

**METROCARE SERVICES**

**BOARD OF TRUSTEES  
MEETING MINUTES OF**

**May 26, 2011**

# METROCARE SERVICES

## REGULAR MONTHLY MEETING of the BOARD OF TRUSTEES

### MINUTES OF May 26, 2011

A Regular Meeting of the Board of Trustees of Metrocare Services convened on Thursday, May 26, 2011 at 101 N. Zang Blvd, Dallas, Texas 75208.

#### **I. Call To Order/Roll Call**

Ms. Noble, Madame Chair, declared a quorum present and called the meeting to order at 1:40 pm.

The following Trustees were present:

Ms. Julia P. Noble, Madame Chair  
Ms. Verlean Walton-Brooks, Vice Chair  
Mr. Herbert H. Kamm, Board Secretary  
Mr. Greg Allbright  
Mr. Craig Jeffery  
Ms. Jill L. Martinez  
Ms. Judy N. Myers  
Dr. Carol S. North  
Mr. Juan R. Perez

**Staff Present:** Dr. James Baker, Linda Thompson, Kyle Munson, Dr. Judith Hunter, Tom Clark, Brenda Cosens and Lindsay Zimmerman.

**II. CITIZENS' COMMENTS:** The procedure for public comments was available at the meeting for those interested. No public comment was received.

#### **III. ISSUES TO BE CONSIDERED:**

**Consideration of Approval of the Minutes of the Metrocare Services Board Meeting for April 26, 2011.** Ms. Noble called for the approval of the minutes of the previous meeting.

Motion: Mr. Jeffery moved approval of the minutes of April 26, 2011, board meeting. Ms. Walton-Brooks seconded the motion, and the motion carried.

#### **Madame Chair's Report**

Ms. Noble extended the Board's condolences to Dr. North on the death of her father in the month of April.

**Announcement of Appointment of Ms. Judy Myers to the Metrocare Board of Trustees:** Ms. Noble introduced and welcomed Ms. Judy Myers to the Metrocare Board. Ms. Myers received her Board Training on May 16<sup>th</sup> and was sworn in at that time.

Ms. Noble said that Ms. Myers and Dr. Perez have agreed to serve on the Quality and Authority Committee. Ms. Myers will also be serving on the Finance and Administration Committee.

Ms. Noble asked the Board to think of any suggestions or comments they might have on next year's Business Plan. June is the last month to present these ideas to Dr. Baker as the Board does not meet in July and the Board will be asked to approve the Business Plan in August.

**Next Committee and Board meeting schedule:** Ms. Noble said that next month both the committee meetings and the Board meeting occur in the same week.

- On the third Tuesday, June 21st the Provider Services Committee will meet at 11:30 am with the Philanthropy Committee meeting following immediately after at approximately 12:15 pm and the Finance and Administration Committee following at approximately 1:00 pm. The meetings will be held at 1380 River Bend Dr., in the Charles Cooper Board Rm.
- The Board will meet on the 4<sup>th</sup> Thursday of the month - June 23rd at our 1380 River Bend facility in the Charles Cooper Board Rm.
- 12:45 Quality and Authority Committee meeting.
- 1:00 Board Training - Dr. Carol North – Emergency preparedness
- 1:30 Board meeting. The Legislative Committee will meet as a committee of the whole during our Board meeting.

Ms. Noble discussed possible dates for a Board retreat to go over the Strategic Plan.

### **Chief Executive Officer's Report:**

#### **Consideration of Acceptance of Chief Executive Officer's Report:**

Dr. Baker presented a detailed report of the centerwide indicators for the month of April 2011.

Motion: Mr. Jeffery made a motion to accept the Chief Executive Officer's Report for April 2011. Dr. Perez seconded, and the motion carried.

**Finance and Administration Committee:** Mr. Jeffery called on Mr. Munson to present his report.

**Consideration of Acceptance of the Financial Report for April 2011 (unaudited):** Mr. Munson said the report had been presented at the Finance Committee and asked if there were any questions.

