

Tri-County Services Board of Trustees Meeting

August 30, 2012



*Serving individuals with mental illness
and developmental disabilities*

AGENDA

Notice is hereby given that a regular meeting of the Board of Trustees of Tri-County Services will be held on Thursday, August 30, 2012. The Business Committee will convene at 8:30 a.m., the Program Committee will convene at 9:30 a.m. and the Board meeting will convene at 10:00 a.m. at 1506 FM 2854, Conroe, Texas. The public is invited to attend and offer comments to the Board of Trustees between 10:00 a.m. and 10:15 a.m.

I. Organizational Items

- A. Chairman Calls Meeting to Order
- B. Public Comment
- C. Quorum

II. Approve Minutes - July 26, 2012

III. Executive Director's Report - Cindy Sill

- A. Department of Aging & Disability Services (DADS)
 - 1. Progress Towards Target Achievement
 - 2. Change in Leadership at DADS
- B. Department of State Health Services (DSHS)
 - 1. Civil Rusk State Hospital Diversion Beds
 - 2. Planned Changes in Treatment Protocols
 - 3. Additional PATH Funds
- C. Splash of Hope
- D. Legislative Event for State Elected Officials

IV. Chief Financial Officer's Report - Millie McDuffey

- A. FY 2012 Audit
- B. Fixed Asset Inventory
- C. Conroe & Cleveland Property Update
- D. FY 2011 HCS, TxHmL & ICF Cost Reports
- E. Annual Worker's Compensation Audit

V. Program Committee

Action Items

- A. Appoint New Member for the Mental Health Planning Network Advisory Committee..... Page 10
- B. Approve Goals & Objectives for FY 2013..... Pages 11-13
- C. Approve Revision to Mission Statement..... Page 14

Information Items

- D. Community Resources Report for July 2012..... Pages 15-16
- E. Consumer Services Report for July 2012..... Pages 17-18
- F. Program Updates for July 2012..... Pages 19-22

VI. Executive Committee

Action Items

- A. Annual Election of FY 2013 Board Officers..... Page 23
- B. Executive Director's Evaluation & Compensation for FY 2013..... Page 24
- C. Determine Process for Recruiting & Selecting the New Executive Director..... Page 25
- D. Nominations for the Texas Council Risk Management Fund's Board of Trustees..... Pages 26-29

Information Items

- E. Personnel Report for July..... Pages 30-31
- F. Texas Council Quarterly Board Meeting Update..... Page 32

VII. Business Committee

Action Items

A. Approve July 2012 Financial Statements.....	Pages 33-46
B. Approve FY 2012 Year End Budget Revision.....	Pages 47-49
C. Approve Proposed FY 2013 Operating Budget.....	Pages 50-52
D. Approve Banking Services Contract with JPMorgan Chase Bank, N.A.....	Pages 53-54
E. Approve Purchase of Fleet Vehicles.....	Page 55
F. Approve Replacement of Roof at Riverpointe Building #2.....	Page 56
G. Approve Replacement of Pumps at Huntsville Lift Station.....	Page 57
H. Approve Replacement of Drainage System at 610 North Loop 336 East.....	Pages 58-59
I. Approve Participation in Texas Council Risk Management Fund Minimum Contribution Plan for Workers' Compensation Coverage.....	Pages 60-61
J. Approve FY 2013 Dues Commitment and Payment Schedule for Texas Council.....	Pages 62-69
K. Approve FY 2013 DSHS Performance Contract Amendment.....	Page 70
L. Ratify Execution of FY 2013 DADS Performance Contract Amendment.....	Pages 71-77
M. Approve FY 2013 Kingwood Pines Inpatient Hospital Contract.....	Page 78
N. Approve FY 2013 Cypress Creek Inpatient Hospital Contract.....	Page 79
O. Approve FY 2013 Avail Solutions Contract.....	Page 80
P. Medicaid 1115 Transformation Waiver.....	Pages 81-86

Information Items

Q. Board of Trustees' Unit Financial Statement for July 2012.....	Pages 87-88
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VIII. Executive Session in compliance with Texas Government Code Section 551.071, Consultation with Attorney & Section 551.074, Personnel.

Posted By:

Stephanie Eveland
Executive Assistant

Tri-County Services

P.O. Box 3067
Conroe, TX 77305

BOARD OF TRUSTEES' MEETING

July 26, 2012

Board Members Present:

Brad Browder
Morris Johnson
Patti Atkins
Cecil McKnight
Janet Qureshi
Tracy Sorensen
Sharon Walker

Board Members Absent:

Len George
David Walker

Tri-County Staff Present:

Cindy Sill, Executive Director
Millie McDuffey, Chief Financial Officer
Evan Roberson, Director of Organizational Support
Don Teeler, Director of Operations
Sandy Kelly, Director of Administrative Support
Stephanie Eveland, Executive Assistant
Shane Burks, Coordinator of Community Resources
Darius Tuminas, Staff
Stanley Johnson, Staff
Melissa Zemencsik, Staff
Rachel Coleman, Staff
Kathryn Banks, Staff
Cherterrica Heathman, Staff
David Deaton, Legal Counsel

Guests:

Genelle Edwards, Empowerment Options
Phyllis Curtis
Nancy Land
Ronny Altrand
Danny Parkman

Call to Order: Secretary, Brad Browder, called the meeting to order at 10:01 a.m. at 1506 FM 2854, Conroe, TX.

Public Comment: There were no public comments.

Quorum: There being seven (7) members present, a quorum was established.

Resolution #07-12-01

Motion Made By: Patti Atkins

Seconded By: Cecil McKnight, with affirmative votes by Brad Browder, Morris Johnson, Janet Qureshi, Tracy Sorensen and Sharon Walker that it be...

Resolved:

That the Board excuse the absence of Len George and David Walker.

Presentation of longevity recognitions to Tri-County staff.

Resolution #07-12-02

Motion Made By: Morris Johnson

Seconded By: Cecil McKnight, with affirmative votes by Brad Browder, Patti Atkins, Janet Qureshi, Tracy Sorensen and Sharon Walker that it be...

Resolved:

That the Board approve the minutes of the May 24, 2012 meeting of the Board of Trustees.

Executive Director's Report:

The Executive Director's report is on file.

Chief Financial Officer's Report:

The Chief Financial Officer's report is on file.

