

**Denton County MHMR Center
Board of Trustees Meeting Minutes
Thursday, February 22, 2024**

Trustees Present: Isabel Hernandez, Dianne Hickey, Linda Holloway, Ph.D., Cynthia Jones, Doug Lee, Ron Marchant, Jack Phillips, Kelly Sayre, Leah Strittmatter

Trustees Absent: Patti Dunn, Judi Swayne

Staff Present: Keelah Adelegan, Veronica Armendariz, Makala Burgess, Kylin Cofield, Michelle Conrad, Nelly Dixon, Eddie Garcia, Pam Gutierrez, Dallas Hamilton, Ciara Hurt, Sharon Jones, Sherri McCarthy, Erica McKinnie, Tommy McLearn, Jessica Pham, Amie Poore, Erin Posey, Morgan Quinnelly, Nicole Ramirez, Janessa Reid, Randi Silar, Leslie Toncray, Kirk VanHousen, Lacy Vanhooose, Dr. Meena Vyas, Taylor Warren, Wesley Warren, Fonny Wright, Ritch Wright, Sarah Yeoman- Lomangino

Guests Present: Jada Pearson, Lisa Settles, Hi, Listening In, Waiting for Name

I. Call to Order

A. Roll Call – a quorum was present for the Regularly Scheduled Board of Trustees meeting. Patti Dunn and Judi Swayne had an excused absence.

B. Welcome to Guests and Staff

Dianne Hickey, Board of Trustees Chair, called the Regularly Scheduled Meeting of the Denton County MHMR Center Board of Trustees to order at 12:59 p.m. in the boardroom of Denton County MHMR Center, 2519 Scripture Street, Denton, Texas. Dianne Hickey welcomed guests and staff.

C. Public Comments

D. Approval of the Regularly Scheduled Board of Trustees Meeting Minutes from January 23, 2024.

The Board of Trustees reviewed the Minutes of the Regularly Scheduled Board of Trustees meeting, January 23, 2024.

Board Action: Isabel Hernandez made a motion for the Board to approve the Minutes of the Regularly Scheduled Board of Trustees Meeting, January 23, 2024. Ron Marchant seconded the motion, which passed unanimously.

E. Staff Presentation – Prescription Assistance Programs (PAP): Expanding Access to Medications while Managing Costs
Sarah Yeoman-Lomangino, Clinic Operations 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).

II. Committee Reports

Finance Committee

A. FY 2024 Period 5 (January) Financial Statements. – Dianne Hickey, Finance Committee Chair

In January 2024, expenditures exceeded revenue by \$267,203. The budget for January 2024 is an excess of \$175,706. Year-to-date (YTD) through January 2024, revenue exceeded expenditures by \$520,671. The budget YTD through January 2024 is an excess of \$149,474.

Board Action: Dianne Hickey made a motion for the Board to accept the Financial Statements for the period ending in January 2024, which passed unanimously. A “second” was not required since the primary motion was made by the Finance Committee.

Personnel Committee

B. Review and Approval of New Position – Therapist I – FTE 1.0 – \$40-\$42/hr. – Linda Holloway, Ph.D., Personnel Committee Chair

Board Action: Linda Holloway made a motion for the Board to Approve the New Position – Therapist I, which passed unanimously. A “second” was not required since the primary motion was made by the Personnel Committee.

C. Review and Approval of Revised Board of Trustee Bylaws. – Linda Holloway, Ph.D., Personnel Committee Chair

Board Action: Linda Holloway made a motion for the Board to approve the Revised Board of Trustee Bylaws, which passed unanimously. A “second” was not required since the primary motion was made by the Personnel Committee.

D. Review of forms to be used for the Executive Director’s Annual Performance Evaluation. – Linda Holloway, Ph.D., Personnel Committee Chair

Board Action: The Personnel Committee reviewed the forms to be used for the Executive Director’s Annual Performance Evaluation. The current Executive Director’s Annual Performance Evaluation form will be used for FY 2023 and FY 2024. During this time, the Personnel Committee will revise the Executive Director’s Annual Performance Evaluation form.

