

POSTED

DATE 10-26-2020
A.M. 4:24 P.M.

AGENDA

2020 OCT 26 PM 4:19

BY Michelle Reynolds
AB Deputy

SOMERVELL COUNTY HOSPITAL DISTRICT
REGULAR BOARD MEETING
OCTOBER 29, 2020 AT 7:00PM
HOSPITAL BOARD ROOM
1021 HOLDEN STREET, GLEN ROSE, TEXAS

DEPUTY

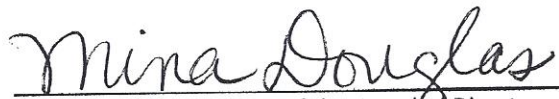
BY AB

Mission Statement

Somervell County Hospital District Board is dedicated to providing an environment in which the GRMC Hospital can deliver excellent quality of care and safety to its patients, while maintaining financial viability.

- I. Call to Order
- II. Record of Attendance
- III. Pledge of Allegiance
- IV. Discuss and if necessary take action on Amending/Approval of minutes from previous meetings
 - a. September 24, 2020
 - b. October 8, 2020
- V. CFO Report
 - a. Report on Monthly and Year-to-Date Financials
- VI. Review Emergency Operations Plan
- VII. CEO Report
 - a. Report on Roger E Marks Foundation/Public Relations activity
 - b. Report on Blue Cross Blue Shield billing and contract issues
- VIII. Discuss and if necessary take action to approve COVID-19 Testing Agreement
- IX. Discuss and if necessary take action to approve and execute TORCH agreement for CEO search
- X. Discuss and if necessary take action to refinance bonds
- XI. Discuss and if necessary take action to approve participating in grant between Hill College and Texas Workforce Commission for staff education
- XII. Discuss and if necessary take action to change the dates of November and December Regular Board Meetings
- XIII. Report on CEO Search
- XIV. Public Comments
- XV. Adjourn

THIS BUILDING IS WHEELCHAIR ACCESSIBLE, ANY REQUESTS FOR SIGN LANGUAGE INTERPRETATION OR OTHER SPECIAL SERVICES MUST BE MADE 48 HOURS AHEAD OF MEETING. TO MAKE ARRANGEMENTS, CALL RAY REYNOLDS 254-897-1471 OR (TDD) 1-800-RELAY-TX (1-800-735-2989)

A handwritten signature in cursive script that reads "Mina Douglas". The signature is written in black ink and is positioned above a horizontal line.

Mina Douglas, Secretary of the Board of Directors

SOMERVELL COUNTY HOSPITAL DISTRICT
D/B/A GLEN ROSE MEDICAL CENTER
REGULAR BOARD MEETING
THURSDAY, SEPTEMBER 24, 2020 AT 7:00 P.M.
HOSPITAL BOARD ROOM

MINUTES

- I. **Meeting was called to order at 7:00 pm.**
- II. **All members were present.**
- III. Discuss and if necessary take action on Amending/Approval of minutes from previous meetings
 - a. August 27, 2020
 - b. September 17, 2020 6PM
 - c. September 17, 2020 6:30PM**Dr. Steven Vacek made a motion to accept the minutes as written. Margaret Drake seconded the motion, and motion carried 7-0.**
- IV. CFO Report – Becky Whitsitt
 - a. **August 2020 financials were presented and discussed.**
- V. CEO Report – Ray Reynolds
 - a. **Report on Roger E Marks Foundation and Public Relations was presented and discussed.**
 - b. Report on Blue Cross Blue Shield billing and contract issues – COO Michael Honea reported that we are still in continuous communication working on contract.
- VI. Discuss and if necessary take action to approve the Collaborative Agreement between Texas A&M University Health Science Center (TAMHSC) on behalf of the A&M Rural and Community Health Institute (ARCHI) and Glen Rose Medical Center
Margaret Drake made a motion to approve the above Collaborative Agreement. Motion was seconded by Bryan Barnes and carried 7-0.
- VII. Discuss and if necessary take action to accept Independent Auditor’s Report from BKD, LLP for Fiscal Year Ended 9-30-2019
After some discussion, Dr. Steven Vacek made a motion to accept Independent Auditor’s Report from BKD, LLP for Fiscal Year Ended 9-30-2019. Brett Nabors seconded the motion, and motion carried 7-0.
- VIII. Report on CEO Search
Ray Reynolds reported that Vicki Pascasio, President and CEO of TORCH Management Services, Inc., is not available to meet until September 28 or later. Reynolds suggested getting a few dates she is available to come to Glen Rose and then setting up meetings in groups of 2 to 3 on a day that works for everyone.
- IX. Public Comments
None
- X. Adjourn
Motion was made by Bryan Barnes and seconded by Max Bly to adjourn meeting at 7:32 pm. Motion carried 7-0.