PROGRAM COMMITTEE:

Resolution #07-12-03

Motion Made By: Sharon Walker

Seconded By: Janet Qureshi, with affirmative votes by Brad Browder, Patti Atkins, Morris Johnson, Cecil McKnight and Tracy Sorensen that it be...

Resolved:

That the Board accept the FY 2012-13 Montgomery County United Way awards and approve the funding agreement.

The Community Resources Reports for May and June 2012 were reviewed for information purposes only.

The Consumer Services Reports for May and June 2012 were reviewed for information purposes only.

The Program Updates for May and June 2012 were reviewed for information purposes only.

The Year-to-Date FY 2012 Goals and Objectives Progress Report was reviewed for information purposes only.

The 3rd Quarter FY 2012 Corporate Compliance and Quality Management Report was reviewed for information purposes only.

The 4th Quarter FY 2012 Corporate Compliance Training was reviewed for information purposes only.

Program Presentation – Rachel Coleman presented information regarding Regional Authorization.

EXECUTIVE COMMITTEE:

Brad Browder, Secretary, appointed members to the Nominating Committee for FY 2013 Board Officers. The committee members are as follows:

- Sharon Walker, Chair
- Morris Johnson
- Patti Atkins

Brad Browder, Secretary, appointed members to the Executive Director Evaluation Committee as prescribed by Board policy. The committee members are as follows:

- Cecil McKnight, Chair
- Tracy Sorensen
- Janet Qureshi

The Personnel Report for May and June 2012 was reviewed for information purposes only.

BUSINESS COMMITTEE:

Resolution #07-12-04

Motion Made By: Morris Johnson

Seconded By: Patti Atkins, with affirmative votes by Brad Browder, Cecil McKnight, Janet Qureshi, Tracy Sorensen and Sharon Walker that it be...

Resolved:

That the Board approve the May 2012 financial statements.

Resolution #07-12-05

Motion Made By: Morris Johnson

Seconded By: Sharon Walker, with affirmative votes by Brad Browder, Patti Atkins, Cecil McKnight, Janet Qureshi and Tracy Sorensen that it be...

Resolved:

That the Board approve the June 2012 financial statements.

Resolution #07-12-06

Motion Made By: Morris Johnson

Seconded By: Janet Qureshi, with affirmative votes by Brad Browder, Patti Atkins, Cecil McKnight, Tracy Sorensen and Sharon Walker that it be...

Resolved:

That the Board approve the Engagement Letter from Carlos Taboada and Company, P.C. for the FY 2012 Independent Financial Audit.

Resolution #07-12-07

Motion Made By: Morris Johnson

Seconded By: Cecil McKnight, with affirmative votes by Brad Browder, Patti Atkins, Janet Qureshi, Tracy Sorensen and Sharon Walker that it be...

Resolved:

That the Board approve the recommendation for Tri-County Services FY 2013 Employee Health Insurance Plans.

No action was taken for participation in the Medicaid 1115 Transformation Waiver.

Resolution #07-12-09

Motion Made By: Morris Johnson

Seconded By: Cecil McKnight, with affirmative votes by Brad Browder, Patti Atkins, Janet Qureshi, Tracy Sorensen and Sharon Walker that it be...

Resolved:

That the Board approve the FY 2013 ICF Services Contract with Empowerment Options.

Resolution #07-12-10

Motion Made By: Morris Johnson

Seconded By: Patti Atkins, with affirmative votes by Brad Browder, Cecil McKnight, Janet Qureshi, Tracy Sorensen and Sharon Walker that it be...

Resolved: That the Board ratify execution of FY 2012-13 DSHS Contract Amendment – Private Psychiatric Hospital Civil Commitment Beds.

Resolution #07-12-11

Motion Made By: Morris Johnson

Seconded By: Cecil McKnight, with affirmative votes by Brad Browder, Patti Atkins, Janet Qureshi, Tracy Sorensen and Sharon Walker that it be...

Resolved: That the Board approve ratify execution of contract amendments with Kingwood Pines and Cypress Creek Hospitals for Civil Commitment Psychiatric Inpatient Treatment.

The 3rd Quarter FY 2012 Investment Report was reviewed for information purposes only.

The Board of Trustees' Unit Financial Statements for May and June 2012 were reviewed for information purposes only.

The regular meeting of the Board of Trustees recessed at 11:50 a.m. to go into Executive Session in compliance with Texas Government Code Section 551.071, Consultation with Attorney and Section 551.074, Personnel.

The meeting of the Board of Trustees reconvened at 12:04 p.m. to go into regular session.

Cindy Sill, Executive Director, announced her retirement effective January 25, 2013.

Resolution #07-12-12

Motion Made By: Cecil McKnight

Seconded By: Patti Atkins, with affirmative votes by Brad Browder, Morris Johnson, Janet Qureshi, Tracy Sorensen and Sharon Walker that it be...

Resolved: That the July 26, 2012 meeting of the Board of Trustees be adjourned at 12:05 p.m.

Adjournment:

[Redacted]

David Walker
Vice-Chairman

Date

Attest:

[Redacted]

Brad Browder
Secretary

Date

Executive Director's Report
August 30, 2012

Information

- The next regularly scheduled Board meeting is Thursday, September 27th.
- The 23rd Annual Burnham Golf Classic was another successful tournament and we sincerely appreciate all the efforts of the folks in South Liberty County.
- Morris Johnson, Tracy Sorensen and I had a very productive meeting with HISD Superintendent, Dr. Johnson last week. Melissa Zemencsik and I have a meeting with the special education director on September 5th.
- The next ETBHN Regional Oversight Committee will be held at Tri-County on September 7th.
- The Center will be closed, Monday, September 3rd in observance of Labor Day; all crisis and residential services will be operational.

Operations

- Department of Aging and Disability Services (DADS) -- Staff have struggled throughout the year to meeting the DADS target number to be served since there was a 27% reduction in general revenue funding. Our target is 120 and as of July we had served 115; I talked to our DADS contract manager and she advised that all centers are being held harmless in FY 2012.

Commissioner Chris Taylor was selected as the Deputy Commissioner for HHSC recently and DADS has an interim commissioner. Additionally, the Section Manager for IDD Community Services, David Rollins, retired; we expect that significant decisions and changes will not be forthcoming during this change in leadership at DADS.

- Department of State Health Services (DSHS) -- We have been working closely with the private hospitals to provide quality care for individuals diverted from Rusk State Hospital through our contract with DSHS. We have had 3-4 individuals receiving treatment on most days; our contract

maximum amount funds five (5) beds. We have also worked closely with the hospital staff to collect all the data required for the contract; many indicators are quarterly measures, but a few are monthly indicators.

