

# AGENDA

## METROCARE SERVICES

March 26, 2009

### TRAINING TOUR

“Center for Children with Autism at Metrocare”

Sarah Berglass, *presenter*

(12:45 pm)

### REGULAR MEETING OF THE BOARD OF TRUSTEES

starting at 1:30 pm (Conference Room)

1351 N. Westmoreland/Dallas, TX 75211

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#### I. Call to Order & Roll Call

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#### II. Citizen Comments (Limited to 3 minutes)

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#### III. Issues to be Considered

- ❖ Consideration of Approval of February 26, 2009 Board Meeting Minutes

011081 – 011091

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#### Madame Chair Report:

Consideration of Approval of Longevity Resolution for:

- Marvin J. Williams (25 yrs)
- Lorrie Jackson (25 yrs)
- Eva Chow (25 yrs)
- Carlos Bernal (25 yrs)
- David Herrera (25 yrs)
- Jeannie Rapp (20 yrs)
- Patricia Branche (15 yrs)
- Mark Edery (15 yrs)
- Cynthia Ridge (15 yrs)
- Rolanda Williams (15 yrs)

Ms. Noble

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Board Liaison reports:

- MH Advisory Committee (Chairman: Leonard Keesee, Board Liaison: vacant).
- Announcement of Committee Appointments in Accordance with Board Policy 1.06:
- Announcement of Advisory Committee Board Liaison Appointments in Accordance with Board Policy 1.08
- Announcement of Appointment of Committee Chairs in Accordance with Board Policy 1.06

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Affirmation of CEO's Continued Employment

## Chief Executive Officer Report

### Consideration of Acceptance of Chief Executive Officer Report

Dr. Baker



The chief executive officer will present a summary of the performance of the center that includes its financial performance, its performance on clinical outcomes, its performance on strategic measures, its contract compliance, its performance on governance measures, and its performance on measures related to stakeholder relationships, as well as management's plans to address deficiencies therein.

011092 – 011098

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## Mr. Orr

### Report of the Finance and Administration Committee

#### Consideration of Acceptance of Financial Report for February 2009 (Unaudited)

Kyle Munson



The chair and the chief financial officer will review the financial report for the prior month and describe plans to address deficiencies relative to plan.

011099 – 011101

#### Consideration of Acceptance of FY09 2nd Quarter Reports on Finance, Human Resources and Information Systems

Kyle Munson



- 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

011102 – 011114

#### Review of Internal Audit Report

Kyle Munson

The chief financial officer will review internal audit activities since last report

011115 – 011131

#### Consideration of Approval of Revision to Board Policy 4.07

Kyle Munson



- Policy on Property/Facility Acquisition

011132 – 011136

#### Review of Progress on Analysis of Proposed Sale of Hillside Campus

Kyle Munson

011137

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## Ms. Rodriguez

### Report of the Provider Services Committee

#### Consideration of Acceptance of the Home Community Based Service Proposal

Brenda Cosens  
Kyle Munson



Management will present a proposal to offer group home service for Home and Community Based Services (HCS) clients of Metrocare's Provider Services

011138 – 011140

Consideration of Acceptance of Behavioral Health Service Delivery Report for February 2009

Tom Clark



The chair and the chief medical officer will present the performance of the behavioral health provider division of the center that includes its financial performance and its clinical performance, as well as management plans to address deficiencies therein.

011141 – 011144

Consideration of Acceptance of Developmental Disability Provider Service Report for February 2009

Brenda Cosens



The chair and the chief medical officer will present the performance of the developmental disabilities providers division of the center that includes its financial performance and its clinical performance, as well as management plans to address deficiencies therein.

011145 – 011147

**Ms. Walton -  
Brooks**

**Report of the Quality and Authority Services Committee**

Consideration of Acceptance of Quality Management Report for February 2009

Linda Thompson



The chair and 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.

011148 – 011155

Consideration of Acceptance of FY09 Second Quarter Reports on Service Delivery

Linda Thompson



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.

011156 - 011158

- Local Plan
- Medical Records

Consideration of Acceptance of FY09 Second Quarter Reports on Quality Management and Research:

Linda Thompson



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.

011158 – 011161

- DADS Performance Contract requirements
- Compliance
- Research activities

Consideration of Acceptance of Development and Community Education Report for February 2009

Sandy Stephens



The chair and the director of philanthropy will present the performance of the department with regard to development, community education, and oversight of grant funding, and also management plans to address deficiencies therein.

011162 – 011168

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**Executive Session:** This portion of the meeting may be closed pursuant to a specified section of Chapter 551 of the Texas Government Code including:

**IV.**

- A. Section 551.071, to receive advice from counsel about pending or contemplated litigation and/or settlement
- B. Section 551.072, to deliberate the purchase, exchange, lease, or value of real property
- C. Section 551.073, to deliberate on a contract for a prospective gift
- D. Section 551.074, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, or
- E. Section 551.076, to deliberate regarding security devices.

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**V. Return to Open Session**

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**VI. Meeting Adjournment**

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



# NOTICE

Metrocare Services, Board of Trustees, will meet in Regular Session at approximately 1:30 pm on Thursday, March 26, 2009. Prior to the regular session, a Board training session will be held, beginning at 12:45 pm. The meeting will be held at 1351 N. Westmoreland, Dallas, Texas 75211 (Conference 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.

A portion of the meeting may be closed pursuant to Chapter 551 of the Texas Government Code to receive advise from counsel; to deliberate the purchase or lease of real estate; to deliberate the contract for a gift; to deliberate personnel issues; or, to deliberate regarding security.

Julia (Julie) P. Noble, Madam Chair  
Metrocare Board of Trustees

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