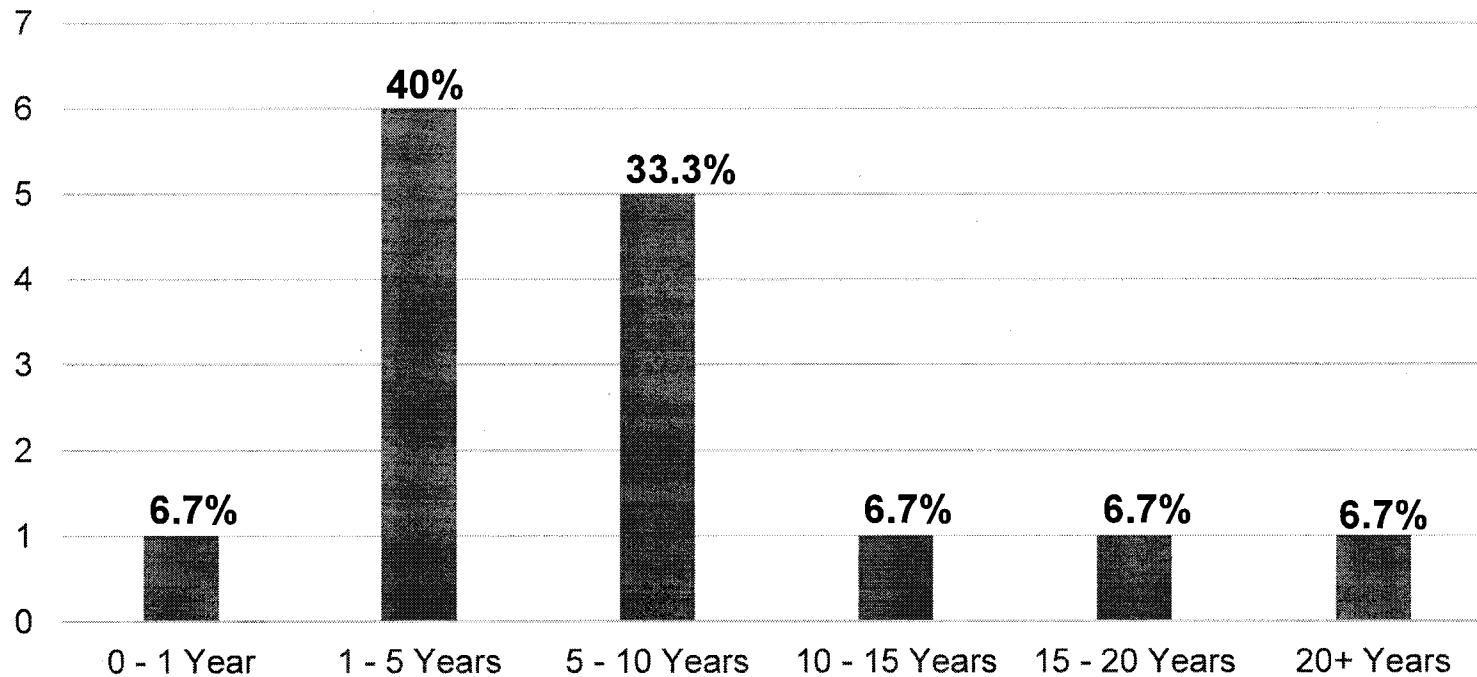
April 1, 2019 – June 30, 2019

11 Voluntarily left

- 1 – Retired (7+ years with MCHD - Field)
- 4 Field – Took other job opportunities
(2 outside of EMS/different career, 1 flight paramedic & 1 EMS outside area)
- 1 – Went to medical school - Field
- 1 – Moved with his wife who took another job in another state – Field
- 4 Non Field – Took other job opportunities nearby

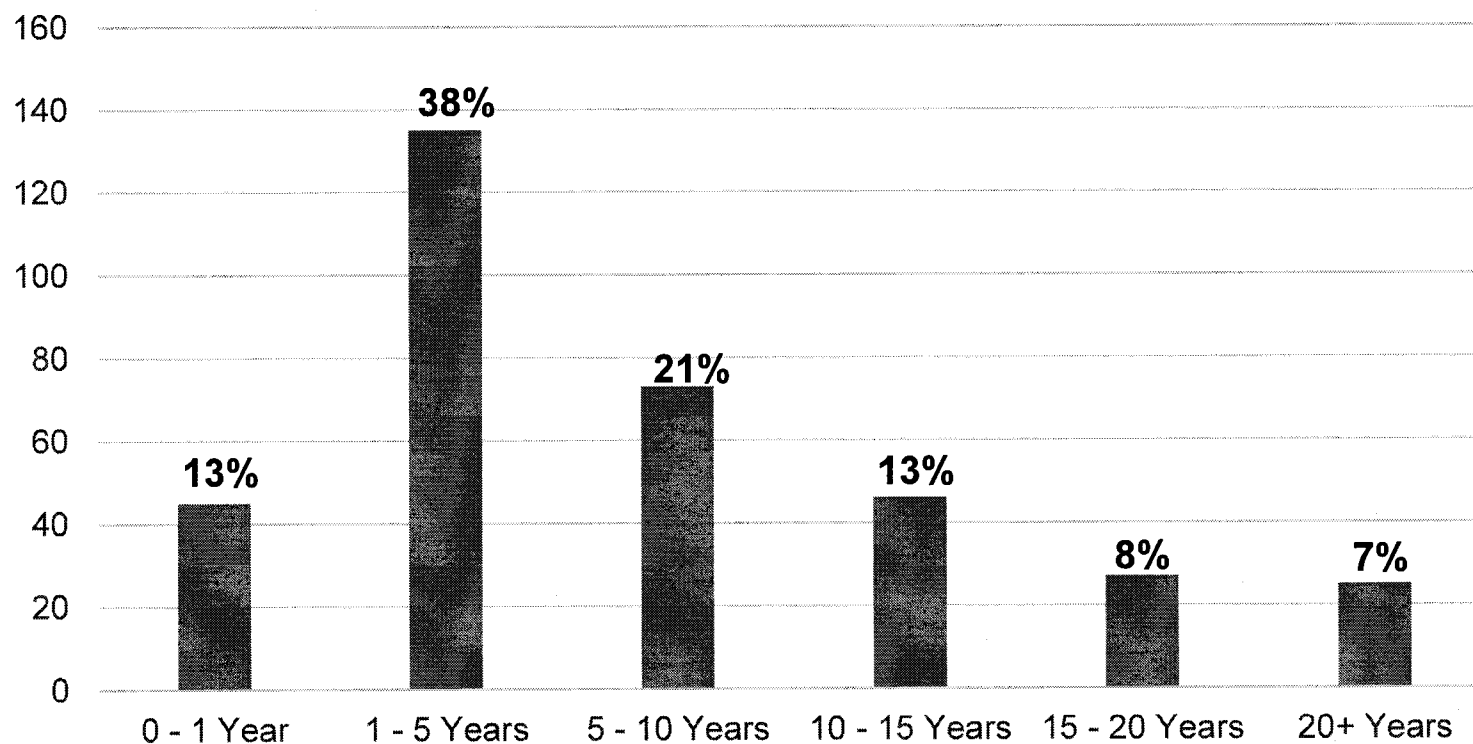


Current Turnover Workforce by Years of Service





Current Workforce by Years of Service





CEO Communication Plan

I. Communication to the Board

A. Emergencies – If the county experiences a mass casualty incident (MCI) or emergent event, the CEO will:

- 1.) First gather information from the EMS Chief to ensure scene is safe, a command post is established and support crews are organized. Notify PIO for media management.
- 2.) Call and text the Board Chairman and appropriate subcommittee board chairs to notify them of the event and initial information, once the immediate scene management is accomplished.
 - If the Board Chairman cannot immediately be reached, CEO will reach out to the Vice-Chairman, then Personnel Committee Chairman, in that order.
- 3.) Ensure employees, patients, patient families, media and other necessary parties of the scene are taken care of and responded to appropriately.
- 4.) Follow up with Board Chairman and appropriate subcommittee board chairs with any additional information at regular intervals, or as the situation significantly changes, or as we know more about the circumstances of the event.

B. Large-Scale Events – Anytime the county experiences a major event, whether it be positive or negative, the CEO will:

- 1.) First gather information from the EMS Chief and manage MCHD response. Notify PIO for media management if needed.
- 2.) Call Board Chairman and appropriate subcommittee board chairs to notify them of the event.
- 3.) Email all board members with appropriate and timely information as needed as the event continues.

C. Personnel Changes – Anytime there are any personnel changes at or above the position of manager or chief (hires, promotions, resignations), the CEO will:

- 1.) Call the Board Chairman and Personnel Committee Chairman.
- 2.) Email all board members with the available information.

D. Board Preparation – In anticipation of a board meeting, the CEO will:

- 1.) Review and approve the board agenda with the Board Chairman no later than the Wednesday (6 days prior) to a regular Tuesday board meeting.
- 2.) Contact board members to discuss relevant board agenda items and wait for responses.
- 3.) Contact the Board Chairman to discuss any proposed changes.
- 4.) Contact other board members to communicate Board Chairman's wishes on any proposed changes.
- 5.) Once all board members are aligned, executive staff will prepare to post the board agenda.
- 6.) Present provisional board agenda to Board Chairman for his/her approval by 3:00 p.m. the Friday before the board meeting.

II. Communication to Employees

- A. Board Meetings – In reference to regularly-scheduled board meeting, the CEO will:
 - 1.) Require personnel at manager and chief level to attend all board meetings and report relevant information to their employees in departmental meetings.
 - 2.) Attend an After Review Board Meeting to discuss action items and send out a follow-up report via the PIO to employees as a bulletin.
- B. Plans, Projects and Changes – In reference to internal “news” events, the CEO will:
 - 1.) Work with the PIO to produce brief “news alert” videos as needed that will feature the CEO and other key staff members to relay important information to the rest of the staff.
 - 2.) Work with the PIO to produce bulletin board-type messaging for office/station computer screensavers as needed. (Currently looking into other methods of messaging using computers/phones.)
- C. Informational Updates/Policy Changes – In reference to HR policy changes and/or useful information, the CEO will:
 - 1.) Send out Information Bulletins detailing important information
 - 2.) Mention said updates or changes in the “news alert” videos.
- D. Operational/Company Updates – In reference to important operational or company updates, the CEO will:
 - 1.) Ensure the requirement is upheld for all EMS staff to attend quarterly clinical education presentations (continued education).
 - 2.) Update the District Chiefs in monthly meetings to filter the information to crews.
- E. State of the Organization – In reference to capital project plans and overarching goals for the organization, the CEO will:
 - 1.) Continue to deliver an annual ‘state of the organization’ presentation at the compliance fair.
 - 2.) Include these updates in the “news alert” videos.

