



HARRIS COUNTY HOSPITAL DISTRICT
MINUTES OF THE BOARD OF MANAGERS MEETING

Thursday, September 27, 2007

Board Room – Administration Building

BOARD MEMBERS PRESENT

Mr. J. Evans Attwell, Chair
Mr. Stephen H. DonCarlos, Vice Chair
Ms. Carolyn Truesdell, Secretary
Mr. E. Dale Wortham, Asst. Secretary
Mr. Elvin Franklin, Jr.
Mr. Danny Jackson
Mr. Michael K. Jhin
Ms. Mary Spinks
Ms. Daisy Stiner (joined after oath of office given)

BOARD MEMBERS ABSENT

OTHERS PRESENT

Mr. David Lopez, President & Chief Executive Officer
Mr. George Masi, COO
Mr. Jack McCown, Harris County Purchasing
Attorney Mercedes Leal, County Attorney's Office
Ms. Suzanne McPherson, Commissioner El Franco's Office
Ms. Elizabeth Neal, Commissioner Jerry Eversole's Office
Ms. Gloria Moreno, Commissioner Sylvia Garcia's Office
Ms. Nikki Caffey, Commissioner Sylvia Garcia's Office
Ms. Peggy Boice, Judge Ed Emmett's Office
Mr. Mark Fury, Commissioner Steve Radack's Office
Administrative Staff
Guests
(Sign-in Sheets attached to permanent record)

I. Call to Order and Record of Attendance

Mr. J. Evans Attwell, Chair, called the meeting to order at 9:01 A.M. and noted that a quorum was present. The attendance was recorded.

II. Approval of Minutes of Previous Meeting

Motion 07.9-402

Moved by Ms. Spinks, seconded by Mr. DonCarlos, and unanimously passed, that the Board approve the minutes of the July 26, 2007 regular meeting of the Board of Managers.

III. Hear from Citizens

Motion 07.9-403

Moved by Mr. Wortham, seconded by Mr. Franklin, and unanimously passed, that the Board suspend the HCHD Bylaws of the Board of Managers and allow each person scheduled to address the Board during this portion of the meeting today to be given the opportunity to address the Board for five minutes.

Ms. Eunice Parrish addressed the Board regarding increasing the pension for retirees of the HCHD

Ms. Glenda Caldwell addressed the Board regarding concerns she addressed with the Board at the July 26, 2007 Board meeting that are still pending resolution.

IV. Oath of Office for Newly Appointed Board Member

Commissioner El Franco Lee administered the Oath of Office to re-appointed Board member, Mr. J. Evans Attwell and newly appointed Board member, Ms. Daisy Stiner.

V. Presentation of an Overview on Best Practices on Board Oversight Relative to an Effective Compliance Program

Ms. Cornelia Dorfschmid presented an overview on Best Practices on Board Oversight relative to an effective compliance program (Copy of presentation in permanent file). Much discussion ensued. Highlights include:

- Role of the Board and “First” element of Effective Compliance Program
- USSC Amendment – Risk Assessment
- OIG/AHLA guidance on corporate responsibility of health care Boards
- McNulty Memo

VI. President/Chief Executive Officer’s Report to Include Discussion and Updates Regarding: Construction Projects, Bonds, AMS Negotiations, Mid-Year Review, Volume Analysis Report, Revised Compliance Committee and Budget Calendar

Much discussion ensued. (Copies of the Construction Projects Report and the Patient Volume Analysis Report are in the permanent file.)

VII. Items Related to Purchasing

A(1). Consideration of Purchasing Recommendations Requiring Board Approval:

a. Motion 07.9-404

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board approve termination of an agreement with Hermitage Communities, Inc. d/b/a Katyville Healthcare Center for nursing home care

for patients of the Harris County Hospital District effective September 28, 2007.

b. **Motion 07.9-405**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board approve awards on the basis of best proposal meeting specifications to Becton Dickinson Diagnostic Systems for GC/Chlamydia testing in the estimated amount of \$399,500; Roche Diagnostics for real time PCR in the estimated amount of \$76,115; Roche Diagnostics for HBV and HCV real time PCR in the estimated amount of \$131,329 and Siemens Medical Solutions fka Bayer Healthcare LLC for HCV Genotyping in the estimated amount of \$32,968 for a total estimated amount of \$639,912 for the term of one year with four one-year renewal options effective from date of execution.

c. **Motion 07.9-406**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board approve an award on the basis of best proposal meeting requirements to Becton Dickinson and Company through Cardinal healthcare for sharps container disposal program in the amount of \$123,390 for the term October 1, 2007 through September 30, 2008 with two one-year renewal options subject to execution of the agreement..

d. **Motion 07.9-407**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board approve awards on the basis of best proposal meeting requirements for certification of pending Medicaid cases and other related third party sources to Resource Corporation of America (Pending Medicaid and Self pay/Charity) in the estimated amount of \$1,500,000; Cardon Healthcare Network, Inc. (Pending Medicaid and Self Pay/Charity) in the estimated amount of \$1,500,000; and e-Scan Data Systems, Inc. (Aged Receivables) in the estimated amount of \$500,000 for a total estimated amount of \$3,500,000. These awards are for the term one year upon execution of agreements with four one-year renewal options.

e. **Motion 07.9-408**

Moved by Mr. Jackson, seconded by Mr. Wortham and unanimously passed, that the Board approve the second and final renewal option with Cardinal Health 200 Inc. (Medical/Surgical Distribution PP-DS-027) for distribution of med-surg and laboratory products in association with the Hospital District's Just-In-Time (JIT) Program in the estimated amount of \$569,034 for the term October 1, 2007 through September 30, 2008.

f. **Motion 07.9-409**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board approve the fourth and final renewal option with Robert Half, Elite Personnel, and Resource Staffing for temporary staffing positions in fiscal operations and other departments for the Harris County Hospital District in the total estimated amount of \$180,000 for the term September 1, 2007 through August 31, 2008.

