



## NOTICE

A Regular Meeting of the Board of Trustees of Metrocare Services will be held on Thursday, September 24, 2020 at approximately 1:30 p.m., via a zoom conference. To join the zoom meeting please go to <https://zoom.us/j/7729589382> and use Meeting ID: **772 958 9382**. Prior to the regular session, a Board Training Session will begin at 1:00 pm.

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 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. Secret, M.D., Vice Chair  
Metrocare Board of Trustees

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

**BOARD OF TRUSTEES**

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Anthony Farmer



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

# Agenda

Thursday, September 24, 2020

## **BOARD Training - 1:00 PM**

Basics of Financial Reporting  
Richard Buckley, CAO/CFO, presenter

## **REGULAR BOARD MEETING - 1:30 pm**

To join this Zoom Meeting go to:

<https://zoom.us/j/7729589382>

**Meeting ID: 772 958 9382**

### **Call Meeting to Order & Declaration of a Quorum:**

Mr. James

### **Citizen Comments:**

In light of Dallas County Shelter in place order, citizen comments can be submitted via e-mail at: [martha.toscano@metrocareservices.org](mailto:martha.toscano@metrocareservices.org) 24 hours prior to the meeting. Limited to two minutes (*only those registered*)

### **Chairman Updates:**

Mr. James

### **Board Liaison Reports:**

Mr. James

- Mental Health Advisory Committee: Kelli Laos

### **Consent Agenda Items:**

Mr. James

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

*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 July occur as necessary.*

- ❖ Acceptance of the August 27, 2020 Regular Board Meeting Minutes
- ❖ Acceptance of the FY20 Fourth Quarter Reports on Finance
- ❖ Acceptance of the Human Resources Report for August 2020
- ❖ Acceptance of the Quality and Authority Report for August 2020
- ❖ Acceptance of Revision to Board Policies:
  - ❖ 1.06 BP on Organizational Structure
  - ❖ 2.05 BP on Rights of Persons Served
  - ❖ 3.02 BP on "OPEN DOOR" Policy for Compliance

- ❖ 3.05 BP on Administration, Safeguard & Security of PHI & Electronic PHI
- ❖ 5.12 BP on Arbitration and Single-employee Resolution Procedure
- ❖ Acceptance of the Local Plan for FY21
- ❖ Acceptance of the Department of Health and Human Services Commission (HHSC) Performance Contract Allocation for FY21
- ❖ Acceptance of the FY20 Fourth Quarter Reports on Service Delivery
- ❖ Acceptance of the FY20 Fourth Quarter Reports on Quality Management and Research
- ❖ Acceptance of the FY20 Fourth Quarter Report on Compliance
- ❖ Acceptance of the Strategic Initiative Report for August 2020

**Action agenda items:**

Mr. James

**Chief Executive Officer Report:**

Dr. Burruss

**Service Presentation:** Housing - Michelle Secours and Ikenna Mogbo

- ❖ Consideration of Acceptance of the Chief Executive Officer Report for the FY20 Key Performance Indicator Progress through August 2020

The chief executive officer will present an overview of the performance of the center and specific key highlights from the preceding month.

**Finance and Administration Reports**

- ❖ Consideration of Acceptance of the Financial Report for August 2020 (Unaudited)

Mr. Buckley

The chief administrative 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.

- ❖ Consideration of Acceptance of Resolution Delineating the Board's Awareness and Approval of the Chief Executive Officer and the Chief Administrative Officer's Execution of a Collateralize Loan with UMB Bank.

Mr. Buckley

**Provider Services Reports**

- ❖ Consideration of Acceptance of the Clinical Services Division Reports for August 2020

Dr. Hunter

The chief medical officer will present a report on the performance of the medical staff services, the clinical outcome measures, and the developmental disabilities provider division of the Center, including management's plans to address deficiencies therein.

- ❖ Consideration of Acceptance of the Mental Health Division Reports for August 2020

Ms. Laos

The chief clinical officer will present the performance of the mental health division of the Center, including its financial performance, as well as management's plans to address deficiencies therein.

**Adjournment:**

Mr. James