DSHS has been planning significant changes in the assessment and treatment protocols for adult and youth services for many months and during the coming year, the implementation of these changes will begin. Resiliency and Disease Management will become Texas Resilience and Recovery. DSHS is staging these changes and children's mental health will be the first; there will be required training for all treatment staff and a train the trainers process will be used. Adult services implementation will follow later in the year. There are changes in assessment tools for both groups as well as treatment protocols (i.e., service packages) based upon diagnosis and acuity. In addition to retraining all direct service staff, we will also need to make significant changes in our clinical software and billing processes. We are forming a team of clinicians, QM, UM and billing staff to lead this change locally.

We received an additional \$15,721 in FY 2012 PATH funds to provide additional services and supports for individuals with mental illness who are homeless or virtually homeless. We were able to use these one-time funds to meet local needs.

- The Medicaid 1115 Transformation waiver Region 2 (Liberty County) had its performing provider presentation meeting yesterday and we presented our proposal to offer services to individuals with other than the DSHS priority population diagnoses. Since we have the required local and state funds to provide the match, we are optimistic that this project will be approved.
- We recently signed an affiliation agreement with Sam Houston State University School of Nursing and their students will rotate through our outpatient mental health clinic. They may want to rotate through the Psychiatric Emergency Treatment Center in the future.
- Our Montgomery County art project was displayed at the Woodlands mall last night and will remain there for six (6) months. This is an art project that both children and adults with mental illness completed under the guidance of BAM, Because Art Matters, a local agency that assists non-

profits in raising funds through art project. We will market this piece to area businesses if artwork is not purchased while on display at the mall.

- The Texas Council Risk Management Fund (TCRMF) held its quarterly meeting on August 10th and approved several items, including the FY 2013 budget, use of approximately \$1.3 million of reserves for rate stabilization in the coming year, and approval of reinsurance coverage. A summary of the meeting is attached.
- We are looking at dates in mid-October to have our local state elected officials legislative event; dates being considered are October 10, 11, 12, 16, 17, 23 and 24. As soon as we can confirm one of these dates with the majority of our state delegation, we will advise all of you. The event will be conducted at the PETC, probably at 10.
- We were able to implement our annual center-wide performance incentive procedure and each eligible, full-time employee will receive \$750 on or before August 31st. The procedure permits this award to be made if excess revenues exceed expenses by 3% and if there are no sanctions or penalties of \$5,000 or more. Due to numerous factors, including successful implementation of our revenue improvement plan, management of expenses, receipt of additional revenue from DSHS and ETBHN rebates, our excess revenue will significantly exceed the 3% threshold.

CHIEF FINANCIAL OFFICER'S REPORT

August 30, 2012

FY 2012 Audit – We continue the preliminary work for the FY 2012 audit. This consists of account reconciliations, copies of contracts, board minutes, backup and approval for any fixed asset purchases. We will start on all the confirmation letters to be sent out next week and hopefully have those back to us prior to Carlos coming on site in late September or early October.

Fixed Asset Inventory – The fixed asset inventory process is near completion. We are doing the input into Anasazi and completing the required documentation for the audit process. Reconciliations and disposal records are being reviewed and depreciation is being calculated.

Conroe & Cleveland Property Update – I have either spoken to or had email conversations with our realtors in Conroe and Cleveland over the past month. On the Cleveland properties, we have made some changes to the internet advertising so we can hopefully get new or renewed interest in the properties with the changes in pricing and possible concessions for necessary repairs on the buildings. On the Conroe properties, our realtor has called regarding some showings on both facilities and he hoped to have a potential offer for the Bryant Road building. He had a group that toured the location 3 times and so we are waiting to see where that will lead.

FY 2011 HCS, TxHmL & ICF Cost Reports - The HCS, Texas Home Living and ICF cost reports were submitted prior to the due date of August 6th. Now we just wait for the desk review period and any other review process that may occur. We just completed the final approval on the State cost report system for the FY 2010 cost reports so the whole process takes a couple of years to complete.

Worker's Compensation Audit – We have received our initial correspondence with the Texas Council Risk Management Fund in regards to our FY 2012 Workers Compensation audit process. After the final payroll for FY 12 is completed on September 15th, we will schedule the initial visit. Last year it took over 4 months to get the final numbers, so I will report back as soon as I have some useful information.

<p>Agenda Item: Appoint New Member for the Mental Health and Planning Network Advisory Committee (MHPNAC)</p> <p>Committee: Program</p>	<p>Board Meeting Date</p> <p>August 30, 2012</p>
<p>Background Information:</p> <p>The Department of State Health Services contract requires that the Planning Network Advisory Committee "...be composed of at least nine members, fifty percent of whom shall be consumers or family members of consumers..." We currently have three (3) MHPNAC openings.</p> <p>Staff recommends the appointment of the volunteer listed below to the MHPNAC:</p> <p><u>Dan Lafferty, Community Member</u></p> <ul style="list-style-type: none"> • Constable Lieutenant for Montgomery County, 1st Precinct • Mental Health Unit/Department Supervisor <p>Lt. Lafferty has agreed to serve on the MHPNAC for a two-year term, which will expire August 31, 2014.</p>	
<p>Supporting Documentation:</p> <p>None</p>	
<p>Recommended Action:</p> <p>Appoint New Member for the Mental Health Planning Network Advisory Committee</p>	

<p>Agenda Item: Approve Goals and Objectives for FY 2013</p> <p>Committee: Program</p>	<p>Board Meeting Date</p> <p>August 30, 2012</p>
<p>Background Information:</p> <p>The Board of Trustees and Leadership Team met on July 28, 2012 for a Strategic Planning meeting. The Board provided feedback regarding strengths, weaknesses, opportunities and threats for the next fiscal year. From this analysis, goals were developed and a consensus was reached. Subsequently, the Leadership Team developed objectives for each of the goals. These goals are in addition to the contractual requirements of the Center's contracts with the Department of State Health Services and the Department of Aging and Disability Services.</p> <p>After adoption by the Board, staff will provide a year-to-date progress report each quarter.</p>	
<p>Supporting Documentation:</p> <p>Draft FY 2013 Goals and Objectives</p>	
<p>Recommended Action:</p> <p>Approve Goals and Objectives for FY 2013</p>	

Goal #1 – Technology

Make technology a more effective tool in Center business.

