

CENTRAL COUNTIES SERVICES
Board of Trustees
Minutes of Meeting
October 24, 2017

The **October 24** meeting of the Board of Trustees for Central Counties Services (CCS) was held at the Temple Main facility on **October 24, 2017** in Temple, Texas @ the **6:30PM** Regular Session.

The following members of the Board, CCS Staff and Guests were present:

Board of Trustees

Dr. Louella Tate
Mr. Steven Wick
Ms. Alison Esparza
Ms. Ann King
Ms. Nancy Holle
Ms. Sue Faulkner
Judge Joe Carroll
Judge James Lively
Mr. Ray Ashby

Teleconference:

None.

Absent:

Dr. Cheryl Paulhus, Director of Behavioral Health

Center Attorney:

Mr. Jack Tarver

Staff:

Dr. Ray Helmcamp, Executive Director
Darla Hogan, Director of Information Services
Johnnie Wardell, Chief of Operations
Kelli Sames, Director of Human Resources
Julie Fielder, Director of Early Childhood Intervention Services
Rocky Frame, Associate Behavioral Health Director
Andrea Erskine, Director of Intellectual and Developmental Disability Services
Monica Silcott, Executive Assistant II
Keith Maxwell, Director of Quality/Utilization
Kristen Jefferson, Chief Financial Office

Guests:

Rod Brown

A. CALL TO ORDER

A quorum being present, the meeting was called to order by Steve Wick, Chair of the Board of Trustees, at 6:30PM by the Regular Session.

B. REGULAR SESSION

1. Introduction of Guests

2. Review of Board Calendar

The Board calendar was reviewed and updated. The Personnel committee has been working on a revision of the by-laws.

3. Approval of October 24, 2017 Regular Session Board Minutes

a. Board Meeting Minutes

Alison Esparza moved for approval of the Board Meeting minutes as submitted. Dr. Louella Tate seconded. The motion carried.

Correction to minutes: Grant Name

Amended requested by Dr. Louella Tate, amendment seconded by Ann King.

4. Board Training-Service Array Report

Darla Hogan provided the Board with a detailed explanation of the data contained in the service array report and how the data is gathered and what it means.

Dr. Louella Tate asked for a legend of colors and a “disclaimer” indicating that this is a snap shot of information available at the time of the data being requested.

5. Contract adjustment for renovation of Crestview

Johnnie Wardell updated the Board on the renovation process of Crestview. She explained that we are in full abatement phase, the abatement should take approximately 30 days. Johnnie Wardell showed the Board the designs that entailed color schemes, flooring, etc. Next month we are hopeful to show a dimensional mockup of the facility.

Ann King makes a motion to move for approval. Ray Ashby seconded. The motion carried.

C. CITIZENS' COMMENTS

a. None.

D. BOARD COMMITTEE REPORTS

1. Medical Committee- Alison Esparza- No Report

2. Personnel Committee- Judge James Lively- No Report

3. Finance Committee- Ann King – No Report

4. Long Range Planning & Facility Committee- Steve Wick updated that we are actively pursuing space in Cameron and Copperas cove.

E. PERSONNEL MATTERS

1. ACTION ITEMS:

a. **Approval of Personnel reclassification of Health Specialist 3 to 4**

Kelli Sames reviewed the request for approval of the reclassification.

Nancy Holle makes a motion to move for approval of the Case Worker II, Dr. Louella Tate seconded. The motion carried.

- b. Kelli Sames reviewed the request for the position for the Opioid grant and fielded questions.

Ann King makes a motion to move for approval, Alison Esparza seconded. The motion carried.

2. NON-ACTION ITEMS:

- a. none

F. FISCAL MATTERS

1. ACTION ITEMS

a. **FY'18- Budget Adjustments**

Kristen Jefferson reviewed and fielded questions on the Budget Adjustments.

Judge Joe Carroll makes a motion to move for approval, Ray Ashby seconded. The motion carried.

NON-ACTION ITEMS

a. **Financial report**

Kristen Jefferson submitted the financial reports to the Board. She reported that Mr. Tommy Nelson (auditor) will be here next month to review the FY17 fiscal audit report.

G. SPECIAL REPORTS

1. **Mental Health (MH)-**

Deferring till next month.

2. **Intellectual and Developmental Disabilities (IDD) –**

Andrea Erskine reported on her programs performance and fielded questions from the Board.

3. **Early Childhood Interventions (ECI) –**

Julie Fielder reported on her program performance. She shared a letter that indicates the program met the requirements of Part C for FY16 and explained the contributing factors.

H. EXECUTIVE SESSION

Pursuant to Title V of the Government Code, Vernon's Texas codes Annotated, Subtitle A, Chapter 551, Subchapter D, The Chairperson calls an Executive Session of the Board of Trustees on the 22nd of August, 2017 at 7:23 p.m. to discuss Section 551,071, consultation with Attorney Concerning Personnel and Pending or Contemplated Litigation.

Summary: The Executive Director Summary of Benefits Package was decided on.

I. OLD BUSINESS

The question of Officers was raised and the Board decided to retain the officers that are currently in place and will serve for another year.

Judge James Lively makes a motion to move for approval, All Board Members seconded, motion passed.

J. EXECUTIVE DIRECTOR COMMENTS.

The 50-year Anniversary Celebration. Dr. Ray Helmcamp gave an update on the 50th Celebration. The event is November 9, 2017 and Geri Schwartzman, is our Event Planner. We will start sending out invitations around the 2nd week of October, 2017. We anticipate this to be a collective audience of vendors, state and local stakeholders, community providers, former employees, our Board members and local law enforcement. We are creating a video highlighting the history of the Center. We will be revealing our new logo at this event to the community. Ray Helmcamp, requested that we would have next Board of Trustee meeting December 5, 2017.

K. BOARD OF TRUSTEE/STAFF COMMENTS/MEETING EFFECTIVENESS FEEDBACK

Alison Esparza stated that the invitations were great.

Judge Joe Carrol said the staff did a great job.

Judge James Lively stated he appreciated the staff and that is very humbling.

Steve Wick agreed with all comments, and added that working with Dr. Ray Helmcamp has been a delightful experience.

Ray Ashby shared the same things and congratulated Dr. Ray Helmcamp and the staff. He also gave kudos to the MH staff for Dr. Paulhus, Rocky and their staff. He stated he had the opportunity to witness them in action.

Nancy Holle told a story of a consumer answering her phone where she was able to join us via telephone for last month's Board meeting and it gave an opportunity for her to engage with a consumer and created a heartfelt moment for her.

Sue Faulkner- stated she is always grateful for what we do and all the staff.

Ann King stated that she agreed with all that had been said.

Jack Tarver agreed and said that he loved the reports and the overall professionalism. Congratulations overall.

L. ADJOURNMENT

There being no further official business, Steve Wick adjourned the meeting at 8:05p.m.

S U B M I T T E D B Y:

Ms. Sue Faulkner
Secretary

Board of Trustees
CCCMHMRS
Recorded by:
Monica Silcott
Executive Assistant

NOTE: The reference material disseminated during the meeting will be archived with the official Minutes.