III. Communication to the Public

- A. City/County Organizations – In reference to providing information to citizens of Montgomery County, the CEO will:
 - 1.) Continue to give quarterly updates to Conroe, Magnolia, East Montgomery County and The Woodlands Chambers of Commerce.
 - 2.) Continue to organize two to three presentations per year for the city councils of Conroe, The Woodlands, Magnolia, Montgomery, Oak Ridge North, Shenandoah and Willis.
- B. First Responder Organizations – In order to continue to work closely with other FROs, the CEO will:
 - 1.) Continue to meet frequently with the Montgomery County Fire Chief's Association.
 - 2.) Continue to meet at least annually for lunch meetings with each individual Montgomery County fire department chief.

IV. Future Plans – In the next six months, the CEO has plans to:

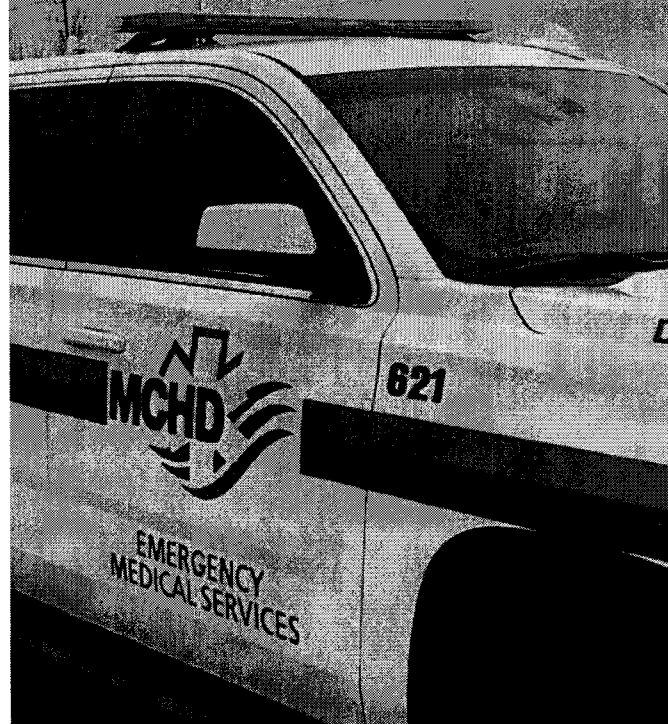
- 1.) Evaluate the potential of coordinating a Speaker's Bureau potentially involving board members, district/deputy chiefs and members of the executive team to speak about MCHD at community organization meetings.
- 2.) Regularly speak at neighborhood HOA meetings, also involving members of the Speaker's Bureau.
- 3.) Work with the PIO to publish and distribute a 'Report to the Community' informational packet online and in print.
- 4.) Work with the PIO to publish and distribute a fact sheet to inform city/county organizations and private citizens throughout the county.
- 5.) Approve a proposal by the PIO to produce a high-quality brand awareness/recruitment video.



Public Relations Campaign

JUNE 21, 2019

MONTGOMERY COUNTY HOSPITAL DISTRICT
Authored by: Misti Willingham





Public Relations Campaign 2019

Building the MCHD Brand

I. Purpose

The plan which follows is designed to provide a roadmap for conducting public relations activities relating to MCHD and providing the Board of Directors with quantifiable results of the efforts.

II. Goals

- To increase awareness, understanding and continue to build a positive image of MCHD within the community and beyond.
- To inform the taxpayers of the intrinsic value of MCHD and the internal efforts for keeping quality high and tax rates low.
- To attract & retain top-tier applicants to MCHD.

III. Target Audiences

- Residents of Montgomery County
- MCHD Employees
- Potential Applicants
- Other EMS agencies, fire departments, police departments
- Hospitals
- City & County Governments (Elected Officials)
- Community Paramedicine & HCAP clients
- Community Organizations
- Healthcare workers on a global scale



IV. Key Messaging to Target Audiences

Overall Brand Message: *We live by a set of values including Accountability, Compassion, Excellence, Innovation, Integrity and Unity. We take care of Montgomery County. We are here for you.*

MCHD has three primary functions in Montgomery County.

A. HealthCare Assistance Program for low-income residents – HCAP was formed to meet the medical needs of indigent residents of Montgomery County. It provides funding for doctors' visits, prescriptions and other medical needs after certain guidelines are met.

- MCHD brings value by offering the highest quality and coverage within HCAP.
 - Effective measures are being taken to ensure the best quality of life for qualified residents in the program.
 - Our case managers will go the extra mile to ensure clients are receiving the best care possible.
 - MCHD works with our hospital partners to ensure HCAP clients receive the same quality level of care as other residents of the county.
 - MCHD goes to great lengths on the taxpayers' behalf to thoroughly screen applicants to ensure they meet the qualifications for assistance.

B. EMS Services – We are the county's 24/7 EMS provider for all residents and serve as a 911 call center for medical and fire dispatching.

- MCHD is continually striving to be the gold standard for clinical practices in EMS. We evaluate our current processes and regularly work to improve them. We thrive on innovation.
- MCHD cares about our patients. We provide individualized and compassionate care.



- We follow up with hospitals to check on the outcomes of our patients.
- MCHD takes care of our patients, even off-the-clock.
- MCHD prides itself on exemplary customer service.
 - We are #1 in the nation in customer service the past four years.
- MCHD has achieved the highest credentialing possible in medical and fire dispatching to ensure quality while taking a large volume of calls in the county.
- MCHD provides numerous community outreach programs including CPR classes, free of charge, to help keep the public safe.

C. Public Health District – MCHD operates the Montgomery County Public Health District to promote physical and mental health, prevent disease, injury and disability, and encourage emergency preparedness.

- MCPHD clinical services include immunizations, TB services and STD services.
- MCPHD strives to keep the community healthy with community education. We regularly host classes to benefit the physical and mental health of county residents.
- MCPHD helps keep residents safe by tracking, investigating and reporting transmittable diseases in the county.
- MCPHD reports health trends and data to the state health department as required by law.
- MCPHD educates health providers throughout the county, so they are better educated on transmittable diseases.
- MCPHD plans for county disasters such as hurricanes to keep the public informed and safe.

D. MCHD Overall Message to the Taxpayers – We live up to the mission of protecting the interest of the taxpayers.

- The tax rate has been lowered for 16 consecutive years and a homestead exemption added in 2017.



- The goal is to continue to be fiscally-responsible and transparent with the taxpayer dollar and continue to look for creative ways to lower the tax rate.

V. Outreach Methods

A. Media Relations

Our proactive media relations strategy works to increase public awareness with target audiences by keeping our message consistent throughout all platforms. Targeted media outlets include Montgomery County newspapers, radio stations, regional magazines and Houston broadcast television.

- News Releases
- Public Service Announcements (PSAs)
- Coordinated Media Pitches
- Feature and Contributed Articles
- Live and/or Recorded Interviews (Radio/TV)
- News Conferences (if needed)

B. Social Media

MCHD is active on six major social media outlets. We are tracking the data from FY 2019 and will set goals for FY 2020. The following data compares October 2018 to May 2019.

- Facebook
Monthly Reach: 15,077 → 200,984 = increase of 1,233%.
Followers: 2,862 → 3,857 = increase of 35%.
- Twitter – engagement up 1,083% from 6 to 71.
- Instagram – engagement up 3,304% from 47 to 1,600.
- LinkedIn – engagement up 231,950% from 2 to 4,641.
- YouTube – views up 109% from 43 to 90.



- Soundcloud – MCHD Paramedic Podcast has reached 90,000 listens from all over the world.

C. Community Relations

MCHD will build on existing partnerships and forge new alliances to support and facilitate conferences, meetings and community events.

- Trauma & Neuro Conferences with HCA, CHI St. Luke's, Memorial Hermann & Methodist Hospitals
- Blue Elf Holiday Toy Drive & Event
- The Woodlands Safety Day
- Junior First Responder Camp

D. Other Communications Tools

- MCHD will form a Speaker's Bureau comprised of Board Members, EMS Chief, Medical Directors, EMS Assistant Chief, Deputy Chiefs, District Chiefs and other departmental managers to speak on behalf/represent MCHD at community events and meetings.
- MCHD will continue to keep its website current and regularly push audiences to view content.
- MCHD will continue to collaborate with nationally-recognized websites/publications such as EMS1 and JEMS to promote our clinical protocols.

VI. Strategies

- Client Case Studies – Save Reunions are one of the best ways to get the good news out about how our work positively impacts our community.
- MCHD Paramedic Podcast – reaching our paramedics, other area healthcare professionals and a global healthcare audience by engaging in interesting topics.



- Recruitment Committee – MCHD has formed a committee focused on hiring and retaining top-tier applicants to the District. Members attend conferences, recruitment fairs and have one-on-one conversations with potential applicants about the inner workings of our organization.
- Call attention to our innovative protocols (i.e. ABC13's Stroke Protocol Story).
- Increase our grass roots presence by identifying MCHD employees willing to be present and active in spreading the good news about our organization and report back to the Board of Directors on their progress.
- Call attention to our caring ways regarding HCAP/Community Paramedicine.
- Showing our Servant Hearts – the public loves to see first responders who genuinely care about their patients. Our employees do amazing things every day – it's time to show the community.
- Call attention to our efforts in Public Health with emergency preparedness/public health crises.
- Community Involvement – IRONMAN, The Woodlands Safety Day, The Woodlands Marathon, even a 5-year-old's birthday party.
- Social Media Reciprocation – connecting with other first responder agencies and active community pages.
- Call to Action – creative writing strategy to ask readers to engage.
- Engaging Family/Friends of MCHD Employees – giving kudos to their loved one goes a long way in increasing engagement.
- Training Photos – the public appreciates a look “inside MCHD” to see how we prepare for an emergency.
- Currently producing a high-quality brand awareness/EMS recruitment video.
- In beginning stages of creating a YouTube series featuring Dr. Dickson and Dr. Patrick in collaboration with EMS1.

