

METROCARE SERVICES
Regular Meeting of the Board of Trustees
Thursday, June 30, 2016
Beginning at approximately 1:30 pm
1345 River Bend Drive / Dallas, TX 75247
(Mustangs Conference Room)

BOARD TRAINING

“Update on Altshuler Center Research and Publication”
Carol S. North, MD, *presenter*
1:00 – 1:30

- Ms. Martinez**
- I. Call to Order & Welcome**
 - II. Citizen Comments** (Limited to 3 minutes – only those registered)
 - III. Issues to be Considered**

- ❖ Consideration of Approval of May 26, 2016 Board Meeting Minutes.

Madame Chair Report

Board Liaison reports:

- MH Advisory Committee (Chairman: Jay Medlin, Board Liaison: Dr. Brenda Richardson - Rowe.
- TX Council of Community Centers Report (Ms. Jill Martinez, Board Liaison)

Dr. Burruss

Chief Executive Officer Report

Services Presentation: Housing, Ikenna Mogbo, presenter

Consideration of Acceptance of Chief Executive Officer Report for FY16 Business Plan Progress through May 2016

- ❖ 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.

[Strategy 1: Assure Adequate funding for Our Mission](#)

Dr. Secret

Report of the Finance and Administration Committee

Consideration of Acceptance of Financial Report for May 2016 (Unaudited)

- ❖ Kyle Munson The chief financial officer will review the statement of net positions, the statement of activities and the statement of cash flow for the prior month and describe plans to address deficiencies therein relative to plan.

- ❖ Kyle Munson Consideration of Approval of FY16 Third Quarter Reports on Finance

The chief financial officer will present the following quarterly reports in accordance with specific Board Policies.

- Quarterly Investment Report, Board Policy 4.02
- Salary Adjustments > \$5,000, Board Policy 5.10
- Community Services Contract >\$100,000 & Non- Community Service Contracts > \$25,000, Board Policy 4.02
- Lease Obligations > \$25,000, Board Policy 4.02
- Purchases of Goods, Services and Equipment > \$15,000, Board Policy 4.02
- Participation by Historically Underutilized Businesses (HUB)

Consideration of Approval of Engagement Letter for the External Firm of Scott, Singleton, Fincher and Company, P.C. for FY2016.

Kyle Munson



The chief financial officer will present the engagement letter for the upcoming external audit for the Center's fiscal year ending August 31, 2016.

Consideration of Approval of Human Resources Report for May 2016

Jennifer Bell



The vice president of human resources will present a report on the performance of the department for the prior month and describe plans to address deficiencies therein relative to plan.

[Strategy 2: Assure That Our Focus is On Our Consumers](#)

Ms. Myers

Report of the Provider Services Committee

Consideration of Approval of the Clinical Services Division Reports for May 2016

Dr. Hunter



The chief medical officer will present the performance of medical staff services and the clinical outcome measures, the performance of the behavioral health provider division, the developmental disabilities provider division of the center, and the clinical outcome measures, including management plans to address the deficiencies in each division.

**Dr.
Richardson
Rowe**

Report of the Quality and Authority Services Committee

Consideration of Approval of Quality Management Report for May 2016

Linda Thompson



The chief operating officer will present the performance of the Dallas County Local Authority (LA), 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.

Consideration of Approval of FY16 Third Quarter Reports on Services Delivery:

Linda Thompson



- Local Plan
- Medical Records

- Linda Thompson ❖ Consideration of Approval of FY16 Third Quarter Reports on Quality Management and Research:
- DADS Performance Contract Requirements
 - Research Activities
- Ratana K. DeLuca ❖ Consideration of Approval of FY16 Third quarter Report on Compliance
- The chief compliance officer will present a report on the activities of the compliance department.
- Ratana K. DeLuca ❖ Consideration of Approval of Revision to Board Policy 1.01
- The chief compliance officer will present the recommended changes to the Board Policy on Conflict of Interest – Board

Strategy 3: Assure The Visibility of Our Mission Through Our Board

Ms. Salinas

Report of the Marketing and Development Committee

Consideration of Approval of the Marketing and Development Report for May 2016

- Charlene Stark ❖ The vice president of Marketing and Development will present a report on the performance of the department with regard to development, community education, and oversight of grant funding, and also present management plans to address deficiencies therein.

Ms. Golomb

Report of the Legislative Action Committee

Consideration of Approval of Legislative Action Report for May 2016

- Abel Hernandez ❖ The public affairs coordinator will present a report on community and stakeholder education activities during the reporting month.

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
- E. Section 551.076, to deliberate regarding security services.

V. **Meeting Adjournment**

- ❖ *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, June 30, 2016. Prior to the regular session, a Board training session will be held, beginning at 1:00 pm. The meeting will be held at 1345 River Bend Drive, Dallas, Texas 75247 (Mustangs 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 advice 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.

Jill L. Martinez, Madame Chairman
Metrocare Board of Trustees

Leslie H. Secrest, MD, Vice Chairman
Metrocare Board of Trustees

John W. Burruss, MD
Chief Executive Officer

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