

**CENTRAL COUNTIES SERVICES**  
**Board of Trustees**  
Minutes of Meeting  
**July 23, 2019**

The **July 23, 2019** meeting of the Board of Trustees for Central Counties Services (CCS) was held at the Temple Main facility on **July 23, 2019** in Temple, Texas @ the **6:00PM** Regular Session time.

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

Board of Trustees

Mr. Steven Wick

Mr. Ray Ashby -absent

Ms. Nancy Holle

Dr. Louella Tate

Judge James Lively -absent

Ms. Ann King

Ms. Sue Faulkner

Teleconference:

None

Absent:

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

Kristen Jefferson, Director of Finance

Keith Maxwell, Director of Quality/Utilization

Julie Fielder, Director of Early Childhood Intervention Services

James Arnold, Associate Behavioral Health Director -absent

Rocky Frame, Director of CCBHC

Cindy Hutson, Director of Budgets

Monica Silcott, Program Specialist IV

Guests:

None

**A. PUBLIC HEARING**

Opened public hearing to citizens-no citizens present

Keith Maxwell presented the Block Grant Fund to the public and Board to seek comments - No citizens were present, no comments

Closed public hearing.

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**A. CALL TO ORDER**

A quorum being present, the meeting was called to order by Steve Wick, Chair of the Board of Trustees, at 6:00 PM by the Regular Session.

**REGULAR SESSION**

**1. Introduction of Guests**

**2. Review of Board Calendar**

The Board calendar was reviewed.

**3. Approval of May 28, 2019 Regular Session Board Minutes**

*Dr. Louella Tate\_\_ moved for approval of the May 28, 2019 Board Meeting minutes as submitted. Ann King\_\_ seconded. The motion carried.*

**4. HCS Sustainability Presentation**

Andrea Erskine presented the HCS Sustainability plan to the Board of Directors. She shared the action plans to include the closure of one side of the group home. The HCS program administrator has submitted her resignation, as a result Andrea will conduct a search for a viable candidate with experience. Andrea discussed administrator HCS rates (depending on service) could increase 1% to 25%. Ray Helmcamp stated that Texas Council is behind this effort and feels the rate increase will go into effect September 1, 2019. Andrea applauded the staff and the work they had done with them to reducing costs. Andrea Erskine fielded questions from the Board.

**5. Senate Bill 632 and Board Membership**

Ray Helmcamp shared the information about SB632 which requires an LMHA to appoint and ex-officio member to their Board of Trustees from the Sheriff's Department. The appointee is an ex-officio non-voting member. He will be working with the counties to get these members selected and appointed by 9-1-19.

Board Membership- Coryell County minutes approved Felicia Inman from Gatesville to represent Coryell County. Felicia Inman is a licensed social worker and a native of Coryell County.

Ann King will end her tenure August 31, 2019 as a member of Central Counties Services' Board of Trustees. We met with Judge Young and have a name to reach out to as a potential Board member for Milam County. We will honor Ms. Esparza and Judge Joe Carrol for their years of service as they have already retired from the Board. We will continue to work with Judge Young and Judge Blackburn to fill the remaining board vacancies.

Last Thursday Johnnie Wardell and I met with Jack Tarver and Steve Wick on some big picture items and wanted to give them the thoughts and ideas to consider as the Center evolves with intention to a cutting edge Behavioral Health Community Center.

**6. Infrastructure Strategy Planning**

Johnnie Wardell gave a presentation on the plans and initiatives related the infrastructure growth and development of the Center. We are grateful to the Board for their role in moving the Center in this direction. We also want to thank the Board members for the financial foundation we stand on, so that we can confidently move forward and advance in the next few years to come. Johnnie Wardell then went into further detail and fielded questions from the Board members.

Dr. Louella Tate asked "Where do these plans align with the center's strategic plan?" Johnnie Wardell stated we have to redesign our strategic plan around the CCBHC requirements.

**B. CITIZENS' COMMENTS**

- a. None.

