

**Denton County MHMR Center
Board of Trustees Meeting Minutes
Thursday, April 27, 2023**

Trustees Present	Trustees Absent	Staff Present	Guests Present
Dianne Hickey	Patti Dunn	Veronica Armendariz	Unknown
Linda Holloway, Ph.D.	Doug Lee	Diana Cantu	
Jack Phillips	Judi Swayne	Courtney Carey	
Melanie Royer		Mundreun Chambliss	
Kelly Sayre		Terica Chappell	
		Michelle Conrad	
		Nelly Dixon	
		Pam Gutierrez	
		Dallas Hamilton	
		Tashina Landis	
		Erica McKinnie	
		Jen Meyer	
		Max Meyer	
		Arianna Moore	
		Jada Pearson	
		Catherine Pike	
		Lisa Settles	
		Jen Steele	
		Dr. Lauren Titsworth	
		Dr. Meena Vyas	
		Taylor Warren	
		Wesley Warren	
		Brittany Waymack	
		Ritch Wright	

I. Call to Order

A. Roll Call – Patti Dunn, Doug Lee, and Judi Swayne had an excused absence.

B. Welcome to Guests and Staff

Dianne Hickey, Chair, called the regularly scheduled meeting of the Denton County MHMR Center Board of Trustees to order at 6:59 p.m. in the boardroom of Denton County MHMR Center, 2519 Scripture Street, Denton, Texas. Dianne Hickey welcomed guests and staff.

C. Public Comments – None

D. Approval of the Regularly Scheduled Board of Trustees Meeting Minutes from March 30, 2023.

The Board of Trustees reviewed the Minutes of the Regularly Scheduled Board of Trustees meeting, March 30, 2023.

Board Action: Melanie Royer made a motion for the Board to approve the Minutes of the Regularly Scheduled Board of Trustees Meeting, March 30, 2023. Kelly Sayre seconded the motion, which passed unanimously with an abstention from Linda Holloway due to not being present at the Regularly Scheduled Board of Trustees Meeting, March 30, 2023.

E. Staff Presentation: COMPASS Program
-Jada Pearson, COMPASS Team Lead

II. Committee Reports

Finance Committee

A. FY 2023 Period 7 (March) Financial Statements.

In March 2023, revenues exceeded expenditures by \$474,797. The budget for March 2023 is an excess of \$179,707. Year-to-date (YTD) through March 2023, revenue exceeded expenditures by \$1,342,926. The budget YTD through March 2023 is an excess of \$774,805.

Board Action: Kelly Sayre made a motion for the Board to accept the Financial Statements for the period ending in March 2023, which passed unanimously. A “second” was not required since the primary motion was made by the Finance Committee.

B. Motion and Approval to add Maria Edmonson, Program Manager of Provider Services, as a Check Signer to the Center’s Representative-Payee Account at Inwood National Bank.

Board Action: Kelly Sayre made a motion for the Board to approve the addition of Maria Edmonson, Program Manager of Provider Services, as a Check Signer to the Center’s Representative-Payee Account at Inwood National Bank, which passed unanimously. A “second” was not required since the primary motion was made by the Finance Committee.

Personnel Committee

C. Review and Approval of Policies:

- Policy 2.105 – Citizen Comment Scheduled Board Meetings.
- Policy 2.107 – Retention of Fund Balance/Reserve.

Board Action: Melanie Royer made a motion for the Board to approve Policy 2.105 – Citizen Comment Scheduled Board Meetings and Policy 2.107 – Retention of Fund Balance/Reserve, which passed unanimously. A “second” was not required since the primary motion was made by the Personnel Committee.

D. Review and Approval of New Positions:

- Licensed Chemical Dependency Counselor – FTE 1.0 – \$23-\$25/hr.
- Accounting Budget Analyst – FTE 1.0 – \$56,160 - \$61,360 annually
- Chief Clinical Officer – FTE 1.0 – \$45.67-\$50.48/hr.

