



## **REGULAR BOARD MINUTES**

December 5, 2024

A Regular Meeting of the Board of Trustees of Metrocare Services was convened on Thursday, December 5, 2024. The meeting was being held at 1345 River Bend Dr., Dallas, TX 75247.

**Call to Order:**

Mr. Bernstein, Chairman, called the meeting to order at 1:35 pm. A quorum was confirmed with 8 board members present.

**Trustees Present:**

Kenneth Bernstein, Dave Hogan, Noel O. Santini, M.D., Stacy G. Cantu, Jaime Walkowiak, Vickie Rice, Dr. Sam Yang and Sonnia R. Ortega.

**Trustee(s) absent:** Anthony Farmer

**Public Comment:**

The procedure for public comment was available at the meeting. No public comment received.

**Staff present:**

John W. Burruss, M.D., Kelli Laos, Lucas Wilson, Judith Hunter, M.D., Jennifer Wadsworth, Ikenna Mogbo, Carolina Lasso, Tate Ringer, and Kevin Boyd.

**Guest present:**

Joel Geary, Legal Counsel, Coco Salazar, Tzegabrhan Kidane and Jessica Mendoza from Dallas County and other Metrocare staff were in attendance.

**Chairman Updates:**

Mr. Bernstein referred to the Med Kit foldout and the benefits of having a useful visual tool to hand out. The Bi-annual Legislative Breakfast was held on November 15, and it was well attended by legislative staff, the Dallas Regional Chamber and Representative Toni Rose. He spoke about the importance of providing them with information about the issues facing Mental Health, Intellectual and Developmental Disabilities and the benefits of introducing them to the services we provide. Mr. Bernstein referred to a copy of the Texas Council Legislative report that was provided to the board members. Dr. Burruss said the event was very well done and thanked all the team that helped to organize it and all the attendees.

**Next board meeting:**

Mr. Bernstein reminded everyone that our next board meeting will take place on January 23, 2025.

**Board Liaison Reports:**

**Ad Hoc Committee to Review the Center Bylaws and Bord Policies:**

Mr. Bernstein referred to Ms. Cantu for an update. Ms. Cantu said the Ad Hoc Committee is tracking along and up to date reviewing the board policies. They are now reviewing policies that were reviewed three years ago.

### **Consent Agenda: October 2024 Reports**

*All consent agenda items are considered to be routine by the Board and will be enacted with one motion. There will be no separate discussion of items unless a Board Member so requests, in which event, the item will be removed from consideration as an item of consent business and considered in its normal sequence with the other action items listed below in which case full discussion of the item may occur as necessary.*

1. Acceptance of October 24, 2024, Regular Board Meeting Minutes
2. Acceptance of the Revisions made to Board Policies:
  - 1.04 Policy on the Chief Executive Officer
  - 1.08 Policy on Advisory Committees and Community Involvement
  - 1.11 Policy on Authority Functions
  - 4.03 Policy on Unreserved Net Assets
  - 4.05 Policy on Write Offs
3. Acceptance of the Information Technology Report
4. Acceptance of the Clinical Services Division Report
5. Acceptance of the Mental Health Division Report
6. Acceptance of the Quality Management and Compliance Services Report
7. Acceptance of the Local Intellectual and Developmental Disability Services Report

**Motion:** Dr. Santini moved to Accept the Consent agenda items as presented and Mr. Hogan second. The motion was unanimously approved.

### **Action Agenda:**

#### **Chief Executive Officer – Service Presentation:**

Enhanced Program for Early Psychosis (ePEP): Asmaa Mohamed, LPC, Team Lead.

#### **Acceptance of the Chief Executive Officer Report for October 2024:**

Dr. Burruss welcomed a "Success Story" from the Enhanced Program for Early Psychosis (ePEP) which engendered many questions and much discussion. He then updated the trustees on the opening of both the Elam Child & Family Center and the satellite clinic within Parkland's SE Clinic. He also reported that the architectural renderings for the LK redesign had been received earlier in the week while relaying that there had been no progress from NTBHA on their negotiations with HHSC regarding the potential of a PSH grant for Metrocare.

