

METROCARE SERVICES

**BOARD OF TRUSTEES
MEETING MINUTES OF**

June 24, 2010

METROCARE SERVICES

REGULAR MONTHLY MEETING of the BOARD OF TRUSTEES

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A Regular Meeting of the Board of Trustees of Metrocare Services convened at 1:30 p.m. on Thursday, June 24, 2010 at 1360 River Bend Drive, Dallas, Texas 75247.

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

Ms. Noble, Madame Chair, called the meeting to order at 1:45 pm. A quorum was present.

The following Trustees were present:

Ms. Julia P. Noble, Madame Chair
Ms. Sue Ringle, Vice-chair
Ms. Verlean Walton-Brooks, Secretary
Mr. Greg Allbright
Mr. Craig Jeffery
Mr. Herbert Kamm
Mrs. Jill Martinez
Ms. Candy Sheehan

The following Trustees were absent: Carol S. North, MD

Staff Present: Dr. James Baker, Linda Thompson, Kyle Munson, Dr. Judith Hunter, Tom Clark and other Metrocare staff.

Guest Present: Chris B. Davis-Commissioner Dickey's office, Marilyn Little-Commissioner Mayfield's office and Doug Barnes.

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 May 27, 2010. Ms. Walton-Brooks made a motion to approve and Mr. Jeffery seconded the motion. The motion carried and the Minutes of the Metrocare Board meeting of May 27, 2010 were approved as printed.

Progress Toward Achieving Our Mission and Values

Madame Chair's Report

Ms. Noble said that Ms. Martinez agreed to serve in the Provider Services and the Legislative Action Committees.

Mrs. Noble asked if any of our Board members would like to volunteer to serve on the MH Advisory Committee and the Quality and Authority Committees. The Quality and Authority Committee meets quarterly at noon (four times a year) at this site and the MH Advisory Committee meets every other month at 6 pm.

Ms. Noble congratulated Dr. North for the award she received from the Texas Society of Psychiatric Physicians' Special Service Award for 2010. Ms. Noble said Dr. North was not able to be with us today, she is in Taiwan on business.

Condolences were extended to Mr. Kamm for the loss of his twin brothers and to Ms. Martinez for the loss of her grand niece.

Ms. Noble thanked Mrs. Martinez and Mr. Jeffery for accompanying her on May 28th on a tour of The Bridge, the Austin Street Shelter and to meet some of our clients living under a bridge. where our outreach workers help the homeless.

Ms. Noble said she would be traveling for Hill Day in Washington D.C. next Monday, June 30th to speak with representatives from the offices of Congresswoman Eddie Bernice Johnson, Congressman Jeb Hensarling and Congressman Pete Session. Ms. Noble presented a report on the Legislative Action and the four topics the National Council of Community Behavioral Healthcare targeted to be carried on to the Congressional Delegation. She said to watch out for bill, HR5040-an amendment to the American Recovery and Reinvestment Act of 2009 (ARRA).

Announcements:

On July 6 at 10:30 am, Representative Jerry Madden will tour the LK Clinic. Ms. Noble invited anyone that would like to participate to contact John Luna.

The AdHoc CEO Compensation Review Committee will meet on July 22, at 2:00 pm at the River Bend facility.

Next month's meeting schedule:

- Ms. Noble said there are no standing committee meetings, or Board meeting scheduled for the month of July. All meetings will reconvene in the month of August on the following days.
- Provider Services Committee meeting- Tuesday, August 17, 2010, 11:30 AM, here at 1360 River Bend, in the Charles M. Cooper Board Room
- Finance and Administration Committee meeting- immediately following the Provider Services Committee meeting at approximately 12:15 PM, same site.
- Quality and Authority Committee meeting- Thursday, August 26, 2010, 1:15 PM, here at 1360 River Bend Drive, in the Charles M. Cooper Board Room
- Board meeting- same site following the Quality and Authority Committee meeting at approximately 1:30 PM
- The Philanthropy Committee meeting and the Legislative Action Committee meeting will be held as committees of the whole during the Board meeting.

- There will be a closed session at the end of the meeting for the Board to hear the report and recommendation from the CEO Compensation Committee.

Board Liaison Reports:

MH Advisory Committee (Chairman: Leonard Keesee, Board Liaison: vacant): Mr. Keesee said the committee met on June 7th and there was a quorum present. Rolanda Williams, Director of Business Operations gave an update on several recommendations that came from the Town Hall meetings held by the MH Advisory Committee which have been implemented. Mr. Gilbert Melchor, Adult Outpatient Program Manager provided training on the role and function of the Clinical Manager. Tom Clark presented a brief summary of the Behavioral Health Service Delivery report for the month of May. In accordance with Board Policy 1.08 there was an election of officers. Mr. Keesee was elected to continue to serve as Chair of that committee and Ms. Vivian Harris will serve as vice-chair of the same.

There were no questions posed for Mr. Keesee.

IDD PAC/NAC Committee Report (Chairman: Ralph Long, Board Liaison: Verlean Walton-Brooks): In the absence of Mr. Long, Ms. Walton-Brooks referred to Ms. Linda Thompson for the presentation of the IDD PAC/NAC report.

Ms. Thompson said the Intellectual and Developmental Disability Planning/Network Advisory Committee (IDD PAC/NAC) met on June 8th. Information on the HCS rollout was shared with the committee members. Ms. Thompson also spoke of the process to expand the Network. She said forty-seven contracts would be renewed for FY11. The FY11 Local Plan was presented to the PAC for its approval. The PAC recommended the Local Plan for approval by the Board.

