

**Denton County MHMR Center
Board of Trustees Meeting Minutes
Thursday, March 28, 2024**

Trustees Present: Patti Dunn, Isabel Hernandez, Linda Holloway, Ph.D., Cynthia Jones, Doug Lee, Ron Marchant, Jack Phillips, Kelly Sayre, Judi Swayne

Trustees Absent: Dianne Hickey, Leah Strittmatter

Staff Present: Keelah Adelegan, Mundreun Chambliss, Jorden Clifton, Kylin Cofield, Lori Common, Michelle Conrad, Nelly Dixon, Miranda Griffin, Pam Gutierrez, Dallas Hamilton, Ciara Hurt, Sharon Jones, Jessica Pham, Amie Poore, Erin Posey, Janessa Reid, Lacy Vanhooose, Dr. Meena Vyas, Taylor Warren, Starr Wilson, Fonny Wright, Ritch Wright

Guests Present: Lisa Settles

I. Call to Order

A. Roll Call – a quorum was present for the Regularly Scheduled Board of Trustees meeting. Dianne Hickey and Leah Strittmatter had an excused absence.

B. Welcome to Guests and Staff

Kelly Sayre, Board of Trustees Vice-Chair, called the Regularly Scheduled Meeting of the Denton County MHMR Center Board of Trustees to order at 1:02 p.m. in the boardroom of Denton County MHMR Center, 2519 Scripture Street, Denton, Texas. Kelly Sayre welcomed guests and staff.

C. Public Comments

D. Approval of the Regularly Scheduled Board of Trustees Meeting Minutes from February 22, 2024.

The Board of Trustees reviewed the Minutes of the Regularly Scheduled Board of Trustees meeting, February 22, 2024.

Board Action: Ron Marchant made a motion for the Board of Trustees to approve the Minutes of the Regularly Scheduled Board of Trustees Meeting, February 22, 2024. Linda Holloway seconded the motion, which passed unanimously.

E. Staff Presentation – Local Outreach to Suicide Survivors (LOSS) Team – Jorden Clifton, LOSS Team Coordinator

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 6 (February) Financial Statements. – Kelly Sayre, Finance Committee Vice – Chair

In February 2024, revenue exceeded expenditures by \$209,445. The budget for February 2024 is a loss of \$63,117. Year-to-date (YTD) through February 2024, revenue exceeded expenditures by \$730,116. The budget YTD through February 2024 is an excess of \$86,357.

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

B. Approval and Motion from Board of Trustees to allow the Executive Director to enter a contractual agreement with Heartland Investments LLC, for Real Property at 1614 Scripture Street, Denton, Texas 76201, for the sales price of \$2,500,000 – Kelly Sayre, Finance Committee Vice-Chair

Board Action: Kelly Sayre made a motion for the Board of Trustees to allow the Executive Director to enter a contractual agreement with Heartland Investments LLC, for Real Property at 1614 Scripture Street, Denton, Texas 76201, for the sales price of \$2,500,000, 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 Revised Board of Trustee Bylaws – Linda Holloway, Ph.D., Personnel Committee Chair

Board Action: Linda Holloway made a motion for the Board of Trustees 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 and Approval of New Positions – Linda Holloway, Ph.D., Personnel Committee Chair

- Consumer Services Representative Phone Operator – FTE 1.0 – \$15-\$16/hr.
- Director of Facilities Management – FTE 1.0 – \$30/hr.

Board Action: Linda Holloway made a motion for the Board of Trustees to approve the New Positions: Consumer Services Representative Phone Operator and Director of Facilities Management, which passed unanimously. A “second” was not required since the primary motion was made by the Personnel Committee.

III. Other Agenda Items

A. Zero Suicide Task Force Update. – Dallas Hamilton, Senior Director of Crisis Services

Board Action: Discussion Item Only

B. Abuse & Neglect/Critical Incidents Report. – Kylin Cofield, Mental Health Rights Protection Officer

Board Action: Discussion Item Only

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IV. Executive Session – Personnel (g) – Executive Director’s Performance Evaluation.

Executive Session: 1:45 p.m. – 3:09 p.m.

Convened back in Open Session following Executive Session at 3:10 p.m.

V. Board Action – Agenda Item IV. – Executive Director’s Performance Evaluation.

Board Action: Linda Holloway made a motion for the Board of Trustees to accept the Executive Director’s Performance Evaluation as presented. Judi Swayne seconded the motion, which passed unanimously.

Linda Holloway made a motion for the Board of Trustees to approve the following for the Executive Director: a 10% increase in salary, bringing the annual salary to \$262,600.39, an additional \$12,000 contribution at the end of each year to the Executive Director’s Retirement account on top of the current contribution, and a \$150 monthly cell phone stipend. Patti Dunn seconded the motion, which passed unanimously.

VI. Executive Director Report

- The HCS Wait list currently has 3173 individuals waiting for services.
- The IDD General Revenue Wait list currently has 296 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.
- May is Mental Health Month, and the Center will receive a Proclamation from the Commissioners Court and from Judge Eads on May 7, 2024, at the Commissioners Court.
- The Center will have our annual Gardening Day that is sponsored by Dr. B Patel on April 27, 2024, from 8:00 am to 12:00pm. We would love for you all to come out and plant a flower or two.
- The NAMI Walk will be May 18th from 9:00 am to 11:30 a.m. at the Rough Riders Field, at Rough Riders Trail in Frisco, Texas.
- The Center’s Back to School Drive is coming in late Spring. We would love to have support for our kids and their families. More to come.
- The Center met with an architect, and we will be able to add 22 parking slots with the renovation.
- Center staff, Behavioral Health Leadership Team (BHLT), Board Members and Commissioner Faulker visited Lifepath’s Cris Respite and their Extended Observation Unit (EOU).
- Then the Center Staff and BHLT visited Kerrville’s Crisis Stabilization Unit.
- Judge Jahn and Isabelle Hernandez arranged a visit on April 9, 2024, for Commissioner Falkner, Commissioner Williams and Isabelle Hernandez to visit the Diversion Center in Tarrant.
- On April 22, 2024, many of the same group will be going to visit the EOU and Diversion Center in Georgetown.
- Thank you to the Chiefs and Leadership staff for all of your hard work.
- Thank you to the Board for all your support and leadership.

VII. Vice-Chair Comments

- Due to a scheduling conflict, our April 2024 Board of Trustees Meeting will be held on Monday, April 29, 2024.
- Thank you for your patience with me in running this meeting.

VIII. New Business - Next Board meeting will be held at the Denton Outpatient Clinic (DOPC) on Monday, April 29, 2024.

IX. Adjourned – The Board of Trustees adjourned at 3:21 p.m.



Respectfully Submitted
Taylor Warren, Executive Assistant
Denton County MHMR



Approved
Arthur Kelly Sayre, Vice-Chair
Denton County MHMR Board of Trustees