II. Other Agenda Items

- A. Discussion and Action, as needed, regarding HCS Appeal and Reconsideration Administrative Zoom Hearing scheduled for May 2, 2024. – Pam Gutierrez, Executive Director; Dianne Hickey, Board of Trustees Chair**

Board Action: Ron Marchant made a motion for the Board to allow the Executive Director to move forward, with the support of the Board, in writing a report with the HHSC Administrative Law Judge. The report to chronologically list what occurred and be sent to State Representatives, State Legislatures, and HHSC. Linda Holloway seconded the motion, which passed unanimously.

- B. Behavioral Health (BH) Satisfaction Survey Results. – Veronica Armendariz, Senior Director of QM/UM**

Board Action: Discussion Item Only.

- C. Update regarding Termination of Contract for 416 S. Elm Property and return of earnest money. – Pam Gutierrez, Executive Director**

Board Action: Discussion Item Only.

- D. Zero Suicide Task Force Update. – Nelly Dixon, Program Manager of MCOT Services**

Board Action: Discussion Item Only

- E. Abuse & Neglect/Critical Incidents Report. – Veronica Armendariz, Senior Director of QM/UM**

Board Action: Discussion Item Only

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III. Executive Director Report

- HCS Wait list currently has 3157 individuals waiting for services.
- The IDD General Revenue Wait list currently has 294 waiting for services.
- Mental Health Adult Services continues not to have a wait list.
- Mental Health Child and Adolescent Services continues not to have a wait list.
- The Center's TCOMMI program had a comprehensive review with one finding. Nessa Reid is the Program Manager and Nessa, and her team are doing an excellent job.
- The Center continues to wait for funding for the Judicial Grant. The Center has hired one staff for the Judicial Grant that is currently being supported through discretionary funds until the budget is funded.
- The Crisis Construction Grant has come out however this grant is 100% match, and the match cannot be Federal or State funding. The match can be ARPA or local funding to provide in-kind funds. A donated building is considered in-kind and would be the match that is needed. Without the 100% match the Center cannot move forward with applying for the grant. Any ideas or suggestions are welcome.
- The Center was provided with a one-year extension for the 2509 Scripture Building at the same lease rate.
- The Center met with an architect, and we will be able to add 22 parking slots with the renovation.
- LOSS Team was submitted to the Texas Council for the Frank M. Adams award. Awaiting the results.
- LOSS Festival 11:00 am to 10:00 PM, Andersons Distillery, 410 North Bell Ave, Denton
- Thank you to the Chiefs and Leadership staff for all your hard work.
- Thank you to the Board for all of your support and leadership.

IV. Chair Comments

- Thank you to Pam Gutierrez and Veronica Armendariz for inviting me to the HHSC Audit Exit Interview. What stood out in my mind – they said they had never been to an audit where they gave them every single thing they asked for and nothing more. They said it was the best audit they have completed. We are so proud of you, your team, and the staff that assisted!
- On Tuesday, March 5, 2023 – 9:00 am, the Denton County Commissioners Court will be presenting a proclamation for Developmental Disabilities Awareness Month. We invite you all to attend!
- Linda Holloway provided the Board with a handout from the Texas Council Board of Directors Meeting – “Things Every Board Member Should Be Talking About”.
- Isabel Hernandez and Ron Marchant discussed initiatives Denton County is taking to support the MH Community.
- Thank you to the guests, staff, and Board for coming today.

V. New Business - Next Board meeting will be held at the Denton Outpatient Clinic (DOPC) on Thursday, March 28, 2024.

VI. Adjourned – The Board of Trustees adjourned at 3:22 p.m.

Taylor Warren

Respectfully Submitted
Taylor Warren, Executive Assistant
Denton County MHMR

DocuSigned by:

Kelly Sayre

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Approved
Arthur Kelly Sayre, Vice-Chair
(for Dianne Hickey, Chair)
Denton County MHMR Board of Trustees