Mr. Jeffery said the committee recommended the acceptance of the Financial Report for April 2011. Ms. Noble said a second is not required, as the recommendation came from the committee. Motion carried.

**Consideration of Approval of Revision to the Center By-Laws:** Ms. Thompson said the report was presented at the Finance and Administration Committee. There were no changes recommended to the Center By-Laws.

Mr. Jeffery said the committee recommended the Approval of the Center By-Laws. Ms. Noble said a second is not required, as the recommendation came from the committee. Motion carried.

**Consideration of Approval of Revision to the Center Plan:** Ms. Thompson said the report had been presented at the Finance Committee.

Mr. Jeffery said the committee recommended the Approval of Revision to the Center Plan. Ms. Noble said a second is not required, as the recommendation came from the committee. Motion carried.

**Report of the Provider Services Committee:** Dr. North referred to Dr. Hunter to present her report.

**Consideration of Acceptance of Medical Staff Services Report for April 2011:** Dr. Hunter said her report was presented at the Provider Services committee.

Dr. North said this comes as a committee recommendation. Ms. Noble said a second is not required, as the recommendation came from the committee. Motion carried.

**Consideration of Acceptance of Behavioral Health Service Delivery Report for April 2011:** Mr. Clark said there are no changes to his report.

Dr. North said this comes as a committee recommendation. Ms. Noble said a second is not required, as the recommendation came from the committee. Motion carried.

**Consideration of Acceptance of the Developmental Disabilities Report for April 2011:** Ms. Cosens said the report was presented at the Provider Services Committee. There were no significant changes to this report.

Dr. North said this comes as a committee recommendation. Ms. Noble said a second is not required, as the recommendation came from the committee. Motion carried.

**Report of the Quality and Authority Services Committee:** Ms. Walton-Brooks referred to Ms. Thompson to present the Quality and Authority Committee report.

**Consideration of Approval of the Quality Management Report for April 2011:** Ms. Thompson presented a verbal summary of the Quality Management report for the month of April. There were no questions posed for this item.

Motion: Ms. Walton-Brooks moved approval of the Quality Management report for the month of April 2011. Mr. Jeffery seconded the motion, and the motion carried.

**Report of the Philanthropy Committee:** Mr. Allbright referred to Ms. Zimmerman to provide the Philanthropy Committee report for April in Ms. Stephens absence.

**Consideration of Acceptance of the Development and Community Education Report for April 2011:** There were no questions posed for this item.

Mr. Allbright said this comes as a committee recommendation. Ms. Noble said a second is not required, as the recommendation came from the committee. Motion carried.

Ms. Zimmerman invited all of the Board members to attend the launch of the Center for Education and Research at Metrocare scheduled to take place on Monday, June 6, 2011 at 11:00 am at our River Bend location.

Mr. Allbright presented a handout of the Meal for the Minds and talked of the different ways it offered for Board members to support this annual event. He suggested to the full Board that each member support Meal for the Minds through the possible initiatives.

**Report of the Legislative Action Committee:** Dr. Perez referred to Mr. Hernandez to provide the Legislative Action Committee report for the month of April. Dr. Baker presented this report in Mr. Hernandez absence.

**Consideration of Acceptance of the Legislative Action Committee Report for April 2011:** Dr. Baker presented a verbal summary of the Legislative Action Report for the month of April.

Motion: Mr. Allbright moved to accept the Legislative Action Committee Report for April 2011. Mr. Jeffery seconded. The motion carried.

**IV. EXECUTIVE SESSION:** There were no issues requiring an executive session.

- V. **MEETING ADJOURNMENT:** There being no further business to come before the Board, the meeting adjourned at 2:20 pm.

Minutes approved by:

  
Herbert H. Kamm, Board Secretary

Minutes recorded, transcribed and distributed by:  
Martha L. Toscano  
Assistant to the CEO and Metrocare Board of Trustees