



NOTICE

Metrocare Services, Board of Trustees, will hold a meeting of the **Finance and Administration Committee on Thursday, May 21, 2009 immediately following the Provider Services Committee at approximately 12:15 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.

Chairman – (Vacant)
Finance and Administration Committee

Julie P. Noble, Madame Chair
Board of Trustees

By: Martha L. Toscano
Administrative Assistant to Board/CEO

AGENDA METROCARE SERVICES

Finance and Administration Committee Meeting
Thursday, May 21, 2009
At approximately 12:15 pm
(Immediately following the Provider Services Committee)

Board Room
Chairman (Vacant)
Mr. Craig Jeffery, Vice Chair
Mr. Greg Allbright
Mr. Charles Cooper
Ms. Elsa Rodriguez
Mrs. Julie P. Noble, ex officio

I. CALL TO ORDER

II. CITIZEN COMMENTS (Please limit to 3 minutes)

III. ISSUES TO BE CONSIDERED

Mr. Orr 1. ❖ Approval of April 16, 2009 Finance and Administration Committee Meeting Minutes

FISCAL MANAGEMENT REPORTS

Kyle Munson 2. ❖ Recommendation of Approval of Financial Report for April 2009 (Unaudited)
The chief financial officer will review the income statement, cash flow, receivable and payables report for the prior month.

Kyle Munson 3. ❖ Recommendation of Approval of Revision to the VALIC Retirement Savings Plan
The chief financial officer will review the Revisions to the VALIC Retirement Plan as amended.

Kyle Munson 4. ❖ Recommendation of Acceptance of Management Response to the Internal Audit Report on HIPAA

Kyle Munson 5. Verbal Report on Proposed Sale of the Hillside Campus

Kyle Munson 6. ❖ Recommendation of Approval of Revision to Board Policy 4.04
• Policy on Travel Expenses

Kyle Munson 7. ❖ Recommendation of Changes to the Board and Committee Meeting Schedule, and to Board Policy 1.06
• Policy on Board Organizational Structure and Officers

IV. MEETING ADJOURNMENT

❖ *Designates items on which the Board may take action*
