



NOTICE

Metrocare Services, Board of Trustees, will hold a Special Called Meeting of the Board of Trustees on Tuesday, March 10, 2015 at approximately 12:00 pm. The meeting will be held at 1380 River Bend Drive - Dallas, Texas (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.

Mrs. Jill Martinez, Madame Chair
Board of Trustees

John W. Burruss, MD
Chief Executive Officer

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

AGENDA

METROCARE SERVICES

March 10, 2015

SPECIAL CALLED MEETING OF THE BOARD OF TRUSTEES
starting at approximately 12:00 pm (Charles M. Cooper Conference Room)
1380 River Bend Dr/Dallas, TX 75247

BOARD TRAINING

"Sunset Commission Plan"
Ron Stretcher, *presenter*
(12:00 pm)

- Mrs. Martinez**
- I. **Call to Order & Welcome**
 - II. **Citizen Comments (Limited to 3 minutes) only those registered**
 - III. **Issues to be Considered**
 - ❖ Consideration of Approval of January 29, 2014 Board Meeting Minutes
 - Madame Chair Report**
 - ❖ Consideration of Adoption of Resolution in Support of the Local Plan for Indigent Behavioral Health Services which is in response to the Sunset Advisory Committee's study of Health and Human Services Commission.
 - IV. **Meeting Adjournment**
 - ❖ *Designates items on which the Board may take action*



Metrocare
SERVICES

**BOARD OF TRUSTEES
MEETING MINUTES OF**

January 29, 2015

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, January 29, 2015 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 1:35 p.m. A quorum was present. Board members present were:

Jill Martinez, Madame Chairman
Judy N. Myers, Vice chairman
Corey Golomb, Secretary
Julie Noble
David Gutierrez
Dr. Brenda Richardson-Rowe

Excused absence: David Aston Leslie Secrest, MD

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

Guest Present: Doug Barnes, Germaine White, Brooks Love, and Shay Cathey.

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 December 4, 2014. The Board minutes of December 4, 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 December 4, 2014 as printed. All were in favor, and the motion carried.

Madame Chairman's Report:

Board Liaison Reports:

Intellectual and Developmental Disability Planning Network Advisory Committee (IDD PNAC): Ms. Golomb called on Ms. Thompson to present the IDD PNAC report. Ms. Thompson said the committee convened on Tuesday, December 9th with a quorum present. Ms. Thompson provided a brief report of the IDD PNAC meeting and said a Board Training Recommendation was made

at that time. She said the committee recommended Ms. Thompson provide a training with information on consumers that are graduating from High Schools. Ms. Thompson said she would provide a Board Training on this issue at an upcoming Board Training session.

Texas Council Report: Ms. Martinez said she attended the Texas Council Meeting on January 23-24 in Austin. Ms. Martinez referred to the Board members folders and a handout of the Texas Council report provided for their information.

Appointments: Ms. Martinez said she appointed Ms. Julie Noble and Ms. Judy Myers to the Adhoc CEO Compensation Committee. She said Dr. Burruss contract will expire at the end of April and the committee plans to have a recommendation complete by the end of March.

Compliance Office: Ms. Martinez said that as Board liaison to Metrocare's Compliance office, Ms. Corey Golomb and Chief Compliance Officer, Ratana DeLuca will begin to provide a quarterly report at the Finance and Advisory committee.

Next Committee and Board meeting schedule:

- On Tuesday, February 17th 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 Thursday, February 26th, 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.

Other Meetings/Events:

Ms. Martinez invited everyone to bring their children and families to the 3rd Annual Run with Metrocare 5K. The event will begin at 9:00 am and will take place on Saturday, April 11, 2015 at Bonner Park in Dallas, TX.

Chief Executive Officer's Report:

Services Presentation: Service Coordination, Maria Spencer, presenter.

Ms. Spencer said that back in December she received a call from a consumer asking for assistance with food and gifts for her family. Ms. Spencer said food was easy to obtain, but trying to find presents for the family in December presented an obstacle. While speaking with a church member, Ms. Spencer found out that her church does a toy run for families in need in her congregation, and even though the family was not part of their congregation they were able to provide gifts for the family. Her church also offered assistance to anyone at Metrocare that required gifts for their consumers.

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

Consideration of Acceptance of Chief Executive Officer Report for FY14 Business Plan Progress through December 2014: Dr. Burruss said that 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: Ms. Myers made a motion to accept the Chief Executive Officer Report for FY14 Business Plan Progress through December 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 November 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 the Financial Report for December 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 FY15 First Quarter Reports on Finance: Mr. Munson said the FY15 First Quarter reports were 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 to Receive FY2014 Audited Financial Statements: The FY14 Audited Financial Report was made a part of the packet for this meeting. Mr. Munson introduced Mr. Tommy Nelson from the Auditing Firm of Scott, Singleton, Fincher and Company, PC. Mr. Nelson said this is the 1st year back on engagement back with Metrocare. Mr. Nelson referred to the DSRIP programs and how this will affect the center in a positive way. He said if we keep up meeting the metrics this will bring in more money than what we began with. Discussion ensued on the timing of how we book the money towards the end of the fiscal year. Next Mr. Nelson issued the following highlights of the FY14 Audit report.

Mr. Nelson said that his firm has issued an unqualified opinion on the financial statements of Metrocare Services for the year ending August 31, 2014.

Mr. Nelson said that the financial statements were presented in all material respects in accordance with generally accepted accounting principles (GAAP).

Mr. Nelson said that his firm is reporting no disagreements with management on accounting issues or regarding estimates made in the financial statements. There were no difficulties in performing or completing their audit. There were no proposed audit adjustments. He said that if there had been any audit adjustments they are required to go over those with the governing board or to report the event.