Objectives

1. Implement changes necessary to meet Electronic Health Record (EHR) Phase II Meaningful Use requirements.
2. Eliminate paper records for persons with mental illness who are currently receiving services.
3. Convert at least 5 commonly used Center paper processes to electronic processes.
4. Implement an electronic centralized scheduling system for the individuals we serve.

Goal #2 – Funding

Strengthen the Center's financial health.

Objectives

1. Increase donations receipts through fundraisers, gifts and in-kind contributions.
2. Implement best strategies to sell vacant properties.
3. Write and submit at least 8 grant or contract proposals.

Goal #3 – Education/Communication

Improve external communication.

Objectives

1. Develop and market a speaker's bureau that includes staff and individuals receiving services.
2. Make presentations at each Commissioners Court quarterly.
3. Have at least one educational event with state elected officials and communicate throughout the session.
4. Expand stakeholder contact list for the electronic newsletter.

Goal #4 – Staff

Recruit and retain quality staff.

Objectives

1. Develop and implement organizational fit questions for the interview process to identify staff that have the same values as Tri-County.
2. Evaluate Computer Competency testing and make adjustments to ensure the hiring of competent staff.
3. Assess the Computer Competency of current staff and determine a plan to address skill deficits.
4. Conduct feasibility study regarding staff compensation methods.

Goal #5 – New and/or Expanded Services

Explore opportunities to diversify Center services.

Objectives

1. Maximize new and expanded service development and implementation through Medicaid 1115 Transformation waiver funding.
2. Begin analyzing the service expansion that may be available through the Accountable Care Act as implemented in Texas.
3. Consider the feasibility of expanding substance abuse treatment services.

Agenda Item: Approve Revision to Mission Statement Committee: Program	Board Meeting Date August 30, 2012
Background Information: At the Strategic Planning meeting on July 28 th , a consensus was reached between the Board members and Leadership Team to revise the mission statement for Tri-County Services. The current and revised mission statements are listed below for comparative purposes. Current Mission Statement: “Our mission is to ensure the provision of quality services for individuals with mental illness, substance abuse disorders and intellectual/developmental disabilities to enhance the quality of life in our community.” Revised Mission Statement: “Our mission is to enhance the quality of life for those we serve and our communities by ensuring the provision of quality services for individuals with mental illness, substance abuse disorders and intellectual/developmental disabilities.”	
Supporting Documentation: None	
Recommended Action: Approve Revision to Mission Statement	

Agenda Item: Community Resources Report for July 2012 Committee: Program	Board Meeting Date August 30, 2012
Background Information: None	
Supporting Documentation: Community Resources Report for July 2012	
Recommended Action: For Information Only	

Community Resources Report

Volunteer Hours:

Location	July
Conroe	71
Cleveland	8
Liberty	27
Huntsville	24
Total	130

COMMUNITY ACTIVITIES:

8/1/12	Liberty County Community Resource Coordination Group	Liberty
8/2/12	Texas Latino Leadership Roundtable	The Woodlands
8/2/12	Walker County Community Resource Coordination Group	Huntsville
8/3–8/5	Burnham Classic Golf Tournament	Liberty
8/7/12	Montgomery County Managed Assigned Counsel Board Meeting	Conroe
8/7/12	Montgomery County United Way Well Being Council Meeting	The Woodlands
8/7/12	Lone Star Family Health Clinic Meeting	Conroe
8/8/12	Montgomery County United Way Funded Partners Meeting	Conroe
8/8/12	Cleveland Radio Station Interview	Cleveland
8/9/12	Huntsville Chamber of Commerce Breakfast	Huntsville
8/9/12	Liberty County Community Resource Coordination Group	Cleveland
8/15/12	Liberty/Dayton Chamber of Commerce Luncheon	Liberty
8/15/12	Montgomery County Homeless Coalition Meeting	Conroe
8/15/12	Region 17 (Montgomery/Walker) 1115 Planning Meeting	Bryan
8/21/12	Montgomery County Forensic Hospital Advisory Board Meeting	Conroe
8/21/12	Montgomery County United Way Disaster Recovery Taskforce	The Woodlands
8/21/12	Montgomery County Community Resource Coordination Group	Conroe
8/22/12	Huntsville ISD Meeting	Huntsville
8/29/12	BAM! "Gallery on the Arts"	The Woodlands
8/29/12	Region 2 (Liberty) 1115 Planning Meeting	Galveston

UPCOMING ACTIVITIES:

9/4/12	Montgomery County Managed Assigned Counsel Board Meeting	Conroe
9/5 or 9/6/12	Chevron Phillips Chemical Agency Fair	The Woodlands
9/6/12	Cleveland Chamber of Commerce Luncheon	Cleveland
9/6/12	Walker County Community Resource Coordination Group	Huntsville
9/6/12	Texas Latino Leadership Roundtable	The Woodlands
9/18/12	Montgomery County Forensic Hospital Advisory Board	Conroe
9/18/12	Montgomery County United Way Disaster Recovery Taskforce	The Woodlands
9/18/12	Montgomery County Community Resource Coordination Group	Conroe

Agenda Item: Consumer Services Report for July 2012 Committee: Program	Board Meeting Date August 30, 2012
Background Information: None	
Supporting Documentation: Consumer Services Report for July 2012	
Recommended Action: For Information Only	

