REGULAR MEETING
FISHER COUNTY HEALTH CARE DEVELOPMENT CORPORATION
July 23, 2026

The Board of Directors of the Fisher County Health Care Development Corporation held a regular meeting on July 23, 2026 at 12:30pm in the Heritage House Dining Room/Library.

I. The meeting was called to order by Vice-President Vick Burk at 12:30 p.m. Roll call revealed Koen McKimmey, and Jessica Chavira, and Tracye Spencer were present. Jim Gruben was absent. Also attending were Leanne Martinez, CEO, and Caleb White, CFO.

II. OPEN FORUM:
There was no one present for open forum.

III. A motion was made by Jessica Chavira and seconded by Koen McKimmey to approve the minutes of the October 23, 2025 Regular Meeting. The motion passed unanimously.

IV. NEW BUSINESS

A. The board reviewed the resignation statement of Robert Posey. Koen McKimmey made a motion seconded by Jessica Chavira to accept the resignation. The motion passed unanimously.
B. Leanne introduced potential new member Tracye Spencer to fill the vacancy left by Robert Posey. Tracye has family at Heritage House and has expressed excitement to possibly join the board. Jessica Chavira made a motion seconded by Koen McKimmey to appoint Tracye Spencer to fill Robert Posey's unexpired term. Further, the floor was opened for nominations of officers to replace the President role after Robert's resignation. Koen McKimmey made a motion to appoint Jessica Chavira president for the remainder of the term. Jessica Chavira seconded this motion, and the motion passed unanimously.
C. After the change in board members, an update to the bank signature card is needed. Vick Burk made a motion seconded by Tracye Spencer to amend the signature card to include current board members, CEO, and CFO. The motion passed unanimously.
D. Caleb presented the final audit reports from Forvis Mazars, CPA's for FY25. There were no significant findings. Vick Burk made a motion seconded by Koen McKimmey to accept and approve the reports. The motion passed unanimously.
E. The annual rate review for Heritage House was due. The board reviewed recent rate history and proposed increases at various levels. The budget has been prepared at a 3% increase in rates. Koen McKimmey made a motion seconded by Tracye Spencer to approve the rates with a 3% increase, rounding to the nearest $100. The motion passed unanimously.
F. The FY27 budget was reviewed. Vick Burk made a motion seconded by Koen McKimmey to approve the budget as presented. The motion passed unanimously.
G. Leanne and Caleb reviewed information about establishing a 403(b) retirement plan for employees of the Corporation. This would be a great benefit for employees and recruiting. The Hospital District is doing something similar and is contracting with Texas Hospital Association to establish. Koen McKimmey made a motion seconded by Vick Burk to establish the plan with any employer contributions that the Hospital District may approve a subsidy for. The motion passed unanimously.
H. The FCHCDC Personnel Policy Manual was due for annual review. Any changes to individual policies had been reviewed directly.
I. The FCHCDC Mission Statement was reviewed. No changes were needed. Koen McKimmey made a motion seconded by Vick Burk to approve. The motion passed unanimously.
J. The Governing Board By-Laws were reviewed. Some areas were identified as needing updating. Tracye Spencer made a motion seconded by Koen McKimmey to table this item. The motion passed unanimously.
K. The FCHCDC Organizational Chart was reviewed. No changes were needed. Koen McKimmey made a motion seconded by Vick Burk to approve. The motion passed unanimously.
L. The following policies were reviewed. Vick Burk made a motion seconded by Koen McKimmey to approve. The motion passed unanimously.
    1. Safety Operations Plan – Admin
    2. TB Infection Control Program – Admin
    3. Oxygen Use, Storage, and Safety – Admin
    4. Evacuation of Residents – Admin
    5. FMLA - Personnel

V. INFORMATIONAL ITEMS

A. As of 7/17/26, there is currently one CD in the totaling $63,923.33 held as security per the conditions of the USDA note. This CD matures on 5/1/2027 with an interest rate of 4.936%. The General account had a total of $26,345 and the USDA Loan account had a total of $48,206.
B. Check registers for Q4 2025, Q1 2026, and Q2 2026 were reviewed by the board.
C. Financial statements and statistics for Q4 2025, Q1 2026, and Q2 2026 were reviewed by the board.

VI. ADMINISTRATORS REPORT

A. We have been slowly working on some upgrades. Landscaping in the flower beds around the whole building is complete with new rock material and cleaned up. All storm repairs are finally complete after some sheet rock repair in the kitchen along with new lighting.

VII. CLOSED SESSION

Jessica Chavira announced "the Board of Directors on July 23, 2026 at 1:31 p.m. convened in a closed session in accordance with the Health & Safety Code, Subchapter D, Sec. 161.032 to hear the following medical reports:

A. Medical Committee Reports:
   1. Risk Management Report – Q4 2025, Q1 2026, Q2 2026
   2. Compliance Report – Q4 2025, Q1 2026, Q2 2026

After closed session, Jessica Chavira announced "the Board ended its closed session at 1:36 p.m. on July 23, 2026."

VIII. RETURN TO OPEN SESSION

A. A motion was made by Vick Burk and seconded by Tracye Spencer to approve the medical reports as presented in closed session. The motion passed unanimously.

IX. ADJOURN

A. There being no further business, the meeting was adjourned at 1:37 pm by general consent.

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Jessica Chavira, President Caleb White, CFO/Secretary