

METROCARE SERVICES

**BOARD OF TRUSTEES
MEETING MINUTES OF**

January 26, 2012

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 on Thursday, January 26, 2012 at 1360 River Bend Dr, Dallas, Texas 75247.

I. Call To Order/Roll Call

Ms. Noble, Madame Chair, declared a quorum present and called the meeting to order at 1:30 pm.

The following Trustees were present:

Ms. Julia P. Noble, Madame Chair
Ms. Verlean Walton-Brooks, Vice Chair
Mr. Herbert H. Kamm, Board Secretary
Ms. Mary Lynne Broomfield
Ms. Jill L. Martinez
Ms. Judy N. Myers
Dr. Carol S. North

Board members absent: Mr. Craig Jeffery

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

Guest Present: Juan David Gutierrez, new appointee to the Board; Brooks Love, aide to Commissioner Garcia; Shay Cathey, aide to County Judge Clay Jenkins; Reneé Breazeale, aide to Commissioner Dickey; Gracie Sifuentez, and Doug Barnes.

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 December 1, 2011. Ms. Noble called for the approval of the December 1, 2011 meeting minutes.

Motion: Ms. Walton-Brooks moved Approval of the Board meeting minutes of December 1, 2011. Ms. Myers seconded the motion, and the motion carried.

Madame Chair's Report

Announcement of Appointment of Ms. Mary Lynne Broomfield to the Metrocare Board of Trustees: Ms. Noble introduced and welcomed Ms. Mary Lynne Broomfield to the Board of Trustees. Ms. Broomfield was appointed January 10, 2012 by Commissioner Cantrell to an unexpired term that ends Jan 31, 2013. She received her Board Training on Tuesday, January 24th and was sworn in at that time.

MH Advisory Committee: Ms. Noble called on Mr. Keesee to present the MH Advisory Committee report. Mr. Keesee said the committee convened on Monday, January 9, 2012 and there was a quorum present. Mr. Keesee provided a brief report of the MH Advisory Committee. There were no questions posed for this item.

IDD PAC/NAC Committee: Ms. Noble called on Ms. Walton-Brooks, Board Liaison to the IDD PAC/NAC Committee to present this report. Ms. Sifuentez said the committee convened on January 10th and there was a quorum present. She provided a brief report of the IDD PAC/NAC meeting. There were no questions posed for this item.

Texas Council of Community Centers Report: Ms. Noble presented a one-page report on the activities that took place at the Texas Council meeting she attended from January 19th through the 21st. There were no questions posed for this item.

Next Committee and Board meeting schedule: Ms. Noble said that next month both the committee meetings and the Board meeting occur in the same week.

- On the third Tuesday, February 21st the Provider Services Committee will meet at 11:30 am 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. The meetings will be held at 1380 River Bend Dr., in the Charles Cooper Board Rm.
- The Board will meet on the 4th Thursday of the month – February 23rd at our 1380 River Bend facility in the Charles Cooper Board Rm.
- 12:45 Quality and Authority Committee meeting.
- 1:00 Board Training – To be announced
- 1:30 Board meeting. The Legislative Committee will meet as a committee of the whole during our Board meeting.

Chief Executive Officer's Report:

Dr. Baker called on Ms. Jennifer Torres for the clinical services presentation. Ms. Torres introduced an Altshuler consumer as a guest speaker, and he presented his recovery story.

Consideration of Acceptance of Chief Executive Officer's Report:

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

Motion: Ms. Martinez made a motion to accept the Chief Executive Officer's Report for December 2011. Ms. Myers seconded, and the motion carried.

Finance and Administration Committee: Mr. Kamm called on Mr. Munson to present his report.

Consideration of Acceptance of the Financial Report for November 2011 (unaudited): Mr. Munson said the November Financial report was presented in detail at the Finance and Administration Committee. There were no questions posed for this item.

Consideration of Acceptance of the Financial Report for December 2011 (unaudited): Mr. Munson said the December Financial report was presented in detail at the Finance and Administration Committee. He said overall both November and December were positive for the Center.

Mr. Kamm said the committee recommended the acceptance of the Financial Reports for November and December 2011. Ms. Noble said a second is not required, as the recommendation came from the committee. Motion carried.

Consideration to Receive FY2011 Audited Financial Statements: Mr. Munson introduced Ms. Diane Terrell from the Auditing Firm of Davis, Kinard & Co., P.C. Ms. Terrell said that her firm has issued an unqualified opinion on the financial statements of Metrocare Services for the year ending August 31, 2011.

Ms. Terrell said that her firm is reporting no disagreements with management on accounting issues or regarding estimates made in the financial statements. There were no difficulties in performing nor completing their audit. There were no proposed audit adjustments. No misstatements were identified. There were no material weaknesses reported.

Mr. Kamm said the committee recommended the Acceptance of the FY2011 Audited Financial Statements. Ms. Noble said a second is not required, as the recommendation came from the committee. Motion carried.

Consideration of Approval of FY12 Revised Budget Plan: Mr. Munson said a detail report was presented at the Finance Committee.

Mr. Kamm said the committee recommended the Approval of the FY12 Revised Budget Plan. 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 5.01:

Mr. Jeffery Kamm said the committee recommended the Approval of the Revision to Board Policy 5.01. Ms. Noble said a second is not required, as the recommendation came from the committee. Motion carried.

Consideration of Approval of Revision to the Center Governance Entity Plan: Ms. Thompson said the report had been presented at the Finance Committee. Dr Baker explained that the change in the governance plan is being made at the recommendation of DSHS and DADS leadership who asked that the government plan reflect the local authority's service area. They said that their attorneys recommend that the governance entity plan should not reflect the clinical service area. Therefore, although the Center serves consumers from multiple surrounding counties, the governance entity plan presented reflects its role as developmental disability local authority for Dallas County only.

Mr. Kamm said the committee recommended the Approval of Revision to the Center Governance Entity Plan. Ms. Noble said a second is not required, as the recommendation came from the committee. Motion carried.

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

Consideration of Acceptance of Medical Staff Services Report for December 2011: Dr. Hunter said her report was presented at the Provider Services committee.

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

Consideration of Acceptance of Behavioral Health Service Delivery Report for December 2011: Mr. Clark said there are no changes to his report.

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

Consideration of Acceptance of the Developmental Disabilities Report for December 2011: Mr. Clark said the report was presented at the Provider Services Committee. There were no changes to this report.

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

Report of the Quality and Authority Services Committee: Ms. Walton-Brooks said the Quality and Authority Committee met before the Board meeting and asked if there were any questions. There were no questions posed for this item.

Consideration of Approval of the Quality Management Report for December 2011: Ms. Walton-Brooks said the committee recommended the Approval of the Quality Management Report for December 2011. Ms. Noble said a second is not required, as the recommendation came from the committee. Motion carried.

Report of the Philanthropy Committee: Ms. Martinez referred to Ms. Stephens to provide the Philanthropy Committee report for December.

Consideration of Acceptance of the Development and Community Education Report for December 2011: Ms. Stephens provided a brief summary of her 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.

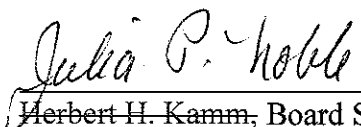
Report of the Legislative Action Committee: Ms. Myers referred to Mr. Hernandez to provide the Legislative Action Committee report for the month of December.

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

Motion: Ms. Myers moved to accept the Legislative Action Committee Report for December 2011. Ms. Martinez 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 2:20 pm.

Minutes approved by:


Herbert H. Kamm, Board Secretary
Julia P. Noble, Madame Chair

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