

# METROCARE SERVICES

## Regular Meeting of the Board of Trustees

Thursday, June 25, 2015

1380 River Bend Drive, Dallas, TX

Charles M. Cooper, Board Room - 1:30 pm

### BOARD TRAINING

“Systems of Care Grant”

Rochelle Schuttee, *presenter*

(1:00 pm)

- 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 28, 2015 Board Meeting Minutes

#### **Madame Chair Report**

Board Liaison reports:

- TX Council of Community Centers (Board Liaison: Jill Martinez).

- ❖ Annual Assignment of Board members to committees in Accordance with Board Policy 1.06

**Dr. Burruss**

#### **Chief Executive Officer Report**

**Services Presentation:** WRAP Around Case Presentation, Tracina Porter, presenter

Consideration of Acceptance of Chief Executive Officer Report for FY15 Business Plan Progress through May 2015

- ❖ 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](#)**

**Ms. Myers**

#### **Report of the Finance and Administration Committee**

Consideration of Acceptance of Financial Report for May 2015 (Unaudited)

- ❖ Kyle Munson The chief financial officer will present 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 Acceptance of FY15 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 Acceptance of Human Resources Report for May 2015

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.

Consideration of Approval of Revision to Board Policy 5.03

Jennifer Bell ❖ The vice president of human resources will present the recommended changes to Board Policy on Nepotism

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

### **Dr. Secrest**

#### **Report of the Provider Services Committee**

Consideration of Acceptance of Medical Staff Services Report for January 2015

Dr. Hunter ❖ The chief medical officer 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 January 2015

Tom Clark ❖ The vice president of Provider Services will present the performance of the behavioral health provider division of the center, including its clinical performance, as well as management plans to address deficiencies therein.

Consideration of Acceptance of Developmental Disability Provider Service Report for January 2015

Tom Clark ❖ The vice president of Provider Services will present the performance of the developmental disabilities providers division of the center, including its clinical performance, as well as management plans to address deficiencies therein.

### **Ms. Martinez**

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

Consideration of Approval of Quality Management Report for May 2015

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.

Linda Thompson ❖ Consideration of Approval of FY15 Third Quarter Reports on Services Delivery:

- Local Plan
- Medical Records

Linda Thompson ❖ Consideration of Approval of FY15 Third Quarter Reports on Quality Management and Research:

- DADS Performance Contract Requirements
- Research Activities

Ratana K. DeLuca ❖ Consideration of Approval of Revision to Board Policy 2.02

The chief compliance officer will present the recommended changes to Board Policy on Consumer Privacy and Protected health Information

Ratana K. DeLuca ❖ Consideration of Approval of Revision to Board Policy 2.03

The chief compliance officer will present the recommended changes to Board Policy on Abuse, Neglect and Exploitation

Linda Thompson ❖ Bylaws Revisions

The chief operating officer will present information on the updated revisions to the center bylaws: Dissolution Clause

### [Strategy 3: Assure The Visibility of Our Mission Through Our Board](#)

#### **Ms. Martinez Report of the Development and Corporate Communications Committee**

Consideration of Approval of Development and Community Education Report for May 2015

Sandy Stephens ❖ The vice president of Development and Corporate Communications 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. Martinez Report of the Legislative Action Committee**

Consideration of Approval of Legislative Action Report for May 2015

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. Adjourn**

- ❖ *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 25, 2015. Prior to the regular session, a Board training session will be held, beginning at 1:00 pm. The meeting will be held at 1380 River Bend Drive/Dallas, Texas 75247 (Charles M. Cooper, 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 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

Judy N. Myers, Vice Chairman  
Metrocare Board of Trustees

John W. Burruss, MD  
Chief Executive Officer

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