

**“Unapproved”
Texana Center
Board of Trustees
Minutes
Date: October 17, 2018**

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
Sue Fagan
Mary desVignes-Kendrick
Mary Rose Zdunkewicz
Randy Reichardt
John Robson

MEMBERS ABSENT:

Anita Christensen, Secretary
Willie Greer

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 & Community Relations
Sheri Talbot, Director, IDD Authority and Admissions
Kevin Barker, Director, IDD Provider Services
Kate Johnson-Patagoc, Director, IDD Specialized Services
Rhonda Hodges, Recording Secretary

GUESTS:

Ashley Childers-Dykes, DSHS
Kaye Reynolds, Fort Bend County HHS
David Olinger, Fort Bend County HHS
Greta Etmyre, HHSC
Connie Almeda, Fort Bend County

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

Dianne Wilson, Chair, called the meeting to order at 9:02 A.M. Dennis Young said the invocation. The Board Chair determined there was a quorum present to conduct the meeting. Dianne welcomed guests who attended. There was no correspondence to discuss.

II. RECOGNITION OF ABSENCES

Dianne recognized Anita Christensen and Willie Greer as being absent from the meeting.

III. PUBLIC COMMENT

There was no request from the guests in attendance to make a public comment.

IV. APPROVAL OF MINUTES

- July 25, 2018 – Board of Trustees Meeting

Dianne questioned whether the Board had any additions or corrections to the minutes being submitted from the July 25, 2018 Board of Trustees meeting. Mary desVignes-Kendrick asked some follow-up questions regarding Texana's website and FEMA related questions in regards to the June Financial report. Following a brief discussion, Dianne called for a motion.

Randy Reichardt made a motion to approve the minutes as submitted. John Robson seconded the motion. ***Motion Carried.***

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

1. Review and Consider Approval of FY 2019 Texana Center Operational Budget

Dianne asked Amanda Darr to present the FY 2019 Texana Center Operation Budget.

Amanda referred the Board to the FY 2019 Budget document provided in the Board packet. She began her review by mentioning the largest funding source we have is our Medicaid. Amanda mentioned that 47% of the total budget is Medicaid, which includes all Medicaid waiver services for IDD, all Physician services and

Service Coordination, which is done by the Authority Division. Next, she mentioned 37% of the funding source was State and Federal funds, which comes from our Contracts with HHSC for each IDD Authority and BH Authority and Early Childhood Interventions and Autism services. The final 16% of funding comes from our local funds, which includes a large part from private insurance (primarily for the Autism program).

Amanda mentioned this current Budget is not much different from the Budget for last year as this is not a Legislative year. The major difference from last year's budget and this year's budget has to do with DSRIP. DSRIP 1.0 has ended and the current DSRIP 2.0 will have payments that spread out over three years instead of one.

Amanda concluded her review by discussing some of the challenges faced in the past, which will still be a problem in the coming year.

Dianne asked Sheri to clarify what happens if her unit is not able to meet the new State mandates her department is facing. Sheri provided an explanation on what steps she will take to attempt to meet the new mandates, but if they do end up failing to meet them, the State will apply sanctions.

Mary desVignes-Kendrick asked Amanda if the County Funds listed on page 17 under revenues included the funds from Fort Bend County and if so, how much Fort Bend County provides. Amanda replied that those were funds from the six Counties and that Fort Bend County currently provides \$625,000. She also questioned the section under Behavioral Healthcare for Facility Space, which mentions unexpended funds from FY 2017 budget of \$1,800,000 for a down payment for a new building. Shena briefly discussed the plans for the new administrative building.

Following a few other questions and a brief discussion, Dianne called for a motion.

Randy Reichardt made a motion to approve the FY 2019 Operational Budget as submitted. Mary Rose Zdunkewicz seconded the motion.
Motion Carried.

2. Review and Consider Approval of FY 2019 Texana Center Organizational Chart

Dianne asked George to present the FY 2019 Texana Center Organizational Chart.

George mentioned there were no changes in the organizational chart from the past year.

Dianne asked if there were any questions from the Board. There were no questions, so Dianne called for a motion.

Randy Reichardt made a motion to approve the FY 2019 Organizational Chart as submitted. Mary Rose Zdunkewicz seconded the motion. John Robson was absent from the vote.

