

METROCARE SERVICES

**BOARD OF TRUSTEES
MEETING MINUTES OF**

January 24, 2013

METROCARE SERVICES

REGULAR MONTHLY MEETING of the BOARD OF TRUSTEES

MINUTES OF January 24, 2013

A Regular Meeting of the Board of Trustees of Metrocare Services convened on Thursday, January 24, 2013 at 1360 River Bend Dr, Dallas, Texas 75247 in the Charles Cooper Board Room.

I. Call To Order/Roll Call

Ms. Noble, Madame Chair, declared a quorum present and called the meeting to order at 1:30 pm.

The following Trustees were present:

Ms. Julia P. Noble, Madame Chair
Ms. Jill L. Martinez, Secretary
Ms. Judy N. Myers
Mr. David Gutierrez
Ms. Brenda K. Richardson

Board members not present: Ms. Verlean Walton-Brooks, and Dr. Carol North.

Staff Present: Linda Thompson, Dr. Judith Hunter, Tom Clark, Kyle Munson, Sandy Stephens and other Metrocare staff.

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 Minutes of the Metrocare Services Board Meeting for December 6, 2012. The Board minutes of December 6, 2012 were made a part of the packet. Ms. Noble called for any changes or corrections to the December 6, 2012 Board minutes.

Motion: Mr. Gutierrez moved for the Approval of the Board meeting minutes of December 6, 2012 as presented. All were in favor, and the motion carried.

Ad hoc CEO Search Committee Update:

Ms. Noble provided a brief report on the progress of the CEO Search. She said the process continues. More information will be provided next month. There were no questions posed for this item.

Madame Chairs' Report

Ms. Noble asked the Board members to mark their calendars for the following events; 1) Grand Opening of the Grand Prairie clinic on Wednesday, February 13th at 11 am; 2) The Run with Metrocare 5K, Saturday, April 6, 2013 at Bachman Lake; 3) The 28th Annual Texas Council of Community Centers Conference being hosted by Metrocare. The Conference will be held at the Dallas Sheraton downtown hotel starting on Wednesday, June 26th and ending that Friday, June 28th.

Board Liaison Reports:

Mental Health Advisory Committee: Ms. Noble called on Mr. Keesee to present the MH Advisory Committee report. Mr. Keesee said the committee convened on Monday, January 7th at 6 pm and there was a quorum present. Mr. Keesee provided a brief report of the MH Advisory Committee. There were no questions posed for this item.

Texas Council Report: Ms. Noble said that she and Abel Hernandez, Metrocare's Public Affairs Coordinator were invited by Dallas County State Representative Eric Johnson for the swearing-in ceremony that took place on January 8, 2013. On January 18th, Ms. Noble and Mr. Hernandez returned to Austin for legislative visits as part of the Texas Council's Day at the Capitol. Ms. Noble referred to the Board members folders and a handout placed there for their information.

Next Committee and Board meeting schedule:

- On the third Tuesday, February 19th the Provider Services Committee will meet at 11:30 am with the Philanthropy 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 1360 River Bend Dr., in the Charles Cooper Board Rm.
- On the fourth Thursday, February 28th the Quality and 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. The Legislative Action Committee will meet as a committee of the whole. All the meetings will be held at this same location.

Interim Chief Executive Officer's Report:

Services Presentation:

Mental Health Services Presentation: Chris Goetz, presenter.

Ms. Thompson called on Ms. Chris Goetz, a clinical manager at our Lancaster Kiest clinic, to present the success story for the month. She presented the success story of a 63 year old male recently released from prison after almost thirty nine years of incarceration.

Consideration of Acceptance of Interim Chief Executive Officer's Report: Ms. Thompson presented a brief summary of the center-wide indicators for the month of December 2012.

Motion: Ms. Martinez made a motion to accept the Interim Chief Executive Officer's Report for December 2012. Ms. Richardson seconded. All were in favor, and the motion carried.

Finance and Administration Committee: Ms. Myers called on Mr. Munson to present his report.

