

**Texana Center  
Board of Trustees  
Minutes  
Date: October 27, 2021**

On the above date, the regular meeting of the Texana Center Board of Trustees was held at 2330 Graeber Road in Rosenberg, Texas.

**Board Members Present In Person:**

Sue Fagan, Board Chair  
John Robson, Secretary  
Willie Greer  
Leroy Cerny  
Sarah Hudgins

**EX Officio Members Present In Person:**

Lt. Jerome Ellis

**Members Present Via Zoom:**

Dennis W. Young, Vice Chair  
Linda Harnist  
Toi Blakley Harris  
Asim Shah (joined at 9:29 A.M.)  
Sheriff Skipper Osborne (Ex Officio Member)

**Staff Present:**

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

Guests:

Kerry Beth Cottingham, Hope Fort Bend Clubhouse  
Cassie Ortiz, Hope Fort Bend Clubhouse

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

Sue Fagan, Board Chair, called the meeting to order at 9:00 A.M. She asked Kevin Barker to give the invocation. Sue determined there was a quorum for the meeting. Sue welcomed guests Kerry Beth Cottingham and Cassie Ortiz, both from Fort Bend Clubhouse to the meeting.

II. RECOGNITION OF ABSENCES

There were no absences to recognize.

III. PUBLIC COMMENT

Sue recognized Kerry Beth Cottingham, as wanting to make a comment. Kerry briefly spoke about the recent "Open House" which was held for the Fort Bend Clubhouse. She invited anyone to come out for a tour and visit the Clubhouse.

IV. APPROVAL OF MINUTES

- July 28, 2021 Board of Trustees Meeting Minutes

Sue presented the minutes from the July 28, 2021 Board of Trustees meeting and asked the Board if there were any questions or changes needed. Hearing none, she called for a motion.

Toi Harris made the motion to approve the minutes as presented. John Robson seconded the motion. **Motion Carried.**

V. **APPROVAL OF CONSENT AGENDA ITEMS #1 – 2** (*Unless removed from Consent Agenda, items identified within the consent agenda will be acted on at one time*)

1. **Review and Consider Approval of the FY 2022 Texana Center Organizational Chart**
2. **Review and Consider Approval of the following Texana Lease**
  - **IDD Provider Services Lease – Sunset Group Home in Wharton**

Sue presented the above consent agenda items to the Board and asked if they had any questions or discussion of the items listed. Hearing no questions, Sue called for a motion.

John Robson made a motion to approve the consent agenda items as presented. Willie Greer seconded the motion. **Motion Carried.**

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

1. **Review and Consider Approval of Behavioral Healthcare Services FY 2022 Utilization Management and Continuous Quality Improvement Plans**

Sue asked Shena Ureste to present the plans.

Shena presented the FY 2022 BH Utilization Management and Continuous Quality Improvement Plans to the Board. She mentioned the items highlighted in yellow were made to make it easier for the reviewers to link the documentation to the CCBHC certification standards as part of the certification review process. She ended her review by stating both plans require Board approval each fiscal year.

Sue asked if Board had any questions regarding the two plans. Hearing no questions, Sue called for a motion.

Dennis Young made a motion to approve Behavioral Healthcare Services FY 2022 Utilization Management and

Continuous Quality Improvement Plans as submitted. Leroy Cerny seconded the motion. **Motion Carried.**

2. Review and Consider Approval of the August 2021 PNAC Report

Sue asked Sheri Talbot to present the August 2021 PNAC Report.

Sheri provided a brief review of the PNAC meeting held on August 18, 2021.

Sue asked the Board if they had any questions regarding the PNAC report. Hearing none, Sue called for a motion.

Willie Greer made a motion to approve the PNAC report as presented. Toi Harris seconded the motion. **Motion Carried.**

3. Review and Consider Approval of the FY 2022 Texana Center Operational Budget

Sue asked Amanda Darr to present the FY 2022 Texana Center Operational Budget to the Board.

