

**Governing Board Meeting Agenda**  
**October 18<sup>th</sup>, 2017 - HSNT HQ**

**Agenda** P. 1

- I. Call to Order** **Glen McKenzie**
  
- II. Board Training**  
Conflict of Interest Training Attestation  
Needs Assessment
  
- III. Consent Agenda** **Glen McKenzie**
  - \*September 2017 Board Minutes P. 2
  - \*September 2017 Financial Committee Minutes P. 4
  - \*September 2017 Financials P. 5
  - \*September 2017 QM Committee Minutes P. 9
  - \*October 2017 Development Report (including approval of grants) P. 11
  
- IV. CEO Report** **Doreen Rue**
  - HRSA Notice of Award - 4304 P. 15
  - HSNT Incentive Goal Update P. 17
  
- V. Committee with Reports**
  - Personnel Committee** **Gloria Heron**
    - \*Credentialing Approval-James Ellis LVN
    - \*Credentialing Approval-Alexandria Furtado CMA
    - \*Credentialing Approval-Sakeanah Johnson LVN
    - \*Credentialing Approval-John Moyle APRN
  
  - Quality Committee** **Louise Baldwin**
    - Access to Care - Hours of Operation
  
  - Strategic Committee** **Dean Perkins**
  
- VI. Old Business/New Business** **Glen McKenzie**
  
- VII. Important Dates and adjourn meeting** **Glen McKenzie**
  - HSNT Governing Board Meeting - November 15<sup>th</sup> @ 6pm - HSNT HQ
  
  - \* Items Requiring a Vote**



**Governing Board Meeting  
HSNT HQ  
September 20<sup>th</sup>, 2017**

Call to order at 6pm by Glen McKenzie

**Attendees:** Clara Sanchez, Glen McKenzie, Herman Oosterwijk, Dale Tampke, Michael Foster, Gloria Herron, Jerry Garrett, Trang Dang-Le, Derrell Bulls, Dean Perkins

**Absent:** Randy Robinson, Judge David Garcia, Louise Baldwin

**Staff:** Doreen Rue, Debra Layman, Larry Bisno

**Guests:** Cheryl Aldridge

Cheryl attended to get any silent auction items and remind everyone of purchasing tickets to the event. She also reminded everyone of selling the raffle tickets for the iPod.

Per Gary Goldsmith, Glen also brought raffle tickets for the Clay Shoot Gun.

**Agenda Item II: Consent Agenda** - Approval of August 2017 Board Minutes, August 2017 Financial Committee Minutes, August 2017 Financials, August 2017 QM Committee Minutes, September 2017 Development Report (including approval of grants), Approval of Re-Credentialing Applications (Laurie Mottl, Patty Espinoza, Jyotsna Kuppannagari & Irene Huerta)

- Question from Herman regarding financials: Operating expense increase is due to 4304, flu vaccinations, paying out the final retainage, etc.

**Motion to approve all consent items: *Derrell Bulls***

**Seconded: *Herman Oosterwijk***

**Motion Passed: 10-0**

**Agenda Item III: CEO Report**

- Service Area Competition (SAC) grant: in prepping for this grant, a Change in Scope has been determined for the zip codes we serve
  - An approval was needed for this addition of zip codes to our Denton & Collin county sites where at least 75% of our patients reside in these areas

**Motion to approve Change in Scope: Addition of Zip Codes: *Herman Oosterwijk***

**Seconded: *Derrell Bulls***

**Motion Passed: 10-0**

- Health Center Funding Cliff – the funding period is set to expire the end of September
  - Community Health Investment, Modernization & Excellence Act (CHIME) was introduced however did not receive enough signatures at the deadline

- HSNT could lose up to 10% of our funding
- National Call in Day is next week – Doreen will be sending out a script & information for you to call Washington so our voice can be heard & we can advocate for health center funding
- Teri Johnson will also put out on social media to get the community involved

**Agenda Item IV: Committee Reports**

- HRSA Grant Award – 175K awarded, this will help us in addressing the opioid abuse treatment and community awareness
- Quality Clinical Measures were discussed, briefly discussed at last month’s meeting

**Agenda Item V: Old/New Business**

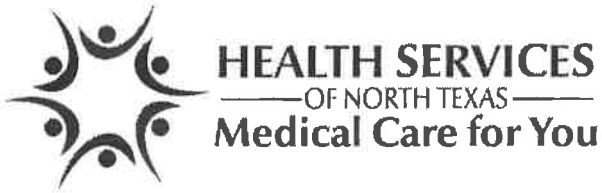
- Status of 4304 – we are going to start seeing patients October 2<sup>nd</sup>
- Working on some mock patient visits currently to prepare and make sure all departments are working
- Dean Perkins is now the chair of the Strategic Committee

**Agenda Item VII: Important Dates**

- Hearts & Heroes – October 5<sup>th</sup>, 2017 at Denton Country Club
- HSNT Governing Board Meeting – October 18<sup>th</sup>, 2017 at 6pm

**Board Secretary Approval** \_\_\_\_\_ **Date** \_\_\_\_\_

**Board President Approval** \_\_\_\_\_ **Date** \_\_\_\_\_



## Finance Committee Minutes

Meeting Facilitator: Glen McKenzie  
Meeting Date: September 19, 2017  
Time: 7:30 a.m.  
Location: HSNT HQ Conference Room

Attendees: Glen McKenzie and Michael Foster  
Staff Present: Doreen Rue, Debra Layman and Miranda Cox  
Regrets: Judge David Garcia and Dr. Bulls

### **Agenda Item I:** Review August 2017 minutes for approval

Minutes approved.  
Motion to accept: Glen McKenzie  
Seconded: Glen McKenzie  
Motion Passed: 1-0

### **Agenda Item II:** Review August 2017 financial statements

Finance committee continued discussion and monitoring of loan draw activity, including discussion of potential future draw(s). Discussed significant changes in financials over last month. Discussed Capital Campaign planned activities to generate capital funds to repay loan. Discussed Patient Revenue/Patient AR and the Medicaid Wrap – confirming that all major payers have agreed to pay claims in a single payment as they paid previously; we are currently working through billing changes to get those Medicaid claims submitted. HSNT switched methods of calculations in eCW Medical AR to a Claim Date rather than a Service Date. This shift in methods causes the financials to only reflect claims that have been submitted, financials this month have been updated in this manner, thus showing significant changes in both the Receivables and the Allowables.

Motion to accept: Glen McKenzie  
Seconded: Michael Foster  
Motion Passed: 2-0

### **Agenda Item IV:** Meeting adjourned at 7:44 a.m.

Notes to the financials are attached and incorporated as part of the September minutes.

Prepared By Miranda Cox, Accounting Manager

Approved By: \_\_\_\_\_  
Glen McKenzie, on behalf of  
Judge David Garcia, HSNT Board Treasurer

Health Services of North Texas, Inc.  
Statement of Financial Position  
As of 9/30/2017