THIS BUILDING IS WHEELCHAIR ACCESSIBLE, AND REQUESTS FOR SIGN LANGUAGE INTERPRETATION OR OTHER SPECIAL SERVICES MUST BE MADE 48 HOURS AHEAD OF MEETING. TO MAKE ARRANGEMENTS, CALL RAY REYNOLDS 254-897-1471 OR (TDD) 1-800-RELAY-TX (1-800-735-2989)

Ron Hankins, President

Brett Nabors, Vice President

Margaret Drake

Dr. Steven Vacek

Bryan Barnes

Max Bly

Jeannie Simpson

**SOMERVELL COUNTY HOSPITAL DISTRICT
D/B/A GLEN ROSE MEDICAL CENTER
SPECIAL CALLED MEETING
5:30 P.M.
Thursday, October 8, 2020
Hospital Board Room
1021 Holden Street
Glen Rose, Texas 76043**

MINUTES

- I. **Meeting was called to order at 5:30 pm.**
- II. Record of Attendance
All members present with the exception of Brett Nabors, Bryan Barnes and Jeannie Simpson.
- III. Discuss and if necessary taken action to approve Board Resolution to support the Collaborative Agreement between Texas A&M University Health Science Center (TAMHSC) on behalf of the A&M Rural and Community Health Institute (ARCHI) and Glen Rose Medical Center
After some discussion, Margaret Drake made a motion to approve the above Resolution. Dr. Steven Vacek seconded the motion, and motion carried 4-0.
- IV. Public Comments
None
- V. Adjourn
Max Bly made a motion to adjourn the meeting, seconded by Dr. Steven Vacek. Motion carried 4-0. Meeting was adjourned at 5:31 pm.

THIS BUILDING IS WHEELCHAIR ACCESSIBLE, ANY REQUESTS FOR SIGN LANGUAGE INTERPRETATION OR OTHER SPECIAL SERVICES MUST BE MADE 48 HOURS AHEAD OF MEETING. TO MAKE ARRANGEMENTS, CALL RAY REYNOLDS 254-897-1471 OR (TDD) 1-800-RELAY-TX (1-800-735-2989)

