

# UNIVERSITY of HOUSTON SYSTEM

## System's Chief Financial Officer Meeting

January 9, 2025

11:00am – 1:00pm

In Person Meeting – Suite 226 E. Cullen Building

### Meeting Minutes

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Raymond S. Bartlett, UHS/UH

Kim Thomas, UHD (virtual)

Marty Baylor, UHCL (virtual)

Dr. Beverly Shuford, UHV (virtual)

Dr. Emily Messa, UHS/UH – Administration

David Oliver, UHS/UH – Facilities

Karin Livingston, UHS/UH – Finance

11:00am – 12:30pm (Meeting)

**1. Tuition and Fees to the Board:**

The group discussed proposed tuition and fee items to be presented to the Board at the February meeting and a proposed timeline from System Finance for submitting updates to supporting documents.

**2. UHS Food Service Contract:**

E. Messa reviewed the timeline for the evaluation of the current UHS food service contract and potential changes.

**3. System Shared Service Assessment Methodology and Use of Fund Balances:**

The group discussed a proposed strategy for the assessment methodology for system shared services.

**4. OGC's Contract Processing Delays and the Use of DocuSign for Contracts:**

The group discussed contract processing and strategies to realize efficiencies in the contracting process.

**5. Insurance Program Management**

K. Livingston presented proposed updates in property value for review and a proposal to increase the value for named storms.

**6. Open Discussion:**

The group discussed B-on-Time funding rules and requirements.

12:30pm – 1:00pm (Closed Session with the CFOs)

Next System's CFOs Meeting (in-person):

Date: Feb 13, 2025

Time: 11am-1pm

Location: Ezekiel W. Cullen Building, Room 226