



**BOARD OF TRUSTEES
MEETING MINUTES OF**

April 23, 2015

METROCARE SERVICES

REGULAR MONTHLY MEETING MINUTES of the BOARD OF TRUSTEES

A Regular Meeting of the Board of Trustees of Metrocare Services convened on Thursday, April 23, 2015 at 1380 River Bend Dr., Dallas, Texas 75247 (Charles M. Cooper, Board Rm.)

I. Call To Order/Roll Call

Ms. Martinez extended greetings to everyone and called the meeting to order at 1:30 p.m. A quorum was present. Board members present were:

Jill Martinez, Madame Chairman
Judy N. Myers, Vice chairman
Corey Golomb, Secretary
Dr. Brenda Richardson-Rowe
Leslie H. Secrest, MD
Dee Salinas
Julie Noble, ex officio

The following staff were in attendance: Dr. John Burruss, Linda Thompson, Tom Clark, Dr. Judith Hunter, Kyle Munson, Sandy Stephens, Jennifer Bell, Ken Medlock and Terry Price.

II. **CITIZENS' COMMENTS:** The procedure for public comments was available at the meeting for those interested. No public comment was received.

III. ISSUES TO BE CONSIDERED:

Consideration of Approval of the ~~March 10, 2015 Special Called Meeting Minutes~~. Ms. Martinez said the minutes should be corrected to read **March 26, 2015 Regular Board meeting minutes**.

Motion: Dr. Secrest moved to approve the Board meeting minutes as corrected. All were in favor, and the motion carried.

Madame Chairman's Report:

Board Presentation to Ms. Julie Noble: Ms. Martinez tabled this item until Ms. Noble can joins us.

Ms. Martinez said the Commissioners Court appointed three new members to our Board. She welcomed Ms. Dee Salinas to our board and said Chief Norman Seals and Dr. Angela Moemeka will join us in May.

Committee Assignments: Ms. Martinez said at last month's board meeting she made committee appointments and noted that she would adjust this appointments after the new board members joined us.

Board Liaison Reports:

MH Advisory Committee: (Madame Chairman: Marilu Velez Thorn; Board Liaison: Dr. Brenda Richardson Rowe). Ms. Martinez called on Dr. Richardson Rowe. Dr. Richardson said the committee met on April 6th and there was a quorum present. She said the committee presented Mr. Glen Billingsley with a plaque for his years of service in the committee. The committee recommended Mr. Leslie Sanders for appointment to the MH Advisory. Tom Clark presented information on the Metrocare/Lifenet merger and the services Lifenet provides.

Texas Council Report: Ms. Martinez said she attended the Texas Council Meeting on April 17th – 18th in Austin. Ms. Martinez provided a verbal summary of her report. This report was included in the Board members folders for their information.

Board Presentation to Ms. Julie Noble: Ms. Martinez welcomed Ms. Julie Noble and presented her with a Service Award Plaque on behalf of the Board and staff of Metrocare Services for her years of commitment and leadership. Ms. Noble thanked the Board and Metrocare for the opportunity to serve on this Board.

Board Retreat: Ms. Martinez said August is fast approaching and it's time to begin to prepare for the annual board retreat. She asked the board to check their availability for Saturday, August 1st, or Saturday, August 8th and contact Martha to give her their availability. Details will be announced as they are formalized.

Next Committee and Board meeting schedule: All committee and board meetings will take place at this same location.

- Tuesday, May 19, 2015: The Provider Services Committee will meet at 11:30 am with the Development and Corporate Communications committee meeting following immediately after at approximately 12:15 pm, and the Finance and Administration Committee following at approximately 12:45 pm. The meetings will be held at this same location.
- Thursday, May 28, 2015: The Quality & Authority committee will meet at 12:45 pm with a Board training following at approximately 1:00 pm, and the Board meeting following immediately after at approximately 1:30 pm. The Legislative Action committee will meet as a committee of the whole. All the meetings will be held at this same location.

Other Meetings/Events:

June 17 – 19, 2015: Ms. Martinez said the TX Council of Community Centers 30th Annual Conference will take place at the Westin Galleria, Houston, TX. She asked those planning to attend to please notify Martha Toscano.

Chief Executive Officer's Report:

Services Presentation: Behavioral Health Services, Heather Hibbard, presenter.

Ms. Hibbard presented the story of a young lady that came to receive services from Metrocare when she was fifteen years old. She said when this client came to us the client would engage in self-injurious behaviors, such as cutting herself. Cognitive Behavioral Therapy (CBT) was provided to this client to help change her negative thoughts into positive thoughts. She also signed a contract to stop cutting herself. Since then the client has involved herself in dance and theater and has recently been accepted at the Texas State University in Saint Marcus.

Dr. Burruss and the Board thanked Ms. Hibbard for her presentation.

Consideration of Acceptance of Chief Executive Officer Report for FY15 Business Plan Progress through March 2015: This report was made a part of this packet. Dr. Burruss presented a verbal summary of the CEO report for March 2015. There were no questions posed for this item.