Ron Hankins, President

Brett Nabors, Vice President

Margaret Drake

Dr. Steven Vacek

Bryan Barnes

Max Bly

Jeannie Simpson

GLEN ROSE MEDICAL CENTER PATIENT STATISTICAL REPORT

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	2019/2020	PYTD
	2019	2019	2019	2020	2020	2020	2020	2020	2020	2020	2020	2020		2018 - 2019
ACUTE ADMISSIONS:														
MEDICARE	11	7	18	13	15	10	6	11	10	9	13	10	133	140
MEDICARE ADV/HMO	3	3	5	7	5	2	4	2	2	4	3	6	46	66
MEDICAID	1	0	0	0	0	0	1	0	0	1	0	0	3	5
MEDICAID STAR	1	1	1	0	0	0	0	2	1	0	0	0	6	2
COMM. INS.	1	1	3	2	1	2	0	2	0	1	2	0	15	30
OTHER	3	0	0	1	1	0	0	0	1	1	1	2	10	18
TOTAL	20	12	27	23	22	14	11	17	14	16	19	18	213	261
ACUTE PATIENT DAYS:														
MEDICARE	44	23	45	33	57	26	32	34	22	27	42	38	423	402
MEDICARE ADV/HMO	12	9	10	30	15	4	12	5	7	16	4	19	143	205
MEDICAID	1	0	0	0	0	0	2	0	0	2	0	0	5	13
MEDICAID STAR	0	7	1	0	0	0	0	2	7	0	0	0	17	9
COMM. INS.	3	1	5	4	2	3	4	4	0	6	5	0	37	74
OTHER	9	0	0	2	6	0	0	0	2	1	1	5	26	43
TOTAL	69	40	61	69	80	33	50	45	38	52	52	62	651	746
OCCUPANCY %	14%	8%	12%	14%	18%	7%	10%	9%	8%	10%	10%	13%	11%	13%
ACUTE DISCHARGES:														
MEDICARE	13	8	15	15	16	8	8	11	9	8	12	13	136	139
MEDICARE ADV/HMO	3	3	4	8	5	2	4	2	2	4	2	7	46	67
MEDICAID	1	0	0	0	0	0	1	0	0	1	0	0	3	4
MEDICAID STAR	0	2	1	0	0	0	0	1	2	0	0	0	6	2
COMM.INS.	1	1	3	2	1	1	1	2	0	1	2	0	15	31
OTHER	3	0	0	1	1	0	0	0	1	1	1	2	10	18
TOTAL	21	14	23	26	23	11	14	16	14	15	17	22	216	261
CASE MIX INDEX:														
MEDICARE	1.115	1.087	0.858	0.991	1.127	1.056	0.939	1.170	1.028	1.181	1.789	1.106	1.120	0.959
MEDICARE ADV/HMO	1.222	0.777	0.911	1.027	1.230	1.021	1.005	1.186	0.813	1.435	1.801	1.057	1.124	0.934
MEDICAID	0.988	1.074	0.046	-	-	-	0.844	1.039	1.213	0.762	-	-	0.852	1.103
ALL PAYOR	1.083	1.038	0.870	1.001	1.165	1.009	1.025	1.145	1.028	1.168	1.612	1.086	1.102	0.958
A.L.O.S.														
MEDICARE	3.38	2.88	3.00	2.20	3.56	3.25	4.00	3.09	2.44	3.38	3.50	2.92	3.13	2.89
MEDICARE ADV/HMO	4.00	3.00	2.50	3.75	3.00	2.00	3.00	2.50	3.50	4.00	2.00	2.71	3.00	3.05
MEDICAID	1.00	3.50	1.00	-	-	-	2.00	2.00	3.50	2.00	-	-	2.14	3.70
COMM.INS.	3.00	1.00	1.67	2.00	2.00	3.00	4.00	2.00	2.50	6.00	2.50	2.50	2.72	2.63
OTHER	3.00	-	-	2.00	6.00	-	-	-	2.00	1.00	1.00	2.50	2.50	2.23

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	2019/2020	PYTD 2018 - 2019
	2019	2019	2019	2020	2020	2020	2020	2020	2020	2020	2020	2020	3.01	2.84
TOTAL	3.00	2.86	2.65	2.65	3.48	3.00	3.57	2.81	2.71	3.47	3.06	2.82		
SWINGBED:														
ADMISSIONS	0	0	0	0	0	0	0	0	0	0	0	0	0	0
(MCR Admissions)	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PATIENT DAYS	0	0	0	0	0	0	0	0	0	0	0	0	0	0
DISCHARGES	0	0	0	0	0	0	0	0	0	0	0	0	0	0

