

Lubbock Regional MHMR Center
Board of Trustees Regular Meeting
May 19, 2009 – 4:00 p.m.
1602 10th Street – Board Room

M I N U T E S

Members Present: Hattie Gipson, Wayne Hollinshead, Robert (Bobby) Kazee, Carlos Morales, Harvey Morton, Lois Shields

Members Absent: Drue Farmer, Brian Shannon, Tina Thompson

Staff Present: Eileen Coonrod, Helga Gongaware, Jean Hardwell, Robyn Johnston, Beth Lawson, Cindy Lucas, Barbara McCann, Kim Pavlik, Cathy Pope, Carson Scott, Karen Smart, Leonard Valderaz, Rebeca Wallace

Others Present: Monti Booth, Eugene Urrutia, Jr.

I. Call to Order

Ms. Shields called the meeting to order at 4:01 p.m.

A. Chair Rule on Presence of a Quorum

Ms. Shields declared there was a quorum of Board Members present.

B. Public Comment

Ms. Smart reported no one registered to provide public comment.

C. Minutes

The minutes from the Board meeting held March 24, 2009, were presented to the members for approval.

MOTION: Mr. Kazee stated he really liked the new format and made the motion to approve the minutes. Harvey Morton seconded the motion. The motion carried unanimously.

II. Texas Council of Community MHMR Centers Board of Directors' Report

A. **Texas Council Conference** – June 24-26, 2009, in Ft. Worth, Texas – Ms. Pope reminded everyone of the upcoming Texas Council Conference in Ft. Worth. There will be a PowerPoint Loop of all the community mental health centers featured at the conference, and Robyn Johnston prepared the one for our center, which is slide 8 of the presentation.

IV. CEO Report

Ms. Pope directed the Board's attention to Tab 3 in the Board packet to the letter of resignation of Executive Commissioner Albert Hawkins of the Texas Health and Human Services Commission.

- A. 81st Legislative Update** – Ms. Pope directed attention behind Tab 3 to the Texas Council bill tracking update. This is the current status of bills that are of interest to community mental health centers. The session ends June 1st, and the Governor has until June 21st to sign or veto.
- In appropriations, there are \$55 million for DSHS and would be allocated one-third to low-equity centers, one-third would be distributed per capita across the state, and one-third for competitive RFPs for crisis services.
 - There is \$8 million in Maintenance of Critical Infrastructure that would be distributed across the centers based on allocation size. This would allow us to give pay increases because it comes with no new targets and is to supplement existing items.
 - Sunrise Canyon is in line for a bed-day increase of an additional \$500,000 a year. There is \$1.3 million in appropriations for capital improvements for SRC.
 - 1.5% rate increase for ICF-MR.
 - Some money for mental retardation safety net.
 - Transitional funding for breaking apart fee schedule of HCS services.
- B. Community Activities Update** – Ms. Pope reviewed the Community Activities for March 25 through May 19 behind Tab 3.

V. Goal 1 – Individual and Organizational Outcomes

A. Sunrise Canyon Hospital

1. Hospital Statistics – February FY09

Mr. Valderaz directed the Board's attention to Tab 4 for the Sunrise Canyon Hospital Statistics for February. He noted there were increases in February in all three areas that we pay particular attention to – occupancy rate, average length of stay and 30-day readmissions. Looking at Page 5, Mr. Valderaz noted that of interest is SP4 which had 6 admissions but only 1 readmission and SP3 with 4 admissions and 2 readmissions. Our focus is 0 admissions for SP3 and SP4.

2. Incident Reporting FY09

Mr. Valderaz stated in March, we had 1 med error and 3 falls. In April, we had 2 med errors. Our threshold for med errors and falls is 5 or less, and we fall below the threshold on both. Details of these incidents are behind Tab 5.

3. Privileging

- a. Dana Butler, M.D.**—conversion of privileges from provisional to full appointment. The SRCH Medical Staff Executive Committee recommended and approved a two-year full appointment of Dr. Butler at the end of the current privileging period of June 30, 2009. This is for information purposes only and does not require board action.

Mr. Morton took a few minutes to hand out copies of the latest Texas Council Risk Management Fund Performance Review, April 29, 2009, for review by the Board members and if anyone wants to have a discussion, we will put it on the next agenda. The Center

carries all of its insurance through this fund. This report is very favorable and does not recommend bidding out the various services they provide.

B. Access to Services

Eileen Coonrod provided a brief update about the Waiting List and Medications.

1. Waiting List

Adult Mental Health Services – 172, increased by 22, 13 crisis calls, 9 received additional services.

C&A Mental Health Services – 62, decreased by 5, 0 crisis call, 0 received additional services. The reduction is due mainly to expiration of after being on the waiting list for a year, they can choose to be removed and not come in for reassessment.