CONSUMER SERVICES REPORT
July 2012

Crisis Services, MH Adults/Children	MONTGOMERY COUNTY	CLEVELAND	LIBERTY	WALKER COUNTY	TOTAL
Persons Screened, Intakes, Other Crisis Services	529	28	28	49	634
Crisis and Transitional Services (SP 0, SP5)	61	2	3	2	68
Psychiatric Emergency Treatment Center (PETC) Served	59	2	5	2	68
Psychiatric Emergency Treatment Center (PETC) bed days	289	18	17	3	327
Total Contract Hospital Admissions Diversion admits	2 6	2 1	3	0	3 7
Total State Hospital Admissions	5	1	1	0	7
Routine Services, MH Adults/Children					
Adult Service Packages (SP 1-4)	743	80	78	120	1021
Adult Medication Services	580	66	68	87	801
Child Service Packages (SP 1.1-4)	267	18	6	37	328
Child Medication Services	138	7	4	14	163
TCOOMMI (Adult Only)	88	5	4	17	114
Adult Jail Diversion Services	19	2	0	0	21
Juvenile Detention Diversion Services	3	0	0	0	3
Persons Served by Program, IDD					
Number of New Enrollments for IDD Services	5	0	0	1	6
Service Coordination	417	33	38	48	536
Persons Enrolled in Programs, IDD					
Center Waiver Services (HCS, Supervised Living, TXHmL)	53	8	27	24	112
Contractor Provided ICF-MR	18	12	12	6	48
Substance Abuse Services					
Children and Youth Prevention Services	0	0	0	0	0
Youth Substance Abuse Treatment Services/COPSD	6	0	0	3	9
Adult Substance Abuse Treatment Services/COPSD	28	0	2	2	32
Waiting/Interest Lists as of Month End					
Department of State Health Services-Adults	221	21	36	5	283
Department of State Health Services-Children	13	0	1	1	15
Home and Community Based Services Interest List	1184	99	97	103	1483
Persons Served Outside of the State Contracts					
Benefit Package 3 Adult/Child	39	7	5	4	55
July Served by County					
Adult Mental Health Services	1227	118	108	177	1630
Child Mental Health Services	267	16	7	37	327
Intellectual and Developmental Disabilities Services	469	48	55	54	626
Total Served by County	1963	182	170	268	2583
June Served by County					
Adult Mental Health Services	1145	109	98	171	1523
Child Mental Health Services	272	19	7	46	344
Intellectual and Developmental Disabilities Services	479	45	53	59	636
Total Served by County	1896	173	158	276	2503
May Served by County					
Adult Mental Health Services	1169	119	115	184	1587
Child Mental Health Services	322	15	6	48	391
Intellectual and Developmental Disabilities Services	497	53	45	59	654
Total Served by County	1988	187	166	291	2632

Agenda Item: Program Updates for July 2012 Committee: Program	Board Meeting Date August 30, 2012
Background Information: None	
Supporting Documentation: Program Updates for July 2012	
Recommended Action: For Information Only	

Program Updates

July 2012

MH Crisis and Admission Services

A. Key Statistics:

1. Number of new admissions during the month: 138
2. PETC average daily census: 12.96

B. Program Comments:

1. We implemented a new hospital inpatient contract to provide 5 beds for state hospital diversion services.
2. Our average daily census at the PETC has been increasing as we attempt to avoid hospitalization as often as clinically appropriate.
3. This has been a very busy month in filling vacant RN, LVN, and other Tech positions at the PETC.

MH Adult Services

A. Key Statistics:

1. Number of adults served during the month: 1,630
2. Number of adults served in Medication Services: 801

B. Program Comments:

1. The number of persons served in Medication Services has been decreasing although we continue to serve over our contract target number for adults.
2. We are actively bringing in persons off of the waiting list in conjunction with our Rider 82 funding.
3. We have had unexpected turnover in our Adult Rehabilitation services which has had a negative impact on Medicaid earnings.

MH Child Services

A. Key Statistics:

1. Number of children served during the month: 327
2. Number of children served in Medication Services: 163

B. Program Comments:

1. We have been busy providing Summer Day Camp services to over 100 children with very positive feedback from children and guardians.
2. We have been actively providing Family Partner Services to children and their families in an effort to meet contract targets that have been impacted by a vacancy this year in the Family Partner position.

3. We have been sending many of our child direct service staff to some trainings, which should improve overall quality of services.

Criminal Justice Services

A. Key Statistics:

1. Number of adults served through Texas Office on Offenders with Medical and Mental Impairments (TCOOMMI): 114 (118 enrolled in the TCOOMMI Program minus 4 who did not receive services in July due to incarceration or discharge early in the month = Encounter data of 112)
2. Number of jail diversions: 5

B. Program Comments:

1. The Outpatient Competency Restoration program has now served 5 persons and we are attempting to serve at least 2 more during August.
2. We have suspended our Jail Diversion program in Walker County, due to lack of referrals, and we will assess whether to reimplement this in the future.
3. Our Adult program caseloads are full with probation referrals declining and parole referrals increasing.

Substance Abuse Services

A. Key Statistics:

1. Number of children served in prevention services: 0
2. Number of adults served in substance abuse/COPSD treatment services:
 - a. Substance Abuse Outpatient: 32
 - b. COPSD: 10
 - c. Total unique clients served: 32
3. Number of children served in substance abuse treatment services: 9

B. Program Comments:

1. Our Adult Substance Abuse admissions have stabilized after reaching the peak census in July.
2. We have filled a vacant Adult position and hope to complete training quickly.
3. Youth Prevention staff have been making numerous school contacts as part of our summer effort to schedule services at schools starting in September.

IDD Services

A. Key Statistics:

1. Total number of admissions for the month: 6
2. Total number enrolled in the Home and Community Based Services (HCS) and Texas Home Living (TxHmL) Provider Services for the month: HCS = 72 TxHmL = 40
3. Total number served within the department: HCS = 56 TxHmL = 21
4. Total number served in all IDD services for the month: 626

B. Program Comments:

1. We are struggling to meet our DADS service target of 120 per month average in the fourth quarter but are increasing our efforts in August.
2. Our Life Skills Programs have been busy with a variety of summer projects and activities.
3. The Texas Home Living Program has been a very active program this summer and continues to increase with new referrals.
4. The Administrator of IDD Authority Services resigned, but a replacement has recently been selected.

Support Information

- A. **Quality Management:** We have learned that the Local Provider Network Development Plan will be due on October 1, 2012; this plan will be on the September Board agenda for approval. In addition, the Consolidated Plan (which includes the Local Plan, Crisis Plan, Diversion Action and QM Plans) will be due on December 1, 2012.
- B. **Utilization Management:** Intake appointments have been scheduled for 100 clients that will be removed from the Mental Health Waiting List; 75 of clients have entered services to date.
- C. **Information Services:**
1. Information Services has been working closely with Continuity of Care to track clients admitted to the new DSHS diversion hospital beds and entering their CARE assignments correctly. Changes were made to Anasazi for FY13 which included changes to cost centers, services, encounter data, and TRAGs.
 2. Information Services has also ordered equipment, paid for with Federal Phase I Electronic Health Records (EHR) Meaningful Use funding, to upgrade servers and software which are used to connect to Anasazi. All staff that use Anasazi should benefit from this upgrade.
- D. **Grants:** We have been busy developing foundation grants for the Cleveland HUD 811 project. Grants to the Meadows Foundation, Fondren Foundation and Brown Foundation should be ready for submission by the end of August. In total, we will be requesting \$500,000 from these three foundations.
- E. **Mental Health Planning Network Advisory Committee (MHPNAC):** The MHPNAC met on August 22, 2012 to review the Draft LPND plan and provide feedback to Center staff about the structure of the plan.