|                                 | Current Period      | Last Month          | Prior Year End      | \$ Chge             | % Chge          |
|---------------------------------|---------------------|---------------------|---------------------|---------------------|-----------------|
| <b>ASSETS</b>                   |                     |                     |                     |                     |                 |
| Current Assets                  |                     |                     |                     |                     |                 |
| Restricted - Retirement         | 90,341.64           | 82,815.16           | 86,013.97           | 4,327.67            | 5.03%           |
| Overnight Investment            | 0.00                | 0.00                | 402,595.81          | (402,595.81)        | 100.00%         |
| Operating Cash                  | <u>1,031,341.92</u> | <u>715,367.20</u>   | <u>548,916.35</u>   | <u>482,425.57</u>   | <u>87.89%</u>   |
| Total Current Assets            | 1,121,683.56        | 798,182.36          | 1,037,526.13        | 84,157.43           | 8.11%           |
| Other Current Assets            |                     |                     |                     |                     |                 |
| Grant Receivables               | 574,566.30          | 537,823.36          | 845,820.46          | (271,254.16)        | -32.07%         |
| Medical Receivables             | 399,630.34          | 581,811.26          | 224,249.45          | 175,380.89          | 78.21%          |
| Campaign Receivables            | 59,438.28           | 65,425.93           | 39,956.67           | 19,481.61           | 0.00%           |
| Deposits                        | 14,599.50           | 14,599.50           | 14,599.50           | 0.00                | 0.00%           |
| Inventory                       | <u>18,195.92</u>    | <u>18,195.92</u>    | <u>18,195.92</u>    | <u>0.00</u>         | <u>0.00%</u>    |
| Total Other Current Assets      | 1,066,430.34        | 1,217,855.97        | 1,142,822.00        | (76,391.66)         | -6.68%          |
| Short Term Investments          |                     |                     |                     |                     |                 |
| Investment CDs                  | <u>549,227.41</u>   | <u>549,227.41</u>   | <u>549,227.41</u>   | <u>0.00</u>         | <u>0.00%</u>    |
| Total Short Term Investments    | 549,227.41          | 549,227.41          | 549,227.41          | 0.00                | 0.00%           |
| Long Term Assets                |                     |                     |                     |                     |                 |
| 457b Retirement                 | 7,684.10            | 7,691.61            | 7,704.51            | (20.41)             | -0.26%          |
| Fixed Assets                    |                     |                     |                     |                     |                 |
| Medical Equipment               | 48,065.05           | 48,065.05           | 48,065.05           | 0.00                | 0.00%           |
| Building Improvements           | 127,582.56          | 127,582.56          | 121,993.56          | 5,589.00            | 4.58%           |
| PCMC Building                   | 689,712.19          | 689,712.19          | 689,712.19          | 0.00                | 0.00%           |
| 4308 Mesa Denton Office         | 9,639.00            | 9,639.00            | 9,639.00            | 0.00                | 0.00%           |
| 4304 Mesa Medical Center        | 2,555,843.13        | 2,549,765.31        | 411,769.53          | 2,144,073.60        | 520.70%         |
| Software Applications           | 112,081.41          | 112,081.41          | 112,081.41          | 0.00                | 0.00%           |
| Telephone Systems               | 95,499.55           | 95,499.55           | 95,499.55           | 0.00                | 0.00%           |
| IT Equipment                    | 137,337.42          | 137,337.42          | 137,337.42          | 0.00                | 0.00%           |
| Vehicles                        | 108,748.92          | 108,748.92          | 108,748.92          | 0.00                | 0.00%           |
| 4304 Land                       | 257,000.00          | 257,000.00          | 0.00                | 257,000.00          | 100.00%         |
| Accumulated Depreciation        | <u>(374,858.38)</u> | <u>(369,161.97)</u> | <u>(323,687.40)</u> | <u>(51,170.98)</u>  | <u>15.81%</u>   |
| Total Fixed Assets              | <u>3,766,650.85</u> | <u>3,766,269.44</u> | <u>1,411,159.23</u> | <u>2,355,491.62</u> | <u>166.92%</u>  |
| Total Long Term Assets          | <u>3,774,334.95</u> | <u>3,773,961.05</u> | <u>1,418,863.74</u> | <u>2,355,471.21</u> | <u>166.01%</u>  |
| Total ASSETS                    | <u>6,511,676.26</u> | <u>6,339,226.79</u> | <u>4,148,439.28</u> | <u>2,363,236.98</u> | <u>56.97%</u>   |
| <b>LIABILITIES</b>              |                     |                     |                     |                     |                 |
| Current Liabilities             |                     |                     |                     |                     |                 |
| Accounts Payable                | 214,264.03          | 198,722.43          | 220,450.37          | (6,186.34)          | -2.81%          |
| Accrued Payroll                 | 309,023.70          | 294,340.37          | 176,873.73          | 132,149.97          | 74.71%          |
| Accrued Retirement              | 90,341.64           | 82,815.16           | 66,385.97           | 23,955.67           | 36.09%          |
| Payroll Liabilities             | <u>3,963.36</u>     | <u>4,295.66</u>     | <u>216.34</u>       | <u>3,747.02</u>     | <u>1732.01%</u> |
| Total Current Liabilities       | 617,592.73          | 580,173.62          | 463,926.41          | 153,666.32          | 33.12%          |
| Long Term Liabilities           |                     |                     |                     |                     |                 |
| Capital Loan                    | 1,407,804.81        | 1,159,415.39        | 0.00                | 1,407,804.81        | 100.00          |
| 457b Retirement                 | <u>7,684.10</u>     | <u>7,691.61</u>     | <u>7,704.51</u>     | <u>(20.41)</u>      | <u>-0.26%</u>   |
| Total Long Term Liabilities     | <u>1,415,488.91</u> | <u>1,167,107.00</u> | <u>7,704.51</u>     | <u>1,407,784.40</u> | <u>100.00</u>   |
| Total LIABILITIES               | <u>2,033,081.64</u> | <u>1,747,280.62</u> | <u>471,630.92</u>   | <u>1,561,450.72</u> | <u>331.07%</u>  |
| <b>NET ASSETS</b>               |                     |                     |                     |                     |                 |
| Net Assets at Beginning of Year | 3,676,808.36        | 3,676,808.36        | 3,770,658.13        | (93,849.77)         | -2.49%          |
| Current Net Assets(Liabilities) | <u>801,786.26</u>   | <u>915,137.81</u>   | <u>(93,849.77)</u>  | <u>895,636.03</u>   | <u>-954.33%</u> |
| Total NET ASSETS                | <u>4,478,594.62</u> | <u>4,591,946.17</u> | <u>3,676,808.36</u> | <u>801,786.26</u>   | <u>21.81%</u>   |
| TOTAL LIABILITIES & NET ASSETS  | <u>6,511,676.26</u> | <u>6,339,226.79</u> | <u>4,148,439.28</u> | <u>2,363,236.98</u> | <u>56.97%</u>   |

**Health Services of North Texas, Inc.**  
**Statement of Operations**  
**From 9/1/2017 Through 9/30/2017**

|                         | Current<br>Month  | Last Month<br>(08/01/2017<br>- 08/31/2017) | Current YTD         | Prior YTD           | FY2017 Budget        | YTD Difference    | Total Budg<br>Percent |
|-------------------------|-------------------|--|---------------------|---------------------|----------------------|-------------------|-----------------------|
| <b>Patient Revenue</b>  |                   |  |                     |                     |                      |                   |                       |
| Net Patient Rev         | 664,295.01        | 755,509.12                                 | 5,420,747.21        | 5,059,749.90        | 8,843,784.00         | 360,997.31        | (61.29)%              |
| Uncollectible           | (290,857.43)      | (271,680.41)                               | (1,632,808.52)      | (1,385,518.12)      | (2,173,033.00)       | (247,290.40)      | (75.13)%              |
| Total Patient Revenue   | 373,437.58        | 483,828.71                                 | 3,787,938.69        | 3,674,231.78        | 6,670,751.00         | 113,706.91        | (56.78)%              |
| <b>Other Revenue</b>    |                   |  |                     |                     |                      |                   |                       |
| Grants                  | 358,596.32        | 286,963.71                                 | 2,980,026.00        | 2,728,410.06        | 4,344,143.00         | 251,615.94        | (68.59)%              |
| Other                   | 47,238.38         | 67,293.32                                  | 540,710.31          | 455,573.90          | 798,975.00           | 85,136.41         | (67.67)%              |
| Total Other Revenue     | 405,834.70        | 354,257.03                                 | 3,520,736.31        | 3,183,983.96        | 5,143,118.00         | 336,752.35        | (68.46)%              |
| <b>TOTAL Revenue</b>    | <b>779,272.28</b> | <b>838,085.74</b>                          | <b>7,308,675.00</b> | <b>6,858,215.74</b> | <b>11,813,869.00</b> | <b>450,459.26</b> | <b>(61.86)%</b>       |
| <b>Expenses</b>         |                   |  |                     |                     |                      |                   |                       |
| Personnel               | 514,940.45        | 531,484.96                                 | 4,633,153.03        | 4,150,096.86        | 7,422,392.00         | 483,056.17        | 62.42%                |
| Medical Services        | 56,653.35         | 72,518.35                                  | 628,990.31          | 837,455.81          | 1,158,200.00         | (208,465.50)      | 54.30%                |
| Patient Care            | 67,951.95         | 55,504.56                                  | 485,239.05          | 498,744.82          | 641,436.00           | (13,505.77)       | 75.64%                |
| IT                      | 83,102.18         | 55,541.57                                  | 522,294.09          | 336,938.18          | 622,341.00           | 185,355.91        | 83.92%                |
| Occupancy               | 40,698.95         | 42,383.11                                  | 358,731.74          | 410,499.45          | 574,000.00           | (51,767.71)       | 62.49%                |
| Operating Costs         | 135,881.40        | 142,609.49                                 | 1,010,516.09        | 898,323.58          | 1,395,500.00         | 112,192.51        | 72.41%                |
| Total Expenses          | 899,228.28        | 900,042.04                                 | 7,638,924.31        | 7,132,058.70        | 11,813,869.00        | 506,865.61        | 64.66%                |
| Operating Income(Loss)  | (119,956.00)      | (61,956.30)                                | (330,249.31)        | (273,842.96)        | 0.00                 | (56,406.35)       | 0.00%                 |
| <b>Capital Activity</b> |                   |  |                     |                     |                      |                   |                       |
| Capital Income          | 15,551.04         | 16,712.42                                  | 1,156,570.42        | 101,911.09          | 0.00                 | 1,054,659.33      | 0.00%                 |
| Capital Expense         | (8,946.59)        | 0.00                                       | (24,534.85)         | (54,942.64)         | 0.00                 | 30,407.79         | 0.00%                 |
| Total Capital Activity  | 6,604.45          | 16,712.42                                  | 1,132,035.57        | 46,968.45           | 0.00                 | 1,085,067.12      | 0.00%                 |
| Capital Assets          | 6,604.45          | 16,712.42                                  | 1,132,035.57        | 46,968.45           | 0.00                 | 1,085,067.12      | 0.00%                 |
| Net Assets              | (113,351.55)      | (45,243.88)                                | 801,786.26          | (226,874.51)        | 0.00                 | 1,028,660.77      | 0.00%                 |

