

**METROCARE SERVICES**

**BOARD OF TRUSTEES  
MEETING MINUTES OF**

**May 23, 2013**

# METROCARE SERVICES

## REGULAR MONTHLY MEETING of the BOARD OF TRUSTEES

### MINUTES OF May 23, 2013

A Regular Meeting of the Board of Trustees of Metrocare Services convened on Thursday, May 23, 2013 at 1360 River Bend Dr, Dallas, Texas 75247 in the Charles Cooper Board Room.

#### **I. Call To Order/Roll Call**

Ms. Noble, Madame Chairman, declared a quorum present and called the meeting to order at 1:25 pm.

The following Trustees were present:

Ms. Julia P. Noble, Madame Chairman  
Ms. Jill Martinez, Vice chairman  
Ms. Judy N. Myers, Secretary  
Mr. David Gutierrez  
Mr. David Aston  
Ms. Corey Golomb

**Board members not present:** Dr. Carol S. North and Dr. Brenda K. Richardson.

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

**Guest Present:** Doug Barnes, Joel Geary, Marilu Thorn, and Dallas County Commissioners aide; Mr. Brooks Love.

**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 April 25, 2013.** The Board minutes of April 25, 2013 were made a part of the packet. Ms. Noble called for any changes or corrections to the April 25, 2013 Board minutes.

Motion: Mr. Gutierrez moved to Approve the Board meeting minutes of April 25, 2013 as presented. Ms. Martinez seconded, and the motion carried.

#### **Madame Chairman's Report**

**Announcement of Appointment of Mr. David Aston and Ms. Corey Golomb to the Metrocare Board of Trustees:**

Ms. Noble introduced and welcomed Ms. Corey Golomb and Mr. David Aston to the Board of Trustees. She said both appointees received their Board Training on Tuesday, May 14th and were sworn in at that time.

**Board Presentation to Ms. Verlean Walton-Brooks:** Ms. Noble presented a certificate of appreciations from the staff and Board members of Metrocare to Ms. Walton-Brooks in honor of her Board service. Ms. Walton – Brooks thanked the Board and staff from Metrocare for the opportunity given to her to serve on this board.

**Board Liaison Reports:**

- **MH Advisory Committee:** Ms. Noble called on Ms. Marilu Thorn to present the MH Advisory Committee report. Ms. Thorn said the committee convened on Monday, May 6th at 6 pm and there was a quorum present. Mr. Thorn provided a brief report of the MH Advisory Committee. There were no questions posed for this item.
- ❖ **Annual Assignment of Board members to committees in Accordance with Board Policy 1.06:** Ms. Noble said the current members serving on each committee will stay the same. She appointed Mr. David Aston to serve on the Provider Services committee and to Chair the Quality and Authority committee. Ms. Golomb was appointed to the Legislative Action committee and she will serve as Board Liaison on the Intellectuals with Developmental Disability Planning Network Advisory Committee (IDD PNAC) replacing Ms. Walton-Brooks.

Motion: Ms. Martinez moved to Approve the Annual Assignment of Board members to committees. Ms. Myers seconded, and the motion carried.

**Next Committee and Board meeting schedule:** Ms. Noble reminded everyone that during the month of June the committee meetings and the Board meeting will occur on the same week. She said the meetings that normally take place on the 4<sup>th</sup> Thursday have been moved up to June 20<sup>th</sup> which is the 3<sup>rd</sup> Thursday to accommodate the TX Council's 28<sup>th</sup> Annual Conference which Metrocare is hosting in Dallas this year.

- The Provider Services Committee will meet on Tuesday, June 18<sup>th</sup> 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 this same location.
- Two days later on Thursday, June 20<sup>th</sup> 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 pm. The Legislative Action Committee will meet as a committee of the whole. All the meetings will be held at this same location.

- Ms. Noble said the Tx Council's Conference is taking place at the Sheraton Hotel in downtown Dallas beginning on Wednesday, June 26<sup>th</sup> and finishing on Friday, June 28<sup>th</sup>.

Ms. Noble thanked all the Board members that volunteer to help out at the TX Council Conference.

**Chief Executive Officer's Report:** Ms. Blanca Garcia presented the Success Story from the Grand Prairie Clinic.

**Services Presentation:** Ms. Garcia presented the story of a ten year old Hispanic male that presented to the clinic with behavioral problems and with trouble focusing in school due to ADHD. She said she met with him on a weekly basis and started noticing small positive changes taking place every week. She said he is now talking about finishing school and going to college.

Dr. Burruss thanked Ms. Garcia for her dedication.

**A Hundred Day Plan from the CEO:**

Dr. Burruss report was made a part of the packet. Dr. Burruss presented a brief summary of the CEO 100-day Objectives. Dr. Burruss made mention of several programs in which he will focus his attention to maximize their potential and pursue opportunities for Metrocare to expand.

This item was for information only and no action was required.

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

**Consideration of Acceptance of the Financial Report for April 2013 (unaudited):** Mr. Munson said the Finance and Administration committee met on Tuesday and he presented this report in detail at that time. He asked if anyone had any questions. There were no questions posed for this item.

**Motion:** Ms. Noble said the committee recommended the acceptance of the Financial Report for April 2013 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 5.08 on Employee-at-Will:** Mr. Munson said the only changes to this policy were the date, and statutory references were added.

**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.

**Report of the Provider Services Committee:** Dr. North referred to Dr. Hunter to present her report.

**Consideration of Acceptance of Medical Staff Services Report for April 2013:** Dr. Hunter presented several highlights from her report. She said this 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 April 2013:** 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 April 2013:** 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 Approval of Appointment to the Mental Health Advisory Committee:** Mr. Clark said the MH Advisory committee recommended the appointment of Mr. Christian F. Clausen to serve on this 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 Quality and Authority Services Committee:** Ms. Noble said the Quality and Authority Committee met prior to the Board meeting. She asked if anyone had any questions for these reports.

**Consideration of Approval of the Quality Management Report for April 2013:**

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 April 2013:** Ms. Stephens said her report was presented in detail at the Philanthropy Committee and asked if anyone had any questions.

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.

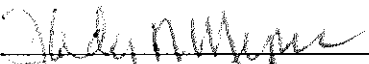
**Report of the Legislative Action Committee:** Mr. Gutierrez referred to Mr. Hernandez to provide the Legislative Action Committee report.

**Consideration of Acceptance of the Legislative Action Committee Report for April 2013:** Mr. Hernandez presented a brief summary of the Legislative Action Committee report for the month of April 2013. This report was made a part of the packet.

Motion: Mr. Gutierrez moved for the acceptance of the Legislative Action Committee Report for April 2013. Ms. Martinez seconded. All were in favor, and the motion carried.

- IV. ANNOUNCEMENT OF CLOSED SESSION:** At 2:23 pm Ms. Noble Called a Closed Session in Accordance with Subchapter D, Section 551.071 and 551.074 of the Texas Open Meetings Act (Chapter 551 of the Government Code while the Board and legal counsel go into executive session for the purpose of discussing personnel matters).
- V. RETURN TO OPEN SESSION:** Ms. Noble open the session at 3:15 pm and announced that there was no action taken during closed session.
- VI. MEETING ADJOURNMENT:** There being no further business to come before the Board, Ms. Noble called for a motion to adjourn the meeting. Mr. Gutierrez moved to adjourn the meeting. Mr. Aston seconded. All were in favor, and the meeting adjourned at 3:16 pm.

Minutes approved by:

  
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Judy N. Myers, Board Secretary

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