g. **Motion 07.9-410**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board approve the first of four renewal options for Linebarger Goggan Blair & Sampson, LLP for collection services for overdue patient accounts (primary and secondary placements) in the estimated amount of \$200,000 for the term October 1, 2007 through September 30, 2008.

h. **Motion 07.9-411**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board approve the first of two renewal options for Texas Kidney, Inc. dba Southeast Houston Dialysis Center for outpatient end stage renal disease (ESRD) care for patients of the Harris County Hospital District in the estimated amount of \$1,965,600 for the term December 5, 2007 through December 4, 2008.

i. **Motion 07.9-412**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board approve the third of four renewal options for Patient Care Systems, Inc. for rental of special care beds and surfaces in the estimated amount of \$150,000 for the term June 1, 2007 through May 31, 2008.

j. **Motion 07.9-413**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board approve the third and final renewal option for Wachovia Insurance Services for human resources consulting services in the estimated amount of \$240,000 for the term October 1, 2007 through September 30, 2008.

k. **Motion 07.9-414**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board approve an exemption from the competitive bid requirements and the first of two renewal options for Baylor College of Medicine for physician diagnostic imaging services in the estimated amount of \$1,000,000 for the term November 1, 2007 through October 31, 2008.

l. **Motion 07.9-415**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board approve the first of four renewal options for The University of Texas M.D. Anderson Cancer Center for radiation therapy and related services in the amount of \$5,000,000 for the term November 1, 2007 through October 30, 2008.

m. **Motion 07.9-416**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board approve funding for a two year agreement for Southwestern Tariff Analyst for review and analysis of cost for voice and data communication circuits and accounts in the estimated amount of \$1,182,000 for the term February 1, 2007 through January 31, 2009.

n. **Motion 07.9-417**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board approve funding for year two of a five year agreement for 3M Health Information Systems for software license and maintenance for 3M encoder application in the estimated amount of \$156,931 for the term October 28, 2007 through October 27, 2008.

o. **Motion 07.9-418**

Moved by Mr. Jackson, seconded by Mr. Wortham and unanimously passed, that the Board approve funding for Affiliated Medical Services for physician services in the amount of \$21,557,155 for AMS Faculty budget for the 2nd quarter (October 1, 2007 through December 31, 2007) of the term July 1, 2007 through June 30, 2008. (The Board previously approved partial funding of the AMS budget in the amount of \$54,651,877 for the 2008 fiscal year for residents and the first quarter for the faculty budget; this funding brings the total funded amount to \$76,209,032).

p. **Motion 07.9-419**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board approve additional funds for Pyxis Corporation dba Cardinal Health 301, Inc. (PP-CE-320) for maintenance of twenty-eight supply distribution cabinets in the amount of \$34,092 for the term April 1, 2007 through March 31, 2008. (The Board previously approved funds in the amount of \$89,604 for the term April 1, 2007 through March 31, 2008; these additional funds bring the total funded amount to \$123,696.)

q. **Motion 07.9-420**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board approve additional funding and an extension for Dade Behring, Inc. (PP-LA-143 formerly PP-LA-032) for microbiology ID and susceptibility testing (MicroScan Equipment Today) in the amount of \$96,661 for the extended term November 1, 2007 through April 30, 2008. (The Board previously approved funds in the amount of \$289,983 for the term May 1, 2006 through October 31, 2007; these additional funds bring the total funded amount to \$386,644.)

r. **Motion 07.9-421**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board approve additional funding and an extension for Dade Behring, Inc. (PP-LA-206 formerly PP-LA-129) for hemostasis analyzers, reagents, consumables and services in the estimated amount of \$53,280 for the extended term November 1, 2007 through April 30, 2008. (The Board previously approved funds in the amount of \$159,840 for the term May 1, 2006 through October 31, 2007; these additional funds bring the total funded amount to \$213,120.)

s. **Motion 07.9-422**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board approve additional funding and an extension for The Standard Register Company (PP-MM-016-formerly PP-SS-025) for forms and related products in the estimated amount of \$166,218 for the extended term of October 1, 2007 through December 31, 2007. (The Board previously approved funds in the amount of \$664,871 for the term October 1, 2006 through September 30, 2007; these additional funds bring the total funded amount to \$831,089.)

t. **Motion 07.9-423**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board approve additional funding and an extension for Dade Behring, Inc. (PP-LA-199 formerly PP-LA-115) for plasma protein analyzers in the estimated amount of \$47,366 for the extended term November 1, 2007 through April 30, 2008. (The Board previously approved funds in the amount of \$142,098 for the term May 1, 2006 through October 31, 2007; these additional funds bring the total funded amount to \$189,464.)

u. **Motion 07.9-424**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board approve additional funds for Matheson Trigas, Inc. for bulk

liquid oxygen, tanks and various medical gases in the amount of \$110,000 for the term February 1, 2007 through January 31, 2008. (The Board previously approved funds in the amount of \$494,600 for the term February 1, 2007 through January 31, 2008; these additional funds bring the total funded amount to \$604,600.)

v. **Motion 07.9-425**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board approve additional funds and an extension for Siemens Medical Solutions Diagnostics fka Bayer Corporation Diagnostics Division (PP-LA-160 formerly PP-LA-110) for premier healthpak reagent rental agreement (Blood Gas) in the amount of \$66,500 for the extended term July 1, 2007 through December 31, 2007. (The Board previously approved funds in the amount of \$223,910 for the term June 29, 2005 through June 30, 2007; these additional funds bring the total funded amount to \$290,410.)

w. **Motion 07.9-426**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board approve additional funds and an extension for PreCheck Inc. for pre-employment background screening in the amount of \$58,000 for the term September 1, 2007 through October 31, 2007 or until new contracts are in place. (The Board previously approved funds in the amount of \$75,000 for the term September 18, 2006 through August 31, 2007; these additional funds bring the total funded amount to \$133,000.)

