



**BOARD MINUTES**  
**February 27, 2020**

**METROCARE SERVICES**  
**Board Meeting Minutes**

A Regular Meeting of the Board of Trustees of Metrocare Services convened on Thursday, February 27, 2020 at 1345 River Bend Drive/Dallas, TX 75247.

**CALL TO ORDER:**

Mr. James called the meeting to order at 1:33 pm.

**Board Members Present:**

Terry James, Chairman	Leslie H. Secrest, M.D., Vice chair.	Dee Salinas Gutierrez, Secretary
Jill Martinez	Kenneth Bernstein	Dave Hogan
Noel O. Santini, M.D.		

**Members Absent:**

Anthony Farmer and Peter A. Schulte

**Staff Present:**

John Burruss, M.D., CEO	Linda Thompson	Judith Hunter
Richard Buckley	Tate Ringer	Ariana Guilford
Jennifer Wadsworth		

**Others Present:**

Joel Geary, Elizabeth Goodwin, Matt Roberts, Aaron Ceder, Tzeggabrhan Kidane, Shay Cathey and other Metrocare staff.

**CITIZEN COMMENTS:** None.

**Chairman Updates:**

Mr. James said that the Texas Council of Community Centers Annual Conference has been scheduled for June 25th which falls on the same day as our board meeting. Mr. James suggested moving our board meeting to the month of July to accommodate those attending the Texas Council Conference.

Ms. Martinez suggested moving the board meeting to early June due to the travel plans that may already be in place. She asked Mr. James if he could take a poll.

Mr. James referred to the board members folder and a copy of a Letter that was mailed out to the NTBHA Board members requesting a joint meeting with the Metrocare board members. He said that this request was tabled until after the contract issue has been resolved.

**Ad hoc CEO Evaluation and Compensation Committee:**

Mr. James said that every year the CEO gets evaluated by members of our board. He said this year he is making a change and has appointed Mr. Dave Hogan as his replacement to the Ad hoc CEO Evaluation committee.

### **CONSENT AGENDA:**

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 may occur as necessary.

- ❖ Acceptance of the January 23, 2020 Regular Board Meeting Minutes
- ❖ Acceptance of the Human Resources Report for January 2020
- ❖ Acceptance of the Quality and Authority Reports for January 2020
- ❖ Acceptance of Revision to Board Policy 1.12 on Board Membership and Terms of Membership

Mr. James removed the Quality and Authority Report from the consent agenda and said that this will be considered in its normal sequence with the other action items.

**Motion:** Mr. James moved Acceptance of the Consent Agenda as a whole. Motion carried.

### **CHIEF EXECUTIVE OFFICER**

**SERVICE PRESENTATION:** ACT Team / Samuell Clinic – Petravious Taylor

Ms. Jennifer Wadsworth introduced Mr. Taylor, a Qualified Mental Health Professional (QMHP) working in our Assertive Community Team (ACT) at the Samuell-Adult Outpatient clinic.

Mr. Taylor provided the success story of a male consumer who was referred to us by the hospital. He said this individual had severe schizophrenia and the hospital wanted us to help stabilize him, find resources for him in the community and clean him up from drug and alcohol abuse. This individual was living with his father and had a very close relationship with him, but after his father's death Mr. Taylor said they feared he would deteriorate, but that was not the case. He is now residing in a boarding home. He is staying clean and positive, complying with his treatment and he is also participating in all the programs that we have available.

The Board members and Dr. Burruss thanked Mr. Taylor for his presentation.

### **ACTION AGENDA ITEM(s):**

**Consideration to Accept the Chief Executive Officer Report for the FY20 Key Performance Indicator Progress through January 2020:**

Dr. Burruss referred to his report on page 145950 and provided a brief update.

- Dr. Burruss referred to a Legislative meeting that occurred in November of last year. He said that this created an opportunity to meet with State Senator Nathan Johnson and his staff on January 24<sup>th</sup> to follow-up on the 1115 Waiver that is slated to end. He said the state has come up with a potential solution, the CCBHC proposal (Certified Community Behavioral Health Clinic). The CCBHC proposal creates a healthcare benefit for the indigent population that has been treated for Mental Health and Substance Use Disorder

(MH/SUD) by securing federal matching funds to augment the general revenue (GR) that's currently supporting this service. Dr. Burruss went on to say that for each dollar that is currently being used, this would generate \$1.50 of additional funds which amounts to approximately \$1.8 billion dollars. All 39 members of the Texas Council of Community Centers support this.

- o Dr. Burruss said that last year the Cohen Military and Family Clinic received accreditation by the Commission on Accreditation for Rehabilitation Facilities (CARF). The ultimate endorsement is to be awarded a 3-year accreditation from CARF and that is what Metrocare has now received. Dr. Burruss gave kudos to the team that made this happen. He said that this will also help us into the path to achieve certification as a Certified Community Behavioral Health Clinic (CCBHC).
- o Dr. Burruss referred to the NTBHA negotiations and the offer received from NTBHA. He said this proposal aligns with Medicaid terms in some ways but has important differences that will not make the proposal viable as presented.

**Motion:** Ms. Martinez moved to Accept the Chief Executive Officer Report for the FY20 Key Performance Indicator Progress through January 2020. All were in favor, and the motion carried.

#### **FINANCE AND ADMINISTRATION REPORTS:**

##### **Consideration to Accept the Financial Report for January 2020 (unaudited):**

Mr. Buckley referred to the FY19 Annual Audit and said this should be ready in 2-3 weeks. He said the expectation was to have this ready, but it has not yet been completed as we are dependent upon the auditors completing their work.

