



**Metrocare**  
SERVICES

## **BOARD MINUTES**

### **March 24, 2022**

Dr. Burruss said that this is budget season and if we don't have any meeting at all through budget season, we will walk in one week before the fiscal year starts to present the budget in its entirety and final form. If we can have a June Board meeting this will help us to make progress.

Mr. Bernstein proposed moving the June Board meeting to June 30<sup>th</sup> and said this will be confirmed by e-mail.

#### **CONSENT AGENDA ITEMS:**

Mr. Bernstein read the following: 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 Members so request, 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.

- ❖ Approval of the March 24, 2022, Board Minutes.
- ❖ Approval of the FY22 Second Quarter Reports on Finance
  - Quarterly Investment Report
  - Community Service Contracts over \$100,000 & Non-Community Service Contracts over \$25,000
  - Lease Obligations over \$25,000
  - Legal Expenses
  - Purchase of Goods, Services and Equipment over \$15,000
  - Participation by Historically Underutilized Businesses (HUBs)
  - Salary Adjustments over \$5,000
- ❖ Approval of the Human Resources Report for February 2022
- ❖ Approval of the Facilities Report for February 2022
- ❖ Approval of the Quality and Authority Report for February 2022
- ❖ Approval of the FY22 Second Quarter Reports on Service Delivery
- ❖ Approval of the FY22 Second Quarter Reports on Quality Management and Research
- ❖ Approval of the Strategic Initiatives Report for February 2022

**Motion:** Judge Lowy moved Approval of the Consent Agenda items and Dr. Santini second. The motion carried unanimously.

#### **CHIEF EXECUTIVE OFFICER**

##### **SERVICE PRESENTATION:**

Care Connection: Ms. Jennifer Wadsworth introduced Ms. Elda Hudson who presented the distinct functions that make her program so successful in providing care to our consumers. She said they have 27 Case Workers that provide services to 1,100 individuals in this program.

psychiatric evaluations are done the same day a person presents to a clinic and is entered in the system.

**Motion:** Mr. Bernstein moved Acceptance of the Clinical Services Division Report for February 2022 and Dr. Santini second. The motion carried unanimously.

**Approval of the Mental Health Division Report for February 2022:** This report was made a part of the Board packet. Ms. Laos reviewed the standing key performance indicators. She also presented several highlights including: no clinic closings in February during ice storms, with delayed openings until 10 but all appointments scheduled from 8-10 done by telehealth. Business Support and Clinical staff presented to sites to serve walk-ins and is true testament to their dedication to our agency and the people we serve. Kidlinks provided “mini-concerts” at our child and adolescent clinics on Valentine’s Day as a special treat to our families as they waited for their appointments. Ms. Laos provided a detailed explanation of clinical productivity, KPI 6; offering details regarding what services are included in this metric (clinical, non-medical services) and which staff is responsible for the provision of these services. Lastly, Ms. Laos discussed some of the training and retention efforts that MH has put in place including a post New Employee Orientation Clinical Academy that, lasting 4 weeks, provides training for clinicians on everything from documentation within the EHR to utilization of our evidence-based curriculums. Our efforts also include a mentoring program that matches new clinicians with tenured staff in same position to offer support and guidance over the first few months of employment with us.

**Motion:** Mr. Hogan moved Acceptance of the Mental Health Division Report for February 2022 and Ms. Walkowiak second. The motion carried unanimously.

#### **EXECUTIVE SESSION:**

Announcement of Closed Session in Accordance with Texas Government Code § 551.071 – Consultation with attorney to seek advice on legal matters:

- Counsel from attorneys regarding administrative staff and potential legal action.

Mr. Bernstein excused staff and guests from the meeting and closed the meeting at 3:19 pm.

#### **Return to Open Session:**

Mr. Bernstein resumed open session at 4:27 p.m. He said that there was no action taken as a result of the session.

**Meeting Adjournment:** There being no further business to come before the Board, Mr. Bernstein adjourned the meeting at 4:28 pm.

Minutes approved by:

  
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Dave Hogan, Secretary

Transcribed by:

Martha L. Toscano/Executive Assistant to the CEO/Board Liaison