	OCT		NOV		DEC		JAN		FEB		MAR		APR		MAY		JUN		JUL		AUG		SEP		2019/2020		PYTD 2018 - 2019		
	2019	2019	2019	2019	2019	2019	2020	2020	2020	2020	2020	2020	2020	2020	2020	2020	2020	2020	2020	2020	2020	2020	2020	2020	2020	2020	2020	2020	2019
HOSPICE:																													
ADMISSIONS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9
PATIENT DAYS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12
DISCHARGES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9
OBSERVATION																													
ADMISSIONS	18	15	16	11	12	12	6	10	3	11	7	5	7	121	142														
ADMIT TO IP	3	0	0	0	0	0	0	0	0	0	0	1	0	4	3														
DISCHARGES	19	14	16	12	12	6	10	10	7	12	7	5	7	130	140														
PATIENT DAYS	22	16	25	16	21	7	11	13	4	10	10	4	168	187															
TOTAL PT DAYS (IP,OBS,SWB,HOSP)	91	56	86	85	101	40	61	58	51	62	56	72	819	933															
SURGERIES:																													
IP SURGERIES	1	2	0	1	1	1	1	1	2	1	1	1	2	1	7														
SWB SURGERIES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0														
OBS SURGERIES	0	0	1	1	0	0	0	2	0	1	0	0	0	6	0														
OP SURGERIES	59	46	37	43	36	17	8	23	25	15	21	20	350	227															
TOTAL SURGERIES	60	48	38	45	37	18	11	25	27	17	22	22	370	234															
SCOPES:																													
IP SCOPES	0	1	2	2	1	0	0	0	0	0	0	1	0	7	6														
SWB SCOPES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0														
OBS SCOPES	0	0	1	0	0	0	0	0	0	0	0	0	0	1	3														
OP SCOPES	78	58	76	63	73	45	9	40	59	58	64	49	672	502															
TOTAL SCOPES	78	59	79	65	74	45	9	40	59	58	65	49	680	511															
PROCEDURES OTHER	6	3	3	6	2	7	0	3	3	5	1	5	44	69															
TOTAL PATIENTS	134	104	114	109	107	65	17	64	81	77	76	74	1022	734															
TOTAL SRGS/SCOPES	138	107	117	110	111	63	20	65	86	75	87	71	1050	745															
EMERGENCY ROOM:																													
ER VISITS D/C, AMA, EXP	354	420	541	481	391	355	224	271	329	338	405	296	4405	4922															
ER TRANSFERS	26	17	32	25	33	27	22	23	23	30	31	23	312	306															
ER OBSERVATION-ADM	17	13	8	7	14	6	6	8	8	7	5	7	106	149															
ER IP-ADMITTS	14	10	25	19	18	12	9	16	10	15	13	16	177	190															
TOTAL ER	411	460	606	532	456	400	261	318	370	390	454	342	5000	5567															
SR CARE VISITS (Billed Visits)	557	408	350	459	413	267	200	278	235	223	224	278	3892	4613															
PT/OT/ST	438	386	435										1259	8319															
Cryotherapy	81	78	73										232	797															
E/R ROOM LEVELS CASE MIX	3.933	3.672	3.553	3.665	3.723	3.665	3.886	3.755	3.704	3.719	3.767	3.746	3.780	3.780															
Average Daily Census	2.23	1.33	1.97	2.23	2.76	1.06	1.67	1.45	1.27	1.68	1.73	2.00	1.78	2.04															

Public Relations/REM Report
October 2020

Public Relations

LDL/Paluxy Pedal rest stop was manned by the admin staff at GRMC.

Drive thru Flu, the staff at GRMC as well as CareFlite volunteers gave 130 flu shots.

October is Physical Therapy Month, working with Tammie Apodaca, we have highlighted each therapist from our outpatient therapy department with a photo and brief bio. We have also created 2 videos for dry needling and have posted them to multiple social media sites. In posting the videos and bios we have had several positive comments about our team and patient testimonials about their treatments.

Marketing to a select group of ortho's, delivery a basket with goodies and information about our Outpatient Therapy Dept.

Working with Shelly Hooper for a community project for our seniors in local long term care facilities for cards and notes of encouragement.

Weekly updates posted to social media with a press release from Dr. Vacek and county numbers from Judge Chambers office.

Attended local marketing meetings either in person or via zoom.

Attended Lions Club meeting and Chamber.

We will host the location for a drive food drop off with the chamber on November 12th in front of GRMC.

Collecting and delivering food donations to Papa's Pantry.

Working to finalize new website for launch.

Working with Somervell County Senior Center for drive thru lunch rotation.

REM

Kickstart My Heart Run, February 27, 2021

Golf Tournament fall of 2021

Mr. Reynolds:

As we discussed, attached is a summary prospective refunding scenario for refinancing of the District's 2008 bond issue. This issue is currently callable, with \$11.04 million of callable principal. As shown on the second page of the attached PDF file, interest rates on the existing debt range from 4.63% to 5.13% in 2029 through 2038.