Community Activities

- A. 23rd annual Burnham Classic Golf Tournament was held from August 3-5th at Magnolia Ridge Golf Course.
- B. **BAM! "Spotlight on the Arts" event was held on August 29th at the Woodlands Mall.**

Agenda Item: Annual Election of FY 2013 Board Officers Committee: Executive	Board Meeting Date August 30, 2012
Background Information: The By-laws for the Tri-County Board of Trustees require Board officers to be elected each fiscal year. Sharon Walker, Chair of the Nominating Committee, will present the slate of officers for election. Members of the Nominating Committee also include Patti Atkins and Morris Johnson.	
Supporting Documentation: None	
Recommended Action: Elect Officers for FY 2013 Board of Trustees	

<p>Agenda Item: Executive Director's Annual Evaluation and Compensation for FY 2013</p> <p>Committee: Executive</p>	<p>Board Meeting Date</p> <p>August 30, 2012</p>
<p>Background Information:</p> <p>Annually, the Board of Trustees reviews the Executive Director's performance and considers the compensation. Because the Executive Director announced her retirement, effective January 25, 2013, the Board inquired whether a different evaluation process could be used. Texas Statutes, Texas Administrative Code, DSHS and DADS contracts were reviewed and there are no specific evaluation requirements stipulated in any of these references. Mary Lou Flynn DuPart was consulted and advised that the Board could conduct their evaluation during executive session at the August 30th Board meeting.</p>	
<p>Supporting Documentation:</p> <p>None – Consider the Executive Director's Performance During Executive Session</p>	
<p>Recommended Action:</p> <p>Review Executive Director's Performance and Compensation and Take Appropriate Action</p>	

<p>Agenda Item: Determine Process for Recruiting and Selecting the New Executive Director</p> <p>Committee: Executive</p>	<p>Board Meeting Date</p> <p>August 30, 2012</p>
<p>Background Information:</p> <p>At the July 26th Board meeting, Cindy Sill, Executive Director, announced her retirement effective January 25, 2013. The Board of Trustees needs to determine the process to be used for the recruitment and selection of the next Executive Director.</p> <p>Among the decisions to be made are: the selection committee composition, experience and credentials required, posting notice content and distribution, interviewing process to be used and whether to involve the current Executive Director in any of process. If an Ad Hoc committee is appointed, the Board will need to determine the authority delegated to the committee.</p> <p>This discussion will occur in Executive Session.</p>	
<p>Supporting Documentation:</p> <p>None</p>	
<p>Recommended Action:</p> <p>Determine Process to be Used for Recruitment and Selection of the New Executive Director and Take Appropriate Action</p>	

<p>Agenda Item: Nominations for the Texas Council Risk Management Fund's Board of Trustees</p> <p>Committee: Executive</p>	<p>Board Meeting Date</p> <p>August 30, 2012</p>
<p>Background Information:</p> <p>On Friday, November 30, 2012, the annual meeting of the Texas Council Risk Management Fund will take place. At that time, elections will be held to fill the positions of Trustees in Places 7, 8 and 9.</p> <p>Centers have an opportunity to nominate the incumbents or submit a write-in nomination. Nominations are due by September 14, 2012.</p> <p>Incumbents</p> <ul style="list-style-type: none"> • Place 7: Mr. Hartley Sappington • Place 8: Mr. LaDoyce Lambert • Place 9: Mr. Harry Griffin 	
<p>Supporting Documentation:</p> <p>Memorandum from the Texas Council Risk Management Fund Nominating Committee</p> <p>Nomination Form</p>	
<p>Recommended Action:</p> <p>Nominate Candidates for Places 7, 8 and 9 for the Texas Council Risk Management Fund's Board of Trustees</p>	

July 20, 2012

MEMORANDUM

TO: Members, Texas Council Risk Management Fund

FROM: Nominating Committee

SUBJECT: **NOMINATIONS FOR PLACES 7, 8, and 9 OF THE BOARD OF TRUSTEES**

On Friday, November 30, 2012 the annual meeting of the Texas Council Risk Management Fund will take place. At that time, elections will be held to fill the positions of Trustees in Places 7, 8, and 9, whose terms will expire at 12:01 a.m., January 1, 2013.

At the time of election, the places will be occupied as follows:

Place 7: Mr. Hartley Sappington

Mr. Sappington worked in community centers and the central office of the Texas Department of MHMR for 15 years as a program manager, an Executive Director of a Center, and as an Assistant Deputy Commissioner. He represents Bluebonnet Trails Community Services on the Texas Council of Community Centers Board of Directors.

Place 8: Mr. LaDoyce Lambert

Mr. Lambert is currently Vice President of the Permian Basin Community Center Board. He is a Trustee on the Texas Council Risk Management Fund Board, and serves as chairman of the Fund's Budget and Finance Committee. Mr. Lambert received the Heritage of Odessa award for community service.

Place 9: Mr. Harry Griffin

Mr. Griffin was appointed to the Center for Health Care Services Board in 2007 and currently serves as the chair of the Business and Finance Committee. He is a former Deputy Chief for the San Antonio Police Department. Mr. Griffin serves as Secretary of the Texas Council Risk Management Fund Board of Trustees.

In accordance with the Fund Bylaws, the Nominating Committee will present a slate of nominees for election by the members. A mail ballot will be compiled listing the nominees chosen by the Nominating Committee. The mail ballot will be sent to each center before the end of September so that ballots may be returned and tabulated prior to the annual meeting on Friday, November 30th.

In addition to the nominations submitted by the Nominating Committee, each member has the opportunity to submit nominations of their own. These nominations must be received no later than Friday, **September 14, 2012**. The qualifications set out in the Fund Bylaws state that all nominees for the Board must be trustees of a member community center.

If your center would like to submit a nomination, please complete the attached form. Also include a biographical sketch of your nominee(s) along with a brief statement from the nominee(s) outlining their goals and objectives for serving on the TCRMF Board of Trustees. The nomination form, biographical sketch, and statement of goals and objectives should be returned to the Texas Council Risk Management Fund, Attention: Nominating Committee, P.O. Box 26655, Austin, Texas 78755-0655. You may also return the requested items by fax to (512) 346-9321 or by email to marilyn.wood@jicompanies.com.