VII. Results

Quantifiable results from the Public Relations Campaign will be shared with the Board of Directors on a quarterly basis.

Agenda Item # 10



To: Board of Directors
From: Donna Daniel, Records Manager
Date: July 23, 2019
Re: Rescind \$50,000 Public Official Bond

Consider and act on rescinding increase of limits on the Public Official Bond approved from the May 29, 2007 MCHD BOD Meeting. (Mr. Cole, Chairman – MCHD Board)


Even though board approved a resolution was never created nor was it presented and approved through the legislature. Current enabling:

Sec. 1063.059. BOND; RECORD OF BOND. (a) Each director shall execute a good and sufficient bond for \$1,000 that is:

- (1) payable to the district; and
- (2) conditioned on the faithful performance of the director's duties.

(b) Each director's bond shall be deposited with the district's depository bank for safekeeping.

Added by Acts 2009, 81st Leg., R.S., Ch. 1139 (H.B. 2619), Sec. 1.01, eff. April 1, 2011.

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

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~~ higher education courses at a college or university.

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 full time 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. Universities or colleges must be accredited by an accrediting agency that is recognized by the U.S. Department of Education. (An up to date list is available on the U.S. Department of Education's website).~~
- 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.

Title of Policy EDUCATIONAL ASSISTANCE HIGHER EDUCATION/REIMBURSEMENT	Policy Number HR 25-604	Page 2 of 2
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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 only, (excludes books) the employee must complete the course with a grade “C” or better.
- Pass or fail grades may be accepted in lieu of a letter grade.
 - —The maximum benefit per fiscal year is \$65,000 per employee with a lifetime maximum employee benefit not to exceed \$360,000. 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.
- Employees who terminate employment within the course of the semester are not eligible for reimbursement.

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~~

References: Previously Policy # 10-604

Original Date MM/YYYY
Review/Revision Date 10/2008, 10/13/2015,
11/17/2015, 8/17/2016
X Supersedes all Previous

Date Approved by the Board of Directors 8/23/2016

Title of Policy EDUCATIONAL ASSISTANCEHIGHER EDUCATION/REIMBURSEMENT	Policy Number HR 25-604	Page 2 of 2
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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.~~

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

References: Previously Policy # 10-604

Original Date MM/YYYY Review/Revision Date 10/2008, 10/13/2015, 11/17/2015, 8/17/2016 X Supersedes all Previous Date Approved by the Board of Directors 8/23/2016

 Montgomery County Hospital District	HIGHER EDUCATION REIMBURSEMENT	Page 1 of 2
Department	Policy Number	CAAS Reference Number
Human Resources	HR 25-604	

I. PURPOSE

To provide a uniform guideline that will assist employees who wish to enhance their career opportunities through higher education courses at a college or university.

II. POLICY

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1. College Courses

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- Full time employee in good standing
- Must have completed one year of full time 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.
- Universities or colleges must be accredited by an accrediting agency that is recognized by the U.S. Department of Education. (An up to date list is available on the U.S. Department of Education's website.)
- 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.

Title of Policy HIGHER EDUCATION REIMBURSEMENT	Policy Number HR 25-604	Page 2 of 2
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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 only, (excludes books) the employee must complete the course with a grade "C" or better.
- Pass or fail grades may be accepted in lieu of a letter grade.
- **The maximum benefit per fiscal year is \$6,000 per employee with a lifetime maximum employee benefit not to exceed \$36,000. 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.
- Employees who terminate employment within the course of the semester are not eligible for reimbursement.

References: Previously Policy # 10-604

Original Date	MM/YYYY
Review/Revision Date	10/2008, 10/13/2015, 11/17/2015, 8/17/2016, 7/2019
X Supersedes all Previous	
Date Approved by the Board of Directors 7/23/2019	

[illegible]

 Montgomery County Hospital District	MANAGEMENT GRADUATE EDUCATIONAL ASSISTANCE/REIMBURSEMENT		Page 1 of 2
Department	Policy Number		CAAS Reference Number
Human Resources	HR 25-608		

I. PURPOSE

To provide a uniform guideline that will assist employees holding supervisor level or above positions who wish to enhance their management and leadership capabilities at MCHD through graduate level Continuing Education courses and academic achievement.

II. POLICY

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

1. Graduate Program

a) Eligibility

- Full time supervisor level or above employee in good standing
- Must have completed one year of supervisor level or above service with organization
- Must commit to three consecutive years of current employment level or above service following completion of program. Employees failing to complete three years of full time service following successful 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 must be completed and submitted to Human Resources prior to the beginning of the program and each semester thereafter.
- Program must be graduate level and career-enhancing and meet the employment needs of MCHD.
- Approval may be granted only for accredited programs approved by the Texas higher education coordinating board.
- Attendance in the program must not interfere with the employee's job. Employee is responsible for making accommodations with their manager to satisfy work hours.
- The graduate level program must be completed in a timely fashion in order to qualify for reimbursements as discussed below.

Title of Policy MANAGEMENT GRADUATE EDUCATIONAL ASSISTANCE/REIMBURSEMENT	Policy Number HR 25-608	Page 2 of 2
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c) Reimbursement

Reimbursement is up to 60 percent of the approved program costs, not to exceed \$15,000 per year. **The maximum amount is subject to appropriations approved by the MCHD Board in the annual budget.**

The Executive Team (CEO, COO, CFO, and EMS Director) with input from the Medical Director and Human Resources Manager, will decide the appropriateness of each application and grant/not grant approval prior to the beginning of each applicable semester, in their sole and complete discretion.

Reimbursement is limited to tuition and fees, including parking, but does not include books, materials or commuting expenses. In order to receive reimbursement, the "*Application for Reimbursement*" portion of the "*Request for Educational Assistance*" must be completed and submitted to Human Resources within 6 weeks after completion of the program. Employee must also complete any paperwork required by MCHD to secure repayment in the event the employee leaves MCHD during the look-back period.

If the employee leaves the organization without fulfilling the three year obligation, either voluntarily or involuntarily due to performance/conduct related issues, program reimbursements made under this policy will be paid back to the organization in accordance with the following schedule:

- 100 percent if employee leaves sooner than one year from date of program completion;
- 50 percent if employee leaves between one and two years from date of program completion;
- 25 percent employee leaves between two to three years from date of program completion; and
- 0 percent if employee leaves more than three years from date of program completion;

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.

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

Original Date 06/2016 Review/Revision Date X Supersedes all Previous Date Approved by the Board of Directors 06/28/2016
--

1. The fourth recital of the Agreement is deleted.
2. Section 8 of the Agreement is deleted in its entirety.
3. Section 19 of the Agreement is deleted in its entirety.
4. Section 21 of the Agreement is deleted in its entirety.
5. Exhibit A appended to the Agreement is deleted in its entirety.

6. Other than as amended by the First Amendment and the Second Amendment, the terms of the Agreement shall remain in force and effect.
7. The undersigned officers of the MCECD and MCHD, by executing this Second Amendment, acknowledge and affirm that their respective governing boards have review and approved this Second Amendment by Resolution at a duly called meeting, with a quorum present, in accordance with the laws of the State of Texas.

Executed to be effective on the _____ day of _____, 2019
("Effective Date).

MONTGOMERY COUNTY EMERGENCY
COMMUNICATION DISTRICT

Larry "Chip" VanSteenberg, Executive Director

ATTEST:

Paul Virgadamo, Jr., President, Board of Managers

Secretary Board of Managers

MONTGOMERY COUNTY HOSPITAL
DISTRICT

Randy Johnson, Chief Executive Officer

Mark Cole, Chairman, Board of Directors

ATTEST:

Sandra Wagner, Secretary, Board of
Directors

**AMENDMENT TO INTERLOCAL AGREEMENT BETWEEN
THE MONTGOMERY COUNTY HOSPITAL DISTRICT AND
THE MONTGOMERY COUNTY EMERGENCY COMMUNICATIONS DISTRICT FOR
9-1-1 CALL TAKING SERVICES**

STATE OF TEXAS

COUNTY OF MONTGOMERY

THIS AMENDMENT to the Interlocal Agreement for 9-1-1 Call Taking Services between Montgomery County Hospital District ("MCHD") and Montgomery County Emergency Communication District ("MCECD"), dated October 1, 2011, hereinafter referred to as "Amendment" is as follows:

WHEREAS, the MCHD has been paying \$500 per month to MCECD for work space in the Backup Center located at 150 Hillbig, Conroe, Texas, pursuant to the above-referenced Interlocal Agreement; and

WHEREAS, such workspace has not been made available to the MCHD; and

WHEREAS, other agencies are provided workspace in the Backup Center at no cost; and

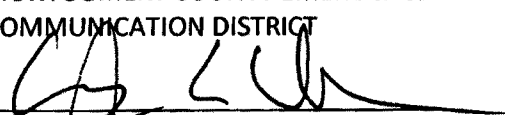
WHEREAS, the respective governing bodies of the MCECD and the MCHD declare that it is in the best interest of the citizens of Montgomery County that this Amendment to the Interlocal Agreement be made to improve communication procedures and facilities in a manner that would enhance the quick response to any person seeking medical, rescue and other emergency services;

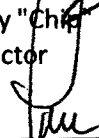
NOW THEREFORE, be it mutually agreed as follows:

1. MCECD and MCHD hereby agree to strike paragraph 20 in the above-described Interlocal Agreement.
2. The undersigned officers of the MCECD and the MCHD, by executing said document, acknowledge that their respective governing bodies have reviewed and approved this Agreement by Resolution at a duly called meeting, with a quorum present, in accordance with the laws of the State of Texas.
3. The undersigned further acknowledge that each party paying for the performance of governmental functions or surfaces shall make those payments from current revenues available to the paying parties in accordance with the applicable law.

SIGNED this 7th day of November 2012.

