

METROCARE SERVICES

**BOARD OF TRUSTEES
MEETING MINUTES OF**

June 18, 2009

METROCARE SERVICES

REGULAR MONTHLY MEETING of the BOARD OF TRUSTEES

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A Regular Meeting of the Board of Trustees of Metrocare Services convened at 1:40 p.m. on Thursday, June 18, 2009 at 1360 River Bend Drive/Dallas, Texas 75247.

I. Call To Order/Roll Call

Mrs. Noble, Madame Chair, called the meeting to order at 1:40 pm. A quorum was present.

The following Trustees were present:

Ms. Julie Noble, Madame Chair
Ms. Elsa Rodriguez, Vice Chair
Ms. Verlean Walton-Brooks, Secretary
Mr. Greg Allbright
Mr. Charles Cooper
Ms. Katy Hubener
Ms. Sue Ringle

The following Trustees were absent:

Mr. Craig Jeffery
Dr. Carol S. North

Staff Present: Dr. James Baker, Linda Thompson, Kyle Munson, Sandy Stephens, Tom Clark, Brenda Cosens and other Metrocare staff.

Guest Present: Marilyn Little, Commissioner Mayfield's office, Shay Cathey, County Judge office, Chris Davis, Commissioner Dickey's office.

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 May 28, 2009. Ms. Walton – Brooks made a motion to approve and Mr. Allbright seconded the motion. The motion carried and the Minutes of the Metrocare Board meeting for May 28, 2009 were approved as printed.

Madame Chair's Report:

Board Presentation to Mr. Fred Orr: Ms. Noble postponed this item until August, when Mr. Orr will be able to join us.

Board Liaison Reports

Intellectual and Development Disability Planning/Network Advisory Committee (Chair: Ms. Gracie Sifuentez, Board Liaison, Ms. Verlean Walton Brooks): In the absence of Ms. Sifuentez, Ms. Walton – Brooks referred to Ms. Linda Thompson for the report. Ms. Thompson said the committee met on June 16th, but there was no quorum present. She said there are currently seven members serving in this committee and the By – Laws require a membership of nine members. There are 4 potential applicants waiting to be approved. The Local Plan was presented to the members that attended the meeting and sent electronically to the other members that were not able to attend meet the deadline to post on our web-site by its due date. The next meeting has been scheduled for the 2nd week in August.

There were no questions posed for Ms. Thompson.

Next Committee/Board Meetings: Ms. Noble said there are no committees, or Board meetings scheduled for the month of July. The next committee meetings are scheduled for August 20th and the Board meeting will follow on August 27th.

Chief Executive Officer's Report:

Consideration of Acceptance of Chief Executive Officer's Report: Dr. Baker referred to page 11298 of his report and provided a verbal summary. He introduced Dr. Judith Hunter, Executive Medical Officer and Advocate for the Court System. Dr. Baker said Ms. Thompson has been named Professional of the Year by the Arc of Dallas.

Ms. Walton-Brooks made a motion to accept the Chief Executive Officer's Report for May 2009 and Mr. Cooper seconded the motion. The motion carried.

Finance and Administration Committee

Mr. Greg Allbright asked Mr. Munson to present the Financial Reports for May 2009.

Consideration of Approval of the Financial Report for May 2009 (unaudited): Mr. Munson presented a verbal summary of the written financial statements for the month of May 2009.

Consideration of Approval of Acceptance of FY09 3rd Quarter Reports on Finance, Human Resources and Information Systems: Mr. Munson presented a verbal summary of the 3rd Quarter Reports.

Consideration of Approval of Revision to Board Policy 4.04 relating to approval, reporting and reimbursement of travel expenses incurred by employees and trustee's while on Center business:

Consideration of Approval of Revision to Board Policy 4.08 relating to Lease Properties:

Consideration of Approval of Revision to Board Policy 4.10 relating to Contributions to the Center:

Mr. Munson said under Board Policy 4.04 and at the suggestion of the Finance Committee the "health club fees" was removed. The only changes recommended for Board Policies 4.08 and 4.10 is that they be moved into the right policy area, from General Administration to the Fiscal Management section of the board policies.

Mr. Allbright said the committee recommended acceptance of the Financial Report for May 2009, the Acceptance of the 3rd Quarter Reports on Finance, Human Resources and Information Systems and the Revision to Board Policies 4.04, 4.08 and 4.10. Ms. Noble said a second is not required, as the recommendation came from the committee. Motion carried.

Report of the Provider Services Committee

Ms. Elsa Rodriguez asked Mr. Tom Clark to present his report.

Consideration of acceptance of Behavioral Health Service Delivery Report for May 2009: Mr. Clark presented a verbal summary of his report. Ms. Rodriguez said this was a committee recommendation. Ms. Noble said a second is not required, as the recommendation came from the committee. Motion carried.

Consideration of acceptance of the Developmental Disabilities Provider Services Report for May 2009: Ms. Cosens presented a verbal summary of her report. Ms. Rodriguez said the committee recommended the acceptance of the Developmental Disabilities Report for May 2009. Ms. Noble said a second is not required, as the recommendation came from the committee. Motion carried.

Report of the Quality and Authority Services Committee

Ms. Walton-Brooks referred to Ms. Thompson for the presentation of her report.

Consideration of acceptance of the Quality Management Report for May 2009: Ms. Thompson presented a verbal summary of the Quality Management Report.

Consideration of acceptance of FY09 Third Quarter Reports on Service Delivery: Ms. Thompson presented a verbal summary of this report.

Consideration of acceptance of FY09 Third Quarter Reports on Quality Management and Research: Ms. Thompson presented a verbal summary of this report.

Consideration of Approval of Revision to Board Policy 1.08 on Advisory Committees and Community Involvement, to assure that the policy conforms to statutory references and actual practices of the committee: Ms. Thompson said the only changes to Board Policy 1.08 are the changes to reflect the current name of the Center and the change in the name of the Network Planning Advisory Committee from Mental Retardation to Intellectual and Developmental Disability.

Ms. Walton-Brooks said this came as a committee recommendation. Ms. Noble said a second is not required, as the recommendation came from the committee. Motion carried.

Report of the Philanthropy Committee

Ms. Ringle asked Ms. Stephens to present her report.

Consideration of Acceptance of the Development and Community Education Report for May 2009: Ms Stephens presented a verbal summary of her report and spoke of the first endowment for Metrocare, "The Homan Endowment". She said this endowment set up by the family of Mr. Homan will help clients at the Altshuler clinic pay for their medication. Ms. Stephens said Metrocare's Annual Luncheon has been scheduled for September 21st at the Belo Mansion featuring keynote speaker Mr. Jonah Lehrer. Ms. Stephens said Metrocare was awarded the North Central Texas Council of Government (NCTCOG) federal grant to purchase 2 vans for the Career Design Development Service Program (CDDS).

Ms. Ringle said this came as a committee recommendation. Ms. Noble said a second is not required, as the recommendation came from the committee. Motion carried.

Ms. Noble thanked everyone for making the change to their schedules to accommodate the staff attending next week's Texas Council 24th Annual Conference.

- IV. MEETING ADJOURNMENT:** There being no further business to come before the Board, on motion duly made, seconded and carried, the meeting adjourned at 2:30 pm.

Minutes approved by:



Verlean Walton-Brooks, Secretary

Minutes recorded, transcribed and distributed by:

Martha L. Toscano

Assistant to the CEO and Metrocare Board of Trustees