

METROCARE SERVICES

**BOARD OF TRUSTEES
MEETING MINUTES OF**

October 25, 2012

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 on Thursday, October 25, 2012 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. Verlean Walton-Brooks, Vice Chair
Ms. Jill L. Martinez, Secretary
Ms. Judy N. Myers
Mr. David Gutierrez
Ms. Brenda K. Richardson

Board members not present: Dr. Carol S. 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 September 27, 2012. The Board minutes of September 27, 2012 were made a part of the packet. Ms. Noble called for any changes or corrections to the September 27, 2012 Board minutes.

Motion: Ms. Walton-Brooks moved for the Approval of the Board meeting minutes of September 27, 2012 as presented. All were in favor, and the motion carried.

Madame Chairs' Report

Board Liaison Reports:

MH Advisory Committee: Ms. Richardson called on Mr. Keesee to present the MH Advisory Committee report. Mr. Keesee said the committee

convened on October 1, 2012 and there was a quorum present. Mr. Keesee provided a brief report of the MH Advisory committee meeting.

Ad hoc CEO Search Committee Update: Ms. Walton – Brooks, chair of the committee said The Search Firm of Tyler and Company submitted several resumes/Curriculum Vitaes of potential candidates for the Search committee to review. The next Ad hoc Search committee has been scheduled for Wednesday, October 31st.

Madame Chair Report: Ms. Noble reminded everyone to mark their calendars for the upcoming Legislative Breakfast to take place at 7:30 am on Thursday, November 15th at the Crowne Plaza Hotel.

Next Committee and Board meeting schedule:

- Third Tuesday in November – November 20, 2012 the Provider Services Committee will meet at 11:30 am, with the Philanthropy Committee meeting following at approximately 12:15 pm, and the Finance and Administration Committee following at approximately 12:45 pm.
- There is no Board meeting during the month of November. A combined November/December Board meeting will take place the first Thursday in December.
- On Thursday, December 6th, the Quality and Authority Committee will meet at 12:45 pm, with the Board Training following immediately after at approximately 1:00 pm, and the Board meeting following at approximately 1:30 pm. The Legislative Action Committee will meet as a committee of the whole during our Board meeting. All of the meetings will take place at 1360 River Bend Drive, in the Charles Cooper Board Rm.

Interim Chief Executive Officer's Report:

Services Presentation: Ms. Elizabeth Olang presented the success story of a consumer attending the Westmoreland Clinic. She said since beginning services with Metrocare in 2011 this consumer has struggled with drug addiction, depression, anxiety, sleep disturbance, and irritable mood. In July 2012 the client begin attending the dual diagnosis psychosocial rehabilitation group in addition to individual cognitive behavioral therapy. He has developed several coping skills to help him deal with his addiction. Additionally, this consumer has been able to deal with the negative emotions associated with his addiction.

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 September 2012. She said the mental health division showed a loss in net assets for the month due to a reduced number of work days combined with the ramping up of the new prescribers. The development disability division had a decrease in net assets, but continues to increase the number of individuals served on a monthly basis. Ms. Thompson said

strategies are in place to help the local authority division to improve its revenue.

Ms. Martinez requested that the action items be moved up next to their respective metrics.

Motion: Ms. Walton-Brooks made a motion to accept the Interim Chief Executive Officer's Report for September 2012. 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 September 2012 (unaudited): Mr. Munson said that this report was presented in detail at the Finance and Administration Committee.

Motion: Ms. Noble said the committee recommended the acceptance of the Financial Report for September 2012 and a second is not required, as the recommendation came from the committee. Motion carried.

Consideration of Approval of Revision to Board Policy 5.06 on Productive Work Environment: Mr. Munson said there were no substantive changes to Board Policy 5.06.

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 September 2012: Dr. Hunter said that even though all the medical prescribers have been hired the ramp up process is steady, but slowly coming along. The rest of 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 September 2012: Mr. Clark presented highlights of his report. He said the mental health division lost \$145K during the month because they did not see enough people. He said this was a shorter month due to the holiday and also the ramp up phase for the new prescribers. The rest of 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. Motion carried.

Consideration of Acceptance of the Developmental Disabilities Report for September 2012: Mr. Clark said the developmental disabilities division exceeded revenue by \$27K. He said the Career Design Development Services Program (CDDS) received an audit by the Department of Labor (DOL) and was found to owe back wages to 124 individuals. The payments to these individuals will be paid overtime so as not to affect their SSI benefits. The rest of his report was presented in detail at the Provider Services Committee. There were no changes to this report.

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. Walton-Brooks said the Quality and Authority Committee met right before the Board meeting. She asked if anyone had any questions for this report. .

Consideration of Approval of the Quality Management Report for September 2012:

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

Consideration of Acceptance of the Development and Community Education Report for September 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.

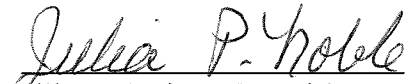
Report of the Legislative Action Committee: Mr. Gutierrez referred to Mr. Hernandez to provide the Legislative Action Committee report for the month of September.

Consideration of Acceptance of the Legislative Action Committee Report for September 2012: Mr. Hernandez provided a brief report on the Legislative Action report and reminded everyone of the upcoming Legislative Breakfast.

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

- IV. EXECUTIVE SESSION:** There were no issues requiring an executive session.
- V. MEETING ADJOURNMENT:** There being no further business to come before the Board, the meeting adjourned at 2:10 pm.

Minutes approved by:


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

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