

METROCARE SERVICES

**BOARD OF TRUSTEES
MEETING MINUTES OF**

March 25, 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 1:40 p.m. on Thursday, March 25, 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 1:30 pm. A quorum was present.

The following Trustees were present:

Ms. Julia P. Noble, Madame Chair
Ms. Verlean Walton-Brooks, Secretary
Mr. Greg Allbright
Mr. Craig Jeffery
Mr. Herbert Kamm
Dr. Carol S. North
Ms. Sue Ringle
Ms. Candy Sheehan

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

Guest Present: Marilyn Little-Commissioner Mayfield's office, Phyllis Vermillion-Commissioner Dickey's office and Drew Dixon from the Arc of Dallas.

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 February 25, 2010. Mrs. Noble asked if there were any corrections to the meeting minutes of February 25, 2010. Hearing none the minutes stand approved as printed.

Madame Chair's Report

Board Liaison reports:

Intellectual and Development Disability Planning/Network Advisory Committee (Chairman: Mr. Ralph Long; Board Liaison: Ms. Verlean Walton-Brooks): Ms. Walton-Brooks referred to Ms. Thompson for a summary of the IDD PAC/NAC report.

Ms. Thompson said the IDD PAC/NAC met on February 9th. Mr. Ralph Long was elected as the new Committee Chair. He will replace Ms. Gracie Sifuentez. The committee reviewed the Local needs assessment for the Local Planning Process. It was the recommendation of the committee to add information regarding medical services for individuals with developmental disabilities.

Announcements:

Ms. Noble deferred the Appointment of the Advisory Committee Board Liaison Appointment and the Appointment of Committee Chairs until next month's Board meeting, at which time we should have a full Board. There were no objections.

Behavioral Health System Redesign Task Force: Ms. Ringle presented a brief summary of today's meeting at the Behavioral Task Force. She said there is the possibility that the Terrell State Hospital, Wichita Falls and Rusk will be asked to close 50 beds each. She said this could be a potential expense to Dallas County, as well as an increase to our jail population. She asked that if anyone had anything that they'd like for her to take back to the Task Force to please contact her. Ms. Noble said this is a good opportunity for Dallas to work together, as one voice, to come up with a solution and a perfect opportunity to educate our Legislators on state funding.

Ms. Noble said on March 16th, Commissioner Dickey presented a resolution to Mr. Cooper for his services and leadership with Metrocare.

The Source Board book: Ms. Noble referred to the book "The Source", and said that this book has excellence ideas on making this not only a Responsible Board, but an "Exceptional Board". She asked the Board to read Chapter III to be discussed at the next Board meeting.

Next month's meetings:

Philanthropy Committee. To be announce.

Tuesday, April 20, 2010 here at the River Bend facility in the Charles Cooper Board Room

- 11:30 am - Provider Services Committee
- Immediately follow at approximately 12:15pm by the Finance and Administration Committee.

Thursday, April 22nd Committee and Board meetings here at the River Bend facility in the Charles Cooper Board Room.

- 1:15 pm - Quality and Authority Committee
- 1:30 pm - Board meeting. The Philanthropy Committee and the Legislative Committee will be presented as committees of the whole during the Board meeting.

Board Tours to be announce.

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 February 2010. There were no questions posed for Dr. Baker.

A motion was made by Ms. Ringle to accept the Chief Executive Officer's Report for February 2010. Mr. Allbright seconded. The motion carried.

Finance and Administration Committee

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

Consideration of Acceptance of the FY10 Mid-Year Budget: Mr. Munson said this report was presented at the Finance and Administration Committee. There were no questions posed for Mr. Munson.

Consideration of Acceptance of FY10 Second Quarter Reports on Finance, Human Resources, and Information Systems: Mr. Munson asked if there were any questions to the Second Quarter Reports. There were no questions posed for this report.

Consideration of Approval for Center to Serve as Fiscal Agent for Meadows Foundation Construction Bridge Loan for Center of Excellence Supported Housing Project: Mr. Munson presented a verbal summary of this report.

Consideration of Approval of Resolution Authorizing the Chief Executive Officer and the Chief Financial Officer to execute a Commercial Card Agreement with JPMorgan Chase Bank, N.A. Mr. Munson presented a verbal summary of this report. He said this is an addendum to what was previously presented a couple of months ago and requires Board approval per our Bylaws.

Mr. Jeffery said the Finance and Administration Committee recommended the approval of the Finance Report for February 2010, the FY10 Mid-Year Budget, the FY10 Second Quarter Reports, the Approval for the Center to Serve as the Fiscal Agent to the Meadows Foundation Construction Bridge Loan for the Center of Excellence Supported Housing Project and the Resolution Authorizing the CEO and the CFO to execute a Commercial Card Agreement with JPMorgan Chase Bank, NA. Ms. Noble said a second is not required, as the recommendation came from a committee. Motion carried.

Report of the Provider Services Committee

Consideration of Acceptance of Medical Staff Services Report for February 2010: Dr. Hunter presented a verbal summary of the Medical Staff Services report for February 2010.

