

**Texana Center  
Board of Trustees  
Minutes  
Date: January 22, 2020**

On the above date, the regular meeting of the Texana Center Board of Trustees was held in the J. C. Whitten Conference room in Building A at 4706 Airport Avenue in Rosenberg, Texas.

**MEMBERS PRESENT:**

Sue Fagan, Board Chair  
Dennis W. Young, Vice Chair  
Anita Christensen, Secretary  
Dr. Toi Blakley Harris  
Willie Grøer  
Randy Reichardt  
John Robson  
Linda Harnist  
Dr. Asim Shah

**EX OFFICIO MEMBERS PRESENT:**

Sheriff Skipper Osborne  
Lt. Tiffaney Budnik

**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

**STAFF ABSENT:**

**GUESTS:**

Pat Sumner, Fort Bend Clubhouse and NAMI Fort Bend  
Perry Bosak, PNAC Member

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

Sue Fagan, Chair called the meeting to order at 9:00 A.M. Kevin Barker 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.

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

Vincent Morales, Fort Bend County Commissioner-Precinct 1 swore in Texana Center Board of Trustee members and Ex Officio Board Members who were present at the meeting.

III. RECOGNITION OF ABSENCES

There were no absences to note at the meeting.

IV. PUBLIC COMMENT

Sue welcomed Perry Bosak and Pat Sumner to the meeting. Both Perry and Pat made a brief comment.

V. APPROVAL OF MINUTES

- October 16, 2019 – Board of Trustees Meeting

Sue presented the minutes from the October 16, 2019 meeting to the Board. She asked if there were any corrections or discussion items. Hearing none, she called for a motion.

Dr. Shah made a motion to approve the October 16, 2019 minutes as presented. Dennis Young seconded the motion. **Motion Carried.**

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

1. Review and Consider Approval of FY 2019 Annual Financial Audit

Sue asked Amanda Darr to present the Annual Financial Audit.

Amanda explained she would be calling the auditor, Rebekah Scott, CPA who will present the report. Amanda called Rebekah and asked that she present the audit report to the Board of Trustees.

Rebekah began her discussion by thanking Amanda Darr and her staff for always being prepared and making their job easier during the audit review.

Rebekah began her review by briefly discussing the "Independent Auditor's Report". She stated the results of the report was an "Unmodified Opinion" which is the highest you can get. She summarized that all was good in the report.

She next referred the Board to the "Statement of Net Position" which could be found on page 10 of the audit report. She briefly discussed the total assets, liabilities and mentioned the total net position increased by 5.2 million dollars.

Rebekah provided a brief review of the "Changes in Net Position" which could be found on page 11. Dr. Shah had a few questions regarding "Operating grants and contributions" and whether there would be a significant drop next year. Following a brief discussion, Rebekah provided a brief overview of the "Balance Sheet" and the "Statement of Revenues, Expenditures, and Changes in Fund Balance" for the year (page 19 & 20). She mentioned our "Fund Balance" total represented about 25% of our expenditures, which is a healthy range.

Rebekah ended her review by mentioning they did not find any deficiencies in internal control or any material weaknesses identified during the audit.

Sue asked if the Board had any questions regarding the audit report. Hearing no questions, she called for a motion.

Randy Reichardt made a motion to approve FY 2019 Annual Financial Audit as presented. Dr. Shah seconded the motion.  
**Motion Carried.**

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

Sue mentioned the PNAC committee had their last meeting on November 20, 2019. She mentioned there were two new individuals, Penny Bosak and Bobby Joe Jimenez, added as members of the PNAC Committee.

She next discussed the PNAC's recommendations for the Texana Board of Trustees to consider. The PNAC provided a list of State budget priorities they would like Texana to discuss with local State

Representatives for the FY 2022-2023 budget cycle. The listing included items for both Behavioral Health Services and Developmental Disabilities Services priorities.

