

**Texana Center  
Board of Trustees  
Minutes  
Date: October 16, 2019**

Texana Center Board of Trustees held their quarterly meeting at 4910 Airport Avenue (Building G) in Rosenberg, Texas on October 16, 2019.

**MEMBERS PRESENT:**

Sue Fagan, Board Chair  
Dennis Young, Vice Chair  
Willie Greer  
John Robson  
Linda Harnist  
Dr. Asim Shah

**MEMBERS ABSENT:**

Anita Christensen, Secretary  
Randy Reichardt

**STAFF PRESENT:**

George Patterson, Chief Executive Officer  
Amanda Darr, Chief Financial Officer  
Shena Ureste, 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  
Lori Marcus, Compliance Officer  
Rhonda Hodges, Recording Secretary

**GUESTS:**

Vincent Morales, Fort Bend County Commissioner – Precinct 1  
Tiffany Budnik, Fort Bend County Sheriff's Office  
Pat Sumner, NAMI / Fort Bend Clubhouse

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

Sue Fagan, Chair called the meeting to order at 9:00 A.M. Dennis Young said the invocation. The Board Chair determined there was a

quorum present to conduct the meeting. Sue welcomed guests who attended the meeting. There was no correspondence to discuss.

I. SWEARING IN OF ALL BOARD MEMBERS BY VINCENT MORALES, FORT BEND COUNTY COMMISSIONER – PRECINCT 1

Vincent Morales, Fort Bend County Commissioner-Precinct 1 swore in all Texana Center Board of Trustee members who were present at the meeting for the fiscal year 2020.

II. RECOGNITION OF ABSENCES

Sue recognized Randy Reichardt and Anita Christensen as being absent from the meeting.

III. PUBLIC COMMENT

Sue welcomed Pat Sumner and allowed her to make her public comment.

Pat Sumner spoke to the Board about Mental Health issues and discussed her work with NAMI and the Fort Bend Clubhouse.

Sue also welcomed Tiffany Budnik, Fort Bend County Sheriff's Office to the meeting. Tiffany had no comment to make.

IV. APPROVAL OF MINUTES

• July 24, 2019 – Board of Trustees Meeting

Sue presented the minutes from the July 24, 2019 meeting to the Board. She asked if there were any corrections or discussion items. Hearing none, she called for a motion.

John Robson made a motion to approve the July 24, 2019 minutes as presented. Willie Greer seconded the motion. **Motion Carried.**

V. CONSENT AGENDA ITEMS

A. Lease

ECI – 104 Industrial Blvd. Ste. 207, Sugar Land, TX.

Sue asked Kate Johnson-Patagoc to present information on the ECI Lease to the Board. Kate mentioned the ECI program was able to find a new lease in Sugar Land, which was near the old lease, but for a much lower price.

Sue thanked Kate and asked the Board if they had any. The Board had no questions.

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

1. Review and Consider Approval of FY 2020 Texana Center Operational Budget

Sue asked Amanda Darr to present the FY 2020 Texana Center Operational Budget.

Amanda mentioned Texana Center was in their 20<sup>th</sup> year this year. She discussed that in FY 2000, Texana's total budget was 28.4 million dollars compared to FY 2020 in which it has more than doubled. Amanda provided a brief review of the budget document, which outlined a budget broken by the various departments. She also briefly discussed challenges faced in the future when the DSRIP payments go away along with the potential of other programs through certification, which can assist in providing additional services.

Sue thanked Amanda for her review and asked the Board if they had any questions or comments regarding the FY 2020 Budget. Hearing none, she called for a motion.

Willie Greer made a motion to approve the FY 2020 Texana Center Operational Budget as presented. Asim Shah seconded the motion. **Motion Carried.**

2. Review and Consider Approval of FY 2020 Texana Center Organizational Chart

George Patterson provided a brief overview of the updates to the FY 2020 Organization Chart for Texana Center.

Sue asked the Board if there were any questions or comments. Hearing none, she called for a motion.

Asim Shah made a motion to approve the FY 2020 Texana Center Organization Chart as presented. Linda Harnist seconded the motion. **Motion Carried.**

3. Review and Consider approval of Texana Center Board of Trustees Governing Documents

George provided a brief review of the updates being considered to the Texana Center Board of Trustees Governing Documents.

Sue mentioned each Board member was given a copy of the "Position Description for Trustees of Texana Center" which is part of the governing documents being approved. She asked that they sign and return this document to Rhonda Hodges, Board Liaison.

Sue asked if the Board had any questions or comments regarding the governing documents. Hearing none, she called for a motion.

Asim Shah made a motion to approve the Texana Center Board of Trustees Governing Documents as presented. Willie Greer seconded the motion. **Motion Carried.**

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

Sue presented the PNAC report to the Board, which included two new PNAC applicants (Perry Bosak and Bobby Joe Jimenez) who seeking Board approval to join the PNAC committee. Sheri Talbot mentioned both applicants meet the requirements for the PNAC and would fill the two positions we currently have open for IDD and BH. Sue asked if the Board had any questions or comments regarding the PNAC report or the Applicants. Hearing none, Sue called for a motion.

