



## NOTICE

Metrocare Services, Board of Trustees, will hold a meeting of the **Business and Finance Committee on Thursday, September 20, 2007 at approximately 12:30 p.m.** The meeting will be held at 1360 River Bend Drive - Dallas, Texas (Board Room).

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.

Fred Orr, Chairperson  
Business and Finance Committee

Charles M. Cooper, Chairperson  
Board of Trustees

By: Martha L. Toscano  
Executive Administrative Assistant

# AGENDA

## METROCARE SERVICES

**Business and Finance Committee Meeting**  
**Thursday, September 20, 2007**  
**at approximately 12:30 PM**  
**(Immediately following the**  
**Service and Program Meeting)**  
**Board Room**

Fred Orr, Chairperson  
John Driver  
Charles M Cooper, ex officio

---

**I. CALL TO ORDER**

---

**II. CITIZEN COMMENTS** (Please limit to 3 minutes)

---

**III. ISSUES TO BE CONSIDERED**

---

**Mr. Orr**

1. ❖ Approval of the August 16, 2007 Business and Finance Committee Meeting Minutes
- 

Dr. Baker

2. ❖ **Chief Executive Officer Report**  
Recommendation of Acceptance of Chief Executive Officer Report
- 

Sandy Stephens  
Jesse Aguilera  
John Luna

3. ❖ Recommendation of Acceptance of Development and Community Education Report
- 

**FISCAL MANAGEMENT REPORTS**

---

Kyle Munson

4. ❖ Recommendation of Approval of Financial Report for August 2007 (Unaudited)
- 

Kyle Munson

5. ❖ Recommendation of Acceptance of FY 07 Fourth Quarter Reports on Finance, Human Resources, and Information Systems

- Financial Investments
  - Salary Adjustments > \$5,000
  - Community Services Contracts > \$100,000 & Non-Community Service Contracts > \$25,000
  - Leases > \$25,000
  - Legal Expenses
  - Goods, Services and Equipment > \$15,000
  - Participation by Historically Underutilized Businesses
  - Information Technology Project Update
  - Human Resources
- 

Kyle Munson

6. ❖ Recommendation of Approval of Revision to Board Policy 2.04
- Policy on Fees for Service
- 

**IV. MEETING ADJOURNMENT**

---