**Health Services of North Texas, Inc.**

## Statement of Cash Flows

As of 9/30/2017

|  | <u>Current Period</u>      | <u>Current Year</u>        | <u>Prior Year YTD</u>      |
|--|----------------------------|----------------------------|----------------------------|
| Cash Flows from Operating Activities       |                            |                            |                            |
| Medicaid                                   | 483,333.93                 | 2,954,439.41               | 2,622,915.50               |
| Medicare                                   | 17,919.20                  | 147,542.04                 | 251,209.19                 |
| Private/Commercial                         | 18,071.00                  | 124,045.16                 | 137,561.16                 |
| Self Pay                                   | 59,597.26                  | 391,917.48                 | 507,481.05                 |
| Program Income                             | 535.00                     | 18,466.57                  | 139,751.20                 |
| Grants                                     | 327,468.19                 | 3,228,096.03               | 2,782,562.82               |
| Receipts from Contributors                 | 47,238.38                  | 540,687.31                 | 450,025.82                 |
| Change in Inventory                        | 0.00                       | 0.00                       | 11,017.62                  |
| Interest Received                          | 0.00                       | 23.00                      | 5,548.08                   |
| Payments to Employees & Suppliers          | <u>(879,585.32)</u>        | <u>(7,468,681.30)</u>      | <u>(6,865,684.95)</u>      |
| Total Cash Flows from Operating Activities | <u>74,577.64</u>           | <u>(63,464.30)</u>         | <u>42,387.49</u>           |
| Cash Flows from Capital Activities         |                            |                            |                            |
| Capital Activity/Disposal of Assets        | 534.14                     | (1,260,183.08)             | (167,481.48)               |
| Capital Loan                               | <u>248,389.42</u>          | <u>1,407,804.81</u>        | <u>0.00</u>                |
| Total Cash Flows from Capital Activities   | <u>248,923.56</u>          | <u>147,621.73</u>          | <u>(167,481.48)</u>        |
| Beginning Cash & Cash Equivalents          | <u>1,347,409.77</u>        | <u>1,586,753.54</u>        | <u>2,275,252.91</u>        |
| Ending Cash & Cash Equivalents             | <u><u>1,670,910.97</u></u> | <u><u>1,670,910.97</u></u> | <u><u>2,150,158.92</u></u> |

Health Services of North Texas, Inc.

Financial Ratios

September 2017

|  | FY2017<br>Goals | Fiscal Year<br>2017   | Fiscal Year<br>2016   |
|--|-----------------|-----------------------|-----------------------|
| Quick Ratio<br>Current Assets/Current Liabilities                              | 9:1             | 4.38 :1               | 6.77 :1               |
| Debt/Equity<br>Total Liabilities/Total Net Assets                              | 13.0%           | 45.2%                 | 10.8%                 |
| Working Capital to Expense Ratio<br>CA/CL divided by Expense/# month in Period | 3 : 1           | 2.49 : 1              | 2.79 : 1              |
| Long Term Debt to Equity Ratio   | 25%             | 31.4%                 | 6.9%                  |
| Percentage of Admin & Fundraising  | 12.0%           | 8.5%                  | 9.2%                  |
| Number of Days - Cash  | 30              | 60                    | 59                    |
| Accounts Receivable Days (Medical AR<br>Collection Period)                     | 50              | 46                    | 14                    |
| Change In Net Assets to Expense<br>(Net Assets/Total Expense)                  | 3.0%            | 10.5%                 | -1.5%                 |
| Cash Flow  | 1.5%            | 5.3%                  | -30.3%                |
|  |                 | <b>FY2017<br/>YTD</b> | <b>FY2016<br/>YTD</b> |
| Cost per Employee this month   |                 | \$5,571.33            | \$6,077.60            |
| Cost per Employee YTD  |                 | \$51,263.80           | \$68,334.96           |
| Average Hourly Rate YTD  |                 | \$33.88               | \$33.54               |
| Cost Per Medical Encounter * 28,324  |                 | \$197.15              | \$231.66*             |
| Cost Per Medical Patient *14,593   |                 | \$403.91              | \$778.62*             |

\* Cost per Medical Encounter and Cost per Patient is calculated based on the entire agency operations which includes services in Collin County that are not included in the FQHC scope of services. HSNT provides a number of enabling services such as housing, insurance premium payments and transportation that are not traditional FQHC services that drives our cost per pateint and encounter higher than the average.



## HSNT Quality Management Committee Minutes 9.20.17

Attendees: Erika Washington, Anna Contreras, Mari Bailey, Louise Weston-Ferrill, Christopher Redden, Debra Layman, Teri Johnson, Kayla Whitworth, Jamie Taylor, Terrence Moore

| Topic   | Discussion/Recommendations   | Action  | Responsible Party | Follow-Up    |
|---|--|---|-------------------|--------------|
| Welcome & Roll Call                               | Roll call & started meeting  | N/A   | N/A               | N/A          |
| Approval of August minutes                        | Minutes from 8.16.17 meeting approved (after additions made) <ul style="list-style-type: none"> <li>Mari &amp; Christopher worked on categorizing incident reports &amp; those categories approved at last Risk meeting</li> </ul>   | Approved  | N/A               | N/A          |
| <b>Standard Committee Reports</b>                 |  |   |                   |              |
| <b>Risk Management Committee/Review of Safety</b> |  |   |                   |              |
| Kayla/Suzan                                       | <ul style="list-style-type: none"> <li>Risk goals set at last meeting, Kayla participated in the training course for the committee</li> <li>Stericycle/OSHA – up to date, need to establish plan for provider training</li> <li>HIPPA – Christopher to send out another email of outstanding staff</li> <li>WCMC Repairs <ul style="list-style-type: none"> <li>Bathroom floor replaced</li> <li>Other floor repairs are inadequate &amp; not considered safe</li> </ul> </li> <li>Now is good time to start planning emergency training, fire drills, etc.</li> <li>Cleaning Bids – done &amp; executed, all sites get cleaned 3 days/week, CCMC 1 day/week <ul style="list-style-type: none"> <li>Costs are higher but they are using medical grade cleaning products</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>Contact WCMC landlord on floor repairs</li> <li>Emergency Trainings</li> </ul> | Debra             | 10/18/17     |
| <b>Peer Review Committee</b>                      |  |   |                   |              |
| Louise  | <ul style="list-style-type: none"> <li>Jamie &amp; Louise are working on building a report from eCW for codes &amp; should expect peer review scores by late October</li> </ul>  | Report  | Jamie & Louise    | Late October |
| <b>Performance/Clinical Measures</b>              |  |   |                   |              |
| Suzan   | <ul style="list-style-type: none"> <li>PDSA Medical Messages <ul style="list-style-type: none"> <li>Debra has gathered a work group to work on this</li> </ul> </li> </ul>   | PDSA update   | Debra             | 10/18/17     |