x. **Motion 07.9-427**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board approve an award on the basis of best contract meeting specifications for KCI USA, Inc. for V.A.C. GranuFoam Silver Dressing in the estimated amount of \$132,402 for the term August 1, 2007 through July 31, 2008.

y. **Motion 07.9-428**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board approve renewal of an award on the basis of best overall contract for Cardinal Health Medical Products and Services for respiratory therapy nebulizers in the estimated amount of \$63,224 for the term September 1, 2007 through August 31, 2008.

z. **Motion 07.9-429**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board approve an award for Microgenics Corp. through Fisher Healthcare in the estimated amount of \$128,215 and Bio-Rad Laboratories in

the estimated amount of \$1,485, both for quality control materials for the term September 1, 2007 through August 31, 2008.

aa. **Motion 07.9-430**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board approve a purchase on the basis of sole source of forty-nine (49) microscopes from Olympus America Inc. through Leeds Instruments, Inc. in the amount of \$226,110.

bb. **Motion 07.9-431**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board approve an award on the basis of low bid for Stericycle, Inc. for medical waste disposal in the estimated amount of \$503,646 for the term October 1, 2007 through September 30, 2008 with three one-year renewal options.

cc. **Motion 07.9-432**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board approve an award on the basis of low bid to A-1 Personnel of Houston, Inc. – Primary and Elite Personnel Consultants, Inc. – Secondary for temporary personnel in the total estimated amount of \$1,000,000 for the term October 1, 2007 through July 31, 2008 with two one-year renewal options.

dd. **Motion 07.9-433**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board ratify termination of an award with Medical Reimbursements of America, LLC for collection services for lien accounts (primary placements) effective March 31, 2007; the award was initially approved in the estimated amount of \$245,900 for the term October 18, 2006 through October 12, 2007.

ee. **Motion 07.9-434**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board ratify renewal of an award for Texas Health and Human Services Commission for outstationed eligibility advisors in health care facilities for the estimated amount of \$1,072,713 for the term June 1, 2007 through May 31, 2008 subject to execution of an amendment prepared by the County Attorney's office.

ff. **Motion 07.9-435**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board ratify a renewal for Hill-Rom (PP-NS-357 formerly PP-CE-

006) for specialty beds in the estimated amount of \$430,800 for the term April 1, 2007 through March 31, 2008.

gg. **Motion 07.9-436**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board ratify additional funds for Dade Behring, Inc. (PP-LA-199 formerly PP-LA-115) for chemistry analyzers, lab automation, reagents, consumables and service in the amount of \$222,632 for the term July 1, 2006 through June 30, 2007. (The Board previously approved funds in the amount of \$924,000 for the term July 1, 2006 through June 30, 2007; these additional funds bring the total funded amount to \$1,146,632.)

hh. **Motion 07.9-437**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board ratify additional funds for Siemens Medical Solutions Diagnostics fka Bayer Healthcare LLC Diagnostic Division (PP-LA-117) for immunochemistry analyzers, lab automation, reagents, consumables and service in the amount of \$140,855 for the term July 1, 2006 through June 30, 2007. (The Board previously approved funds in the amount of \$762,052 for the term July 1, 2006 through June 30, 2007; these additional funds bring the total funded amount to \$902,907.)

ii. **Motion 07.9-438**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board ratify additional funds and an extension for Abbott Laboratories Diagnostic Division for analyzer, reagents and related supplies to perform HIV testing in the amount of \$99,000 for the extended term April 1, 2007 through September 30, 2007. (The Board previously approved funds in the amount of \$247,500 for the term January 1, 2006 through March 31, 2007; these additional funds bring the total funded amount to \$346,500.)

jj. **Motion 07.9-439**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board ratify additional funds and an extension for Medical Advocacy Services for Healthcare, Inc. (MASH) for certification of emergency room patient accounts for Medicaid benefits and SSI-linked Medicaid patient accounts in the amount of \$532,862 and NCO Financial Systems, Inc. (NCO) for certification of patient accounts for the TANF Program and related Medicaid benefits and SSI-linked Medicaid patient accounts in the amount of \$1,052,232 both for the extended terms August 2, 2007 through December 31, 2007 for a combined total amount of \$1,585,094. (The Board previously approved funds in the amount of \$2,592,000; these additional funds bring the funded amount to \$4,177,094.)

kk. **Motion 07.9-440**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board ratify additional funds and extension for (1). A & B Health; (2). Advance Health Education Center Tid DBA Medrelief Staffing; (3). Advance'd Temporaries, Inc.; (4). Advantage Nursing Services Inc.; (5). Career Staff Unlimited; (6). Elite Personnel Consultants; (7). Face to Face Healthcare Services; (8). JWS Health Consultants, Inc.; (9). Hejdi Inc. dba Allied Health Services; (10). Infinity Staffing & Total Health; (11). Nursefinders Inc.; (12) Omega Healthcare Staffing Services; (13). Qualicare Staffing Services; (14). Rad-Link Staffing, Inc.; (15). Select Medical Staffing, Inc.; (16). SEV Staffing, Inc.; (17). Sisters of Grace Health Services; (18). Star Healthcare Services; (19). States Health Inc.; (20). Supplemental Health Care; (21). The Staffing Connection; and (22). Tri-Star Medical Staffing for temporary nursing personnel in the total amount of \$5,000,000 for the extended term June 1, 2007 through December 31, 2007. (The Board previously approved combined funds in the amount of \$14,000,000 for the term June 1, 2006 through May 31, 2007; these additional funds bring the total funded amount to \$19,000,000.)

ll. **Motion 07.9-441**

Moved by Mr. Jackson seconded by Mr. Wortham, and unanimously passed, that the Board ratify an award based on lowest priced contract for Standard Textile Co., Inc. for reusable textiles and textile services in the estimated amount of \$683,559 for the term January 1, 2007 through December 31, 2007.