MONTGOMERY COUNTY EMERGENCY
COMMUNICATION DISTRICT


Larry "Chip" VanSteenberg, Executive
Director


Paul Virgadamo, President MCECD
Board of Managers

ATTEST:


Secretary 9-1-1 Board of Managers

MONTGOMERY COUNTY HOSPITAL DISTRICT


Randy Johnson, Chief Executive Officer


President, Board of Directors

ATTEST:


Secretary, Board of Directors

INTERLOCAL AGREEMENT
BETWEEN THE MONTGOMERY COUNTY HOSPITAL DISTRICT
AND
THE MONTGOMERY COUNTY EMERGENCY COMMUNICATIONS DISTRICT
FOR
9-1-1 CALL TAKING SERVICES

STATE OF TEXAS

COUNTY OF MONTGOMERY

THIS AGREEMENT ("Agreement") is made by and between the Montgomery County Emergency Communication District, hereinafter referred to as "MCECD" and Montgomery County Hospital District, hereinafter referred to as "MCHD" and is as follows:

WHEREAS, the MCECD and the MCHD are each units of local government within the meaning of Texas Government Code, Chapter 791, "The Interlocal Cooperation Act" and are authorized pursuant to such act to make mutual provisions for the performance of governmental function for services that each entity is authorized to perform individually; and

WHEREAS, the MCECD and the MCHD are each individually authorized to provide emergency communication services to the citizens of Montgomery County, Texas; and

WHEREAS, the MCECD is a body corporate and politic, exercising public and essential governmental functions and having all the powers necessary or convenient to carry out the purposes and provisions of subchapter D of Chapter 772 of the Texas Health and Safety Code, and

WHEREAS, MCHD has recently completed construction of a new administration building located at 1400 S. Loop 336 W, Conroe, TX, containing a dispatch center and related infrastructure sufficient serve as a Secondary Public Safety Answering Point (PSAP) for the purpose of dispatching responders to 9-1-1 calls from within the County; and

WHEREAS, the respective governing bodies of the Montgomery County Emergency Communication District and the Montgomery County Hospital District declare that it is in the best interest of the citizens of Montgomery County that such Agreement be made to improve communications procedures and facilities in a manner that would enhance the quick response to any person seeking, medical, rescue, and other emergency services; and

WHEREAS, MCECD and MCHD seek to memorialize their agreements and understandings regarding the use of the dispatch center at the MCHD administration building located at 1400 S. Loop 336W, Conroe, TX, to serve as a Secondary PSAP for the purpose of dispatching responders to 9-1-1 calls from within the County;

NOW THEREFORE, BE IT MUTUALLY AGREED AS FOLLOWS:

1. MCECD will designate the dispatch center located at 1400 S. Loop 336W, Conroe, TX ("MCHD Dispatch Center") as a secondary PSAP ("Secondary PSAP") to receive transferred 9-1-1 calls originating within Montgomery County, TX and for Emergency Services Numbers (ESNs) designated and approved by MCECD pending site inspection approval by MCECD and its 9-1-1 equipment and network providers. Notwithstanding this designation, MCECD remains the 9-1-1 service authority within its jurisdiction per §772.313 and is not authorizing MCHD to act as an agent or representative of MCECD under any 9-1-1 service tariffs or informational filings.
2. MCHD agrees to bear the cost and to meet all building, floor space, power, conditioning and other facility specifications as agreed upon by MCHD and MCECD and its providers of 9-1-1 systems and networks at its the MCHD Dispatch Center prior to any 9-1-1 Customer Premise Equipment (CPE) or network facilities being installed. This includes but is not limited to maintaining all building mechanical, A/C units, generators, UPS, phone system, etc. within manufacturer's specifications and providing custodial services to properly maintain the Secondary PSAP.
3. If 9-1-1 CPE or Network elements share common equipment room facilities with other non-9-1-1 providers of equipment, systems or networks at the MCHD Dispatch Center, MCHD agrees to restrict access to such spaces by installing special keying systems and access logs, and by installing sound and video surveillance systems to protect the integrity of 9-1-1 systems.
4. MCHD agrees to maintain, and operate the MCHD Dispatch Center in part as a Secondary PSAP in accordance with the requirements for 9-1-1 call taking service under applicable state and federal law.

5. Following the installation and testing of the 9-1-1 systems and network equipment at the MCHD Dispatch Center and continuing for the term of this Agreement, MCECD agrees to send 9-1-1 calls originating within Montgomery County, Tx and for Emergency Services Numbers (ESNs) designated and approved by MCECD to the MCHD Dispatch Center as a Secondary PSAP.
6. The Parties contemplate that at a minimum, the MCHD Secondary PSAP at the MCHD Dispatch Center shall include the following services and functionality:
 - a. Operate on a full time basis 24 hours a day, 7 days a week, 365 days a year;
 - b. All 9-1-1 calls answered by a properly trained 9-1-1 call taker;
 - c. Automatic Number Identification (ANI) level of service (provided by MCECD);
 - d. Automatic Location Identification (ALI) level of service (provided by MCECD);
 - e. Wireless Phase II E9-1-1 level of service (provided by MCECD);
 - f. Utilization of TDD/TTY or TDD/TTY compatible equipment in compliance with the Americans with Disabilities Act (ADA) (such equipment provided by MCECD);
 - g. Provision of battery based Uninterrupted Power Supply (UPS) provided by MCHD with Building Backup Power Generator provided by MCHD to keep 9-1-1 specific equipment operational at all times;
 - h. Provision of redundancy for:
 - I. Network connections from the Selective Router (SR) to the Secondary PSAP (provided by MCECD);
 - II. Network connections from the ALI database to the Secondary PSAP (provided by MCECD);
 - III. Database Routers at the Secondary PSAP (provided by MCECD)
 - IV. ANI and ALI display 9-1-1 call taking positions; and
 - V. Any other equipment essential to the 9-1-1 call-taking function.
7. MCECD, on behalf of MCHD, shall order and pay for any IP enabled 9-1-1 Call Taking Customer Premise Equipment (CPE) to be installed at the MCHD Dispatch Center.
8. MCHD agrees to compensate MCECD for the non-recurring charges described in Exhibit "A" for the cost of ordering, purchasing and installing all new 9-1-1 specific network elements, facilities and systems engendered by MCHD's premature dispatch center's move to 1400 S. Loop 336 W, Conroe, TX.
9. MCECD shall continue to pay recurring costs and to maintain, repair, replace and/or upgrade, at its own cost, the communication system for 9-1-1 networks and CPE. To the extent MCHD determines after the original installation 9-1-1 equipment and CPE placement that such equipment needs to be reconfigured or moved to accommodate MCHD's needs, MCHD will absorb all costs of such reconfigurations or moves, including 9-1-1 contractor involvement expenses. Only 9-1-1 call taking applications approved and provided by MCECD's CPE

vendors will be considered for installation as part of the Secondary PSAP at the MCHD Dispatch Center.

10. Once installed at the MCHD Dispatch Center, all 9-1-1 CPE and 9-1-1 pertinent facilities ordered, purchased and maintained by MCECD will carry MCECD asset tags and will be fully owned by MCECD. Replacement and maintenance of such equipment will be the entire purview of MCECD; however MCECD and MCHD will confer and agree upon schedules for the replacement and maintenance of such equipment so as to minimize disruptions at the MCHD Dispatch Center. Any actions by MCHD concerning repair, replacement or maintenance of MCECD assets will require advance approval by MCECD. MCHD will be responsible for any damage and repair expenses that are caused by the unauthorized repair, replacement, maintenance or relocation of MCECD assets or by the negligence of MCHD employees and MCHD vendors, whether it is hardware or software or network facilities and peripherals or any other 9-1-1 specific element.
11. MCHD agrees to provide unrestricted access to properly credentialed MCECD technical staff and its vendor maintenance providers at the MCHD Dispatch Center for scheduled and unscheduled maintenance and repair of 9-1-1 pertinent CPE and facilities, software and applications and for upgrades as required. 9-1-1 CPE and Network Vendor maintenance providers shall receive trouble complaints, requests and direction from MCECD staff only and are not contract obligated to provide such services to MCHD staff directly. In addition, MCHD shall allow other MCECD staff prompt access to the MCHD Dispatch Center on a 24/7 basis upon receipt of an oral request to the MCHD communication supervisor on duty for such access
12. MCHD acting through its employees or its contracted vendors shall provide at its own cost and will maintain all equipment, software, and services used for non 9-1-1 voice communications (telephone), voice recording, radio communications and NCIC, TLETS, NLETS, fax machines, computer aided dispatch (CAD) and pertinent hardware or software adjuncts, and work stations (consoles) and other furnishings used for non 9-1-1 call-taking and dispatch functions.
13. MCECD and MCHD shall each provide to the other party a list and contact information for their respective contacts who shall be available at all times during the term of this Agreement for purposes of having unrestricted access to MCHD's Dispatch Center, and/or addressing emergency or unforeseen events relating to the Secondary PSAP services at the MCHD Dispatch Center. The parties shall update that list periodically as necessary. In addition, such persons shall be the primary contacts of the Parties for purposes of facilitating the installation, maintenance and repair and upgrades of the MCECD equipment located at the MCHD Dispatch Center.

14. Except as to those obligations of MCECD provided in this Agreement and to the extent permitted by law, MCHD agrees to hold MCECD harmless from any claim, directly or indirectly, relating to or arising from actions taken by MCHD employees and MCHD vendors in the provision of 9-1-1 service.
15. Nothing in this Agreement limits, or shall be construed in any manner to limit, MCECD's authority to provide 9-1-1 service within its jurisdictional boundaries as described in Chapter 772 of the Texas Health and Safety Code.
16. MCHD agrees to purchase and maintain adequate insurance policy(s) for premise liability coverage and for any damage to the buildings and MCECD equipment occasioned by fire or other incidents, such coverage to begin when MCECD provides to MCHD a final inventory of the equipment installed in the MCHD Dispatch Center, such inventory to include a schedule of values the equipment to be insured.
17. MCECD and the MCHD agree to provide separate insurance to cover each agency for liability and workers compensation for their employees in accordance with this Agreement.
18. MCHD agrees to inform MCECD prior to any substantial relocation or reconfiguration of any console furniture/equipment or floor space changes requiring MCECD to move or rearrange 9-1-1 CPE or pertinent network facilities at the MCHD Dispatch Center. All costs engendered by such actions will be borne by MCHD including 9-1-1 contractor or vendor expenses required to support such actions.
19. MCHD hereby agrees to use for its EMS/Fire backup dispatch operations, the 9-1-1 Backup Center located at the Primary Communication Center at 150 Hilbig Road, Conroe, TX to replace the Backup Center located at the Shenandoah City Hall complex.
20. MCECD further agrees to provide workspace to MCHD in the Backup Center, located at 150 Hilbig consisting of five communicators, with MCECD providing calltaking equipment for at least to of the five communicators. In exchange for the provision of such workspace, MCHD agrees to pay MCECD rentals in the amount of Five Hundred Dollars (\$500) per month for each month during the term of this Agreement, including any renewal terms. Such rentals shall be paid by MCHD to MCECD by the fifth (5th) day of each calendar month without notice being provided by MCECD that such rentals are due and payable.
21. MCECD will continue to allow adequate roof space and access in the Backup Center for MCHD backup radio system antennas and satellite television. MCECD will also provide adequate server space for MCHD's Fire/EMS CAD System. In exchange, MCHD agrees to continue to provide at no cost to the MCECD radio tower access at 1350 South Loop 336, Conroe, TX, including

power, and antenna space if required for potential backup 9-1-1 networking systems or other 9-1-1 specific uses.