|                                     |  |                 |             |          |
|-------------------------------------|--|-----------------|-------------|----------|
|                                     | <ul style="list-style-type: none"> <li>○ Goal is to refine the medical message process</li> <li>• Clinical Measures – not getting data out of eCW yet, reports cannot be employee built so we are having eCW build</li> <li>• Karishma will lead the UDS training sessions for providers</li> <li>• Susan worked on 3-4 clinical measures that we knew were not accurate from Success &amp; pulled data to review</li> <li>• Psychosocial – a team will work with Karishma to tweak this process &amp; update policies &amp; procedures once complete</li> <li>• Ryan White Quality – will meet offline to go over the process, closing out referrals, etc.</li> </ul> |                 |             |          |
| <b>Areas of Concern/Trends</b>      |  |                 |             |          |
| All Members                         | <ul style="list-style-type: none"> <li>• Jamie – secret call to Dr. Moore went very well with staff &amp; was able to connect with him</li> <li>• Policy &amp; Procedure forms – untouched at this time</li> </ul>   | • P&P update    | Christopher | 10/18/17 |
| <b>Review of Financial Measures</b> |  |                 |             |          |
| Pam                                 | • Pam - Vacation   | N/A             | N/A         | N/A      |
| <b>Review of Outreach</b>           |  |                 |             |          |
| Teri                                | <ul style="list-style-type: none"> <li>• Translation question added in the 4<sup>th</sup> quarter</li> <li>• Teri &amp; Suzan will talk offline about gathering info for 200 PCMC patients</li> </ul>  | N/A             | N/A         | N/A      |
| <b>Training Updates/Info</b>        |  |                 |             |          |
| All Members                         | <ul style="list-style-type: none"> <li>• Diabetic Protocol – Completed by Dr. Moore &amp; Deb Ivy &amp; document handed out &amp; reviewed</li> <li>• Dr. Jackson completed the ADHD treatment protocol, Debra will review &amp; present</li> </ul>  | • ADHD Protocol | Debra       | N/A      |
| <b>All Other Items</b>              |  |                 |             |          |
| All Members                         | • Risk & Quality connectivity piece – Louise to email  | N/A             | N/A         | N/A      |

Date minutes accepted: 9.20.17

Committee Chairman: N/A

Next Meeting: 10.18.17



**Strategic Initiatives & Development Report  
October 18, 2017 Board Meeting**

**1. Current Strategic Focus Areas:**

- **Capital Campaign:** The campaign continues with a number of events planned this fall/winter along with Spring 2018. Rooms at 4304 locale continue to be sold.
- **Engagement of new partnerships:** Representatives of Medical City Plano, VisionPoint Consulting, a private geriatric practice and New York Life have joined Collin County Advisory Committee and have joined a new “speakers bureau for the agency in CC.
- **Initiatives:** 340B initiative continues to be investigated and pursued with both gaining greater understanding along with new HSNT provider who has experience with 340B now on board and their potential role being consider for 2018.

**2. 4304:** Officially opened to patients October 2, 2017!

**3. Capital Campaign and Annual Fund Program:** 15 Capital Campaign formal grant requests have been submitted to Foundations, with 10 Capital Campaign grants still pending decisions for with a value of \$ 845,000. Naming Rights at 4304: 8 sold, Pending are asks to 2 Individuals, 5 Foundations and 3 Corporations. Planned activities and host events planned through the Autumn and into Spring 2018. (includes Wreath Soiree on December 2)

**4. Events:** The Foundation’s Clay Shoot is fast approaching. Please show your support and register as a team or buy tickets for the drawing of a valuable hunting shotgun.

**5. Dates**

- November 10, 2017: Clay Shoot Fundraiser
- Cuisine For A Cure: March 25, 2018

**6 Grants: Submitted/new:** 4 grants submitted/1 to new funders in (YTD 72 total Submitted/30 to new funders).

- a. Value of Grants submitted and currently awaiting decision in 2017: \$1,286,811.00 (includes Capital Campaign grants noted above)
- b. Grants received To-Date (FY2017) \$1,079,625.00

**7 Grants to Be Voted on:**

|    |                           |                             |          |
|----|---------------------------|-----------------------------|----------|
| 8  | *Flow Foundation          | Denton medical visits       | \$10,000 |
| 9  | *United Way of Denton Co. | Denton medical/beh. Health  | \$87,000 |
| 10 | *FQHC Change in Scope     | Contract MH/substance abuse | n/a      |
| 11 | *FQHC Change in Scope     | CCMC in scope for HIV/AIDS  | n/a      |
| 12 | *Henry Foundation         | Capital Campaign            | \$10,000 |

HSNT Grants Update – October 18, 2017

Submitted/Pending

|                                 |                               |   |                     |
|---------------------------------|-------------------------------|---|---------------------|
| Communities Fndn. Of TX         | Medical/Capital campaign      | \$50,000 (to be Listed in Giving Guide) And \$25,000 in discretionary funding | October<br>December |
| George and Fay Young (LOI)      | Capital campaign              | \$150,000   | October             |
| R.C. Baker Foundation           | PCMC program support          | \$5,000   | October             |
| B.B. Owen Trust                 | P/WCMC vitals carts (3)       | \$7,260   | October             |
| Speedway Charities (full prop.) | More Than Medicine Room       | \$14,995.44   | November            |
| PACCAR                          | Capital campaign              | \$250,000   | October             |
| JES Edwards                     | Capital campaign              | \$100,000   | October             |
| WP and Bulah Luse Foundation    | Medical Center                | \$10,000  | October             |
| Sear Family Foundation          | Capital campaign              | \$10,000  | October             |
| Majestic Realty                 | PCMC program support          | \$10,000  | October             |
| BBVA Compass                    | Capital campaign              | \$25,000  | October             |
| Nina Heard Astin                | Medical visits                | \$8,000   | November            |
| Dallas Women’s Foundation       | Women’s clinical services     | \$30,000  | November            |
| Florence Foundation             | Capital campaign              | \$10,000  | November            |
| Elizabeth Toon                  | P/WCMC program support        | \$15,000  | November            |
| Hillcrest Foundation            | Capital campaign              | \$150,000   | November            |
| Junior League of Collin Co.     | More Than Medicine Room       | \$2,500   | November            |
| Devon Energy                    | More Than Med Room            | \$10,000  | February            |
| Quanex Foundation LOI           | PCMC general operating        | \$5,000   | October             |
| THR Clinic Connect              | Primary medical care          | \$120,000   | November            |
| Hoblitzelle                     | Capital campaign              | \$75,000  | January             |
| Ryder System Foundation         | Capital campaign              | \$25,000  | December            |
| Walmart State Giving            | Medical visits                | \$40,000  | December            |
| Anthem Foundation               | Behavioral health             | \$80,000  | February            |
| Elizabeth Taylor (LOI)          | HIV behavioral health         | \$10,000  | December            |
| Capital One                     | PCMC program support          | \$5,000   | January             |
| Nordstrom                       | HIV behavioral health         | \$5,000   | January             |
| Denton Benefit League           | Medical equipment             | \$12,505.13   | January             |
| Perot Foundation                | P/WCMC equipment              | \$1,551   | January             |
| FQHC Change in Scope            | Add zip codes to service area | n/a   | November            |

Decisions

|                             |                           |          |          |
|-----------------------------|---------------------------|----------|----------|
| United Way of Denton County | Medical visits/beh health | \$48,900 | Approved |
| SCP Foundation              | PCMC general operating    | \$25,000 | Denied   |
| Max and Victoria Dreyfus    | DSC lift exam table       | \$5,717  | Denied   |
| Dubose Family Foundation    | Denton flu shots          | \$3,000  | Denied   |

