

AGENDA

DALLAS METROCARE SERVICES April 27, 2006

TRAINING

Mental Health “Resiliency and Disease Management” Model
and Clinical Outcomes Measures
(12:45 –1:30)

REGULAR MEETING OF THE BOARD OF TRUSTEES
starting at approximately 1:30 pm
1360 River Bend Dr. (Board Room)

Page

I. Call to Order & Roll Call

II. Invocation

III. Citizen Comments (Limited to 3 minutes)

IV. Issues to be Considered

1. ❖ Consideration of Approval of March 23, 2006 Board Meeting Minutes 9119 – 9127
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Mr. Cooper 2. **Chairman’s Report**

Election of Vice – Chair of Board of Trustees

Dr. Baker 3. **Chief Executive Officer’s Report**

Success Story: *March for Respect* (John Luna, presenter)

In the Spirit of Diversity: *Spanish signs* (Cindy Higgs, presenter)

Report on Centerwide Benchmarks

9128 – 9133

Mr. Orr **Business & Finance Committee Report**

Operational Excellence Reports

- Kyle Munson 4. Monthly Financial Reports – March 2006

- ❖ Consideration of Approval of Financial Reports for March 2006 (Unaudited) 9134 –9136

Consideration of Approval of Revision to Board Policies

Kyle Munson	6.	❖	<ul style="list-style-type: none">▪ 4.03 Policy on Unreserved Net Assets▪ 4.04 Policy on Expenses▪ 4.07 Policy on Property/Facility/Acquisition and Dispositions▪ 4.08 Policy on Lease Property	9142 – 9156
Jesse Aguilera	7.		Revenue Diversification Report	9157 – 9158
Kyle Munson	8.		Report on Investment in Human Assets	9159

Dr. Nace

Service & Program Committee Report

Operational Excellence Reports

Linda Thompson	9.		Report on Mental Retardation Authority	9160 – 9173
Dr. Graves	10.		Report on Mental Retardation Provider Programs	9174 – 9175
Dr. Graves	11.		Report on Mental Health Programs	9176 – 9177
Linda Thompson	12.	❖	Consideration of Approval of Revision to Board Policy 2.01 <ul style="list-style-type: none">▪ Policy on Client Service Delivery	9178 – 9182

Clinical Outcomes Reports

Linda Thompson Dr. Graves	13.		Centerwide Clinical Outcomes Report	9183 – 9186
Dr. Motgi	14.		Intensive Services Quality Improvement Team Report	9187
John Luna	15.		Community Partnerships Report	9188

Mr. Garza

Audit Committee Report

Kyle Munson	16.	❖	Consideration of Approval of Request for Proposals for Internal Audit Function	9189 – 9202
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V.

Executive Session

Announcement of Closed Session in accordance with Subchapter D. Sections 551.071 – 551.075 to discuss personnel matters, litigation, acquisition of real property, for the purpose of discussing negotiated contracts for prospective gifts or donations to the Center when such discussions would have a detrimental effect on the negotiating position of the Center and a third person, firm or corporations, and to receive information from and/or question employee(s) without deliberating on the subject matter.

VI.

Reconvene into Open Session

VII.

Meeting Adjournment



NOTICE

Dallas Metrocare Services, Board of Trustees, will meet in Regular Session at approximately 1:30 pm on Thursday, April 27, 2006. Prior to the regular session, a Board training session will be held, beginning at 12:45 pm. The meeting will be held at 1360 River Bend Drive, Dallas, Texas 75247 - 4914 (Board Room).

If you need additional assistance to effectively participate in or observe this meeting, please notify the Administrative Office at 214.743.1201, at least 24 hours prior to this meeting, so that reasonable accommodations can be made to assist you.

The attached agenda items will be discussed/acted upon. A portion of the meeting may be closed as allowed by Subchapter D, Sections 551.071 - 551.075, to discuss personnel matters, litigation, acquisition of real property, for the purpose of discussing negotiated contracts for prospective gifts or donations to the Center when such discussion would have a detrimental effect on the negotiating position of the Center and a third person, firm or corporation, and to receive information from and/or question employee(s) without deliberating on the subject matter.

Charles M. Cooper, Chairperson
DMS Board of Trustees

By: Martha L. Toscano
Assistant to the CEO



NOTICE

Dallas Metrocare Services, Board of Trustees, will hold a meeting of the **Service and Program Committee on Thursday, April 20, 2006 at 11:30 a.m.** The meeting will be held at 1360 River Bend Drive - Dallas, Texas (Board Room).

The attached agenda items will be discussed/acted upon. A portion of the meeting may be closed as allowed by Subchapter D, Sections 551.071 - 551.075 to discuss personnel matters, litigation, acquisition of real property, for the purpose of discussing negotiated contracts for prospective gifts or donations to the Center when such discussions would have a detrimental effect on the negotiating position of the Center and a third person, firm or corporation, and to receive information from and/or question employee(s) without deliberating on the subject matter.

