

CENTRAL COUNTIES SERVICES

Board of Trustees

Minutes of Meeting

May 22, 2018

The **May 22, 2018** meeting of the Board of Trustees for Central Counties Services (CCS) was held at the Temple Main facility on **May 22, 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. Sue Faulkner
Judge James Lively

Teleconference:

None.

Absent:

Judge Joe Carroll
Kristen Jefferson, Chief Financial Officer
Ms. Ann King
Ms. Nancy Holle

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
Dr. Cheryl Paulhus, Director of Behavioral Health
Rocky Frame, Associate Behavioral Health Director
Julie Fielder, Director of Early Childhood Intervention Services
James Arnold, Associate Behavioral Health Director
Monica Silcott, Executive Assistant II

Guests:

Rod Brown
Lisa Stewart
Amanda Tindell
Felicia Burden
Tommi Alleman

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.

Reappointments were addressed and confirmed with Joe Carroll, Dr. Louella Tate, Ray Ashby and James Lively. All identified board members have agreed to serve another 2 years as the Board of Trustees. Their names have been submitted to the courts for appointment, which should be on their upcoming agendas.

In June we will not have a meeting, due to the annual training in Dallas, Texas.

3. Approval of April 24, 2018 Regular Session Board Minutes

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

4. IDD-Home and Community Based Services Update

Andrea Erskine gave a presentation on Home and Community Based Services and fielded questions provided by the board.

Ray Helmcamp reminded the Board that back in July 2018, we had a topic of the HCS projected rates and legacy costs. Today we revisited this topic to show where we are today, and the many challenges we are facing to date.

Steve Wick asked if we had a waiting list? Andrea Erskine stated that will provide a list of providers unless a specific situation needs to be addressed after involving the state for needed services, which is handled on a case by case strategy. Andrea Erskine fielded other questions the staff and Board inquired on. Steve Wick also asked what is driving the lack of funding. Andrea Erskine stated that this is a legislative statewide issue and not only isolated to our Center. Alison Esparza asked if homecare was coming under managed care.

Jack Tarver stated with all cost saving efforts, he is concerned that we are still projecting ½ million dollars in deficit. Ray Helmcamp shared an article on addressed the rates of HCS challenges. Same challenge that we have had years prior is the same as they are now. Andrea Erskine stated we could take it out of reserves to support the program, if we had to. Ray Helmcamp reiterated that the reality is that it could be a problem moving forward. Jack Tarver said that if the legislature does not help, we will have to take on the cost, or the other option is to remove the program at all together. Andrea Erskine stated that if we drop the project it affects many other programs that the clients utilize at our sites. Steve Wick suggested we might use last year as a basis and show the legislature how much money we are subsidizing so that they understand the cost and we can keep the services going.

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 to staff

E. PERSONNEL MATTERS

1. ACTION ITEMS:

a. **Personnel Item**

Kelli Sames requested approval for a reclassification of a Program Specialist 6 to Program Supervisor 6.

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

2. NON-ACTION ITEMS:

- a. none

F. FISCAL MATTERS

1. ACTION ITEMS

a. **Review and Approval of FY18 Budget Revisions**

Lisa Stewart reported the FY18 Budget Revisions in Kristen Jefferson's absence. She reviewed and fielded questions. Lisa Stewart requested approval on the FY18 Budget Revisions.

Amanda Tidwell field questions about the revisions. Lisa Stewart stated Amanda Tindell is responsible for the grant that is associated with the Salvation Army and housing community funds. Amanda Tidwell explained that we missed a period of time that we would not use the in-kind match, so we will use \$62,690 to come out of reserve for that cost. The issues was that the in-kind portion of the the grant did not come in time and we were not able to use.

Also, a building capital was discussed at the last meeting which was the civil contract for the parking lot renovations and needs to be approve, therefore this request is to decrease reserves and fund these two items.

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

NON-ACTION ITEMS

a. Financial statement

Lisa Stewart reviewed the financial statement and fielded questions from the Board of Trustees.

G. SPECIAL REPORTS

- 1. Social Media (CA)**-Monica Silcott gave a presentation on social media and what we are doing here at the Center and how we are using our platforms to create awareness, culture and education on our services. She explained our focus and strategies and shared some of the projects she has worked on. Dr. Louella Tate asked if there was a way for the public to communicate with us. Monica Silcott responded with yes, they could also rate us as well as messaging directly to us and it will allow us to respond.
- 2. Mental Health (MH)** –Dr. Cheryl Paulhus fielded questions and comments from the Board. She also made the board aware of a new hire. Psychiatric Dr. Nini Swe who will be starting full time.
- 3. 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. She stated that we had unofficially received word that our local authority audit will occur last week of July 2018.
- 4. Early Childhood Interventions (ECI)** –Julie Fielder fielded questions from the Board in reference to the ECI report. Julies shared the ECI had a survey on family responses and we received great ratings on our deliverables.

H. OLD BUSINESS

L. EXECUTIVE DIRECTOR COMMENTS.

Johnnie updated the Board on the Killeen office potential plans for renovations as well as the Cameron building. By the end of June, 2018, so we can address capital planning for next year. IDD's building is ahead of schedule and below budget. We should start the civil package next week. Andre Erskine is doing furniture assessment and we address and update in July 2018. The decision was made to purchase traditional furniture.

The Air quality test that was performed at our Lampasas facility came back with a report of no issues. There was no mold found and the property owner is beginning to address the roof concerns. The evaluation suggested a few actions for us to perform; they included decluttering the office of paper, scheduling a good cleaning, possible new upholstery of chairs and the removal of live plants. We also will address removing the carpet and applying a fresh coat of paint to create a more conducive staff environment.

When IDD moves out of the 2nd floor, we will discuss the use of said space.

Camp Sunshine is going on this week. We had 250 consumers that signed up. Ray Helmcamp urged staff and Board to attend.

We had many news articles written this month that were addressing some our local presentations that Ray Helmcamp made.

Steve Wick asked if the Killeen staff had been given the opportunity to talk with the staff in reference to their renovation project. Johnnie stated that they are evaluating the team and conversations are being had as part of the renovation process.

Ray Helmcamp discussed the Annual Council and gave an update. In attendance will be Ray Ashby, Dr. Louella Tate, Alison Esparza, Nancy Holle and Ann King.

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

Alison Esparza- Great presentation and well done. Alison state 550k negative but we have 880k in the good for moving forward.

Louella Tate – Commended on the articles, Commended Monica Silcott on her interactive efforts and timely responsive to the public.

Steve Wick – Ditto, he commented and I see the value. Keep emphasis on using media, he also stated we need to advocate for the counties that we support and get the message out.

Ray Ashby – I am big on Facebook, a fan; he said he is excited about the use of social media and had even seen the strength in Facebook during his own campaign.

Ann King – absent

James Lively- Good job

Nancy Holle- absent

Sue Faulkner – Ditto, ditto and thank you.

Jack Tarver – Good report, bad news for our reserve. I am concerned about it and CCS needs to be.

N. **ADJOURNMENT**

There being no further official business, Steve Wick adjourned the meeting at 8:00 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.