Motion Carried.

3. Review and Consider Texas Council Risk Management Fund Board of Trustees Election Ballot

Dianne asked George to present the Texas Council Risk Management Fund Board of Trustees Election Ballot.

George mentioned there are three candidates listed on the election ballot. He mentioned that he currently serves on the Advisory Board and recommends all three nominations be voted to serve once again.

Dianne asked if there were any questions from the Board. There were no questions, so Dianne called for a motion.

Randy Reichardt made a motion to approve selecting all three candidates provided on the Texas Council Risk Management Fund Board of Trustees Election Ballot. Sue Fagan seconded the motion. John Robson and Mary desVignes-Kendrick were absent from the vote. ***Motion Carried.***

4. Review and Consider Acceptance of the Planning and Network Advisory Committee (PNAC) Report

Dianne asked Sue to present the report.

Sue mentioned there was only one request from the PNAC, which was to have the Board and SLT's support of the PNAC and other community partners going to the State Legislature in sending a united message to them for mental illness and IDD issues. Randy suggested sending a letter rather than an email, as you will get better results.

Following a brief discussion, Dianne called for a motion.

Sue Fagan made a motion to accept the PNAC report. Randy Reichardt seconded the motion. ***Motion Carried.***

5. Review and Consider Approval of Construction and Financing for Graeber Road Project

Dianne mentioned Amanda touched on this project when discussing the FY 19 Budget and that the building was for Administrative staff. She also mentioned that in FY 2017, the Board approved setting aside \$1.8 million dollars of unexpended funds to be set aside for the down payment of the building. She asked the Board if there were any other questions. Hearing none, she called for a motion.

John Robson made a motion to approve the construction and financing, which includes securing a loan for \$4,200,000. The new administration building will be located at 2330 Graeber Rd., Rosenberg, TX. Randy Reichardt seconded the motion. Mary desVignes-Kendrick abstained from the vote. **Motion Carried.**

II. THE BOARD WILL DISCUSS THE FOLLOWING ITEMS WITH NO ACTION REQUIRED:

1. 4th Qtr. FY 2018 Financial Report

George reminded the Board that Amanda touched on the financial report during her review of the Audit.

Dianne agreed and there were no other questions from the Board.

2. Report on the BTTC Audits

Dianne asked for a report on the BTTC Audits. Kate Johnson mentioned she recently had two ICF audits in which there were no deficiencies. Dianne thanked her for her report and congratulated her team on the great work. Dianne asked Kate to provide additional information on the BTTC program, which is for anyone in the entire State of Texas. Kate briefly provided an overview of the program.

3. Report on Diversion for FY 2018

Sheri Talbot provided a brief update from the with regards to diversion slots being provided by the State and the struggles with the waiting lists and the amount of work involved in working them. Shena Timberlake and Kate Johnson-Patagoc added additional concerns they have experienced in their programs.

4. Development Report

Sheree Prather provided a brief report on the status of the Fulshear Campus Capital Campaign. She also briefly discussed other potential funding from other foundations.

5. Texana's Responsibilities to the Community in a Disaster

George provided a recap and asked both Shena Timberlake and Kevin Barker to provide additional details on the outcomes of any past disasters including the success and or lack of success in dealing with them.

Shena began the discussion by referring the Board to a handout distributed to them, which details Texana's HHSC performance contract highlighting our services for "Disaster Services". Shena provided a detailed review of steps taken by staff in the event of a disaster or other public health emergency or event as declared by the Texas Division of Emergency Management. A few of the steps include providing HHSC with emergency contacts, preparing buildings, safeguarding records, contacting clients to ensure they have a plan, determining the need for office closures, communicating with staff and setting up schedules for conference calls for the SLT and other key staff members. Shena highlighted on a few issues resulting from Hurricane Harvey and the need to get prescription drugs for patients. Shena ended her review by discussing the shelters put in place, and the services her staff were able to provide to those who needed them.

Dianne asked Shena if there were any unmet needs she was aware of following Hurricane Harvey or any other disaster. Shena replied that she was not aware of any unmet needs.

Kevin next discussed the requirements his staff have to follow in the event of a disaster. He explained that Texana only had one group home with flooding from Hurricane Harvey. Kevin stated Texana's Maintenance department assisted with the moves of several clients during Harvey. Kevin ended his review discussing work done by his staff to ensure the clients were safe and tended to during the event. Kevin stated he was not aware of any unmet needs in this department during the event.

