

**METROCARE SERVICES**

**BOARD OF TRUSTEES  
MEETING MINUTES OF**

**March 24, 2011**

# METROCARE SERVICES

## REGULAR MONTHLY MEETING of the BOARD OF TRUSTEES

### MINUTES OF March 24, 2011

A Regular Meeting of the Board of Trustees of Metrocare Services convened at 1:55 p.m. on Thursday, March 24, 2011 at 1360 River Bend Drive, Dallas, Texas 75247.

#### **I. Call To Order/Roll Call**

Ms. Noble, Madame Chair, declared a quorum present and called the meeting to order at 1:40 pm.

The following Trustees were present:

Ms. Julia P. Noble, Madame Chair  
Mr. Greg Allbright  
Mr. Craig Jeffery  
Mr. Herbert Kamm  
Ms. Jill Martinez  
Ms. Candy Sheehan

The following Board members were absent: Ms. Verlean Walton-Brooks, Dr. Carol S. North.

**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 February 24, 2011.** Ms. Noble called for the approval of the minutes of the previous meeting.

Motion: Mr. Allbright moved approval of the minutes of February 24, 2011, board meeting. Ms. Sheehan seconded the motion, and the motion carried.

#### **Madame Chair's Report**

**Annual Election of Officers in Accordance with Board Policy 1.06:** Ms. Noble announced that during the month of February the Board elects new officers and opened the floor for nominations for Board Chair.

Board Chair: Mr. Albright nominated Ms. Julie Noble for the position of Board Chair. Ms. Sheehan seconded the motion. There were no other nominations. The vote was unanimous for Ms. Noble to continue as the Board chair.

Vice-Chair: Mr. Jeffery nominated Ms. Candy Sheehan for the position of Vice-chair. Ms. Martinez seconded the motion. There were no other nominations. The vote was unanimous for Ms. Sheehan to hold the position of Vice-chair.

Board Secretary: Mr. Jeffery nominated Ms. Verlean Walton-Brooks for the position of Board Secretary. There were no other nominations. The vote was unanimous for Ms. Walton-Brooks to continue as Secretary of the Board.

Ms. Noble said that next month is the annual Appointment of Board Committee Assignments and asked the Board members to decide if they want to stay in the committees they are serving on now or if they would prefer to serve on a different committee. She said Ms. Martinez has asked to serve in the Philanthropy committee.

**Mental Health Advisory Committee (Chairperson: Leonard Keese, Board Liaison: Jill Martinez).** Mr. Keese provided a recap of the March 7<sup>th</sup> MH Advisory Committee. He said there was a quorum present. Tom Clark presented a summary of the behavioral health program and said there were financial gains for the division in the month of January. Ms. Lynn Pride Richardson, Committee member, and Public Defender for the City of Dallas said she is a member of the Community Behavioral Health Leadership Team (BHLT) and proceeded to give a report on the same. She said she would continue to bring updates to the committee. Kelli Laos, Manager for the Therapeutic Foster Care Program and the Texas Correctional Office on Offenders with Medical or Mental Impairments Program for Youth Offenders (TCOOMMI) provided a thorough detailed description of the services provided by her team.

**Next Committee and Board meeting schedule:**

- On Tuesday, April 19<sup>th</sup> the Provider Services Committee will meet at 11:30 am at this same site 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.
- On Thursday, April 28<sup>th</sup>, the Quality and Authority Committee will meet at 12:45 pm at this same site. Dr. Carol North will lead a discussion or Q&A session about disaster mental health for Board training at approximately 1:00 pm with the Board meeting following immediately after at approximately 1:30 pm.

**Chief Executive Officer's Report:**

**Success Story:**

the Well Community/Metrocare Collaboration Presentation: LaTarshua Pickens, presenter.

Dr. Baker called on Ms. Pickens, a Qualified Mental Health Professional at the Lancaster Kiest clinic and Liaison to the Well to present the success story for the month. Ms. Pickens presented the story of a 47-year old male who made the decision to “take back his life” and is now employed and off the streets working in a job he enjoys.