Asim Shah made a motion to accept the PNAC report and approve Perry Bosak and Bobby Joe Jimenez to the PNAC Committee. John Robson seconded the motion. **Motion Carried.**

5. Review and Consider Honoring Dianne Wilson as a "Lifetime Trustee Emeritus"

George provided a brief overview of the 20 years Dianne Wilson dedicated to Texana Center's Board of Trustees. He asked the Board to consider Dianne as a "Lifetime Trustee Emeritus" for our Board.

Sue asked if the Board had any questions or comments. Hearing none, she called for a motion.

John Robson made a motion to approve Dianne Wilson as a "Lifetime Trustee Emeritus" for Texana Center's Board of Trustees as presented. Linda Harnist seconded the motion. **Motion Carried.**

6. **Review and Consider Approval of Behavioral Healthcare Quality Management Plan**

Sue asked Shena Ureste to present the Behavioral Healthcare Quality Management Plan to the Board. Shena mentioned, as part of our performance contract with the State, we must present a Quality Management Plan to the Board for approval on an annual basis. She mentioned other than a few small changes in language, the principles of the plan have not changed.

Sue asked if the Board had any questions or comments. Hearing none, she called for a motion.

Linda Hamist made a motion to approve the Behavioral Healthcare Quality Management Plan as presented. Willie Greer seconded the motion. **Motion Carried.**

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

1. **4<sup>th</sup> Qtr. FY 2019 Financial Report**

Sue asked Amanda to present the 4<sup>th</sup> Qtr. FY 2019 Financial Report.

Amanda briefly discussed the 4<sup>th</sup> Qtr. FY 2019 financials with the Board. Below is a copy of the report discussed:

The **Behavioral Healthcare Division** ended the 4th quarter with a positive margin of \$173,477 and was able to pay for the portion of the construction of the new building that has been completed through 8/31/19. The remainder of the construction costs are included in the FY 2020 operating budget.

The **IDD Provider Services Division** ended the 4th quarter with a positive margin of \$274,400. Cost saving and accountability measures implemented through a plan developed by the IDD Provider staff resulted in both achieving revenue targets and bringing expenses in under budget.

**IDD Authority Services** ended the 4th quarter with a positive margin of \$94,639. Cost savings compared to budget were reported in salary and benefits primarily resulting in the positive performance.

The **IDD Specialized Services Division** ended the 4th quarter in a deficit position of (\$46,679). The Children's Center for Autism and

Early Childhood Intervention (ECI) continue to operate in a deficit position due to lower then expected earned revenues.

The revenue reflected in **Indirect Services** is the 1% of earned revenue that is included in the budget to build the fund balance in accordance with the plan of the Board to achieve a minimum 90 days unassigned fund balance by the end of FY 2020. The plan was initiated in 2016 when the unassigned fund balance stood at 57.5 days and we currently have 84 days as of the end of the fiscal year

The **Capital Projects** reflects the activity associated with the two capital building projects that are in progress as well as the costs associated with the implementation of the new electronic health record (EHR). Fulshear Phase 1 is poised to begin construction in October and a contract amendment with Forney Construction has been executed with an expected 35 week construction period. The administration building on Graeber Road began construction on 1/14/19 with a scheduled substantial completion in December, 2019. The implementation costs associated with the new EHR began in June with an expected go-live date of September 1, 2020.

Sue thanked Amanda for a detailed review of the financial report.

## 2. Board Education – IDD Provider Services

As part of the Board's education on IDD Provider Services, Kevin Barker, Director of Provider Services, provided a PowerPoint presentation for the Board, which highlighted several programs in the IDD Provider Services Division.

## VIII. EXECUTIVE SESSION

***George Patterson asked that there not be an executive session as there are no new updates to report.***

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

- Deliberation Regarding Current, Pending, or Anticipated Litigation
  - Boson v. Texana Center

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

***No action as there was no Executive Session.***

- Deliberation Regarding Current, Pending, or Anticipated Litigation
  - Boson v. Texana Center

#### X. NEXT BOARD OF TRUSTEES MEETING

Sue announced that the next Board meeting would take place on Wednesday, January 22, 2020.

George mentioned future meetings would be held at the new Administration building on Graeber road, but this may not happen in time for the January meeting.

#### XI. ANNOUNCEMENTS

Sue welcomed our new Board members, Linda Harnist and Asim Shah. She asked both members to introduce themselves and provide some information about themselves.

Sheree Prather announced there would be a 5k Trot in November. She will send the Board members a copy of the flyer with details.

#### XII. ADJOURN

The meeting adjourned at 10:18 A.M.

#### A. OPTIONAL ACTIVITY: Tour of Rosenberg's Children's Center for Autism

Due to the weather, the tour of Rosenberg Children's Center for Autism will be rescheduled for a date in the future.

Respectfully submitted,



Rhonda Hodges  
Recording Secretary

Approved:



Sue Fagan  
Board Chair

Date