



Metrocare  
SERVICES

**BOARD OF TRUSTEES  
MEETING MINUTES OF**

**December 4, 2014**

# METROCARE SERVICES

## REGULAR MONTHLY MEETING MINUTES of the BOARD OF TRUSTEES

A Regular Meeting of the Board of Trustees of Metrocare Services convened on Thursday, December 4, 2014 at 1380 River Bend Dr., Dallas, Texas 75247 (Charles M. Cooper, Board Rm.)

### I. Call To Order/Roll Call

Ms. Martinez extended greetings to everyone and called the meeting to order at 1:30 p.m. A quorum was present. Board members present were:

Jill Martinez, Madame Chairman  
Judy N. Myers, Vice chairman  
Julie Noble  
David Gutierrez  
Dr. Brenda K. Richardson  
Leslie Secrest, MD

Board Members not present: David Aston and Corey Golomb.

The following staff were in attendance: Dr. John Burruss, Linda Thompson, Tom Clark, Dr. Judith Hunter, Kyle Munson, Sandy Stephens, Jennifer Bell, Terry Price, Ken Medlock and Ratana K. DeLuca.

**Guest Present:** Brooks Love, Doug Barnes participated via conference call.

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 October 23, 2014.** The Board minutes of October 23, 2014 were made a part of the packet. Ms. Martinez called for any changes or corrections to the minutes of the previous meeting.

Motion: Ms. Noble moved to approve the Board meeting minutes of October 23, 2014 as printed. All were in favor, and the motion carried.

### MADAM CHAIRMAN REPORT:

#### Board Liaison Reports:

- **Texas Council Report:** Ms. Martinez said she attended the Texas Council Meeting on November 7<sup>th</sup> - 8<sup>th</sup> in Austin. Ms. Martinez referred to the Board members folders and a handout of the Texas Council report provided for their information.

- CEO Evaluation: Ms. Martinez said the CEO evaluation has been completed. The board policy governing the evaluation and the compensation schedule was adjusted to accommodate situations where the CEO contract expiration does not occur in October.
- Upcoming events:
  - October 5 – 6, 2015: 11<sup>th</sup> Annual National Council Hill Day in Washington, D.C.
  - June 17 – 19, 2015: 30<sup>th</sup> Annual TX Council Conference at the Westin Galleria Houston.
- Ms. Martinez encouraged everyone to contact Mr. Abel Hernandez to visit with their representatives and senators as soon as that can be arranged.

**Next Committee and Board meeting schedule:**

- On Tuesday, January 20th the Provider Services Committee will meet at 11:30 am with the Development and Corporate Communications committee meeting following immediately after at approximately 12:15 pm and the Finance and Administration Committee following at approximately 12:45 pm. The meetings will be held at this same location.
- Just two days later, on January 22nd, the following meetings will take place. The Quality and Authority committee will meet at 12:45 pm with a Board training following at approximately 1:00 pm, and the Board meeting following immediately after at approximately 1:30 pm. The Legislative Action Committee will meet as a committee of the whole. All the meetings will be held at this same location.

**Assignment of Board Contact to the Chief Compliance Officer (CCO):** Ms. Martinez Assigned Ms. Corey Golomb as the Board Contact to the Chief Compliance Officer.

**Chief Executive Officer's Report:** Dr. Burruss referred to Tom Clark for the introductions. Tom introduced Jesse Aguilera from our Housing Services Department. He said Jesse has been with Metrocare for 26 years and has dedicated himself to our Mission. Jesse is well known throughout the Housing community and people in the community seek him out whenever they have a HUD related question. He said Jesse has clearly made a difference at Metrocare and the many lives of individuals who would otherwise be homeless.

**Services Presentation:** Mr. Aguilera presented the success story of an individual residing at our Safe Haven Program. He referred to this consumer as Mr. G. He said Mr. G spent years going from shelter to encampment and back to shelters again and again, with a bottle his constant companion. In 2012 he came to Metrocare and enrolled in the STEP short term housing program, but because of the restrictions of the program he did not meet the requirements for sobriety. He left the program, but return to us a few days later to enroll in our Safe Haven permanent housing program. Mr. G made a choice and traded his bottle for a medication bottle. He started to work and found out that the more he worked the less he drank. Mr. G recently moved into the EASH program where he is leasing an apartment under his own name. Mr. G continues to show improvement. He

is working, maintaining his sobriety and taking care of his medical and mental health treatment.

Dr. Burruss gave a special thanks to Mr. Aguilera for the 26 years of hard work and dedication to Metrocare. He said Mr. Aguilera will be retiring from Metrocare in January. The Board joined Dr. Burruss in his thanks to Mr. Aguilera.

**Consideration of Acceptance of Chief Executive Officer Report for FY14 Business Plan Progress for October and November 2014:** Dr. Burruss said that in October the inauguration of the Metrocare University Leadership Academy began with 20 of Metrocare's brightest mid-managers from all of our departments. He said this course will enhance their skillsets in accounting, philanthropy and interpersonal skills. The Class will graduate in June with a special ceremony.

Dr. Burruss said that the North Texas Legislative Steering Committee, the North Texas Behavioral Health Authority and the Behavioral Health Leadership Team cancelled the November 10th meeting in favor of a meeting called by the Chair of the NTBHA Board to fashion an alternative to the Sunset Staff recommendations included in Issue #9 of the Health and Human Services Commission (HHSC). Metrocare was not included in the process. Discussion ensued.

