



**Denton County
MHMR Center**

DENTON COUNTY MHMR CENTER
the Local MH/IDD Authority for Denton County, Texas

Special Meeting
Board of Trustees

Date: Tuesday, December 12, 2023

Time: 1:00 PM

Place: Denton Outpatient Clinic
2519 Scripture
Denton, Texas 76201

Board Members:

Dianne Hickey, Chair

Arthur K. Sayre, Vice Chair

Judi Swayne, Secretary

Patti Dunn

Isabel Hernandez

Linda Holloway, Ph.D.

Cynthia Jones

Douglas Lee

Ron Marchant

Jack Phillips

Pam Gutierrez, Executive Director

We Value:

Individual Worth – Quality – Integrity – Dedication – Teamwork

DCMHMR Mission Statement

*Denton County MHMR Center enhances the quality of life
of the individuals served and their family members.*

DENTON COUNTY MHMR CENTER
Board of Trustees Special Meeting Agenda

Tuesday
December 12, 2023

I. Call to Order

- A. Roll Call
- B. Welcome to Guests and Staff
- C. Public Comments are welcome however, are limited to three (3) minutes per individual and fifteen (15) minutes total time. Citizens wishing to address the Board must complete the Citizen Comment Registration Form prior to the start of the meeting.

Pursuant to State Open Meetings Law, the Board of Trustees is restricted in discussing or taking action on items not posted on the agenda.
- D. Approval of the Regularly Scheduled Board of Trustees Meeting Minutes from October 26, 2023.

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).

II. Committee Reports

Finance Committee Meeting

- A. FY 2024 Period 2 (October) Financial Statements.
Dianne Hickey, Finance Committee Chair
- B. Approval of an Interfund transfer of unrestricted fund balance in the amount of \$3,500,000 from the General Fund (operating) to the Internal Service Fund (capital assets). This is in addition to the unrestricted funds requested and approved in the amount of \$2,500,000 at the August 2023 Board of Trustees meeting.
Dianne Hickey, Finance Committee Chair

- C. Approval for Executive Director to purchase real property, and approval for Executive Director to proceed with building renovations to Center-owned property, not to exceed \$6,000,000. The final decision will be brought to the Board of Trustees for approval.

Dianne Hickey, Finance Committee Chair

Personnel Committee Meeting

- D. Nomination and Motion to Appoint a Current Board Member as a Board of Trustees Representative of Denton County MHMR Center to the Texas Council of Community Center's Board of Directors.

Linda Holloway, Ph.D., Personnel Committee Vice-Chair

- E. Appointment of Chairperson to Personnel Committee.

Dianne Hickey, Board of Trustees Chairperson

- F. Review and Approval of Policy 2.105 – Citizen Comment Scheduled Board Meetings.

Linda Holloway, Ph.D., Personnel Committee Vice-Chair

- G. Review and Approval of New Positions:

Linda Holloway, Ph.D., Personnel Committee Vice-Chair

- Human Resources Information System (HRIS) & Credentialing Specialist – FTE 1.0 – \$26.00/hr.
- First Episode Psychosis (FEP) Certified Peer Specialist – FTE 0.5 – \$12-14/hr.
- First Episode Psychosis (FEP) Certified Family Partner – FTE 0.5 – \$12-14/hr.

III. Other Agenda Items

- A. Home and Community-based Services (HCS) Provider Program Update.

Pam Gutierrez, Executive Director

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 Director Report**
- V. **Chair Comments**
- VI. **New Business** – Next Board Meeting – January 25, 2024
- VII. **Adjourn**