

**Denton County MHMR Center  
Board of Trustees Meeting Minutes  
Monday, June 30, 2025**

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

**Trustees Absent:** Leah Strittmatter, Judi Swayne

**Staff Present:** Veronica Armendariz, Michelle Conrad, Anna Drummond, Pam Gutierrez, Dallas Hamilton, Ciara Hurt, Kayla Lusk, Melodye McKaye, Jess Pham, Erin Posey, Dr. Meena Vyas, Taylor Warren, Ritch Wright

**Guests Present:** Commissioner Kevin Falconer, Brooke Hambrick

**I. Call to Order**

**A. Roll Call** – a quorum was present for the Regularly Scheduled Board of Trustees meeting. Leah Strittmatter 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 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 May 20, 2025.**

The Board of Trustees reviewed the Minutes of the Regularly Scheduled Board of Trustees meeting, May 20, 2025.

**Board Action:** Isabel Hernandez made a motion for the Board of Trustees to approve the Minutes of the Regularly Scheduled Board of Trustees Meeting, May 20, 2025, as presented. Linda Holloway, Ph.D., seconded the motion, which passed unanimously.

**E. Staff Presentation – Child and Adolescent Services: A Comprehensive Overview –  
*Anna Drummond, Child & Adolescent Program 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 Meeting*

#### **A. FY 2025 Period 9 (May) Financial Statements. – *Dianne Hickey, Finance Committee Chair***

In May 2025, revenues exceeded expenditures by \$160,078. The budget for May 2025 is an excess of \$1,494. Year-to-date (YTD) through May 2025, expenditures exceeded revenues by \$587,244. The budget YTD through May 2025 is a loss of \$20,285.

**Board Action:** Dianne Hickey made a motion for the Board of Trustees to approve the Financial Statements for the period ending in May 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 Policies. – *Linda Holloway, Ph.D., Personnel Committee Chair***

- Policy 7.101 - Equal Opportunity
- Policy 3.701 - Mental Health Services

**Board Action:** Linda Holloway, Ph.D., made a motion for the Board of Trustees to approve Policy 7.101 - Equal Opportunity and Policy 3.701 - Mental Health Services, 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, Chief Operations Officer***

**Board Action:** Discussion Item Only

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

**Board Action:** Discussion Item Only

**IV. Executive Director Report. – Pam Gutierrez, Executive Director**

- The HCS Wait list currently has 3303 individuals waiting for services.
- The IDD General Revenue Wait list currently has 312 waiting for services.
- Mental Health Adult Services continues not to have a wait list.
- Mental Health Children and Adolescence continues not to have a wait list.
- Many of the staff and Board members attended the Texas Council Annual Conference in Dallas. There were many excellent presentations, and the conference was very good. The Center had a wonderful presentation that was nominated by Linda Holloway and selected, by the selection committee to present. Teamwork, Makes Dreamwork, A Model Countywide Collaborative. The presenters were Olivia Mata Williams, with the United Way, Alex Reed, with the Health Department, and Pam Gutierrez. The Presentation was on the Behavioral Health Leadership Team, Mental Health Navigation, Find Help Denton County, Credible Minds, and the Virtual Calming Room that was created by our Child and Adolescent, Program Director, Anna Drummond. Our own Dallas Hamilton was my Vania White and gave out Goodies, pens and paper to write out affirmations during the Virtual Calming Room Presentation. Thank you, Dallas!
- I have presented to 7 Mayors, their Council Members and staff, requesting funding and providing information about Center services that their residents utilize and all the services the Center offers (Lake Dallas, Carrollton, Oak Point, Trophy Club, Coppell, Hickey Creek and Dish). The Center has received a check from Trophy Club and from Dish. Unfortunately, I have received notice that Denton and Lewisville will not be able to provide any additional funding to the Center outside of grants.
- The Center's Back to School Drive is under way. We would love to have support for our kids and their families. We have provided the QR Code for your convenience. Thank you to Dianne for donating all the backpacks! Thank you to all the Board for supporting our Children!
- The LOSS Festival was a great event, the event raised \$11,500 with wonderful bands, sponsors, and vendors. The Event had 180 people attending. Thank you, Jack, for coming out and supporting this event! Thank you to the board members for supporting this event!
- The Center's Grant Writer Jill La Barren, Jess Pram and Dallas Hamilton applied for a \$3.1 million-dollar, 5-year, Substance Use grant and received the grant. In addition, Jill and our LOSS Director Richard Godoy received a grant for \$40,000 for a vehicle for the LOSS Director from HEB. Lastly, Jill applied for and received a counseling grant from the City of Lewisville for \$14,000.
- North Texas Giving Day is coming on September 18, 2025, and the Center will be supporting the Local Outreach to Suicide Survivors (LOSS) team. Please start letting your family and friends know so they can support this incredible team. We will be bringing more information as the date gets closer.
- The Center will also have a team at the Flower Mound Duck Derby. The Center received \$2,000 dollars at the Flower Mound Rotary Annual presentation for selling ducks this past year. We plan to increase our duck sales so get ready! This event will be at the Rhythms at the River Walk in Flower Mound on September 20, 2025. The Event will be from 10:00 am to 2:00 pm. This is the 8<sup>th</sup> annual event and there will be food trucks, music, and vendors. Over 30,000 ducks are released along the riverwalk. We would love to have your support!
- Thank you for all your dedication and commitment to the individuals we serve Ms. Patti and Ms. Judi. I am very grateful for both of you, and I thank you.
- Thank you, Taylor, for always helping me!!
- Thank you to the Chiefs and Leadership staff for all your hard work.
- Thank you to the Board for all your support and leadership.