|   |                             |                 |            |
|---|-----------------------------|-----------------|------------|
| Cathay Bank (resubmission)                                | PCMC general operating      | \$5,000         | Denied     |
| Transamerica  | PCMC general operating      | \$2,500         | Approved   |
| Kimberly-Clark  | Diapers                     | \$2,600 in-kind | Denied     |
| Lennar Foundation   | Denton pediatric program    | \$10,000        | Denied     |
| Walmart Distribution Center                               | Back to School event        | \$2,500         | Approved   |
| Mitchell Foundation                                       | PCMC general operating      | \$35,000        | Denied     |
| UW of Metro Dallas  | SECC                        |                 | Approved   |
| UW of Denton County                                       | SECC                        |                 | Approved   |
| Junior League of Collin Co.                               | PCMC program support        | \$7,500         | Denied     |
| Reliant Energy Foundation                                 | PCMC program support        | \$10,000        | Denied     |
| Strake Foundation   | Women's clinical services   | \$10,000        | Denied     |
| Mary Potishman Lard Trust                                 | PCMC program support        | \$10,000        | Denied     |
| Hollyfield (full proposal)                                | CCMC medical equipment      | \$5,000         | Denied     |
| Fidelity (full proposal)                                  | Health IT (upgrade EHR)     | \$50,000        | Denied     |
| Walmart Community (Plano)                                 | Back to School event        | \$2,500         | Denied     |
| DIFFA   | HIV behavioral health       | \$25,000        | Awarded    |
| Roy and Christine Sturgis                                 | Capital campaign            | \$50,000        | Denied     |
| Stantec   | PCMC program support        | \$10,000        | Denied     |
| Jack H. and William M. Light                              | Denton pediatric program    | \$10,000        | Denied     |
| Harley Davidson Foundation                                | PCMC program support        | \$10,000        | Denied     |
| Grande Communications submitted Sept. 2016                | Bus passes                  | \$1,000         | Awarded -  |
| EFSP  | Utility assistance          | \$5,000         | Awarded    |
| CoServ Foundation   | Denton More Than Med Room   | \$10,000        | Awarded    |
| Lightner Sams   | PCMC equipment              | \$5,225         | Awarded    |
| HOPWA renewal   | HIV Housing                 | \$585,674       | Awarded    |
| Better Together Fund (LOI) submit full proposal           | Dental collaboration        | \$58,750        | Invited to |
| AIMS  | Mental health expansion     | \$175,700       | Awarded    |
| Liberty Mutual  | Capital campaign            | \$50,000        | Denied     |
| Denton Co. Commissioners                                  | Primary medical             | \$54,000        | Awarded    |
| City of Lewisville  | Medical visits              | \$16,000        | Awarded    |
| City of Denton  | Denton medical visits       | \$45,000        | Awarded    |
| Moody Foundation (LOI)                                    | Capital campaign            | \$400,000       | Denied     |
| Gaston Episcopal Foundation                               | Prescription assistance     | \$5,000         | Awarded    |
| Gil and Dody Weaver                                       | PCMC general support        | \$5,000         | Denied     |
| Walmart Community (Denton)                                | Back to School event        | \$2,500         | Denied     |
| Andrea-Mennen Foundation                                  | P/WCMC program support      | \$10,000        | Denied     |
| Better Together (full proposal)                           | Dental collaboration        | \$58,750        | Denied     |
| <b><u>Pipeline/To Be Submitted (* to be voted on)</u></b> |                             |                 |            |
| *Flow Foundation  | Denton medical visits       | \$10,000        | October    |
| *United Way of Denton Co.                                 | Denton medical/beh. Health  | \$87,000        | November   |
| *FQHC Change in Scope                                     | Contract MH/substance abuse | n/a             | October    |

|                             |                            |             |          |
|-----------------------------|----------------------------|-------------|----------|
| *FQHC Change in Scope       | CCMC in scope for HIV/AIDS | n/a         | December |
| *Henry Foundation (pre-app) | Capital Campaign           | \$10,000    | October  |
| Northwood Women's Club      | PCMC program support       | \$15,000    | December |
| Service Area Competition    | FQHC                       | \$1,261,005 | November |
| Meadows Foundation          | LCSW for P/WCMC            | \$80,000    | February |
| Rees Jones                  | Tbd                        | Tbd         | Tbd      |

### **Health Center Funding**

We are not out of the woods in our funding - The House Energy and Commerce Committee just passed the health center reauthorization for 2 years out of Committee. We are waiting for the bill to the House and anticipate it will pass there. The next step is to the Senate. The issue is not funding the health centers but rather where the funds will come from that is under debate. The proposal calls for funding decreases in CDC prevention budget and premium support for ACA health plans. We do anticipate an eventual fix for the health center funding but the timing is a concern. A delay in securing funding will undermine the stability and sense of stability would add challenges to recruiting professional medical staff to health centers. Thank you for answering the call to action and connecting with our representatives. There will be at least one more call to action this month- I will keep you informed.

### **Strategic Planning**

The committee met on October 3<sup>rd</sup> to review needs assessment data, the SWOT analysis and 2018 priorities. The committee made final changes and the updated strategic plan will be available for the full board at the meeting on October 18<sup>th</sup>. The board will have until the November meeting to review and provide feedback.

Last month the committee reviewed the Mission, Vision, and Values statements and recommended no changes. However, with our growth and transformation as an organization, a recommendation to focus on organizational culture and have planned strategies to ensure that our culture remains positive, patient centered, and supportive to the staff. We will be taking every opportunity to tie our Value Statement to everyday activities and plans. Our current values are:

*At Health Services of North Texas, a client-centered approach is our foundation; we believe clients deserve a responsive, welcoming environment as they participate in their care.*

*As an organization, we recognize our agency's responsibility to provide services in an ethical and straightforward manner while maintaining privacy and confidentiality, and operating in a fiscally responsible manner.*

*As a team of individuals coming together to create a lasting change in our community, we understand that it is our responsibility to foster a positive environment by being committed to a culture of problem-solving, of learning, and embracing each individual.*

HSNT participated in the Denton County Health Summit on October 11<sup>th</sup>. The summit was the start of a community conversation regarding priorities and strategic approaches to address the 5 areas of concern identified in the 2017 Denton County Health Assessment. Identified health areas of concern are:

- Access to Care
- Behavioral Health
- Exercise, Weight and Nutrition
- Health Outcomes: Chronic Disease
- Education and Prevention

The 2016 Baylor, Scott & White community health assessment for Collin County reveals much the same in terms of concerns and priorities.

- Access to care for middle to lower socioeconomic status
- Mental/Behavioral health
- Preventable admissions: adult uncontrolled diabetes

# Health Services of North Texas Governing Board Meeting

## Chief Executive Officer Report

October 2017

- Lack of dental providers
- Teen births
- Drug abuse

The 2018 budget will be presented to the Finance committee and the full board for review and feedback. The budget reflects our 2018 priorities and strategic plan activities. The budget will have a month review period and will be presented for approval in November.

### **New Building**

The building is furnished and stocked with medical supplies. We received official notice of award bringing this site into our FQHC scope on October 5<sup>th</sup>, 2017 – see attached notice of award. We started seeing patients on October 6<sup>th</sup>. Please join us for the Denton of Chamber Ribbon Cutting and community grand opening of our new site on November 1<sup>st</sup>, 2017. More information to follow.

### **Provider Coverage**

With Dr. Moore's planned retirement at the end of this year, we have increased our recruiting efforts and have screened and interviewed several physicians. We are close to making an offer to a Family Practice physician and are interviewing family nurse practitioners to fill vacant positions. We have suspended service at The Wheeler House until January 2018 when we will be staffed with providers.

### **United Way of Metropolitan Dallas**

A site visit was conducted at our Plano Childrens Medical Clinic on October 11<sup>th</sup>. We are in the second year of a three year grant. The program is reevaluated each year for continued funding. Our visit was successful and we are on track to receive the final year of funding. Staff have been involved in many of the training opportunities and events to ensure contact and communication with this funding initiative.

### **The Texas Association of Community Health Centers**

The annual conference is October 29<sup>th</sup> – 31<sup>st</sup> in San Antonio Texas. There are conference sessions geared for board members and governance topics. Please let me know if you are interested in attending.


### **Follow up**

- Better Together planning grant was not funded, however, they recommended we come back to apply for the dental implementation grant.
- We have identified 2 local groups using eClinical Works for the electronic medical records. We will be working with these groups to share knowledge and experiences. We continue to have issues in basic reporting and use of dashboard. You will see that data and dashboards are priority for 2018. Data driven decision making and telling our story of our impact are dependent on access to data from our electronic systems.
- Hearts & Heroes- Thank you to our sponsors, honorees, guests, and volunteers! We received tremendous feedback on the event and format this year. Staff member Elizabeth Ashmore did a tremendous job of advancing this event and is already planning for next year!