Amanda began her review by mentioning this year's total budget was similar to last year's budget. She briefly discussed the following:

- Center's strategic issues with regard to the workforce and incentives included for improving the work force
- DSRIP Incentive Payments which were set to end on September 30, 2021 with the possibility of a one year extension
- The use of \$2,460,000 from the committed Fund Balance for the completion of the renovation at Campus 1 of the Children's Center for Autism (including furniture), Group home sprinklers and generators.

Sue asked the Board if they had any questions regarding the FY 2022 Texana Center Operational Budget. Hearing none, she called for a motion.

Leroy made a motion to approve the FY 2022 Texana Center Operational Budget as submitted. Willie Greer seconded the motion. **Motion Carried.**

4. **Review and Consider Approval of Crossroads Villas Annual Report and Approval of New Board Member**

Sue asked George Patterson to present the Crossroads Villas report.

George provided a brief report on Crossroads Villas meeting held on October 13, 2021. He asked that the Board consider approving Pat Sumner to the Board in place of Shena Ureste.

Sue asked if the Board had any questions regarding the Crossroads Villas report. Hearing none, she called for a motion.

Leroy made a motion to accept the Crossroads Villas report as presented and approving Pat Sumner to the Board in place of Shena Ureste. Willie Greer seconded the motion. **Motion Carried.**

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

1. **Review of the 4<sup>th</sup> Qtr. FY 2021 Financial Report**

Sue asked Amanda to present the 4th quarter financial report to the Board.

Amanda briefly discussed the financial report for the 4<sup>th</sup> quarter of FY 2021. She reported that the Center had an excess of expenditures over revenues of \$4,970,826 at the end of the 4<sup>th</sup> quarter. She also mentioned this positive year-end position was mainly due to the \$8,362,826 in DSRIP funds, paid at the end of July. She ended her review discussing the 9.5% lapse rate in employee salaries, brought on by the COVID-19 pandemic.

Sue thanked Amanda for her report.

## 2. Review of the FY 2021 Termination Report

Sue asked Dot Preisler to present the FY 2021 Termination report to the Board.

Dot presented the FY 2021 Termination report to the Board. She asked if there were any questions as there were discussion regarding terminations earlier in the meeting.

Sue thanked Dot for the information.

## 3. Review of PNAC Board Guidance

Sue asked Sheri to present the PNAC Board Guidance report to the Board.

Sheri presented the "Board of Trustees Guidance to the PNAC" to the Board. She mentioned nothing has changed and that this was something we have been doing for years.

Sue thanked Sheri for the report.

## 4. Update on the HCS and Texas Home Living Audit

Sue asked Kevin Barker to present information on the HCS and Texas Home Living Audit to the Board.

Kevin provided information on the HCS and Texas Home Living Audit held in his department the week of October 18, 2021. He mentioned the Auditors expressed appreciation for the support they received and that there were (0) citations for Texas Home Living and (4) citations for HCS. He thanked his staff for the wonderful job they did in ensuring we remain in compliance with all the rules and regulations they have to follow.

## 5. Discussion of "In-Person or Hybrid Future" Board Meetings

George Patterson mentioned Centers can continue with using Zoom for meetings at this time and that we would continue to offer this as long as the State will allow it.

#### VIII. EXECUTIVE SESSION

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

The Board entered in to Executive Session at 10:08 A.M to discuss the following.

- CEO Evaluation

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

The Board returned to regular session at 10:55 A.M to discuss the following.

- CEO Evaluation

Sue called for a motion on the FY 2021 Evaluation of the CEO and any action regarding compensation and benefits.

John Robson made a motion to approve a 13% increase in annual salary along with a one-time performance incentive for \$5,000, to be effective October 27, 2021. Sarah Hudgins seconded the motion. **Motion Carried.**

#### X. NEXT BOARD OF TRUSTEES MEETING DATE

Sue announced that the next Board of Trustees meeting would take place on January 26, 2022.

#### XI. ANNOUNCEMENTS

Sue announced that the 35<sup>th</sup> Annual Texas Council Conference is scheduled for June 20 – 22, 2022. The event will be held in Fort Worth, TX.

XII. ADJOURN

The meeting adjourned at 11:01 A.M.

Minutes respectfully submitted,

  
Rhonda Hodges

Minutes Approved:

  
Sue Fagan, Board Chair