

METROCARE SERVICES

**BOARD OF TRUSTEES
MEETING MINUTES OF**

December 5, 2013

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 on Thursday, December 5, 2013 at 1380 River Bend Dr. Dallas, Texas 75247 in the Charles Cooper Board Room.

I. Call To Order/Roll Call

Ms. Noble declared a quorum present and called the meeting to order at 1:35 pm.

The following Trustees were present:

Ms. Julia P. Noble, Madame Chairman
Ms. Judy N. Myers, Secretary
Dr. Carol North
Mr. David Gutierrez
Dr. Brenda Richardson
Mr. David Aston
Ms. Corey Golomb

Board members participating via phone conference: Ms. Jill Martinez.

Staff Present: Dr. John Burruss, Dr. Judith Hunter, Tom Clark, Kyle Munson, Sandy Stephens and Martha Nye.

Guest Present: Doug Barnes, Maria Rios, and Germaine White.

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 24, 2013. The Board minutes of October 24, 2013 were made a part of the packet. Ms. Noble called for any changes or corrections to the minutes of the previous meeting.

Motion: Mr. Gutierrez moved to approve the Board meeting minutes of October 24, 2013 as presented. The motion was seconded and accepted.

Madame Chairman's Report

Board Liaison Reports:

Presentation from the Texas Council of Community Centers: Maria Rios from the Texas Council of Community Centers addressed the Board and apologized on behalf of Ms. Danette Castle for not being present today. Ms.

Rios thanked "Team Metrocare" for hosting this year's 28th Annual Conference in Dallas this past June. The event was held at the Sheraton Downtown-Dallas hotel with over 700 members participating. Ms. Rios presented a check to Metrocare on behalf of the Texas Council

Texas Council Report: Ms. Noble said she attended the Texas Council Meeting on November 6th -8th. Ms. Noble referred to the Board members folders and a handout of the Texas Council report provided for their information.

Next Committee and Board meeting schedule:

Ms. Noble said the committee meetings will go back to the normal schedule beginning with the third Tuesday of the month in January.

- On Tuesday, January 21st 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.
- On the fourth Thursday of the month, January 23rd, just two days later 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.

Chief Executive Officer's Report:

Services Presentation: Local Authority, Princess Smith, presenter.

Ms. Smith presented the success story of a client she has in the Home and Community Based Program (HCS). She said the client's mom calls her approximately every 3 months to find out how far her daughter has advanced on the HCS wait list. The client has been on the wait list for the past 11 years. Mom was worried because her daughter is medically fragile (takes 17 kinds of medications) and she was about to be released from the program she was currently attending. Fortunately for the mom a new set of numbers was released by the state and now mom can keep her daughter at home.

Dr. Burruss and the Board thanked Ms. Smith for her presentation.

Consideration of Acceptance of Chief Executive Officer Report for FY13 Business Plan Progress through October 2013: Dr. Burruss said his report was made a part of the packet and asked if anyone had any questions. Dr. Burruss took this opportunity to congratulate our own Dr. Art Mirzatury for receiving the 2013 Prism Award from Mental Health America of Greater Dallas. The Board joined Dr. Burruss in his congratulations to Dr. Mirzatury.

Motion: Ms. Golomb made a motion to accept the Chief Executive Officer Report for FY14 Business Plan Progress through October 2013. The motion was seconded and accepted.

Consideration of Approval of Revision to Board Policy 1.06 on Board Organizational Structure and Officers: Dr. Burruss presented Board Policy 1.06 and said the main change made to this policy consist of changing the name from the Philanthropy Committee to the Development and Corporate Communications Committee.

Motion: Ms. Noble 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.

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

Consideration of Acceptance of the Financial Report for October 2013 (unaudited): Mr. Munson said that this report was presented in detail at the Finance and Administration Committee and remains unchanged.

Motion: Ms. Noble 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 FY14 Business Plan: Dr. Burruss presented the FY14 Business Plan. He said each year, prior to the development of a budget, management reviews and updates the business plan in consultation with the Board. He said this 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. Noble 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 4.05 on Write Offs: Mr. Munson said there were no changes to Board Policy 4.05. He said this policy is being presented as part of a 5 year review cycle.

Motion: Ms. Noble 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: Ms. Noble called on Dr. Hunter to present her report.

Consideration of Acceptance of Medical Staff Services Report for October 2013: Dr. Hunter said this report was thoroughly reviewed at the November Provider Services committee meeting.

Motion: Ms. Noble 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 2013: Mr. Clark said there were no changes to his report. His report was provided in detail at the November Provider Services committee meeting.

Motion: Ms. Noble 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 2013: Mr. Clark said there were no changes to his report. His report was provided in detail at the November Provider Services committee meeting.

Motion: Ms. Noble 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: Mr. Aston said the Quality and Authority Committee met prior to the Board meeting. He called on Ms. Martha Nye to present this report.

Consideration of Approval of the Quality Management Report for October 2013: Ms. Nye said this report was provided in detail at the Quality and Authority Committee meeting. She asked if anyone had any questions. There were no questions posed for this item.

Motion: Ms. Noble 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 Philanthropy Committee: Ms. Noble referred to Ms. Stephens for the Philanthropy Committee report.

Consideration of Acceptance of the Development and Community Education Report for October 2013: Ms. Stephens presented a highlight from her report. She said on December 3rd Metrocare participated in "Giving Tuesday" an online donation program. The donations received will help to buy uniforms to benefit the Kids' Klostet, run by volunteers of the Metrocare Auxiliary, this program provides cloths and uniforms for our school-aged clients.

Motion: Ms. Noble 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 to present the Legislative Action committee report. Ms. Stephens presented the report on behalf of Mr. Hernandez.

Consideration of Acceptance of the Legislative Action Committee Report for October 2013: Ms. Stephens said this report was made a part of the packet. Ms. Stephens presented a brief summary of Mental Health First Aid and said our staff will receive training in Mental Health First Aid and then we will be able to train teachers at different schools.

Motion: Mr. Gutierrez moved for the acceptance of the Legislative Action Committee Report for October 2013. The motion was seconded and accepted.

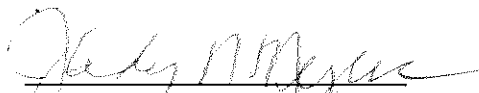
IV. EXECUTIVE SESSION: At 2:35 pm, Ms. Noble announced a Closed Session in Accordance with Subchapter D., Section 551.071 of the Texas Open Meetings Act (Chapter 551 of the Government Code) for the purpose of discussing the following:

- To receive advice from counsel about pending or contemplated litigation and/or settlement

V. RETURN TO OPEN SESSION: At 2:50 pm the Executive Session reconvened in Open Session. Ms. Noble announced that there was no action taken during Closed Session.

VI. MEETING ADJOURNMENT: There being no further business to come before the Board, Ms. Noble called for a motion to adjourn the meeting. Dr. North moved to adjourn the meeting. The motion was seconded and accepted. The meeting adjourned at 2:51 pm.

Minutes approved by:


Judy N. Myers, Board Secretary

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