Dr Edgar Nace, Chairman
Service and Program Committee

Charles M. Cooper, Chairperson
Board of Trustees

By: Martha L. Toscano
Assistant to the CEO

AGENDA

DALLAS METROCARE SERVICES

Service and Program Committee Meeting
Thursday, April 20, 2006 at 11:30 AM
Board Room

Dr Edgar Nace, Chairman
Teresa Hawthorne
Charles M. Cooper, ex officio

	I.			CALL TO ORDER
	II.			CITIZEN COMMENTS (Please limit to 3 minutes)
	III.			ISSUES TO BE CONSIDERED
Dr. Nace	1.	❖		Approval of the March 16, 2006 Service and Program Committee Meeting Minutes
Dr. Baker	2.			Discussion of Centerwide Benchmarks
				OPERATIONAL EXCELLENCE REPORTS
Linda Thompson	3.			Report on Mental Retardation Authority
Dr. Graves	4.			Report on Mental Retardation Provider Programs
Dr. Graves	5.			Report on Mental Health Programs
Linda Thompson Dr. Graves	6.	❖		Recommendation of Approval of Revision to Board Policy <ul style="list-style-type: none">▪ 2.01 Policy on Client Service Delivery
				CLINICAL OUTCOMES REPORTS
Linda Thompson Dr. Graves	7.			Centerwide Outcomes Report
Dr. Motgi	8.			Intensive Services Quality Improvement Team Report
John Luna	9.			Community Partnerships Report
	IV.			MEETING ADJOURNMENT
		❖		<i>Designates items on which the Board may take action</i>



NOTICE

The Dallas Metrocare Services Board of Trustees will hold a meeting of the **Business and Finance Committee on Thursday, April 20, 2006 at approximately 12:45 p.m.** The meeting will be held at 1360 River Bend Drive - Dallas, Texas (Board Room).

The attached agenda items will be discussed/acted upon. A portion of the meeting may be closed as allowed by Subchapter D, Sections 551.071 - 551.075 to discuss personnel matters, litigation, acquisition of real property, for the purpose of discussing negotiated contracts for prospective gifts or donations to the Center when such discussions would have a detrimental effect on the negotiating position of the Center and a third person, firm or corporation, and to receive information from and/or question employee(s) without deliberating on the subject matter.

Fred Orr, Chairperson
Business and Finance Committee

Charles M. Cooper, Chairperson
Board of Trustees

By: Martha L. Toscano
Executive Administrative Assistant

AGENDA

DALLAS METROCARE SERVICES

Business and Finance Committee Meeting
Thursday, April 20, 2006
at approximately 12:45 PM
(Immediately following the
Service and Program Meeting)
Board Room

Fred Orr, Chairperson
Charles Poffenbarger, Vice-Chair
John Driver
Charles M Cooper, ex officio

	I.			CALL TO ORDER
	II.			CITIZEN COMMENTS (Please limit to 3 minutes)
	III.			ISSUES TO BE CONSIDERED
Mr. Orr	1.	❖		Approval of March 16, 2006 Business and Finance Committee Meeting Minutes
Dr. Baker	2.			Discussion of Centerwide Benchmarks
				OPERATIONAL EXCELLENCE REPORT
Kyle Munson	3.			Monthly Financial Report – March 2006
		❖		Recommendation of Approval of Financial Report for March 2006 (Unaudited)
Kyle Munson	4.	❖		Recommendation of Approval of Mid-Year Budget Adjustment
Kyle Munson	5.	❖		Recommendation of Approval of Revision to Board Policies <ul style="list-style-type: none">• 4.03 Policy on Unreserved Net Assets• 4.04 Policy on Expenses• 4.07 Policy on Property/Facility Acquisition and Disposition• 4.08 Policy on Lease Property
Jesse Aguilera	6.			REVENUE DIVERSIFICATION REPORT
Kyle Munson	7.			REPORT ON INVESTMENT IN HUMAN ASSETS
	IV.			MEETING ADJOURNMENT
		❖		<i>Designates items on which the Board may take action</i>



NOTICE

Dallas Metrocare Services, Board of Trustees, will hold a meeting of the **Audit Committee on Thursday, April 20, 2006 immediately following the Business and Finance Meeting at approximately 1:45 pm.** The meeting will be held at 1360 River Bend Drive - Dallas, Texas (Board Room).

The attached agenda items will be discussed/acted upon. A portion of the meeting may be closed as allowed by Subchapter D, Sections 551.071 - 551.075 to discuss personnel matters, litigation, acquisition of real property, for the purpose of discussing negotiated contracts for prospective gifts or donations to the Center when such discussions would have a detrimental effect on the negotiating position of the Center and a third person, firm or corporation, and to receive information from and/or question employee(s) without deliberating on the subject matter.

Jorge A. Garza, Chairman
Audit Committee

Charles M. Cooper, Chairperson
Board of Trustees

By: Martha L. Toscano
Assistant to the CEO

AGENDA

DALLAS METROCARE SERVICES

Audit Committee Meeting
Thursday, April 20, 2006
(immediately following the
Business and Finance Committee Meeting
at approximately 2:00 pm)
Board Room

Jorge A. Garza, Chairman
Charles M. Cooper
Charles A. Migl

	I.	CALL TO ORDER
	II.	CITIZEN COMMENTS (Please limit to 3 minutes)
	III.	ISSUES TO BE CONSIDERED
	1.	❖ Approval of January 19, 2006 Audit Committee Meeting Minutes
Kyle Munson	2.	DMS Update on Risk Assessment and Internal Audit Staffing Discussion
	IV.	MEETING ADJOURNMENT
		❖ <i>Designates items on which the Board may take action</i>