Dr. Shah made a motion to Accept the Planning and Network Committee Report as presented. Dennis Young seconded the motion. ***Motion Carried.***

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

**1. 1st Qtr. FY 2020 Financial Report**

Sue asked Amanda to present the first Qtr. Financial report.

Amanda began her review by stating that the BH, Authority and IDD Specialized Services divisions each ended the quarter with a positive margin. She mentioned the IDD Provider Service division ended the quarter in a deficit position of (\$76,030) which was primarily a result of lower than expected earned revenues across all revenue streams compared to budget. Amanda also mentioned 1 % of the revenue reflected in Indirect Services was included in the budget to continue to grow Texana's fund balance as discussed during the review of the 2019 Financial Audit.

Next, Amanda briefly discussed the two capital building projects that are in progress. She mentioned staff would be moving into the new Administration building next week. Texana was able to pay off this building and we would be moving into it debt free which is a significant accomplishment.

Amanda next briefly discussed the new Electronic Health Record (EHR) system, which we are currently in the process of implementing. She also briefly discussed the work of our Development department including the Grant Writer who was able to secure much of the funding for this project. Following a lengthy discussion, Sue thanked Amanda for her report.

**2. Texana Center Turnover Results FY 2019**

Sue asked George Patterson to present the Turnover report for FY 2019. George provided a brief explanation of the report. He asked that the Board look over the report, which will show them how Texana's turnover relates compared to other centers. There was a brief discussion of the struggles with turnovers, within specific departments of Texana.

3. **Update on the Texana Administration Building**

Sue asked George to report on the new Administration building. George provided a brief update and stated we would be having our next Board of Trustees meeting at the new building.

4. **Update on the Fulshear Construction Project**

Sue asked Kate Johnson-Patagoc to provide a brief description of the project. Kate provided a brief overview of the campus and the various stages of the project.

Sheree Prather also provided a brief overview of the construction, which has begun.

5. **Update on Funding Received for Electronic Health Record**

Sheree Prather provided a brief update on funding received from various foundations for the Electronic Health Record. She is working with one other foundation and hopes to get the remaining amount from them, which would fully fund the implementation.

The Board recognized the entire Texana staff for the work they have done to get this funding.

6. **Board Training – Behavioral Healthcare**

Sue announced that the Board training on Behavioral Healthcare would not take place today. She asked that this training be include on the agenda for the April Board of Trustees Meeting.

VIII. **EXECUTIVE SESSION – *Due to there not being a recent update, there was no Executive Session.***

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

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

IX. **RETURN TO OPEN SESSION AND CONSIDER TAKING ACTION ON THE FOLLOWING: - *There was no Executive Session.***

- **Deliberation Regarding Current, Pending, or Anticipated Litigation**

- Boson v. Texana Center
- Mariki Earl v. Texana Center

X. NEXT BOARD OF TRUSTEES MEETING

Sue announced that the next Board of Trustees meeting would take place on April 22, 2020. The meeting will be held at the new Administration Building on Graeber road.

XI. ANNOUNCEMENTS

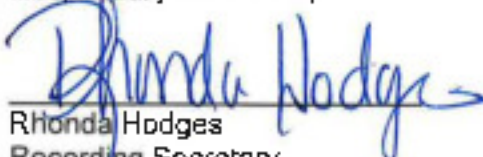
Sue announced that the 35<sup>th</sup> Annual Texas Council Conference would take place on June 24 - 26, 2020 at the Grand Hyatt Hotel located in San Antonio, TX.

Kevin Barker informed the Board that the Center recently had their annual certification review on their HCS and TxHmL contracts. The review was very successful resulting in recertification for both contracts with an overall compliance of 99%. The reviewers were very complimentary of the care being provided by the committed staff.

XII. ADJOURN

The meeting adjourned at 10:51 A.M.

Respectfully submitted,

  
Rhonda Hodges  
Recording Secretary

Approved:

  
Sue Fagan                      Date  
Board Chair