



NOTICE

Metrocare Services, Board of Trustees, will meet in Regular Session at approximately 1:30 pm on Thursday, December 5, 2019. Prior to the regular session, a Board Training Session will begin at 1:00 pm. The meeting will take place at 1345 River Bend Drive, Dallas, TX 75247 in the Mustangs Conference 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 October be closed for purposes permitted by Chapter 551, Open Meetings, Texas Government Code, Sections: 551.071, 551.072, 551.073, 551.074 and 551.076. Metrocare Services reserves the right to exercise its discretion and convene in closed/executive session as authorized by the Texas Government Code Section 551.071, et seq, on any of the items listed on its agenda, and as a result to take any necessary action in Open Session.

Terry A. James, Chairman
Metrocare Board of Trustees

Leslie H. Secrest, M.D., Vice Chair
Metrocare Board of Trustees

John W. Burruss, M.D.
Chief Executive Officer

BOARD OF TRUSTEES

Terry A. James
Chairman
Leslie Secret, M.D.
Vice Chairman
Dee Salinas Gutierrez
Secretary
Jill L. Martinez
Kenneth R. Bernstein
Peter A. Schulte
Dave Hogan
Noel O. Santini, M.D.
Anthony M. Farmer



1345 River Bend Dr.
Dallas, Texas 75247
(Mustangs Rm.)

Agenda

Thursday, December 5, 2019

BOARD Training - 1:00 PM

Compliance
Ratana K. DeLuca

REGULAR BOARD MEETING

1:30 pm

- I. **Call Meeting to Order & Declaration of a Quorum:** Mr. James
- II. **Citizen Comments:** Limited to three minutes (*only those registered*) Mr. James
- III. **Chairman Updates:** Mr. James
- IV. ❖ **Consideration of Board Support for Local Mental Health Authority Status in Dallas County** Mr. James
- V. Board Liaison Reports:
 - MH Advisory Committee: Ms. Laos
 - ❖ **Consent Agenda Items:** Mr. James

All consent agenda items are considered to be routine by the Board and will be enacted with one motion. There will be no separate discussion of items unless a Board Member so requests, in which event, the item will be removed from consideration as an item of consent business and considered in its normal sequence with the other action items listed below in which case full discussion of the item October occur as necessary.

- ❖ Acceptance of the October 24, 2019 Regular Board Meeting Minutes
- ❖ Acceptance of Revision to Board Policies:
 - 4.02 Policy on Administration, Purchase of Goods, Supplies, Services, Equipment & Capital Assets
 - 4.03 Policy on Stabilization Fund Balance
 - 4.04 Policy on Travel Expenses
 - 4.05 Policy on write-offs
 - 4.06 Policy on Service Contracts
 - 4.08 Policy on Lease Property
- ❖ Acceptance of the Human Resources Report for October 2019
- ❖ Acceptance of Appointment to the MH Advisory Committee
 - Mr. John W. Gerwig, Jr.

- ❖ Acceptance of the Quality and Authority Report for October 2019
- ❖ Acceptance of the Strategic Initiatives Report for October 2019
- ❖ **Action agenda items:** Mr. James
- VI. **Chief Executive Officer Report:** Dr. Burruss
- VII. **Service Presentation:** ECI-Karla Williams, Speech Language Pathologist
- VIII. ❖ Consideration to Accept the Chief Executive Officer Report for the FY20 Key Performance Indicator Progress through October 2019 Dr. Burruss

The chief executive officer will present an overview of the performance of the center and specific key highlights from the preceding month.
- Fiduciary Responsibility**
- Finance and Administration Reports** Dr. Secret
- IX. ❖ Consideration to Accept the Financial Report for October 2019 (Unaudited) Dr. Burruss

The chief executive officer will review the statement of net position, the statement of activities and the statement of cash flow for the prior month and discuss plans to address deficiencies therein relative to plan.
- X. ❖ Consideration of Acceptance of Resolution Ratifying the October 2019, loan advancement from UMB Bank, N.A. Dr. Burruss
- XI. ❖ Consideration of Acceptance of Resolution Ratifying the November 2019, loan advancement from UMB Bank, N.A. Dr. Burruss
- XII. ❖ Consideration of Acceptance of Engagement Letter for the External Audit Firm of BKD, LLP for FY19 Dr. Burruss
- Customer Focus**
- XIII. ❖ Consideration to Accept the Clinical Services Report for October 2019 Dr. Hunter

The chief medical officer will present the performance of the medical staff services and the clinical outcome measures, the developmental disabilities provider division of the center, including management plans to address deficiencies therein.
- XIV. **INFORMATION ONLY:** Ms. DeLuca

In re Clara J. Miller Estate
- XV. ❖ Consideration to Accept the Mental Health Division Report for October 2019 Ms. Laos

The vice president of provider services will present the performance of the mental health division of the center, including its financial performance, as well as management plans to address deficiencies therein.
- XVI. ❖ Consideration of the Board's support for Metrocare's range of possible actions regarding the proposed NTBHA FY20-21 contract. Ms. Laos
- XVII. ❖ Consideration of the Board's support for NTBHA's proposal for an internal review of Metrocare's financial and billing management. Ms. Laos
- XVIII. **Adjournment:** Mr. James
 - ❖ *Designates items on which the Board may take action*