

**BOARD OF TRUSTEES MEETING
MHMR SERVICES FOR THE CONCHO VALLEY
1501 WEST BEAUREGARD
SAN ANGELO, TEXAS 76901
THURSDAY, MAY 26, 2016
5:30 PM**

BOARD OF TRUSTEES PRESENT: Tim Davenport-Herbst Cary Houston
Jeff Gibson Dianna Spieker
Jacqueline Shannon John Stokes
Pat Trevino Linda Kujawski

BOARD OF TRUSTEES ABSENT: Jackie Walker

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. Gibson gave the invocation.

2. **OATH OF OFFICE ADMINISTERED BY THE HONORABLE JUDGE EDDIE HOWARD**

Judge Howard administered the Oath to trustees present.

3. **CLOSED SESSION**

At approximately 5:40 p.m., Ms. Shannon announced that the Board of Trustees would convene into Closed Session under Section 551:074 to deliberate personnel matters.

4. **OPEN SESSION**

At approximately 6:40 p.m., the Board of Trustees reconvened to an open session and Ms. Shannon announced that no action was taken.

5. **PUBLIC COMMENTS**

Several employees and public representatives from the Family and Youth Guidance Center addressed the Board regarding some programmatic issues.

6. **PROGRAM SPOTLIGHT: MAY IS MENTAL HEALTH AWARENESS MONTH-SUCCESS STORY**

Eddie Wallace, Director of the Adult Mental Health Services, introduced one of the consumers receiving services through RACT Team. She talked about her mental illness and substance abuse and how the Center services have helped her overcome. She was very grateful for the staff and the services being provided.

7. **CONSIDERATION OF THE BOARD OF TRUSTEE MEETING MINUTES**

On motion of Ms. Spieker, seconded by Mr. Gibson, the Board of Trustees unanimously voted to approve the April 27, 2016 minutes as presented. Motion carried.

8. **CONSIDERATION OF THE APRIL FINANCIAL STATEMENT**

Brian Dunagan, CFO, reported that the Center experienced a positive margin of \$76,992 for the month. He reported revenues at \$1,018,494 and expenses at \$941,502. Total year-to-date positive margin of \$159,421. Total funds: \$3,437,274 and number of day for operation in fund balance at 112.

He noted the following variances in these revenue categories:

- HHSC Allocations under budget by \$49,061
- Local & Fees exceeded budget by \$16,138
- HCS under budget by \$18,147
- Medicare/Medicaid exceeded by \$11,620

He noted the following variances in these expenses categories:

- Salaries under budget by \$25,595
- Benefits under budget by \$20,017
- Contracted Services under budget by \$43,649
- Computer Services under budget by \$6,359

The IDD Services saw revenues of \$424,335 and a positive margin of \$16,105 and MH Services revenues of \$501,666 and a positive margin of \$79,930.

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

9. **CONSIDERATION OF A PROGRAM MANAGER FOR MENTAL HEALTH SERVICES**

On motion of the Finance Committee, the Board of Trustees unanimously voted to table this agenda item for further discussion and budget purposes. Motion carried.

10. **REPORT OF THE FINANCE COMMITTEE**

The committee met at 4:30 p.m. and the following items were discussed:

- April Financial Statement
- Update of the Center's Medication Costs – currently seeking RFB's for pharmacy services
- Consideration of a program manager for Mental Health Services
- Development of the FY 2017 Operating Budget – Allocations to the County and City are currently being submitted. Allocations from HHSC will probably be received sometime in August.
- Report of the renovation project for the Adult Mental Health Respite Facility – project underway with a completion date of August 31, 2016
- Update of the Goodfellow Commissary Contract – no changes and will probably be requesting termination of the contract.

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

11. **REPORT OF THE PROGRAM COMMITTEE**

The Committee met at 4:30 and the following items were discussed:

- Consideration of Quality Management Reports -
Ms. McCullough gave brief in-service of the Abuse and Neglect guidelines.

-
- Overview of the Jail Diversion Program – Gregory Hickey is the Coordinator for this program and held a Jail Diversion Partnership meeting on May 9, 2016.
- Update of the Recovery-Focused Clubhouse Proposal – currently waiting for the state contract
- Report of activities for Mental Health Awareness Month – City and County Proclamations, Mental Health First Aid class, and several newspaper articles

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

12. **CONSIDERATION OF BIDS FOR THE ROOF REPLACEMENT AT 262 NORTH MAGDALEN WINDY MEADOWS**

On motion of Mr. Houston, seconded Ms. Spieker, the Board of Trustees unanimously voted to accept the bid of B. Ramirez Roofer in the amount of \$28,750.00. Motion carried.

13. **TEXAS DEPARTMENT OF AGING AND DISABILITY SERVICES GOVERNING AUTHORITY RESOLUTION**

On motion of Ms. Spieker, seconded by Mr. Stokes, the Board of Trustee unanimously voted to adopt the following resolution:

BE IT RESOLVED that the Governing Authority of MHMR Services for the Concho Valley does hereby authorize Gregory J. Rowe and his successor to negotiate, on terms and conditions that he may deem advisable, a contract or contracts with the Texas Department of Aging and Disability Services (DADS), and to execute the contract or contracts on behalf of the Organization, and further we do hereby give him/her the power and authority to do all things necessary to implement, maintain, amend, renew or request closure of the contract. Although the authority of the successors is binding on this Organization, it is acknowledged that this Organization must specifically authorize another party by name in a resolution within 30 days of the change in authorization, or when specifically required by DADS, whichever is sooner.

Motion carried.

14. **CONSIDERATION OF THE BOARD POLICY 1.01.00.00 CENTER MISSION STATEMENT**

On motion of Ms. Spieker, seconded by Mr. Stokes, the Board of Trustees unanimously voted to approve the policy with no recommended changes. Motion carried.

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

Reminded trustees deadline for registration is May 30, 2016.

16. **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 Ms. Spieker, seconded by Mr. Davenport-Herbst, the Board of Trustees unanimously voted to accept the report as presented. Motion carried.

17. **NEXT MEETING SCHEDULE/ADJOURNMENT**

Nest regular meeting will be July 28th due to the Trustees Training being held in the month of June. Discussion was held possibly having a called meeting in June. At approximately 7:50 p.m., the meeting was adjourned.