

**Texana Center
Board of Trustees
Minutes
Date: October 22, 2014**

On the above date the regular meeting of the Texana Center Board of Trustees was held in the Auditorium in Building G at 4910 Airport Avenue in Rosenberg, Texas.

MEMBERS PRESENT:

Dianne Wilson, Board Chair
Dennis W. Young, Vice Chair
Anita Christensen, Secretary
Sue Fagan
Carolyn Bilski
J.C. Whitten
Willie Greer, arrived at 9:45
May Tape
Mary Rose Zdunkewicz

MEMBERS ABSENT:

STAFF PRESENT:

George Patterson, Chief Executive Officer
Aranda Darr, Chief Financial Officer
Sheva Timberlake, Director, Behavioral Healthcare
Dot Preisler, Director, Human Resources
Tracey Shaw, Director, Development & Community Relations
Sheri Talbot, Director, Authority and Admissions
Kevin Barker, Director, Provider Services
Kate Johnson-Patagoc, Director, IDD Specialized Services
Lori Marcus, Compliance Officer
Rhonda Hodges, Recording Secretary

GUESTS:

Randy Reichardt, New Board Member / Prec. #3 Austin County Commissioner
Christina Hall-Payne, Contract Grant Writer

**I. CALL TO ORDER, INVOCATION, DETERMINATION OF QUORUM,
RECOGNITION OF GUESTS, AND CORRESPONDENCE**

The meeting was called to order at 9:22 A.M. by Dianne Wilson, Chair. Dennis Young said the invocation. The Board Chair determined there was a quorum present to conduct the meeting. Dianne welcomed guests who were in attendance.

She introduced Randy Reichardt to the Board as the new board member replacing Carolyn Bilski. There was no correspondence to discuss.

II. RECOGNITION OF ABSENCES

There were no absences to recognize.

III. PUBLIC COMMENT

There was no request for public comment.

IV. APPROVAL OF MINUTES

- August 27, 2014 Board of Trustees Meeting
- August 27, 2014 – Board Policy & By-Laws Committee Meeting

Dianne questioned whether the Board had any additions or corrections to the minutes being submitted from the August 27, 2014 Board of Trustees meeting and Board Policy & By-Laws Committee Meeting.

A motion was made by J. C. Whitten to approve both sets of the minutes as submitted. Mary Zdunkewicz seconded the motion. *Motion Carried.*

V. THE BOARD WILL CONSIDER AND TAKE ACTION ON THE FOLLOWING ITEMS:

A. Review and Consider Acceptance of Resignation Letter from Texana Board Member Carolyn Bilski and Recognition of Services

A motion was made by Anita Christensen to accept the resignation letter from Board member Carolyn Bilski with an effective date of 9/30/2014 as submitted. Dennis W. Young seconded the motion. *Motion Carried.*

Dianne asked Carolyn to join her in front of the group. Dianne mentioned Carolyn, J. C. and herself were some of the founding members of the Board of Trustees for Texana Center. She thanked Carolyn for her 15 years of service on the Board and showed Carolyn a plaque which will be placed on the door leading to the Board room in honor of her service. Dianne asked Carolyn to say a few words.

Carolyn mentioned it had been a privilege working on the Board. She also mentioned how pleased she was that Randy would be taking her place. She also thanked Texana for the good work they are doing to help people who are in desperate need of services.

Amanda said a few words about Carolyn and thanked her for the service she provided and for the direction and support she provided Texana in ensuring our employees are being paid the living wage.

Dianne asked George to come up so she could present Texana with a donation from her Tribute in which she asked for donations for her two favorite non-profits. She presented a check in the amount of \$650 to Texana Center.

B. Review and Consider Approval of Revisions to the Holiday Plan Procedure

Dianne asked George to present the revisions to the holiday plan procedure to the Board.

George began by explaining that a new Psychiatric Hospital was opening soon in North Richmond which was recruiting staff from not only Texana Center but other hospitals in the area. He explained that their compensation/benefit plan was much richer than ours and that we were losing staff due to this. The Crisis Center was faced with two major issues: competitive salaries and competitive time off. Texana was able to address the salary issue by increasing hourly pay to match the new hospital and stay within budget limitations without having to update any procedures. In order to address the time off issue, we must revise our official Center's Holiday procedure. Currently, staff members who work a holiday get paid 1 ½ times their hourly pay. With the change, the Crisis Center staff will also get to "bank" the holiday and take it on another day (within 30 days or they could lose the time).

Dianne questioned what would happen if something came up during the 30 days preventing the staff from taking off? She would like to see something that states that with supervisor approval, they could go past the 30 days. Shena Timberlake agreed this could be done and thought it was a great idea.

A motion was made by J. C. Whitten to approve changes to the Center's Holiday Plan Procedure as submitted including the change which will allow a supervisor to approve going past the 30 days when warranted. Mary Zdunkewicz seconded the motion. *Motion Carried.*

C. Review and Consider Approval of Revisions to the Fiscal Year 2015 Holiday Schedule

Dianne asked George to present the revisions to the fiscal year 2015 holiday schedule to the Board.

George began with a review of prior years in which the Board of Trustees has approved a "thank you" gift to staff at Christmas time in the form of gift cards or checks. This year the SLT would like to recommend giving the staff Friday, December 26th off since it falls on a Friday and this would give the staff a 5 day

holiday. This extra holiday will be a morale booster and reinforce to the staff that the Board recognizes the positive impact it will have. He also mentioned the loss of revenue would be minimal.

Dianne questioned whether Kevin would be considering the combining of group homes during this time. Kevin agreed this is something they would be considering as we get closer to the holiday and determine plans of the individuals.

A motion was made by Anita Christensen to approve the addition of Friday, December 26, 2014 to the fiscal year 2015 Holiday schedule as submitted. Sue Fagan seconded the motion. *Motion Carried.*

VI. NEXT BOARD OF TRUSTEES MEETING

Dianne announced that the next Board of Trustees meeting would be a combination of November and December due to the holidays and that it would take place on December 3, 2014.

VII. OTHER

Dianne announced that the Board and Senior Leadership Team Retreat would begin immediately following the Board meeting. The Senior Leadership Team will be presenting a review of their individual Texana programs to the Board during this retreat.

VIII. ADJOURN

The meeting adjourned at 9:48 A.M.

Respectfully submitted,


Rhonda Hodges
Recording Secretary

Approved:

 12/3/14
Dianne Wilson Date
Board Chair