Based upon the assumed interest rates used in the refunding scenario, potential savings are over \$150,000 per year, totaling \$2.64 million. These rates are indicative of approximate current market conditions, and assume an investment grade rating from Kroll rating agency. There is some concern that interest rates could increase somewhat leading up to or after the upcoming election. However, the extent of any possible movement is not known.

Moody's, Standard & Poor's, and Fitch have all revised their rating criteria for hospitals and healthcare issuers during recent years. Even for issues secured by property taxes, they are emphasizing the operations in their analysis, and taking a negative position regarding the effect of certain programs and reimbursements for rural healthcare providers. Therefore, Kroll is the potential source for a hoped for investment grade rating. As we discussed, the ability to enter the market to refund the issue in order to realize savings is predicated upon the issue achieving an investment grade rating.

As I pointed out during our discussion, the District has not been compliant with continuing disclosure requirements which were incurred by the County at the time of issuance of the 2008 bonds. The SEC requires that all non-compliance be cured, and that procedures be put in place to assure ongoing compliance, in order for market participants to be able to handle an issue by a municipal entity.

In addition to the information required to bring current the required disclosure items over the past five years, I will need to evaluate operations of the hospital. In order to review and evaluate, we will need copies of the audit reports for the past three fiscal years (2017-2019). It will also be most helpful to have unaudited operations for FYE Sept. 30, 2020, as soon as available.

Hopefully, this summary information gives indication of potential savings from refunding/refinancing. We will be pleased to discuss at anytime. And, if it is desired to proceed with the process to attempt to realize savings from the prospective refunding, we will initiate everything with bond counsel: Bickerstaff law firm in Austin was bond counsel on the original issuance.

I look forward to visiting with you. Please call on me with questions, to discuss, and for any additional information.

Thanks,
George Williford
Regional Managing Director
Hilltop Securities, Inc.

Schedule 1
REFUNDING ANALYSIS
Somervell County Hospital District
Refund Series 2008

Preliminary / Subject to Change

Year	Refunded Debt Service	Unrefunded Debt Service	New Refunding Debt Service	Savings
2021	\$ 938,613	\$ -	\$ 937,057	\$ 1,556
2022	934,975	-	779,000	155,975
2023	935,263	-	781,500	153,763
2024	938,919	-	783,000	155,919
2025	935,919	-	778,625	157,294
2026	936,794	-	783,250	153,544
2027	936,419	-	781,750	154,669
2028	939,669	-	784,125	155,544
2029	936,184	-	780,375	155,809
2030	935,947	-	780,500	155,447
2031	939,044	-	784,250	154,794
2032	935,475	-	781,625	153,850
2033	935,241	-	777,750	157,491
2034	938,084	-	782,375	155,709
2035	938,878	-	780,375	158,503
2036	937,622	-	781,750	155,872
2037	939,188	-	781,375	157,813
2038	938,447	-	784,125	154,322
	<u>\$ 16,870,678</u>	<u>\$ -</u>	<u>\$ 14,222,807</u>	<u>\$ 2,647,871</u>

Call Date	Currently Callable
Maturities	2021-2038
Refunded Principal	\$ 11,040,000
Average Coupon of Refunded Bonds	5.10%
True Interest Cost (TIC) on Refunding Bonds	2.77%
Net Present Value Savings	\$ 2,048,675

Percentage Savings of Refunded Bonds = 18.557%
--

Schedule 1a
SUMMARY OF REFUNDED BONDS
Somervell County Hospital District
Refund Series 2008
Preliminary/Subject to Change

