



## **ETHAN Health Meeting Minutes**

**Date:** 12/16/2024

**Time:** 08:00 – 09:15 AM

**Location:** Mayor's Conference Room, City Hall Basement

**Facilitator:** Dr. Teresa Tran/ Gaby Rowe

**Note Taker:** Dr. Theresa Tran

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### **Attendees:**

Dr. Theresa Tran, Dr. Esmail Porsa, Ms. Lindsay Lanagan, Ms. Lori Upton, Dr. David Persse, Mr. Chris Newport, Ms. Gaby Rowe

### **Absentees:**

Mr. Raamel Mitchel

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## **1. Agenda**

- a. Call to Order
  - b. Presentation on the History of ETHAN - Dr. David Persse
  - c. Discussion and possible action concerning:
    - i. ETHAN Health ILA
    - ii. Creation of ETHAN Health Transition Plan
    - iii. Hiring a Project Management Consultant/ Reassignment of Grow Contract
  - d. Next Meeting/Other Business
    - i. Set date for next meeting
    - ii. Other business
  - e. Adjourn
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## **2. Key Discussion Points**

1. Presentation on the History of ETHAN - Dr. David Persse
  - o Dr. David Persse presented on the history of ETHAN and discussed timeline, payor mix, the physician role, licensing plan, competitors, and target population.
2. Review of ETHAN Health ILA – Gaby Rowe
  - o Board Members voted and Approved ETHAN Health ILA
3. Hiring a Project Management Consultant/ Reassignment of Grow Contract & Creation of ETHAN Health Transition Plan
  - o Board Members voted and Approved Hire GROW Associates as ETHAN Health's Project Management Consultant



- Grow Associates led by Gaby Rowe will create the ETHAN Health Transition Plan.
  - 4. Ms. Lindsay Lanagan was appointed as the Board Secretary
  - 5. Ms. Lori Upton was appointed as the Board Treasurer
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### 3. Motions and Decisions

The board discussed the following Motions and Decisions and voted in favor of each action as follows:

- **Allow the board chair to appoint interim legal counsel**
  - Board Vote
    - **For:** Dr. Theresa Tran, Dr. Esmaeil Porsa, Ms. Lindsay Lanagan, Ms. Lori Upton
    - **Against:** None
    - **Abstain:** None
    - **Motion Passed:** 4-0-0
  - Responsible: Dr. Theresa Tran
- **Allow the board chair to hire a bank for the transfer of funds from the City of Houston**
  - Board Vote
    - **For:** Dr. Theresa Tran, Dr. Esmaeil Porsa, Ms. Lindsay Lanagan, Ms. Lori Upton
    - **Against:** None
    - **Abstain:** None
    - **Motion Passed:** 4-0-0
  - Responsible: Dr. Theresa Tran & Gaby Rowe
- **Approve the ETHAN Health ILA**
  - Board Vote
    - **For:** Dr. Theresa Tran, Dr. Esmaeil Porsa, Ms. Lindsay Lanagan, Ms. Lori Upton
    - **Against:** None
    - **Abstain:** None
    - **Motion Passed:** 4-0-0
- **Approve the ETHAN Health ILA**
  - Board Vote
    - **For:** Dr. Theresa Tran, Dr. Esmaeil Porsa, Ms. Lindsay Lanagan, Ms. Lori Upton



- **Against:** None
  - **Abstain:** None
  - **Motion Passed:** 4-0-0
- **Hire GROW Associates as ETHAN Health's Project Management Consultant**
  - Board Vote
    - **For:** Dr. Theresa Tran, Dr. Esmaeil Porsa, Ms. Lindsay Lanagan, Ms. Lori Upton
    - **Against:** None
    - **Abstain:** None
    - **Motion Passed:** 4-0-0
- **Allow the board chair to negotiate a contract with GROW Associates**
  - Board Vote
    - **For:** Dr. Theresa Tran, Dr. Esmaeil Porsa, Ms. Lindsay Lanagan, Ms. Lori Upton
    - **Against:** None
    - **Abstain:** None
    - **Motion Passed:** 4-0-0
  - Responsible: Dr. Theresa Tran & Gaby Rowe
- **Appoint Ms. Rowe as ETHAN Health's liaison to the City of Houston**
  - Board Vote
    - **For:** Dr. Theresa Tran, Dr. Esmaeil Porsa, Ms. Lindsay Lanagan, Ms. Lori Upton
    - **Against:** None
    - **Abstain:** None
    - **Motion Passed:** 4-0-0
- **Create the ETHAN Health Transition Plan, led by Gaby Rowe and Grow Associates**
  - Board Vote
    - **For:** Dr. Theresa Tran, Dr. Esmaeil Porsa, Ms. Lindsay Lanagan, Ms. Lori Upton
    - **Against:** None
    - **Abstain:** None
    - **Motion Passed:** 4-0-0
  - Responsible: Gaby Rowe & Grow Associates
  - Due Date: 12/26/2024
- **Appointment of Board Secretary - Ms. Lindsay Lanagan**
  - Board Vote
    - **For:** Dr. Theresa Tran, Dr. Esmaeil Porsa, Ms. Lindsay Lanagan, Ms. Lori Upton
    - **Against:** None



- **Abstain:** None
  - **Motion Passed:** 4-0-0
  - **Appointment of Board Treasurer - Ms. Lori Upton**
    - Board Vote
      - **For:** Dr. Theresa Tran, Dr. Esmacil Porsa, Ms. Lindsay Lanagan, Ms. Lori Upton
      - **Against:** None
      - **Abstain:** None
      - **Motion Passed:** 4-0-0
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## 5. Next Steps & Future Meetings

- **Next Meeting:**

Tuesday, January 7, at 8:30-10:00 AM  
Harris Health - 4800 Fournace Place Bellaire TX, 77401
  - **Next Meeting Agenda Items:**
    - Call to Order
    - Discussion and Possible Action Concerning:
      - Ratify 12/16/24 ETHAN Health Board Meeting minutes
      - Updates from Board Chair on motions taken at board meeting held on 12/16/24
      - Discussion of the Ethan Health Transition Plan
      - Update from City Liaison on the status of the Licensing Agreement
      - Contracting Legal Council
    - Next Meeting/Other Business
      - Set date for next board meeting
      - Other business
    - Adjourn
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## 6. Additional Notes

- The board was asked to look out for time-sensitive emails within the upcoming weeks regarding the ETHAN Health Transition Plan
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**Meeting Adjourned:** 09:03 AM

**Minutes Submitted by:** Jessica Coffey

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