

**BOARD OF TRUSTEES MEETING  
MHMR SERVICES FOR THE CONCHO VALLEY  
1501 WEST BEAUREGARD  
SAN ANGELO, TEXAS 76901  
THURSDAY, APRIL 27, 2016  
5:30 PM**

**BOARD OF TRUSTEES PRESENT:** Tim Davenport-Herbst Cary Houston  
Linda Kujawski Dianna Spieker  
Jacqueline Shannon Pat Trevino

**BOARD OF TRUSTEES ABSENT:** Jeff Gibson Jackie Walker  
John Stokes

1. **CALL THE MEETING TO ORDER AND INVOCATION**  
At approximately 5:30 p.m., Ms. Shannon recognized a quorum was present and called the meeting to order. Mr. Davenport-Herbst gave the invocation.
2. **PUBLIC COMMENTS**  
Mr. Benny Salinas addressed the Board regarding mental health issues.
3. **PROGRAM SPOTLIGHT: APRIL IS AUSTISM AWARENESS MONTH**  
Ms. Barbara Leyva, Program Manager of the ABC Center for Children, reported about services. She reported that with the DARS and School contracts there are about 22 children being served.
4. **CONSIDERATION OF THE BOARD OF TRUSTEE MEETING MINUTES**  
On motion of Mr. Davenport-Herbst, seconded by Ms. Spieker, the Board of Trustees unanimously voted to approve the March 31, 2016 minutes as presented. Motion carried.
5. **CONSIDERATION OF THE MARCH FINANCIAL STATEMENT**  
Brian Dunagan, CFO, reported that the Center experienced a positive margin of \$45,626 for the month. He reported revenues at \$21,095 and expenses at \$1,726. Total year-to-date positive margin of \$82,429. Total funds: \$4,052,229.

He noted the following variances in these revenue categories:

- HHSC Allocations under budget by \$11,951
- Local & Fees exceeded budget by \$27,636
- HCS was exceeded budget by \$16,804

He noted the following variances in these expenses categories:

- Salaries under budget by \$3,766
- Benefits exceeded budget by 4,141
- Contracted Services under budget by \$12,311
- Medications exceeded budget by \$8,193
- Client Support Costs exceeded budget by \$6,400

The IDD Services saw revenues of \$420,250 and a margin of \$9,063 and MH Services revenues of \$403,173 and a margin of \$44,456.

On motion of the Finance Committee, the Board of Trustees unanimously voted to accept the March financial statement as presented. Motion carried.

6. **CONSIDERATION OF THE FY 2016 OPERATING BUDGET AMENDMENT**

- Additional Staff Positions – Case Manager/Skills Trainer for Children’s Mental Health Program and Program Manager for Home and Community-Based Services

On motion of the Finance Committee, the Board of Trustees unanimously voted to approve the amendment to the FY 2016 Operating Budget. Motion carried.

7. **REPORT OF THE FINANCE COMMITTEE**

The committee met at 11:00 a.m. and the following items were discussed:

- March Financial Statement
- FY 2016 Operating Budget Amendment
- Report of the renovation project for the Adult Mental Health Respite Facility
- Update of the Goodfellow Commissary Contract

On motion of the Finance Committee, the Board of Trustees unanimously voted to accept the Finance Committee Report. Motion carried.

8. **REPORT OF THE PROGRAM COMMITTEE**

The Committee met at 11:00 and the following items were discussed:

- Consideration of Quality Management Reports -  
Ms. McCullough gave brief overview of the Center’s Committee Structure.
- Report of an additional Case Manager/Skills Training position for the Childrens Mental Health program – increased caseload
- Update of the Recovery-Focused Clubhouse Proposal – currently waiting for the state contract
- Report of Consumer First Choice Services
- Overview of the Center’s Autism Programs
- Report of additional staff position for the Home and Community-Based Services – increased caseload
- Outcome of the Texas Home Living Review – No findings

On motion of the Program Committee, the Board of Trustees unanimously voted to accept the report as presented. Motion carried.

9. **TEXAS COUNCIL COMMUNITY CENTERS ANNUAL TRUSTEES/STAFF TRAINING**

The conference will be held June 22, 23, & 24 in San Antonio. Approximately, Six trustees and six staff will be attending the conference. Annette is making the arrangements

10. **UPDATE OF THE CENTER’S 50<sup>th</sup> ANNIVERSARY PLANS**

50 hours of community service – Several staff participated in the Helping Hands project on April 2, 2016. We have received approximately \$9,000 in sponsorships and still seeking other sponsorships. On motion of Mr. Davenport-Herbst, seconded by Ms. Kujawski, the Board of Trustees unanimously voted to accept the report. Motion carried.

11. **REPORT OF THE EXECUTIVE DIRECTOR**

Mr. Gregory J. Rowe distributed his report regarding the following items:

- Financial highlights
- Mental Health highlights
- IDD highlights
- Autism highlights

Report on file.

On motion of Mr. Davenport-Herbst, seconded by Mr. Houston, the Board of Trustees unanimously voted to accept the report as presented. Motion carried.

12. **NEXT MEETING SCHEDULE/ADJOURNMENT**

May 26, 2016 will be the next meeting. At approximately 1:13 p.m., the meeting was adjourned.