Motion: Dr. Secrest made a motion to accept the Chief Executive Officer Report for FY15 Business Plan Progress through March 2015. All were in favor, and the motion carried.

Finance and Administration Committee: Ms. Myers said the committee met on Tuesday and referred to Mr. Munson to present his report.

Consideration of Acceptance of the Financial Report for March 2015 (unaudited): Mr. Munson said his report was presented in detail at the Finance and Administration committee two days ago and asked if anyone had any questions. There were no questions posed for this item.

Motion: Ms. Martinez said this comes as a committee recommendation and a second is not required, as the recommendation came from the committee. All were in favor, and the motion carried.

Consideration of Acceptance of Human Resource Report for March 2015: Ms. Bell said she presented this report in detail at the Finance and Administration committee and asked if anyone had any questions. There were no questions posed for this item.

Motion: Ms. Martinez said this comes as a committee recommendation and a second is not required, as the recommendation came from the committee. All were in favor, and the motion carried.

Consideration of Approval of Revision to Board Policy 5.02 on Equal Employment: Ms. Bell said there were no substantive changes to this policy.

Motion: Ms. Martinez said this comes as a committee recommendation and a second is not required, as the recommendation came from the committee. All were in favor, and the motion carried.

Report of the Provider Services Committee: Ms. Martinez called on Dr. Secrest. Dr. Secrest referred to Dr. Hunter for the Medical Services report.

Consideration of Acceptance of Medical Staff Services Report for March 2015: Dr. Hunter said that this report was thoroughly reviewed at the Provider Services committee and it remains unchanged.

Motion: Ms. Martinez said this comes as a committee recommendation and a second is not required, as the recommendation came from the committee. All were in favor, and the motion carried.

Consideration of Acceptance of Behavioral Health Service Delivery Report for March 2015: Mr. Clark said his report his report was presented at the Provider Services committee and it remains unchanged.

Motion: Ms. Martinez said this comes as a committee recommendation and a second is not required, as the recommendation came from the committee. All were in favor, and the motion carried.

Consideration of Acceptance of the Developmental Disabilities Report for March 2015: Mr. Clark said this report was presented at the Provider Services committee meeting and it remains unchanged.

Motion: Ms. Martinez said this comes as a committee recommendation and a second is not required, as the recommendation came from the committee. All were in favor, and the motion carried.

Report of the Quality and Authority Services Committee: Ms. Martinez referred to Ms. Linda Thompson for this report.

Consideration of Approval of the Quality Management Report for March 2015: Ms. Thompson said the committee met prior to the Board and the reports were provided in detail at that time. She asked if anyone had any questions. There were no questions posed for this item.

Motion: Ms. Martinez said this comes as a committee recommendation and a second is not required, as the recommendation came from the committee. All were in favor, and the motion carried.

Report of the Development and Corporate Communication Committee: Ms. Martinez called on Ms. Sandy Stephens for this report.

Consideration of Acceptance of the Development and Corporate Communications Report for March 2015: Ms. Stephens said this report was presented in detail at the committee and remains unchanged.

Motion: Ms. Martinez said this comes as a committee recommendation and a second is not required, as the recommendation came from the committee. All were in favor, and the motion carried.

Consideration of Approval of Revision to Board Policy 1.13 on Board meetings, Minutes and Protocol: Ms. Stephens said there were no substantive changes to this policy. Ms. Martinez called attention to page 141582 under Relationship to Mission/Goals/Values. She said the word mental retardation should be changed to read developmental disabilities.

Motion: Ms. Martinez moved for Approval of the Revisions to Board Policy 1.13 as corrected. All were in favor, and the motion carried.

Report of the Legislative Action Committee: This report was made a part of this packet. Ms. Martinez called on Mr. Hernandez for this report.

Consideration of Acceptance of the Legislative Action Committee Report for March 2015: This report was made part of the packet. Mr. Hernandez provided a brief report on the Senate Bills that have been filed and those that the Texas Council of Community Centers is monitoring. He said that during the month of March he provided MH First Aid training to 101 staff at the Department of Assistive and Rehabilitative Services (DARS) at their Arlington and Ft. Worth locations. There were no questions posed for this item.

Motion: Ms. Golomb moved to accept the Legislative Action Committee Report for March 2015. All were in favor, and the motion carried.

- IV. **EXECUTIVE SESSION:** At 2:30 pm Ms. Martinez announced a Closed Session pursuant to Subchapter D, Section 551.071 of the Texas Open Meetings Act (Chapter 551 of the Government Code) for the purpose of receiving advice from counsel about pending or contemplated litigation and/or settlement:
- Discussion of Legal Action
- V. **RETURN TO OPEN SESSION:** The meeting return to open session at 2:40 pm. Ms. Martinez said there was no action taken during Closed Session.
- VI. **MEETING ADJOURNMENT:** There being no further business to come before the Board, Ms. Martinez adjourned the meeting at 2:40 pm.

Minutes approved by:



Corey E. Golomb, Board Secretary

Minutes distributed by:
Martha L. Toscano
Executive Assistant to the CEO/Board of Trustee