

CENTRAL COUNTIES SERVICES
Board of Trustees
Minutes of Meeting
December 10, 2019

The **December 10, 2019** meeting of the Board of Trustees for Central Counties Services (CCS) was held at the Temple Main facility on **December 10, 2019** in Temple, Texas @ the **6:00 PM** Regular Session time.

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

Board of Trustees

Mr. Steven Wick	Judge James Lively
Mr. Ray Ashby	Felicia Inman
Ms. Sue Faulkner	Dr. Andrejs Avots-Avontis
Dr. Louella Tate	Lampasas Ex Officio- Sherriff Jesus Ramos- absent
Ms. Virgie Hardeman	Bell County Ex Officio- Sherriff Bob Reinhart- absent
Ms. Rita Kelley	

Teleconference:

None

Center Attorney:

Mr. Jack Tarver

Staff:

Dr. Ray Helmcamp, Executive Director
Darla Hogan, Director of Information Services
Johnnie Wardell, Chief of Operations
Charla Chaney, Director of Human Resources
Andrea Erskine, Director of Intellectual and Developmental Disability Services-**absent**
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
Rocky Frame, Director of Behavioral Health
Cindy Hutson, Director of Budget
Dennis Edwards, Medical Services Director
Monica Silcott, Program Specialist IV

Guests:

Corporal Sean Edwards – Coryell County

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

Steve Wick notified the Board that we have a new Director of Human Resource, Dr. Charley Chaney will head our Human Resource Department.

2. Review of Board Calendar

The Board calendar was reviewed.

3. Approval of October 22, 2019 Regular Session Board Minutes

Dr. Andrejs Avots moved for approval of the October 22, 2019 Board Meeting minutes as submitted. Ray Ashby seconded. The motion carried.

4. Approval of Contracts > \$50K

Johnnie Wardell went over the Enterprise contract with the Board and noted that it is still under negotiation. She suggested that we add that contract to the current approval list as Jack Tarver is currently overlooking this contract. Steve Wick asked about our current expenses with autos without the contract and if we would break even or save money if we proceeded. Johnnie Wardell explained the benefits in cost and included the reduction of a full time staff member to support this effort. The cost savings will increase throughout the transition period.

Dr. Andrejs Avots asked about The BEITZ contract requirements, and what all it entailed. Johnnie Wardell responded that it is about Bring Everyone Into the Zone has been a subcontractor for 8 years providing vet peer services which is required per the MH contract which is a required contract service and we have been in contract for 8 years for peer services with them.

Dr. Andrejs Avots asked if there were any contracts listed that they should be concerned about, meaning any flags or additional costs to be made aware of. Johnnie Wardell stated that there are not any outliers

Rita Kelly moved for approval of the Contracts >\$50K as submitted Dr. Avots seconded. The motion carried.

5. Continuation of the Board Training

• Work Value & Addendum

Dr. Ray Helmcamp explained the position description addendum and explained how this effort came to be and how it is utilized here at the Center. This allows for acknowledgement and accountability of knowing what the expectations are at the Center. Johnnie Wardell added this has been a positive personnel management tool.

Texas Council Risk Management Fund – postponed

• Texas Council for Community Center

Dr. Ray Helmcamp explained the purpose and benefits of the Texas Council of Community Centers.

• Central Counties Community Collaboration

Dr. Ray Helmcamp explained his goals in creating collaborations and what and how we work together to create a cohesive team by participating in many groups, and or programs to create a seamless effort of support.

6. Central Counties Strategic Plan

Dr. Ray Helmcamp reviewed the 2020-2021 Strategic Plan with the board. He added that the next steps are to meet with each Center Director to develop strategies related to the plan goals- creating an operational plan.

CCBHC Certification is to be completed by September 2020.

7. Committee Membership Finalization

Board committee membership includes

HHSC audit is in preparation for Board training, therefore we will be working on firming that up in preparation for the audit.

Virgie Hardeman was added to the Personnel Committee

Felicia Inman and Dr. Andrejs Avots were added to the Long Range Committee

B. Citizens Comments

C. BOARD COMMITTEE REPORTS

1. Medical Committee- Dr. Andrejs Avots- none

2. Personnel Committee- Rita Kelley- none

3. Finance Committee- James Lively-none

4. Long Range Planning and Facility Committee-Johnnie Wardell provided this report on behalf of the committee. She reported that staff are relocated and working in the new Cameron building as of November 1, 2019. We continue to work with MRB Group on a design for the 3rd floor of Temple Main that will allow the relocation of Children's Mental Health Services from their current location on North 2nd street to Temple Main. Opportunities for new or renovated facilities in Copperas Cove and Gatesville are still being pursued. Finally, there is a meeting this evening at the Wilson Center on the City of Temple's Avenue C project, which will include Temple Main Center. Tanya Mikeska Reed is representing the Center at that meeting.

