September 24, 2026

The Board of Trustees of Community Healthcore (CHC) met on Thursday, September 24, 2026, at 107 Woodbine Place, Longview, TX 75601.

Call to Order

The Board Chair, Linda Hooks, called the meeting to order at 4:45 p.m. Zephaniah Timmins led the opening prayer.

Pledge of Allegiance

Rick Roberts led the group in the Pledge of Allegiance.

Citizen's Comments

There was one citizen comment thanking the Board for their support for a former Board of Trustees member following the death of their family member.

Roll Call

The meeting was conducted in person and via video conference with a quorum present. The following members were present:

Members Present

Shirley Baker	Linda Hooks	Jay Mitchell	Nell Smith
Zephaniah Timmins			

Members Present via Videoconference

Sidney Burns	Kristal Clay	Kelly Crane	Jami Duran
Rick Lively	Sheriff Webb	Judge LD Williamson	

Staff Present

Steve Archer	Patti Brady	Joe Carrington	Chisty Cravey
Cindy Goodson	Rachel Harrington	Richard Marks	Shawn Ormes
Sue Rathbun	Rick Roberts	Inman White	

Staff Present via Videoconference

Lee Brown	Brenda Clark	Teresa Giddings	Cindy Grace
Tom Suess	Sandra Taylor	Amie Whelan	Marilyn Wyman

Guests Present

Honorable Tim Bryan, Gregg County Precinct 2 Justice of Peace
Michael Bailey, Scott, Singleton, Fincher & Company, PC

Security Present
Jerry Barry, Greystar Security Services

OATH OF OFFICE

The Honorable Tim Bryan administered the Oath of Office to the reappointed Board members Sidney Burns, Kelly Crane, Jay Mitchell, Sheriff Larry Webb, and Leldon Williamson.

STAFF RECOGNITIONS

Patti Brady shared the "What is Your Why" video and introduced the Story Changers for National Recovery Month, including Shane Moore, Jacale McDaniel, Patrice Jernegons, and Sandra Davis.

MEETING MINUTES

Approve August 27, 2026, Board Meeting Minutes

On a motion made by Shirley Baker, seconded by Zephaniah Timmins, the Board approved the August 27, 2026, Board Meeting Minutes.

FY 2025 SINGLE AUDIT REVIEW AND APPROVAL

On a motion by Sidney Burns and seconded by Zephaniah Timmins, the Board approved the FY 2025 Independent Financial Audit.

The Center is subject to the Single Audit Act, and a single audit is required annually for the Center. The audit is to be made on an organization-wide basis, including all fund types and account groups that are the accounting responsibility of the Center.

Michael Bailey from Scott, Singleton, Fincher & Company, PC presented the FY 2025 audit.

The audit was a clean audit with no material findings, no material weaknesses, and no significant deficiencies, with an unmodified opinion on both the financial statement audit and compliance audit of federal grants. Jay Mitchell commended the Center on the clean audit.

The State contracts require that the Center change audit firms at least every six years. This is the fourth year for Scott, Singleton, Fincher & Company, PC to perform the audit.

FINANCIALS

Approve July 2026 Final Unaudited Financials and Investments

On a motion by Zephaniah Timmins and seconded by Jay Mitchell, the Board approved the July 2026 final unaudited financial statements.

BOARD OF TRUSTEES UPDATE

JULY 2026 FINANCIAL SUMMARY

RESERVES - OTHER FUNDS

FUND	JULY BAL	JUNE BAL	CHANGE
Building Maintenance	$ 667,132	$ 667,132	$ 0
IT	$ 1,321,228	$ 1,321,228	$ 0
1115 Waiver	$ 2,954,904	$ 3,043,916	($ 89,012)
Internal Service	$ 1,134,908	$ 1,155,990	($ 21,082)
TOTAL	$ 6,078,172	$ 6,188,266	($ 110,094)

DAYS OF OPERATIONS

	JULY BAL	JUNE BAL	CHANGE
General Fund Reserves	88	87	1

NET INCOME COMPARISON

	JULY 2026	JUNE 2026	CHANGE
Month	($ 357,183)	($ 647,816)	$ 290,633
Year-to-Date	($ 925,214)	($ 567,663)	($ 357,551)

NET INCOME FROM OPERATIONS

	Month	Year-to-Date	
July 2026	($ 336,031)	($ 1,087,542)	

We have seen a significant improvement over FY 2025. Revenues for the month were $3,339,242, with a year-to-date total of $36,379,975. Expenses for the month were $3,785,436, with a year-to-date total of $38,256,680. After adding waiver transfers of $951,491 and subtracting the indirect expenses of $162,328, the year-to-date deficit is $1,087,542.

