



# NOTICE

Metrocare Services, Board of Trustees, will meet in Regular Session at approximately 1:30 pm on Thursday, March 24, 2011. Prior to the regular session, a Board training session will be held, beginning at 1:00 pm. The meeting will be held at 1360 River Bend Drive/Dallas, Texas 75247 (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.

A portion of the meeting may be closed pursuant to Chapter 551 of the Texas Government Code to receive advise from counsel; to deliberate the purchase or lease of real estate; to deliberate the contract for a gift; to deliberate personnel issues; or, to deliberate regarding security.

Julia P. Noble, Madame Chair  
Metrocare Board of Trustees

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

# AGENDA

## METROCARE SERVICES

March 24, 2011

### BOARD TRAINING

“the Well Community”

Joel Pulis, Community Pastor, *presenter*

(1:00 pm)

### REGULAR MEETING OF THE BOARD OF TRUSTEES

starting at 1:30 pm (Charles Cooper, Board Room)

1360 River Bend Dr/Dallas, TX 75247-4914

Mrs. Noble I. **Call to Order & Roll Call** Page

II. **Citizen Comments** (Limited to 3 minutes)

III. **Issues to be Considered**

❖ Consideration of Approval of February 24, 2011 Board Meeting Minutes

#### **Madame Chair Report**

Annual Election of Officers in Accordance with Board Policy 1.06

- ❖
- Chairman
  - Vice-Chairman
  - Secretary

Board Liaison reports:

- MH Advisory Committee (Chairman: Leonard Keese, Board Liaison: Jill Martinez).

#### **Chief Executive Officer Report**

##### **Success Story:**

the Well Community / Metrocare Collaboration Presentation –  
LaTarshua Pickens, presenter

Consideration of Acceptance of CEO Report for FY11 Business Plan  
Progress through February 2011

Dr. Baker

❖ The chief executive officer will present a summary of the performance of the center that includes its financial performance, its performance on clinical outcomes, its performance on strategic measures, its contract compliance, its performance on governance measures, and its performance on measures related to stakeholder relationships, as well as management's plans to address deficiencies therein.

---

---

## Strategy 1: Assure Adequate funding for Our Mission

---

**Mr. Jeffery**

### **Report of the Finance and Administration Committee**

- Kyle Munson ❖ Consideration of Acceptance of Financial Report for February 2011 (Unaudited)
- 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
- Kyle Munson ❖ Consideration of Acceptance of FY11 Second Quarter Reports on Finance, and Information Systems
- The chief financial officer will present the following quarterly reports in accordance with specific Board Policies.
- Quarterly Investment Report, Board Policy 4.01.02
  - Salary Adjustments > \$5,000, Board Policy 5.10
  - Community Services Contract >\$100,000 & Non-Community Service Contracts > \$25,000, Board Policy 4.02
  - Lease Obligations > \$25,000, Board Policy 4.02
  - Legal Expenses, Board Policy 4.02
  - Purchases of Goods, Services and Equipment > \$15,000, Board Policy 4.02
  - Participation by Historically Underutilized Businesses (HUB)
  - Report on Information Technology Projects

---

## Strategy 2: Assure That Our Focus Is On Our Consumers

---

**Dr. North**

### **Report of the Provider Services Committee**

- Dr. Hunter ❖ Consideration of Acceptance of Medical Staff Services Report for February 2011
- The executive medical director will present the performance of medical staff services and the clinical outcome measures, including management plans to address deficiencies therein.
- Tom Clark ❖ Consideration of Acceptance of Behavioral Health Service Delivery Report for February 2011
- Management will present the performance of the behavioral health provider division of the center, including its financial performance and its clinical performance, as well as management plans to address deficiencies therein.
- Brenda Cosens ❖ Consideration of Acceptance of Developmental Disability Provider Service Report for February 2011
- Management will present the performance of the developmental disabilities providers division of the center, including its financial performance and its clinical performance, as well as management plans to address deficiencies therein.
- Dr. Hunter ❖ Consideration of Approval of Revision to Board Policy 2.06
- The executive medical director will present the recommended changes to the Board Policy on Medical/Psychiatric Services to

assure that the policy conforms to statutory references and actual practices.

Consideration of Approval of Resolution Authorizing the Submission of an Application for the Renewal of the FY11 Community Development Block Grant Funding with the City of Irving.

Tom Clark



Management will present a Resolution that directs and designates the Chief Executive Officer as the Authorized Representative to act in all matters in connection with this application and Metrocare Services.

**Ms. Walton –  
Brooks**

**Report of the Quality and Authority Services Committee**

Consideration of Approval of Quality Management Report for February 2011

Linda Thompson



The deputy chief executive officer will present the performance of the Dallas County Mental Retardation Authority (MRA), a part of the Center, including its financial performance, its clinical performance, and its performance on quality oversight, and also management plans to address deficiencies therein.

---

Consideration of Acceptance of FY11 Second Quarter Reports on Service Delivery

Linda Thompson



Board policy calls for regular reports on programs and services implemented as part of the local plan. It also calls for regular reports on records management. The deputy chief executive officer will present information regarding activities occurring during the second quarter in the following reports.

- Local Plan
- Medical Records

---

Consideration of Acceptance of FY11 Second Quarter Reports on Quality Management and Research

Linda Thompson



The deputy chief executive officer will present information regarding Quality Management activities in meeting identified performance measures and targets identified in the Department of Aging and Disability Services Performance Contract pertaining to the MRA and to the Mental Health Division around Resiliency and Disease Management Fidelity occurring during the second quarter.

- DADS Performance Contract Requirements
- Compliance
- Research Activities

---

**Strategy 3: Assure The Visibility of Our Mission Through Our Board**

**Mr. Allbright**

**Report of the Philanthropy Committee**

Consideration of Approval of Development and Community Education Report for February 2011

Sandy Stephens



The director of philanthropy will present a report on the performance of the department with regard to development, community education, and oversight of grant funding, and also

present management plans to address deficiencies therein.

**Ms. Sheehan**

## **Report of the Legislative Action Committee**

Consideration of Approval of Legislative Action Report for February 2011

Abel Hernandez



The public affairs coordinator will present a report on community and stakeholder education activities during the reporting month.

**Executive Session:** This portion of the meeting may be closed pursuant to a specified section of Chapter 551 of the Texas Government Code including:

**IV.**

- 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, or
- E. Section 551.076, to deliberate regarding security services.

**V.**

**Return to Open Session**

**VI.**

**Meeting Adjournment**

❖ *Designates items on which the Board may take action*