



PUBLIC NOTICE-AGENDA BOARD OF TRUSTEES MEETING

MHMRCV's mission is to offer an array of services and supports which respond to the needs of people with mental illness, intellectual developmental disabilities, autism, and substance use disorders enabling them to make choices that result in lives of dignity and increased independence

THURSDAY, April 22, 2021 – 5:30 PM

Jack Ray Auditorium – 1501 West Beauregard, San Angelo, Texas 76901

Teleconference line: 833-8815-7671 Access Code: 828054

BOARD OF TRUSTEES PRESENT:

John Stokes
Linda Kujawski
Don McKee
Cary Houston

Dr. Sangeeta Singg
Jeff Gibson
Dr. Davenport-Herbst
Pat Trevino

BOARD OF TRUSTEES ABSENT:

Dianna Spieker

SHERIFF REPRESENTATIVE PRESENT:

Burleigh Locklar, Tom Green County

SHERIFF ABSENT:

Jeff Garner, Reagan County

CENTER ATTORNEY PRESENT:

Jeff Chandler

1. Call the meeting to order, invocation, certification of a quorum

At approximately 5:30 pm, Mr. Stokes called the meeting to order and certified a quorum was present. Mr. Stokes, Mr. McKee, Ms. Kujawski, Mr. Houston and Lt. Locklar were present at 1501 West Beauregard and other trustees were in attendance via Zoom meeting. Mr. Stokes gave the invocation.

2. Public comments will be limited to three (3) minutes

No public comments were made.





3. Employee Recognition

Mr. Gregory J. Rowe, Executive Director, announced that Sharon Troy was selected as the Employee of Month for April. Ms. Troy is a crisis counselor in the Crisis Counseling Assistance Training Program (CCP), a federally funded grant program designed to meet the needs of individuals suffering from a mental health crisis as a result of the Covid pandemic.

4. Consider presentation of the Certification Process as a Community Behavioral Health Clinic by Jelly Nonprofit Consulting Services (Angelina Osornio Torres)

On motion of Mr. McKee, seconded by Dr. Singg, the Board of Trustees unanimously voted to accept the report as presented. Motion carried.

GOAL: To become a Certified Community Behavioral Health Clinic (CCBHC).	2020						2021						77%							
OBJECTIVE 1: Become knowledgeable about MHMRCV and CCBHC process.	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	97%
OBJECTIVE 2: Conduct a CCBHC Needs Assessment for MHMRCV.	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	98%
OBJECTIVE 3: Develop a CCBHC staffing plan for MHMRCV based on findings of needs assessment.	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	22%
OBJECTIVE 4: Develop a new CCBHC-compliant Operations Manual for MHMRCV.	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	72%
OBJECTIVE 5: Obtain Texas HHSC licensure for SUD OP treatment program.	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	100%
OBJECTIVE 6: Implement electronic health records (EHR) and CCBHC data tracking methodology.	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	100%
OBJECTIVE 7: Staff training and awareness about CCBHC.	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	100%
OBJECTIVE 8: Undergo HHSC CCBHC review process.	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	25%

-  Closed or near-closed month.
-  Red text indicates COVID-19 pandemic.
-  Timeframe to accomplish objective.
-  MHMRCV is the lead.

5. Introduction and Presentation of Dr. Joel Carr, Ph.D., LCSW-S, LPC, Clinical Consulting, Strategic Planning, and Priorities

Dr. Carr will be providing clinical consultation that may include, but not limited to, relating to the provision of research and literature on best practices; education and development of staff including professional continuing education; performance measurement; performance improvement (continuous quality improvement); process and workflow improvement; utilization of Lean/Six Sigma methodology; effectiveness measurement, efficiency measurement, access to care measurement, satisfaction measurement (consumer, staff, other community stakeholders), and business function measurement; data reporting; strategic plan, performance, and improvement plan construction; report writing; meeting attendance when available; and other clinical consultation as requested. Report was informational only; no action was required.

6. Consider the Minutes of the March 25, 2021 Board Meeting

On motion of Ms. Kujawski, seconded by Mr. Houston, the Board of Trustees unanimously voted to approve the minutes as presented. Motion carried.

7. Report of the Finance Committee

The Committee met March 24th and the following informational items were discussed:

- Consider the FY 2021 Financial Report – March
 For the month of March, the Center experienced a positive margin of \$29,820. Revenues were \$1,128,586 and expenses were \$1,098,766.
- Update of the HHSC LMHA and LIDDA Financial Audit – still pending
- Discussion of the Department of Labor Review – no update
- Review of the Request for Bids to Repair Vehicle Hail Damages – still pending with Texas Council Risk Management Fund
- Review of the Executive Director’s Expenses – No expense for March

On motion of Dr. Davenport-Herbst, seconded Dr. Singg, the Board of Trustees unanimously voted to accept the report as presented. Motion carried.

8. Report of the Planning Network and Advisory Committee

On motion of Ms. Kujawski, seconded by Ms. Trevino, the Board of Trustees unanimously voted to accept the report as presented with recommendations. Motion carried.

- Review of Contracts – Seven (7) contracts for MH and IDD Services were reviewed and recommended for continuation.