Consideration of Acceptance of the Financial Report for November 2012 (unaudited):

Consideration of Acceptance of the Financial Report for December 2012 (unaudited): Mr. Munson said that the November and December 2012 Financial reports were presented in detail at the Finance and Administration Committee.

Motion: Ms. Noble said the committee recommended the acceptance of the Financial Reports for November and December 2012 and a second is not required, as the recommendation came from the committee. All were in favor, and the motion carried.

Consideration to Receive the FY 2012 Audited Financial Statements:

Mr. Munson introduced Ms. Diane Terrell from the Auditing Firm of Davis, Kinard & Co., P.C. Ms. Terrell said that her firm has issued an unqualified opinion on the financial statements of Metrocare Services for the year ending August 31, 2012.

Ms. Terrell said that her firm is reporting no disagreements with management on accounting issues or regarding estimates made in the financial statements. There were no difficulties in performing or completing their audit. There were no proposed audit adjustments. No misstatements were identified. There were no material weaknesses reported.

Motion: Ms. Myers said the committee recommended the Acceptance of the FY 2012 Audited Financial Statements. Ms. Noble said a second is not required, as the recommendation came from the committee. Motion carried.

Consideration of Approval of Revision to Board Policy 5.07 on a Drug Free Workplace/Drug Abuse: Mr. Munson said there were no substantive changes to Board Policy 5.07.

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

Report of the Provider Services Committee: Ms. Noble referred to Dr. Hunter to present her report.

Consideration of Acceptance of Medical Staff Services Report for December 2012: Dr. Hunter said her report was provided in detail at the Provider Services committee meeting.

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

Consideration of Acceptance of Behavioral Health Service Delivery Report for December 2012: Mr. Clark said there were no changes to his report. His report was provided in detail at the Provider Services committee meeting.

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

Consideration of Acceptance of the Developmental Disabilities Report for December 2012: Mr. Clark said there were no changes to his report. His report was provided in detail at the Provider Services committee meeting.

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

Report of the Quality and Authority Services Committee: Ms. Noble referred to Ms. Thompson to present the Quality and Authority Committee report.

Consideration of Approval of the Quality Management Report for December 2012: Ms. Thompson presented a brief summary of Quality Management Report for the month of December 2012.

Motion: Mr. Gutierrez moved to approve the Quality Management Report for December 2012. Ms. Martinez seconded. All were in favor, and the motion carried.

Report of the Philanthropy Committee: Ms. Martinez referred to Ms. Stephens for the Philanthropy Committee report.

Consideration of Acceptance of the Development and Community Education Report for December 2012: Ms. Stephens said her report was presented in detail at the Philanthropy Committee.

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

Report of the Legislative Action Committee: Mr. Gutierrez referred to Ms. Stephens to provide the Legislative Action Committee report in Mr. Hernandez's absence.

Consideration of Acceptance of the Legislative Action Committee Report for December 2012: Ms. Stephens presented a brief summary of the Legislative Action Committee report for the month of December 2012.

Motion: Ms. Martinez moved to accept the Legislative Action Committee Report for December 2012. Mr. Gutierrez seconded. All were in favor, and the motion carried.

IV. ANNOUNCEMENT OF CLOSED SESSION/TIME: 2:30 PM

Ms. Noble announced a Closed Session in Accordance with Subchapter D. Section 551.074 of the Texas Open Meetings Act (Chapter 551 of the Government Code) for the purpose of discussing personnel matters, i.e:

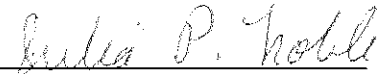
- Chief Executive Officers Evaluation Process

V. RETURN TO OPEN SESSION/TIME: 2:39 PM

Ms. Noble announced that there was no action taken during the Closed Session.

VI. MEETING ADJOURNMENT: There being no further business to come before the Board, Ms. Noble moved to adjourn the meeting. The meeting adjourned at 2:40 pm.

Minutes approved by:


~~Jill L. Martinez, Board Secretary~~
Julia P. Noble
Board Chair

Minutes distributed by:
Martha L. Toscano
Assistant to the CEO and Metrocare Board of Trustee