There were no questions posed for Ms. Thompson.

Texas Council of Community MHMR Center's 25th Annual Meeting (Board Liaison: Ms. Noble): Ms. Noble presented a written report of the Texas Councils' 25th Annual Conference meeting that she attended along with Mr. Allbright, Dr. Baker and Ms. Stephens on June 16-18th, 2010 in the Woodlands, Texas. She said Ms. Linda Thompson was one of the presenters for one of the break out sessions. Ms. Noble said it was good to hear about the programs that other MHMR Centers offer and to have the opportunity to hear a national speaker on healthcare reform. Mr. Allbright said that what he took from this conference is that we have an opportunity to influence becoming Healthcare Reform and its impact on mental health. He said the people that were their talking about it gave him the impression that we are in a unique position to understand what is coming. Understand how that affects our business and how this will affect the consumers. Be in a position to really influence how those changes are made here and statewide.

There were no questions posed for Ms. Noble.

Chief Executive Officer's Report:

Consideration of Acceptance of Chief Executive Officer's Report:

Dr. Baker presented a verbal summary of the Centerwide Indicators for the month of May. He said that at the request of the Board chair he prepared a review of the

Center's performance relative to the FY10 business goals as listed in the FY10 Business plan and these were incorporated into his report. Dr. Baker said he took the FY10 Business Plan which had delineated goals in all of the major areas and then quantified them into the goals found on the summary on page 4. Dr. Baker summarized these by service area with a narrative that came directly from the business plan (pages 1 and 2). Referring to page 4 Dr. Baker said he placed progress to date on each of the quantifiables that were on the FY10 business plan.

Mr. Allbright made a motion to accept the Chief Executive Officer's Report for May 2010. Ms. Walton-Brooks seconded. The motion carried.

Finance and Administration Committee

Consideration of Acceptance of the Financial Report for May 2010 (unaudited): Mr. Munson presented a verbal summary of the financial statements for the month of May 2010.

Mr. Jeffery said the committee recommended the acceptance of the Financial Report for May 2010. Ms. Noble said a second is not required, as the recommendation came from the committee. Motion carried.

Consideration of Acceptance of FY10 Third Quarter Reports on Finance, Human Resources, and Information Systems: Mr. Munson presented a brief summary of the FY10 Third Quarter Reports on Finance, Human Resources and Information Systems.

Mr. Jeffery said the committee recommended the acceptance of the FY10 Third Quarter Reports. Ms. Noble said a second is not required, as the recommendation came from the committee. Motion carried.

Report of the Provider Services Committee

Consideration of Acceptance of Medical Staff Services Report for May 2010: Dr. Hunter presented a verbal summary of the Medical Staff Services report. There were no changes or corrections to the Medical Staff Services Report.

Ms. Noble said this comes as a committee recommendation and a second is not required. Motion carried.

Consideration of Acceptance of Behavioral Health Service Delivery Report for May 2010: Mr. Clark presented a verbal summary of his report. There were no changes or corrections to the Behavioral Health Service Delivery Report.

Ms. Noble said this comes as a committee recommendation and a second is not required. Motion carried.

Consideration of Acceptance of the Developmental Disabilities Provider Services Report for May 2010: Dr. Baker presented a verbal summary of the Developmental Disabilities Provider Services in Ms. Cosens absence.

Ms. Noble said this comes as a committee recommendation and a second is not required. Motion carried.

Consideration of Approval of Local Plan for FY2011: Ms. Thompson presented a verbal summary of the Local Plan for FY2011. She said this comes as a recommendation from the Intellectual and Developmental Disabilities Planning Advisory Committee and Network Advisory Committee (IDD PAC/NAC).

Ms. Noble said this comes as a committee recommendation and does not require a second. Motion carried.

Report of the Quality and Authority Services Committee

Ms. Walton-Brooks said the Quality and Authority Committee met earlier today and asked if there were any questions on any of these reports. Ms. Walton-Brooks said the following reports were recommended for approval and/or acceptance by the committee.

Consideration of Approval of the Quality Management Report for May 2010:

Consideration of Acceptance of FY10 Third quarter Reports on Service Delivery:

Consideration of Acceptance of FY10 Third Quarter Reports on Quality Management and Research:

Ms. Noble said this comes as a committee recommendation and does not require a second. Motion carried.

Report of the Philanthropy Committee

Consideration of Acceptance of the Development and Community Education Report for May 2010: Dr. Baker presented a verbal summary of the Development and Community Education Report for the month of May in Ms. Stephens absence.

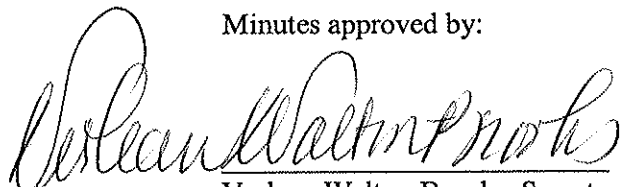
Ms. Ringle made a motion to accept the Development and Community Education Report for May 2010. Mr. Jeffery seconded. Motion carried.

Consideration of Approval of Revision to Board Policy 1.13 on Board Meetings, Minutes and Protocol: Dr. Baker said this policy covers Board responsibilities.

Ms. Ringle made a motion to accept the Revision to Board Policy 1.13 on Board Meetings, Minutes and Protocol. Mr. Allbright 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 3:00pm.

Minutes approved by:


Verlean Walton-Brooks, Secretary

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