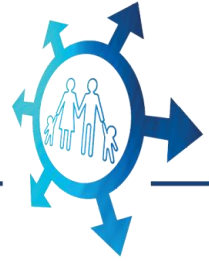


MHMR Services for the Concho Valley

1501 W. Beauregard • San Angelo, TX 76901-4004 • (325) 658-7750 • www.mhmrcv.org



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 and autism, enabling them to make choices that result in lives of dignity and increased independence

THURSDAY, June 24, 2020 – 5:30 PM

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

BOARD OF TRUSTEES PRESENT:

John Stokes	Cary Houston
Pat Trevino	Dianna Spieker
Linda Kujawski	Jeff Gibson
Dr. Sangeeta Singg	Don McKee

BOARD OF TRUSTEES ABSENT:

Tim Davenport-Herbst

SHERIFF REPRESENTATIVES PRESENT:

David Jones, Tom Green County
Jeff Garner, Reagan County

CENTER ATTORNEY ABSENT:

Jeff Chandler

1. Call the meeting to order and certification of a quorum

At approximately 5:30 pm, Mr. Stokes, Chair, certified a quorum was present. Mr. Stokes, Ms. Spieker, Mr. Houston, and Mr. Don McKee were present at 1501 West Beauregard and other trustees were in attendance via Zoom meeting video and audio.

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

No public comments were made.

3. Employee Recognition – March – May Quarter

- Maria Perez-Scarlett works as a Case Manager in the Adult MH TCOOMMI Services
- Mark Quiroz works as the Support Staff for the ABC Center for Children
- Traci Salvato works as the Nurse for the Family and Youth Guidance Center






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

Ms. Angelina Torres with Jelly Nonprofit Consulting Services presented a status report of the certification process. Noted the following project progress to date in accomplishing the CCBHC Objectives:

CCBHC PREPARATION PROCESS SCHEDULE
TOTAL PROJECT TERM: January 2020 – May 2021 (17 MONTHS)

Updated: 6/24/2020

	2020					2021					33%						
OBJECTIVE 1: Become knowledgeable about MHMRCV and CCBHC process.	J	F	M	A	M	J	A	S	O	N	D	J	F	M	A	M	65%
OBJECTIVE 2: Conduct a CCBHC Needs Assessment for MHMRCV.	J	F	M	A	M	J	A	S	O	N	D	J	F	M	A	M	26%
OBJECTIVE 3: Staff training and awareness about CCBHC.	J	F	M	A	M	J	A	S	O	N	D	J	F	M	A	M	6%
OBJECTIVE 4: Implement electronic health records (EHR) and CCBHC data tracking methodology.	J	F	M	A	M	J	A	S	O	N	D	J	F	M	A	M	88%
OBJECTIVE 5: Obtain Texas HHSC licensure for SUD OP treatment program.	J	F	M	A	M	J	A	S	O	N	D	J	F	M	A	M	43%
OBJECTIVE 6: Develop a new CCBHC-compliant Operations Manual for MHMRCV.	J	F	M	A	M	J	A	S	O	N	D	J	F	M	A	M	7%
OBJECTIVE 7: Undergo HHSC CCBHC review process.	J	F	M	A	M	J	A	S	O	N	D	J	F	M	A	M	0%

-  Closed or near-closed month.
-  Red text indicates COVID-19 pandemic.
-  Estimated timeframe per objective.
-  MHMRCV will implement EHR and train staff on use.
-  Texas HHSC conducts review of application, which may include JNPC/MHMRCV providing additional information.

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

5. Consider the Minutes of May 28, 2020

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

6. Consider the FY 2020 Financial Statement – May

On motion of Ms. Spieker, seconded by Dr. Davenport-Herbst, the Board of Trustees voted to accept the financial statement as presented. Motion carried.

For the month of May, the Center experienced a positive margin of \$7,270.00. Revenues were \$1,151,534.00 and expenses were \$1,144,264.00.

7. Consider of the 3rd Quarter Financial Certification

On motion Ms. Spieker, seconded by Dr. Singg, the Board of Trustees unanimously voted to accept the 3rd quarter financial certification as presented. Motion carried.

8. Consider of the 3rd Quarter Investment Report

On motion of Ms. Spieker, seconded by Dr. Singg, the Board of Trustees unanimously voted to accept the 3rd quarter investment report as presented. Motion carried.

