

## CENTRAL COUNTIES SERVICES

### Board of Trustees

#### Minutes of Meeting

**February 27, 2018**

The **February** meeting of the Board of Trustees for Central Counties Services (CCS) was held at the Temple Main facility on **February 27, 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  
Ms. Nancy Holle  
Judge James Lively  
Judge Joe Carroll  
Mr. Ray Ashby  
Ms. Ann King

#### Teleconference:

None.

#### Absent:

Ms. Sue Faulkner  
Dr. Louella Tate  
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  
Andrea Erskine, Director of Intellectual and Developmental Disability Services  
Monica Silcott, Executive Assistant II  
Keith Maxwell, Director of Quality/Utilization  
Kristen Jefferson, Chief Financial Officer  
Rocky Frame, Associate Behavioral Health Director  
Julie Fielder, Director of Early Childhood Intervention Services

#### Guests:

Ian Goodman  
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.

**REGULAR SESSION**

**1. Introduction of Guests**

**2. Review of Board Calendar**

The Board calendar was reviewed and updated.

**3. Approval of January 23, 2018 Regular Session Board Minutes**

a. Board Meeting Minutes

*Page 7 Section C- Steve Wick advocated reported to the staff*

*Alison Esparza moved for approval of the Board Meeting minutes as submitted. Ann King seconded. The motion carried.*

**4. Benefits Overview with Ian Goodman-Arthur J. Gallagher & Co.**

Ian Goodman gave an overview of the benefit updates for Central Counties Services since August 2017. He thanked Johnnie Wardell, Kristen Jefferson and Kelli Sames for their assistance in outlining the Center's concerns and needs. He covered the scope of services, Goals of Q4 2017, renewal, timeline, accomplishments, financial overview, next steps and strategy.

Mr. Goodman responded to questions from the Board of Trustee members. Ian Goodman discussed next step strategies to include some health management strategies, medical and RX contracting opportunities.

Steve Wick stated that our employees are the most valuable asset to the Center and that the staff needs to be aware of the robust package the Center provides to its' employees.

**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.

Johnnie Wardell updated the Board on the progress of the Crestview IDD building. The update included that 99% of the demolition is complete. All mechanical systems,

electrical, AC, contractors, and plumbing teams are addressing new systems. Electrical work is scheduled for completion in the month of March. Data and low voltage installation will all be complete for IT. The electrical and ductwork is to be complete as well. Inspection is to be done by the City of Belton. Site work will begin for parking, fire lanes, codes, etc. in April.

**E. PERSONNEL MATTERS**

1. ACTION ITEMS:

a. **Reclassifications**

Kelli Sames discussed the request to reclassify two consumer benefits' positions to the Board for the 1115 waiver program. These positions underwent evaluation of the requirements needed to perform these duties. James Arnold, Rocky Frame, Dr. Cheryl Paulhus and Kelli Sames evaluated this position. The evaluation determined that the positions have been under-classed due to the skills. Kelli Sames fielded any questions the Board had.

*Joe Carroll moved to approve the reclassification, seconded Ray Ashby. The motion carried.*

b. **Positions**

Rocky Frame discussed the request for new a new position, AHSV, and the tasks that will be require to successfully implement the new jail diversion intervention. Rocky Frame fielded2 questions in regards to the request to approve.

Ray Helmcamp expressed the details of the funding received from SB292 grant,; he explained the successes of the grant are due to Rocky Frame efforts and initiatives. Joe Carroll asked someone could explain the Sandra Bland Act. Ray Helmcamp explained the events that created the Sandra Bland Act and the importance to provide a resolution moving forward. Alison Esparza asked about the \$214K in regards to the position. Rocky Frame explained the funding reference to personnel. Steve wick added that this is part of our sustainability program. Steve Wick also asked if the Deputy programs assisted in our meeting these deliverables. Ray Helmcamp stated it had approximately saved 407K dollars over the last 4 years. Steve Wick also asked if the press has noticed the outcomes of this. Ray Ashby stated that it is a well-known initiative that has been highlighted as a success story.

*Ann King moved to approve the request for new position of SB292 LPHA Health Specialist V, seconded by Alison Esparza. The motion carried.*

2. NON-ACTION ITEMS:

a. none

**F. FISCAL MATTERS**

1. ACTION ITEMS

a. **Review and Approve Fiscal Year 18 Budget Revision**

Kristen Jefferson reviewed and fielded questions on the FY18 Budget Revision to the Board. Revision for the IDD Crestview building and the 75K is requested by the IS Director for technical operational requirements.

*Alison Esparza made a motion to move for approval of the Fiscal Year 18 Budget adjustment, Joe Carroll seconded. The motion carried.*

#### NON-ACTION ITEMS

##### **a. Financial statement**

Kristen Jefferson reviewed the financial statement and fielded questions from the Board of Trustees. She explained the surplus of over 2 million. The capital improvement line makes IDD look like they have a huge deficit. However; this is due to a major purchase and we have informed DADS of this purchase. Kristen Jefferson also provided an analysis and the breakdown of FY18 as well as a review of where we are today and highlighted the audit balance.

#### **G. SPECIAL REPORTS**

##### **1. PNAC Summary Report - Keith Maxwell**

Keith Maxell advised the board that we would continue to keep the PNAC committee as a combined committee and we will start to recruit from our client base.

##### **2. Mental Health (MH) - Dr. Cheryl Paulhus –given by Rocky Frame, he fielded questions that the Board had on the report.**

##### **3. Intellectual and Developmental Disabilities (IDD) – Andrea Erskine fielded questions that the Board had on her report.**

##### **4. Early Childhood Interventions (ECI) –Julie Fielder fielded questions that the Board had on her report. She shared that ECI is now using a mileage tracker to increase efficiencies.**

#### **I. EXECUTIVE SESSION**

The Board members went into Executive Session at 7:25PM

#### **J. RECONVENE INTO OPEN SESSION**

Board reconvened at 7:43PM

#### **K. OLD BUSINESS**

none

#### **L. EXECUTIVE DIRECTOR COMMENTS.**

Ray Helmcamp summarized funds & efforts related to SB292 and local inpatient beds. Trauma Informed Care will be presented at the March Board meeting by Dr. Cheryl Paulhus. Ray Helmcamp presented special reports options to the Board and how that is to look moving forward. The Board decided that the information be included in the packets.

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

Alison Esparza- Ditto

Joe Carroll- Good news

Steve Wick Great meeting

James Lively Great meeting

Ray Ashby Good meeting

Ann King Good meeting

Nancy Holle Great job

Jack Tarver – Great meeting.

N. **ADJOURNMENT**

There being no further official business, Steve Wick adjourned the meeting at 8:02 PM.

S U B M I T T E D   B Y :

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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.