

METROCARE SERVICES

**BOARD OF TRUSTEES
MEETING MINUTES OF**

October 27, 2011

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 on Thursday, October 27, 2011 at 1360 River Bend Dr., Dallas, Texas 75247.

I. Call To Order/Roll Call

Ms. Noble, Madame Chair, declared a quorum present and called the meeting to order at 1:25 pm.

The following Trustees were present:

Ms. Julia P. Noble, Madame Chair
Ms. Verlean Walton-Brooks
Mr. Herbert H. Kamm, Board Secretary
Mr. Craig Jeffery
Ms. Judy N. Myers
Dr. Carol S. North
Dr. Juan R. Perez

Board Members Absent: Ms. Jill Martinez

Staff Present: Dr. James Baker, Kyle Munson, Dr. Graves, Martha Nye, Tom Clark, and Sandy Stephens.

Guest Present: Brooks Love from Commissioner Garcia's office and Mr. Doug Barnes, Attorney for the Center.

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 September 22, 2011. Ms. Noble called for the approval of the minutes of the previous meeting.

Motion: Mr. Walton-Brooks moved approval of the minutes of the previous Board meeting. Ms. Myers seconded the motion, and the motion carried.

Madame Chair's Report

Ms. Noble said that Mr. Allbright had resigned from the Metrocare Board due to the acceptance of an employment offer which will not leave him time to

serve on the Board. Ms. Noble appointed Ms. Martinez as Philanthropy Committee Chair to replace Mr. Allbright.

Ms. Noble said that the Board and senior management staff will meet for a Board Retreat Saturday, October 29th, 2011. The meeting will run from 9 30 am to approximately 3 pm.

Next Committee and Board meeting schedule:

- Provider Services Committee will meet at 11:30 am with the Philanthropy Committee meeting following immediately after at approximately 12:15 pm and the Finance and Administration Committee following at approximately 1:00 pm. The meetings will be held at this same site.
- There is no Board meeting during the month of November.
- Quality and Authority Committee meeting – Thursday, December 1st at 1:15 pm. The Board meeting will follow immediately after at approximately 1:30. The Legislative Action Committee will meet as a committee of the whole during the Board meeting on December 1st at this same site. Board Training to be announced.

Chief Executive Officer's Report:

Service Coordination Presentation – Shawnita Johnson, presenter

Dr. Baker called on Ms. Johnson for her presentation. Ms. Johnson presented the success story of a consumer receiving services through one of our developmental disability programs.

Consideration of Acceptance of Chief Executive Officer's Report:

Dr. Baker presented a report on the NorthSTAR budget changes effective December 1st. He asked if there were any questions on the centerwide indicators for the month of September 2011. There were no questions posed for this item.

Motion: Ms. Walton-Brooks made a motion to accept the Chief Executive Officer's Report for September 2011. Mr. Jeffery seconded, and the motion carried.

Finance and Administration Committee: Mr. Jeffery called on Mr. Munson to present his report.

Consideration of Acceptance of the Financial Report for September 2011 (unaudited): There were no questions posed for this item.

Mr. Jeffery said the committee recommended the acceptance of the Financial Reports for September 2011. Ms. Noble said a second is not required, as the recommendation came from the committee. Motion carried.

Consideration of Approval of Board Policy 4.10:

Mr. Jeffery said the committee recommended the Approval of Board Policy 4.10 on Contributions to the Center. Ms. Noble said a second is not required, as the recommendation came from the committee. Motion carried.

The Cottages of Hickory Crossing Update:

Dr. Baker referred to a letter that Metrocare had received from the Corporation for Supportive Housing which was placed in the Board members' folders which described how the loan for the cottages was to be repaid.

Report of the Provider Services Committee: Ms. Noble called on Dr. Graves to present the Medical Services Report in Dr. Hunter's absence.

Consideration of Acceptance of Medical Staff Services Report for September 2011: Dr. Graves presented a brief summary of the Medical Staff Services report. There were no questions posed for this item.

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

Consideration of Acceptance of Behavioral Health Service Delivery Report for September 2011: Mr. Clark presented a brief summary of the Behavioral Health Service Delivery report. There were no questions posed for this item.

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

Consideration of Acceptance of the Developmental Disabilities Report for September 2011: Mr. Clark presented a verbal summary of the Developmental Disabilities report. There were no questions posed for this item.

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

Report of the Quality and Authority Services Committee: Ms. Walton-Brooks said the committee met prior to the Board meeting today and asked if there were any questions on any of the following reports. Ms. Walton-Brooks said the following reports were recommended for approval by the committee.

Consideration of Approval of the Quality Management Report for September 2011: There were no questions posed for this item.

Consideration of Approval of Appointment to the IDD PAC/NAC committee:

- David Aston
- Drew Dixon

Ms. Noble said the Quality Management Report for September 2011, and the Approval of Appointment to the IDD PAC/NAC come as a committee recommendation and a second is not required. Motion carried.

Report of the Philanthropy Committee: Ms. Noble asked Ms. Stephens to provide the Philanthropy Committee report.

Consideration of Acceptance of the Development and Community Education Report for September 2011: Ms. Stephens presented a summary of her written report and asked if there were questions. There were none.

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

Report of the Legislative Action Committee: Mr. Perez asked Mr. Hernandez to provide the Legislative Action report.

Consideration of Approval of Legislative Report for September 2011:

Mr. Hernandez presented a verbal summary of the Legislative report for September 2011.

Motion: Ms. Walton-Brooks made a motion for the approval of the legislative report for September 2011. Mr. Jeffery seconded, and the motion carried.

Consideration of Approval of Letter to Representative Hensarling Regarding Medicaid Funding: Dr. Baker said that Ms. Noble drafted a letter to Representative Jeb Hensarling seeking his support to maintain Medicaid funding and she is now seeking Board approval.

Motion: Ms. Walton-Brooks made a motion for to approve the letter to Representative Hensarling regarding Medicaid funding. Ms. Myers seconded, and the motion carried.

IV. EXECUTIVE SESSION: Announcement of Closed Session in Accordance with Subchapter D. Section 551.074 of the Texas Open Meetings Act (Chapter 551 of the Government Code) for the purpose of discussing personnel matters. The Board went into closed session at 2:20 pm.

- CEO's Performance Plan and Compensation

V. RETURN TO OPEN SESSION: The meeting reconvened at 2:30. No action was taken during closed session.

Consideration of Approval of the Chief Executive Officer Performance Plan and Compensation:

Mr. Jeffery thanked the members of the AdHoc Compensation Committee: Ms. Walton-Brooks, Mr. Kamm and Ms. Noble for their participation in this process. Mr. Jeffery said the committee recommends that the Board provide the Chief Executive Officer with a merit salary increase of 3% for FY2012, and consider an additional merit increase for FY2012 no later than six months from this board meeting, after a review of the Center's finances. Mr. Jeffery made the motion that the committee recommendation be accepted. Ms Noble said that, since the motion comes from a committee, a second is not needed. The motion carried.

- VI. MEETING ADJOURNMENT:** Ms. Noble said there was no further business. She thanked those in attendance for coming to the meeting. The meeting adjourned at 2:30 pm.

Minutes approved by:



Herbert H. Kamm, Board Secretary

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