

**Texana Center
Board of Trustees
Minutes
Date: January 24, 2018**

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
Mary desVignes-Kendrick
Willie Greer
Randy Reichardt
John Robson

MEMBERS ABSENT:

Mary Rose Zdunkewicz

STAFF PRESENT:

George Patterson, Chief Executive Officer
Amanda Darr, Chief Financial Officer
Shena Timberlake, Director, Behavioral Healthcare
Dot Preisler, Director, Human Resources
Sheree Prather, Director, Development
Sheri Talbot, Director, IDD Authority and Admissions
Kevin Barker, Director, IDD Provider Services
Kate Johnson-Patagoc, Director, IDD Specialized Services
Lori Marcus, Compliance Officer
Rhonda Hodges, Recording Secretary

GUESTS:

Pat Sumner, Fort Bend NAMI and Fort Bend Clubhouse
Kevin Kim, Fort Bend Clubhouse
Carol Harris, Fort Bend NAMI
Melody Lin, Fort Bend NAMI

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

The meeting was called to order at 9:05 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. There was no correspondence to discuss.

II. RECOGNITION OF ABSENCES

Dianne recognized Mary Zdunkewicz as being absent from the meeting.

III. PUBLIC COMMENT

Dianne recognized guests Pat Sumner, Kevin Kim, Carol Harris who asked to make a comment and Melody Lin who was not making a comment.

Pat briefly reported on her experience while assisting a suicidal person by trying to get them into crisis services.

Kevin briefly reported on the Fort Bend Clubhouse which he currently attends.

Carol briefly reported on her experience with individuals in jail seeking mental health services.

IV. APPROVAL OF MINUTES

- December 8, 2017 – Board of Trustees Meeting

Dianne questioned whether the Board had any additions or corrections to the minutes being submitted from the December 6, 2017 Board of Trustees meeting. Mary desVignes-Kendrick mentioned she found some grammatical errors in the section which covers the financial report. Dianne asked Mary to provide those changes to Rhonda so the official minutes could be corrected. There were no other comments noted. Dianne called for a motion.

A motion was made by Dennis Young to approve the minutes including changes as noted by Mary desVignes-Kendrick. Randy Reichardt seconded the motion. **Motion Carried.**

V. CONSENT AGENDA ITEMS

- Texana Center Leases

Kevin presented information on the lease for the Rustic Trail Group Home which is currently being leased from the Arc of Fort Bend County.

Dianne asked if the Board had any questions or concerns regarding the lease. The Board had no questions or concerns regarding the lease.

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

- **Review and Consider Approval of FY 2017 Financial Audit Report**

Amanda reported to the Board that rather than having a member of the audit team travel down from Abilene to our Center, we would be having a conference call with Audit Manager Rebekah Scott who will review the FY 2017 Financial Audit Report in detail with the Board. She also mentioned Davis Kinard & Co. the audit firm we currently contract with recently merged with Eide Bailly LLP a firm out of North Dakota. Amanda called Rebekah and asked her to present the report to the Board.

Rebekah began by thanking Amanda for her patience while the team worked on getting the final Audit report out. She began her review by referring the Board to page 5 of the report where it states that it was an Unmodified Opinion which means there were no significant audit findings. She next mentioned that her firm doesn't perform an audit of Crossroads Villas as they rely on another auditor for their financial audit reports as they are a component unit of Texana Center.

Rebekah continued her review by referencing the Management's Discussion and Analysis which begins on page 8 of the report. She suggested the Board take the time to read this section of the report for a synopsis of where the Center is at and where we are going. She briefly reviewed the "Financial Statements" which begin on page 10 of the report touching on some expenses which were due to Hurricane Harvey, the "Changes in Net Position" which begin on page 11 and the "General Funds" on page 19. She mentioned Texana was in good shape as far as Operating Days as we are currently at 75 days of operation which is in line with what the State would like to see. She next referred to pages 22 and 23 which references the budgeted amounts for the year ended August 31, 2017. She mentioned the overall Budget was good and that she didn't have any concerns regarding it.

Rebekah next reviewed the Patient Assistance Program for Pharmacy (PAP) whereby the Center utilizes medications provided by pharmaceutical companies in the treatment of patients. She explained that the value of these drugs are not included in the Center's financial statements as the medications are provided to specific individuals based on eligibility.

Rebekah ended her review by briefly reviewing the Single Audit Section which begins on page 60. She ended her review by saying there were no internal control or compliance findings to note.

Dianne thanked Rebekah for her review and asked the Board if they had any questions for Rebekah concerning the audit report. There were no questions from the Board.

Dianne called for a motion.

A motion was made by Willie Greer to approve the FY 2017 Financial Audit Report as presented. Randy Reichardt seconded the motion.
Motion Carried.