If you have any questions, please contact Greg Womack or Marilyn Wood at 1-800-580-MHMR (6467)

Remember, you will need to return your nomination form by **September 14, 2012**.

Thank you for your attention to this matter.

cc: Board of Trustees, Texas Council Risk Management Fund
Advisory Committee, Texas Council Risk Management Fund
Danette Castle, Texas Council of Community Centers, Inc.

NOMINATION FORM

The undersigned Center would like to make the following nomination(s) for election to the Board of Trustees of the Texas Council Risk Management Fund:

NOMINATION

I understand that any mailed or faxed nominations received after Friday, September 14, 2012 cannot be considered. In addition, I recognize that nominees for Trustee must meet the required qualification of being a Trustee of a community center that is also a member of the Fund, as stated in Article IV, Section 2 of the Fund Bylaws.

Respectfully submitted, this _____ day of _____, 2012.

CENTER

Signature

Name

Title

Please return by September 14, 2012, to:

Texas Council Risk Management Fund
Attention: Nominating Committee
P.O. Box 26655
Austin, Texas 78755-0655
FAX #: (512) 346-9321 - Attn: Marilyn Wood

Agenda Item: Personnel Report for July 2012 Committee: Executive	Board Meeting Date August 30, 2012
Background Information: None	
Supporting Documentation: Personnel Report for July 2012	
Recommended Action: For Information Only	

TRI-COUNTY SERVICES PERSONNEL BOARD REPORT JULY 2012

STAFF CLASSIFICATIONS	NEW HIRES		SEPARATED		VOLUNTARY SEPARATION		INVOLUNTARY SEPARATION		BUDGETED POSITIONS	FILLED POSITIONS	MONTHLY TURNOVER PERCENT	YEARLY TURNOVER PERCENT
	MO.	YTD.	MO.	YTD.	MO.	YTD.	MO.	YTD.				
Bachelor's												
Qualified Mental Health Professionals	4	29	5	25	5	20		5	78	68	7%	37%
Qualified Developmental Disability Professionals (State Title)		4		3		3			15	13	0%	23%
Licensed Staff		4		4		2		2	17	13	0%	31%
Medical												
Physicians		3		2		2			6	5	0%	40%
Advanced Practice Nurses									2	2	0%	0%
RN's		1		2				2	11	8	0%	25%
LVN's		2	1	2		1	1	1	11	8	13%	25%
Techs/Aides												
MH		6		6		5		1	17	12	0%	50%
IDD	3	14		14		11		3	37	34	0%	41%
Supervisor/Manager												
MH				1		1			13	13	0%	8%
IDD		5							7	7	0%	0%
Program Support		4	1	5	1	3		2	39	36	3%	14%
Central Administration	1	1		3		3			18	18	0%	17%
Business Services									15	15	0%	0%
Maintenance/Janitorial/Lawn		1		1		1			22	20	0%	5%
GRAND TOTALS	8	74	7	68	6	52	1	16	308	272	3%	25%
Previous YTD											3%	22%

Agenda Item: Texas Council Quarterly Board Meeting Update Committee: Executive	Board Meeting Date August 30, 2012
Background Information: The Texas Council has requested that Center representatives give updates to Trustees regarding their quarterly Board meeting. A verbal update will be given by Sharon Walker.	
Supporting Documentation: None	
Recommended Action: For Information Only	

Agenda Item: Approve July 2012 Financial Statements Committee: Business	Board Meeting Date August 30, 2012
Background Information: None	
Supporting Documentation: July 2012 Financial Statements	
Recommended Action: Approve July 2012 Financial Statements	

July 2012 Financial Summary

Revenues for July 2012 were \$1,906,612 and operating expenses were \$1,721,377 resulting in a gain in operations of \$185,235. Capital Expenditures and Extraordinary Expenses for July were \$37,447 resulting in a gain of \$147,787. Total revenues were 97.51% of the monthly budgeted revenues and total expenses were 91.60% of the monthly budgeted expenses.

Year to date revenues are \$20,502,260 and operating expenses are \$19,437,157 leaving excess operating revenues of \$1,065,102. YTD Capital Expenditures and Extraordinary Expenses are \$416,590 resulting in a gain YTD of \$648,512. Total revenues are 99.36% of the YTD budgeted revenues and total expenses are 96.69% of the YTD budgeted expenses.

REVENUES

YTD Revenue items that are below the budget by more than \$10,000:

Revenue Source	YTD Revenue	YTD Budget	% of Budget	\$ Variance
HCS Program – Title XIX	1,710,323	1,770,499	96.61%	60,176
ICF Program - Title XIX	2,421,801	2,502,485	96.78%	80,684
Medicaid Regular – Title XIX	318,203	344,577	92.35%	26,374
Texas Home Living – Title XIX	229,529	270,451	84.87%	40,922
Rehab – Title XIX	1,320,030	1,352,253	97.62%	32,223
DSHS Gen Rev - NGM	640,357	679,460	94.25%	39,103
DSHS SA Prevention	103,982	115,148	90.31%	11,166

HCS Program – Revenue is down in the HCS program due to hospitalizations and a decrease in services being provided based on plan of care and what consumers actually access for their needs.

ICF Program – The ICF program is a cost reimbursement program. We are under budget in this line item due to long-term hospitalizations and numerous vacancies that we have had in this program throughout this fiscal year.

Medicaid Regular – This line item is trending lower. We will continue to analyze this line through the summer months to determine the cause of the downward trend and possible corrective action.

Texas Home Living – This line item is under budget based on consumers not accessing all the services available to them on their plan of care. It is anticipated that more services will be utilized over the summer so this line item should increase.

Rehab – This line item has increased from the beginning of the fiscal year based on the Revenue Improvement Plan that was put in place in January. However, we have seen a slight decrease in revenue in the last few months, mainly due to staff turnover in the Conroe program area, as well as the Group Services program in Conroe. We have hired staff for vacant positions and should see this trend turn around after they are trained and fully functioning in these positions. Changes have been put into place for the next fiscal year to alleviate these budget variances.

DSHS Gen Rev – NGM – This line item reflects the reimbursement of the cost of New Generation Medication. As we have seen over the past couple of years, our expenses for all medications have continued to decrease due to the patient assistant programs that pay for medications for our consumers. As allowed by our DSHS contract, we have identified other direct services where the lapsed funds can be used. Therefore, we should see this variance decrease over the remaining part of the fiscal year.

