



**Denton County MHMR Center
Board of Trustees Meeting Minutes
Thursday, March 27, 2025**

Trustees Present: Patti Dunn, Isabel Hernandez, Dianne Hickey, Linda Holloway, Ph.D., Cynthia Jones, Ph.D., Ron Marchant, Jack Phillips, Kelly Sayre, Leah Strittmatter, Judi Swayne

Trustees Absent: Doug Lee

Staff Present: Wakeelah Adelegan, Michelle Conrad, Pam Gutierrez, Dallas Hamilton, Kayla Lusk, Jess Pham, Erin Posey, Morgan Quinnelly, Taylor Warren, Ritch Wright

Guests Present: None

I. Call to Order

A. Roll Call – a quorum was present for the Regularly Scheduled Board of Trustees meeting. Doug Lee 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 1:00 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 February 27, 2025.

The Board of Trustees reviewed the Minutes of the Regularly Scheduled Board of Trustees meeting, February 27, 2025.

Board Action: Judi Swayne made a motion for the Board of Trustees to approve the Minutes of the Regularly Scheduled Board of Trustees Meeting, February 27, 2025, as presented. Isabel Hernandez seconded the motion, which passed unanimously with on abstention from Kelly Sayre. Kelly Sayre was not present at the February 27, 2025 Board of Trustees Meeting.

E. Staff Presentation – Assisted Outpatient Treatment (AOT) Program – *Dallas Hamilton, Senior Director of Crisis Services*

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 2025 Period 6 (February) Financial Statements. – Dianne Hickey, Finance Committee Chair

In February 2025, revenues exceeded expenditures by \$155,040. The budget for February 2025 is an excess of \$72,672. Year-to-date (YTD) through February 2025, expenditures exceeded revenues by \$577,761. The budget YTD through February 2025 is an excess of \$59,358.

Board Action: Dianne Hickey made a motion for the Board of Trustees to approve the Financial Statements for the period ending in February 2025, which passed unanimously. A “second” was not required since the primary motion was made by the Finance Committee.

Personnel Committee Meeting

B. Review and Approval of Board of Trustees Bylaws. – Linda Holloway, Ph.D., Personnel Committee Chair

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

C. Review and Approval of Revised Organizational Chart. – Linda Holloway, Ph.D., Personnel Committee Chair

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

D. Nomination and Appointment of Finance Committee Chairperson. Nominations for Finance Committee Chairperson to be Received from the Board of Trustees. – Linda Holloway, Ph.D., Personnel Committee Chair

Board Action: Linda Holloway, Ph.D., made a motion for the Board of Trustees to nominate and appoint Dianne Hickey, as the Finance Committee Chairperson, which passed unanimously. A “second” was not required since the primary motion was made by the Personnel Committee.

**E. Nomination and Appointment of Finance Committee Vice Chairperson.
Nominations for Finance Committee Vice Chairperson to be Received from the
Board of Trustees. – *Linda Holloway, Ph.D., Personnel Committee Chair***

Board Action: Linda Holloway, Ph.D., made a motion for the Board of Trustees to nominate and appoint Kelly Sayre, as the Finance Committee Vice Chairperson, which passed unanimously. A “second” was not required since the primary motion was made by the Personnel Committee.

Nominating Committee Meeting

**F. Election of Board Officers – Chairperson and Vice Chairperson.
(On behalf of the Nominating Committee, Nomination Form for additional
candidates was provided to the Board of Trustees on March 21, 2025, self-
nominations welcome.) – *Nominating Committee: Linda Holloway, Ph.D., Cynthia
Jones, Ph.D., Jack Phillips***

**Based on the recommendations of the Board of Trustees Nominating Committee,
Linda Holloway, Ph.D., Cynthia Jones, Ph.D., and Jack Phillips are
recommending the following:**

- **Chairperson – Dianne Hickey**
- **Vice Chairperson – Arthur Kelly Sayre**

Board Action: Patti Dunn made a motion to accept Dianne Hickey, as the Chairperson, and Arthur Kelly Sayre, as the Vice Chairperson, of the Board of Trustees. Linda Holloway, Ph.D., seconded the motion, which passed unanimously. Cynthia Jones, Ph.D., and Judi Swayne were not present at the time of the vote.

III. Other Agenda Items

A. HR Report. – *Erin Posey, Chief HR Officer*

Board Action: The HR Report will be presented at the May 2025 Board of Trustees meeting. This will be presented as a quarterly report, rather than a monthly report.

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

Board Action: Discussion Item Only

C. Abuse & Neglect/Critical Incidents Report. – *Kayla Lusk, IDD Rights Protection Officer*

Board Action: Discussion Item Only

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

Executive Session: 2:06 p.m.

Convened back in Open Session following Executive Session at 2:58 p.m.

V. Executive Director Report

- The HCS Wait list currently has 3260 individuals waiting for services.
- The IDD General Revenue Wait list currently has 313 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.
- Legislative updates continue down the same path. We will be going to the Capital to meet with State Representatives and Senators to discuss the funding needs next week for Denton County Days. We will also be discussing the loss of the COVID relief funding.
- The County Contact has been submitted for services, Crisis Residential and Substance Use Treatment.
- The Annual Loss Event will be held on June 14, 2025, at Anderson’s Distillery, N Bell Ave, Denton, Texas, 12:00pm to 8:00pm.
- The Flower Mound Rotary for Rotary Action Days is planting flowers for DOPC on April 12th, from 10:00am to 3:00pm, please join us.
- Thank you to Taylor for always helping me!
- Thank you to the staff, Leadership, and chief for all your hard work.
- Thank you to the Board for all your support and leadership.

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

Board Action: The Personnel Committee presented the Executive Director’s Performance Evaluation to the Board of Trustees. The Board of Trustees reviewed and discussed the Executive Director’s Performance Evaluation.

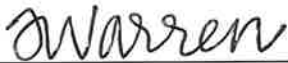
Linda Holloway, Ph.D., made a motion for the Board of Trustees to approve the Executive Director’s Performance Evaluation, as their performance exceeds performance standards. The Board of Trustees are recommending that the Executive Director receive merit in line with staff within the Center. The Executive Director declined this recommendation and requested that it be allocated. The Board of Trustees will discuss the allocation at the next Board of Trustees meeting. Kelly Sayre seconded the motion, which passed unanimously.

VII. Chair Comments

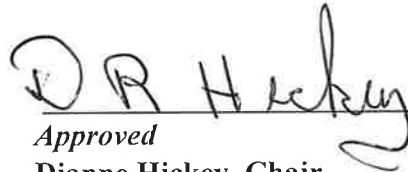
- The Board of Trustees discussed appointments nearing expiration. The Board of Trustees agree to contact their respective Denton County Commissioner if they would or would not like to be appointment to the Board of Trustees.
- Thank you all for letting Kelly and I remain as Chair and Vice Chair for the next few years.
- Due to a scheduling conflict, the April 2025 Board of Trustees Meeting will need to be rescheduled. Potential dates for the rescheduled meeting are Monday, April 28, 2025, or Tuesday, April 29, 2025.
 - The Board of Trustees agreed to reschedule the April 2025 Board of Trustees meeting to Monday, April 28, 2025.

VIII. New Business – Next Board meeting will be held at the Denton Outpatient Clinic (DOPC) on, Monday, April 28, 2025.

IX. Adjourned – The Board of Trustees adjourned at 3:10 p.m.



Respectfully Submitted
Taylor Warren, Executive Assistant
Denton County MHMR



Approved
Dianne Hickey, Chair
Denton County MHMR Board of Trustees