Thank you for your support,

Doreen Rue, CEO



|   |                                     |                             |   |
|---|-------------------------------------|-----------------------------|---|
| <b>1. DATE ISSUED:</b><br>10/05/2017  | <b>2. PROGRAM CFDA:</b> 93.526      |                             | <br>U.S. Department of Health and Human Services<br><b>HRSA</b><br>Health Resources and Services Administration<br><b>NOTICE OF AWARD</b><br>AUTHORIZATION (Legislation/Regulation)<br>Section 330(e)(3) of the Public Health Service Act, 42 U.S.C. 254b(e)(3); Section 10503(b) of the Patient Protection and Affordable Care Act of 2010, P.L. 111-148; and Division G, Title II, p. 2466, Consolidated and Further Continuing Appropriations |
| <b>3. SUPERSEDES AWARD NOTICE dated:</b> 09/07/2017<br>except that any additions or restrictions previously imposed remain in effect unless specifically rescinded. |                                     |                             |   |
| <b>4a. AWARD NO.:</b><br>6 C8DCS29112-01-09   | <b>4b. GRANT NO.:</b><br>C8DCS29112 | <b>5. FORMER GRANT NO.:</b> |   |
| <b>6. PROJECT PERIOD:</b><br><b>FROM:</b> 09/30/2015 <b>THROUGH:</b> 09/29/2018   |                                     |                             |   |
| <b>7. BUDGET PERIOD:</b><br><b>FROM:</b> 09/30/2015 <b>THROUGH:</b> 09/29/2018  |                                     |                             |   |

**8. TITLE OF PROJECT (OR PROGRAM):** HEALTH INFRASTRUCTURE INVESTMENT PROGRAM

|   |  |
|---|--|
| <b>9. GRANTEE NAME AND ADDRESS:</b><br>HEALTH SERVICES OF NORTH TEXAS , INC.<br>4401 N I-35, Suite 312,<br>Denton, TX 76207<br><b>DUNS NUMBER:</b><br>928920180 | <b>10. DIRECTOR:</b> (PROGRAM DIRECTOR/PRINCIPAL INVESTIGATOR)<br>Suzan Stambaugh<br>HEALTH SERVICES OF NORTH TEXAS , INC.<br>4401 I 35 Suite 312<br>Denton, TX 76207-3458 |
|---|--|

