



## NOTICE

Metrocare Services, Board of Trustees, will hold a meeting of the **Quality and Authority Services Committee on Thursday, September 24, 2009 at 12:30 p.m.** The meeting will be held at 1360 River Bend Drive - Dallas, Texas (Board 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.

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.

Ms. Verlean Walton-Brooks, Chair  
Quality and Authority Services Committee

Mrs. Julia P. Noble, Madame Chair  
Board of Trustees

By: Martha L. Toscano  
Assistant to the Board/CEO

# AGENDA

## METROCARE SERVICES

Quality and Authority Services Committee Meeting  
Thursday, September 24, 2009 at 12:30 pm

### Board Room

Ms. Verlean Walton-Brooks, Chair  
Mrs. Sue Ringle  
Carol S. North, MD  
Mrs. Julia P. Noble, ex officio

Ms. Walton-Brooks

**I. CALL TO ORDER**

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**II. CITIZEN COMMENTS** (Please limit to 3 minutes)

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**III. ISSUES TO BE CONSIDERED**

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1. ❖ Approval of the August 27, 2009 Quality and Authority Services Committee Meeting Minutes
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### QUALITY MANAGEMENT REPORTS

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Linda Thompson 2. ❖ Recommendation of Approval of Quality Management Report for August 2009

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.

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Linda Thompson 3. ❖ Recommendation of Acceptance of FY 09 Fourth Quarter Reports on Service Delivery

Board policy calls for regular reports on programs and services implemented as part of the local plan. It also calls for regular reports on records management. The deputy chief executive officer will present information regarding activities occurring during the first quarter in the following reports.

- Local Plan
  - Medical Records
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Linda Thompson 4. ❖ Recommendation of Acceptance of FY 09 Fourth Quarter Reports on Quality Management and Research:

The deputy chief executive officer will present information regarding Quality Management activities in meeting identified performance measures and targets identified in the Department of Aging and Disability Services Performance Contract pertaining to the MRA and to the Mental Health Division around Resiliency and Disease Management Fidelity occurring during the first quarter.

- DADS Performance Contract requirements
  - Compliance
  - Research activities
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Recommendation of Approval of Revision to Board Policy 2.08

Linda Thompson

5. ❖

- The deputy CEO will present comments on recommended changes to the Policy on Records Management, to assure that the policy conforms to statutory references.

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**IV. MEETING ADJOURNMENT**

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

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