



## NOTICE

Metrocare Services, Board of Trustees, will meet in Regular Session at approximately 1:30 pm on Tuesday, April 25, 2017. Prior to the regular session, a Board training session will be held, beginning at 1:00 pm. The meeting will be held at 1345 River Bend Dr., Dallas, TX 75247 (Second Floor - Administration 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 may be closed pursuant to Chapter 551 of the Texas Government Code to receive advice 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.

Jill L. Martinez, Madame Chairman  
Metrocare Board of Trustees

Leslie H. Secrest, Vice Chairman  
Metrocare Board of Trustees

John W. Burruss, MD.  
Chief Executive Officer



1345 River Bend Dr.  
Mustangs Conf Rm  
Dallas, TX 75247-6943

# Agenda

## BOARD OF TRUSTEES

Jill L. Martinez  
*Madame Chairman*  
Leslie H. Secrest, MD  
*Vice Chairman*  
(Vacant)  
*Board Secretary*  
Corey Golomb  
Dee Salinas Gutierrez  
Terry A. James  
Jane Hamilton

## REGULAR BOARD MEETING

Tuesday, April 25, 2017

### Board Training at 1:00 pm

Earnings Before Interest, Tax, Depreciation and Amortization, (EBITDA)

Richard Buckley, presenter

### Board Meeting at 1:30 pm

Jill Martinez  
*Madame Chairman*

- I. **Call Meeting to Order & Roll Call**
- II. **Citizen Comments (Limited to 3 minutes)**
- III. **Issues to be Considered**

❖ Consideration of Acceptance of the February 23, 2017 Board Meeting minutes.

**Madame Chairman's Report** - Board Acknowledgement to Mr. Norman Seals and Dr. Brenda Richardson Rowe

Annual Election of Officers in Accordance with Board Policy 1.06

- ❖
  - Chairman
  - Vice-Chairman
  - Secretary
- ❖ Annual Assignment of Board members to committees in Accordance with Board Policy 1.06
- ❖ Appointment of AdHoc CEO Review Committee

### Board Liaison reports:

- Mental Health Advisory Committee (Chairman: Jay Medlin)

Dr. Burruss

### Chief Executive Officer Report

**Services Presentation:** Consumer Benefits Office and the Aging and Disability Resource Center, Wilbert Jiao, presenter.

Consideration of Acceptance of the Chief Executive Officer Report for FY17 Key Performance Indicators Progress through March 2017

- ❖ 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**

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

Dr. Leslie Secrest

Consideration of Acceptance of the Financial Report for February 2017 (Unaudited)

Rich 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 the Financial Report for March 2017 (Unaudited)

Rich 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.

Dr. Burruss

- ❖ Consideration of Acceptance to authorize the signature of Richard Buckley, Chief Administrative Officer on the Frost Bank and Chase Bank's Account Signature Cards, as well as on Facsimile plate

Consideration of Acceptance of Human Resource Report for March 2017

Rich Buckley

- ❖ The chief administrative officer will present a report on the performance of the department for the prior month and describe plans to address deficiencies therein relative to plan.

Consideration of Acceptance of Information Technology Report for March 2017.

Rich Buckley

- ❖ The chief administrative officer will present a report on the performance of the department for the prior month and describe plans to address deficiencies therein relative to plan.

Consideration of Acceptance of Revision to Board Policy 8.01

Rich Buckley

- ❖ The chief administrative officer will present the recommended changes to Board Policy 8.01 on Ownership of Computers and Information Systems

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

#### **Report of the Clinical Services Committee**

Jill Martinez

Consideration of Acceptance of the Clinical Services Division Reports for March 2017

Dr. Hunter

- ❖ The chief medical officer will present the performance of the medical staff services and the clinical outcome measures, the performance of the behavioral health provider division, the developmental disabilities provider division of the center, and the clinical outcome measures, including management plans to address the deficiencies in each division.

Consideration of Acceptance of Resolution Authorizing the Submission of an Application for the Renewal of the FY17 Community Development Block Grant Funding with the City of Irving.

Dr. Hunter

- ❖ 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.

Jill Martinez

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

Consideration of Acceptance of Quality Management Report for March 2017

Linda Thompson

- ❖ The chief operating officer will present the performance of the Dallas County Local Authority (LA), 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 Revision to Board Policy 1.04

Ratana DeLuca

- ❖ The chief compliance officer will present the recommended changes to Board Policy 1.04 on the Chief Executive Officer

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

Terry James

### **Report of the Marketing and Development Committee**

Consideration of Acceptance of the Marketing and Development Report for March 2017

Charlene Stark

- ❖ The vice president of marketing and development 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.

Corey Golomb

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

Consideration of Acceptance of Legislative Action Report for March 2017

Charlene Stark

- ❖ The vice president of marketing and development 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
  - E. Section 551.076, to deliberate regarding security services.

### **v. Meeting Adjournment**

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