

CENTRAL COUNTIES SERVICES
Board of Trustees
Minutes of Meeting
December 8, 2020
Teleconference

The **December 8, 2020** meeting of the Board of Trustees for Central Counties Services (CCS) was held at the Temple Main facility on **December 8, 2020** in Temple, Texas at **6:02 PM**.

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. Virgie Hardeman- teleconference
Ms. Sue Faulkner-teleconference
Dr. Louella Tate-teleconference
Felicia Inman-teleconference
Rita Kelley-teleconference
Dr. Andrejs Avots-Avotins- teleconference
Judge James Lively-teleconference

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
Keith Maxwell, Director of Quality/Utilization -Present
Monica Silcott, Program Specialist IV -Present
Charla Chaney, Director of Human Resources-Present
Johnnie Wardell, Deputy Executive Director-Present
DeWayne HaGans, Chief Financial Officer-Present

Teleconference:

Darla Hogan, Director of Information Services - Teleconference
Andrea Erskine, Director of Intellectual and Developmental Disability Services – Teleconference
Julie Fielder, Director of Early Childhood Intervention Services - Teleconference
James Arnold, Associate Director of Adult Behavioral Health - Teleconference
Rocky Frame, Director of Behavioral Health - Teleconference
Dennis Edwards, Medical Services Director- Teleconference

A. CALL TO ORDER

A quorum being present, the meeting was called to order by Steve Wick, Chair of the Board of Trustees, at 6:02 PM by the Regular Session.

A moment of silence was held for those affected by COVID-19.

REGULAR SESSION

1. Introduction of Guests- None present

Dwayne Hagans introduced himself to the Board of Trustee members

2. Review of Board Calendar-

Texas Council Conference has been rescheduled for June 24-26, 2021
Dr. Louella Tate shared that they have a free upcoming LPC workshop
Dr. Louella Tate suggested the Calendar be in landscape

3. Approval of October 27, 2020 Regular Session Board Minutes

Dr. Louella Tate moved for approval of the October 27, 2020 Regular Board Meeting minutes as submitted. Virgie Hardeman seconded. The motion carried.

4. Approval of FY21-23 IDD Quality Management and Local Plan

Keith Maxwell requested approval of the FY 21-23 IDD Quality Management and Local Plan. He fielded questions from the Board

Steve Wick suggested that a paragraph be placed in the document that describes the full service array provided by the Center so that it is not perceived as being specific to IDD,

Dr. Louella Tate moved for approval of the FY21-23 IDD Quality Management and Local Plan as submitted. Rita Kelley seconded. The motion carried.

5. Approval of Contracts Over 50K

Johnnie Wardell discussed the contracts report and requested approval of the contracts reported over 50K.

Ray Ashby moved for approval of the Approval of Contracts Over 50K as submitted. James Lively seconded. The motion carried.

6. Co-Responder Pilot Program with Temple Police Department

James Arnold shared the Co-Responder Pilot Program with Temple PD to the Board and fielded questions.

Rita Kelley shared that she is very excited about this partnership.

Steve Wick asked if the Temple Police Department is providing any funding? James Arnold explained that we are using our crisis funding. He added, that if the program is successful we will work with other municipalities to implement similar programs.

7. Service Continuation During COVID Notice to County Judges

Dr. Ray Helmcamp shared the document that was sent to the county judges in regards to COVID-19, and fielded questions from the board.

Dr. Louella Tate stated that this shows us outreaching, and informs the community that the Center is available and is responsive even in the COVID-19 environment.

8. Renovation of the 3rd Floor and elevators and Temple Main

Johnnie Wardell shared the details of the upcoming renovation and services needed to the elevators at Temple Main. RFPs will be ready next week after our review.

9. Report of Corrective Action for Vesting Error

Charla Chaney reviewed the report detailing the vesting error recently made by Empower and explained the corrective actions to the board. She noted that Empower would provide restitution for any lost revenues due to the error.

10. State of the Center-Executive Summary

Dr. Ray Helmcamp shared the State of the Center and Executive Summary with the Board and fielded questions.

