



*“Working Together to Help People Help Themselves”*

**BOARD OF TRUSTEES MEETING  
THURSDAY, OCTOBER 19, 2023 – 5:30 PM  
1501 WEST BEAUREGARD, SAN ANGELO, TEXAS 76901  
TELECONFERENCE LINE: 833-8815-7671 ACCESS CODE: 828054**

**BOARD OF TRUSTEES PRESENT:** Cary Houston Jeff Gibson  
Dr. Sangeeta Singg-via zoom Linda Kujawski  
Drew Peterson Jana Harrison  
Don McKee Dianna Spieker

**BOARD OF TRUSTEES ABSENT:** Dr. Tim Davenport-Herbst

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

**CENTER ATTORNEY:** Jeff Chandler

1. Call the meeting to order, invocation, certification of a quorum

At approximately 5:30 pm, Mr. Cary Houston, Chair, certified a quorum was present and called the meeting to order. Jeff Gibson gave the invocation. Dr. Singg was present via zoom.

2. Public comments will be limited to three (3) minutes

No public comments.

3. Employee of the Month for October

Mr. Gregory J. Rowe, Chief Executive Officer, recognized Alyssa Spence as the recipient of the RISE award for the month of October. Ms. Spence is the Center’s Community Relations and Outreach Coordinator.

4. Consider the Minutes of the September 28, 2023 Board Meeting

On motion of Mr. McKee, seconded by Ms. Harrison, the Board of Trustees unanimously voted to approve the minutes. Ms. Spieker abstained from voting due to her absence from the meeting. Motion carried.

5. Monthly Report of the Finance Committee

A Finance Committee was not held on Wednesday, October 18, 2023. Patsy Larson, CFO, reviewed the financial statement with the Board.

- Review of the Financial Statement- September – A preliminary report was reviewed. No action taken, information only.

- Review of a change order to the Dr. Lloyd L. Downing Campus Renovations- additional \$12,000 for filling cracks at both parking lots.
- Review of the Employee Health Insurance Group Rates-BCBS provided the Center with an a 24% in rate calendar year 2024 – Center staff is working with the Agent of Record to reduce rate increase and review alternative policies.
- Review of the Single Audit Review Issues for Fiscal Year 2022-Reviewed HHSC letter dated September 8, 2023.
- Review of the 1115 Medicaid Waiver Programs – Charity Care Pool (CCP) and Directed Payment Program (DPP) – the FY2023 CCP Cost Report is due November14, 2023.
- Review of the Chief Executive Director’s Expenses- Information only.

6. Consider of the City of San Angelo Annual Allocation for Center Services

On motion of Spieker, seconded by Ms. Kujawski, the Board of Trustees unanimously voted to authorize the Board Chair to sign the agreement in the amount of \$80,000. Motion carried.

7. Consider of the FY 2024-2025 HOME Grant with the City of San Angelo

The grant is \$67,500 that includes a match of \$17,500. On motion of Ms. Spieker, seconded by Ms. Harrison, the Board of Trustees unanimously voted to authorize the Board chair to sign the agreement. Motion carried.

8. Consider the Center’s Strategic Plan Scorecard for FY 2023

Greg Rowe, CEO, presented the annual strategic plan report for FY 2023. The report indicated the Center has met most of the objective under the five strategic plan goals. Next steps are to start using the data collected to make performance improvements in the Center; Begin discussion of Commission on Accreditation of Rehabilitation Facilities (CARF) for selected Center programs: Consider and evaluate the possibility of a promotion scheme for selected positions in the Center; and address all unmet, revised, and unaddressed measures. On motion of Ms. Spieker, seconded by Mr. Peterson, the Board of Trustees unanimously voted to accept the report as presented. Motion carried.

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

Mr. Rowe submitted a full report of Center operations and highlights. He gave a brief report of the IDD Summit given at the Texas Council Executive Director’s Consortium in August. On motion of Mr. McKee, seconded by Ms. Kujawski, the Board of Trustees unanimously voted to accept the report as presented. Motion carried.

10. Consider Board Policy 2.00.00.01 Training Guidelines and Requirements of Trustees

On motion on Ms. Spieker, seconded by Mr. McKee, the Board of Trustees unanimously voted to approve the policy as presented. Motion carried.

11. Consider Election of Board Officers and Committee Members

The following slate of officers and Board Liaisons were considered:

**Executive Committee** – Cary Houston, Chair; Jeff Gibson, Vice Chair; Don McKee, Secretary/Treasurer

**Finance Committee** – Don McKee, Chair; Dr. Davenport-Herbst; Jana Harrison, Lt. Burleigh Locklar

**Program** – Linda Kujawski, Chair; Dr. Singg; New Trustee; Sheriff Jeff Garner

**Personnel Committee** – Jeff Gibson, Chair; Drew Peterson; Jana Harrison

**Board Liaisons** – PNAC – Linda Kujawski, Clubhouse – Dr. Davenport-Herbst; Texas Council Rep -Cary Houston

On motion of Ms. Spieker, seconded by Mr. Peterson, the Board of Trustees unanimously voted to approve the slate of officers with Ms. Harrison only representing the Personnel Committee and board liaisons as presented. Motion carried.

12. Discussion of the CEO Annual Evaluation

The CEO Annual Evaluation will be considered at the next meeting and reviewed by the Personnel Committee.

13. Outcome of the Sponsoring Agencies Nominating Committee and Recognition of Service for Trustee, Dianna Spieker

Sponsoring agencies met Wednesday, October 18, 2023 – the following topics were presented: overview of services, budget, annual financial audit, CEO salary and benefits, reappointments, and new appointment: the committee selected Frank Tambunga Crockett County Judge. A certificate of recognition was given by the Sponsoring Agencies and presented to Dianna Spieker for her years of service.

14. Consider next meeting, Tuesday, December 12, 2023, at 5:30 pm and Adjournment

At approximately 6:37 pm the meeting adjourned. Next meeting is December 14<sup>th</sup>.

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.