

**METROCARE SERVICES**

**BOARD OF TRUSTEES  
MEETING MINUTES OF**

**April 25, 2013**

# METROCARE SERVICES

## REGULAR MONTHLY MEETING of the BOARD OF TRUSTEES

### MINUTES OF April 25, 2013

A Regular Meeting of the Board of Trustees of Metrocare Services convened on Thursday, April 25, 2013 at 1360 River Bend Dr, Dallas, Texas 75247 in the Charles Cooper Board Room.

#### **I. Call To Order/Roll Call**

Ms. Noble, Madame Chair, declared a quorum present and called the meeting to order at 1:25 pm.

The following Trustees were present:

Ms. Julia P. Noble, Madame Chairman  
Ms. Jill Martinez, Vice chair  
Ms. Judy N. Myers, Secretary  
Ms. Verlean Walton-Brooks  
Mr. David Gutierrez  
Ms. Brenda K. Richardson

**Board members not present:** Dr. Carol S. North.

**Staff Present:** Linda Thompson, Dr. Ardashes Mirzaturun, Tom Clark, Kyle Munson, Sandy Stephens and other Metrocare staff.

**Guest Present:** Dallas County Commissioners aides; Germaine White, Brooks Love, Shay Cathey and Denise Valdez. Doug Barnes, Attorney for the Center, and other Metrocare staff.

**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 March 28, 2013.** The Board minutes of March 28, 2013 were made a part of the packet. Ms. Noble called for any changes or corrections to the March 28, 2013 Board minutes.

Motion: Ms. Walton-Brooks moved for the Approval of the Board meeting minutes of March 28, 2013 as presented. Mr. Gutierrez seconded. All were in favor, and the motion carried.

**Ad hoc CEO Search Committee Update:** Ms. Walton-Brooks said the Ad hoc CEO Search committee met prior to the Board mtg. Both Mr. Munson

and Ms. Stephens presented information on what has been prepared to help with the on-boarding process and the communication plans. Ms. Walton – Brooks said the Ad hoc CEO Search committee recommended the committee be dissolved at this time.

Motion: Ms. Noble said this comes as a committee recommendation and a second is not required, as the recommendation came from the committee. Motion carried.

Ms. Noble thanked the Ad hoc CEO Search Committee and all the Board for their work

### **Madame Chairs' Report**

#### **Board Liaison reports:**

**Mental Health Advisory Committee:** Ms. Richardson, Board Liaison to the MH Advisory Committee referred to Mr. Leonard Keesee to provide the MH Advisory Committee report. Mr. Keesee said the committee convened on Monday, March 4<sup>th</sup> at 6 pm and there was a quorum present. Mr. Keesee provided a brief report of the MH Advisory Committee meeting and took this opportunity to thank the Board and to say his farewells after seven year tenure. He said Ms. Marilu Thorn, the newly elected Madame Chairman of the committee will be providing this report going forth.

**Intellectual and Developmental Disability Planning/Network Advisory Committee (IDD PNAC):** Ms. Walton-Brooks, Board Liaison to the IDD PNAC Committee referred to Ms. Linda Thompson to provide this report. Ms. Thompson said the committee convened on Tuesday, March 5<sup>th</sup> at 6 pm and there was a quorum present. The committee held annual elections and Ms. Gloria Stuart was elected Madame Chairman, Ms. Mary Patterson was elected Co-chair. Ms. Thompson provided a brief report of the IDD PNAC meeting and said the next meeting will be held on Tuesday, June 11<sup>th</sup>.

**Texas Council of Community Center's Update:** Ms. Noble presented a report of the Texas Council's quarterly meeting activities that took place April 11 – 13, in Austin. A written report with a list of the visits she and Mr. Abel Hernandez participated in on Capital Day were placed in each of the Board members folders. She said during this visit they met with several Legislators, Senators and their Legislative Directors to carry the "thank you and hold" message. She said next month Mr. Hernandez will provide a report about Bill, SB 126, which they advocated for during their legislative visits.

#### **Next Committee and Board meeting schedule:**

- On Tuesday, May 21st the Provider Services Committee will meet at 11:30 am with the Philanthropy 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 1360 River Bend Dr., in the Charles Cooper Board Rm.

- Ms. Noble reminded everyone that during the month of May the committee and Board meeting all take place on the same week.
- On the fourth Thursday, May 23<sup>rd</sup> 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. The Legislative Action Committee will meet as a committee of the whole. All the meetings will be held at this same location.
- Changes to June Board meeting: Ms. Noble reminded everyone to change their June Board meeting from June 27<sup>th</sup> to the third Thursday - June 20<sup>th</sup> so that it will not conflict with the Texas Council Annual Conference which Metrocare is hosting this year. This event will take place at the Sheraton Hotel in downtown Dallas beginning on Wednesday, June 26<sup>th</sup> through Friday, June 28<sup>th</sup>. She asked the board to please save these dates and times to be ready to volunteer.