Dr. North moved for the acceptance of the Medical Staff Services Report for February 2010. Ms. Noble said a second is not required, as the recommendation came from the committee. Motion carried.

Consideration of Acceptance of Behavioral Health Service Delivery Report for February 2010: Mr. Clark presented a verbal summary of the Behavioral Health Service Delivery report for the month of February 2010.

Dr. North said the committee recommended the acceptance of the Behavioral Health Service Delivery Report for February 2010. Ms. Noble said a second is not required, as the recommendation came from the committee. Motion carried.

Consideration of Acceptance of the Developmental Disabilities Provider Services Report for February 2010: Ms. Cosens presented a verbal summary of the Developmental Disability Provider Services report for February 2010.

Dr. North said the committee recommended the acceptance of the Developmental Disabilities Provider Services Report for February 2010. Ms. Noble said a second is not required, as the recommendation came from the committee. Motion carried.

Report of the Quality and Authority Services Committee

Consideration of Acceptance of the Quality Management Report for February 2010: Ms. Thompson said this report was presented in its entirety at the Quality and Authority Committee. She asked if there were any questions. There were no questions posed for Ms. Thompson.

Consideration of Acceptance of the FY10 Second Quarter Reports on Service Delivery: Ms. Thompson presented a verbal summary of this report. There were no questions posed for Ms. Thompson.

Consideration of Acceptance of FY10 Second Quarter Reports on Quality Management and Research: Ms. Thompson asked if there were any questions for this report. There were no questions posed for Ms. Thompson.

Consideration of Approval of Appointment to the Intellectual and Developmental Disability Planning/Network Advisory Committee: The following individual comes as a committee recommendation from the IDD PAC/NAC.

- Marian Bradley

Ms. Walton-Brooks said these reports come as a committee recommendation. Ms. Noble said a second is not required, as the recommendation comes from the committee. Motion carried.

Report of the Philanthropy Committee

Ms. Ringle said the Philanthropy Committee met last week. She asked Ms. Stephens for her report.

Consideration of Acceptance of the Development and Community Education Report for February 2010: Ms. Stephens presented a verbal summary of the Development and Community Education Report for February 2010.

Ms. Stephens invited everyone to join Metrocare in the March for Respect taking place on Saturday, March 27th at the West End. Ms. Noble said for everyone to get there by 10:30 in order to make the count mark.

Ms. Stephens presented shopping cards for the Chico's shopping spree taking place on April 20th. She said if you present this card at the time of purchase between 2 and 7 pm, Chico's will donate 10% of the sale to Metrocare.

Ms. Stephens said the Meal for the Minds luncheon has been schedule for September 15th at the Belo Mansion.

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

Ms. Ringle said the Philanthropy Committee spoke at length of the possibility of starting a Metrocare Foundation. Others suggestions were also made to start an Advisory Board or an Advisory Council if a Foundation was difficult to form. Ms. Ringle said this Advisory Board would be a fund raising arm of Metrocare. The people involved would have to be passionate and committed to raise money for people with intellectual disabilities. Ms. Ringle asked what the Board members thought of this idea and asked for their input. Discussion ensued.

Consideration of Approval of Revision to Board Policy 1.12: Ms. Stephens said the changes to Board Policy 1.12 reflect the current name of the Center, the wording was changed from Mental Retardation to Developmental Disabilities. Additions were made to correspond to the current policies described I the Dallas County Commissioner's guidelines for Board Membership and Terms of Membership.

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

Report of the Legislative Committee

Consideration of Acceptance of the Legislative Action Report for February 2010: Mr. Luna presented a verbal summary of the Legislative Action Report for February 2010. He said the Center went live with U tube Public Service Announcement endorsed by State Representative Rafael Anchia. Mr. Luna presented a list of meetings and tours conducted with several elected officials or their aides. Mr. Luna handed out a list of the individuals invited to the Legislative Breakfast.

Ms. Noble referred to the list Mr. Luna presented and said she'd like for us to have a goal for the Legislative Breakfast on November 16. She said she would like for each Board member to greet the member of their Representatives office and let them know they are their constituents.

Ms. Sheehan moved for the approval of the Legislative Action Report as presented. Mr. Jeffery seconded. Motion carried.

Annual Election of Officers in Accordance with Board Policy 1.06

Ms. Noble asked for nominations for the position of Board Chair. Ms. Walton Brooks nominated Ms. Julie Noble for the position of Board Chair, Mr. Allbright seconded the motion. Mr. Kamm called for nominations to seize. Mr. Allbright seconded. Motion carried.

Ms. Noble asked for nominations for the position of Vice- Chair of the Board. Mr. Jeffery nominated Ms. Sue Ringle. Ms. Sheehan seconded. Ms. Walton-Brooks nominated Mr. Allbright. Mr. Allbright withdrew his name. The motion carried for Ms. Ringle to serve as Vice Chair of the Board.

Ms. Noble called for nominations for the position of Secretary of the Board. Mr. Jeffery nominated Ms. Walton-Brooks. Ms. Ringle 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 3:10 pm.

Minutes approved by:

A handwritten signature in cursive script, appearing to read "Verlean Walton-Brooks".

Verlean Walton-Brooks, Secretary

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