9. Consideration of a Resolution to transfer Reserve Funds to the Operating Budget

On motion of Spieker, seconded by Dr. Singg, the Board of Trustees unanimously voted to adopt the following resolution:

WHEREAS, the Board of Trustees Policy 3.01.00.01 Reserve Funds and Investment Policy permits the Board of Trustees to transfer money from the reserve account to the Center’s general operating account to meet short-term cash flow requirements or for other expenses; and

WHEREAS, the Board of Trustees and Staff anticipate a shortage in the Center’s cash flow to meet the current operating expense due to the purchase of the Electronic Health Record System - SmartCare; and

WHEREAS, the Board of Trustees and staff have determined that it will be in the best interest of the Center and the people served to transfer money from the reserve account to the general operating account;

BE IT RESOLVED that the Board of Trustees hereby authorize and instruct the Chief Financial Officer, as the designated Investment Officer, to transfer the amount of up to \$230,093 from the reserve account to the general operating account for said purposes.

Motion carried.

10. Consideration of a Grant submission to the San Angelo Health Foundation and Letter of Support

On motion of Ms. Spieker, seconded by Kujawski, the Board of Trustees unanimously voted to authorize the Chairman to sign the letter of support and submit the grant in the amount of \$277,388.00. Motion carried.

10. Consideration of an Employee Investment Incentive

On motion of Ms. Trevino, seconded by Mr. Houston, the Board of Trustees unanimously voted to distribute a HEROES bonus to employees. A total amount of \$146,673.00. Motion carried.

11. Consideration of the FY 2020 Operating Budget Amendments

On motion of Dr. Singg, seconded Ms. Spieker, the Board of Trustees unanimously voted to approve the FY 2020 Operating budget amendments in the amount of (\$81,169.19). Motion carried.

12. Consideration of an Authorization of Request of Funds for the City of San Angelo HOME Grant

On motion of Ms. Spieker, seconded by Ms. Kujawski, the Board of Trustees unanimously voted to authorize the submission of the HOME grant in the amount of \$70,000. Motion carried.

13. Consideration of the Engagement Letter with Scott, Singleton, Fincher and Company, P.C. Certified Public Accountants

On motion of Ms. Spieker, seconded by Dr. Singg, the Board of Trustees unanimously voted to accept the Engagement Letter with an amount of \$34, 500 including the actual cost incurred for travel, lodging and meals. Motion carried.

14. Report of the Finance Committee

The committee met and reviewed the following items:

- May Financial Statement
- Paycheck Protection Program
- Review of resolution to transfer Reserve Funds
- Review of the Employee Investment Incentive
- Review of the FY 2020 Operating Budget Amendments
- Discussion of the proposed changes for DSRIP DY9 and July DRSIP Payment
- Review of the 3rd Quarter Financial Certification
- Review of the 3rd Quarter Investment Report
- Preliminary discussion of the FY 2021 Operating Budget
- Review of the 2020-2021 City of San Angelo HOME Grant
- Report of the Center's building and vehicle los
- Review of the Engagement Letter with Scott, Singleton, Fincher and Company P.C. Certified Public Accountants

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

15. Report of the Program Committee

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

16. Report of the Crisis Counseling Program (CCP) – Immediate Services Program

Mr. Mike Dotson, Program Director/Team Lead reported that three counselors have been hired and that most of the services being provided is outreach. Ms. Nancy Woods Hernandez, Community Relations, reported advertisement and campaign ads continue to be published on billboards, TV, radio, and social media. She reported that flyers have been distributed to the Food Bank and Shannon. No Board action is required at this time.

17. Consideration of Board of Trustees Policy – 1.04.10.04 Tobacco Free Workplace

On motion of Ms. Spieker, Mr. McKee, the Board of Trustees unanimously voted to approve the policy with the recommended changes. Motion carried.

18. Discussion of possible purchase property located 219 East 3rd Street, San Angelo, Texas

Mr. Rowe reported that the owners of the property located on 3rd Street had contact him regarding the Center purchasing the property. He reported that he would be looking into the purchase and would update the Board of the outcome.

19. Consider the Report of the Executive Director regarding current Center operations

- General Report of Center Services – on file
- Legislative and Opportunities for the Center

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

20. Consider next meeting

Mr. Stokes reported that the next regular meeting is scheduled for July 23, 2020 at 5:30 pm.

22. Adjourn

At approximately 7:00 pm, the meeting was adjourned.

Pat Trevino, Secretary/Treasurer

Date approved