



## NOTICE

Dallas Metrocare Services, Board of Trustees, will hold a meeting of the **Service and Program Committee on Thursday, January 19, 2006 at 11:30 a.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.

Dr Edgar Nace, Chairman  
Service and Program Committee

Charles M. Cooper, Chairperson  
Board of Trustees

By: Martha L. Toscano  
Assistant to the CEO

# **AGENDA**

## **DALLAS METROCARE SERVICES**

**Service and Program Committee Meeting**  
**Thursday, January 19, 2006 at 11:30 AM**  
**Board Room**

Dr Edgar Nace, Chairman  
Helen Green, Vice-Chair  
Teresa Hawthorne  
Charles M. Cooper, ex officio

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	<b>I.</b>		<b>CALL TO ORDER</b>
	<b>II.</b>		<b>CITIZEN COMMENTS</b> (Please limit to 3 minutes)
	<b>III.</b>		<b>ISSUES TO BE CONSIDERED</b>
<b>Dr. Nace</b>	1.	❖	Approval of the October 20, 2005 Service and Program Committee Meeting Minutes
Dr. Baker	2.		Discussion of Centerwide Benchmarks
			<b>OPERATIONAL EXCELLENCE REPORTS</b>
Linda Thompson	3.		Report on Mental Retardation Authority
Linda Thompson	4.		Annual Policy Report, in Accordance with Board Policy 1.02
Dr. Graves David Aston	5.		Report on Mental Retardation Medicaid Waiver Provider Programs
Dr. Graves David Aston	6.		Report on ICF-MR Program
Dr. Graves	7.		Report on Mental Health Programs
Dr. Grable Daniel Byrd	9.		Report from the East Provider Region
Linda Thompson Dr. Graves	9.		<b>CLINICAL OUTCOMES REPORT</b>
John Luna	10.		<b>COMMUNITY PARTNERSHIPS REPORT</b>
	<b>IV.</b>		<b>MEETING ADJOURNMENT</b>
		❖	<i>Designates items on which the Board may take action</i>

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## NOTICE

The Dallas Metrocare Services Board of Trustees will hold a meeting of the **Business and Finance Committee on Thursday, January 19, 2006 at approximately 12:45 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.

Fred Orr, Chairman  
Business and Finance Committee

Charles M. Cooper, Chairperson  
Board of Trustees

By: Martha L. Toscano  
Executive Administrative Assistant

# AGENDA

## DALLAS METROCARE SERVICES

**Business and Finance Committee Meeting**  
**Thursday, January 19, 2006**  
**at approximately 12:45 PM**  
**(Immediately following the**  
**Service and Program Meeting)**  
**Board Room**

Fred Orr, Chairperson  
 Charles Poffenbarger, Vice-Chair  
 John Driver  
 Charles M Cooper, ex officio

	<b>I.</b>		<b>CALL TO ORDER</b>
	<b>II.</b>		<b>CITIZEN COMMENTS</b> (Please limit to 3 minutes)
	<b>III.</b>		<b>ISSUES TO BE CONSIDERED</b>
<b>Mr. Orr</b>	1.	❖	Approval of October 20, 2005 Business and Finance Committee Meeting Minutes
Dr. Baker	2.		Discussion of Centerwide Benchmarks
			<b>OPERATIONAL EXCELLENCE REPORT</b>
Kyle Munson	3.		Monthly Financial Report – November 2005
		❖	Recommendation of Approval of Financial Report for November 2005 (Unaudited)
			Monthly Financial Report – December 2005
		❖	Recommendation of Approval of Financial Report for December 2005 (Unaudited)
Kyle Munson	4.		Annual Reports: <ul style="list-style-type: none"> <li>▪ Determination of Fund Balance Retention, in Accordance with Board Policy 4.03</li> <li>▪ Review of Mileage Rate, in Accordance with Board Policy 4.04</li> <li>▪ Review of FY04 Write-off, in Accordance with Board Policy 4.05</li> <li>▪ Review of Center Compensation Plan, in accordance with Board Policy 5.10</li> </ul>
Jesse Aguilera	5.		<b>REVENUE DIVERSIFICATION REPORT</b>
Kyle Munson	6.		<b>REPORT ON INVESTMENT IN HUMAN ASSETS</b>
	<b>IV.</b>		<b>MEETING ADJOURNMENT</b>

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



## NOTICE

Dallas Metrocare Services, Board of Trustees, will hold a meeting of the **Audit Committee on Thursday, January 19, 2006 immediately following the Business and Finance Meeting at approximately 1:45 pm.** 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.

Jorge A. Garza, Chairman  
Audit Committee

Charles M. Cooper, Chairperson  
Board of Trustees

By: Martha L. Toscano  
Assistant to the CEO

# AGENDA

## DALLAS METROCARE SERVICES

**Audit Committee Meeting**  
**Thursday, January 19, 2006**  
**(immediately following the**  
**Business and Finance Committee Meeting**  
**at approximately 2:00 pm)**  
**Board Room**

Jorge A. Garza, Chairman  
Charles M. Cooper  
Charles A. Migl

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	<b>I.</b>		<b>CALL TO ORDER</b>	
	<b>II.</b>		<b>CITIZEN COMMENTS</b>	(Please limit to 3 minutes)
	<b>III.</b>		<b>ISSUES TO BE CONSIDERED</b>	
		1.	❖	Approval of October 20, 2005 Audit Committee Meeting Minutes
Kyle Munson		2.	❖	Recommendation to Receive FY 2005 Audited Financial Statements
Kyle Munson		3.		DMS Risk Assessment and Internal Audit Staffing Discussion
	<b>IV.</b>		<b>MEETING ADJOURNMENT</b>	
			❖	<i>Designates items on which the Board may take action</i>

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