The CORE Health financial statement shows revenues year-to-date of $1,984,985 with expenses of $2,361,008. After adding in the waiver transfers of $680,543 and subtracting the indirect expenses of $173,888, the year-to-date gain is $130,632.

FY 2027 INTERIM BUDGET

On a motion by Jay Mitchell and seconded by Shirley Baker, the Board approved the FY2027 Interim Budget.

Due to key accounting staff turnover in FY 2025, the Center hired an outside accounting firm to assist with the FY 2025 audit in FY 2026. As a result, the audit was completed in September 2026, which delayed the budget preparation process for FY 2027. Approval of an interim budget is required for the Center to spend government funds from September 1, 2026, through October 31, 2026.

The FY 2027 budget will be presented at the October 2026 board meeting.

REPORTS

There were no reports presented.

BOARD TRAINING – MENTAL HEALTH AND LAW ENFORCEMENT

Rachel Harrington presented an update on mental health issues facing law enforcement, jails, and courts. The goal is to develop a strategy and potential options for local jails with three different treatment streams, with prescribers and staff provided at a reasonable rate. This allows for continued collaboration, client continuity, and return to care. All clients who are released from jail in our catchment area would be screened for continued follow-up and assistance by Community Healthcore in an outpatient capacity to avoid recidivism.

We are looking at more grants in the near future as well as community partners for this program.

RECOMMENDATIONS FOR CONSIDERATION

Approve Updated Board of Trustees Bylaws

On a motion made by Leldon Williamson and seconded by Zephaniah Timmins, the recommendation was approved.

Last amended on April 23, 2026, the Bylaws are being updated to change the regular meeting of the Board of Trustees from the fourth Thursday to the last Thursday of the month for ten (10) meetings a year.

This change will allow adequate time between the 15th of the month (Fiscal cutoff date) and the Board meeting to prepare and analyze the monthly financial statements.

Additionally, in accordance with State laws initiated during COVID and the Center's Information Technology infrastructure, the Board meetings will be held at the Center Administrative offices in Longview, or another designated location. The Texarkana office does not have the ability to accommodate the Board meetings.

The December meeting will be on the second Thursday (December 10, 2026) because the last Thursday (December 25, 2026) is the Center Closure Day for the Christmas holiday.

Approve FY 2027 Board Meeting Dates

On a motion made by Leldon Williamson and seconded by Zephaniah Timmins, the recommendation was approved.

The Board approves the following meeting schedule for FY 2027:

Thursday, September 24, 2026
Thursday, October 29, 2026
Thursday, December 10, 2026
Thursday, January 28, 2027
Thursday, February 25, 2027
Thursday, March 25, 2027
Thursday, April 29, 2027
Thursday, May 27, 2027
Thursday, July 29, 2027
Thursday, August 26, 2027

For FY 2027, there will not be a meeting in November of 2026 due to the Thanksgiving holiday, and there will not be a meeting in June of 2027 due to the Texas Council Annual Conference.

The December meeting will be on Thursday, December 10, 2026, due to the last Thursday (December 25, 2026) being the Center Closure Day for the Christmas holiday.

There will be no meeting in June due to the Annual Texas Council Conference.

Approve Updated CORE Health Systems Bylaws

On a motion made by Shirley Baker and seconded by Zephaniah Timmins, the recommendation was approved.

Effective August 1, 2026, Community Healthcore/CORE Health Systems was deemed a 330 Grant-funded Federally Qualified Health Center (FQHC). The By-Laws of CORE Health Systems have been updated due to this status change.

As a result, references to the By-Laws functioning as a "Look-Alike" FQHC have been removed. The By-Laws now refer to CORE Health Systems as a full Section 330 Grant FQHC.

Approve Updated CORE Health Systems Co-Applicant Agreement with Community Healthcore

On a motion made by Zephaniah Timmins and seconded by Shirley Baker, the recommendation was approved.