**Interim Chief Executive Officer's Report:** Ms. Thompson introduced Mr. DJ DeJong from the Therapeutic Fostering Program.

**Services Presentation:** Mr. DeJong presented the success story of a teenage girl that's been in the Therapeutic Fostering program for over 9 years. He said that after years of abuse and neglect this young lady was placed in a foster home where she received praise and positive re-enforcement from her foster family. She went from making D's and F's to making A's and B's at school. She has been accepted at the University of North Texas in Denton and will start this fall. She will be pursuing a career as a veterinarian. She is also on the verge of being adopted by her foster mom.

**Consideration of Acceptance of Interim Chief Executive Officer's Report:** Ms. Thompson presented a brief summary of the center-wide indicators for the month of March 2013.

**Motion:** Ms. Martinez made a motion to accept the Interim Chief Executive Officer's Report for March 2013. Ms. Richardson seconded. 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 March 2013 (unaudited):** Mr. Munson said the Finance and Administration committee met last week and he presented his report in detail at that time. He asked if there were any questions. There were no questions posed for this item.

**Motion:** Ms. Noble said the committee recommended the acceptance of the Financial Report for March 2013 and a second is not required, as the recommendation came from the committee. All were in favor, and the motion carried.

**Consideration of Approval to remove the signature of Linda Thompson, Interim Chief Executive Officer from all of Metrocare's Bank Account Signature Cards as well as from a facsimile plate for Payroll and Accounts Payable Checks effective April 30, 2013:**

Motion: Ms. Noble said this comes as a committee recommendation and a second is not required, as the recommendation came from the committee. Motion carried.

**Consideration of Approval to authorize the signature of John W. Burruss, MD, Metrocare Services Chief Executive Officer on all of Metrocare's Bank Account Signature Cards as well as on a facsimile plate for Payroll and Accounts Payable Checks effective April 30, 2013:**

Motion: Ms. Noble said this comes as a committee recommendation and a second is not required, as the recommendation came from the committee. Motion carried.

**Consideration of Approval to Participate in the TexPool Investment Fund and Approval of Resolution Authorizing the Participant (Metrocare Services) to enter into a Participation Agreement:**

Motion: Ms. Noble said this comes as a committee recommendation and a second is not required, as the recommendation came from the committee. Motion carried.

**Report of the Provider Services Committee:** Ms. Noble referred to Dr. Mirzatumy to present this report in Dr. Hunter's absence.

**Consideration of Acceptance of Medical Staff Services Report for March 2013:** Dr. Mirzatumy presented several highlights from Dr. Hunter's report. He said this report was provided in detail at the 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. Motion carried.

**Consideration of Acceptance of Behavioral Health Service Delivery Report for March 2013:** Mr. Clark said there were no changes to his report. His report was provided in detail at the 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. Motion carried.

**Consideration of Acceptance of the Developmental Disabilities Report for March 2013:** Mr. Clark said there were no changes to his report. His report was provided in detail at the 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. Motion carried.

**Report of the Quality and Authority Services Committee:** Ms. Walton-Brooks said the Quality and Authority Committee met right before the Board meeting. She asked if anyone had any questions for these reports.

**Consideration of Approval of the Quality Management Report for March 2013:**

Motion: Ms. Walton-Brooks said the committee recommended the Approval of the Quality Management Report for March 2013. Ms. Noble said 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 March 2013:** Ms. Stephens presented highlights of her report.

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. Motion carried.

**Consideration of Approval of Revision to Board Policy 1.05 on Board of Trustees Relationship with the Dallas County Commissioners Court:** Ms. Stephens said there were no substantive changes to Board Policy 1.05.

Motion: Ms. Noble said this comes as a committee recommendation and a second is not required, as the recommendation came from the committee. Motion carried.

**Report of the Legislative Action Committee:** Mr. Gutierrez referred to Mr. Hernandez to provide the Legislative Action Committee report.

**Consideration of Acceptance of the Legislative Action Committee Report for March 2013:** Mr. Hernandez presented a brief summary of the Legislative Action Committee report for the month of March 2013.

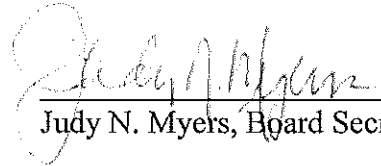
Motion: Mr. Gutierrez moved for the acceptance of the Legislative Action Committee Report for March 2013. Ms. Walton-Brooks seconded. All were in favor, and the motion carried.

**Presentation by Stephen Miller:** Mr. Miller referred to Mr. John Crouch to present his case. Mr. Crouch presented a handout to all of the Board members and proceeded to talk about Mr. Miller's relationship with the center.

Ms. Noble said a Closed Session will be added to next months Board meeting to continue this discussion.

- IV. MEETING ADJOURNMENT:** There being no further business to come before the Board, Ms. Noble moved to adjourn the meeting. The meeting adjourned at 2:30 pm.

Minutes approved by:

  
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Judy N. Myers, Board Secretary

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