<u>Maturity Date</u>	<u>Par Amount</u>	<u>Interest Rate</u>	<u>Refunded Amount</u>	<u>Call Date</u>
2/15/2021	\$ 390,000	4.63%	\$ 390,000	Currently Callable
2/15/2022	405,000	4.75%	405,000	Currently Callable
2/15/2023	425,000	4.75%	425,000	Currently Callable
2/15/2024	450,000	5.00%	450,000	Currently Callable
2/15/2025	470,000	5.00%	470,000	Currently Callable
2/15/2026	495,000	5.00%	495,000	Currently Callable
2/15/2027	520,000	5.00%	520,000	Currently Callable
2/15/2028	550,000	5.00%	550,000	Currently Callable
2/15/2029	575,000	5.13%	575,000	Currently Callable
2/15/2030	605,000	5.13%	605,000	Currently Callable
2/15/2031	640,000	5.13%	640,000	Currently Callable
2/15/2032	670,000	5.13%	670,000	Currently Callable
2/15/2033	705,000	5.13%	705,000	Currently Callable
2/15/2034	745,000	5.13%	745,000	Currently Callable
2/15/2035	785,000	5.13%	785,000	Currently Callable
2/15/2036	825,000	5.13%	825,000	Currently Callable
2/15/2037	870,000	5.13%	870,000	Currently Callable
2/15/2038	915,000	5.13%	915,000	Currently Callable
	<u>\$ 11,040,000</u>		<u>\$ 11,040,000</u>	

Schedule 1b

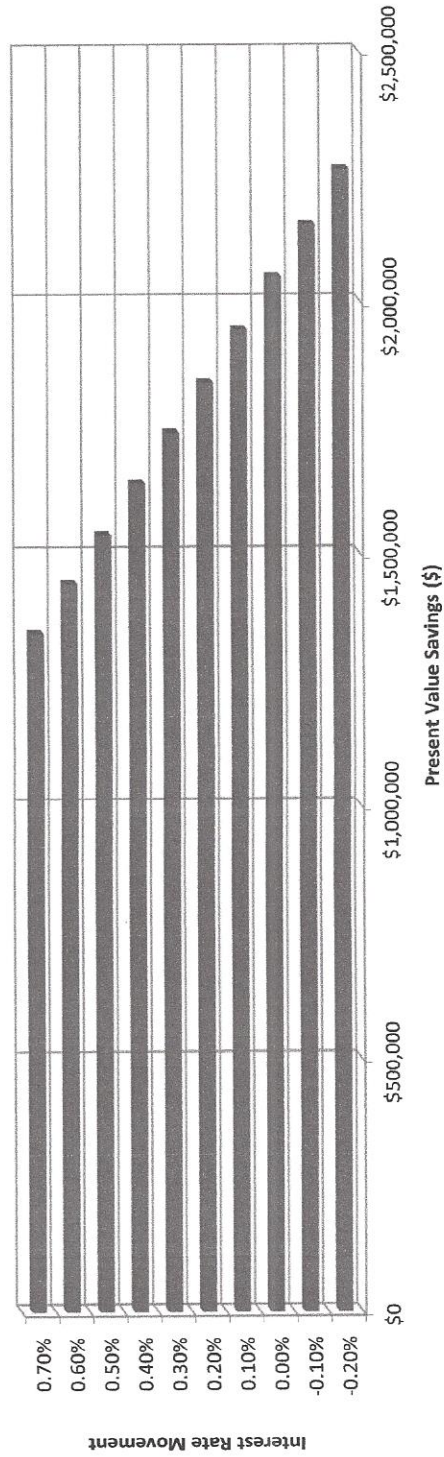
SAVINGS SENSITIVITY

Somervell County Hospital District

Refund Series 2008

Preliminary/Subject to Change

Interest Rate Change	-0.20%	-0.10%	0.00%	0.10%	0.20%	0.30%	0.40%	0.50%	0.60%	0.70%
PV Savings (\$)	2,259,264	2,153,567	2,048,675	1,944,217	1,841,198	1,740,211	1,639,004	1,539,137	1,440,658	1,343,548
PV Savings (%)	20.464%	19.507%	18.557%	17.611%	16.678%	15.763%	14.846%	13.941%	13.049%	12.170%



TEXAS WORKFORCE COMMISSION

REQUEST FOR TRAINING SKILLS DEVELOPMENT FUND COVID-19 SPECIAL INITIATIVE

Grantee: Hill College

BUSINESS PARTNER REVIEW AND REQUIRED INFORMATION:

BUSINESS PARTNER INFORMATION	
Legal Name of Business Partner:	
Contact Name & Job Title:	
Contact Email Address	
Contact Phone Number:	
Business Street Address (physical location required):	
County:	
City, State:	
9-Digit ZIP Code:	
Total Number of Employees Corporatewide:	
TWC Account Number: (<i>Account # under which business partner reports employee wages to TWC Tax Department</i>)	
4-Digit NAICS Code that Identifies Industry: (You can find these codes here: http://www.census.gov/eos/www/naics .)	