| <b>11. APPROVED BUDGET:</b> (Excludes Direct Assistance)<br><input type="checkbox"/> Grant Funds Only<br><input checked="" type="checkbox"/> Total project costs including grant funds and all other financial participation   |                       | <b>12. AWARD COMPUTATION FOR FINANCIAL ASSISTANCE:</b> |        |                                |             |   |        |   |        |  |               |                |        |              |        |  |                |             |             |                                    |        |                                |        |                        |        |                                |        |                      |        |                          |                |  |        |                             |                |                            |                |                    |                |   |  |  |                       |   |  |                         |        |            |        |  |        |   |                |   |               |
|--|-----------------------|--|--------|--------------------------------|-------------|---|--------|---|--------|--|---------------|----------------|--------|--------------|--------|--|----------------|-------------|-------------|------------------------------------|--------|--------------------------------|--------|------------------------|--------|--------------------------------|--------|----------------------|--------|--------------------------|----------------|--|--------|-----------------------------|----------------|----------------------------|----------------|--------------------|----------------|---|--|--|-----------------------|---|--|-------------------------|--------|------------|--------|--|--------|---|----------------|---|---------------|
| <table border="0"> <tr><td>a . Salaries and Wages :</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>b . Fringe Benefits :</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>c . Total Personnel Costs :</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>d . Consultant Costs :</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>e . Equipment :</td><td style="text-align: right;">\$199,990.00</td></tr> <tr><td>f . Supplies :</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>g . Travel :</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>h . Construction/Alteration and Renovation :</td><td style="text-align: right;">\$2,191,892.00</td></tr> <tr><td>i . Other :</td><td style="text-align: right;">\$52,850.00</td></tr> <tr><td>j . Consortium/Contractual Costs :</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>k . Trainee Related Expenses :</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>l . Trainee Stipends :</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>m . Trainee Tuition and Fees :</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>n . Trainee Travel :</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>o . TOTAL DIRECT COSTS :</td><td style="text-align: right;">\$2,444,732.00</td></tr> <tr><td>p . INDIRECT COSTS (Rate: % of S&amp;W/TADC) :</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>q . TOTAL APPROVED BUDGET :</td><td style="text-align: right;">\$2,444,732.00</td></tr> <tr><td>    i. Less Non-Federal Share:</td><td style="text-align: right;">\$1,444,732.00</td></tr> <tr><td>    ii. Federal Share:</td><td style="text-align: right;">\$1,000,000.00</td></tr> </table> |                       | a . Salaries and Wages :                               | \$0.00 | b . Fringe Benefits :          | \$0.00      | c . Total Personnel Costs :                       | \$0.00 | d . Consultant Costs :                                | \$0.00 | e . Equipment :                            | \$199,990.00  | f . Supplies : | \$0.00 | g . Travel : | \$0.00 | h . Construction/Alteration and Renovation : | \$2,191,892.00 | i . Other : | \$52,850.00 | j . Consortium/Contractual Costs : | \$0.00 | k . Trainee Related Expenses : | \$0.00 | l . Trainee Stipends : | \$0.00 | m . Trainee Tuition and Fees : | \$0.00 | n . Trainee Travel : | \$0.00 | o . TOTAL DIRECT COSTS : | \$2,444,732.00 | p . INDIRECT COSTS (Rate: % of S&W/TADC) : | \$0.00 | q . TOTAL APPROVED BUDGET : | \$2,444,732.00 | i. Less Non-Federal Share: | \$1,444,732.00 | ii. Federal Share: | \$1,000,000.00 | <table border="0"> <tr><td>a. Authorized Financial Assistance This Period</td><td style="text-align: right;"><b>\$1,000,000.00</b></td></tr> <tr><td>b. Less Unobligated Balance from Prior Budget Periods</td><td></td></tr> <tr><td>    i. Additional Authority</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>    ii. Offset</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>c. Unawarded Balance of Current Year's Funds</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>d. Less Cumulative Prior Awards(s) This Budget Period</td><td style="text-align: right;">\$1,000,000.00</td></tr> <tr><td>e. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION</td><td style="text-align: right;"><b>\$0.00</b></td></tr> </table> |  | a. Authorized Financial Assistance This Period | <b>\$1,000,000.00</b> | b. Less Unobligated Balance from Prior Budget Periods |  | i. Additional Authority | \$0.00 | ii. Offset | \$0.00 | c. Unawarded Balance of Current Year's Funds | \$0.00 | d. Less Cumulative Prior Awards(s) This Budget Period | \$1,000,000.00 | e. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION | <b>\$0.00</b> |
| a . Salaries and Wages :   | \$0.00                |  |        |                                |             |   |        |   |        |  |               |                |        |              |        |  |                |             |             |                                    |        |                                |        |                        |        |                                |        |                      |        |                          |                |  |        |                             |                |                            |                |                    |                |   |  |  |                       |   |  |                         |        |            |        |  |        |   |                |   |               |
| b . Fringe Benefits :  | \$0.00                |  |        |                                |             |   |        |   |        |  |               |                |        |              |        |  |                |             |             |                                    |        |                                |        |                        |        |                                |        |                      |        |                          |                |  |        |                             |                |                            |                |                    |                |   |  |  |                       |   |  |                         |        |            |        |  |        |   |                |   |               |
| c . Total Personnel Costs :  | \$0.00                |  |        |                                |             |   |        |   |        |  |               |                |        |              |        |  |                |             |             |                                    |        |                                |        |                        |        |                                |        |                      |        |                          |                |  |        |                             |                |                            |                |                    |                |   |  |  |                       |   |  |                         |        |            |        |  |        |   |                |   |               |
| d . Consultant Costs :   | \$0.00                |  |        |                                |             |   |        |   |        |  |               |                |        |              |        |  |                |             |             |                                    |        |                                |        |                        |        |                                |        |                      |        |                          |                |  |        |                             |                |                            |                |                    |                |   |  |  |                       |   |  |                         |        |            |        |  |        |   |                |   |               |
| e . Equipment :  | \$199,990.00          |  |        |                                |             |   |        |   |        |  |               |                |        |              |        |  |                |             |             |                                    |        |                                |        |                        |        |                                |        |                      |        |                          |                |  |        |                             |                |                            |                |                    |                |   |  |  |                       |   |  |                         |        |            |        |  |        |   |                |   |               |
| f . Supplies :   | \$0.00                |  |        |                                |             |   |        |   |        |  |               |                |        |              |        |  |                |             |             |                                    |        |                                |        |                        |        |                                |        |                      |        |                          |                |  |        |                             |                |                            |                |                    |                |   |  |  |                       |   |  |                         |        |            |        |  |        |   |                |   |               |
| g . Travel :   | \$0.00                |  |        |                                |             |   |        |   |        |  |               |                |        |              |        |  |                |             |             |                                    |        |                                |        |                        |        |                                |        |                      |        |                          |                |  |        |                             |                |                            |                |                    |                |   |  |  |                       |   |  |                         |        |            |        |  |        |   |                |   |               |
| h . Construction/Alteration and Renovation :   | \$2,191,892.00        |  |        |                                |             |   |        |   |        |  |               |                |        |              |        |  |                |             |             |                                    |        |                                |        |                        |        |                                |        |                      |        |                          |                |  |        |                             |                |                            |                |                    |                |   |  |  |                       |   |  |                         |        |            |        |  |        |   |                |   |               |
| i . Other :  | \$52,850.00           |  |        |                                |             |   |        |   |        |  |               |                |        |              |        |  |                |             |             |                                    |        |                                |        |                        |        |                                |        |                      |        |                          |                |  |        |                             |                |                            |                |                    |                |   |  |  |                       |   |  |                         |        |            |        |  |        |   |                |   |               |
| j . Consortium/Contractual Costs :   | \$0.00                |  |        |                                |             |   |        |   |        |  |               |                |        |              |        |  |                |             |             |                                    |        |                                |        |                        |        |                                |        |                      |        |                          |                |  |        |                             |                |                            |                |                    |                |   |  |  |                       |   |  |                         |        |            |        |  |        |   |                |   |               |
| k . Trainee Related Expenses :   | \$0.00                |  |        |                                |             |   |        |   |        |  |               |                |        |              |        |  |                |             |             |                                    |        |                                |        |                        |        |                                |        |                      |        |                          |                |  |        |                             |                |                            |                |                    |                |   |  |  |                       |   |  |                         |        |            |        |  |        |   |                |   |               |
| l . Trainee Stipends :   | \$0.00                |  |        |                                |             |   |        |   |        |  |               |                |        |              |        |  |                |             |             |                                    |        |                                |        |                        |        |                                |        |                      |        |                          |                |  |        |                             |                |                            |                |                    |                |   |  |  |                       |   |  |                         |        |            |        |  |        |   |                |   |               |
| m . Trainee Tuition and Fees :   | \$0.00                |  |        |                                |             |   |        |   |        |  |               |                |        |              |        |  |                |             |             |                                    |        |                                |        |                        |        |                                |        |                      |        |                          |                |  |        |                             |                |                            |                |                    |                |   |  |  |                       |   |  |                         |        |            |        |  |        |   |                |   |               |
| n . Trainee Travel :   | \$0.00                |  |        |                                |             |   |        |   |        |  |               |                |        |              |        |  |                |             |             |                                    |        |                                |        |                        |        |                                |        |                      |        |                          |                |  |        |                             |                |                            |                |                    |                |   |  |  |                       |   |  |                         |        |            |        |  |        |   |                |   |               |
| o . TOTAL DIRECT COSTS :   | \$2,444,732.00        |  |        |                                |             |   |        |   |        |  |               |                |        |              |        |  |                |             |             |                                    |        |                                |        |                        |        |                                |        |                      |        |                          |                |  |        |                             |                |                            |                |                    |                |   |  |  |                       |   |  |                         |        |            |        |  |        |   |                |   |               |
| p . INDIRECT COSTS (Rate: % of S&W/TADC) :   | \$0.00                |  |        |                                |             |   |        |   |        |  |               |                |        |              |        |  |                |             |             |                                    |        |                                |        |                        |        |                                |        |                      |        |                          |                |  |        |                             |                |                            |                |                    |                |   |  |  |                       |   |  |                         |        |            |        |  |        |   |                |   |               |
| q . TOTAL APPROVED BUDGET :  | \$2,444,732.00        |  |        |                                |             |   |        |   |        |  |               |                |        |              |        |  |                |             |             |                                    |        |                                |        |                        |        |                                |        |                      |        |                          |                |  |        |                             |                |                            |                |                    |                |   |  |  |                       |   |  |                         |        |            |        |  |        |   |                |   |               |
| i. Less Non-Federal Share:   | \$1,444,732.00        |  |        |                                |             |   |        |   |        |  |               |                |        |              |        |  |                |             |             |                                    |        |                                |        |                        |        |                                |        |                      |        |                          |                |  |        |                             |                |                            |                |                    |                |   |  |  |                       |   |  |                         |        |            |        |  |        |   |                |   |               |
| ii. Federal Share:   | \$1,000,000.00        |  |        |                                |             |   |        |   |        |  |               |                |        |              |        |  |                |             |             |                                    |        |                                |        |                        |        |                                |        |                      |        |                          |                |  |        |                             |                |                            |                |                    |                |   |  |  |                       |   |  |                         |        |            |        |  |        |   |                |   |               |
| a. Authorized Financial Assistance This Period   | <b>\$1,000,000.00</b> |  |        |                                |             |   |        |   |        |  |               |                |        |              |        |  |                |             |             |                                    |        |                                |        |                        |        |                                |        |                      |        |                          |                |  |        |                             |                |                            |                |                    |                |   |  |  |                       |   |  |                         |        |            |        |  |        |   |                |   |               |
| b. Less Unobligated Balance from Prior Budget Periods  |                       |  |        |                                |             |   |        |   |        |  |               |                |        |              |        |  |                |             |             |                                    |        |                                |        |                        |        |                                |        |                      |        |                          |                |  |        |                             |                |                            |                |                    |                |   |  |  |                       |   |  |                         |        |            |        |  |        |   |                |   |               |
| i. Additional Authority  | \$0.00                |  |        |                                |             |   |        |   |        |  |               |                |        |              |        |  |                |             |             |                                    |        |                                |        |                        |        |                                |        |                      |        |                          |                |  |        |                             |                |                            |                |                    |                |   |  |  |                       |   |  |                         |        |            |        |  |        |   |                |   |               |
| ii. Offset   | \$0.00                |  |        |                                |             |   |        |   |        |  |               |                |        |              |        |  |                |             |             |                                    |        |                                |        |                        |        |                                |        |                      |        |                          |                |  |        |                             |                |                            |                |                    |                |   |  |  |                       |   |  |                         |        |            |        |  |        |   |                |   |               |
| c. Unawarded Balance of Current Year's Funds   | \$0.00                |  |        |                                |             |   |        |   |        |  |               |                |        |              |        |  |                |             |             |                                    |        |                                |        |                        |        |                                |        |                      |        |                          |                |  |        |                             |                |                            |                |                    |                |   |  |  |                       |   |  |                         |        |            |        |  |        |   |                |   |               |
| d. Less Cumulative Prior Awards(s) This Budget Period  | \$1,000,000.00        |  |        |                                |             |   |        |   |        |  |               |                |        |              |        |  |                |             |             |                                    |        |                                |        |                        |        |                                |        |                      |        |                          |                |  |        |                             |                |                            |                |                    |                |   |  |  |                       |   |  |                         |        |            |        |  |        |   |                |   |               |
| e. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION  | <b>\$0.00</b>         |  |        |                                |             |   |        |   |        |  |               |                |        |              |        |  |                |             |             |                                    |        |                                |        |                        |        |                                |        |                      |        |                          |                |  |        |                             |                |                            |                |                    |                |   |  |  |                       |   |  |                         |        |            |        |  |        |   |                |   |               |
| <b>13. RECOMMENDED FUTURE SUPPORT:</b> (Subject to the availability of funds and satisfactory progress of project)   |                       |  |        |                                |             |   |        |   |        |  |               |                |        |              |        |  |                |             |             |                                    |        |                                |        |                        |        |                                |        |                      |        |                          |                |  |        |                             |                |                            |                |                    |                |   |  |  |                       |   |  |                         |        |            |        |  |        |   |                |   |               |
| <table border="1"> <thead> <tr> <th>YEAR</th> <th>TOTAL COSTS</th> </tr> </thead> <tbody> <tr> <td colspan="2" style="text-align: center;">Not applicable</td> </tr> </tbody> </table>   |                       |  |        | YEAR                           | TOTAL COSTS | Not applicable                                    |        |   |        |  |               |                |        |              |        |  |                |             |             |                                    |        |                                |        |                        |        |                                |        |                      |        |                          |                |  |        |                             |                |                            |                |                    |                |   |  |  |                       |   |  |                         |        |            |        |  |        |   |                |   |               |
| YEAR   | TOTAL COSTS           |  |        |                                |             |   |        |   |        |  |               |                |        |              |        |  |                |             |             |                                    |        |                                |        |                        |        |                                |        |                      |        |                          |                |  |        |                             |                |                            |                |                    |                |   |  |  |                       |   |  |                         |        |            |        |  |        |   |                |   |               |
| Not applicable   |                       |  |        |                                |             |   |        |   |        |  |               |                |        |              |        |  |                |             |             |                                    |        |                                |        |                        |        |                                |        |                      |        |                          |                |  |        |                             |                |                            |                |                    |                |   |  |  |                       |   |  |                         |        |            |        |  |        |   |                |   |               |
| <b>14. APPROVED DIRECT ASSISTANCE BUDGET:</b> (In lieu of cash)  |                       |  |        |                                |             |   |        |   |        |  |               |                |        |              |        |  |                |             |             |                                    |        |                                |        |                        |        |                                |        |                      |        |                          |                |  |        |                             |                |                            |                |                    |                |   |  |  |                       |   |  |                         |        |            |        |  |        |   |                |   |               |
| <table border="0"> <tr><td>a. Amount of Direct Assistance</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>b. Less Unawarded Balance of Current Year's Funds</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>c. Less Cumulative Prior Awards(s) This Budget Period</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>d. AMOUNT OF DIRECT ASSISTANCE THIS ACTION</td><td style="text-align: right;"><b>\$0.00</b></td></tr> </table>   |                       |  |        | a. Amount of Direct Assistance | \$0.00      | b. Less Unawarded Balance of Current Year's Funds | \$0.00 | c. Less Cumulative Prior Awards(s) This Budget Period | \$0.00 | d. AMOUNT OF DIRECT ASSISTANCE THIS ACTION | <b>\$0.00</b> |                |        |              |        |  |                |             |             |                                    |        |                                |        |                        |        |                                |        |                      |        |                          |                |  |        |                             |                |                            |                |                    |                |   |  |  |                       |   |  |                         |        |            |        |  |        |   |                |   |               |
| a. Amount of Direct Assistance   | \$0.00                |  |        |                                |             |   |        |   |        |  |               |                |        |              |        |  |                |             |             |                                    |        |                                |        |                        |        |                                |        |                      |        |                          |                |  |        |                             |                |                            |                |                    |                |   |  |  |                       |   |  |                         |        |            |        |  |        |   |                |   |               |
| b. Less Unawarded Balance of Current Year's Funds  | \$0.00                |  |        |                                |             |   |        |   |        |  |               |                |        |              |        |  |                |             |             |                                    |        |                                |        |                        |        |                                |        |                      |        |                          |                |  |        |                             |                |                            |                |                    |                |   |  |  |                       |   |  |                         |        |            |        |  |        |   |                |   |               |
| c. Less Cumulative Prior Awards(s) This Budget Period  | \$0.00                |  |        |                                |             |   |        |   |        |  |               |                |        |              |        |  |                |             |             |                                    |        |                                |        |                        |        |                                |        |                      |        |                          |                |  |        |                             |                |                            |                |                    |                |   |  |  |                       |   |  |                         |        |            |        |  |        |   |                |   |               |
| d. AMOUNT OF DIRECT ASSISTANCE THIS ACTION   | <b>\$0.00</b>         |  |        |                                |             |   |        |   |        |  |               |                |        |              |        |  |                |             |             |                                    |        |                                |        |                        |        |                                |        |                      |        |                          |                |  |        |                             |                |                            |                |                    |                |   |  |  |                       |   |  |                         |        |            |        |  |        |   |                |   |               |