mm. **Motion 07.9-442**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board ratify an award on the basis of low bid for Kentech Enterprise for preventive maintenance, inspection, and repair of emergency generators in the amount of \$117,519 for the term September 1, 2007 through August 31, 2008.

nn. **Motion 07.9-443**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board ratify utilization of group purchasing organization premier partners contract on the basis of most complete contract for AAF International for air filtration products in the estimated amount of \$186,657 for the term April 1, 2007 through September 30, 2008.

oo. **Motion 07.9-444**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board ratify an award for Sage Products Inc. through Cardinal Health for patient cleansing and skin care/bag based in the estimated amount of \$217,198 for the term September 1, 2007 through August 31, 2008.

pp. **Motion 07.9-445**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board ratify an award for Medex Inc. through Cardinal Health for pressure monitoring transducers and accessories in the estimated amount of \$126,364 for the term September 1, 2007 through August 31, 2008.

qq. **Motion 07.9-446**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board ratify an award made on an emergency basis for Elite Personnel Consultants, Inc. dba Evins Temporaries for temporary personnel in the estimated amount of \$166,666 for the term August 1, 2007 through September 30, 2007.

rr. **Motion 07.9-447**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board ratify an emergency purchase from ASCO Services Inc. for replacement of power logic controls (PLC) for generators at Ben Taub General Hospital for the amount of \$181,773.

ss. **Motion 07.9-448**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board ratify an emergency repair of failed A/C unit at Northwest Clinic by Johnson Controls, Inc. in the amount of \$25,254.

tt. **Motion 07.9-449**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board ratify an emergency repair of windows/seals at Lyndon B. Johnson General Hospital, 4th floor by LiquaTech Restoration/Waterproofing/Roofing in the amount of \$27,540.

uu. **Motion 07.9-450**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board ratify renewal of an award on the basis of sole source for HSS, Inc. for hardware and software maintenance in the amount of \$106,199 for the term November 20, 2006 through November 19, 2007.

vv. **Motion 07.9-451**

Moved by Mr. Jackson, seconded by Mr. Wortham, and unanimously passed, that the Board ratify an exemption from the competitive bid requirements for Texas Children's Hospital for on call health services in the amount of \$75,000 for the term July 1, 2007 through June 30, 2008 with an additional one-year renewal upon written agreement of parties.

A(2). Transmittal of Completed Purchases Under \$100,000
(For Informational Purposes Only)

- a. Transmittal of award additional funds and an extension for Universal Hospital Services (PP-CE-334) for peak use rental equipment in the amount of \$73,878 for the extended term November 1, 2007 through January 31, 2008. (The Board previously approved funds in the amount of \$295,511 for the term November 1, 2006 through October 31, 2007; these additional funds bring the total funded amount to \$369,389.)
- b. Transmittal of additional funds for Roche Diagnostics for PCR/Genotyping System Analyzer and Reagents for HIV Viral Load Testing in the amount of \$48,646 for the term August 1, 2006 through July 31, 2007. (The Board previously approved funds in the amount of \$508,248 for the term August 1, 2006 through July 31, 2007; these additional funds bring the total funded amount to \$556,894.)
- c. Transmittal of additional funding for Siemens Medical Solutions (formerly Bayer Healthcare LLC, Diagnostic Division) for HIV-1 genotyping system in the amount of \$43,561 for the term August 1, 2006 through July 31, 2007. (The Board previously approved funds in the amount of \$129,125 for the term August 1, 2006 through July 31, 2007; these additional funds bring the total funded amount to \$172,686.)
- d. Transmittal of additional funding for Abbott Laboratories, Inc. (PP-LA-205 formerly PP-LA-125) for hematology analyzers, reagents, consumables and services in the amount of \$61,965 for the term June 1, 2006 through May 31, 2007. (The Board previously approved funds in the amount of \$229,464 for the term June 1, 2006 through May 31, 2007; these additional funds bring the total funded amount to \$291,429.)
- e. Transmittal of award utilizing Community Health Choice, Inc. contract with Language Line Services, Inc. for telephonic language interpretation services in the amount of \$48,000 for the term August 17, 2007 through August 16, 2008.
- f. Transmittal of award for SterilMed, Inc. (PP-OR-170) for sterile reprocessing in the estimated amount of \$35,410 for the term July 1, 2007 through January 31, 2008.

- g. Transmittal of award on the basis of sole source for Johnson & Johnson Health Care Systems Inc. through Ortho Clinical Diagnostics for RhoGAM in the amount of \$70,000 for the term October 1, 2007 through September 30, 2008.
- h. Transmittal of award on the basis of only bid received for Dunbar Armored for armored car service for automated parking collection units at the Ben Taub parking facility in the amount of \$69,400 for the term August 1, 2007 through July 31, 2008 with four one-year renewal options.
- i. Transmittal of award on the basis of only bid meeting specifications for Gyrus ACMI for lithotripsy system in the amount of \$35,000.
- j. Transmittal of award on the basis of lowest priced contract for Cardinal Health Medical Products and Services for surgical hand scrub products in the estimated amount of \$47,967 for the term August 1, 2007 through July 31, 2008.
- k. Transmittal of award on the basis of lowest priced contract for Cardinal Health Medical Products and Services for disposable personal protective attire in the estimated amount of \$54,624 for the term August 1, 2007 through July 31, 2008.
- l. Transmittal of award on the basis of best overall contract for Cardinal Health Medical Products and Services for bedside procedure trays and needles in the amount of \$63,963 for the term September 1, 2007 through August 31, 2008.
- m. Transmittal of award on the basis of best overall contract for Cardinal Health Medical Products and Services for suction catheters in the estimated amount of \$39,645 for the term August 1, 2007 through July 31, 2008.
- n. Transmittal of exemption from the competitive bid requirements for Christian D. Eckman M.D. (Physician Advisor) through Baylor College of Medicine for clinical case management services in the estimated amount of \$80,000 for the term July 1, 2007 through June 30, 2008 with two one-year renewal options.
- o. Transmittal of purchase on the basis of low bid for Scale-Tronix, Inc. for patient scales and accessories in the amount of \$45,614.
- p. Transmittal of the second and final renewal option for Baylor College of Medicine for anatomical pathology reference testing services in the estimated amount of \$58,000 for the term November 1, 2007 through October 31, 2008.

