

METROCARE SERVICES

**BOARD OF TRUSTEES
MEETING MINUTES OF**

February 24, 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 at 1:55 p.m. on Thursday, February 24, 2011 at 1360 River Bend Drive, Dallas, Texas 75247.

I. Call To Order/Roll Call

Ms. Noble, Madame Chair, called the meeting to order at 1:55 pm. A quorum was present.

The following Trustees were present:

Ms. Julia P. Noble, Madame Chair
Mr. Greg Allbright
Mr. Herbert Kamm
Dr. Carol S. North
Ms. Candy Sheehan

The following Board members were absent: Ms. Verlean Walton-Brooks, Mr. Craig Jeffery and Ms. Jill Martinez.

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

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 January 27, 2011.

Motion: Mr. Allbright moved approval of the minutes of January 27, 2011, board meeting. Dr. North seconded the motion, and the motion carried.

Madame Chair's Report

Ms. Noble said that last month when Ms. Ringle announced her resignation effective as of January 31, 2011 she also said she did not want a plaque. In lieu of a plaque and in honor of Ms. Ringle, a contribution was made to the Highland Park United Methodist Church in support of the Jester's program which Ms. Ringle started.

Ms. Noble appointed Mr. Greg Allbright as Chair of the Philanthropy committee replacing Ms. Ringle. She said the Philanthropy committee will take place on the third Tuesday of each month to provide the committee more time to discuss projects and to envision others. Ms. Noble thanked Mr. Allbright for offering to take over this position.

Ms Noble noted the times for next month's meetings. The Provider Services Committee will meet on the 3rd Tuesday, March 15th at 11:30 am immediately followed by the Philanthropy Committee at approximately 12:15 pm, and the Finance and Administration Committee will follow at approximately 1:00 pm at this same site. She will discuss with everyone involved in these meetings to see if they are all in agreement.

On Thursday, March 24th, the Quality and Authority Committee will meet at 12:45 pm immediately followed at approximately 1:00 pm by a Board training being presented by Joel Pulis, Executive Director of the Well Community. The Board meeting will follow immediately after at approximately 1:30 pm.

Ms. Noble invited the Board to register for the upcoming March for Respect taking place on Saturday, March 26th.

Ms. Noble introduced Mr. Abel Hernandez, the new Public Relations Coordinator.

Ms. Noble said next month the Board will elect Board officers for the following positions: Board Chair, Vice Chair and Secretary.

Chief Executive Officer's Report:

Success Story:

Outpatient Competency Restoration Program (OCR) Presentation: Angela Heggins, presenter.

Dr. Baker called on Ms. Heggins, a case manager at the Special Needs Offenders Program, to present the success story for the month. She presented the story of a 59 year old retired veteran in the OCR program.

Consideration of Acceptance of Chief Executive Officer's Report:

Dr. Baker presented a verbal summary of the centerwide indicators for the month of January 2011.

Motion: Mr. Kamm made a motion to accept the Chief Executive Officer's Report for January 2011. Ms. Sheehan seconded, and the motion carried.

Finance and Administration Committee: Mr. Allbright presided in Mr. Jeffery's absence.

Consideration of Acceptance of the Financial Report for January 2011 (unaudited):

Mr. Allbright said that Mr. Munson presented the Financial Report for January 2011 at the Finance and Administration Committee last week. He said the committee recommended the acceptance of the Financial Report for January 2011. He asked if anyone had any questions for Mr. Munson. There were no questions for this item.

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

Report of the Provider Services Committee: Dr. North referred to Dr. Hunter to present her report.

Consideration of Acceptance of Medical Staff Services Report for January 2011: Dr. Hunter presented the highlights of her report for the month. There were no questions posed for this item.

Dr. North said this comes as a committee recommendation. 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 January 2011: Mr. Clark presented some highlights of his report. Ms. Noble noted that the Youth for Tomorrow completed an annual audit and was found to be at 100% compliance.

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

Consideration of Acceptance of the Developmental Disabilities Report for January 2011: Ms. Cosens presented some highlights of her report, including the full management review to discuss budget deficits and finances for the year. Plans have been developed and implemented during the month of February and will continue into March. There were no questions posed for Ms. Cosens.

Dr. North said this comes as a committee recommendation. 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: Ms. Sheehan presented the Quality and Authority Committee report in Ms. Walton-Brooks absence. She said the committee met earlier today and asked Ms. Thompson to present the highlights of her report.

Consideration of Approval of the Quality Management Report for January 2011: Ms. Thompson said the Quality and Authority services report describes the reductions implemented for general revenue services. She said an 18% cut for services was implemented and this went into effect on February 1st. The deductions to the network of providers will go into place March 1st. There were no questions posed for this item.

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

Report of the Philanthropy Committee: Mr. Albright referred to Ms. Stephens to provide the Philanthropy Committee report for January.

Consideration of Acceptance of the Development and Community Education Report for January 2011: Sandy Stephens presented a verbal summary of the Development and Community Education Report for the month of January.

Motion: Mr. Albright made a motion to approve the Development and Community Education Report for January 2011. Ms. Sheehan seconded. 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., i.e: Time 2:25 pm

- CEO's Performance Plan and Contract

The Board went into closed session at 2:25 pm.

V. RETURN TO OPEN SESSION: The meeting reconvened at 2:35. No action taken during closed session.

Consideration of Approval of Revision to Board Policy 1.04 – Policy on the Chief Executive Officer: Mr. Albright called for a motion to approve the Revision to Board Policy 1.04 – Policy on the Chief Executive Officer.

Mr. Kamm moved the approval of Revision to Board Policy 1.04 - Policy on the Chief Executive Officer. Ms. Sheehan seconded, and the motion carried.

Consideration of Approval of Revision to Administrative Procedure for the Annual Performance Evaluation of the Chief Executive Officer – 1.04.01: Mr. Albright called for a motion to Approve the Revision to Administrative Procedure for the Annual Performance Evaluation of the Chief Executive Officer – 1.04.01.

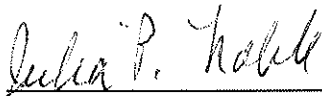
Ms. Noble moved the approval of Revision to Administrative Procedure for the Annual Performance Evaluation of the Chief Executive Officer – 1.04.01. Dr. North seconded, and the motion carried.

Consideration of Approval of the Chief Executive Officer Contract: Mr. Allbright called for a motion to approve the Chief Executive Officer Contract. Ms. Noble said the contract is an extension of the current contract for 38 months.

Motion: Ms. Sheehan moved for the approval of the Chief Executive Officer Contract. Mr. Kamm seconded, and the motion carried.

VI. MEETING ADJOURNMENT: There being no further business to come before the Board, the meeting adjourned at 2:37 pm.

Minutes approved by:



~~Verlean Walton Brooks, Secretary~~
Julia P. Noble, Chairperson

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