

METROCARE SERVICES

**BOARD OF TRUSTEES
MEETING MINUTES OF**

August 26, 2010

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 at 1:30 p.m. on Thursday, August 26, 2010 at 1360 River Bend Drive, Dallas, Texas 75247.

I. Call To Order/Roll Call

Ms. Noble, Madame Chair, called the meeting to order at 1:30 pm. A quorum was present.

The following Trustees were present:

Ms. Julia P. Noble, Madame Chair
Ms. Sue Ringle, Vice-chair
Ms. Verlean Walton-Brooks, Secretary
Mr. Greg Allbright
Mr. Craig Jeffery
Mr. Herbert Kamm

The following Trustees were absent: Dr. Carol S. North, Jill Martinez and Candy Sheehan.

Staff Present: Dr. James Baker, Linda Thompson, Kyle Munson, Dr. Judith Hunter, Sandy Stephens, Gilbert Melchor, Carrie Parks and other Metrocare staff.

Guest Present: Chris B. Davis-Commissioner Dickey's office, Marilyn Little-Commissioner Mayfield's office and Doug Barnes.

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 June 24, 2010. Ms. Walton-Brooks made a motion to approve and Mr. Jeffery seconded the motion. The motion carried and the minutes of the meeting of June 24, 2010 were approved as printed.

Progress Toward Achieving Our Mission and Values

Madame Chair's Report

At Ms. Noble's request Mrs. Ringle provided an update on the Dallas County Behavioral Health System Redesign Task Forces.

Ms. Noble thanked Ms. Martinez and her husband for the invitation extended to Linda Thompson and herself to participate in the July Irving of Commerce luncheon

where Commissioner Maurine Dickey and Parkland Hospital CEO, Dr. Ron Anderson, gave a State of the County address.

Ms. Noble said that Ms. Martinez agreed to serve as the Board Liaison to the MH Advisory Committee.

Ms. Noble said she has spent much of her time in the past two months on legislative activities prior to the 82nd session coming up in January.

Ms. Noble said she would be contacting Ms. Lori Palmer to facilitate a meeting to help the Board evaluate its function.

Next month's meeting schedule:

Ms. Noble announced that the committee meetings and the Board meeting would be taking place on the same week during the month of September, two days apart, and gave the times for the meetings. She said that a closed session would occur at the end of the Board meeting to hear the report and recommendation from the AdHoc CEO Compensation Review Committee.

Texas Council of Community MHMR Center (Board Liaison: Ms. Noble)

Ms. Noble presented a written report on the activities that took place at the Texas Council of Community MHMR Centers August 6 & 7, 2010 meeting, including a presentation on the budget outlook on the 82nd session. The Legislative Directions Committee met to decide what the legislative priorities were going to be for the session. It was agreed the session's motto would be "Promote and Protect": promote the wonderful services being provided and protect the funding.

Hill Day in Washington D.C:

Ms. Noble presented a brief summary of her written report. She said she spent June 29 - 30, 2010 at Hill Day in Washington D.C. One day was spent listening to public policy presentations and the following day she visited with representatives from the offices of Congresswoman Eddie Bernice Johnson, Congressman Jeb Hensarling and Congressman Pete Sessions. She said Congresswoman Johnson did co-sponsor HR 5040 which is the amendment to the American Recovery Reinvestment Act of 2009 (ARRA). While visiting Congressman Pete Sessions they spent most of the time talking about the program to provide returning veterans with mental health services.

Ms. Noble asked that the Board make contact with their representatives prior to the legislative session. She said a template from the Texas Council will be provided and each Board member can personalize it.

Chief Executive Officer's Report:

Consideration of Acceptance of Chief Executive Officer's Report:

Dr. Baker presented a verbal summary of the centerwide indicators for the month of July. He said that the Dallas County Commissioners Court unanimously approved a resolution to support the full funding for both mental health and developmental disability services. This resolution will be presented to members of our legislative delegation.

Mr. Jeffery made a motion to accept the Chief Executive Officer's Report for July 2010. Ms. Walton-Brooks seconded. The motion carried.

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

Consideration of Acceptance of the Financial Report for June 2010 (unaudited):

Consideration of Acceptance of the Financial Report for July 2010 (unaudited):

Mr. Jeffery said the committee recommended the acceptance of the Financial Reports for June and July 2010. Ms. Noble said a second is not required, as the recommendation came from the committee. Motion carried.

Consideration of Acceptance of FY11 Business Plan: Mr. Munson said this report was presented at the Finance Committee.

