



REGULAR BOARD MINUTES

April 25, 2024

METROCARE
Board Meeting Minutes
February 22, 2024

A Regular Meeting of the Board of Trustees of Metrocare convened on Thursday, February 22, 2024. The meeting was held at 1345 River Bend Drive, Dallas, TX 75247 (Mustangs Conference Rm.)

CALL TO ORDER:

Mr. Bernstein, Chair, called the meeting to order at 1:34 pm and confirmed the presence of a quorum.

Trustees Present:

Kenneth Bernstein, Anthony Farmer, Dave Hogan, Noel Santini, M.D., Stacy G. Cantu, Dr. Sam Yang and Sonnia R. Ortega.

Virtual Meeting Participation: Ms. Jaime Walkowiak and Ms. Vickie Rice participated via zoom.

Public Comment:

No public comment was received.

Staff present:

John W. Burruss, M.D., Kelli Laos, Lucas Wilson, Judith Hunter, M.D., Ikenna Mogbo, Jennifer Wadsworth, Carolina Lasso and Tate Ringer.

Guest present:

Gary Keep, LCBH Chairman, Joel Geary, Legal Counsel, Linda Secrest, Crystal Ball Special Representative and other Metrocare staff.

CHAIRMAN UPDATES:

Lifenet Community Behavioral Health Check presentation:

Dr. Burruss introduced Mr. Gary Keep, Board Chair for Lifenet Community Behavioral Health (LCBH) saying that they are a Complex Partnership in the Housing Realm called the CHDO or Community Housing Development Organization where Metrocare is a minority, but important partner. Every year Metrocare benefits from the results of this partnership with a financial commitment to support Metrocares' housing program.

Dr. Burruss thanked Mr. Keep for being here today and for his presentation of this year's commitment. Mr. Keep gave a brief history of how Lifenet and Metrocare became partners and presented Dr. Burruss with a check in the amount of \$230,000 thousand dollars to continue their support of our housing program. The board members joined Dr. Burruss in his acknowledgement and thanked Mr. Keep and LCBH for their continued support.

Board Re-Appointments: Mr. Bernstein referred to a Court Order re-appointing our four joint appointees to another term on our board: Mr. Farmer, Dr. Santini, Ms. Cantu and Ms. Ortega.

Board Attendance, Committee Assignments and Election of Board Officers:

Mr. Bernstein referred to the board attendance form and reminded everyone that we will not hold a board meeting during the month of March, but a combined March/April meeting will be held in April at which time they will do the committee assignments and the election of board officers.

BOARD LIAISON REPORTS:

Ad hoc Committee to Review the Center’s Board Policies and Bylaws:

Mr. Farmer referred to Ms. Cantu. Ms. Cantu said the Ad hoc committee has been addressing all the board policies since a couple of years back to ensure that all the policies are reviewed every three years. The committee will continue to visit the board policy list to address those policies that are coming up for review. The committee met on January 13th and reviewed the board policies that are under the Consent Agenda today for board discussion and approval. Mr. Bernstein said that this also helps us to stay compliant with new laws and regulations. Ms. Cantu thanked Ms. Rice for joining her and Mr. Farmer on this committee and bringing her knowledge and skills.

CONSENT AGENDA ITEM(s): January 2024 Reports

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 may occur as necessary.

1. Acceptance of the January 25, 2024, Regular Board Meeting Minutes
2. Proposed Revision and Approval of Board Policies:
 - 1.02 Policy on Establishment and Implementation of Board Policy
 - 1.11 Policy on Authority Functions
 - 1.12 Policy on Board Membership and Terms of Membership
 - 2.02 Policy on Consumer Privacy and PHI
 - 2.03 Policy on Abuse, Neglect, and Exploitation
3. Acceptance of the Human Resources Report
4. Acceptance of the Information Technology Report
5. Acceptance of the Clinical Services Division Report
6. Acceptance of the Mental Health Services Division Report
7. Acceptance of the Quality Management and Compliance Report

Dr. Santini posed a question for BP 1.11 on Authority Function as did Mr. Bernstein. Ms. Cantu provided information on the reason why the Ad hoc Committee opted to change the Planning and Network Advisory Committees Bylaws to Charter stating that a committee should really have a Charter and not Bylaws that could be misinterpreted with the Bylaws of the Center. Ms. Cantu fielded questions from Dr. Santini. This item was discussed and tabled pending additional information.

Motion: Dr. Santini moved to Accept the Consent agenda for January 2024 with the changes recommended and Mr. Hogan second. The motion carried unanimously.

Chief Executive Officer – Service Presentation:

Videos and Training for Elected Officials: Carrie Parks, Director of Provider Services.

ACTION AGENDA

CHIEF EXECUTIVE OFFICER REPORT:

Acceptance of the Chief Executive Officer Report for the FY24 Key Performance Indicator Progress through January 2024:

Carrie Parks introduced a video describing the history and evolution of the State Supported Living Centers. Dr. Burruss then pointed out the opening of the extension site at the Dallas College Richland campus and expanded on the agency KPIs and progress to date.

