



NOTICE

Metrocare Services, Board of Trustees, will hold a meeting of the **Finance and Administration Committee on Thursday, June 19, 2008 immediately following the Provider Services Committee at approximately 12:00 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
Finance and Administration Committee

Charles M. Cooper, Chairperson
Board of Trustees

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

AGENDA METROCARE SERVICES

Finance and Administration Committee Meeting
Thursday, June 19, 2008
At approximately 12:00 pm
(Immediately following the Provider Services Committee)

Board Room

Fred Orr, Chairperson
Elsa Rodriguez
Charles Migl
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 May 15, 2008 Business and Finance Committee Meeting Minutes

FISCAL MANAGEMENT REPORTS

Kyle Munson 2. ❖ Recommendation of Acceptance of Financial Report for May 2008 (Unaudited)

Kyle Munson 3. ❖ Recommendation of Acceptance of FY 08 Third 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

Kyle Munson 4. ❖ Recommendation of Approval of Revision to the AIG Retirement Plan

Kyle Munson 5. ❖ Recommendation of Approval of the Selection of an External Audit Firm

Kyle Munson 6. ❖ Recommendation of Approval of Revision to Board Policy 5.05
Policy on Employee Workplace and Confidentiality

Kyle Munson 7. ❖ Recommendation of Approval of Revision to Board Policy 8.02
Policy on Usage of Computers and Information Systems

IV. MEETING ADJOURNMENT

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