

**CENTRAL COUNTIES SERVICES**  
**Board of Trustees**  
Minutes of Meeting  
**May 26, 2020**  
**Teleconference**

The **May 26, 2020** meeting of the Board of Trustees for Central Counties Services (CCS) was held at the Temple Main facility on **May 26, 2020** in Temple, Texas at **6:03 PM** via a Teleconference Session.

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

Board of Trustees

Teleconference:

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

Guests:

none

Center Attorney:

Mr. Jack Tarver -**Present**

Staff:

Dr. Ray Helmcamp, Executive Director -**Present**  
Johnnie Wardell, Chief of Operations - **Teleconference**  
Kristen Jefferson, Director of Finance-**Present**  
Darla Hogan, Director of Information Services -**Absent**  
Charla Chaney, Director of Human Resources -**Absent**  
Andrea Erskine, Director of Intellectual and Developmental Disability Services -**Absent**  
Keith Maxwell, Director of Quality/Utilization -**Absent**  
Julie Fielder, Director of Early Childhood Intervention Services -**Absent**  
James Arnold, Associate Director of Adult Behavioral Health -**Absent**  
Rocky Frame, Director of Behavioral Health -**Absent**  
Cindy Hutson, Director of Budget -**Absent**  
Dennis Edwards, Medical Services Director-**Absent**  
Monica Silcott, Program Specialist IV -**Present**

**A. CALL TO ORDER**

A quorum being present, the meeting was called to order via teleconference by Steve Wick, Chair of the Board of Trustees, at 6:03 PM by the Regular Session.

**REGULAR SESSION**

**1. Introduction of Guests –**

With no guests being in attendance, the Board chair held a moment of silence and prayer for those affected by Covid-19.

**2. Review of Board Calendar**

The Board calendar was reviewed. Due to the postponement of the Texas Council Annual Training Conference to December 2020, the Board will hold a regular meeting on June 26, 2020. The upcoming reappointment of members with expiring terms was also noted.

**3. Approval of April 27, 2020 Regular Session Board Minutes**

*Dr. Louella Tate moved for approval of the April 27, 2020 Regular Board Meeting minutes as submitted. Ray Ashby seconded. The motion carried.*

*Correction to minutes in Comments per Steve Wick. Really appreciate the staff for Mental Health minute and the pursuit of communication.*

**B. Citizen Comments**

None

**C. BOARD COMMITTEE REPORTS**

The Board Chair reminded the chairs of the committees and the documents he provided them with the descriptions of the committees' roles and responsibilities. He asked that they review them and be prepared to discuss at a later date.

1. Medical Committee- Dr. Andrejs Avots- no report
2. Personnel Committee- Rita Kelley- no report
3. Finance Committee- James Lively-no report
4. Long Range Planning and Facility Committee- Johnnie Wardell updated the Board on the current facility projects. The Copperas Cove office is ready for operation however the start of services in that office is dependent on impacts of COVID19. The final plans for the remodeling of the 3<sup>rd</sup> floor in Temple Main have been submitted, however that project's progress has also been slowed due to COVID19 operations. The current Children's Mental Health facility will either be sold or repurposed according the needs of the Center at the appropriate time.

**D. PERSONNEL MATTERS**

1. ACTION ITEMS:

a. Approval of Position(s) -none

2. NON-ACTION ITEMS:

a. none

**E. FISCAL MATTERS**

**ACTION ITEM**

a. none

**NON-ACTION ITEM**

a. Financial Statement

Kristen Jefferson went over the financial statements and fielded questions from the Board.

**E. SPECIAL REPORTS**

a. none

**F. OLD BUSINESS**

**G. EXECUTIVE DIRECTOR COMMENTS**

Ray Helmcamp thanked the Board for their participation in the meeting via teleconference. He informed the Board that we are still working in a telehealth environment. Directors are completing their “return to work” plans. We are finalizing our mask policy for staff and consumers-this includes staff education. Texas Council has been working with HHSC to gather information on the successes with this new telephonic/ telehealth technology effort and is gathering best practices of what we learned to move the Centers forward. We have some great outreach efforts going on. We had a PSA interview with KCEN-TV to share information and continue to produce Mental Health Minutes weekly.

Louella Tate stated that she appreciates we are in a new normal. She stated that we know some of the old ways to do things are being newly developed. She asked, how many people have contracted the virus at our Centers? Who is tracking that data? Ray Helmcamp stated that our HR Director is tracking our staff. We have had two staff members that have used the COVID-19 Leave , while awaiting test and both came back negative.

Johnnie Wardell shared that Ray Helmcamp asked Dr. Chadwell if we would be notified if our consumers have been infected, still awaiting confirmation from Dr. Chadwell. Dr. Louella Tate wants us to make sure we follow up to see if any of our consumers have contracted the virus. Ray Helmcamp stated that the teams hear a lot about our consumers as they continue to work with them and to date we have not heard of any consumers that have contracted it. Johnnie Wardell added that we are screening all of our consumers as they engage with our staff during their appointments.

Dr. Andrejs Avots asked about the traffic on Facebook and our outreach efforts. Monica Silcott discussed the activities and detailed the growth and traffic on our media outlets.

TCHAT grant to increase access to mental health services for students in rural ISDs. Evant ISD is part of this initiative.

We continue to work with Bluebonnet Trails on the FEMA grant which was set up to help with those impacted with COVID19 with mental health support.

## **H. ADJOURNMENT**

### **COMMENTS/MEETING EFFECTIVENESS FEEDBACK**

Steve Wick –42 new cases today and 31 in Bell County and we are continuing to rise. I would like to express appreciation on the PSA and say that it is so important. I hope that we continue to work with KCEN-TV. It bothers me that they use people that are unheard on the air and not our experts. Share the MHM to the media. The new normal speaks to the quality of leadership and is so appreciated. Dr. Helmcamp and the team are doing a great job.

Ray Ashby – Fast and short meeting. Want to thank CCS for what you are doing and praying for a new normal soon.

Dr. Andrejs Avots-Avotins- Impressed with the community and services. I can't thank your leadership and your team enough- congratulations for all the hard work.

Dr. Louella Tate – I just want to say thank you for all the hard work and I think it is important that Danette Castell is leading the way to advance our system of deliveries. Impressed that we are working with other Centers collaboratively. I hope that we are moving forward on ways of surveying staff and consumers to meet their needs. It is important to also consider and not assume that everyone has access to the right technology to successfully participate in the remote service environment. Thank you for the great work.

Sue Faulkner – I am very pleased about what we have done in the community with staying on top of adapting to this environment and also learning new things that we can carry forward under these circumstances. I thank everyone that works here for the care and that we take it very serious and showing others what can be done when we take it serious. Thanks for the staff for all they do to promote care for all our clients and staff. .

Jack Tarver- I am really pleased that no member of our staff and consumers have not tested positive for the virus. Our staff are heroes and health heroes at the same time.

N. **ADJOURNMENT**

There being no further official business, Steve Wick adjourned the meeting at 6:40PM.

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.