22. The term of this Agreement shall commence on the date finally executed and continue for twelve (12) months, and shall be automatically renewed annually thereafter; provided, however, this Agreement may be terminated by either Party at any time without cause by giving one hundred twenty (120) days prior written notice to other Party.
23. In the event a dispute arises under this Agreement, the Parties agree that MCHD's Chief Executive Officer and MCECD's Executive Director shall meet and confer in good faith toward a mutually acceptable resolution of such matter. If such officials, by exercise of their best efforts, cannot resolve the dispute following the exhaustion of good faith negotiations the Parties shall submit the dispute to mediation. The parties shall, without delay, continue to perform their respective obligations under this Agreement which are not affected by the dispute. A neutral mediator will be chosen by the Presiding District Judge of Montgomery County to mediate the dispute. The mediation shall be administered according to the current laws and rules of mediation within the State of Texas and shall be held within a reasonable time. Any resolution of the dispute reached through mediation shall be reduced to writing and approved by the Parties' respective representatives as is appropriate and required by law.
24. In the event that the Parties are unable to resolve the dispute through mediation, procedures, such lawsuit shall be dismissed and/or abated until the Party has complied with the dispute resolution requirements of this Agreement, unless the delay caused to the Party by participating in the dispute resolution procedures set forth herein will cause immediate and/or irreparable injury or loss to the Party. Any settlement or agreement between the Parties shall be put into writing and considered a final resolution of the matter and enforceable as a Rule 11 Agreement.
25. If this Agreement and the stated contents (or any other contents) conflict or disagree with any other agreement between the Parties, the terms and conditions of this Agreement shall prevail. This Agreement supersedes all prior agreements whether oral or written between the parties and constitutes the entirety of the Agreement between MCECD and the MCHD insofar as the subject matters referenced herein.

OTHER TERMS AND CONDITIONS

26. This Agreement shall be construed in accordance with the laws of the State of Texas. Exclusive venue of any claim arising out of, or relating to the subject of this Agreement, shall lie in the District Court of Montgomery County, Texas.

27. If any provision of this Agreement shall be deemed void or invalid, such provision shall be deemed severed from the remainder of the Agreement, which shall remain in full force and effect.
28. The undersigned officers of the MCECD and MCHD, by executing said document, acknowledge that their respective governing bodies have reviewed and approved this Agreement by resolution at a duly called meeting, with a quorum present, in accordance with the laws of the State of Texas.
29. The undersigned further acknowledge that each Party paying for the performance of governmental functions or services shall make those payments from current revenues available to the paying parties in accordance with applicable law.
30. The terms and provisions of this Agreement constitute the entire Agreement between MCECD and MCHD, and no modifications of this Agreement shall be effective unless in writing and executed by an executive officer of both parties, and attested to as provided by law.
31. Notices: Other than those notices contemplated under Paragraph 13 above relating to access to the MCHD Dispatch Center, any notice given hereunder by any Party to another must be in writing and may be effected by personal delivery or by certified mail, return receipt requested, when mailed to the appropriate Party's Designated Representative, at the addresses specified below:

MCECD: _____

Address: _____

Copy to: Larry L. Foerster
DARDEN, FOWLER & CREIGHTON, L.L.P.
414 W. Phillips, Suite 100
Conroe, Texas 77301

MCHD: Chief Executive Officer

Address: P.O. Box 478
Conroe, Texas 77305

Copy to: Greg Hudson

Address: c/o HUDSON & O'LEARY LLP
1010 Mopac Circle, Suite 201

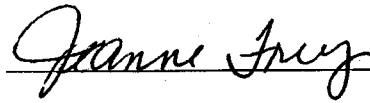
Austin, Texas 78746

The Parties may change their respective addresses for purposes of notice by giving at least five days written notice of the new address to the other Party. If any date or any period provided in this Agreement ends on a Saturday, Sunday or legal holiday, the applicable period will be extended to the next business day.

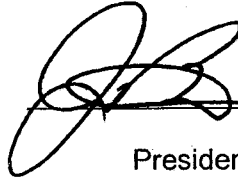
32. The Parties agree to execute such other and further instruments and documents as are or may become necessary or convenient to effectuate and carry out the purposes of this Agreement.
33. Except as otherwise expressly provided herein, nothing in this Agreement, express or implied, is intended to confer upon any person, other than the Parties hereto, any benefits, rights or remedies under or by reason of this Agreement.

This Agreement is executed in duplicate originals by the undersigned officers of the Montgomery County Emergency Communication District and Montgomery County Hospital District of Montgomery County, Texas, effective on the 1st day of October, 2011 ("Effective Date") regardless of when approved by the parties.

MONTGOMERY COUNTY EMERGENCY
COMMUNICATION DISTRICT

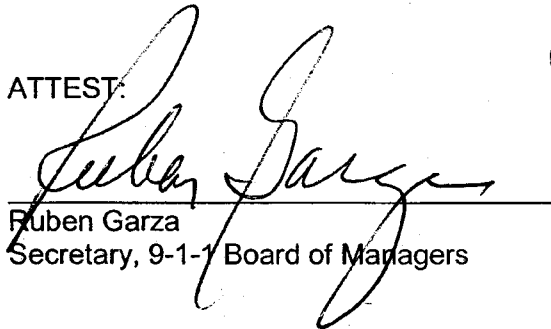


Jeanne Frey
Interim Executive Director



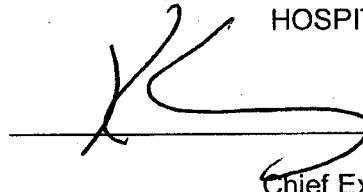
Jody Binnion
President, 9-1-1 Board of Managers

ATTEST:

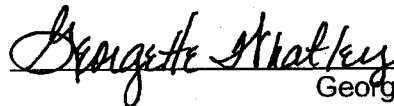


Ruben Garza
Secretary, 9-1-1 Board of Managers

MONTGOMERY COUNTY
HOSPITAL DISTRICT

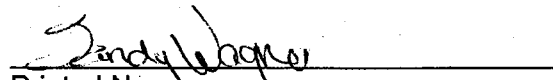


Kelly Curry
Chief Executive Officer



Georgette Whatley
President, Board of Directors

ATTEST:



Printed Name:
Secretary, Board of Directors

Exhibit A
To The Interlocal Agreement between
The Montgomery County Hospital District and
The Montgomery County Emergency Communication District

Date: _____

(A) Network Suppliers.

The trunks, circuits and peripheral equipment, cabling, etc. are provided through MCECD's principal providers AT&T and Consolidated Communications Inc.

(B) Facilities and Equipment List.

The following non-recurring equipment and installation costs shall be paid by MCHD to MCECD.

The equipment listed herein will be located in the MCHD Dispatch Center by MCECD, and except as noted below, shall remain the sole property of MCECD, and shall include but is not limited to those items noted below that are or will be required to facilitate, initiate and complete the 9-1-1 equipment and network installation.

<u>Item</u>	<u>Cost/Value</u>	<u>Detail</u>
1. APC 42U Cabinet**	\$1409.00	Meets MCHD specs*
2. Make-busy Switch & Circuit	\$450.00	Installation
3. CCI – non-recurring – Metro Ethernet	\$1716.13	Installation - network
4. AT&T – non-recurring – AVPN	\$1850.00	Installation - network
TOTAL:	\$5,425.13	

** (to be owned by MCHD upon commencement of this Agreement)
Providers include AT&T, Consolidated Communications, Inc. and Cassidian



QUARTERLY INVESTMENT REPORT

For the Quarter Ended

June 30, 2019

Prepared by

Valley View Consulting, L.L.C.

The investment portfolio of Montgomery County Hospital District is in compliance with the Public Funds Investment Act and the Montgomery County Hospital District Investment Policy.

Chief Executive Officer
Investment Officer,
Montgomery County Hospital District

Chief Financial Officer
Investment Officer,
Montgomery County Hospital District

Treasurer, MCHD Board
Investment Officer,
Montgomery County Hospital District

Disclaimer: These reports were compiled using information provided by the Montgomery County Hospital District. No procedures were performed to test the accuracy or completeness of this information. The market values included in these reports were obtained by Valley View Consulting, L.L.C. from sources believed to be accurate and represent proprietary valuation. Due to market fluctuations these levels are not necessarily reflective of current liquidation values. Yield calculations are not determined using standard performance formulas, are not representative of total return yields and do not account for investment adviser fees.