Effective August 1, 2026, Community Healthcore/CORE Health Systems was deemed a 330 grant-funded FQHC. The Co-Applicant Agreement between Community Healthcore and CORE Health Systems has been updated due to this status change.

As a result, references to this Co-Applicant Agreement functioning as a "Look Alike" FQHC have been removed. The Co-Applicant Agreement now refers to CORE Health Systems as a full Section 330 Grant FQHC.

Approve Lease Agreement for Office Space at 205 Church St., Grapeland, TX

On a motion made by Jay Mitchell and seconded by Shirley Baker, the recommendation was approved.

The Center was awarded a new Access Point by the Health Resources and Services Administration, and it has 120 days to provide services within that new service area. This is a significant achievement as only 158 access points were awarded nationally, and it changed the status of CORE Health Systems to a full FQHC (no longer a look-alike).

The building at 205 Church St. is a former nursing facility that recently had one wing occupied by a health provider. The wing CORE Health Systems is leasing has ten office spaces.

We are in negotiations with the City of Grapeland, which is the landlord, regarding the lease, including the monthly amount ($4,000 to $6,000), term of the lease (one year versus three years), and other terms of the lease. In addition to the monthly rent, the Center will pay electricity, waste, and telecommunication expenses.

Ratify FY 2026 and FY 2027 Funding Contracts

On a motion made by Jay Mitchell and seconded by Sidney Burns, the recommendation was approved.

- Interlocal Agreement with the City of Longview FY 2026 & 2027 $175,000.
- HHSC Aging & Disability Resource Center (ADRC) FY 2027 $163,759.
- HHSC Family and Youth Success (FAYS) FY 2027 $980,312.

The City of Longview received a Substance Abuse and Mental Health Services Administration (SAMHSA) and the Center for Substance Abuse Prevention (CSAP) grant. A year ago, the City of Longview invited Community Healthcore to be part of the grant and is reimbursing the Center for two staff members and some added expenses. This agreement increases the amount of expenses not to exceed $175,000 per year for the current FY2026 contract. This increase will also apply to the new period that begins October 1, 2026, for FY 2027.

ADRC centers are designed to streamline public access to long-term care and make it easier for individuals to navigate the complex system of services offered by government agencies, non-profit organizations, and other service providers. ADRCs provide objective information and assistance to help clients understand available options and make informed decisions about healthcare, housing, transportation, and other long-term services and supports (LTSS) they may need to live in their communities.

FAYS addresses family conflict and everyday challenges while promoting strong families and youth resilience. Services can include individual and family skills training, youth groups and parenting skills training groups, service planning and coordination, and other interventions that may provide support during a crisis.

Approve FY 2026 Expense Contracts Over $45,000

On a motion made by Jay Mitchell and seconded by Zephaniah Timmins, the recommendation was approved.

- Morrison Healthcare $105,000
- Access Control Security $124,000
- Oracle US $60,000

Morrison Healthcare is our Food Service Provider for the Crisis Stabilization Unit in Atlanta, Texas. The contract needs to be increased from $90,000 to $105,000 to meet FY 2026 needs.

Access Control Security Inc. provides security guards for the Texarkana service sites. The Center requests to increase this contract from $120,000 to $124,000.

Oracle US purchased the company Cerner, our former Electronic Health Record vendor, around the time that Community Healthcore ended use of that system and transitioned to Credible. As a result of that acquisition, the outstanding balance has been in dispute. The Center is working with Oracle, and the unresolved balance is under $60,000.

BOARD OFFICER NOMINATIONS

Leldon Williamson nominated Linda Hooks as Board Chair
Leldon Williamson nominated Jay Mitchell as Vice Board Chair
Leldon Williamson nominated Nell Smith as Secretary/Treasure

No other nominations were presented.

The Board will vote on this slate of officers at the October 29, 2026, meeting.

UPCOMING EVENTS

A. The next meeting will be the October 2026 Meeting – Thursday, October 29, 2026. Election of FY 2027 Officers.

B. Joint Board Christmas Dinner will be on Thursday, December 10, 2026, at 5:00 p.m. at Synergy Park, 100 N. Bolivar Street, Marshall, Texas.

C. Meeting adjourned at 6:06 P.M.

Nell Smith
Board Secretary/Treasurer

Cindy Goodson
Recording Secretary

Date approved by the Board of Trustees: October 29, 2026.