



NOTICE

Metrocare Services, Board of Trustees, will meet in Regular Session at approximately 1:30 pm on Thursday, January 25, 2018. 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 (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 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 Drive
Suite 200
Dallas, Texas 75247

BOARD OF TRUSTEES

Jill L. Martinez
Madame Chairman
Leslie H. Secrest, MD
Vice Chairman
Corey Golomb
Board Secretary
Dee Salinas Gutierrez
Terry A. James
Jasmine Crockett
Jane Hamilton
Dr. Irie L. Session
Lane Conner

Jill Martinez
Madame Chairman

Dr. Burruss

AGENDA

Thursday, January 25, 2018
Mustangs Conference Room

BOARD TRAINING – 1:00 PM

“Board Responsibilities”
Carvan Adkins, presenter

REGULAR BOARD MEETING 1:30 pm

- I. **Call to Order & Declaration of Quorum**
- II. **Citizen Comments - Limited to 3 minutes - *Only those registered.***
- III. **Issues to be Considered**

- ❖ Consideration of Acceptance of the December 7, 2017 Board Meeting Minutes

Madame Chairman’s Report

Board Liaison Reports:

- TX Council of Community Centers, Board Liaison: Jill Martinez

Chief Executive Officer Report

Services Presentation: Texas Home Living Program, Destiny Brock, presenter

- ❖ Consideration of Acceptance of the Chief Executive Officer Report for FY18 Key Performance Indicators Progress through December 2017

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

Strategy 1: Fiduciary Responsibility

Dr. Secrest

Finance and Administration Report

- ❖ Consideration of Acceptance of Financial Report for November 2017 (Unaudited)

Dr. Burruss

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 Human Resource Report for December 2017

Dr. Burruss

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.

INFORMATION ONLY:

Operational Governance Meeting

Update on the Progress of the Electronic Health Record Implementation (See attached minutes for details)

Strategy 2: Customer Focus

Terry James

Clinical Services Report

- ❖ Consideration of Acceptance of the Clinical Services Division Reports for December 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.

Dee Salinas Gutierrez

Quality and Authority Services Reports

- ❖ Consideration of Acceptance of Quality Management Report for December 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.

Ratana K. DeLuca

- ❖ Consideration of Acceptance of Revision to Board Policy 8.02

The chief operating officer will present the recommended changes to Board Policy 8.02 on Usage of Computers and Information Systems.

Strategy 3: Organizational Visibility

Jane Hamilton

Marketing and Development Report

- ❖ Consideration of Acceptance of the Marketing and Development Report for December 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

Legislative Action Report

- ❖ Consideration of Acceptance of Legislative Action Report for December 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:

- IV. Announcement of Closed Session in Accordance with Subchapter D, Section 551.071 of the Texas Open Meetings Act (Chapter 551 of the Texas Government Code) to receive advice from counsel about pending or contemplated litigation and/or settlement.,i.e:

- Notice and Summary of Information Privacy and Security Incidents.

- V. **Return to Open Session**

- VI. **Meeting Adjournment**

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