



*“Working Together to Help People Help Themselves”*

---

**PUBLIC NOTICE-AGENDA  
BOARD OF TRUSTEES MEETING  
THURSDAY, JULY 28, 2022 – 5:30 PM  
1501 WEST BEAUREGARD, SAN ANGELO, TEXAS 76901  
TELECONFERENCE LINE: 833-8815-7671 ACCESS CODE: 828054**

**BOARD OF TRUSTEES PRESENT:** John Stokes Dianna Spieker  
Jana Harrison Cary Houston  
Linda Kujawski

**ZOOM:** Dr. Singg  
Dr. Davenport-Herbst

**BOARD OF TRUSTEES ABSENT:** Jeff Gibson Don McKee

**SHERIFF ABSENT:** Burleigh Locklar, Tom Green County  
Jeff Garner, Reagan County

**CENTER ATTORNEY PRESENT:** Jeff Chandler

1. **Call the meeting to order, invocation, certification of a quorum**  
At approximately 5:30 pm, Mr. Stokes recognized a quorum was present and called the meeting to order. Dr. Davenport-Herbst gave the invocation.
2. **Public comments will be limited to three (3) minutes**  
No public comments.
3. **Employee of Month**  
Rita Martinez was the recipient of the RISE Award for the month of June. Ms. Martinez is the Texas Home Living Case Coordinator and Angela Graves was the recipient of the RISE Award for the month of July. Ms. Graves is the IDD Assistant Service Coordination Supervisor.
4. **Consider the Minutes of the May 26, 2022 Board Meeting**  
On Motion of Ms. Spieker, seconded by Mr. Houston, the Board of Trustees unanimously voted to approve the minutes as presented. Motion carried.

5. **Monthly Report of the Finance Committee**

- Review of the FY2022 Financial Statements – May and June  
John Wyatt, CFO, reported a positive margin of \$25,2160 for the month of May and a negative margin of \$1,805 for the month of June. Some variances included: Travel, training, computer services and maintenance, and electronic health record issues contributed to a negative variance. The fund balance continues to be positive.
- 3<sup>rd</sup> Quarter Financial Certification  
Mr. Wyatt presented the summary income statement and summary balance for the 3<sup>rd</sup> quarter financial certification. He noted the 3<sup>rd</sup> quarter fund balance drop due to purchase of the clubhouse property.
- 3<sup>rd</sup> Quarter Investment Report  
Mr. Wyatt noted a rise in earnings; March \$584.00; May \$1700 and for June \$2500. He noted the average earnings is approximately half percent.
- Preliminary discussion of the 2023 Operating Budget  
Mr. Wyatt anticipated several large expenses to be considered for FY2023: a 5% COLA, health insurance 10% percent increase, fall employee bonus. There was also discussion regarding the ABC Center financial loss and closure of the program.
- Review of the Chief Executive Officer's Expenses  
Total expense was \$1300 for the month June – Tx Council Annual Staff and Trustees training.

On motion of Spieker, seconded by Houston, the Board of Trustees unanimously voted to accept the Finance Committee report as presented. Motion carried.

6. **Consider the Engagement Letter with Scott, Singleton, Fincher and Company, P.C. for the year ended August 31, 2022**

On motion of Mr. Houston, seconded by Ms. Kujawski, the Board of Trustees unanimously voted to accept the Engagement Letter of Scott, Singleton, Fincher and Company, P.C. Motion carried.

7. **3<sup>rd</sup> Quarter Report of the Program Committee**

On motion of Ms. Kujawski, seconded by Ms. Harrison, the Board of Trustees unanimously voted to accept the report of the Program Committee as presented. Motion carried.

The following reports were considered:

- Review of the FY 2022 3<sup>rd</sup> Quarter Reporting of the HHSC Local Mental Health Authority (LMHA) Performance Contract for Adult Mental Health and Children Mental Health Performance Measurers

- Review of the FY 2022 3<sup>rd</sup> Quarter Reporting of the HHSC Local Intellectual Developmental Disabilities Authority (LIDDA) Performance Contract Measures
- Update of the substance use disorder (SUD) Program – HHSC Review and Center Response
- TCOOMMI Program Compliance Review – Outcome and Center Response

8. **Consider the Application for Membership to the Planning and Network Advisory Committee**

On motion of Ms. Dianna Spieker, seconded by Ms. Kujawski, the Board of Trustees unanimously voted to accept the application of Rita Medders for membership to the Planning and Network Advisory Committee. Motion carried.

9. **3<sup>rd</sup> Quarter Report of the Planning and Network Advisory Committee**

The report was tabled for next meeting.

10. **3<sup>rd</sup> Quarter Report of the San Angelo Clubhouse Advisory Committee**

Ms. Ami Mizzel-Flint, Program Director of the Clubhouse reported that attendance has increased. Since last quarter report, there were four new members; working on rebranding the 0.5K fundraiser; United Way allocations have increased; and the National Accreditation Team came in for the clubhouse accreditation review; No other information.

On motion of Ms. Dianna Spieker, seconded by Ms. Kujawski, the Board of Trustees unanimously voted to accept the report as presented. Motion carried.

11. **Consider Board of Trustees Policies**

3.06.07.00 – Quality Assurance and Improvement Program

3.03.01.06 – Charity Care

On motion of Ms. Dianna Spieker, seconded by Mr. Houston, the Board of Trustees unanimously voted to approve the changes to 3.06.07.00 Quality Assurance and Improvement Program and adopt the new policy 3.03.01.06 Charity Care. Motion carried.

12. **Consider the FY 2023 Membership Dues of the Texas Council of Community Centers**

This item was tabled due to not receiving the invoice and will be considered at another meeting.

13. **Consider the Report of the Chief Executive Officer regarding current Center Operations**

Gregory J. Rowe, reported that Lee Johnson is the new CEO for TX Council of Community Centers; reported the outcome of the Golfing for Military Heroes Golf tournament; brief overview of the substance use license and plan of correction. Full report on file.

On motion of Ms. Kujawski, seconded by Ms. Spieker, the Board of Trustees unanimously voted to accept the CEO report as presented. Motion carried.

14. **Outcome of the Texas Council of Community Centers Annual Conference**

Trustee and staff enjoyed the conference. Lots of information and full of activities.

15. **Personnel Committee – Discussion of the CEO Performance Evaluation**

Mr. Houston, Chair of the Personnel Committee, reported that the CEO evaluation is completed every other year per the employment agreement beginning May 1, 2021. The Committee plans to conduct an evaluation in October 2022.

16. **Consider next meeting Tuesday, August 30, 2022, at 5:30 pm**

Mr. Stokes reported that the next Board of Trustees meeting will be August 30, 2022.

17. **Adjourn**

At approximately 7:37, the meeting was adjourned.

All agenda items are subject to action and do not have to be taken in same order as shown on meeting notice. As authorized by Section 551.071 of the Texas Government Code, the Board of Trustees reserves the right to adjourn into Executive Session at any time during the course of this meeting to seek legal advice from its Attorney about any matters listed on the agenda.