Summary

Quarter End Results by Investment Category:

Asset Type	March 31, 2019		June 30, 2019		
	Book Value	Market Value	Book Value	Market Value	Ave. Yield
DDA	\$ 5,156,727	\$ 5,156,727	\$ 3,437,796	\$ 3,437,796	0.40%
MMA/MMF/LGIP	41,098,147	41,098,147	32,526,749	32,526,749	2.48%
CD/Security	15,720,640	15,721,741	19,828,565	19,829,666	2.65%
Totals	\$ 61,975,514	\$ 61,976,616	\$ 55,793,109	\$ 55,794,211	

Current Quarter Portfolio Performance:

Average Quarterly Yield	2.41%
Rolling Three Month Treasury	2.36%
Rolling Six Month Treasury	2.43%

Interest Revenue (Unaudited)

Quarterly Interest Earnings	\$ 341,830
Fiscal YTD Interest Earnings	\$ 894,283

Fiscal Year-to-Date Portfolio Performance:

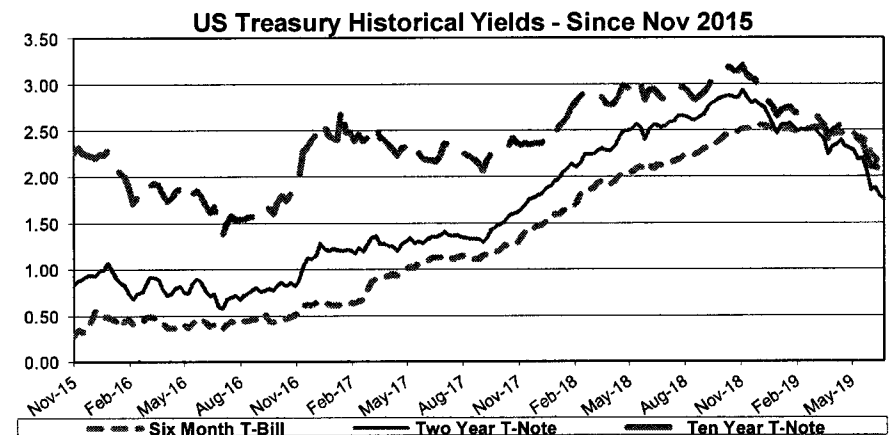
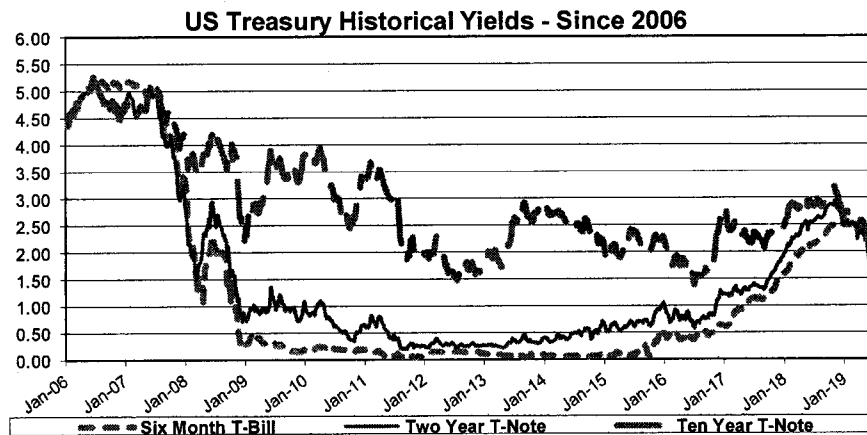
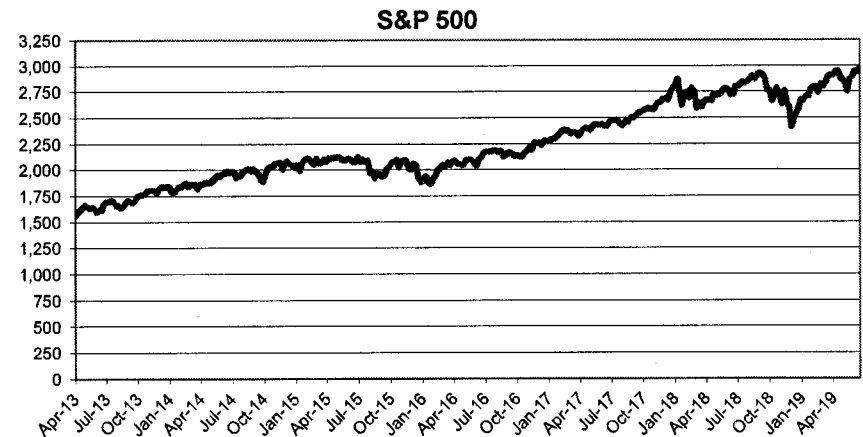
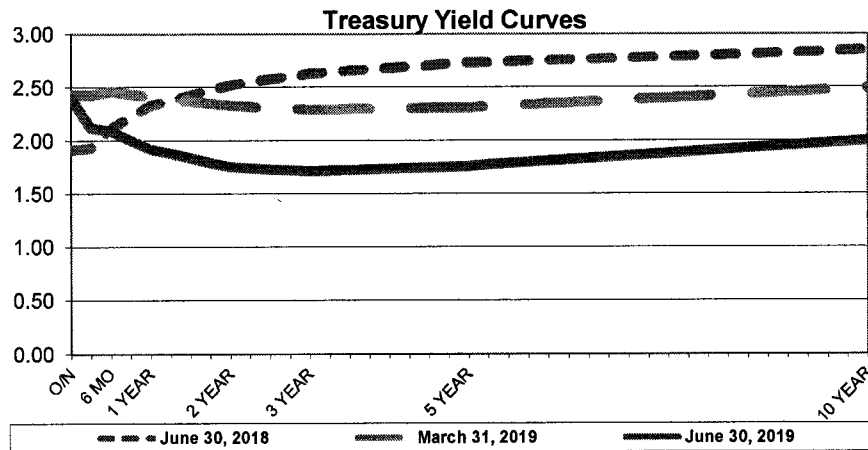
Average Quarter End Yield	2.26%
Rolling Three Month Treasury	2.39%
Rolling Six Month Treasury	2.44%
TexPool	2.36%

Note: Average yields calculated using quarter end report average yield and Book Value, but do not include adviser fees and realized and unrealized gains or losses.

Economic Overview

6/30/2019

The Federal Open Market Committee (FOMC) maintained the Fed Funds target range 2.25% - 2.50% (Effective Fed Funds are trading +/-2.40%). The Futures Market projects multiple decreases beginning later this summer. Gradual FRB portfolio reduction continues by limiting reinvestment of maturing holdings, but that strategy will end this summer. May Non Farm Payroll only generated 75,000 new jobs, lowering the three month rolling average to 151k. Crude oil bounced up and down this spring around +/- \$60. The Stock Markets reached new highs. Overall economic activity, including housing, remains mostly favorable but mixed. The inverted Yield Curve continues towards lower yields.



Investment Holdings

June 30, 2019

Description	Rating	Coupon/ Discount	Maturity Date	Settlement Date	Original Face/ Par Value	Book Value	Market Price	Market Value	Life (Days)	Yield
Woodforest Bank - DDA		0.40%	07/01/19	06/30/19	\$ 3,437,796	\$ 3,437,796	1.00	\$ 3,437,796	1	0.40%
Woodforest Bank - MMA		2.50%	07/01/19	06/30/19	12,210,738	12,210,738	1.00	12,210,738	1	2.50%
LegacyTexas Bank MMA		2.51%	07/01/19	06/30/19	2,007,388	2,007,388	1.00	2,007,388	1	2.51%
NexBank ICS MMA		2.66%	07/01/19	06/30/19	5,008,994	5,008,994	1.00	5,008,994	1	2.66%
JPMorgan U.S. Gov't MMF	AAAm	0.30%	07/01/19	06/30/19	580	580	1.00	580	1	0.30%
TexPool	AAAm	2.38%	07/01/19	06/30/19	6,654,135	6,654,135	1.00	6,654,135	1	2.38%
TexSTAR	AAAm	2.38%	07/01/19	06/30/19	6,644,914	6,644,914	1.00	6,644,914	1	2.38%
First Foundation Bank CD		2.35%	07/18/19	07/18/18	245,000	245,000	99.98	244,961	18	2.35%
Origin Bank CD		2.72%	08/06/19	02/06/19	2,013,265	2,013,265	100.00	2,013,265	37	2.75%
Morgan Stanley Bank CD		2.35%	08/23/19	08/23/18	245,000	245,000	99.97	244,934	54	2.35%
East West Bank CD		2.62%	09/23/19	03/22/19	2,014,552	2,014,552	100.00	2,014,552	85	2.65%
Bank of North America CD		2.50%	10/11/19	10/10/18	245,000	245,000	100.03	245,083	103	2.50%
Synovus Bank CD		2.55%	10/17/19	10/09/18	245,000	245,000	100.06	245,152	109	2.55%
East West Bank CD		2.55%	10/25/19	04/25/19	2,009,383	2,009,383	100.00	2,009,383	117	2.58%
East West Bank CD		2.69%	11/05/19	02/05/19	2,021,635	2,021,635	100.00	2,021,635	128	2.73%
Zions Bancorp, NA CD		2.65%	11/15/19	11/19/18	240,000	240,000	100.13	240,305	138	2.65%
Morgan Stanley Bank CD		2.65%	11/22/19	11/19/18	240,000	240,000	100.13	240,312	145	2.65%
Pinnacle Nat'l Bank CD		2.65%	12/13/19	12/04/18	240,000	240,000	100.15	240,355	166	2.65%
East West Bank CD		2.61%	12/23/19	03/22/19	2,014,496	2,014,496	100.00	2,014,496	176	2.64%
East West Bank CD		2.55%	01/27/20	04/25/19	2,009,383	2,009,383	100.00	2,009,383	211	2.58%
East West Bank CD		2.72%	02/05/20	02/05/19	2,021,878	2,021,878	100.00	2,021,878	220	2.76%
East West Bank CD		2.62%	03/23/20	03/22/19	2,014,552	2,014,552	100.00	2,014,552	267	2.65%
East West Bank CD		2.56%	04/27/20	04/25/19	2,009,420	2,009,420	100.00	2,009,420	302	2.59%
					\$ 55,793,109	\$ 55,793,109			60	2.41%

(1)

(2)

(1) **Weighted average life** - Pools, Money Market Funds, and Bank Deposits are assumed to have a one day maturity.

(2) **Weighted average yield to maturity** - The weighted average yield to maturity is based on Book Value, adviser fees and realized and unrealized gains/losses are not considered. The pool and mutual fund yields are the average for the last month of the quarter. Bank deposit yields are estimated from the monthly allocated earnings.