Dianne questions whether Amanda or anyone else at Texana knew of any other unmet needs. Amanda briefly discussed working with FEMA and was not aware of any unmet needs.

Dianne asked Kate Johnson-Patagoc if she knew of any unmet needs. Kate briefly discussed the BTTC location in Richmond and concerns since it is close to the River, which was flooding. She also

discussed how amazing her staff were in response during the disaster. She was not aware of any unmet needs.

Sheri Talbot briefly discussed steps her staff took during the disaster to ensure clients were okay.

Dianne referred the discussion to Mary desVignes-Kendrick so she could discuss Texana's responsibilities to the community in a disaster.

Mary began with a brief discussion of plans the Fort Bend County Health Department has in place in the event of a disaster. Following a brief discussion, Mary asked that Texana assist the County in addressing the needs within the community. She would like an agreement with Texana for each of Texana's six Counties, agreeing to address the problems and work to ensure the community's needs are met during a disaster.

Shena briefly discussed the problems her staff and other centers have had when attempting to offer services to individuals in shelters. Most of those individuals did not have a need for mental health services, but had other needs such as housing. She mentioned the needs of Texana's clients h met in our Counties.

Dianne mentioned that Texana's priority is to ensuring their State Contracts are being met by ensuring their client's needs are being met.

Randy added that while Texana is a resource for a County, their primary responsibility is to their clients. He mentioned it was the County's responsibility to meet the needs of the community.

Dianne thanked everyone for the discussion and agreed we all should continue to looks for improvements in processes in the event of a disaster.

III. EXECUTIVE SESSION

The Board entered into Executive Session at 11:24 A.M. Mary Rose Zdunkewicz excused herself from the rest of the Board meeting at this time.

AN EXECUTIVE (CLOSED) SESSION WILL BE HELD FOR THE FOLLOWING PURPOSES:

1. Deliberation Regarding Current, Pending, or Anticipated Litigation

- Boson v. Texana Center

2. Deliberation Regarding Personnel Matters

- FY 2018 Evaluation of the CEO and Consider Taking Action Regarding Compensation and Benefits

IV. RETURN TO OPEN SESSION AND CONSIDER TAKING ACTION ON THE FOLLOWING:

The Board returned from Executive Session at 12:10 P.M.

1. Deliberation Regarding Current, Pending, or Anticipated Litigation

- Boson v. Texana Center

There was no action taken on the above Litigation.

2. Deliberation Regarding Personnel Matters

- FY 2018 Evaluation of the CEO and Consider Taking Action Regarding Compensation and Benefits

Dianne called for a motion on the FY 2018 Evaluation of the CEO and any action regarding compensation and benefits.

Randy Reichardt made a motion to approve an annual salary amount of \$234,000 along with a one-time performance award for an amount of \$6,000. Sue Fagan seconded the motion. Dianne called for a vote, Mary Zdunkewicz was absent from this vote, Mary desVignes-Kendrick abstained from the vote. ***Motion Carried.***

V. NEXT BOARD OF TRUSTEES MEETING

Dianne announced that the next Board of Trustees would take place on January 23, 2019.

VI. ANNOUNCEMENTS

Sheree Prather announced that there was an event at Legacy Ford and invited the Board to come out and test drive a Ford which will benefit Texana.

Dianne mentioned the Board was welcome to attend any of the following events:

- October 17, 2018 Drive for Your Community

9:00am to 7:00pm, Legacy Ford – Rosenberg

- October 20, 2018 Scarecrow Festival
1:00pm – 6:00pm, Cross Creek Ranch, Fulshear, TX
- November 17, 2018 Texana Trot 5k Fun Run
7:30am Warmup, Jordan Ranch, Fulshear, TX
- November 30, 2018 Tinsel & Tidings Gift
9:00am – 2:00pm, Willow Fork Country Club
- December 5, 2018 Holiday Sip and Shop
10:00am – 2:00pm, Weston Lakes Country Club

VII. ADJOURN

The meeting adjourned at 12:13 P.M.

Respectfully submitted,

Rhonda Hodges
Recording Secretary

Approved:

Dianne Wilson Date
Board Chair