



# NOTICE

Metrocare Services, Board of Trustees, will meet in Regular Session at approximately 1:30 pm on Thursday, June 24, 2010. The meeting will be held at 1360 River Bend Drive/Dallas, Texas 75247 (Board 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 P. Noble, Madame Chair  
Metrocare Board of Trustees

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

# AGENDA

## METROCARE SERVICES

June 24, 2010

### TRAINING

#### REGULAR MEETING OF THE BOARD OF TRUSTEES

starting at 1:30 pm (Board Room)

1360 River Bend Dr/Dallas, TX 75247-4914

#### 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

**Mrs. Noble** ❖ Consideration of Approval of May 27, 2010 Board Meeting Minutes

##### Madame Chair Report:

- Announcement of Advisory Committee Board Liaison Appointments in Accordance with Board Policy 1.08

##### Board Liaison reports:

- MH Advisory Committee (Chairman: Leonard Keesee, Board Liaison: vacant).
- Intellectual and Development Disability Planning/Network Advisory Committee (Chairperson: Ralph Long, Board Liaison: Verlean Walton-Brooks).
- Texas Council 25<sup>th</sup> Annual Conference

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#### Chief Executive Officer Report

##### Consideration of Acceptance of Chief Executive Officer Report

Dr. Baker

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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.

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**Mr. Jeffery**

#### Report of the Finance and Administration Committee

Consideration of Acceptance of Financial Report for May 2010 (Unaudited)

Kyle Munson

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The chief financial officer will review the income statement, cash flow, receivable and payables report for the prior month and describe plans to address deficiencies therein relative to plan

Consideration of Acceptance of FY10 Third Quarter Reports on Finance, Human Resources, and Information Systems

Kyle Munson



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

- Quarterly Investment Report, Board Policy 4.01.02
- 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
- Legal Expenses, Board Policy 4.02
- Purchases of Goods, Services and Equipment > \$15,000, Board Policy 4.02
- Participation by Historically Underutilized Businesses (HUB)
- Report on Information Technology Projects

**Dr. North**

**Report of the Provider Services Committee**

Consideration of Acceptance of Medical Staff Services Report for May 2010

Dr. Hunter



The executive medical director will present the performance of medical staff services and the clinical outcome measures, including management plans to address deficiencies therein.

Consideration of Acceptance of Behavioral Health Service Delivery Report for May 2010

Tom Clark



Management will present the performance of the behavioral health provider division of the center, including its financial performance and its clinical performance, as well as management plans to address deficiencies therein.

Consideration of Acceptance of Developmental Disability Provider Service Report for May 2010

Brenda Cosens



Management will present the performance of the developmental disabilities providers division of the center, including its financial performance and its clinical performance, as well as management plans to address deficiencies therein.

Consideration of Approval of Local Plan for FY11

Linda Thompson



The deputy chief executive officer will present the Local Service Area Plan, which is a requirement of the DADS performance contract, to address the needs of the local service area in accordance with state and federal laws.

**Ms. Walton –  
Brooks**

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

Consideration of Approval of Quality Management Report for May 2010

Linda Thompson



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.

Consideration of Acceptance of FY10 Third 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.

- Local Plan
- Medical Records

Consideration of Acceptance of FY10 Third 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.

- DADS Performance Contract Requirements
- Compliance
- Research Activities

**Ms. Ringle**

**Report of the Philanthropy Committee**

Consideration of Approval of Development and Community Education Report for May 2010

Sandy Stephens



The director of philanthropy 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.

Consideration of Approval of Revision to Board Policy 1.13

Sandy Stephens



The director of philanthropy will present the revised board policy on Board Meetings, Minutes and Protocol.

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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
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- 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*