**Consideration of Acceptance of Chief Executive Officer’s Report:**

Dr. Baker presented a detailed report of the centerwide indicators for the month of February 2011.

Motion: Mr. Allbright made a motion to accept the Chief Executive Officer’s Report for February 2011. Ms. Sheehan seconded, and the motion carried.

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

**Consideration of Acceptance of the Financial Report for February 2011 (unaudited):** Mr. Munson presented a brief summary of the Financial Report for February 2011. He said the center has the capacity to go 21 days without funding.

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

**Consideration of Acceptance of FY11 Second Quarter Reports on Finance, Human Resources, and Information Systems:** Mr. Munson said this report was presented at the Finance Committee.

Mr. Jeffery 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 Provider Services Committee:** Ms. Martinez referred to Dr. Hunter to present her report.

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

Ms. Martinez 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 February 2011:** Mr. Clark presented the highlights of his report.

Ms. Martinez 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 February 2011:** Ms. Cosens presented a brief summary of her report. There were no questions posed for Ms. Cosens.

Ms. Martinez 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 Approval of Revision to Board Policy 2.06:** Dr. Hunter said there were no changes to the policy itself. The major changes to the policy include the removal of the word MH Authority and updates and refinements of statutory references and updates of staff titles as applicable.

Ms. Martinez 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 Approval of CEO's Signature to Pursue the Renewal of the FY11 Community Development Block Grant Funding with the City of Irving:** Mr. Clark said that this year, the application for the Community Development Block Grant funding with the City of Irving, asked for a Board resolution authorizing the chief executive officer to pursue the application on behalf of the Center.

Ms. Martinez 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 if there were any questions on any of the following reports. Ms. Sheehan said the following reports were recommended for approval by the committee.

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

**Consideration of Approval of the FY11 2nd Quarter Reports on Service Delivery:** There were no questions posed for this item.

**Consideration of Approval of the FY11 Second Quarter Reports on Quality Management and Research:** There were no questions posed for this item.

Ms. Noble said the Quality Management Report for August 2010, the FY11 Second Quarter Reports on Service Delivery and the FY11 Second Quarter Reports on Quality Management and Research come as a committee recommendation and a second is not required. Motion carried.

**Report of the Philanthropy Committee:** Mr. Allbright referred to Ms. Stephens to provide the Philanthropy Committee report for February.

**Consideration of Acceptance of the Development and Community Education Report for February 2011:** Sandy Stephens presented a verbal summary of the Development and Community Education Report for the month of February. Ms. Stephens invited everyone to the upcoming shopping event at Chico's. She said this would take place on Tuesday, April 19<sup>th</sup>, 2011 from 2 – 7 pm. Ten percent of all the proceeds purchased with the Chico's card will go towards The Kids' Klostet at Metrocare. Ms. Stephens invited all the Board to a tour of the Center of Education and Research program after the Board meeting.

Motion: Mr. Allbright made a motion to accept the Development and Community Education Report for February 2011. Ms. Sheehan seconded. The motion carried.

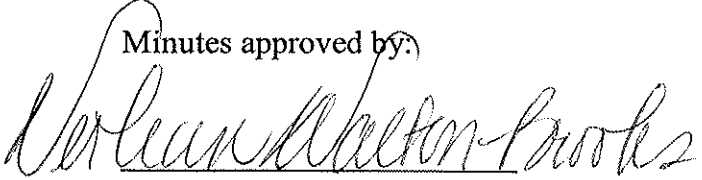
**Report of the Legislative Action Committee:** Ms. Sheehan referred to Mr. Hernandez to provide the Legislative Action Committee report for February.

**Consideration of Acceptance of the Legislative Action Committee Report for February 2011:** Mr. Abel Hernandez presented a verbal summary of the Legislative Action Report for the month of February.

Motion: Ms. Sheehan moved to accept the Legislative Action Committee Report for February 2011. Mr. Allbright 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 2:40 pm.

Minutes approved by:



Verlean Walton-Brooks, Secretary

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