

Board of Trustees Meeting Minutes **Monday, April 27, 2026**

Trustees Present: Dianne Hickey, Brooke Hambrick, Isabel Hernandez, Cynthia Jones, Ph.D., Ron Marchant, Kelly Sayre, Paul Slough, Dawn Waye

Trustees Excused Absence: Linda Holloway, Ph.D. (Excused), Doug Lee (Excused)

Staff Present: Keelah Adelegan, Veronica Armendariz, Michelle Conrad, Pam Gutierrez, Dallas Hamilton, Ciara Hurt, Kayla Lusk, Erin Posey, Taylor Warren, Ritch Wright

Guests Present: Judge Edward Nolter

I. Call to Order

A. Roll Call – a quorum was present for the Regularly Scheduled Board of Trustees meeting. Linda Holloway, Ph.D., and 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's, My Health, My Resources, Board of Trustees to order at 1:00 p.m. in the Boardroom of Denton County MHMR Center's, My Health, My Resources, Administrative Building, 1614 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 26, 2026.

The Board of Trustees reviewed the Minutes of the Regularly Scheduled Board of Trustees meeting, March 26, 2026.

Board Action: Dawn Waye made a motion for the Board of Trustees to accept the Minutes of the Regularly Scheduled Board of Trustees meeting, March 26, 2026, as presented. Cynthia Jones, Ph.D., seconded the motion, which passed unanimously.

E. Approval of the Board of Trustees Annual Retreat and Training Meeting Minutes from April 17, 2026.

The Board of Trustees reviewed the Minutes of the Board of Trustees Annual Retreat and Training meeting, April 17, 2026.

Board Action: Paul Slough made a motion for the Board of Trustees to accept the Minutes of the Board of Trustees Annual Retreat and Training meeting, April 17, 2026, as presented. Dawn Waye seconded the motion, which passed unanimously.

F. Approval of the Special Board of Trustees Meeting Minutes from April 17, 2026.

The Board of Trustees reviewed the Minutes of the Special Board of Trustees meeting, April 17, 2026.

Board Action: Brooke Hambrick made a motion for the Board of Trustees to accept the Minutes of the Special Board of Trustees meeting, April 17, 2026, as presented. Dawn Way seconded the motion, which passed unanimously.

G. Board Training/Staff Presentation – Assisted Outpatient Treatment (AOT). – Keelah Adelegan, Chief Clinical Officer

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

In March 2026, the Denton County MHMR Center reported a net loss of **\$38,687**, which was less than the board-approved budgeted loss of **\$55,342** for the month and reflecting continued financial stability.

For the fiscal year-to-date period of September 2025 through March 2026, the Center generated a cumulative net profit of **\$705,296**, compared to a board-approved budgeted profit of **\$56,131** for the same period. This represents a favorable variance to budget and stronger-than-anticipated financial performance.

Board Action: Dianney Hickey made a motion for the Board of Trustees to approve the Financial Statements for the period ending in March 2026, which passed unanimously. A “second” was not required since the primary motion was made by the Finance Committee.

B. Review and Approval of Revised Budget. – Dianne Hickey, Finance Committee Chair

Board Action: Dianney Hickey made a motion for the Board of Trustees to approve the Revised Budget, which passed unanimously. A “second” was not required since the primary motion was made by the Finance Committee.

*Personnel Committee Meeting***C. Review and Approval of Revised Board of Trustees Bylaws. – Brooke Hambrick, Personnel Committee Vice-Chair**

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

D. Review and Approval of Policy 2.107 – Retention of Fund/Balance Reserve. – Brooke Hambrick, Personnel Committee Vice-Chair

Board Action: Brooke Hambrick 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. Abuse & Neglect/Critical Incidents Report. Discussion Item Only. – Kayla Lusk, Intellectual and Developmental Disabilities (IDD) Rights Protection Officer**

Board Action: Discussion Item Only

B. Planning, Network, and Advisory Committee (PNAC) Report and Discussion. Approval as required. – Veronica Armendariz, Senior Director of Quality Management (QM)/Utilization Management (UM)

Board Action: Ron Marchant made a motion for the Board of Trustees to accept the Planning, Network, and Advisory Committee (PNAC) recommendations, as presented. Cynthia Jones, Ph.D., seconded the motion, which passed unanimously.