**Motion:** Ms. Cantu moved Acceptance of the Chief Executive Officer Report for October 2024 and Ms. Walkowiak second. The motion was unanimously approved.

### **Finance and Administration Reports:**

**Acceptance of the Financial Report for October 2024 (Unaudited):**

Mr. Wilson explained the variances to budget for the month of October & fiscal year to date. He specifically called attention to the breakdown of the Employee Benefit expenses that are new to the financial statements to bring more transparency to what makes up these expenses going forward.

On the Statement of Net Position, he called attention to the Days Cash on Hand based on the available cash in the operating accounts as well as the Revised Days Cash on Hand when considering the \$17 million available to draw from the Working Capital Facility with Texas Capital Bank.

Mr. Wilson indicated that based on the first 2 months of fiscal year 2025, Metrocare is just slightly behind budget with the expectation that the difference will be made in future months resulting in another successful year for Metrocare.

**Motion:** Dr. Santini moved Acceptance of the Financial Report for October 2024 and Ms. Walkowiak second. The motion was unanimously approved.

**Acceptance of the Human Resources Report for October 2024:**

Chief Operating Officer, Ms. Kelli Laos acknowledged that Chief Human Resources Officer, Ariana Rosado, received the HR Impact award. She said her report stands as presented and asked the Trustees if they had any questions regarding HR KPIs or information shared. There were no questions posed for this report.

**Motion:** Ms. Cantu moved to Approve the Human Resources report for October 2024 and Ms. Walkowiak second. The motion was unanimously approved.

**Acceptance of the Facilities Division Report for October 2024:**

Chief Facilities Planning Director and Construction Officer, Mr. Kevin Boyd, provided an update on the status of all capital projects approved for the 2025 fiscal year. Mr. Boyd highlighted the change to the substantial completion date for the Hillside project from September 30, 2025, to September 04, 2025. Regarding planned renovations to the 9708 Skillman Clinic, Mr. Boyd stated that the general contractor RFP submittal deadline had been extended by two weeks, with the deadline moving to December 20, 2024.

**Motion:** Ms. Rice moved Acceptance of the Facilities Division Report for October 2024 and Mr. Hogan second. The motion was unanimously approved.

**Provider Services Report:**

**Acceptance of the Housing Division Report for October 2024:**

Chief Housing Officer, Mr. Ikenna Mogbo referred to KPI 8 and stated that we continue to be significantly ahead of the goal, year to date. Mr. Mogbo claimed that with the absorption of the Destination Homes grant in November 2024 he believed we could potentially make up for the shortfall from FY24 this year as well. Mr. Mogbo also spoke to the Board about the need for supplemental funding of the Safe Haven grant. He explained that HUD has never given a cost-of-living increase in funding which has resulted in an annual increase in revenue shortfall. He asked that the Board members help find external support to close the funding gap.

**Motion:** Mr. Hogan moved Acceptance of the Housing Division Report for October 2024 and Ms. Ortega second. The motion was unanimously approved.

### **Strategic Initiatives Report:**

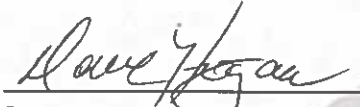
#### **Acceptance of the Strategic Initiatives Report for October 2024:**

Chief Strategic Officer, Ms. Tate Ringer updated the board on Hillside donations including the launch of the employee giving campaign. Metrocare has received a \$300,000 grant from The Constantine Foundation since the grant report was completed. Strategic Initiatives has focused on **my video projects** in order to capture more interest and awareness internally as well as in the community. She previewed two of the two dozen videos produced: one on Care Coordination and one mixture of snippets of the social media influencers for Dallas Heals campaign. The campaign has been successful at driving 6000 visitors to the website since its launch in August. Additionally, paid Meta ads drive an average of 1200 viewers per month per location ad.

**Motion:** Dr. Santini moved Acceptance of the Strategic Initiatives Report for October 2024 and Mr. Hogan second. The motion was unanimously approved.

**Meeting Adjournment:** There being no further business to come before the Board, Mr. Bernstein adjourned the meeting at 3:08 pm.

Minutes approved by:

  
Dave Hogan, Secretary