

Tulare Local Health Care District
Evolutions Oversight Committee Meeting Minutes
Wednesday, June 20, 2018
Board Convenes at 6:30 pm
Evolutions Fitness & Wellness Center
1425 East Prosperity Avenue, Tulare, CA 93274

In Attendance:

Derek Jackson Chair	Mike Jamaica	Hospital Board liaison
Philip Smith	Joseph Soares	EVO legal counsel
Alberto Aguilar	Paul Atlas	EVO management
Linda Crase	Jayne Presnell	Evolutions Manager

Absent:

Courtney Waters
Ken Nunes EVO CPA

I. Call to order

Meeting was called to order at 6:30 p.m.

Minutes of the May 16, 2018 meeting

Linda Crase moved to approve the minutes. Phil Smith seconded the motion. Approved 4-0.

II. Citizen Requests / Public Comments;

Sally Boucher
Dick Boucher

Phil Smith commented that Silver Sneakers can be considered at a later time or suggested other alternatives be considered. Jayne asked if the program managers she spoke with would re-considered the reimbursement amount. She is still talking with them.

III. Update, review, and discussion with Evo Management Company, LLC on the financial condition of Evolution Fitness Center

Joseph Soares presented the financial report (see attached)
He reported that dues are up and enrollment fees are steady. Salaries and wages are consistent. In category 517.02 Office Subscription there was an increase. Datsco Software had not been billing Evolutions for their monthly subscription. The amount in May, 2018 brings the account current. No significant repairs had been made last month. Utilities have increased due to warmer weather.

Phil Smith indicated bank charges may be going down due to phone calls he made.

Rent due to TRMC is \$12,160.72.

Phil Smith asked why personal trainer rent went down. Jayne Presnell said one trainer is in Norway for a month. Phil also inquired who was included under the category of independent-contractors. Jayne responded that those are the group exercise instructors. They submit invoices which are reviewed by the group exercise coordinator then forwarded to EVO management for review. They are paid per class and the designation was changed when Evolutions reopened.

In addition, Phil Smith inquired about the rise of environmental services from \$8063.00 in 1/18 to \$10,489.17 in May. Jayne said that category includes landscaping and the night janitorial service. Jayne was not sure what the increase was. Jayne then reported that Callahan's Landscaping does extra service upon request and she said they did perform additional services in April and May.

Phil reported new bank processing fees should kick in in June. Hopefully will see in July. Some adjustment was made, but not sure how much.

Joseph reported that the physical therapy area was rented to Pro PT. They have 9 offices in the area. Phil Smith asked if Zeeb was the leasing agent. Joseph reported Zeeb and Craig Smith were both listing the rental spaces.

Alberto Aguilar asked why nothing reported in the Tax and License category. Jayne replied that they usually pay the County pool permit on an annual basis. Alberto also asked about utilities. Water and sewer and gas bills go directly to the hospital for payment. Electricity is the only utility sent directly to Evolutions.

Derek Jackson asked about category 525, general supplies. He asked why charges have climbed to \$2761.11 in May. Jayne explained they had cards printed as well as three invoices from Waxie. Phil Smith asked if Waxie was vendor stocked. Jayne said Evolutions orders their products.

Paul Atlas said Pro PT will cause an increase in supplies, utilities, and maintenance. These costs will take away from the amount given to the hospital. He estimates costs will rise 10 – 15%. Phil Smith said the lease payment will go directly to the hospital. If Pro PT wants additional services EVO may charge. Pro PT will open July 2nd. They have taken out desks and some cabinets and have painted. The lease payment is \$1.60 per square foot. Phil Smith noted that is similar to retail space in Fresno. Paul Atlas felt the negotiation left something to be desired. Pro PT will provide their own phones and computers.

Per public comment regarding shades on the windows, Paul Atlas responded that he has received a couple of comments about the glare and heat through the windows. He said it is something EVO needs to look in to.

Alberto Aguilar moved that the financials be approved. Phil Smith seconded. Approved 4-0.

IV. Adjournment

Meeting adjourned at 7:00 p.m.