

CENTRAL COUNTIES SERVICES

Board of Trustees

Minutes of Meeting

April 24, 2018

The **April 24, 2018** meeting of the Board of Trustees for Central Counties Services (CCS) was held at the Temple Main facility on **April 24, 2018** in Temple, Texas @ the **6:30PM** Regular Session time.

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

Board of Trustees

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

Teleconference:

None.

Absent:

Judge Joe Carroll
Dr. Cheryl Paulhus, Director of Behavioral Health
Rocky Frame, Associate Behavioral Health Director

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
Andrea Erskine, Director of Intellectual and Developmental Disability Services
Keith Maxwell, Director of Quality/Utilization
Kristen Jefferson, Chief Financial Officer
Julie Fielder, Director of Early Childhood Intervention Services
Monica Silcott, Executive Assistant II
James Arnold, Associate Behavioral Health Director

Guests:

Dan Mojica-MRB Group
Rene Rodriguez-R&M Rodriguez Construction

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.

REGULAR SESSION

1. Introduction of Guests

2. Review of Board Calendar

The Board calendar was reviewed and updated.

3. Approval of March 27, 2018 Regular Session Board Minutes

a. reflect in the minutes the different roles of Cenikor and the West Texas Counseling Rehab organizations.

Alison Esparza moved for approval of the Board Meeting minutes as submitted. Nancy Holle seconded. The motion carried.

4. Approval of the Civil Contract for 1103 Mary Jane, Belton, Texas.

Rene Rodriguez with RMR Construction presented the scope of work for the Civil Package contract for 1103 Mary Jane Street in Belton, Texas. This work will address the emergency vehicle access and parking requirements required by the city of Belton.

Ann King moved for approval of the Civil Contract for 1103 Mary Jane, Belton, Texas as submitted. Alison Esparza seconded. The motion carried.

5. Approval of FY 2018 Local Planning Network Development Plan

Keith Maxwell presented for the FY 2018 Local Planning Network Development Plan to the Board and requested approval for submission. The plan was posted on the center's website for the required timeframe with a no comments received.

Louella Tate moved for approval of the FY 2018 Local Planning Network Development Plan as submitted. Alison Esparza seconded. The motion carried.

6. Pre-Admission Screen and Resident Review - PASRR

Andrea Erskine presented a presentation to the Board that explained the PASSR program and services, highlighting the programs growth, barrier and successes.

Ray Helmcamp presented an overview of Crisis Services in Central Texas and the gaps recognized by several community groups. What is needed is a Crisis Residential Facility with a Triage Unit. With this structure, MH Deputies could transport the person in crisis

to this facility and licensed staff can carry out a timely assessment. Central Texas does not have this type of Triage Unit at present. A question and answer session ensued including the question from Steve Wick of what happens when the 1115 Waiver grant ends in about 3 and ½ years. Ray Helmcamp stated the goal is to collaborate with Bell County and Coryell County in terms of funding so that when waiver funding is decreased, county funding is increased. Counties have to realize the savings gained via jail diversion activities. Ray Helmcamp stated that the savings from jail diversions total approximately \$300,000 to \$400,000 since the start of the program.

James Lively mentioned that you have to figure in the jail population with mental illness and how this impacts the system. Ray Helmcamp mentioned that Lubbock County has an arrangement with StarCare of Lubbock (LMHA) to pay them \$477,000 per year for MH Services; Center for Health Care in San Antonio receives about \$1.5 million.

Sue Faulkner stated that the Center used to have a crisis residential unit at the Temple Main building. Ray Helmcamp replied that it was dissolved due to funding considerations.

B. CITIZENS' COMMENTS

- a. None.

C. 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- Defer report to Johnnie Wardell. Ray Helmcamp shared the concern of the Lampasas building with the Board. The physical condition of the building continues to deteriorate and a new location for the clinic need to be a top priority the Center. Dr. Louella Tate asked about the mold and Johnnie Wardell stated that they would be having an air control inspection on 16 May 2018 to find out the status of the mold and air. Johnnie Wardell stated we would move forward and taken action immediately. Jack Tarver reminded the Board that this has been going on for two (2) years and we need to do something. There are nine (9) staff are assigned to this location.

E. PERSONNEL MATTERS

1. **ACTION ITEMS:**

a. **Personnel Item**

Kelli Sames requested approval for a reclassification of a registered therapist position in ECI that exceeded the 15% allowed under the purview of the Executive Director.

Ann King moved for approval of the reclassification as submitted. Nany Holle seconded. The motion carried.

b. **Approval of revised policy and procedure manual.**

Kelli Sames reviewed the updated Personal PPM highlighting some of the changes related to compliance with current law and current practices. A new Diversity policy was added so the Board as required by Board bylaws sought approval for this policy.

Sue Faulkner moved to approve the revision of the Personnel Policies and Procedures Manual, seconded by Ray Ashby. The motion carried.

2. NON-ACTION ITEMS:
 - a. none

F. FISCAL MATTERS

1. ACTION ITEMS

a. Review and Approval of FY18 Budget Revisions

Kristen Jefferson reviewed and fielded questions on FY 18 Budget Revisions which included the purchase of the building in Cameron, Texas.

Ray Ashby made a motion to move for approval of the FY18 Budget Revisions, Ann King seconded. The motion carried.

NON-ACTION ITEMS

a. Financial statement

Kristen Jefferson reviewed the financial statement and fielded questions from the Board of Trustees.

G. SPECIAL REPORTS

1. **Mental Health (MH)** – James Arnold discussed the Mental Health report submitted to the Board in the absence of Dr. Cheryl Paulhus and Rocky Frame. He addressed questions and comments from the Board.

DSRIP Updates

James Arnold presented the DSRIP Updates and fielded questions from the Board.

2. **Intellectual and Developmental Disabilities (IDD)** – Andrea Erskine fielded questions that the Board had on the IDD report. Andrea Erskine reviewed the goals of the IDD division.
3. **Early Childhood Interventions (ECI)** –Julie Fielder fielded questions from the Board in reference to the ECI report.

H. OLD BUSINESS

L. EXECUTIVE DIRECTOR COMMENTS.

Ray Helmcamp discussed the Annual Council and reminded the Board of registration deadlines.

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

Alison Esparza- reinforce what Louella has to say.

Steve Wick – Ditto on all comments, and amazed on some of the things such as building expansions and our future looks exciting.

Ray Ashby – Ditto, I appreciate the hard work and look forward to the conference. I will look for some Lampasas properties in the interim.

Ann King – Relieved that Cameron will have a newer facility.

Jack Tarver – Impressed with the building and the contractors work and schedule.

Louella Tate- Staff always does an amazing job, however; I am very concerned about Lampasas.

James Lively- Good job!

Nancy Holle- Thank you for all you do.

Sue Faulkner – Thank you!

N. **ADJOURNMENT**

There being no further official business, Steve Wick adjourned the meeting at 8:16 PM.

SUBMITTED BY:

Ms. Sue Faulkner
Secretary

Board of Trustees
CCCMHMR
Recorded by:
Monica Silcott
Executive Assistant

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