B. Citizen Comments

None

C. BOARD COMMITTEE REPORTS

1. Medical Committee-Dr. Andrejs Avots-no report
2. Personnel Committee- Rita Kelley- Dr. Ray Helmcamp recapped the mentoring strategies for Johnnie Wardell, Deputy Executive Director. He reminded the Board that this update will be provided quarterly, in February, May and August according to the approved succession plan.

Rita Kelley shared that the Executive Summary provided to the Board shows evidence of a successful transition. Dr. Louella Tate expressed a desire to join the personnel committee.

Steve Wick shared that a year of mentorship and training is invaluable to a successful transition.

3. Finance Committee- James Lively-no report
4. Long Range Planning and Facility Committee- Steve Wick – was addressed earlier in the meeting.

D. PERSONNEL MATTERS

1. ACTION ITEMS:

a. Approval of Reclassification of Position(s)

Charla Chaney asked for approval for the Reclassification of Position and fielded questions from the Board.

*Dr. Louella Tate moved for approval of the **Reclassification of Position** as submitted. Felicia Inman seconded. The motion carried.*

2. NON-ACTION ITEMS:
a. none

E. **FISCAL MATTERS**
ACTION ITEM

a. **Approval of Banking Resolution**

Dr. Ray Helmcamp requested approval of the **Approval of Banking Resolution** and fielded questions from the Board.

*Ray Ashby moved for approval of the **Approval of Banking Resolution** as submitted. Sue Faulkner seconded. The motion carried.*

NON-ACTION ITEM

a. **Financial Statement**

DeWayne HaGans reviewed the **Financial Statements** and fielded questions from the Board.

F. **SPECIAL REPORTS**

a. **PNAC FY 2021 1st Quarter Summary Report**

Keith Maxwell reviewed the **PNAC FY 2021 1st Quarter Summary Report** and fielded questions from the Board.

H. **OLD BUSINESS**
a. None

I. **EXECUTIVE DIRECTOR COMMENTS**

Dr. Ray Helmcamp shared that we have provided communications to the communities. Our Home Community Services program is in line to receive the vaccine and we have received correspondences in regards to the vaccine distribution for our Behavioral Health side. Home Community Services annual audit will take place this week and ECI has undergone a financial audit. Finally, we will be moving towards a technical environment moving forward to better interact at our next board meeting.

J. **ADJOURNMENT**

K. **COMMENTS/MEETING EFFECTIVENESS FEEDBACK**

Dr. Andrejs Avots-Avotins - Just reflecting on what we have accomplished this year despite the virus. Congratulations everyone for continuing to move forward. Looking forward to a new year. Wish you all a blessed and safe holiday season.

Felicia Inman- I am impressed with everything and with the continuation of services. I am excited about all the good news. Excited about the upcoming meetings and that we can use technology.

Ray Ashby – It was a good meeting. I am excited about the Co-Responder program and virtual meetings. Be safe and talk/see next time.

James Lively- I also appreciate all the hard work and all the board members and hope everyone has a happy holiday.

Louella Tate-Stay safe and healthy everyone.

Virgie Hardeman- I would like to say I was impressed with the Co-Responder model and the letter to the judges. Thank you staff. Happy holidays and hope to see everyone virtually next year.

Rita Kelley- Thank you for continuing doing good work. I am impressed with the way the Center is working during this time of COVID. Impressed with the way we shift gears and the collaboration with TPD. This is an excellent opportunity to share with other counties. It is time that this happened. Wish you all a Merry Christmas, stay safe and healthy.

Steve Wick- We had talked last month of reviewing the service numbers being provided by the Center. Ray will present a quarterly review in January of the client service data by county and by division in a more user friendly format. I am also impressed by the IDD report. I am looking forward to seeing you all in January digitally and wish all a very Merry Christmas and a Happy New Years. This has been some year!

Sue Faulkner –Nice meeting and seasons greeting to everyone.

Jack Tarver- I was impressed with the IDD quality management report.

N. **ADJOURNMENT**

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

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.