Book Value Comparison

Description	Coupon/ Discount	Maturity Date	March 31, 2019		Purchases/ Adjustments	Sales/Adjust/ Maturities	June 30, 2019	
			Original Face\				Original Face\	
			Par Value	Book Value			Par Value	Book Value
Woodforest Bank - DDA	0.40%	07/01/19	\$ 5,156,727	\$ 5,156,727	\$ —	\$ (1,718,932)	\$ 3,437,796	\$ 3,437,796
Woodforest Bank - MMA	2.50%	07/01/19	10,137,073	10,137,073	2,073,666		12,210,738	12,210,738
LegacyTexas Bank MMA	2.51%	07/01/19	—	—	2,007,388		2,007,388	2,007,388
NexBank ICS MMA	2.66%	07/01/19	—	—	5,008,994		5,008,994	5,008,994
JPMorgan U.S. Gov't MMF	0.30%	07/01/19	39,757	39,757		(39,178)	580	580
TexPool	2.38%	07/01/19	15,465,190	15,465,190		(8,811,056)	6,654,135	6,654,135
TexSTAR	2.38%	07/01/19	15,456,127	15,456,127		(8,811,213)	6,644,914	6,644,914
WallisBank CD	2.51%	05/06/19	2,000,000	2,000,000		(2,000,000)	—	—
First Foundation Bank CD	2.35%	07/18/19	245,000	245,000			245,000	245,000
Origin Bank CD	2.72%	08/06/19	2,000,000	2,000,000	13,265		2,013,265	2,013,265
Morgan Stanley Bank CD	2.35%	08/23/19	245,000	245,000			245,000	245,000
East West Bank CD	2.62%	09/23/19	2,001,436	2,001,436	13,116		2,014,552	2,014,552
Bank of North America CD	2.50%	10/11/19	245,000	245,000			245,000	245,000
Synovus Bank CD	2.55%	10/17/19	245,000	245,000			245,000	245,000
East West Bank CD	2.55%	10/25/19	—	—	2,009,383		2,009,383	2,009,383
East West Bank CD	2.69%	11/05/19	2,008,123	2,008,123	13,512		2,021,635	2,021,635
Zions Bancorp, NA CD	2.65%	11/15/19	240,000	240,000			240,000	240,000
Morgan Stanley Bank CD	2.65%	11/22/19	240,000	240,000			240,000	240,000
Pinnacle Nat'l Bank CD	2.65%	12/13/19	240,000	240,000			240,000	240,000
East West Bank CD	2.61%	12/23/19	2,001,431	2,001,431	13,066		2,014,496	2,014,496
East West Bank CD	2.55%	01/27/20	—	—	2,009,383		2,009,383	2,009,383
East West Bank CD	2.72%	02/05/20	2,008,214	2,008,214	13,664		2,021,878	2,021,878
East West Bank CD	2.62%	03/23/20	2,001,436	2,001,436	13,116		2,014,552	2,014,552
East West Bank CD	2.56%	04/27/20	—	—	2,009,420		2,009,420	2,009,420
TOTAL			\$ 61,975,514	\$ 61,975,514	\$ 15,197,972	\$ (21,380,377)	\$ 55,793,109	\$ 55,793,109

Market Value Comparison

Description	Maturity Date	March 31, 2019			Qtr to Qtr Change	June 30, 2019		
		Original Face\ Par Value	Market Price	Market Value		Original Face\ Par Value	Market Price	Market Value
Woodforest Bank - DDA	07/01/19	\$ 5,156,727	1.00	\$ 5,156,727	\$ (1,718,932)	\$ 3,437,796	1.00	\$ 3,437,796
Woodforest Bank - MMA	07/01/19	10,137,073	1.00	10,137,073	2,073,666	12,210,738	1.00	12,210,738
LegacyTexas Bank MMA	07/01/19	-	-	-	2,007,388	2,007,388	1.00	2,007,388
NexBank ICS MMA	07/01/19	-	-	-	5,008,994	5,008,994	1.00	5,008,994
JPMorgan U.S. Gov't MMF	07/01/19	39,757	1.00	39,757	(39,178)	580	1.00	580
TexPool	07/01/19	15,465,190	1.00	15,465,190	(8,811,056)	6,654,135	1.00	6,654,135
TexSTAR	07/01/19	15,456,127	1.00	15,456,127	(8,811,213)	6,644,914	1.00	6,644,914
WallisBank CD	05/06/19	2,000,000	100.00	2,000,000	(2,000,000)	-	-	-
First Foundation Bank CD	07/18/19	245,000	99.98	244,961		245,000	99.98	244,961
Origin Bank CD	08/06/19	2,000,000	100.00	2,000,000	13,265	2,013,265	100.00	2,013,265
Morgan Stanley Bank CD	08/23/19	245,000	99.97	244,934		245,000	99.97	244,934
East West Bank CD	09/23/19	2,001,436	100.00	2,001,436	13,116	2,014,552	100.00	2,014,552
Bank of North America CD	10/11/19	245,000	100.03	245,083		245,000	100.03	245,083
Synovus Bank CD	10/17/19	245,000	100.06	245,152		245,000	100.06	245,152
East West Bank CD	10/25/19	-	-	-	2,009,383	2,009,383	100.00	2,009,383
East West Bank CD	11/05/19	2,008,123	100.00	2,008,123	13,512	2,021,635	100.00	2,021,635
Zions Bancorp, NA CD	11/15/19	240,000	100.13	240,305		240,000	100.13	240,305
Morgan Stanley Bank CD	11/22/19	240,000	100.13	240,312		240,000	100.13	240,312
Pinnacle Nat'l Bank CD	12/13/19	240,000	100.15	240,355		240,000	100.15	240,355
East West Bank CD	12/23/19	2,001,431	100.00	2,001,431	13,066	2,014,496	100.00	2,014,496
East West Bank CD	01/27/20	-	-	-	2,009,383	2,009,383	100.00	2,009,383
East West Bank CD	02/05/20	2,008,214	100.00	2,008,214	13,664	2,021,878	100.00	2,021,878
East West Bank CD	03/23/20	2,001,436	100.00	2,001,436	13,116	2,014,552	100.00	2,014,552
East West Bank CD	04/27/20	-	-	-	2,009,420	2,009,420	100.00	2,009,420
TOTAL		\$ 61,975,514		\$ 61,976,616	\$ (6,182,405)	\$ 55,793,109		\$ 55,794,211



Austin | Conroe | Dallas | Fort Worth | Houston
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July 17, 2019

To the Board of Directors
Montgomery County Hospital District
1400 S. Loop 336 West
Conroe, Texas 77304

Dear Board of Directors:

You have requested that we audit the financial statements of the governmental activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of Montgomery County Hospital District (the District), as of September 30, 2019, and for the year then ended and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter.

Accounting principles generally accepted in the United States of America (U.S. GAAP), as promulgated by the Governmental Accounting Standards Board (GASB) require that management's discussion and analysis and budgetary comparison information, among other items, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the GASB, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the required supplementary information (RSI) in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS). These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation, and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The following RSI is required by U.S. GAAP. This RSI will be subjected to certain limited procedures but will not be audited:

1. Management's Discussion and Analysis
2. Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget to Actual – General Fund
3. Schedule of Changes in Net Pension Liability (Asset) and Related Ratios
4. Schedule of District's Contributions to Texas County and District Retirement System (TCDRS)

Weaver and Tidwell, L.L.P.
1406 Wilson Road, Suite 100 | Conroe, Texas 77304
Main: 936.756.8127 | Fax: 936.756.8132
CPAs AND ADVISORS | WEAVER.COM

Audit Objectives

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material aspects, in conformity with U.S. GAAP and to report on the fairness of the supplementary information referred to above when considered in relation to the basic financial statements as a whole. The objective also includes reporting on internal control related to the basic financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the basic financial statements in accordance with *Government Auditing Standards* issued by the Comptroller General of the United States of America (GAGAS). We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions, add emphasis-of-matter, or other-matter paragraphs. If our opinions on the financial statements or compliance are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or withdraw from this engagement.

Auditor Responsibilities

We will conduct our audit in accordance with U.S. GAAS and GAGAS. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements are free from material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the basic financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the basic financial statements, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements.

An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. If appropriate, our procedures will therefore include tests of documentary evidence that support the transactions recorded in the accounts, tests of the physical existence of assets, and direct confirmation of cash, investments, and certain other assets and liabilities by correspondence with creditors and financial institutions. As part of our audit process, we may request written representations from your attorneys, and they may bill you for responding. At the conclusion of our audit, we will also request certain written representations from you about the basic financial statements and related matters.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements (whether caused by errors, fraudulent financial reporting, misappropriation of assets, or violations of laws or governmental regulations) may not be detected exists, even though the audit is properly planned and performed in accordance with U.S. GAAS and GAGAS.

In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

In making our risk assessments, we consider internal control relevant to the District's preparation and fair presentation of the basic financial statements in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the basic financial statements that we have identified during the audit.

As part of obtaining reasonable assurance about whether the basic financial statements are free of material misstatement, we will perform tests of the District's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service provider.

Management Responsibilities

Our audit will be conducted on the basis that management acknowledge and understand that they have responsibility:

- a. For the preparation and fair presentation of the basic financial statements in accordance with accounting principles generally accepted in the United States of America;
- b. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of basic financial statements that are free from material misstatement, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements; and

- c. To provide us with:
 - i. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements such as records, documentation, and other matters;
 - ii. Additional information that we may request from management for the purpose of the audit; and
 - iii. Unrestricted access to persons within the District from whom we determine it necessary to obtain audit evidence.
- d. For including the auditor's report in any document containing the basic financial statements that indicates that such financial statements have been audited by the District's auditor;
- e. For identifying and ensuring that the District complies with the laws and regulations applicable to its activities; and
- f. For adjusting the basic financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year under audit are immaterial, both individually and in the aggregate, to the basic financial statements as a whole; and
- g. With respect to any nonaudit/nonattest services we perform, for (a) making all management decisions and performing all management functions; (b) assigning an individual with suitable skills, knowledge, and experience, preferably within senior management, to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) establishing and maintaining internal controls, including monitoring ongoing activities. These nonaudit/nonattest services do not constitute an audit under GAGAS and such services will not be conducted in accordance with GAGAS. The entity has designated Brett Allen, Chief Financial Officer, to oversee these services. Such services will include:
 - 1. Preparation of financial statements and related notes
- h. With regard to the supplementary information referred to above: (a) for the preparation of the supplementary information in accordance with the applicable criteria; (b) to provide us with the appropriate written representations regarding supplementary information; (c) to include our report on the supplementary information in any document that contains the supplementary information and that indicates that we have reported on such supplementary information; and (d) to present the supplementary information with the audited basic financial statements, or if the supplementary information will not be presented with the audited basic financial statements, to make the audited basic financial statements readily available to the intended users of the supplementary information no later than the date of issuance by you of the supplementary information and our report thereon.

GAGAS require that we document an assessment of the skills, knowledge, and experience of management, should we participate in any form of preparation of the basic financial statements and related schedules or disclosures as these actions are deemed a nonaudit/nonattest service.

