



REGULAR BOARD MINUTES
October 27, 2022

METROCARE
Board Meeting Minutes
October 27, 2022

A Regular Meeting of the Board of Trustees of Metrocare convened on Thursday, October 27, 2022. The meeting was held at 1345 River Bend Dr., Dallas, TX 75247 (Mustangs Rm.)

CALL TO ORDER:

Mr. Bernstein called the meeting to order at 1:33 pm. A quorum was present with eight members of the Board in attendance.

Trustees in attendance:

Kenneth Bernstein, Anthony Farmer, Dave Hogan, Noel O. Santini, M.D., Hon. Martin Lowy, Stacy Cantu, Alejandro Zavala, and Jaime Walkowiak.

Trustees absent (excused):

Vickie Rice

CITIZEN COMMENTS: No public comment was received.

Staff present:

John Burruss, M.D., Kelli Laos, Judith Hunter, M.D., Jennifer Wadsworth, Carolina Lasso, Ikenna Mogbo, Tate Ringer, Kevin Boyd, and other staff.

Guest present: Joel Geary, Brandon Waddell and Brenda Spinnelli

CHAIRMAN UPDATES:

- **FY23 Board Attendance:** Mr. Bernstein noted that the board attendance report was not included in the board members folders and said we will continue to present that, and we will also continue to provide this report to the County as we did last year. He reminded the attendees that if they are going to be absent for any reason to contact Martha so that it can be counted as an excuse absence, to confirm that we have a quorum, and to show good participation from the board over the course of the year.
- **Court Appointments and Expiring Terms:** Mr. Bernstein referred to 4 board appointments that are coming up to term or expiring on January 31, 2023, plus his own which expired in 2019. He asked Mr. Hogan, Mr. Zavala, Ms. Walkowiak, and Ms. Rice to reach out to their appointing Commissioners to get their appointments scheduled prior to January 31, 2023. He said we have a Bond offering that requires information on the board members, and it would be ideal not to have the Trustees outside of their terms.
- **Legislative Breakfast update:** Mr. Bernstein referred to Dr. Burruss to provide this update. Dr. Burruss said that every biennium we have a Legislative breakfast right after the election in order to catch new officials, previously elected officials, and staff members to bring them up to speed on Metrocare's legislative priorities for the pending session. Staff member, Joel Triska provided information on what we will be featuring at this event, the speakers and highlighting programs and services that we provide. This will take place on November 15th at the Arts District Mansion, formerly the Belo Mansion. Mr. Bernstein said this will start at 7:30 am and invited all the board members to attend.
- Mr. Bernstein referred to a couple of handouts inside the board members folders.

- Texas Council provided the one called “What Every Board Member Should be Talking About” and encouraged the board members to read this.
- Mr. Bernstein referred to Dr. Burruss for the 2nd handout which has historical statements of Revenues and Expenses and changes in Net Position. Dr. Burruss said this is a part of our on-going effort to create a feasibility study. This is a Draft, but he wanted to bring it to the board to point out the work that our Lead staff have done and the results over the last several years. He referred to the bottom where it reads “Net Position end of year” and said that from 2017 - 2018 it doubled, 2018-2019 it doubled again, 2019 - 2020, it doubled again, 2020-2021 it doubled again and last year the net “only” increased by 60%. The effort that the teams have put in to situate this agency in a sound financial position has been extraordinary. Mr. Bernstein said that this is a tool that can show that we are doing good governance on our part.

Board Liaison Updates:

- **Ad hoc Committee to Review the Center’s Bylaws and Board Policies (BPs):** Mr. Farmer said the committee met on Tuesday and Ms. Cantu, Judge Lowy and himself were in attendance. He provided information on the BPs that were reviewed and said that the next board policies to be review will be on Information Technology and Code of Conduct. The BPs that were reviewed this week will be presented at our December 1st board meeting.

CONSENT AGENDA ITEMS:

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 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.

1. Acceptance of Minutes – Regular Board Meeting, September 22, 2022
2. Acceptance of the Human Resources report for September 2022
3. Acceptance of the Clinical Division report for September 2022.
4. Acceptance of the Mental Health Division report for September 2022.
5. Acceptance of the Housing Division report for September 2022.
6. Acceptance of the FY22 Fourth Quarter report on Service Delivery
7. Acceptance of the FY22 Fourth Quarter report on Quality Management and Research
8. Acceptance of the Strategic Initiatives Report for September 2022.

Dr. Santini referred to page 147707 of the September board meeting minutes and requested the minutes be revised to read that he and Mr. Zavala recused themselves from voting on the Parkland Metrocare multi-year agreements.

Mr. Bernstein referred to item 4 under the Mental Health Division report and Ms. Wadsworth said page 147719 should read 377 and not 3277.

Motion: Dr. Santini moved to Approve items 2, and 5 – 8 from the Consent agenda. Judge Lowy second. The motion carried by unanimous consent.