- q. Transmittal of the third of four renewal options for GE Betz for water treatment chemicals and services in the amount of \$66,037 for the term October 1, 2007 through September 30, 2008.
- r. Transmittal of the second of four renewal options for Bio-Rad Laboratories, Inc. for two whole blood analyzers, reagents and consumables for A1c and Variant Hemoglobin Tests in the estimated amount of \$84,000 for the term October 1, 2007 through September 30, 2008.
- s. Transmittal of the first and only renewal option for BSN-JOBST, Inc., Knit-Rite, Inc., and AMC Lifestyle Support for pressure garments in the total estimated amount of \$29,000 for the term November 1, 2007 through October 31, 2008.
- t. Transmittal of the first of four renewal options for Landscape Consultants of Texas dba Landscape Professional of Texas to provide grounds maintenance in the estimated amount of \$87,786 for the term November 1, 2007 through October 31, 2008.
- u. Transmittal of award for Atrium Medical Corporation through Cardinal Health for chest drainage products in the estimated amount of \$50,534 for the term September 1, 2007 through August 31, 2008.
- v. Transmittal of award for Procter & Gamble through Cardinal Health for infant diapers and related products in the estimated amount of \$55,104 for the term September 1, 2007 through August 31, 2008.
- w. Transmittal of purchases for good and/or services from (1). Premier: GE Healthcare for hand carried ultrasound - \$33,030, Philips Medical Systems NA CO for transport monitors and accessories - \$32,240, Olympus America, Inc. for endoscopic video system - \$68,585 and Pentax Medical Company for video bronchoscope and accessories - \$25,642; (2). Professional Services: Stoa/Golemon/Bolullo Architects for architectural services for Alief Eligibility Center - \$99,000 and Kaim Associates Inc. for architectural and other services for conversion of procedure room - \$28,500; (3). Sole Source: 3M Health Information Systems for 3M APC grouper software - \$33,408; (4). Sole Source/Premier: GE Medical Systems Information Tech for holter recorder system - \$32,300; and (5). DIR: Oracle Corp. for oracle database enterprise edition - \$32,676 for a combined total of \$385,381.

VIII. Reports of the Committees

Mr. Attwell called on Mr. DonCarlos to present agenda items relative to Joint Conference Committee.

A. Joint Conference Committee

1. Report of the Board of Managers Joint Conference Committee

This item included in the packet as an informational item only, requiring no action.

2. **Motion 07.9-452**

Moved by Mr. DonCarlos, seconded by Mr. Franklin, and unanimously passed, that the Board approve acceptance of the Medical Board Report. (Appendix "A")

3. **Motion 07.9- 453**

Moved by Mr. DonCarlos, seconded by Ms. Truesdell, and unanimously passed, that the Board approve credentialing changes for members of the HCHD medical staff for August and September 2007. (Appendix "B")

Mr. Attwell called on Mr. Jackson who called on Mr. Ferdinand Gaenzel to present Budget and Finance agenda items.

B. Budget and Finance Committee

1. **Motion 07.9-454**

Moved by Ms. Truesdell, seconded by Ms. Spinks, and unanimously passed, that the Board accept the July 2007 Financial Report subject to final audit.

2. **Motion 07.9-455**

Moved by Ms. Truesdell, seconded by Ms. Spinks, and unanimously passed, that the Board accept the August 2007 Financial Report subject to final audit.

3. **Motion 07.9-456**

Moved by Ms. Truesdell, seconded by Mr. Franklin, and unanimously passed, that the Board accept the July 2007 Pension Plan Report subject to final audit.

4. **Motion 07.9-457**

Moved by Ms. Truesdell, seconded by Mr. Franklin, and unanimously passed, that the Board accept the August 2007 Pension Plan Report subject to final audit.

5. **Motion 07.9-458**

Moved by Mr. Franklin, seconded by Mr. Wortham, and unanimously passed, that the Board accept the Second Quarter Investment Report for the period ended August 31, 2007.

6. **Motion 07.9-459**

Moved by Mr. Wortham, seconded by Ms. Spinks, and unanimously passed, that the Board approve the following individuals to have signature authority for the HCHD Benefit Plan accounts with State Street Bank: David S. Lopez, President & Chief Executive Officer; George V. Masi, Executive Vice President & Chief Operating Officer; Ferdinand Gaenzel, Executive Vice President & Chief Financial Officer; and Gwendolyn Huskey, Vice President & Controller.

7. **Motion 07.9-460**

Moved by Mr. Wortham, seconded by Ms. Spinks, and unanimously passed, that the Board approve that the following individuals have signature authority for collateral transactions with the Federal Reserve Bank: David S. Lopez, President & Chief Executive Officer; George V. Masi, Executive Vice President & Chief Operating Officer; and Ferdinand Gaenzel, Executive Vice President & Chief Financial Officer.

8. **Motion 07.9-461**

Moved by Mr. Wortham, seconded by Ms. Spinks, and unanimously passed, that the Board approve that the following individuals have signature authority for District accounts with JP Morgan Chase: David S. Lopez, President & Chief Executive Officer; George V. Masi, Executive Vice President & Chief Operating Officer; and Ferdinand Gaenzel, Executive Vice President & Chief Financial Officer. And, the list of authorized individuals for accounts in the name of Community Health Choice, Inc.: David S. Lopez, Ferdinand Gaenzel, Glen Johnson, M.D., and Richard Lee.

9. **Motion 07.9-462**

Moved by Mr. Franklin, seconded by Ms. Spinks, and unanimously passed, that the Board approve payment to the Texas Hospital Association for 2007 – 2008 membership dues in the amount of \$110,142.