During the course of our engagement, we will request information and explanations from management regarding the District's operations, internal controls, future plans, specific transactions and accounting systems and procedures. At the conclusion of our engagement, we will require, as a precondition to the issuance of our report, that management provide certain representations in a written representation letter. The District agrees that as a condition of our engagement to perform an audit that management will, to the best of its knowledge and belief, be truthful, accurate and complete in all representations made to us during the course of the audit and in the written representation letter. The procedures we perform in our engagement and the conclusions we reach as a basis for our report will be heavily influenced by the written and oral representations that we receive from management. False or misleading representations could cause us to expend unnecessary efforts in the audit; or, worse, could cause a material error or a fraud to go undetected by our procedures.

Reporting

We will issue a written report upon completion of our audit of the District's basic financial statements. Our report will be addressed to the governing body of the District. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the engagement.

In accordance with the requirements of GAGAS, we will also issue a written report describing the scope of our testing over internal control over financial reporting and over compliance with laws, regulations, and provisions of grants and contracts, including the results of that testing. However, providing an opinion on internal control and compliance over financial reporting will not be an objective of the audit and, therefore, no such opinion will be expressed.

Engagement Fees

We estimate that the fee for our audit will be \$44,500. The fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. We understand that your employees will prepare all confirmations we request and will locate any documents or support for any other transactions we select for testing.

Our engagement fees do not include any time for post-engagement consultation with your personnel or third parties, inquiries from regulators or testimony or deposition regarding any subpoena. Charges for such services will be billed separately.

Our engagement fees do not include consulting on the adoption of new accounting standards and any increased duties because of any future regulatory body, auditing standard or an unknown or unplanned significant transaction. We will consult with you in the event any of these take place that may affect our fees.

Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. Our fee is based upon the complexity of the work to be performed and the tasks required. Payments are due in compliance with the Texas Local Government Code.

Other

In the unlikely event that circumstances occur which we in our sole discretion believe could create a conflict with either the ethical standards of our firm or the ethical standards of our profession in continuing our engagement, we may suspend our services until a satisfactory resolution can be achieved or we may resign from the engagement. We will notify you of such conflict as soon as practicable, and will discuss with you any possible means of resolving them prior to suspending our services.

The hiring of or potential employment discussions with any of our personnel could impair our independence. Accordingly, you agree to inform the engagement partner prior to any such potential employment discussions taking place.

Both of us agree that any dispute between you and Weaver and Tidwell, L.L.P., arising from the engagement, this agreement, or the breach of it, may, if negotiations and other discussions fail, be first submitted to mediation in accordance with the provisions of the Commercial Mediation Rules of the American Arbitration Association (AAA) then in effect. Both of us agree to conduct any mediation in good faith and make reasonable efforts to resolve any dispute by mediation. We agree to conduct the mediation in Conroe or another mutually agreed upon location. The prevailing party in any litigation shall be entitled to recover from the other party court costs and reasonable attorneys' and expert witness fees incurred in the litigation in addition to any other relief that may be awarded.

If any term of this engagement letter is declared illegal, unenforceable, or unconscionable, that term shall be severed and the remaining terms of the engagement letter shall remain in force. Both of us agree that the Court should modify any term declared to be illegal, unenforceable, or unconscionable in a manner that will retain the intended term as closely as possible. If a dispute arising from the engagement or from this agreement or any term of it or any alleged breach of it is submitted to a Court for interpretation or adjudication, both of us irrevocably waive right to trial by jury and agree that the provisions of this engagement letter regarding damages, attorneys' fees, and expenses shall be applied and enforced by the Court.

You agree to inform us of facts that may affect the basic financial statements of which you may become aware during the period from the date of the auditor's report to the date the basic financial statements are issued.

During the course of the engagement, we may communicate with you or your personnel via fax or e-mail, and you should be aware that communication in those mediums contains a risk of misdirected or intercepted communications.

Greg Peterson is the engagement partner for the audit services specified in this letter. His responsibilities include supervising our services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report. We expect to begin our audit procedures in August 2019, and issue our report in February 2020.

The Board of Directors
Montgomery County Hospital District

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During the course of the audit we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

The audit documentation for this engagement is the property of Weaver and Tidwell, L.L.P. and constitutes confidential information. However, we may be requested to make certain audit documentation available to regulators or other outside parties pursuant to authority given to it by law or regulation, or to peer reviewers. If requested, access to such audit documentation will be provided under the supervision of Weaver and Tidwell, L.L.P.'s personnel. Furthermore, upon request, we may provide copies of selected audit documentation to regulators or other outside parties. The regulators or other outside parties may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies. We agree to retain our audit documentation or work papers for a period of at least five years from the date of our report.

In accordance with the requirements of GAGAS, we have attached a copy of our latest external peer review of our firm for your consideration and files.

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the basic financial statements including our respective responsibilities.

We appreciate the opportunity to be your financial statement auditors and look forward to working with you and your staff.

Weaver and Tidwell, L.L.P.

WEAVER AND TIDWELL, L.L.P.

Conroe, Texas

RESPONSE:

This letter correctly sets forth the understanding.

Acknowledged and agreed on behalf of Montgomery County Hospital District by:

Signature: 

Title: CHIEF FINANCIAL OFFICER

Date: 07/24/2019



System Review Report

To the Partners of Weaver and Tidwell, L.L.P.
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Weaver and Tidwell, L.L.P. (the "firm") applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended May 31, 2016. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As a part of our peer review, we considered reviews by regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards*, audits of employee benefit plans, audits performed under FDICIA, and examinations of service organizations [Service Organizations Control (SOC) 1 and 2 engagements].

In our opinion, the system of quality control for the accounting and auditing practice of Weaver and Tidwell, L.L.P. applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended May 31, 2016, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Weaver and Tidwell, L.L.P. has received a peer review rating of *pass*.

Eide Bailly LLP

Eide Bailly LLP
October 7, 2016

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AGENDA ITEM: 23

CONSIDER AND ACT UPON RECOMMENDATIONS FOR AMENDMENTS TO
BUDGET FOR FISCAL YEAR ENDING SEPTEMBER 30, 2019

BUDGET AMENDMENT – SEPTEMBER 30, 2019

THAT WHEREAS, therefore on September 11, 2018 the Board heard and approved the budget for the year 2018/2019 for the benefit of Montgomery County Hospital District; and

WHEREAS, to meet unusual and unforeseen conditions, which could not by reasonable and diligent thought and attention, have been included in the budget for 2018/19 adopted on September 11, 2018, or a line item transfer has been requested with no impact on the original budget, or a line item transfer has been requested with a positive impact on the original budget; and

WHEREAS, the Board by and through this budget amendment intends to reflect the funding provided and expenses incurred as a result of its operation and management of the Montgomery County Hospital District for the year 2018/2019 pursuant to its contractual responsibilities therefore.

NOW, THEREFORE, BE IT RESOLVED that upon motion of Mark Cole, seconded by Georgette Whitley and duly carried by the following vote: AYES: 5 NAYS: 0, the following amendment(s) to said budget is/are hereby authorized:

Budget Amendment 6 - September 30, 2019					
Line	Account Number	Account Description	FY 2019 Annual Budget	FY 2019 Amended Budget	Increase / (Decrease) Net Revenue Over Expenses
1	10-006-51100	Regular Pay - Alarm	1,824,539.33	1,775,250.33	(49,289.00)
2	10-006-51200	Overtime Pay - Alarm	119,426.67	119,266.67	(160.00)
3	10-006-51300	Paid Time Off - Alarm	157,404.00	152,652.00	(4,752.00)
4	10-006-51500	Payroll Taxes - Alarm	161,760.00	157,613.00	(4,147.00)
5	10-006-51650	TCDRS Plan - Alarm	138,078.00	134,587.00	(3,491.00)
6	10-006-58200	Telephones-Cellular - Alarm	6,428.00	5,536.00	(892.00)
7	10-015-51100	Regular Pay - IT	155,185.00	204,474.00	49,289.00
8	10-015-51200	Overtime Pay - IT	429.00	589.00	160.00
9	10-015-51300	Paid Time Off - IT	22,438.00	27,190.00	4,752.00
10	10-015-51500	Payroll Taxes - IT	13,621.00	17,768.00	4,147.00
11	10-015-51650	TCDRS Plan - IT	11,616.00	15,107.00	3,491.00
12	10-015-58200	Telephones-Cellular - IT	5,884.00	6,776.00	892.00
13	10-004-51100	Regular Pay - Radio	246,467.67	266,335.67	19,868.00
14	10-004-51200	Overtime Pay - Radio	2,000.33	2,265.33	265.00
15	10-004-51300	Paid Time Off - Radio	25,863.00	27,741.00	1,878.00
16	10-004-51500	Payroll Taxes - Radio	21,925.00	23,608.00	1,683.00
17	10-004-51650	TCDRS Plan - Radio	18,710.00	20,126.00	1,416.00
18	10-016-51100	Regular Pay - Facilities	257,652.33	237,784.33	(19,868.00)
19	10-016-51200	Overtime Pay - Facilities	2,576.67	2,311.67	(265.00)
20	10-016-51300	Paid Time Off - Facilities	24,506.00	22,628.00	(1,878.00)
21	10-016-51500	Payroll Taxes - Facilities	22,722.00	21,039.00	(1,683.00)
22	10-016-51650	TCDRS Plan - Facilities	19,373.00	17,957.00	(1,416.00)
		Subtotal - Expenses	3,258,605.00	3,258,605.00	0.00
		Increase / (Decrease) Net Revenue over Expenses			0.00
		FY 2019 Annual Budget Change in Fund Balance			(11,209,287.32)
		FY 2019 Amended Budget Change in Fund Balance			(11,209,287.32)


AGENDA ITEM: 23

**CONSIDER AND ACT UPON RECOMMENDATIONS FOR AMENDMENTS TO
BUDGET FOR FISCAL YEAR ENDING SEPTEMBER 30, 2019**

BUDGET AMENDMENT – SEPTEMBER 30, 2019

BOARD MEETING DATE: July 23, 2019

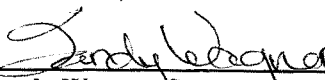
APPROVED BY:



Mark Cole, Chairman



Brad Spratt, Vice-Chairman

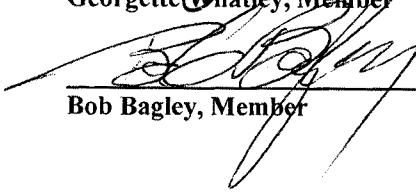
Chris Grice, Treasurer


Sandy Wagner, Secretary

Justin Chance, Member



Georgette Whatley, Member



Bob Bagley, Member