Motion: Ms. Cantu moved to approve Items 1 and 4 from the Consent agenda as revised and Mr. Hogan second. The motion carried by unanimous consent.

CHIEF EXECUTIVE OFFICER REPORT – SERVICE PRESENTATION:

Strategic Initiatives – Tim Upshaw and Joel Triska, representing the Strategic Initiatives division, presented recent agency successes in community outreach and Metrocare’s expanding presence as a regional expert in mental health matters.

ACTION AGENDA

CHIEF EXECUTIVE OFFICER REPORT:

Acceptance of the Chief Executive Officer Report for the FY22 Key Performance Indicator through September 2022:

This report was made part of the Board packet. Dr. Burruss reviewed his report with specific attention to the housing program and an expected annual influx from the Community Housing Development Organization (CHDO) program through Lifenet Community Behavioral Health (LCBH). The Agency KPIs were reviewed and questions answered.

Motion: Mr. Farmer moved to Accept the Chief Executive Officer Report for the FY22 Key Performance Indicator through September 2022, and Judge Lowy second. The motion carried by unanimous consent.

FINANCE AND ADMINISTRATION REPORTS:

Acceptance of the Center’s Financial Statements for the period ending September 2022 (unaudited): This report was made a part of the board packet.

Dr. Burruss, as acting CFO, presented the financial results for September, the first month of the fiscal year. The month was unremarkable from a budgetary standpoint, though that was remarkable in and of itself as recent inflationary pressures and salary increases could have threatened the accuracy of the budget process.

Motion: Dr. Santini moved Acceptance of the Financial Statements for the period ending September 2022 and Ms. Cantu second. The motion carried by unanimous consent.

Acceptance of the Facilities Department Report for September 2022:

This report was made part of the Board packet. Kevin Boyd discussed the winterization process for Agency facilities and noted that the process is nearly complete. He also reported on the completion of the new roof at the Samuell Adult building.

Motion: Mr. Farmer moved to Accept the Facilities Department Report for September 2022 and Mr. Hogan second. The motion carried by unanimous consent.

QUALITY AND AUTHORITY SERVICES REPORT:

Acceptance of the Quality Management and Compliance Report for September 2022:

This report was made a part of the board packet. Ms. Laos presented the Quality Management and Compliance report. She reviewed the monthly activities for Quality Management and offered explanation of how clinical chart audits are conducted and corrective action required when internal scores are less than 90%.

Motion: Judge Lowy moved Acceptance of the Quality Management and Compliance Report for September 2022, and Dr. Santini second. The motion carried by unanimous consent.

Acceptance of the Local Intellectual and Development Disability Report for September 2022:

This report was made a part of the board packet. Chief Authority Officer, Carolina Lasso, presented KPI 4: To ensure timely access to clinically indicated services, Metrocare will complete 33 Determination of Intellectual/Developmental Disability (DID) evaluations per month. The Eligibility and Determination Unit (EDU), which is the department within the Local Intellectual Developmental Disability Authority (LIDDA) that determines if an individual is eligible for IDD services as outlined by the Health and Human Services, completed a total of 47 evaluations, exceeding their expected goal for the month.

Motion: Ms. Walkowiak moved Acceptance of the Local Intellectual and Development Disability Report for September 2022, and Mr. Famer second. The motion carried by unanimous consent.

EXECUTIVE SESSION:

Discussion only: Closed to the Public.

Mr. Bernstein made the following announcement prior to going into Executive Session:

Announcement of Closed Session in Accordance with Texas Government Code

§ 551.071 - Consultation with attorney to seek advice on legal matters:

- Advise from attorney regarding the Hillside General Contractor

§ 551.074 – Discussion of purchase, exchange, lease, or value of real property:

Closed Session: Mr. Bernstein closed the meeting at 2:35: p.m.

Open Session: Mr. Bernstein returned to open session at 3:24 p.m.

ACTION TAKEN AS A RESULT OF EXECUTIVE SESSION:

Approval of a purchase contract for 3917-3929 Rawlins:

Motion: Judge Lowy moved to Approve the purchase contract for 3917-3929 Rawlins and Ms. Walkowiak second. The motion carried by unanimous consent.

Approval of Standard AIA contract with Whiting-Turner for Demolition and site Preparation of the Hillside Campus:

Motion: Judge Lowy moved Approval of standard AIA contract valued at up to \$2,000,000 with Whiting-Turner for Demolition and Site Preparation of the Hillside Campus and Ms. Cantu second. The motion carried by unanimous consent.

Meeting Adjournment: There being no further business to come before the Board, Mr. Bernstein adjourned the meeting at 3:26 p.m.

Minutes approved by:



~~David Hogan, Secretary~~

Kenneth R. Bernstein, Chairman

Transcribed by:

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

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