



NOTICE

Metrocare Services, Board of Trustees, will hold a meeting of the **Finance and Administration Committee on Tuesday, January 18, 2011 immediately following the Provider Services Committee at approximately 12:15 p.m.** The meeting will be held at 1360 River Bend Drive Dallas, Texas (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.

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.

Mr. Craig Jeffery, Chairman
Finance and Administration Committee

Mrs. Julia P. Noble, Madame Chair
Board of Trustees

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

AGENDA

METROCARE SERVICES

Finance and Administration Committee
 Tuesday, January 18, 2011 at approximately 12:15 am
 (Immediately following the Provider Services Committee)
 Charles M. Cooper, Board Rm.

Committee members:
 Mr. Craig Jeffery, Chairman
 Mr. Greg Allbright
 Mr. Herbert Kamm
 Mrs. Julia P. Noble, ex officio

Mr. Jeffery	I.		CALL TO ORDER
	II.		CITIZEN COMMENTS (Please limit to 3 minutes)
	III.		ISSUES TO BE CONSIDERED
	1.	❖	Approval of November 16, 2010 Finance and Administration Committee Meeting Minutes.
FISCAL MANAGEMENT REPORTS			
			Recommendation of Acceptance of Financial Report for November 2010 (Unaudited)
Kyle Munson	2.	❖	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
			Recommendation of Acceptance of Financial Report for December 2010 (Unaudited)
Kyle Munson	3.	❖	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
			Recommendation to Receive FY2010 Audited Financial Statements
Kyle Munson	4.	❖	The chief financial officer and the Auditing Firm of Davis, Kinard & Company will present the Financial Audit for the year ending August 31, 2010
			Presentation of Metrocare Pay-for-Performance Plan
Kyle Munson	5.		The chief financial officer will present the Center's process for offering performance-based salary increases to staff, as described in Administrative Procedure on Employee Compensation 5.10.01
			Discussion of Board Policy 1.12 on Board Membership and Terms of Membership and "County of Dallas – Board and Committee Handbook, Section IV Board and Committee Policies, Paragraph H" as they relate to current Board of Trustees Members
	6.		The Board will discuss its role in implementing state statute, commissioners court policy and board of trustees policy regarding requirements for board membership.
	IV.		MEETING ADJOURNMENT
		❖	<i>Designated items on which the Board may take action</i>