Board Action: Melanie Royer made a motion for the Board to approve the New Positions: Licensed Chemical Dependency Counselor, Accounting Budget Analyst, and Chief Clinical Officer, which passed unanimously. A “second” was not required since the primary motion was made by the Personnel Committee.

III. Other Agenda Items

A. Call for Nominations and Motion to Appoint a Board of Trustee Representative of Denton County MHMR Center to the Texas Council of Community Center’s Board of Directors.

B. Board Action: The Board of Trustees tabled Agenda Item III.A., Call for Nominations and Motion to Appoint a Board of Trustee Representative of Denton County MHMR Center to the Texas Council of Community Center’s Board of Directors, until the Regularly Scheduled Board of Trustees Meeting, May 25, 2023.

C. Information regarding the Center’s Strategic Plan.

Board Action: Discussion item only, no action needed.

D. Reorganization of the Center’s Executive Management Team.

Board Action: The Board of Trustees endorsed the Reorganization of the Center’s Executive Management Team.

E. Zero Suicide Task Force Update.

Board Action: Discussion item only, no action needed.

F. PNAC Quarterly Update.

Board Action: Discussion item only, no action needed.

G. Abuse & Neglect/Critical Incidents Report.

Board Action: Discussion item only, no action needed.

The Board reserves the right to convene in Executive Session(s) from time to time as deemed necessary during this meeting - Executive Session(s) pursuant to Article 6252-17, Sec. 2, V.T.C.S., regarding Litigation (e), Real Estate (f), Personnel (g) and Security (j).

IV. Executive Session: Personnel

Executive Session: 8:20 p.m. – 8:23 p.m.

Convened back in regular session following Executive Session at 8:26 p.m.

V. Board Action – Agenda Item IV. – Review and Approval to Amend the Executive Director’s Contract. The Amendment will reflect changes made to the Executive Director’s salary at the March 30, 2023, Board of Trustees meeting.

Board Action: Linda Holloway made a motion for the Board to approve the Executive Director’s Contract presented to the Board of Trustees as amended. Melanie Royer seconded the motion, which passed unanimously.


VI. Executive Director Report

- HCS Interest List is currently at 2973.
- GR Interest List is 271.
- Mental Health Adult Wait List continues at 0.
- Child and Adolescent Wait List continues at 0.
- April is National Autism Awareness Month, and the Commissioners Court and Judge Eads provided a Proclamation to the Center in honor of National Autism Awareness Month. Thank you to Dianne and Kelly and some family members for coming out to support our staff! Courtney Carey did an outstanding job receiving this Proclamation on behalf of the Center. Thank you to all the amazing staff that came out in support of National Autism Awareness!
- May is Mental Health Month and the Commissioners and Judge Eads will again honor our Center with a proclamation on May 2, 2023, at 9:00 am at the Court house on Loop 288. We would love to have you all join us.
- The Texas State Legislature has been working night and day to hear hundreds of bills which many have gone to the senate and on to the house. I provided an update from the Texas Council on recent bills for IDD and for Mental Health.
- The June board meeting falls during the Texas Council Annual Conference. I am recommending changing the meeting to June 29, 2023.
- This past Wednesday was Executive Assistant Day and I want thank Taylor again for all she does to take care of me and help everyone. I would be lost without you and so would the rest of the executive management team.
- Thank you to the Executive Management Team for your hard work.
- Thank you to the Board for your support and guidance, I am grateful for all you do for the individuals we serve.

VII. Chair Comments – I am so proud of the Board and staff. Without you, we would not be able to do anything. Thank you for putting up with everything that has happened this past year, it will never happen again. The Board is here to help you.

VIII. New Business – Next Board meeting will be held at the Denton Outpatient Clinic (DOPC) on Thursday, May 25, 2023.

IX. Adjourn – The Board of Trustees adjourned at 8:38 p.m.


Respectfully Submitted
Taylor Warren
Executive Assistant


Approved
Dianne Hickey, Chair
Board of Trustees