

**Coastal Health & Wellness  
Governing Board Meeting  
June 28, 2018**

**Board Members**

**Present:**

Dr. Howard  
Jay Holland  
David Delac  
Mario Hernandez  
Victoria Dougharty  
Virginia Valentino  
Dorothy Goodman  
Samantha Robinson  
Dr. Thompson

**Staff:**

Kathy Barroso, Interim Executive Director	Sandra Cuellar
Dr. Alhassan	Tina Belmonte
Dr. Nguyen	Ashley Tompkins
Michelle Peacock	Lea Williams
Mary Orange	Paula Compton
Pisa Ring	Tikeshia Thompson Rollins
Kristina Garcia	Amanda Wolff
Tiffany Carlson	
Lea Williams	

**Excused Absence:** Miroslava Bustamante

**Unexcused Absence:**

**Guest:**

**\*Items 1-5 Consent Agenda**

A motion was made by Jay Holland to approve the consent agenda items one through five with a correction on item number thirteen, changing the MD to DDS behind Milton Howard's name. Dorothy Goodman seconded the motion and the Board unanimously approved the consent agenda.

**Item #6 Executive Report**

Kathy Barroso, Interim Executive Director, presented the June 2018 Executive Report to the Board.

**Item #7 Consider for Approval May 2018 Financial Report**

Mary Orange, Business Office Manager, presented the May 2018 financial report to the Board. A motion to accept the financial report as presented was made by Virginia Valentino and seconded by Mario Hernandez. The Board unanimously approved the motion.

**Item #8 Review and Approval of HRSA Capital Assistance Recovery and Relief Efforts (Care) Application Submitted on June 14, 2018**

Mary Orange, Business Office Manager, presented the HRSA capital assistance recovery and relief efforts (CARE) application to the Board which was submitted to HRSA on June 14, 2018. A motion to accept the application was made by Virginia Valentino and seconded by Dorothy Goodman. The Board unanimously approved the motion.

**Item #9 Consider for Approval Consulting Services Agreement with J2 Strategic Solutions for Services Associated with HRSA Services Area Competition (SAC) Grant**

Kathy Barroso, Interim Executive Director, asked the Board to consider for approval a consulting service agreement with J2 Strategic Solutions for the upcoming HRSA service area competition (SAC) grant. Kathy informed the Board that J2 was the organization that we had utilized to assist with the last SAC application. Terms of the agreement required 50% of the agreed upon rate payable upon signing the

agreement, 25% when the draft document has been submitted and another 25% when the final application has been submitted. Kathy suggested the Board authorize funding up to \$26,000 and should there be any travel costs, we could come back to the Board for approval. A motion to accept the contract up to \$26,000 was made by Jay Holland and seconded by Mario Hernandez. The Board unanimously approved the motion.

**Item #10 Discussion Regarding Next Steps in Determining the Scope of Renovations for the Galveston Clinic**

Kathy Barroso, Interim Executive Director, discussed with the Board the scope of renovations for the Galveston Clinic. Kathy proposed that we arrange a tour of the clinic with Board members and then meet with the Housing Authority about possibly providing new paint and flooring, and terms of a new lease agreement. We would also need to determine what the Housing Authority would be willing to contribute towards any renovations as well as Coastal Health & Wellness's portion. . A motion for Kathy to explore options, and setup a tour of the Galveston clinic and come back to the Board with recommendations at a later date was made by Virginia Valentino, and seconded by Mario Hernandez. The Board unanimously approved the motion.

**Item #11 Discussion Regarding Possible Options for Patients Satisfaction Surveys**

Kristina Garcia, Patient Services Manager, asked the Board for feedback on options for the proposed new patient satisfaction survey. Samantha recommended to the Board that a statement be added to the end of the survey should a patient wish to be contacted to speak with someone regarding their survey responses. Tina, Clinic Compliance Specialist, suggested to the Board that the survey could also be outsourced to another company that specializes in patient satisfaction surveys and is more verse in selecting the appropriate questions. A motion to proceed with drafting a new survey and bringing back to the Board for review was made by Mario Hernandez, and seconded by Virginia Valentino. The Board unanimously approved the motion.

**Item #12 Consider for Approval Recommendation for Janitorial Services Bid Award**

Mary Orange, Business Office Manager, asked the Board to consider for approval the recommendation for the janitorial service bid award. A motion to accept the recommendation of the bid award for janitorial services at both clinic sites was made by Virginia Valentino, and seconded by Victoria Dougharty. The Board unanimously approved the motion.

**Item #13 Consider for Approval the Reappointment of Milton Howard, DDS, as a Community Representative to the Coastal Health & Wellness Governing Board for a 3 Year Term Expiring June 2021**

Dr. Milton Howard, Board Chair, asked the Board to consider for approval the reappointment of Milton Howard, DDS, as a community representative to the Coastal Health & Wellness Governing Board for a 3 year term expiring June 2021. A motion to accept the reappointment of Dr. Howard to the Board was made by Mario Hernandez, and seconded by Virginia Valentino. The Board unanimously approved the motion.

**Item #14 Consider for Approval the Reappointment of Virginia Valentino, as a Consumer Representative to the Coastal Health & Wellness Governing Board for a 3 Year Term Expiring June 2021**

Dr. Milton Howard, Board Chair, asked the Board to consider for approval the reappointment of Virginia Valentino, as a consumer representative to the Coastal Health & Wellness Governing Board for a 3 year term expiring June 2021. A motion to accept the reappointment of Virginia Valentino to the Board was made by Mario Hernandez, and seconded by Victoria Dougharty. The Board unanimously approved the motion.

**Adjournment**

A motion to adjourn was made by Virginia Valentino, seconded by Mario Hernandez. The Board adjourned at 1:08 p.m.

Mario Hernandez  
Chair  
7/26/2018  
Date

Virginia Valentino  
Secretary/Treasurer  
7/26/2018  
Date