10. **Motion 07.9-463**

Moved by Mr. DonCarlos, seconded by Mr. Franklin, and unanimously passed, that the Board adopt a Resolution Ratifying and Confirming the Terms and Provisions relating to the Issuance of Harris County Hospital District Senior Lien Refunding Revenue Bonds, Series 2007A and Harris County Hospital District Senior Lien Refunding Revenue Bonds, Series 2007B; a Financial Management Products Policy in connection with Financial Management Products Agreement; a Financial Management Products Agreement with respect to certain Harris County Hospital District senior lien refunding

revenue bonds; an official statement; and containing other matters relating thereto.

Mr. Ferdinand Gaenzel, asked that the Board provide a resolution commending Mr. Edwin Harrison for his hard work and support in assisting the HCHD with our bond issue.

Mr. Chris Janek and Mr. Steven Johnson of First Southwest gave an overview of the Senior Lien Refunding and Revenue Bonds, Series A and B (Copy of report in permanent file).

11. Presentation of July 2007 financial statements of Community Health Choice, Inc.

This item included in the packet as an informational item only, requiring no action.

12. Presentation of August 2007 financial statements of the Community Health Choice, Inc.

This item included in the packet as an informational item only, requiring no action.

13. Consideration of Approval of an Agreement between the Harris County Hospital District and Mary Schneider for Intergovernmental Relations

This agenda item was deferred until the October Board meeting.

- Mr. Wortham had questions and concerns regarding the billing process for the work performed by Mary Schneider. Much discussion ensued and questions were addressed. More information pertaining to this agenda item was requested.

C. Planning and Operations Committee

Mr. Attwell called on Mr. Elvin Franklin, Jr. to present the Planning and Operations Committee agenda items.

1. Items related to Specialty and Primary Clinics and other Facilities

a. Motion 07.9-464

Moved by Mr. Franklin, seconded by Ms. Spinks, and unanimously passed, that the Board ratify an amended agreement funded by Ryan White CARE Act Part A between the Harris County Hospital District and Harris County to provide medical primary care to HIV-infected females at District facilities. This ratification increases the amount of funds by \$228,590 bringing the total funded amount to \$470,122 for the term March 1, 2007 through February 29, 2008.

b. **Motion 07.9-465**

Moved by Mr. Franklin, seconded by Ms. Spinks, and unanimously passed, that the Board ratify an amended agreement funded by Ryan White CARE Act Part A between the Harris County Hospital District and Harris County to provide medical case management services to HIV-infected individuals at District facilities. This ratification decreases the amount of funds by \$57,750 bringing the total funded amount to \$598,250 for the term March 1, 2007 through February 29, 2008.

c. **Motion 07.9-466**

Moved by Mr. Franklin, seconded by Ms. Spinks, and unanimously passed, that the Board ratify an amended agreement funded by Ryan White CARE Act Part A between the Harris County Hospital District and Harris County to provide medical primary care to HIV-infected individuals at District facilities. This ratification increases the amount of funds by \$2,274,237 bringing the total funded amount to \$4,677,238 for the term March 1, 2007 through February 29, 2008.

d. **Motion 07.9-467**

Moved by Mr. Franklin, seconded by Ms. Spinks, and unanimously passed, that the Board ratify an agreement under the Ryan White CARE Act Special Project of National Significance between the Harris County Hospital District and Baylor College of Medicine for providing program evaluation services in the amount of \$53,316.95 for the term September 1, 2007 through August 31, 2008.

e. **Motion 07.9-468**

Moved by Mr. Franklin, seconded by Ms. Spinks, and unanimously passed, that the Board ratify an agreement funded by Ryan White CARE Act Part D between the Harris County Hospital District and Baylor College of Medicine, Department of Pediatrics, to provide physician services to eligible HIV-infected adolescents who are patients of the Harris County Hospital District in the amount of \$34,840 for the term September 1, 2007 through August 31, 2008.

f. **Motion 07.9-469**

Moved by Mr. Franklin, seconded by Ms. Spinks, and unanimously passed, that the Board ratify an amended grant award from the United States Department of Health and Human Services to the Harris County Hospital District to provide early intervention services under the Ryan White CARE Act Part C to eligible HIV-infected patients at District facilities in the

amount of \$96,005 for the term January 1, 2007 through December 31, 2007.

g. **Motion 07.9-470**

Moved by Mr. Franklin, seconded by Ms. Spinks, and unanimously passed, that the Board ratify an agreement between the Harris County Hospital District and Baylor College of Medicine, Department of Family and Community Medicine to provide medical supervision to the HCHD family nurse practitioner stationed at Harmony House shelter clinic to provide on-site health care services in an amount not to exceed \$16,888 for the term April 1, 2007 through March 31, 2008.

2. **Items Related to Reports**

Report regarding ongoing activities of the Council-at-Large.

No report was given regarding this agenda item.

3. **Items Related to Personnel**

a. **Motion 07.9-471**

Moved by Mr. Franklin, seconded by Mr. Wortham, and unanimously passed, that the Board approve signature authority to Pat Rye, Benefits Retirement Coordinator and Sonia Mejia-Syed, Benefits Analyst, for schedule "D" of the trust agreement between the Harris County Hospital District and Fidelity Management Trust Company for the 401K plan.

b. **Motion 07.9-472**

Moved by Mr. Franklin, seconded by Mr. Wortham, and unanimously passed, that the Board approve Ferdinand Gaenzel to have signature authority for schedule "E" of the trust agreement between the Harris County Hospital District and Fidelity Management Trust for the 401K plan.

c. **Motion 07.9-473**

Moved by Mr. Franklin, seconded by Mr. Wortham, and unanimously passed, that the Board approve the appointment of Ferdinand Gaenzel to the Harris County Hospital District 401K/457(b) Administrative Committee.

d. **Motion 07.9-474**

Moved by Mr. Franklin, seconded by Mr. Wortham, and unanimously passed, that the Board approve the appointment of Ferdinand Gaenzel to the Harris County Hospital District Pension and Disability Committee.