**V. Chair Comments. – Dianne Hickey, Board of Trustees Chair**

- Dianne Hickey notified the Board of Trustees of the decision to close the Center's Guardianship Program, which will be on the July 2025 Board of Trustees Meeting agenda. Dianne discussed the history of the Center's Guardianship Program and informed the Board of Trustees that the decision to close the program is due to personnel and financial issues. Dianne stated that the Center will not be applying for the RFP but will continue to provide the services until the end of the contract, which is 8/26/2025, and will assist whoever is taking it over. The gap in care will be discussed with the Denton County Commissioners.
  - Isabel Hernandez requested that the Board of Trustees is owed the opportunity to find out about this type of decision as soon as the Center is aware and asks this for matters of transparency.
  - Ron Marchant agreed that the Board of Trustees are to be informed of these types of decisions before they find out from anyone else.
- Dianne Hickey requested that Ron Marchant, Chairperson for the Facilities & Assets Committee, set up a time for the Board of Trustees to tour the new Administrative Building.
- Dianne Hickey stated that a Veteran must be identified for the Center's Board of Trustees, which is now a requirement for all Community Centers.
- The Board of Trustees discussed potentially changing the start time of the Board of Trustees meeting to later in the day. This change would allow Trustees, staff, and community members the ability to attend the meetings.
  - The Center's Board Liaison, Taylor Warren, will e-mail the Board of Trustees a poll of potential meeting times.
  - The selected meeting time will be added to the July 2025 Board of Trustees Meeting agenda.
- Dianne Hickey thanked the Denton County Commissioners on behalf of the Board of Trustees. You have supported us through good and bad times, and we will be great moving forward. The Board of Trustees has been outstanding, as we take everything to heart. We love to have the staff here and we try to make it as easy as possible for everyone.
- Patti Dunn addressed the Board of Trustees:

"It has been an honor and privilege to be on this Board for 31 years and to see the changes and evolution in the Center and the services that we provide. It has been nothing short of amazing. I wish you all could see where we met for our Board meetings 31 years ago.

I want to commend Pam Gutierrez; I have known her all 31 years. She was a case worker and has held many positions throughout the years. She has done an outstanding job in whichever position she was serving. I consider her the most committed and hard-working Executive Director that we have had in 31 years. She has done everything she possibly can to build up the Center and services for our individuals.

I commend all that work with Pam – Taylor Warren, Department Heads, Program Managers, and all that so willingly take care of providing services for our individuals. You are all to be commended.

The Board of Trustees are in super shape with Dianne as the Chairwoman, Kelly as the Vice-Chair, and the great leadership from Linda and Jack. Many of you have not been on the Board for very long but you are all great additions. I think the Board is destined to be great as we go forward. I am so proud of you all.

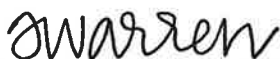
This will be my last meeting. From what I have heard today, I am so proud of all the work that you do. Thank you to the Denton County Commissioner's for graciously allowing me to be on the Board for 31 years, including our current Board member, Ron Marchant and Commissioner Kevin Falconer. Ron and Commissioner Falconer recommended me and supported me for many years. I appreciate the opportunity you have given me to serve in this way.

I wish you all, the Center, and the individuals served the very best in the future. I will be praying for the funding situation ongoing. Thank you, it has been a great ride, and I love you all."

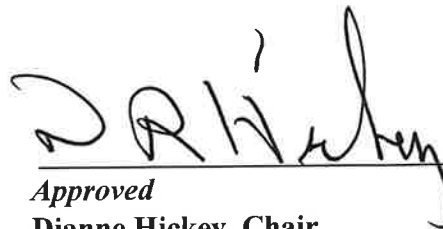
- Commissioner Kevin Falconer thanked Patti Dunn for everything she has done for the Center and for the Board of Trustees.
- Dianne Hickey requested the Commissioner Kevin Falconer deliver a message to the other Denton County Commissioner – the Board of Trustees appreciate everything they have done for us and what they will do for us in the future. We will do everything that we can to protect the individuals served, the Center, and the reputation of Denton County.
- Commissioner Kevin Falconer stated "I do think our partnership is so important, and needing to maintain that. I appreciate everything this Board, Pam, and everyone does. It is such an important thing. I have known that for a while, but it has come to even much more to my attention as a County Commissioner how important mental and behavioral health is. You all are the cornerstone of that, and we appreciate it."

VI. **New Business** – Next Board meeting will be held at the Denton Outpatient Clinic (DOPC) on Monday, July 21, 2025.

VII. **Adjourned** – The Board of Trustees adjourned at 1:59 p.m.



*Respectfully Submitted*  
Taylor Warren, Executive Assistant  
Denton County MHMR



*Approved*  
Dianne Hickey, Chair  
Denton County MHMR Board of Trustees