

**Denton County MHMR Center
Board of Trustees Meeting Minutes
Monday, April 29, 2024**

Trustees Present: Patti Dunn, Isabel Hernandez, Dianne Hickey, Linda Holloway, Ph.D., Doug Lee, Jack Phillips, Kelly Sayre, Leah Strittmatter, Judi Swayne

Trustees Absent: Cynthia Jones, Ron Marchant

Staff Present: Veronica Armendariz, Makala Burgess, Mundreun Chambliss, Jorden Clifton, Kylin Cofield, Michelle Conrad, Elisabeth Davenport, Pam Gutierrez, Dallas Hamilton, Ciara Hurt, Sharon Jones, Erica McKinnie, Jess Pham, Amie Poore, Erin Posey, Janessa Reid, Lacy Vanhoose, Taylor Warren, Fonny Wright, Ritch Wright

Guests Present: Brooke Hambrick, Judge Dave Jahn, Jada Pearson, Lisa Settles

I. Call to Order

A. Roll Call – a quorum was present for the Regularly Scheduled Board of Trustees meeting. Cynthia Jones and Ron Marchant 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 12:58 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 March 28, 2024.

The Board of Trustees reviewed the Minutes of the Regularly Scheduled Board of Trustees meeting, March 28, 2024.

Board Action: Isabel Hernandez made a motion for the Board of Trustees to approve the Minutes of the Regularly Scheduled Board of Trustees Meeting, March 28, 2024. Patti Dunn seconded the motion, which passed unanimously.

E. Staff Presentation – Human Resources & Training and Development – How Our Recruitment & Retention Efforts are Positively Affecting Our Onboarding Culture – *Erin Posey, Chief HR Officer and Mundreun Chambliss, Training & Development Manager*

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 7 (March) Financial Statements. – *Dianne Hickey, Finance Committee Chair*

In March 2024, expenditures exceeded revenue by \$88,804. The budget for March 2024 is a loss of \$119,374. Year-to-date (YTD) through March 2024, revenue exceeded expenditures by \$641,312. The budget YTD through March 2024 is a loss of \$33,017.

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

B. FY 2024 Revised Budget. – *Dianne Hickey, Finance Committee Chair*

Board Action: Dianne Hickey made a motion for the Board of Trustees to approve the FY 2024 Revised Budget, 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 Policy 2.107 – Retention of Fund Balance/Reserve. – *Linda Holloway, Ph.D., Personnel Committee Chair*

Board Action: Linda Holloway made a motion for the Board of Trustees to approve 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.

III. Other Agenda Items

A. Update to be provided for 1614 Scripture Street, Denton, Texas 76201 and for the renovation of 2519 Scripture Street, Denton, Texas 76201. Information only. – *Pam Gutierrez, Executive Director and Michelle Conrad, Chief Financial Officer*

Board Action: Discussion Item Only

**B. Planning Network and Advisory Committee (PNAC) Quarterly Report. –
*Veronica Armendariz, Senior Director of QM/UM*****Board Action:** Discussion Item Only**C. Zero Suicide Task Force Update. – *Dallas Hamilton, Senior Director of Crisis Services*****Board Action:** Discussion Item Only**D. Abuse & Neglect/Critical Incidents Report. – *Veronica Armendariz, Senior Director of QM/UM*****Board Action:** Discussion Item Only

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IV. Executive Director Report

- HCS Wait list currently has 3182 individuals waiting for services.
- The IDD General Revenue Wait list currently has 297 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.
- Mental Health Awareness Month Breakfast & Proclamation, (8:00 am Breakfast) (9:00 am Proclamation.)
- Several of the staff, members of the BHLT and our board member Isabel Hernandez and Commissioner Falconer have visited several Extended Observation Units, and a Crisis Stabilization Unit, and a Diversion unit.
- The Center is working hard to establish an Assisted Outpatient Program (AOP). Jill Lebanon, Dallas Hamilton, Makalya, Cara, and Ragan worked very hard on a recent AOP grant. The Center is partnering with the Probate Court and Judge Jahn to accomplish the AOP.
- Saturday, May 11th, 11:00 a.m. – 10 p.m. Local Outreach to Suicide Survivor's (LOSS) Team Music & Arts Festival.
- NAMI Riders Field Saturday 9:00 a.m. – 11:30 a.m. 7300 Roughriders Trail, Frisco, Texas 75034.
- Denton County MHMR Center's 6th Annual Back to school Drive, May 1, 2024 – July 12, 2024, we would love for you all to support our kiddo's!
- Thank you to Taylor, and the Chief team for all your hard work!! I am thankful for all of you!
- Thank you to the Board, I am very grateful for all of you!

V. Executive Session – Personnel (g) – Discussion of Executive Director’s Contract Amendment. The Amendment reflects the changes made to the Executive Director’s salary and benefits at the March 28, 2024, Board of Trustees Meeting. Discussion Only.

Executive Session: 2:20 p.m. – 2:28 p.m.

Convened back in Open Session following Executive Session at 2:29 p.m.

VI. Chair Comments

- The Board of Trustees discussed changing the name of Denton County MHMR Center. The Executive Director advised the Board that the Center is working with the UNT School of Business, Dr. Mimm’s, on the name change and re-branding. The Center is looking at My Health, My Resources. When additional information is available, that information will be brought to the Board.
- Dianne Hickey thanked the Board of Trustees for their service.

VII. New Business - Next Board meeting will be held at the Denton Outpatient Clinic (DOPC) on Thursday, May 23, 2024.

VIII. Adjourned – The Board of Trustees adjourned at 2:30 p.m.

Taylor Warren

Respectfully Submitted
Taylor Warren, Executive Assistant
Denton County MHMR

DocuSigned by:

Dianne Hickey

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Approved
Dianne Hickey, Chair
Denton County MHMR Board of Trustees