Highlights for the month of January:

- Single Audit has been completed
- No material audit concerns have been communicated by the auditors.
- Net Income: \$2.8MM - up from last year \$1MM give or take \$50K
- There are no concerns with the bank

Mr. Buckley said we would be re-budgeting our fiscal year beginning in March due to two primary issues. First, Pharmacy Revenue/COGS is materially short of budget as we did not resume sales of injectable prescriptions; primarily in the San Antonio MHMR. Secondly, though our Resource Sharing Agreement with LCBH, we received a contribution of \$2.5MM that was not budgeted.

KPI 11: Trailing 6-months net collection rate

Dr. Burruss said that TMHP agreed we can claim ~ \$1MM as part of our 'timely filing' request, but we have to refile paperwork and Netsmart will handle this. We have an additional \$2MM in receivables as of FY 19 Year-End of which 100% is reserved for. We have on-going discussions with Netsmart about our A/R and its impact on the overall contract. For FY 20 Receivables, collections are coming in at or above target. Discussion ensued.

KPI 14 – Pharmacy net revenue (excluding personnel & indirect);

Negative (\$4MM) in Revenue. Mr. Buckley said that in previous months he reported the decision not to purchase high cost injectables for the Bexar Pharmacy in San Antonio. A Request for Proposal (RFP) is being placed, but presently they are not re-stocking this item.

Mr. Buckley referred to the new facility for the Grand Prairie clinic and said plans are moving forward.

**Motion:** Ms. Martinez moved Acceptance of the Financial Report for January 2020. All were in favor, and the motion carried.

**Consideration to Accept the Clinical Services Division Report for January 2020:**

Dr. Hunter referred to page 145960 in her report and provided the following highlights.

**Veterans Services at Metrocare:**

Dr. Hunter said the Stephen A. Cohen Military Family Clinic at Metrocare (SACMFCM) started its fourth year of operation on May 1, 2019. The projected number of clients to be served is 700. 479 new and readmitted patients have been served year-to-date.

Dr. Amy Williams from our Cohen clinic did a presentation for the Executive Directors at Texas Council and this was well received

**Certified Behavioral Health Clinic (CCBHC) Status Update:**

Dr. Hunter said that the Substance Abuse and Mental Health Services Commission (SAMHSA) announced a grant opportunity to promote the expansion of the Certified Community Behavioral Health Clinic (CCBHC) program. This is a \$2MM grant that would help offset cost of additional CCBHC services that we do not provide. The deadline to submit this application is March 10<sup>th</sup>. In reply to Mr. James question, Dr. Hunter said that we should know the results on the SAMHSA grant around August 31<sup>st</sup> or in the fall.

Referring to the KPI report she said that January was an outstanding month for us.

**Motion:** Mr. Bernstein moved Acceptance of the Clinical Services Division Report for January 2020. All were in favor, and the motion carried.

**Consideration of Acceptance of the Mental Health Division reports for January 2020:**

Dr. Burruss said that Ms. Jennifer Wadsworth would present this report on behalf of Ms. Laos.

**Outpatient Services unique individuals served:**

Ms. Wadsworth said that during the month of January the total NTBHA unique individuals served was 14,353. Under housing services, we are at 93% capacity with 413 units of housing occupied. She said that this apartment complex was recently sold.

**Motion:** Dr. Secrest moved Acceptance of the Mental Health Division Report for January 2020. All were in favor, and the motion carried.

**Quality and Authority Reports for January 2020:**

Ms. Thompson referred to page 145931 in the board packet and provided an update with a list of recent and upcoming audits.

Dr. Burruss said that we are literally audited all the time. Ms. Thompson added that Superior MCO is here on a quarterly basis conducting audits.

In reply to Dr. Santini's question, Ms. Thompson said that we don't make the determination on which charts get audited nor how many. We receive a list of names from the auditing agency and we provide the files to them.

**KPI 5: Monthly access to the LIDDA Front Door:**

The target is to see 25 individuals and have their evaluations completed within 30 days each month, but this month the actual evaluations completed were 17. We have two Psychologist in place, but sometimes people cancel, or they don't show up for their appointments. Evaluations also need to be completed in a certain time frame.

**KPI 6: LIDDA A/B Encounters:**

Dr. Burruss said that these programs have a high turnover rate. These are entry level staff and the ramp up can take months.

**Complaints:**

- Customer Service - Phone calls go straight to voice mail.
- Quality of Services – Staff not returning calls timely.

**Motion:** Ms. Martinez moved Acceptance of the Quality and Authority Report for January 2020. All were in favor, and the motion carried.

**EXECUTIVE SESSION:**

Announcement of Closed Session in Accordance with Subchapter D., Section 551.071 of the Texas Open Meetings Act (Chapter 551 of the Government Code) for the purpose of discussing personnel matters, specifically:

- ❖ CEO's Compensation as per 2019 Contract

Mr. James excused staff and guests from the meeting at 3:17 pm.

**Return to Open Session:**

Mr. James reconvene the meeting at 3:44 pm and said that there was no action taken during closed session.

- ❖ Consideration of Approval of Chief Executive Officer Compensation as per 2019 Contract:

Mr. James said that the board approved a two percent pay increase for the Chief Executive Officer as per the 2019 Contract, effective the second pay period of February 2020.

**Motion:** Mr. Bernstein moved Approval of the two percent pay increase for the Chief Executive Officer Compensation as per the 2019 contract. Ms. Martinez second. All were in favor, and the motion carried.

**Meeting Adjournment:** There being no further business to come before the Board, Mr. James adjourned the meeting at 3:46 pm.

Minutes approved by:

  
Ms. Dee Salinas-Gutierrez, Secretary

Minutes transcribed by:  
Martha L. Toscano  
Executive Assistant to Sr. Management