4. **Items Related to Buildings and Properties**

a. **Motion 07.9-475**

Moved by Mr. Franklin, seconded by Ms. Spinks, and unanimously passed, that the Board authorize the Hospital District to enter into a Personal Services Agreement with Babendure Wheat Creative, Inc. for all graphic design services associated with the Hospital District-wide Signage and Wayfinding Master Plan and the implementation of the Signage and Wayfinding to the public corridors of LBJ and Ben Taub General Hospitals for a fixed fee of \$102,410 plus reimbursable expenses in an amount not to exceed \$7,160. Approval is contingent upon execution of an agreement prepared by the county attorney's office.

b. **Motion 07.9- 476**

Moved by Mr. Franklin, seconded by Ms. Spinks, and unanimously passed, that the Board authorize the Hospital District to enter into a Professional Services Agreement, developed and approved by the county attorney's office, with Smith Seckman Reid, Inc. to upgrade the existing fire alarm system at Ben Taub General Hospital for a cost not to exceed \$113,000.

c. **Motion 07.9-477**

Moved by Mr. Franklin, seconded by Ms. Spinks, and unanimously passed, that the Board authorize the Hospital District to enter into a Professional Services Agreement developed and approved by the county attorney's office with Burns DeLatte & McCoy, Inc. for the evaluation of existing emergency power distribution system and preparation for the addition of a new emergency generator at LBJ General Hospital for a fee not to exceed \$143,700.

d. **Motion 07.9-478**

Moved by Mr. Franklin, seconded by Ms. Spinks, and unanimously passed, that the Board authorize the Hospital District to enter into an architectural and engineering agreement, developed and approved by the county attorney's office, with Page Southerland Page for all architectural and engineering services associated with the MLK Eligibility Center. For their service, Page Southerland Page will receive \$99,000 for basic services plus \$10,000 for reimbursable expenses for a total fee not to exceed \$109,000.

e. **Motion 07.9-479**

Moved by Mr. Franklin, seconded by Ms. Spinks, and unanimously passed, that the Board authorize the Hospital District to enter into the 4th term of the lease agreement with University Christian Church for 43 parking spaces for the M.L.K. Health Center located at Quentin Mease Community

Hospital for the period of September 14, 2007 to September 13, 2008 at a monthly rate of \$1,075.

f. **Motion 07.9-480**

Moved by Mr. Franklin, seconded by Ms. Spinks, and unanimously passed, that the Board authorize the Hospital District to enter into a Lease Option 4 with South Loop Associates, L.P. (BNC) for the leasing of approximately 18,641 square feet of office space for period of November 1, 2007 through October 31, 2008 at a monthly rate of \$24,077.96

g. **Motion 07.9-481**

Moved by Mr. Franklin, seconded by Ms. Spinks, and unanimously passed, that the Board amend Board Motion 07.5-269 to allow the District to pay Peterreit Investments, Inc. \$1.10 per square feet for lease of rental space commencing October 1, 2007 through September 30, 2008 during build-out/renovation but prior to occupancy of the rental space for a total monthly rate of \$16,755.20.

h. **Motion 07.9-482**

Moved by Mr. Franklin, seconded by Ms. Spinks, and unanimously passed, that the Board authorize the Hospital District to terminate the current lease agreement and enter into a new lease agreement with Kynto Ventures, LLC for the leasing of approximately 15,000 square feet of office space. The initial term of the lease agreement will be October 1, 2007 to September 30, 2008 for a monthly rate of \$19,837.50 (includes common area maintenance fee of \$2,587.50).

5. **Items related to Grants and additional funding**

a. **Motion 07.9-483**

Moved by Mr. Franklin, seconded by Ms. Truesdell, and unanimously passed, that the Board ratify an agreement between the Harris County Hospital District and the Department of State Health Services covering specialized, comprehensive management services on behalf of individuals who are qualified for the Children with Special Health Needs Program in the amount of \$115,862 for the term September 1, 2007 through August 31, 2008.

b. **Motion 07.9-484**

Moved by Mr. Franklin, seconded by Ms. Truesdell, and unanimously passed, that the Board ratify an agreement between the Harris County Hospital District and the Department of State Health Services Epilepsy Program to provide the services of a Registered Nurse (RN) who will

continue to provide individualized services to epilepsy patients and their families at Ben Taub General Hospital and acceptance of funding in the amount of \$62,000 for the term September 1, 2007 through August 31, 2008.

Mr. Attwell called on Ms. Carolyn Truesdell to present Performance Improvement & Patient Safety Committee agenda items.

D. Performance Improvement & Patient Safety Committee

The Performance Improvement & Patient Safety Committee met July 19, 2007 regarding the following agenda items:

1. Review, discussion and possible action regarding the HCHD Performance Improvement and Patient Safety Dashboard

Informational item only, requiring no action.

2. Consideration of Acceptance of the Annual Report on Performance Improvement Activities

This agenda item will come to the October Board meeting.

3. Consideration of approval of the HCHD Performance Improvement Plan

This agenda item will come to the October Board meeting.

4. Presentation of HCHD's Right Care Program Initiative.

Informational item only, requiring no action.

IX. Miscellaneous Agenda Items

A. Motion 07.9-485

Moved by Mr. Franklin, seconded by Mr. Wortham, and unanimously passed, that the Board approve that all the Board Committee meetings be held on the same day two weeks prior to the scheduled Board meetings.

Motion 07.9-486

Moved by Mr. Jhin, seconded by Mr. Wortham, and unanimously passed, that the Board approve the appointment of Mr. Michael Jhin, Mr. Stephen DonCarlos, Ms. Carolyn Truesdell and Ms. Daisy Stiner to serve on a Committee to set up new committees such as Compliance and Audit, etc.

