



NOTICE

Metrocare Services, Board of Trustees, will meet in Regular Session at approximately 1:30 pm on Thursday, June 20, 2013. Prior to the regular session, a Board training session will be held, beginning at 1:00 pm. The meeting will be held at 1360 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.

Julia P. Noble, Madame Chairman
Metrocare Board of Trustees

Jill L. Martinez, Vice Chairman
Metrocare Board of Trustees

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

AGENDA

METROCARE SERVICES

June 20, 2013

BOARD TRAINING

Starting at 1:00 pm (Charles Cooper, Board Rm)

“Medicaid 1115 Waiver”

John W. Burruss, MD., CEO

REGULAR MEETING OF THE BOARD OF TRUSTEES

Starting at 1:30 pm

- Ms. Noble**
- I. **Call to Order & Roll Call**
 - II. **Citizen Comments** (Limited to 3 minutes)
 - III. **Issues to be Considered**
 - ❖ Consideration of Approval of May 23, 2013 Board Meeting Minutes
- Madame Chair Report**
- Board Liaison reports:
- IDD Planning Advisory Committee (PNAC), Madame Chairman: Gloria Stuart, Board Liaison: Ms. Corey Golomb
- Chief Executive Officer Report**
- Services Presentation:** PATH Program, Jesse Aguilera, presenter
- Dr. Burruss
- ❖ Consideration of Acceptance of Chief Executive Officer 100-day Objectives
- [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 2013 (Unaudited)
- Kyle Munson
- ❖ 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 FY13 Third Quarter Reports on Finance, and Information Systems
- The chief financial officer will present the following quarterly reports in accordance with specific Board Policies.
- Kyle Munson
- ❖
 - 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)
- Report on Information Technology Projects

Consideration of Acceptance of Engagement Letter for the External Audit Firm of Davis Kinard & Co., PC for FY2013.

Kyle Munson ❖ The chief financial officer will present the engagement letter for the upcoming external audit for the Center's fiscal year ending August 31, 2013.

Consideration of Approval of Revision to Board Policy 4.01

Kyle Munson ❖ The chief financial officer will present the recommended changes to the Board Policy on Fiscal Management.

Strategy 2: Assure That Our Focus Is On Our Consumers

Dr. North

Report of the Provider Services Committee

Consideration of Acceptance of Medical Staff Services Report for May 2013

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 2013

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 Service Delivery Report for May 2013

Tom Clark ❖ Management will present the performance of the developmental disability 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 FY14

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.

Mr. Aston

Report of the Quality and Authority Services Committee

Consideration of Approval of Quality Management Report for May 2013

Linda Thompson ❖ The deputy chief executive 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.

Consideration of Acceptance of FY13 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 third quarter in the following reports.

- Local Plan
- Medical Records

Consideration of Acceptance of FY13 Third Quarter Reports on Quality Management and Research

Linda Thompson



The deputy chief executive officer will present information regarding Quality Management activities to meet identified performance measures and targets identified in the Department of Aging and Disability Services Performance Contract pertaining to the Local Authority during the third quarter.

- DADS Performance Contract Requirements
- Compliance
- Research Activities

Strategy 3: Assure The Visibility of Our Mission Through Our Board

Ms. Martinez

Report of the Philanthropy Committee

Consideration of Approval of Development and Community Education Report for May 2013

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.

Mr. Gutierrez

Report of the Legislative Action Committee

Consideration of Approval of Legislative Action Report for May 2013

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:

- 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, or
- E. Section 551.076, to deliberate regarding security services.

IV.

V. Return to Open Session

VI. Meeting Adjournment

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