BOARD OF TRUSTEES COMMITTEE

03/2021 - 08/2021

- Quality Management Items Reviewed the following items:
FY '21 IDD PASRR CAP Review - Jan/Feb 2021 Scores - Jan. = 100%; Feb. = 86%
FY '21 IDD Q.A. CAP Review, Q1 – Q2 Scores – Q1 = 100%; Q2 = 100%
~~FY '21 HSC CAP Review~~ - Jan/Feb 2021 Scores - Jan. = 100%; Feb. = 86%

EXECUTIVE	FINANCE	PROGRAM	PERSONNEL
Chair John Stokes <i>Summaries = 100%</i>	Don McKee, Chair <u>FY '21, Q1-2 CMH Chart Review</u> Scores – TAC = 92% (retaining provided by local QM Dept.); d/c	Linda Kujwaski, Chair	Pat Trevino, Chair
Vice Chair (Dianna Spieker)	Tim Davenport-Herbst	Sangeeta Singg	Cary Houston
Pat Trevino, Secretary/Treasurer <i>Local QM</i>	Dianna Spieker <u>FY '21, Q2 PASRR Team Chart Review</u> Scores – TAC = 88%, Recovery Plans = 89% (retaining provided by local QM)	Sheriff Jeff Garner	Jeff Gibson
	Sheriff Nick Hanna <u>AVAIL Mystery Caller Review</u> Score – 95%; <u>FY '21, Q2 HHSC Mystery Caller Report</u> – On 3/11/21 HHSC notified MIMROV that, "We are pleased to report that during FY '21, 2nd quarter, the call to (Monthly) (As-Needed Basis) result in any findings. Your team members assisted our caller, and the caller was informed about accessing services." <u>HHSC CAP Review Results</u> – On 3/12/21, the Center was notified by HHSC that they conducted a desk review of the Center's CAP activities on 3/4/21 – 3/8/21 to conclude the July 2020 remote audit cycle. The desk review results showed that the Center completed all the actions identified in the Corrective Action Plan for the comprehensive review.	(Quarterly or As-Needed Basis)	Dianna Spieker, "We are pleased to report that during FY '21, 2nd quarter, the call to (Monthly) (As-Needed Basis) result in any findings. Your team members assisted our caller, and the caller was informed about accessing services." <u>HHSC CAP Review Results</u> – On 3/12/21, the Center was notified by HHSC that they conducted a desk review of the Center's CAP activities on 3/4/21 – 3/8/21 to conclude the July 2020 remote audit cycle. The desk review results showed that the Center completed all the actions identified in the Corrective Action Plan for the comprehensive review.

- San Angelo Clubhouse Report and Upcoming Events – There will be a .5 K walk/run, May 1st and a Rise to Recovery Luncheon event, May 27th in celebration of Mental Health Awareness month. The Clubhouse also had a virtual site visit with the King Foundation on April 8th.

9. Consider the Report of the Executive Director regarding current Center Operations

On motion of Mr. Gibson, seconded by Dr. Davenport-Herbst, the Board of Trustees unanimously voted to accept the report as presented. Motion carried.

10. Consider a Board Policy for the Center's Mental Health Deputy Program

On motion of Ms. Kujawski, seconded by Trevino, the Board of Trustees unanimously voted to adopt the policy. Motion carried.

11. Consider the Recommendation of a revised Board Committee Structure

Highlights of programs will be made by the ELT when the Executive Director deems necessary during the Board Meetings.

BOARD OF TRUSTEES COMMITTEE			
03/2021 - 10/2021			
EXECUTIVE	FINANCE	PROGRAM	PERSONNEL
Chair John Stokes	Don McKee, Chair	Linda Kujwaski, Chair	Pat Trevino, Chair
Vice Chair (Dianna Spieker)	Tim Davenport-Herbst	Sangeeta Singg	Cary Houston
Pat Trevino, Secretary/Treasurer	Dianna Spieker Sheriff Nick Hanna (Monthly)	Sheriff Jeff Garner (Quarterly or As-Needed Basis)	Jeff Gibson Dianna Spieker (As-Needed Basis)

<p style="text-align: center;">BOARD LIAISONS 03/2021- 10/2021</p>		
<p style="text-align: center;">PLANNING AND NETWORK ADVISORY COMMITTEE</p>	<p style="text-align: center;">SAN ANGELO CLUBHOUSE ADVISORY COMMITTEE</p>	<p style="text-align: center;">TEXAS COUNCIL REPRESENTATIVE</p>
<p style="text-align: center;">Linda Kujawski (Report on a quarterly basis)</p>	<p style="text-align: center;">Tim Davenport-Herbst (Report on a quarterly basis)</p>	<p style="text-align: center;">Cary Houston (Report on a quarterly basis)</p>

On motion of Ms. Trevino, seconded by Dr. Singg, the Board of Trustees unanimously voted to approve the Board Committee Structure as presented. Motion carried.

At approximately 6:53 pm, Mr. Stokes announced that the Board of Trustees would convene in closed session authorized by Section 551.074 Personnel Matters – to deliberate the Executive Director’s Evaluation and Contract Agreement

At approximately 7:24 pm, the Board of Trustees reconvened to open session and Mr. Stokes announced that no action was taken during closed session.

12. Consider the Executive Director’s Evaluation and Contract Agreement

On motion of Mr. Mckee, seconded by Ms. Trevino, the Board of Trustees unanimously voted to approve the following terms to the employment agreement:

- A three-year contract instead of two (April 1, 2021 – March 31, 2024)
- Vacation time stays the same
- Evaluation every two years
- Title changed to Chief Executive Officer effective April 1, 2021

Motion carried.

13. Consider next meeting May 27, 2021 at 5:30 pm

Mr. Stokes announced that the next meeting will be May 27, 2021 at 5:30pm.

14. Adjourn

At approximately 7:27 pm, the meeting was adjourned

All agenda items are subject to action and do not have to be taken in same order as shown on meeting notice. As authorized by Section 551.071 of the Texas Government Code, the Board of Trustees reserves the right to adjourn into Executive Session at any time during the course of this meeting to seek legal advice from its Attorney about any matters listed on the agenda.