New Generation Medication - 0, increased by 16, 0 crisis call, 0 received additional services. We have eliminated the waiting list for the present time and are serving several new people with new generation medications.

2. Medication Support

Target is \$39,611.58, and in total, we are under the targeted amount through 4/30/09. We can expect an increase due to serving the new people from the waiting list with new generation medications.

VI. Goal 2-Financial Planning, Asset Utilization and Risk Management

A. External Review Summary

1. Texas Department of Criminal Justice (TDCJ) Financial Contract Compliance Review
2. Texas Department of State Health Services (DSHS) Crisis Services Desk Review
3. Texas Department of Family & Protective Services Community Youth Development Grant Review
4. DSHS Narcotic Treatment Program Review
5. TDCJ Individual Subject Matter Review
6. DSHS HIV Administrative Agency Review
7. TDCJ Texas Correctional Office on Offenders with Medical or Mental Impairments (TCOOMMI) Review

Ms. Johnston reviewed each of the above seven reviews. Supporting documentation can be found behind Tab 6 in the Board packet. Mr. Morton questioned if the Board was doing its due diligence on these reviews and how do they know which reviews need Board attention. It was explained that the required action or plan of correction is usually an indicator of the seriousness of the finding. If a finding is of a more serious nature, the reviewers will return for an on-site review to see what improvements have been made instead of just accepting a written plan of correction. Health and safety issues are the most intense findings and are reported to the Board Chair immediately and have to be corrected immediately. The next level is withholding of funds until corrected. The due diligence is the funder reports directly to the Board Chair instead of depending on staff to report.

B. Financial Report – March and April FY09

Ms. Lucas referred the Board to Tab 7 for the March and April financial statements. Of note on the Asset side is we have more in the checking account than we typically do. This is because the bank asked us to increase the amount because we were running into a deficit

– our expenses were higher than the earnings credit. On the Liability side, of note is the Center Health Insurance having a positive balance of \$68,000. We have a \$30,000 margin in our Fund Balance at this time. We are under projections in all three revenue areas. On the expense side, we are under our projections in all areas but Building and Contract/Consultants (primarily agency nurses). We are looking at retention and salaries for the nurses so we do not have to use agency nurses. Center-wide Program Financials have a \$29,478 positive margin. When we met last, in February, we were about \$30,000 under budget.

MOTION: Harvey Morton made a motion to approve the March and April Financial Report as presented. Hattie Gipson seconded the motion. The motion carried unanimously.

C. Investment Report

Behind Tab 8 is the Report of Investment Activities for Quarter Ending March 2009. The rates for the quarter are down about .33%. For the 2nd quarter, we show \$21,805; the prior quarter was \$26,709. It looks as though we will annualize to the same amounts seen in 2003 or 2004. The majority of our funds are over 3%, treasury bills are .25%.

MOTION: Harvey Morton made a motion to approve the quarterly Investment Report as presented. Carlos Morales seconded the motion. The motion carried unanimously.

D. Guadalupe Parkway Vans

Ms. Lucas stated Guadalupe Parkway is an agency that works with us through our CYD program. They contract with us to deliver services for about 300 kids. In the 79415 zip code, they provide after school sports for about 300 sixth graders. They had a van burn and were not able to provide transportation to some of these kids. Because we purchased four new vans, reported last month, we had two retiring 15-passenger vans with over 150,000 miles valued under \$500 each, and we donated those vans to Guadalupe Parkway.

E. Johnson Controls Update

Ms. Lawson gave a status report on the Johnson Controls contract for energy savings. She presented a mounted pictorial graph of the entire project beginning now and ending on November 3. Every month, we will show the progress being made. Behind Tab 9 is a little more detail of this project. The entire cost of this project is just a little over \$600,000 with an expected payback of more than \$600,000 in less than 20 years. Every year, there is calculated savings based on energy bills and out-of-pocket expenses, and if they do not deliver on our energy savings, Johnson Controls will write us a check.

*Ms. Shields recessed the regular meeting at 5:10 p.m.
The Executive Session was convened by Ms. Shields at 5:27 p.m.*

X. Executive Session

- A. To deliberate on the purchase, exchange, lease, or value of real property pursuant to Section 551.072 of the Open Meetings Act.**
- B. Chief Executive Officer (CEO) Evaluation**

Executive Session concluded at 6:50 p.m. The regular session reconvened at 6:52 p.m.

Bobby Kazee stated the Board tabled the two items on the Executive Session agenda in order to obtain further information. The Board would like to call a Special Meeting of the Board of Trustees next week for the purpose of reconsidering both items on the Executive Session agenda tonight.

The next regularly scheduled meeting of the Board is July 28, 2009. Ms. Smart will notify everyone of the meeting date next week when she polls all Board members.

XI. Adjourn

With no further business to come before the meeting, Ms. Shields adjourned the meeting at 6:56 p.m.



Approved by



Date