Motion: Mr. Farmer moved Acceptance of the January 2024 Chief Executive Officer Report and Dr. Santini seconded. The motion carried unanimously.

FINANCE AND ADMINISTRATION REPORTS

Acceptance of the Center's Financial Statements for January 2024 (unaudited):

Mr. Wilson discussed the revenue & expense variances compared to budget for the month of January as well as year to date. He indicated that both Fee for Service & Directed Payment Program revenues are coming in higher than budget compared to Pharmacy revenues which are currently lower than budget. Salary expenses year to date are below budget while Benefits expenses are higher than budget primarily due to the claims run out from the end of calendar year 2023. Mr. Wilson indicated that based on the forecast for fiscal year 2024 is expected to be more favorable than budget due to increases in Fee For Service, Directed Payment Program & Charity Care Program revenues all performing better than budget.

Motion: Mr. Hogan moved Acceptance of the Financial Statements for January 2024 and Mr. Farmer seconded. The motion carried unanimously.

Acceptance of the Facilities Division Report for January 2024:

Mr. Kevin Boyd, Chief Facilities Planning & Construction Officer provided the board with an update on the construction progress of the Hillside project. Once the update was concluded, Dr. Burruss commented that the scale of the project is hard to imagine until visiting the site in person and encouraged the board to stop by the project to see it for themselves. Dr. Burruss then asked Mr. Boyd for an update of the LK/SNOP redevelopment project. Mr. Boyd relayed that design work is progressing as planned and a general contractor for the project will be selected soon.

Motion: Dr. Santini moved Acceptance of the Facilities Division Report for January 2024 and Ms. Cantu seconded. The motion carried unanimously.

PROVIDER SERVICES REPORTS

Acceptance of the Housing Services Division Report for January 2024:

Ikenna Mogbo, Chief Housing Officer, stated that we have applied for an expansion of our street outreach team through a Request for Proposal (RFP) from Housing Forward and expects to receive the results of this RFP by the 26th of this month. He went on to say that HUD has awarded \$500,000 plus to our large Leasing grant beginning in FY2025. Most of this new funding will address the increased cost of living in our community associated with rent. Charles Schwab has continued their support of our Safe Haven program with another unrestricted donation of \$20,000.

Mr. Mogbo spoke about the continued deficit in KPI 13. He explained that the slow ramp up of the Unsheltered HUD grant has affected our overall numbers. Due to the unanticipated challenges of a new, innovative program it has taken longer to work out the logistics of onboarding in partnership with Housing Forward and the local housing authorities. Mr. Mogbo said that he anticipates that by the end of Fiscal Year 2024 the numbers will be positive because most of those challenges will have been resolved.

Motion: Dr. Santini moved Acceptance of the Housing Services Division Report for January 2024 and Ms. Cantu seconded. The motion carried unanimously.

LOCAL INTELLECTUAL AND DEVELOPMENTAL DISABILITY REPORTS

Acceptance of the Local Intellectual and Development Disability Reports for January 2024:

Carolina Lasso, Chief Authority Officer presented the LIDDA and Aging and Disability Resource Center (ADRC) Reports for the month of January 2024. Ms. Lasso provided highlights of the Medicaid Interest List Slots released by Health and Human Services (HHS). She also discussed the ADRC and outreach activities for the month of January, which included calls received for Dallas County members needing assistance with Medicaid benefits and other types of financial assistance.

Dr. Santini inquired about KPI 4 and the Eligibility Determination Unit (EDU) ability to meet the expected goal by the end of the fiscal year. Ms. Lasso said that while she anticipates improvements in the next few months, LIDDA will not be able to meet or exceed the KPI by year end, and discussed measures that are currently in place to try and increase the number of Determination of Intellectual Disability evaluations (DID) for the month, such as over booking and waitlist for cancellations.

Motion: Ms. Cantu moved Acceptance of the Quality Management and Compliance Services Division Reports for January 2024 and Ms. Walkowiak seconded. The motion carried unanimously.


STRATEGIC INITIATIVES REPORT:

Acceptance of the Strategic Initiative Report for January 2024:

Ms. Ringer referenced her report in the board packet. Additionally, she updated the Board on a diversity panel that Ms. Tameka Cass will serve on Tuesday night, February 27 with co-sponsorship with the City of Dallas and Dallas County to be hosted at the African American Museum. She also updated the board on pending applications for funding for the hillside project. A hillside campaign cabinet is being formed by Dallas philanthropists to close out the campaign; an event announcing the cabinet and the campaign will be held at the home of Lindsey and George Billingsly one of the first two weeks in April.

Meeting Adjournment: There being no further business to come before the Board, Mr. Bernstein adjourned the meeting at 3:37 p.m.

Minutes approved by:



Kenneth R. Bernstein,
Chairman of the Board