



“Working Together to Help People Help Themselves”

**PUBLIC NOTICE- AGENDA
BOARD OF TRUSTEES MEETING
THURSDAY, JANUARY 30, 2025 – 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
Don McKee Drew Peterson
Linda Kujawski Jana Harrison
Lee Floyd

BOARD OF TRUTEES ABSENT: Judge Frank Tambunga
Dr. Sangeeta Singg

SHERIFF PRESENT: 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 5:33 pm, Mr. Houston, Chair, recognized a quorum and called the meeting to order.

2. Welcome and introduction of New Trustee

- New Trustee Orientation – January 28, 2025

The staff and Legal Counsel provided new trustee orientation to new trustee Lee Floyd.

3. Administration of Oath of Office to Trustees

The Honorable Lane Carter gave the oath of office to trustees present.

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

No public comments.

5. Employee of the Month for December and January

Maria Renteria, IDD Service Coordinator, was selected as the RISE award recipient for the month of January.

6. Presentation of the Independent Financial Audit Ending August 31, 2024 by Beasley, Mitchell & Co., Certified Public Accountants

Ms. Itza Sosa reported that there were two audit findings and noted the Management's response below:

Section II – Financial Statement Findings

Finding No. 2024-001: Restatement – Other Matter

Finding Summary: During the audit of the Center's financial statements, it was identified that a past audit entry posted to accrued payroll liabilities needed to be removed for the current year balance to be correct. A restatement to fund balance in the amount of \$135,089 was necessary to correct the balance in accrued payroll liabilities for the year ended August 31, 2024.

Responsible Individuals: CFO

Management's Response - Corrective Action Plan: During the fiscal year audited, the Center transitioned with losing a CFO and calling back our retired CFO to fill in until a permanent CFO could be hired. Now that we have one in place, the Center will implement controls and review processes of all audit entries in a timely manner to ensure management agrees of the audited final balances.

Anticipated Completion Date: August 2025

Section III – Federal Award Findings and Questioned Costs

Finding No. 2024-001: Internal Control Over Reporting – Other Non- Compliance

Finding Summary: During the audit of federal program 93.778 it was identified that the client did not file Q1 reporting.

Responsible Individuals: CFO

Management's Response - Corrective Action Plan: The Center has a new CFO for 2025. The CFO and one additional staff member have received their certification for 2025 along with the original employee. The CFO will ensure that multiple personnel are trained and that all certifications are kept up to date.

Anticipated Completion Date: August 2025

Overall, the financial statements were presented fairly and accurately, no misstatements were found.

On motion of Mr. McKee, seconded by Mr. Gibson, the Board of Trustees unanimously voted to accept the Financial Audit Ending August 31, 2024 as presented. Motion carried.

7. Consideration of the Minutes of November 21, 2024 Board Meeting

On motion of Mr. McKee, seconded by Ms. Kujawski, the Board of Trustees unanimously voted to accept the minutes as presented. Motion carried

8. Consideration of the FY 2025 Financial Statements – November and December

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

Month	Revenue	Expenses	Margin-Actual	Margin-Budget
November	\$1,359,853	\$1,404,580	\$(44,727)	\$15,692
December	\$1,239,419	\$1,255,188	\$(15,768)	\$19,266
Division Breakdown	November	December		
Mental Health	\$4,880	\$78,507		
IDD	\$(58,330)	\$(45,766)		

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

9. Consideration of the FY2025 Q1 HHSC Financial Certification

On motion of Finance Committee, seconded by Mr. Gibson, the Board of Trustees unanimously voted to accept the certification as presented. Motion carried.

10. Consideration of the FY2025 Q1 Center Investments

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

11. Report of the recent Cyber Security Breach

Jared Baran, Chief of Information Services, gave an overview of the breach.

12. Consideration of Monthly Report of the Finance Committee

- Discussion of Prior Year Lapsed HHSC Funds
- Ongoing review of the 1115 Medicaid Waiver Programs – Charity Care Pool (CCP) and Directed Payment Program (DPP)
- Review of the Chief Executive Officer’s Expenses

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

13. Consideration of the FY2025 Q1 Program Committee Report

Ms. Harrison, Chair, gave a brief report of the following items:

- Re Review of FY 2025 1ST Quarter Reporting of the HHSC Local Mental Health Authority (LMHA) Performance Contract for Adult Mental Health and Children Mental Health Performance Measures.
- Overview of the newly HHSC Contract - Jail Continuity of Care – target benchmarks and performance.
- Review of the FY 2025 1st Quarter Reporting of the HHSC Local Intellectual Developmental Disabilities Authority (LIDDA) Performance Contract Measures.

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

14. Consideration of the FY2025 Q1 Planning and Network Advisory Committee Report

Ms. Kujawski gave a report of the items considered by the PNAC.

- FY '24 Abuse/Neglect/Exploitation Annual Report
- FY '24 Complaints Annual Report
- FY '24 Mortality Annual Report
- FY '24 Corporate Compliance Annual Report
- FY '24 AMH Cognitive Behavioral Therapy (CBT) Fidelity Review
- FY '25, Q1 Dr. Strong Safety Drill Report: AMH OPC, Admin./IDD, FYGC, New Haven
- FY '25 ADA Self-Evaluation and Transition Plan
- FY 2024, Q3 – Q4 Adult Mental Health Chart Review
- FY '24, Q4 RACT Team Review
- FY '24, Q3-4 CMH Chart Review
- AMH/CMH Access to Routine Mental Health Services Mystery Caller Review
- Consolidated Local Service Plan (CLSP) – FY 2025
- Local Provider Network Development (LPND) Plan – FY 2025

On motion of PNAC, seconded by Mr. Mckee, the Board of Trustees unanimously voted to accept the report. Motion carried.

15. Consideration of the FY2025 Q1 San Angelo Clubhouse Advisory Committee Report

Mr. Rowe gave the Clubhouse report for Q1. On motion of Mr. Gibson, seconded Ms. Kujawski, the Board of Trustees unanimously voted to accept the report as presented. Motion carried.

16. Consideration of Board of Trustees Policies

- 1.04.10.03 HIV/AIDS in the Workplace and Confidentiality
- 2.04.02.02 Policy and Procedure Preparation and Formatting
- 2.04.02.04 Definitions/Abbreviations/Acronyms
- 2.04.02.05 Board Policy and Administrative Procedure Review
- 3.01.00.00 Planning System: Planning and Funding of Center Services
- 3.02.00.00 Financial Planning Systems – Annual Budget – policy pulled
- 3.08.06.00 Employee Compensation and Payroll Administration
- 4.09.00.00 Consumer Rights
- 4.15.03.00 Safety and Security Requirements of Medication and Medication Supplies
- 6.01.00.00 Contracts

On motion of Mr. Gibson, seconded by Burleigh, the Board of Trustees unanimously voted to approve the following policies with recommended changes: 1.04.10.03, 2.04.02.02, 2.04.04.04, 2.04.02.05, 3.01.00.00,

3.08.06.00, 4.09.00.00, 4.15.03.00, and 6.01.00.00. Policy 3.02.00.00 was tabled for further review. Motion carried.

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

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

18. Corporate Compliance Training (standing agenda item)

Standing agenda item for compliance purposes.

19. Consider Appointment of New Trustee to a Board Committee

On motion of Mr. Gibson, seconded by Mr. McKee, the Board of Trustees unanimously voted to appointment Lee Floyd to the Finance Committee. Motion carried.

20. Consider the next meeting, Thursday, February 27, 2025 at 5:30 pm and Adjournment

Next meeting will be March 27, 2025. At approximately 6:58pm the meeting was adjourned. N

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.