No misstatements were identified. There were no material weaknesses reported.

Mr. Nelson commended Mr. Munson and Mr. Joe Corlew. He said this is one of the cleanest audits they have out of twelve other MHMR centers that they audit.

There were no questions posed for Mr. Nelson.

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 December 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: Ms. Martinez called on Dr. Hunter to present her report.

Consideration of Acceptance of Medical Staff Services Report for December 2014: Dr. Hunter said that this report was thoroughly reviewed on January 20th 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 December 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 December 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 December 2014: Ms. Thompson said this report was presented at the Quality & Authority committee meeting prior to the Board meeting.

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 on Compliance Plan 6.03: Ms. DeLuca said this policy was moved from the Quality and Authority section over to the Compliance section. Ms. DeLuca referred to the changes she made to the policy.

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 December 2014: Ms. Stephens presented a couple of highlights from her report. She said that in order for Metrocare to establish an endowment for the Altsuler Center for Education and Research we needed to put together \$100K. In the month of December we received a grant in the amount of \$100K to establish this endowment. After interviewing six different groups we chose the Meadows Foundation to establish the endowment. Ms. Stephens said that on January 23rd there was a big article on the newspaper that brought a lot of attention to our Center for Children with Autism at Metrocare (CCAM). Ms. Stephens said thanks to Dr. Burruss and Ms. Martinez wonderful work at the Texas Council of Community Center's meeting three other centers have decided to do the Non-Event Gala that Ms. Hazel Byers started over 20 years ago. She said Dr. Burruss took the material and presented at state level.

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 December 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 December 2014. All were in favor, and the motion carried.

- IV. EXECUTIVE SESSION:** At 2:50 pm Ms. Martinez announced a Closed Session 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
 - Section 551.076, to deliberate regarding security services.
- V. RETURN TO OPEN SESSION:** The meeting return to open session at 3:15 pm. Ms. Martinez said that the Closed Session was to discuss the Merger of Metrocare Services and Lifenet. There was no action taken during Closed Session.
- VI. MEETING ADJOURNMENT:** There being no further business to come before the Board, Ms. Martinez asked for a motion to adjourn the meeting. Ms. Noble moved to adjourn the meeting. All were in favor, and the motion carried. The meeting adjourned at 3:15 pm.

Minutes approved by:

Corey E. Golomb, Board Secretary

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

MADAME CHAIRMAN'S REPORT

- ❖ **Consideration of Adoption of Resolution in Support of the Local Plan for Indigent Behavioral Health Services which is in response to the Sunset Advisory Committee's study of Health and Human Services Commission.**

FY '15-

STATE OF TEXAS §

COUNTY OF DALLAS §

BOARD OF TRUSTEES RESOLUTION

On the 10th day of March, 2015, at a Special Called meeting of the Board of Trustees ("the Board) of Metrocare Services with a quorum present, the following Resolution was adopted:

BE IT RESOLVED that the Board of Trustees of Metrocare Services is committed to advocating for the welfare of Texas residents in need of Mental Health services.

BE IT FURTHER RESOLVED that the Board of Trustees of Metrocare Services recommends the adoption of the Resolution presented by the Dallas County Behavioral Health Leadership Team on the 12th day of February, 2015, in an effort to provide behavioral health services to eligible indigent consumers through a contract with the Department of State Health Services (DSHS) and the Health and Human Services Commission (HHSC);

WHEREAS, the Texas Sunset Review Commission has recommended that the NorthSTAR system for behavioral health managed care be dissolved; and

WHEREAS, Dallas County and the other six NorthSTAR member counties have until March 3, 2015 to submit a plan for providing behavioral health services to eligible indigent consumers through a contract with the Department of State Health Services; and

WHEREAS, the Commissioners Court for Rockwall, Ellis and Navarro Counties have elected to join Dallas County and continue to utilize the North Texas Behavioral Health Authority (NTBHA) as the local behavioral health authority for the four counties and to establish the agency as a local community center for the provision of indigent behavioral health services; and

WHEREAS, the Commissioners Court of Hunt and Kaufman Counties are still deciding whether to join with the North Texas Behavioral Health Authority; and

WHEREAS, the current draft "Preliminary Plan for Indigent Behavioral Health Services' has been distributed for review and approval by the Dallas County Behavioral Health Leadership Team (BHLT) and it is expected that additional minor revisions will be needed before the plan submission on or before March 3, 2015; and

WHEREAS, Commissioner John Wiley Price and Commissioner Dr. Theresa Daniel are authorized to approve the final "Preliminary Plan for Indigent Behavioral Health Services' for submission to the Department of State Health Services and the Health and Human Services Commission;

NOW THEREFORE, BE IT RESOLVED that Metrocare Services affirms support and endorses the "Preliminary Plan for Indigent Behavioral Health Services."

Jill L. Martinez
Madame Chairman

Judy N. Myers
Vice Chairman

Corey Golomb
Secretary

Julia P. Noble
Board member

David Aston
Board member

Leslie H. Secrest, MD
Board member

Dr. Brenda Richardson-Rowe
Board member

I certify that the above and foregoing constitutes a true and correct copy of a part of the minutes of a meeting of the Board of Trustees of Metrocare Services held on the 10th day of March, 2015.

Jill L. Martinez, Madame Chairman
Metrocare Services Board of Trustees

Subscribed and sworn before me, _____, a Notary

Public for the State of Texas on this 10th day of March, 2015.

Notary Public, State of Texas

My Commission Expires

MEETING ADJOURNMENT