

METROCARE SERVICES

**BOARD OF TRUSTEES
MEETING MINUTES OF**

September 27, 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, September 27, 2012 at 1360 River Bend Dr, Dallas, Texas 75247 in the Charles Cooper Board Room.

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. Jill Martinez
Ms. Judy N. Myers
Mr. David Gutierrez
Ms. Brenda K. Richardson

Members Absent: Ms. Verlean Walton-Brooks and Dr. Carol S. North.

Staff Present: Linda Thompson, Dr. Judith Hunter, Tom Clark, Kyle Munson, 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 August 23, 2012. The Board minutes of August 23, 2012 were made a part of the packet. Ms. Noble called for any changes or corrections to the August 23, 2012 Board minutes.

Motion: Ms. Richardson moved for the Approval of the Board meeting minutes of August 23, 2012 as presented. All were in favor, and the motion carried.

Madame Chair's Report

Madame Chair Report: Ms. Noble congratulated Ms. Sandy Stephens and the philanthropy department for putting together a superb event, the Meal for the Minds.

Ms. Noble said that Ms. Broomfield has submitted her resignation due to a new job that does not give her time to serve on the Board. Ms. Noble appointed Mr. Gutierrez as the Legislative Action Committee Chair to replace Ms. Broomfield.

Ms. Noble said she and Dr. North were re-appointed to serve another two-year term on the Metrocare Board.

Board Liaison Reports:

Texas Council dues for FY13: Ms. Noble presented an update pertaining to the increase of the FY13 Texas Council Annual Membership dues. She said this report was for information only, and no Board action is necessary.

Next Committee and Board meeting schedule:

- On Tuesday, October 16th, the Provider Services Committee will meet at 11:30 am, with the Philanthropy Committee meeting following at approximately 12:15 pm, and the Finance and Administration Committee following at approximately 12:45 pm.
- On Thursday, October 25th, the Quality and Authority Committee will meet at 12:45 pm, with the Board Training following immediately after at approximately 1:00 pm, and the Board meeting following at approximately 1:30 pm. The Legislative Action Committee will meet as a committee of the whole during our Board meeting. All of the meetings will take place at 1360 River Bend Drive, in the Charles Cooper Board Rm.

Ad hoc CEO Search Committee Update: Ms. Noble presented a brief update on a phone conference held with Tyler and Co. She said Dr. Carol Tamminga from UTSW Medical School offered to post the Chief Executive Officer position on several locations at the Medical School. Tyler and Co. will present several candidates by end of October or early November.

Chief Executive Officer's Report:

Services Presentation: Mr. Dustin Perkins presented the success story of a 44 year old female consumer residing in the Shelter Plus Care housing program. He said with will and determination this lady left behind years of mental and physical abuse by her husband of 27 years. Through the program she is currently receiving medication and intensive case management to help with the aftermath of the abuse. Her real life goal is to become independent and self sufficient and leave the housing program. He said she is currently holding two part time jobs and is well on her way to fulfilling her dream.

Consideration of Acceptance of Interim Chief Executive Officer's Report: Ms. Thompson presented a brief summary of the center-wide indicators for the month of August 2012. She said the mental health division showed improvement. The development disability division had the best month ever ending the fiscal year on a positive note.

Motion: Mr. Gutierrez made a motion to accept the Interim Chief Executive Officer's Report for August 2012. All were in favor, and the motion carried.

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

Consideration of Acceptance of the Financial Report for August 2012 (unaudited): Mr. Munson said that this report was presented in detail at the Finance and Administration Committee.

Motion: Ms. Noble said the committee recommended the acceptance of the Financial Report for August 2012 and a second is not required, as the recommendation came from the committee. Motion carried.

Consideration of Acceptance of FY12 Fourth Quarter Reports on Finance, and Information Systems: Mr. Munson said this report was presented at the Finance and Administration Committee.

Motion: Ms. Noble said this comes as a committee recommendation and a second is not required, as the recommendation came from the committee. All were in favor. 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 August 2012: Dr. Hunter provided highlights of her report. She said all the medical prescribers for the Altshuler clinic have been hired. But she received a resignation from a medical prescriber at the Westmoreland clinic. She said the renovations for Grand Prairie have begun and the clinic should be ready to open its doors by November 1st. The Psychiatrist for that location has already been hired. The rest of her report was provided in detail at the Provider Services committee meeting.

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

Consideration of Acceptance of Behavioral Health Service Delivery Report for August 2012: Mr. Clark presented highlights of his report. He said the month of August was difficult for the mental health division. Expenses ran high due to the temporary hire of Locum Tenens to cover the medical prescriber vacancies mentioned in Dr. Hunter's report. He said the fostering program saw fewer children due to loss of families in that program. The rest of his report was provided in detail at the Provider Services committee meeting.

Motion: 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 August 2012: Mr. Clark said the developmental disabilities division exceeded revenue by \$97K. The rest of his report was presented in detail at the Provider Services Committee. There were no changes to this report.

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

Report of the Quality and Authority Services Committee: Ms. Noble said the Quality and Authority Committee met right before the Board meeting. She referred to Ms. Thompson to present her report.

Consideration of Approval of the Quality Management Report for August 2012: Ms. Thompson said Metrocare will subcontract with Austin Travis County Integral Care (ATCIC) to move 13 individuals from the State Supported Living Center (SSLC) for alternate placement.

Consideration of Acceptance of FY12 Fourth Quarter Reports on Service Delivery: There were no questions posed for this item.

Consideration of Acceptance of FY12 Fourth Quarter Reports on Quality Management and Research: There were no questions posed for this item.

Motion: Ms. Noble said the committee recommended the Approval of the Quality Management Report for August 2012, the Acceptance of the FY12 Fourth Quarter Reports on Service Delivery and the Acceptance of the FY12 Fourth Quarter Reports on Quality Management and Research. Ms. Noble said a second is not required, as the recommendation came from the committee. All were in favor, and the motion carried.

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

Consideration of Acceptance of the Development and Community Education Report for August 2012: Ms. Stephens said several grant applications have been submitted to help with the renovation of the Career Design Development Services (CDDS). Her report was presented in detail at the Philanthropy Committee.

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

Consideration of Approval of Revision to Board Policy 1.03 on Board of Trustees Training: Ms. Stephens said the only change to this policy was the date.

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

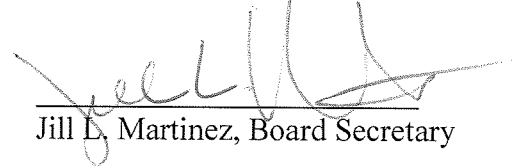
Report of the Legislative Action Committee: Ms. Noble referred to Mr. Hernandez to provide the Legislative Action Committee report for the month of August.

Consideration of Acceptance of the Legislative Action Committee Report for August 2012: Mr. Hernandez provided a brief report on the Legislative Action report.

Motion: Mr. Gutierrez moved to accept the Legislative Action Committee Report for August 2012. Ms. Richardson seconded. All were in favor. 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 2:35 pm.

Minutes approved by:



Jill L. Martinez, Board Secretary

Minutes distributed by:
Martha L. Toscano
Assistant to the CEO and Metrocare Board of Trustee