

**CENTRAL COUNTIES SERVICES**  
**Board of Trustees**  
Minutes of Meeting  
**September 26, 2017**

The **September** meeting of the Board of Trustees for Central Counties Services (CCS) was held at the Temple Main facility on **September 26, 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 (conference call)

Teleconference:

None.

Absent:

Ms. Sue Faulkner  
Judge Joe Carroll  
Judge James Lively  
Mr. Ray Ashby

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  
Dr. Cheryl Paulhus, Director of Behavioral Health  
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:

Ian Goodman, Gallagher Benefits Consulting Company  
Sgt. Eric Fox, Coryell Sheriff's Office

**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.

**3. Approval of August 22, 2017 Regular Session Board Minutes**

- a. Board Meeting Minutes

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

**4. Introduction of New Center Employee with Benefits Consultant,**

Kelli Sames introduced the firm Arthur J. Gallagher & Co.

Ian Goodman is the local representative for that firm that will be working with CCS to administer health insurance benefits. He expressed the professionalism, awareness and expertise they are bringing to the table and noted on the multiple MHMR Centers that they currently serve ensuring that they understand the needs of working with Community Mental Health Centers.

**5. 1115 Waiver Update**

Dr. Ray Helmcamp updated the Board on the 1115 Waiver current projects and the status of demonstration years 7 & 8.

**6. Cedar Crest Building**

Johnnie Wardell advised the Board that she continues to meet with the design team to discuss the floor plan and building usage. We are hoping to have our design and mockup that will show color schemes and other details by next board meeting. Andrea Erskine and her team are working diligently on efficiencies of the building and appropriate staging of staff. Darla Hogan is working with the team for all technical needs.

We are required to notify HHSC of the purchase, renovations of the building and an acknowledgement from each Board member is required as part of the notification. Mr. Jack Tarver prepared the statement and it was signed by all present Board members.

**C. CITIZENS' COMMENTS**

- a. None.

**D. BOARD COMMITTEE REPORTS**

1. Medical Committee- Alison Esparza- No Report
2. Personnel Committee- Judge James Lively- Absent

3. Finance Committee- Ann King – No Report
4. Long Range Planning & Facility Committee- Updated by Johnnie Wardell’s report.

**E. PERSONNEL MATTERS**

1. ACTION ITEMS:

a. **Approval of New Positions**

With the update of the 1115 Waiver, these positions were approved as part of that report.

2. NON-ACTION ITEMS:

a. **Employee Retirement Plan Vesting Update**

Kelli Sames presented new Vesting policy and proposed that January 1, 2018 be the date to move the Center to a 5 year vesting schedule. Standard, our retirement plan broker assisted with the development of this new schedule and we believe it will enhance our employee benefit package.

**F. FISCAL MATTERS**

1. ACTION ITEMS

a. **FY’17-none**

b. **FY’18- Budget Adjustment, TCCOOMI**

Kristen Jefferson presented the FY18 budget amendments.

**Ann King moved for approval as submitted, Alison Esparza seconded. The motion carried.**

c. **Approval of Financial Certification**

Kristen Jefferson presented remaining FY’17, and asked the Board for approval of the quarterly financial statements.

**Alison Esparza moved for approval as submitted, Ann King seconded. The motion Carried.**

d. **Approval of 4<sup>th</sup> Quarter Investment Report**

Kristen Jefferson submitted the Quarter Investment Report.

**Louella Tate moved for approval as submitted, Nancy Holle seconded. The motion carried.**

NON-ACTION ITEMS

a. **Financial report**

Kristen Jefferson submitted the financial reports to the Board.

**G. SPECIAL REPORTS**

1. **Consumer Abuse, Neglect and Exploitation Executive Summary Report**

Keith Maxwell submitted the report and answered question from the Board.

**2. FY 2017 PNAC Annual Summary**

Keith Maxwell submitted the report and responded to the questions from the Board adding that we continue to recruit members to serve on the committees of Central Counties Services.

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

Dr. Cheryl Paulhus updated the Board in that she has been working with the County law enforcement officials to create a solid relationship. She gave a special thanks to Rajesh Harripersad for his leadership in the Hurricane Harvey effort in the community. Steve Wick asked that we give a special thanks from the Board to him as well.

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

Andrea Erskine reported on her programs performance. She also relayed they have hired a full time LPA to complete Determinations of Intellectual Disabilities allowing us to do this in house as opposed to referring out to Dr. Connell. She explained that they are still in the process of hiring the appropriate staff to support the needs of the department.

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

Julie Fielder reported on her program performance. She explained that they have exceeded the delivered hours for the first time enrollment. She also explained that the staff and enrollment teams are working diligently toward increasing the programs.

**I. OLD BUSINESS**

Steve Wick suggested that we might take a look at a different time and date for the Board to meet, and asked the committee to be thinking if that might be conducive to the Board.

**J. EXECUTIVE DIRECTOR COMMENTS.**

Dr. Ray Helmcamp stated that we have acquired the Opioid and Housing grant that we are currently working on. As a Center there are other initiatives that we must focus on which include the Senate bill 292, House Bill 13, Sandra Bland Act, Funds for Veterans grant, Stepping Up Initiatives, Needs and Capacity efforts, IDD Crisis Funds, MH Crisis funds are items that we are working on.

**The 50-year Anniversary Celebration.** The event is November 9, 2017 and Geri Schwartzman, is our Event Planner. We will start sending out invitations around the 2<sup>nd</sup> week of October, 2017. We anticipate this to be a collective audience of vendors, state and local stakeholders, community providers, former employees, Board members and local law enforcement. We are creating a video highlight the perspective of history of the Center. We will also be revealing our new logo at this event to the community.

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

The Board gave feedback on the meeting and provided recognition to Jack Tarver for his dedication and length of service.

Steve Wick met with the Mayor of Temple and community leaders to discuss the local homeless issue. The shooting on Thursday, October 19, 2017 highlighted that there has been an increase of homeless population. The men's center is not in use yet due to a budget deficit. He reminded the Board that the Center is having a staff appreciation day and encouraged the Board to attend in support.

Alison Esparza stated that she is proud to be a part of the Center.

Dr. Louella Tate said she appreciates the staff and sees the growth and technology. She thanked everyone and stated she was very excited about the grants and your effort for the engagement and outreach in the community.

**Alison Esparza moved to adjourn and Ann King seconded. The motion carried.**

**J. 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:

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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.