C. PERSONNEL MATTERS

1. ACTION ITEMS:

a. none

2. NON-ACTION ITEMS:

a. none

D. FISCAL MATTERS

ACTION ITEMS

a. Approval of ECI FY20 Budget Update Adjustment

Cindy Hutson presented the FY'20 Budget Update Adjustment to the Board. She fielded questions from the Board.

Ray Ashby moved for approval of the ECI FY20 Budget Adjustment as submitted. Virgie Hardeman seconded. The motion carried.

NON-ACTION ITEM

a. FY'20 Actual to Budget Comparison

Cindy Hutson explained the comparison and the numbers reflected on the report. Cindy Hutson fielded questions from the Board.

b. Financial Statement

Kristen Jefferson presented the Center's financial statement and fielded questions from the Board. Kristen Jefferson updated the Board on the audit and the auditors review of the details, process and staff. She explained the 2 findings in travel and contracts to the Board. Johnnie Wardell discussed the plan to improve the contract monitoring process.

E. SPECIAL REPORTS

a. CORE Medicaid Self-Audit Results for FY'19

Keith Maxwell gave the Quality Management Report for FY19 and fielded questions from the Board.

F. EXECUTIVE SESSION

Pursuant to Title V of the Government Code, Vernon's Texas Codes Annotated, Subtitle A, Chapter 551, Subchapter D, the Chairperson calls and Executive Session of the Board of Trustees on the 10th of December at **7:11PM** to discuss Section 551.071, Consultation with Attorney Concerning Personnel and Pending or Contemplated Litigation.

G. OLD BUSINESS

Discuss Public Relations and Community Outreach next month.

H. EXECUTIVE DIRECTOR COMMENTS.

Ray Helmcamp shared that Andrea Erskine was appointed to a statewide program group. Bell County Juvenile justice was awarded the grant worked on by Kristen Zajicek and Carlos Sanchez, two IDD staff members.

Dr. Ray Helmcamp advised the Board that we would be giving an extra \$500 for each staff member as a salary enhancement before Christmas.

COMMENTS/MEETING EFFECTIVENESS FEEDBACK

Steve Wick – Asked to get reports on services and persons. Appreciated all of the Board Members being there and looked forward to 2020. Wishing everyone a Merry Christmas!

Ray Ashby – Great meeting! James Arnold came to commissioner’s court with Sgt. Fox and gave a great presentation.

Dr. Louella Tate – The great work was already mentioned and it is part of our job is to keep that front and center. Keep the public information and training in the forefront and recognizing the staff. Getting a statewide appointment for Andrea Erksine is something to share. People need to know that we are here and know who we are. Leadership and the presentation of confidence and audit results are great to hear. We need to revisit a gifting of things like Santa Sac, volunteers and provide an offering or something for our consumers. Overall I am proud to be affiliated with this Board. I appreciate the opportunity to work with everyone here and witness their passion.

Dr. Andrejs Avots-Avotins- Great meeting. Excited that we have new HR director. Asked about the service array report and if this report is the unduplicated services or what is it tracking. How do we get marketing efforts back up and running?

Rita Kelley- Glad to be on the Board, it has been a passion of mine to be in a more collaborate service in the community with BH and IDD. It has been exciting and now we are on the edge of making a difference in how the community addressed Behavioral Health. It is very impressive.

Virgie Hardeman- I am amazed how knowledgeable the staff is. Without the staff, the work would not be done, and I am an advocate for the staff to be recognized and am proud to be the Board. I am eager to grow and learn with this Board.

Sue Faulkner –Truth and kindness go a long way and this bleeds into the staff. I have been here a long time, but this was phenomenal and could not think of anything that I would change.

Sherriff Jesse Ramos- not present

Lieutenant Bob Reinhart- not present

N. **ADJOURNMENT**

There being no further official business, Steve Wick adjourned the meeting at 7:30PM.

S U B M I T T E D B Y :

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.