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

- The HCS Wait list currently has 3427 individuals waiting for services.
- The IDD General Revenue Wait list currently has 295 waiting for services.
- Mental Health Adult Services have a wait list of 197.
- Mental Health Child and Adolescent Services have a wait list of 5.
- The Center's Service Targets are currently at 115% for adults and 112% for children and adolescents.
- Crisis Residential Unit (CRU) Numbers – March 2026 - 7, April 2026 - 8.
- Cybersecurity update – The Board was advised that a threat actor successfully attacked the Center's shared TxAce server. Although the preliminary investigation found no evidence that PHI was accessed, the Center, out of an abundance of caution, is partnering with the six TxAce Centers to complete a full forensic investigation. The Board will be updated as additional information becomes available.
- The thank you letter to the Associate Deputy Commissioner, Trina Ita, and the Substance Use Staff was signed on behalf of the board on April 27, 2026.
- On September 18, 2026, the Center will have the Mental Health & Judicial/Law Enforcement Summit at the Embassy Suites. 8:00am to 12:00pm. I would love each of you to attend.
- May is Mental Health Awareness Month, and the Mental Health Proclamation will be on May 5, 2026, at the County Courthouse at 9:00am. We would love for all of you to be there with us. An email with additional Mental Health Awareness Month events will be coming soon.
- The Annual Local Outreach to Suicide Survivors (LOSS) Event will be held on May 16, 2026, at Harvest House, Denton, Texas, 12:00pm to 6:00pm. Please come out and support the incredible LOSS Team!
- Continuing meetings with State Representatives and Senators. Cynthia Jones and I met with Representative Patterson's Chief of Staff, Madison White, Madison advised that she learned a great deal about the Centers' needs and services. Meetings are scheduled with Representative Hayes and Representative Little for this week and next.
- Coordinated letters and requests from all Mayors in Denton County are in the process of being sent out.
- Thank you to Taylor for always helping me!
- Thank you to the staff, Leadership, and chiefs for all your hard work.
- Thank you to the Board for all your support and leadership.

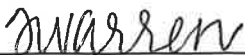
V. Chair Comments. – Dianne Hickey, Board of Trustees Chair

- Board Chairman discussed the need to form a committee to explore establishing a Behavioral Health Diversion Center. Board members expressed that while the need is clear, it is premature to form a committee without a unified direction and formal action from the Denton County Commissioners Court, which would be a key partner. The discussion was tabled to allow for more information to be gathered on existing efforts and to await clear guidance from the County.
- Board Chairman thanked Pam Gutierrez, Executive Director, and the Leadership staff for a wonderful Board of Trustees Retreat, as it was very eye-opening.

VI. New Business

- The next Board meeting will be held at the Administrative Building, 1614 Scripture Street, Denton, Texas 76201. The meeting will be rescheduled due to a scheduling conflict. The rescheduled date will be provided at a later time.
- Board members raised concerns that in the current Board of Trustee bylaws the succession plan for the Executive Director is too vague. Board member stated that the current Board of Trustee bylaws states “the Chief Operations Officer will assume duties temporarily”, but it lacks a clear process for the Board of Trustees subsequent actions (e.g., hiring a search firm, do we make a consideration from within). The board requested that the Personnel Committee review the bylaws, specifically the succession plan for the Executive Director, and develop a detailed, robust succession and continuity plan, then bring the revised plan back to the board. The board recommended that the succession plan for the Executive Director within the bylaws is an agenda item for the May 2026 board meeting. This recommendation was accepted by the Board Chairman.

VII. Adjourned – The Board of Trustees adjourned at 2:47 p.m.



Respectfully Submitted
Taylor Warren, Executive Assistant
Denton County MHMR Center
My Health, My Resources



Approved
Dianne Hickey, Board of Trustees Chair
Denton County MHMR Center
My Health, My Resources