BUSINESS PARTNER EMPLOYMENT BENEFITS				
	Medical Insurance		Prescriptions	Educational Assistance
	Workers' Compensation		Vacation	401K/Pension Plan
	Dental Insurance		Holidays	Profit Sharing
	Life Insurance		Sick Days	Other:

Important: TWC conducts internal reviews on all potential Skills Development Fund business partners. TWC's review includes an analysis of the fiscal stability of the business, as well as a regulatory integrity review of the business partner's standing with federal, state, and local governments (including confirming payment of all taxes, determining the existence of pending administrative or court actions, and determining whether there are any adverse factors related to the business partner that could impact the participation in a grant).

Job Title	SOC Code	Number of NEW Employees in this Occupation to Receive Training	Number of EXISTING Employees in this Occupation to Receive Training	Hourly Wage Range Minimum Wage	Hourly Wage Range Maximum Wage	This occupation is currently: *Working Full-Time *Furloughed Worker *Laid-Off Worker *Other (Describe below)

Note: New employees are those hired by the applying business within 12 months prior to TWC's receipt of the request for training. Existing employees are those employed by the applying business longer than 12 months prior to TWC's receipt of the request for training.

Wages for each occupation must be equal to or greater than the prevailing wage for that occupation in the local labor market pursuant to 40 Texas Administrative Code § 803.13. TWC staff will confirm that the minimum wage listed meets this requirement.

Skills Development Fund Grant Reporting Requirements:

1. Skills Development Fund grants require specific data on each participating trainee. This includes information such as the trainee's full name, Social Security Number (SSN), mailing address, birth date, and other relevant information pertaining to the participant and training. *

There is NO alternative to the use of an SSN as the identifier of individual trainees participating in Skills Development Fund projects at this time. TWC requires reports to contain an SSN for individual trainees. There is no exception.

**TWC staff, Local Workforce Development Board (Board) staff, and TWC grantees must ensure the security of personally identifiable and other sensitive information, and maintain such information in accordance with TWC standards and security measures.*

2. With regard to the above requirement, please address the following:

- a) Has your company/organization adopted any policies that would prevent you from meeting the reporting requirements outlined above? *

Applicant Response:

- b) If so, how will you meet the reporting requirement outlined above if a Skills Development Fund grant is awarded for the proposed project?

Applicant Response:

3. Please read the Business Partner Acknowledgement and Assurances on Page 3, and sign (e-signature acceptable) to indicate understanding of as well as agreement to roles and responsibilities for participation in approved training.

Business Partner Acknowledgement and Assurances:

By signing below, the business partner hereby assures and acknowledges the following:

- The business partner provides equal opportunity without regard to race, color, sex, religion, national origin, age, disability, or political affiliation or belief.
- The business partner conforms to all applicable federal and state laws, rules, guidelines, regulations, and executive orders, and provides equal employment opportunities in all employment and employee relations.
- The business partner will comply with the Fair Labor Standards Act (FLSA), 29 U.S.C. Chapter 8.
- The business partner does not serve on the Board of the Grantee.
- The business partner agrees to adhere to all reporting requirements, as well as the rules and regulations governing this funding, including, but not limited to: Texas Administrative Code, Title 40, Part 20, Chapter 803 and Texas Labor Code, Chapter 303.
- Project participants are full-time employees of the contracted business partner;
- The contracted business partner is contributing Texas Unemployment Insurance taxes for participants that receive training under this grant award;
- By the completion of the training project, the wages paid to project participants under this grant award meet or exceed the approved prevailing wage corresponding to their respective job titles; and
- To employ project participants for at least ninety (90) days after completion of training.

Authorized Signature representing Business Partner Title
(e-signature acceptable)

Date

