

AGENDA

METROCARE SERVICES

December 3, 2009

TRAINING

“Strategic Planning”

Lori Palmer, *presenter*

(1:00 pm)

REGULAR MEETING OF THE BOARD OF TRUSTEES

starting at 1:30 pm (Board Room)

1360 River Bend Dr/Dallas, TX 75247-4914

Page

I. Call to Order & Roll Call

II. Citizen Comments (Limited to 3 minutes)

III. Issues to be Considered

Mrs. Noble



Consideration of Approval of September 24, 2009 Board Meeting Minutes

011632 – 011637

Madame Chair Report:

Board Liaison reports:

- MH Advisory Committee (Chairman: Leonard Keesee, Board Liaison: Greg Allbright).
- Texas Council of Community MHMR Center's Meeting (Board Liaison: Julie Noble)

Consideration of Revision of Board Policy 1.06 – Policy on Board Organizational Structure and Officers



The Chair will present a proposed revision of this Board policy that incorporates a Legislative Action Committee

011368 – 011642

Announcement of appointment of chairperson and members of Legislative Action Committee

Chief Executive Officer Report

Consideration of Approval of Chief Executive Officer Report for September 2009

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,

011643 - 011651

and its performance on measures related to stakeholder relationships, as well as management's plans to address deficiencies therein.

Consideration of Approval of Chief Executive Officer Report for October 2009

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.

011652 - 011660

Mr. Jeffery

Report of the Finance and Administration Committee

Consideration of Acceptance of Financial Report for September 2009 (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.

011661 – 011663

Consideration of Acceptance of Financial Report for October 2009 (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.

011664 – 011666

Consideration of Approval of Revision to Board Policy 5.04

Kyle Munson

❖

The chair and chief financial officer will present the revised board policy that establishes guidelines for Metrocare employees to prevent actual or potential conflicts of interest.

011667 – 011671

Consideration of Approval of Revisions to Administrative Procedure 4.01.02 on Cash Deposits and Financial Investments

Kyle Munson

❖

The chief financial officer will present the Administrative Procedure on Cash Deposits and Financial Investments

011672 – 011688

Consideration of Acceptance of Internal Audit Report

Kyle Munson

❖

The chief financial officer will review the Internal Audit Report and describe Management's plan to address the findings and recommendations.

011689 – 011714

Ms. Rodriguez

Report of the Provider Services Committee

Consideration of Acceptance of Behavioral Health Service Delivery Report for September 2009

Tom Clark
Dr. Hunter

❖

Management will present the performance of the behavioral health provider division of the center, including its financial performance and its clinical

011715 - 011718

performance, as well as management plans to address deficiencies therein.

Consideration of Acceptance of Medical Staff Services Report for October 2009

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.	011719 – 011720
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Consideration of Acceptance of Behavioral Health Service Delivery Report for October 2009

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.	011721 – 011723
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Consideration of Acceptance of Developmental Disability Provider Service Report for September 2009

Brenda Cosens	❖	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.	011724 – 011726
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Consideration of Acceptance of Developmental Disability Provider Service Report for October 2009

Brenda Cosens	❖	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.	011727 – 011729
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**Ms. Walton –
Brooks**

Report of the Quality and Authority Services Committee

Consideration of Approval of Quality Management Report for September 2009

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.	011730 – 011734
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Consideration of Approval of Quality Management Report for October 2009

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.	011735 – 011740
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Consideration of Approval of Revision to Board Policy 1.11

Linda Thompson



The deputy chief executive officer will present recommended changes to the Board Policy on Authority Function to assure that the policy conforms to statutory references and actual practices.

011741 – 011748

Ms. Ringle

Report of the Philanthropy Committee

Consideration of Approval of Development and Community Education Report for September 2009

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.

011749 – 011753

Consideration of Approval of Development and Community Education Report for October 2009

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.

011754 – 011758

Mrs. Noble

EXECUTIVE SESSION

IV.

Announcement of Closed Session in Accordance with Subchapter D. Section §551.072 of the Texas Open Meetings Act (Chapter 551 of the Government Code) to deliberate the purchase, exchange, lease, or value of real property; specifically, Metrocare property at 1353 North Westmoreland, Dallas, Texas 75211 because deliberation in an open meeting would have a detrimental effect on the position of the center in negotiations with a third person.

V.

Return to Open Session

VI.

Meeting Adjournment

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



NOTICE

Metrocare Services, Board of Trustees, will meet in Regular Session at approximately 1:30 pm on Thursday, December 3, 2009. Prior to the regular session, a Board training session will be held, beginning at 1:00 pm. The meeting will be held at 1360 River Bend Drive/Dallas, Texas 75247 (Conference 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