**C. BOARD COMMITTEE REPORTS**

1. Medical Committee- vacant
2. Personnel Committee- Judge Lively-absent
3. Finance Committee- Ann King –No Report
4. Long Range Planning & Facility Committee- Steve Wick- Johnnie Wardell addressed this report. IDD Building dedication is schedule for Sept 17, 2019 accompanied by a ribbon cutting ceremony by Belton Chamber and to be covered by Temple and Belton papers.

**E. PERSONNEL MATTERS**

1. ACTION ITEMS:
  - a. none
2. NON-ACTION ITEMS:
  - a. none

**F. FISCAL MATTERS**

1. ACTION ITEMS
  - a. **Engagement Letter- Auditor**  
Kristen Jefferson presented the Engagement Letter to the Board and answered questions.

*Dr. Louella Tate moved for approval of the **Engagement Letter** as submitted, Nancy Holle seconded. The motion carried.*

**b. Approval of Financial Certification- Form G**

Kristen Jefferson presented the Financial Certification – Form G to the Board and answered questions.

*Ann King moved for approval of the **Financial Certification- Form G**, as submitted, Sue Faulkner seconded. The motion carried.*

**c. Approval of Investment Report**

Kristen Jefferson presented the Investment Report the Board and answered questions.

*Sue Faulkner moved for approval of the **Investment Report** as submitted, Nancy Holle seconded. The motion carried.*

**d. Budget Revisions FY2019**

Kristen Jefferson presented the Budget Revisions FY2019 the Board and answered questions.

*Ann King moved for approval of the **Budget Revisions FY2019** as submitted, Sue Faulkner seconded. The motion carried.*

NON-ACTION ITEMS

**a. Financial statement**

Kristen Jefferson presented the Center's financial statement and fielded questions from the Board.

**G. SPECIAL REPORTS**

None

**H. OLD BUSINESS**

**I. EXECUTIVE DIRECTOR COMMENTS.**

Ray Helmcamp discussed the passing of Jim Hornsby and impact of the loss to the community. Ray Helmcamp attended the ceremony and shared with the Board how the community showcased the love they had for him. The staff at Feed My Sheep planned a wonderful memorial service and have plans to keep Feed My Sheep going and moving forward.

Steve Wick stated the Annual Conference this year was a wonderful meeting. Nice location with a lot of walking and expressed how much he enjoyed it.

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

Steve Wick –I appreciated Ms. Wardell’s presentation at Jack’s office about some of the things the staff is working on the CCBHC efforts to better serve those that we are about. We talked about the need of balancing and keeping a healthy financial status and yet being good stewards of that revenue and the needs we are about to embark on. We are having to provide the access to services and health and provide a safe environment for our consumers and staff. As an advocate of Children’s services, it would be a good move to move that department to the Center and provide resources and services to the children who are future.

Ann King – Andrea please tell Tommi Aleman for all she has done a wonderful job for our consumers. She has done so many things to make their lives better. I am excited to see what you all do for the next few years. It’s been a joy!

Jack Tarver- How are we replacing Ann? When you hear Johnnie’s presentation and see the exclamation of growth, what was not mentioned is that it will happen in phases so that is not so scary. It has been a great meeting.

Dr. Louella Tate – I appreciate all the considerations that goes towards our consumers to have better services and support. I am interested to understand the ending stream of DSRIP. I think we need to go back and update our strategic plan so that we are moving as a community and have continued support with our partners. This is newsletter worthy for community support and opportunities for our consumers.

Nancy Holle - I’m amazed at all you do with what you have and I would like to remind you of our dear friend Ms. B who will be 96 this year.

Sue Faulkner – I agree 100% with Dr. Tate. We need to keep our eye on our strategic plan and not be too liberal with the way we spend the monies. I think rough times are ahead and we need to plan for that. I thank the staff for all you do and you do a wonderful job.

Ray Ashby – absent.

James Lively – absent

N. **ADJOURNMENT**

There being no further official business, Steve Wick adjourned the meeting at 7:03 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.