



*the Local MH/IDD Authority for Denton County, Texas*

## **Regularly Scheduled Meeting Board of Trustees**

**Date:** January 22, 2026

**Time:** 1:00 PM

**Place:** Administrative Building  
1614 Scripture Street  
Denton, Texas 76201

### **Board Members:**

*Dianne Hickey, Chair      Arthur K. Sayre, Vice Chair      Cynthia Jones, Ph.D., Secretary*

*Brooke Hambrick*

*Isabel Hernandez*

*Linda Holloway, Ph.D.*

*Douglas Lee*

*Ron Marchant*

*Paul Slough*

*Dawn Waye*

*Pam Gutierrez, Executive Director*

### **We Value:**

*Individual Worth – Quality – Integrity – Dedication – Teamwork*

### **Denton County MHMR Center, My Health, My Resources** **Mission Statement**

*Denton County MHMR Center, My Health, My Resources, enhances the quality of life  
of the individuals served and their family members.*



## Board of Trustees Meeting Agenda

Thursday

January 22, 2026

### I. Call to Order

- A. Roll Call
- B. Welcome to Guests and Staff
- C. Public Comments are welcome however, are limited to three (3) minutes per individual and fifteen (15) minutes total time. Citizens wishing to address the Board must complete the Citizen Comment Registration Form prior to the start of the meeting.

Pursuant to State Open Meetings Law, the Board of Trustees is restricted in discussing or taking action on items not posted on the agenda.

- D. Approval of the Regularly Scheduled Board of Trustees Meeting Minutes from October 23, 2025.
- E. Presentation – Annual Financial Compliance Audit Report for Fiscal Year 2025.  
*Katy Hendrix, CPA, Assurance Manager, Condley and Condley, LLP*

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 2026 Period 2 (October) Financial Statements.  
*Dianne Hickey, Finance Committee Chair*
- B. FY 2026 Period 3 (November) Financial Statements.  
*Dianne Hickey, Finance Committee Chair*
- C. FY 2026 Period 4 (December) Financial Statements.  
*Dianne Hickey, Finance Committee Chair*

*Personnel Committee Meeting*

**D. Review and Approval of Policies:**

*Linda Holloway, Ph.D., Personnel Committee Chair*

- Policy 3.0 – Rights Protection Office
- Policy 3.704 – Screening, Referral, and Emergency Service – Normal Work Hours
- Policy 7.100 – Equal Employment and Affirmative Action

**E. Review and Approval of New Positions:**

*Linda Holloway, Ph.D., Personnel Committee Chair*

- Program Manager of Youth Crisis Outreach Team (YCOT) Services - FTE 1.0 – Annual Salary- \$83,208.
- (2) Youth Crisis Outreach Team (YCOT) Licensed Practitioner of the Healing Arts (LPHA) – FTE 1.0 – Annual Salary- \$72,804.
- (2) Youth Crisis Outreach Team (YCOT) Qualified Mental Health Professional (QMHP) - FTE 1.0 – Annual Salary- \$56,160.
- (2) Youth Crisis Outreach Team (YCOT) Family Partner – FTE 1.0 – Annual Salary- \$37,440.
- Child and Adolescent Psychiatrist- FTE 0.46 – Annual Salary- \$143,520.
- Psychiatric Clinic Assistant (PCA) - FTE 1.0 – Annual Salary- \$41,604.
- Quality Management (QM)/Utilization Management (UM) Support Staff - FTE 1.0 – Annual Salary- \$41,604.
- Substance Use Services (SUD) Peer Support Specialist – FTE 1.0 – Annual Salary- \$47,840.

**F. Review of Development Director Job Description. Update As Needed.**

*Linda Holloway, Ph.D., Personnel Committee Chair*

### **III. Other Agenda Items**

- A. Review and Acceptance of Annual Financial Compliance Audit Report for Fiscal Year 2025.  
*Pam Gutierrez, Executive Director*  
*Michelle Conrad, Chief Financial Officer*
- B. Board Approval and Motion to Appoint Cynthia Jones, Ph.D., as the Board of Trustees Representative of Denton County MHMR Center, My Health, My Resources, to the Texas Council of Community Center's Board of Directors.  
*Dianne Hickey, Board of Trustees Chair*
- C. Board Committee Appointments. Action, as needed, from the Board of Trustees.  
*Dianne Hickey, Board of Trustees Chair*
- D. Behavioral Health (BH) and Intellectual Developmental Disabilities (IDD) Satisfaction Survey Report.  
*Ciara Hurt, Program Manager of Quality Management (QM)*
- E. Planning, Network, and Advisory Committee (PNAC) Report and Discussion.  
*Keelah Adelegan, Chief Clinical Officer*
- F. Abuse & Neglect/Critical Incidents Report. Discussion Item Only.  
*Kayla Lusk, Intellectual and Developmental Disabilities (IDD) Rights Protection Officer*

### **IV. Executive Director Report**

### **V. Chair Comments**

### **VI. New Business – Next Board Meeting – Thursday, February 26, 2026.**

### **VII. Adjourn**