Mr. Jeffery said the committee recommended the acceptance of the FY11 Business Plan. Ms. Noble said a second is not required, as the recommendation came from the committee. Motion carried.

Consideration of Acceptance of FY11 Budget Plan: Mr. Munson said the FY11 Budget was also presented at the Finance Committee. The proposed budget would increase our net assets by \$2.6 million, not through significant growth in new funding sources but through opportunities to streamline and reorganize around the management structure.

Mr. Jeffery said the committee recommended the acceptance of the FY11 Budget Plan. Ms. Noble said a second is not required, as the recommendation came from the committee. Motion carried.

Consideration of Acceptance of Engagement Letter for the External Audit Firm of Davis Kinard & Co, PC: Mr. Munson said this is the same format as the previous engagement letter containing a cap of \$55K on the fees we pay.

Mr. Jeffery said the committee recommended the acceptance of the Engagement Letter for the External Audit Firm of Davis Kinard & Co, PC. Ms. Noble said a second is not required, as the recommendation came from the committee. Motion carried.

Consideration of Approval of DADS Contract Amendment, Allocation and Summary for FYs 2010 and 2011: Mr. Munson said this is the 2nd year of a two-year contract with the Department of Aging and Disability Services (DADS). The primary changes to this Contract Amendment with DADS is the service coordination related to the Home and Community Based Services (HCS) moving over to the Mental Retardation Authority.

Mr. Jeffery said the committee recommended the approval of DADS Contract Amendment, Allocation and Summary for FYs 2010 and 2011. Ms. Noble said a second is not required, as the recommendation came from the committee. Motion carried.

Report of the Provider Services Committee: In the absence of Dr. North, Mr. Jeffery asked Dr. Hunter to present her report.

Consideration of Acceptance of Medical Staff Services Report for July 2010: Dr. Hunter presented a verbal summary of the Medical Staff Services report. There were no changes or corrections to the Medical Staff Services Report.

Ms. Noble said this comes as a committee recommendation and a second is not required. Motion carried.

Consideration of Acceptance of Behavioral Health Service Delivery Report for July 2010: Mr. Melchor presented a verbal summary of the behavioral health report in Mr. Clarks' absence. He provided an update saying they have hired a program manager for the Texas Homeless Prevention Rapid Re-housing Program currently receiving training.

Ms. Noble said this comes as a committee recommendation and a second is not required. Motion carried.

Consideration of Acceptance of the Developmental Disabilities Provider Services Report for July 2010: Ms. Carrie Parks sat in for Ms. Brenda Cosens in her absence and presented a brief verbal summary of the report.

Ms. Noble said this comes as a committee recommendation and a second is not required. Motion carried.

Report of the Quality and Authority Services Committee

Ms. Walton-Brooks said the Quality and Authority Committee met earlier today and asked if there were any questions on any of these reports. Ms. Walton-Brooks said the following reports were recommended for approval by the committee.

Consideration of Approval of the Quality Management Report for July 2010:

Ms. Noble said this comes as a committee recommendation and does not require a second. Motion carried.

Report of the Philanthropy Committee: Ms. Ringle asked Ms. Stephens to provide the Philanthropy Committee report.

Consideration of Acceptance of the Development and Community Education Report for July 2010: Sandy Stephens presented a verbal summary of the Development and Community Education Report for the month of July.

Ms. Ringle made a motion to accept the Development and Community Education Report for July 2010. Ms. Walton-Brooks seconded. The motion carried.

Report of the Legislative Action Committee:

Consideration of Approval of Legislative Report for July 2010:

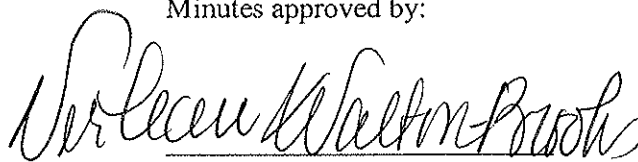
Mr. Luna presented a verbal summary of the legislative report for July 2010.

Mr. Allbright asked Mr. Luna to include a chart in his packet listing each of the Board members and their respective representatives.

Mr. Jeffery made a motion to approve the Legislative Report for July 2010. Mr. Allbright seconded. 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 2:35pm.

Minutes approved by:



Verlean Walton-Brooks
Verlean Walton-Brooks, Secretary

Minutes recorded, transcribed and distributed by:
Martha L. Toscano
Assistant to the CEO and Metrocare Board of Trustees