



# NOTICE

Metrocare Services, Board of Trustees, will meet in Regular Session at approximately 1:30 pm on Thursday, August 25, 2011. The meeting will be held at 1360 River Bend Drive/Dallas, Texas 75247 (Charles M. Cooper, 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 72 hours prior to this meeting, so that reasonable accommodations can be made to assist you.

A portion of the meeting may be closed pursuant to Chapter 551 of the Texas Government Code to receive advise from counsel; to deliberate the purchase or lease of real estate; to deliberate the contract for a gift; to deliberate personnel issues; or, to deliberate regarding security.

Julia P. Noble, Madame Chair  
Metrocare Board of Trustees

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

# AGENDA

## METROCARE SERVICES

August 25, 2011

REGULAR MEETING OF THE BOARD OF TRUSTEES

starting at 1:30 pm (Charles Cooper, Board Room)

1360 River Bend Dr/Dallas, TX 75247-4914

- Mrs. Noble
- I. **Call to Order & Roll Call**
  - II. **Citizen Comments** (Limited to 3 minutes)
  - III. **Issues to be Considered**

- ❖ Consideration of Approval of June 23, 2011 Board Meeting Minutes

### Madame Chair Report

Ad hoc Compensation Review Committee – Mr. Jeffery

Board Liaison reports:

- Texas Council 26<sup>th</sup> Annual Conference (Ms. Julia P. Noble, Board Liaison).

### Chief Executive Officer Report

The Club Presentation – Shakina Walker, presenter

Consideration of Acceptance of CEO Report for FY11 Business Plan Progress through July 2011

Dr. Baker



The chief executive officer will present a summary of the performance of the center that includes its financial performance, its performance on clinical outcomes, its performance on strategic measures, its contract compliance, its performance on governance measures, and its performance on measures related to stakeholder relationships, as well as management's plans to address deficiencies therein.

### Strategy 1: Assure Adequate funding for Our Mission

Mr. Jeffery

### Report of the Finance and Administration Committee

Consideration of Acceptance of Financial Report for June 2011 (Unaudited)

Kyle Munson



The chief financial officer will review the income statement, cash flow, receivable and payables report for the prior month and describe plans to address deficiencies therein relative to plan

Kyle Munson



Consideration of Acceptance of Financial Report for July 2011 (Unaudited)

The chief financial officer will review the income statement, cash flow, receivable and payables report for the prior month and describe plans to address deficiencies therein relative to plan

Consideration of Acceptance of FY12 Business Plan

Kyle Munson



The chief financial officer will present the FY12 Business Plan developed as part of the budgeting process for approval.

Consideration of Acceptance of FY12 Budget Plan

Kyle Munson



The chief financial officer will present management recommendations for the FY11 budget for approval.

Consideration of Acceptance of Engagement Letter for the External Audit Firm of Davis Kinard & Co, PC for FY2011

Kyle Munson



The chief financial officer will present the engagement letter for the upcoming external audit for the Centers fiscal year ending August 31, 2010.

Consideration to Authorize the Board Chair Signature on the DADS Contract for FY2012.

Kyle Munson  
Linda Thompson



The chief financial officer will present the FY 2012 performance contract with the Department of Aging and Disability Services.

Consideration of Approval of Revision to Board Policy 1.14

Sandy Stephens



The director of philanthropy will present the recommended changes to the Board Policy on Administrative and General Management of the Center.

Consideration of Approval of Revision to Board Policy 5.10

Kyle Munson



The chief financial officer will present the recommended changes to the Board Policy on Salary Administration.

**Strategy 2: Assure That Our Focus Is On Our Consumers**

**Dr. North**

**Report of the Provider Services Committee**

Consideration of Acceptance of Medical Staff Services Report for July 2011

Dr. Hunter



The executive medical director will present the performance of medical staff services and the clinical outcome measures, including management plans to address deficiencies therein.

Consideration of Acceptance of Behavioral Health Service Delivery Report for July 2011

Tom Clark



Management will present the performance of the behavioral health provider division of the center, including its financial performance and its clinical performance, as well as management plans to address deficiencies therein.

Consideration of Acceptance of Developmental Disability Provider Service Report for July 2011

Tom Clark



Management will present the performance of the developmental disabilities providers division of the center, including its financial performance and its clinical performance, as well as management plans to address deficiencies therein.

Consideration of Approval of Local Plan for FY12

Linda Thompson



The deputy chief executive officer will present the Local Service Area Plan, which is a requirement of the DADS performance contract, to address the needs of the local service area in accordance with state and federal laws.

**Ms. Walton – Brooks**

**Report of the Quality and Authority Services Committee**

Consideration of Approval of Quality Management Report for July 2011

Linda Thompson



The deputy chief executive officer will present the performance of the Dallas County Mental Retardation Authority (MRA), a part of the Center, including its financial performance, its clinical performance, and its performance on quality oversight, and also management plans to address deficiencies therein.

**Strategy 3: Assure The Visibility of Our Mission Through Our Board**

**Mr. Allbright**

**Report of the Philanthropy Committee**

Consideration of Approval of Development and Community Education Report for July 2011

Sandy Stephens



The director of philanthropy will present a report on the performance of the department with regard to development, community education, and oversight of grant funding, and also present management plans to address deficiencies therein.

**Mrs. Noble**

**Report of the Legislative Action Committee**

Consideration of Approval of Legislative Action Report for July 2011

Abel Hernandez



The public affairs coordinator will present a report on community and stakeholder education activities during the reporting month.

**Executive Session:** This portion of the meeting may be closed pursuant to a specified section of Chapter 551 of the Texas Government Code including:

**IV.**

- A. Section 551.071, to receive advice from counsel about pending or contemplated litigation and/or settlement
- B. Section 551.072, to deliberate the purchase, exchange, lease, or value of real property
- C. Section 551.073 to deliberate on a contract for a prospective gift
- D. Section 551.074, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, or
- E. Section 551.076, to deliberate regarding security services.

**V.**

**Meeting Adjournment**

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