VII. THE BOARD WILL DISCUSS THE FOLLOWING ITEMS WITH NO ACTION REQUIRED

1. Update on IDD Provider Services

Kevin provided a report to the Board which provided a detailed update on the following:

a) Direct and Indirect Impact of 21% rate cut to individuals.

Kevin briefly discussed three scenarios by providing an example of a client who received Community First Choice (CFC) through the Consumer Directed Services Program (CDS), a client who receive services in a home through a person provided by the family, and a client who attend the Texana Learning Center at Bay City who receives Texas Home Living services. He discussed the impact of the rate cuts as it applied to each of these clients.

b) Status of Learning Centers

Kevin provided an update to the Board that the Learning Center in Bay City would be closing effective January 31, 2017. Individuals who want to remain with Texana Center and receive

day habilitation services in El Campo will be provided with transportation to and from that learning center.

Texana will continue to have the following 5 Learning Centers operational in 3 different Counties:

Eagle Lake Learning Center – Colorado County
Missouri City Learning Center – Fort Bend County
Rosenberg Learning Center – Fort Bend County
El Campo Learning Center – Wharton County
Wharton Learning Center – Wharton County

c) Status of Group Homes

Kevin provided a brief update of Texana's group homes. In September two group homes were closed in Sealy in which individuals were given the opportunity to stay with Texana by moving into one of our homes which have a vacancy in another County. He mentioned the January 31st closing of a group home in Richmond as there is only one individual in the home and he is transferring to the Richmond State Supported Living Center.

Kevin ended his review by providing the following listing of group homes which are currently open including the location and if they are owned or leased:

9 Group Homes – Fort Bend County/Owned
4 Group Homes – Fort Bend County/ Leased (The Arc of Fort Bend County)
6 Group Homes – Wharton County/Owned
2 Group Homes – Wharton County /Leased (1 = The Arc of Wharton, 1 = Wayne Allen)

This ended Kevin's review. Dianne asked the Board if they had any questions for Kevin.

2. Update on Crossroads Villas

George, Shena and Amanda provided an update on Crossroads Villas.

Shena began by mentioning there were a total of 14 units in which all are filled to capacity. She also mentioned there were a total of 19 people on the waiting list for a unit.

Amanda briefly discussed the budget which is funded through the Housing and Urban Development (HUD) which is a federal program. She reported that the Rental Assistance Contract (RAC) with HUD was developed prior to the apartments being opened and that the structure results in Crossroads Villas operating in a deficit position. Since we are in our 4th year, we have been able to send a request for a 30% increase in the RAC which will better cover the operating costs of the apartments. Amanda also mentioned we have a staff member who actually resides in the apartment at the facility and provides an onsite security presence. This person is able to keep track of what is happening at the facility and ensure there are no problems.

Dianne questioned what the turn-over was for the Villas. Shena mentioned she didn't have a report of that information but that there are probably 4 or 5 individuals who have been there since the beginning. She said the management company would most likely have more information on that type of data.

3. Update on Fulshear Development Project

George provided an update on the project. He mentioned he had a meeting with the Fulshear Planning and Zoning Commission on Friday, January 19th and that they approved the Planned Use Development (PUD) which includes Texana's plan for the Fulshear Project. He mentioned the next step was to bring the plan to the Fulshear City Council on February 6th for their approval.

VIII. EXECUTIVE SESSION

There was no need for an Executive Session as there were no updates to present.

IX. EXECUTIVE SESSION RETURN TO OPEN SESSION AND CONSIDER TAKING ACTION ON THE FOLLOWING

There was no need for an Executive Session as there were no updates to present.

X. NEXT BOARD OF TRUSTEES MEETING

Dianne asked the Board members to be sure and add March 28, 2018 to their calendars for the next Board meeting.

XI. ANNOUNCEMENTS

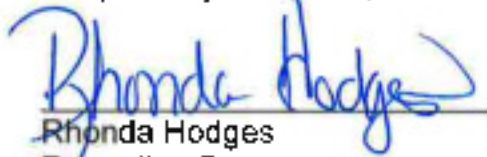
Dianne announced that there was a "Changing Lives Breakfast" on February 8, 2018 at the Weston Lakes Country Club. All Board members are invited to attend and could also bring guests, but she asked that they make a donation to the event to cover their breakfast. Board members were asked to notify Rhonda Hodges if they would like to attend the event.

Dianne announced the Texana Annual Tee-Off would be held on March 19, 2018 at the Weston Lakes Country Club and that all Board members were welcome to come and participate by volunteering their time or by actually participating in the tournament.

XII. ADJOURN

The meeting adjourned at 11:14 A.M.

Respectfully submitted,


Rhonda Hodges
Recording Secretary

Approved:

 3/28/18
Dianne Wilson Date
Board Chair