Dr. Burruss said the rest of his report is in the packet and asked if anyone had any questions on his report. There were no questions posed for this item.

Motion: Mr. Gutierrez made a motion to accept the Chief Executive Officer Report for FY14 Business Plan Progress for October through November 2014. All were in favor, and the motion carried.

**Finance and Administration Committee:** Ms. Myers referred to Mr. Munson to present his report.

**Consideration of Acceptance of the Financial Report for October 2014 (unaudited):** Mr. Munson said his report was presented in detail at the Finance and Administration committee and asked if anyone had any questions. There were no questions posed for this item.

Motion: Ms. Martinez said this comes as a committee recommendation and a second is not required, as the recommendation came from the committee. All were in favor, and the motion carried.

**Consideration of Acceptance of Human Resource Report for October 2014:** Ms. Bell said her report was presented in detail at the Finance and Administration committee and remains unchanged.

Motion: Ms. Martinez said this comes as a committee recommendation and a second is not required, as the recommendation came from the committee. All were in favor, and the motion carried.

**Report of the Provider Services Committee:** Dr. Secrest called on Dr. Hunter to present her report.

**Consideration of Acceptance of Medical Staff Services Report for October 2014:** Dr. Hunter said that this report was presented at the November 18<sup>th</sup> Provider Services committee meetings and it remains unchanged.

Motion: Ms. Martinez said this comes as a committee recommendation and a second is not required, as the recommendation came from the committee. All were in favor, and the motion carried.

**Consideration of Acceptance of Behavioral Health Service Delivery Report for October 2014:** Mr. Clark said this report was presented at the Provider Services committee meeting and it remains unchanged.

Motion: Ms. Martinez said this comes as a committee recommendation and a second is not required, as the recommendation came from the committee. All were in favor, and the motion carried.

**Consideration of Acceptance of the Developmental Disabilities Report for October 2014:** Mr. Clark said this report was presented at the Provider Services committee meeting and it remains unchanged.

Motion: Ms. Martinez said this comes as a committee recommendation and a second is not required, as the recommendation came from the committee. All were in favor, and the motion carried.

**Report of the Quality and Authority Services Committee:** Ms. Martinez said the committee met prior to the Board and the reports were provided in detail at that time. She called on Linda Thompson to present a brief summary of this report.

**Consideration of Approval of the Quality Management Report for October 2014:** Ms. Thompson said this report was provided in detail at the Quality & Authority committee and remains unchanged.

Motion: Ms. Martinez said this comes as a committee recommendation and a second is not required, as the recommendation came from the committee. All were in favor, and the motion carried.

**Consideration of Approval of Revision to Board Policy 2.03 Regarding Client Services:** Ms. Thompson said there were no changes to the contents of this Board policy. It conforms to statutory references.

Motion: Ms. Martinez said this comes as a committee recommendation and a second is not required, as the recommendation came from the committee. All were in favor, and the motion carried.

**Report of the Development and Corporate Communication Committee:** Ms. Noble called on Ms. Sandy Stephens for this report.

**Consideration of Acceptance of the Development and Corporate Communications Report for October 2014:** Ms. Stephens presented a couple

of highlights from her report. She said she is very pleased to announce that the Center is in receipt of a grant to help pay for medications of consumers that otherwise would not be able to afford to pay for their medications. She said we also received a grant to help purchase school uniforms for the Kids Klostet. Ms. Stephens reminded everyone that the next 8<sup>th</sup> Annual Meal for the Minds luncheon will be held on September 24, 2015 at the Anatole Hotel.

Motion: Ms. Martinez said this comes as a committee recommendation and a second is not required, as the recommendation came from the committee. All were in favor, and the motion carried.

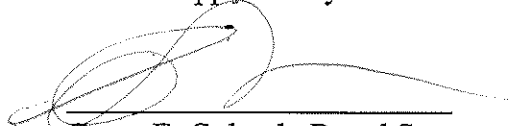
**Report of the Legislative Action Committee:** Mr. Gutierrez called on Mr. Hernandez for this report.

**Consideration of Acceptance of the Legislative Action Committee Report for October 2014:** This report was made part of the packet. Mr. Hernandez referred to his report and provided a brief summary of the same. There were no questions posed for this item.

Motion: Mr. Gutierrez moved to accept the Legislative Action Committee Report for October 2014. All were in favor, and the motion carried.

- IV. EXECUTIVE SESSION:** Ms. Martinez announced a Closed Session in accordance with Subchapter D, Sections 551.071 of the Texas Open Meetings Act (Chapter 551 of the Government Code) to receive advice from counsel about pending or contemplated litigation when such discussions would have a detrimental effect on the negotiating position of the Center and a third person, firm or corporations. The meeting went into closed session at 2:25 pm.
- V. RETURN TO OPEN SESSION:** The meeting return to open session at 3:16 pm.
- VI. MEETING ADJOURNMENT:** There being no further business to come before the Board, Ms. Myers adjourned the meeting at 3:16 pm.

Minutes approved by:

  
Corey E. Golomb, Board Secretary

Minutes distributed by:  
Martha L. Toscano  
Assistant to the CEO and Metrocare Board of Trustee