B. Motion 07.9-487

Moved by Ms. Truesdell, seconded by Mr. Wortham, and unanimously passed, that the Board approve the written performance goals and criteria for the President/CEO performance pay as presented to the Board at the meeting. (Appendix "C".)

C. Discussion and review of Harris County Hospital District's organizational chart.
Informational item only, requiring no action.

D. **Motion 07.9-488**

Moved by Mr. Franklin, seconded by Ms. Spinks, and unanimously passed, that the Board approve an appointment of Elena Marks to the Board of Directors of Community Health Choice, Inc.

E. **Motion 07.9-489**

Moved by Mr. DonCarlos, seconded by Mr. Wortham, and unanimously passed, that the employment contract extension and salary adjustment of Glen R. Johnson, M.D. President and Chief Executive Officer of Community Health Choice, Inc. be tabled and considered in executive session at the October 25, 2007 Board meeting.

F. **Motion 07.9-490**

Moved by Ms. Truesdell, seconded by Mr. Franklin, and unanimously passed, that the Board approve an agreement between the Harris County Hospital District and Abraxis Oncology, a division of Abraxis BioScience, Inc. to participate in the Abraxis Oncology Patient Pharmaceutical Assistance program at no cost to the District for the term August 1, 2007 through July 31, 2008.

Mr. Michael Jhin departed the meeting prior to this vote.

G. **Motion 07.9-491**

Moved by Ms. Truesdell, seconded by Mr. Franklin, and unanimously passed, that the Board approve an affiliation agreement between the Harris County Hospital District and Texas Southern University, to provide clinical pharmacy education to Texas Southern University, school of pharmacy students. This agreement is for the period August 1, 2007 through July 31, 2009 with option for an additional renewal period of two (2) years commencing on August 1, 2009.

Mr. Michael Jhin departed the meeting prior to this vote.

H. **Motion 07.9-492**

Moved by Ms. Truesdell, seconded by Mr. DonCarlos, and unanimously passed, that the Board ratify renewal of an agreement between the Harris County Hospital District Foundation, the Harris County Hospital District, and the American Diabetes Association to help address the problem of obesity, poor nutrition and lack of exercise among youth, for the term August 1, 2007 through July 31, 2008.

X. Items related to Policies

Motion 07.9-493

Moved by Mr. Franklin, seconded by Ms. Spinks, and unanimously passed, that the Board approve the HCHD Policy #4151 "Psychiatric Patient Rights" effective immediately

XI. Executive Session

At 12:10 P.M., Mr. Attwell stated that the Board would go into Executive Session under Section 161.032 of the Texas Health & Safety Code, Section 160.007 of the Texas Occupations Code and Chapter 551 of the Texas Government Code Section 071. Mr. Attwell stated that the regular meeting of the Board would reconvene at the close of Executive Session.

XII. Reconvene

At 2:06 P.M., Mr. Attwell reconvened the meeting and asked if there were further input to the agenda.

Mr. Wortham, Mr. Franklin and Ms. Spinks departed the meeting during executive session.

A. Report by the Director of Medical Quality regarding quality of medical and health care, pursuant to Tex. Health & Safety Code Ann §161.032 and Tex. Occupations Code Ann §160.007 to receive peer review and/or medical committee report in connection with the evaluation of the Quality of Medical and Health Care Services.

Presented as information only, requiring no action.

B. Consultation with the County Attorney regarding Harris County Hospital District vs. Tomball Hospital Authority, at the Supreme Court of Texas; Cause No. 05-0986, pursuant to Tex. Gov't Code Ann. §551.071 and Possible Action Regarding this Matter Upon Return to Open Session

Presented as information only, requiring no action.

C. Consultation with the County Attorney regarding the claim of Antonia Galindo, Individually and as Representative of the Estate of Benancio Galindo, Deceased, against the Harris County Hospital District, pursuant to Tex. Gov't Code Ann. §551.071 and Possible Action Regarding this Matter Upon Return to Open Session

Presented as information only, requiring no action.

D. Consultation with the County Attorney regarding Cause No. 2006-79923; Nadine Marie Zapletal vs. Harris County Hospital District, in the 269th Judicial District

Court of Harris County Texas, pursuant to Tex. Gov't Code Ann. §551.071 and Possible Action Regarding this Matter Upon Return to Open Session

Presented as information only, requiring no action.

E. **Motion 07.9-494**

Moved by Ms. Truesdell, seconded by Mr. DonCarlos and unanimously passed, that the Board approve and authorize the settlement of a claim relating to an auto accident on June 1, 2007 in the amount of \$2,471.20, and further authorizes David S. Lopez, President/CEO to execute any release or other necessary documents to effect this settlement

Mr. Wortham, Mr. Franklin, Ms. Spinks and Mr. Jhin departed the meeting prior to this vote.

F. **Motion 07.9-495**

Moved by Ms. Truesdell, seconded by Mr. DonCarlos and unanimously passed, that the Board approve and authorize the settlement of a claim relating to an auto accident on July 27, 2007 in the amount of \$1,866.20, and further authorizes David S. Lopez, President/CEO to execute any release or other necessary documents to effect this settlement.

Mr. Wortham, Mr. Franklin, Ms. Spinks and Mr. Jhin departed the meeting prior to this vote.

G. Report by Interim Vice President of Corporate Compliance Regarding Compliance with Medicare, Medicaid, HIPAA and other Federal State Health Care Program Requirements and a Status of Fraud and Abuse Investigations

Presented as information only, requiring no action.

XIII. Adjournment

There being no further business, the meeting adjourned at 2:11 P.M.

I certify that the foregoing are the Minutes of the Meeting of the Board of Managers of the Harris County Hospital District held at the Administration Building in Houston, Texas on September 27, 2007.

J. Evans Attwell, Chair
Board of Managers

Carolyn Truesdell, Secretary

Recorded by Charlaa Hunter &
Anne McCowan