



NOTICE

Metrocare Services, Board of Trustees, will hold a meeting of the **Business and Finance Committee on Thursday, March 20, 2008 at approximately 12:30 p.m.** The meeting will be held at 1360 River Bend Drive - Dallas, Texas (Board Room).

The attached agenda items will be discussed/acted upon. A portion of the meeting may be closed as allowed by Subchapter D, Sections 551.071 - 551.075 to discuss personnel matters, litigation, acquisition of real property, for the purpose of discussing negotiated contracts for prospective gifts or donations to the Center when such discussions would have a detrimental effect on the negotiating position of the Center and a third person, firm or corporation, and to receive information from and/or question employee(s) without deliberating on the subject matter.

Fred Orr, Chairperson
Business and Finance Committee

Charles M. Cooper, Chairperson
Board of Trustees

By: Martha L. Toscano
Executive Administrative Assistant

AGENDA METROCARE SERVICES

Business and Finance Committee Meeting
Thursday, March 20, 2008
At approximately 12:30 pm
(Immediately following the Service & Program Meeting)

Board Room

Fred Orr, Chairperson
(vacant), Vice Chair
Charles M. Cooper, ex officio

I. CALL TO ORDER

II. CITIZEN COMMENTS (Please limit to 3 minutes)

III. ISSUES TO BE CONSIDERED

Mr. Orr

1. ❖ Approval of January 17, 2008 Business and Finance Committee Meeting Minutes
-

Chief Executive Officer Report

Dr. Baker

2. ❖ Recommendation of Acceptance of Chief Executive Officer Report
-

Sandy Stephens

3. ❖ Recommendation of Acceptance of Development and Community Education Report
-

FISCAL MANAGEMENT REPORTS

Kyle Munson

4. ❖ Recommendation of Acceptance of Financial Report for February 2008 (Unaudited)
-

Kyle Munson

5. ❖ Recommendation of Approval of Board Resolution to Authorize CEO Signature of ICF/MR Sales Contract
-

Kyle Munson

6. ❖ Recommendation of Acceptance of FY 08 Second Quarter Reports on Finance, Human Resources, and Information Systems

- Financial Investments
 - Salary Adjustments > \$5,000
 - Community Services Contracts > \$100,000 & Non Community Service Contracts > \$25,000
 - Leases > \$25,000
 - Legal Expenses
 - Goods, Services and Equipment > \$15,000
 - Participation by Historically Underutilized Businesses
 - Information Technology Project Update
 - Human Resources
-

Recommendation of Approval of Revision to Board Policy 5.01

Kyle Munson

7. ❖
- Policy on Human Resources Management and Development
-

Kyle Munson

8. ❖

Recommendation of Approval of Revision to Board Policy 4.10

- Policy on Contributions to the Center

Sandy Stephens

9. ❖

Recommendation of Approval of Revision to Board Policy 1.06

- Policy on Organizational Structure

IV. MEETING ADJOURNMENT

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

Cancel