**15. PROGRAM INCOME SUBJECT TO 45 CFR 75.307 SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES:** [A]  
**A=Addition B=Deduction C=Cost Sharing or Matching D=Other**  
 Estimated Program Income: \$0.00

**16. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY HRSA, IS ON THE ABOVE TITLED PROJECT AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING:**  
 a. The grant program legislation cited above. b. The grant program regulation cited above. c. This award notice including terms and conditions, if any, noted below under REMARKS. d. 45 CFR Part 75 as applicable. In the event there are conflicting or otherwise inconsistent policies applicable to the grant, the above order of precedence shall prevail. Acceptance of the grant terms and conditions is acknowledged by the grantee when funds are drawn or otherwise obtained from the grant payment system.

**REMARKS:** (Other Terms and Conditions Attached  Yes  No)  
 This NoA is issued to remove one or more Grant Conditions imposed on projects.

**Electronically signed by Stephannie Young , Grants Management Officer on :** 10/05/2017

**17. OBJ. CLASS:** 41.11 **18. CRS-EIN:** 1752252866A1 **19. FUTURE RECOMMENDED FUNDING:** \$0.00

| FY-CAN       | CFDA   | DOCUMENT NO. | AMT. FIN. ASST. | AMT. DIR. ASST. | SUB PROGRAM CODE | SUB ACCOUNT CODE |
|--------------|--------|--------------|-----------------|-----------------|------------------|------------------|
| 15 - 398160E | 93.527 | 15C8DCS29112 | \$0.00          | \$0.00          |                  | 15CFCAA-HIIP     |

## HRSA Electronic Handbooks (EHBs) Registration Requirements

The Project Director of the grant (listed on this NoA) and the Authorizing Official of the grantee organization are required to register (if not already registered) within HRSA's Electronic Handbooks (EHBs). Registration within HRSA EHBs is required only once for each user for each organization they represent. To complete the registration quickly and efficiently we recommend that you note the 10-digit grant number from box 4b of this NoA. After you have completed the initial registration steps (i.e., created an individual account and associated it with the correct grantee organization record), be sure to add this grant to your portfolio. This registration in HRSA EHBs is required for submission of noncompeting continuation applications. In addition, you can also use HRSA EHBs to perform other activities such as updating addresses, updating email addresses and submitting certain deliverables electronically. Visit <https://grants3.hrsa.gov/2010/WebEPSEexternal/Interface/common/accesscontrol/login.aspx> to use the system. Additional help is available online and/or from the HRSA Call Center at 877-Go4-HRSA/877-464-4772.

## Terms and Conditions

**Failure to comply with the remarks, terms, conditions, or reporting requirements may result in a draw down restriction being placed on your Payment Management System account or denial of future funding.**

### Grant Specific Term(s)

1. This Notice of Award is issued to reflect HRSA approval of a Capital Update, as requested via Prior Approval tracking #PA-00062422 for the new service site location of 4304 Mesa Drive, Denton, TX 76207.
2. The grant condition stated below on NoA 1 C8DCS29112-01-00 is hereby lifted. Due Date: Within 30 Days of Project End Date This Notice of Award (NoA) reflects approval of a change in scope to the following:

Add Site: HSNT Medical Center  
Address: 4304 Mesa Drive, Denton TX -

This change in scope is not yet effective; within 30 days from the end of the project period, you must submit an electronic deliverable verifying the proposed action consistent with the description provided within the application.

3. This Notice of Award (NoA) reflects the result of confirming the action proposed in the Change in Scope request. The details of the verification are as follows: Verification Date: 09/11/2017 Verification Tracking No: SCPV013439 (GAAM Tracking Number: 129614) Additionally, the result of confirming the site as operational and encountering patients has been reflected in your scope of project. The details of the added site are as follows: Site Number: BPS-H80-016873 Site Operational By Date: 09/11/2017 Site Name: HSNT Medical Center Site Address: 4304 Mesa Drive, Denton, TX

All prior terms and conditions remain in effect unless specifically removed.

### Contacts

#### NoA Email Address(es):

| Name            | Role                 | Email                    |
|-----------------|----------------------|--------------------------|
| Suzan Stambaugh | Point of Contact     | sstambaugh@healthntx.org |
| Doreen Rue      | Authorizing Official | drue@healthntx.org       |
| Suzan Stambaugh | Program Director     | sstambaugh@healthntx.org |

Note: NoA emailed to these address(es)

#### Program Contact:

For assistance on programmatic issues, please contact Kevin Tilford at:  
5600 Fishers Ln  
Rockville, MD, 20852-1750  
Email: [ktilford@hrsa.gov](mailto:ktilford@hrsa.gov)  
Phone: (301) 443-9445

#### Division of Grants Management Operations:

For assistance on grant administration issues, please contact Marc Homer at:  
MailStop Code: 5600 Fishers Lane  
OFAM  
5600 Fishers Lane  
Rockville, MD, 20857-  
Email: [mhomer@hrsa.gov](mailto:mhomer@hrsa.gov)  
Phone: (301) 443-4888