



## NOTICE

Metrocare Services, Board of Trustees, will hold a meeting of the **Finance and Administration Committee on Thursday, May 21, 2009 immediately following the Provider Services Committee at approximately 12:15 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.

Chairman – (Vacant)  
Finance and Administration Committee

Julie P. Noble, Madame Chair  
Board of Trustees

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

# AGENDA

## METROCARE SERVICES

Finance and Administration Committee Meeting  
Thursday, May 21, 2009  
At approximately 12:15 pm  
(Immediately following the Provider Services Committee)

**Board Room**  
Chairman (Vacant)  
Mr. Craig Jeffery, Vice Chair  
Mr. Greg Allbright  
Mr. Charles Cooper  
Ms. Elsa Rodriguez  
Mrs. Julie P. Noble, ex officio

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**I. CALL TO ORDER**

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**II. CITIZEN COMMENTS** (Please limit to 3 minutes)

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**III. ISSUES TO BE CONSIDERED**

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**Mr. Orr**      1. ❖      Approval of April 16, 2009 Finance and Administration Committee Meeting Minutes

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**FISCAL MANAGEMENT REPORTS**

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Kyle Munson      2. ❖      Recommendation of Approval of Financial Report for April 2009 (Unaudited)  
The chief financial officer will review the income statement, cash flow, receivable and payables report for the prior month.

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Kyle Munson      3. ❖      Recommendation of Approval of Revision to the VALIC Retirement Savings Plan  
The chief financial officer will review the Revisions to the VALIC Retirement Plan as amended.

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Kyle Munson      4. ❖      Recommendation of Acceptance of Management Response to the Internal Audit Report on HIPAA

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Kyle Munson      5.      Verbal Report on Proposed Sale of the Hillside Campus

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Kyle Munson      6. ❖      Recommendation of Approval of Revision to Board Policy 4.04  
• Policy on Travel Expenses

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Kyle Munson      7. ❖      Recommendation of Changes to the Board and Committee Meeting Schedule, and to Board Policy 1.06  
• Policy on Board Organizational Structure and Officers

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**IV. MEETING ADJOURNMENT**

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

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