DSHS SA Prevention – This is a cost reimbursement program and revenue and expenses are both down as this program has had a few obstacles in gaining admission into schools to provide services to children.

EXPENSES

YTD Individual line expense items that exceed the YTD budget by more than \$10,000:

Expense Source	YTD Expenses	YTD Budget	% of Budget	\$ Variance
Building Repairs & Maint.	229,227	205,334	111.64%	23,893

Building Repairs & Maint – This line item reflects costs of maintaining our facilities in all three counties. This month expenses exceeded the budgeted amount due to air conditioner repairs in several locations as well as installation of back flow preventers and alarm panels at the Cleveland locations.

TRI-COUNTY SERVICES
CONSOLIDATED BALANCE SHEET
As of July 31, 2012

	TOTALS COMBINED FUNDS July 2012	TOTALS COMBINED FUNDS June 2012	Increase (Decrease)
ASSETS			
CURRENT ASSETS			
Imprest Cash Funds	6,117	4,917	1,200
Cash on Deposit-General Fund	7,314,531	7,370,736	(56,205)
Cash on Deposit-Debt Fund	392,788	355,991	36,798
Accounts Receivable	1,227,961	1,412,579	(184,617)
Inventory	35,013	35,284	(271)
TOTAL CURRENT ASSETS	8,976,411	9,179,506	(203,095)
FIXED ASSETS	6,386,044	6,386,044	-
OTHER ASSETS	24,365	28,267	(3,902)
TOTAL ASSETS	15,386,820	15,593,817	(206,997)
LIABILITIES, DEFERRED REVENUE, FUND BALANCES			
CURRENT LIABILITIES	1,188,054	1,154,658	33,396
NOTES PAYABLE	417,673	417,673	-
DEFERRED REVENUE	1,182,166	1,576,514	(394,348)
LONG-TERM LIABILITIES FOR			
Line of Credit - Tradition Bank	1,417,585	1,439,415	(21,830)
Bond Series 2004	820,000	820,000	-
EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR			
General Fund	648,512	500,724	147,787
Debt Service Fund	-	-	-
FUND EQUITY			
RESTRICTED			
Net Assets Reserved for Debt Service	(2,651,457)	(2,673,287)	21,830
Reserved for Debt Retirement	1,230,000	1,230,000	-
Reserved for Debt Service	-	-	-
COMMITTED			
Net Assets-Property and Equipment	6,386,044	6,386,044	-
Reserved for Board Policy Requirements	879,405	879,405	-
Reserved for Equipment Reserve	354,290	354,290	-
Reserved for Inventory Reserve	32,973	32,973	-
Reserved for Operations and Programs	2,000,000	2,000,000	-
ASSIGNED			
Reserved for Workers' Compensation	274,409	274,409	-
Reserved for Current Year Budgeted Reserve	67,832	61,665	6,167
Reserved for Insurance Deductibles	100,000	100,000	-
UNASSIGNED			
Unrestricted and Undesignated	1,039,334	1,039,334	-
TOTAL LIABILITIES/FUND BALANCE	15,386,820	15,593,817	(206,997)

TRI-COUNTY SERVICES
CONSOLIDATED BALANCE SHEET
As of July 31, 2012

		TOTALS	
		Memorandum Only	
	General Operating Funds	July 2012	FINAL August 2011
ASSETS			
CURRENT ASSETS			
Imprest Cash Funds	6,117	6,117	3,925
Cash on Deposit-General Fund	7,314,531	7,314,531	5,556,400
Cash on Deposit-Debt Fund	392,788	392,788	474,276
Accounts Receivable	1,227,961	1,227,961	1,468,854
Inventory	35,013	35,013	33,893
TOTAL CURRENT ASSETS	8,976,411	8,976,411	7,537,348
FIXED ASSETS	6,386,044	6,386,044	6,386,044
OTHER ASSETS	24,365	24,365	36,364
AMOUNT TO BE PROVIDED FOR THE RETIREMENT OF LONG TERM DEBT		-	1,647,673
TOTAL ASSETS	15,386,820	15,386,820	15,607,427
LIABILITIES, DEFERRED REVENUE, FUND BALANCES			
CURRENT LIABILITIES	1,188,054	1,188,054	1,081,898
NOTES PAYABLE	417,673	417,673	417,673
DEFERRED REVENUE	1,182,166	1,182,166	107,127
LONG-TERM LIABILITIES FOR			
Line of Credit - Tradition Bank	1,417,585	1,417,585	1,652,992
Bond Series 2004	820,000	820,000	1,230,000
EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR			
General Fund	648,512	648,512	860,675
Debt Service Fund	-	-	(3,229)
FUND EQUITY			
RESTRICTED			
Net Assets Reserved for Debt service-Restricted	(2,651,457)	(2,651,457)	(1,652,992)
Reserved for Debt Retirement	1,230,000	1,230,000	1,230,000
Reserved for Debt Service	-	-	477,505
COMMITTED			
Net Assets-Property and Equipment-Committed	6,386,044	6,386,044	6,386,044
Reserved for Board Policy Requirements-Committed	879,405	879,405	879,405
Reserved for Equipment Reserve-Committed	354,290	354,290	354,290
Reserved for Inventory Reserve-Committed	32,973	32,973	32,973
Reserved for Operations and Programs -Committed	2,000,000	2,000,000	2,000,000
ASSIGNED			
Reserved for Workers' Compensation-Assigned	274,409	274,409	274,409
Reserved for Current Year Budgeted Reserve -Assigned	67,832	67,832	-
Reserved for Insurance Deductibles-Assigned	100,000	100,000	-
UNASSIGNED			
Unrestricted and Undesignated	1,039,334	1,039,334	278,658
TOTAL LIABILITIES/FUND BALANCE	15,386,820	15,386,820	15,607,427

TRI-COUNTY SERVICES
Revenue and Expense Summary
For the Month Ended July 2012
and YTD as of July 2012

INCOME:	MONTH OF July 2012	YTD July 2012
Local Revenue Sources	148,361	1,681,379
Earned Income	802,008	8,641,753
General Revenue-Contract	956,243	10,179,128
TOTAL INCOME	1,906,612	20,502,260
EXPENSES:		
Salaries	901,194	10,247,591
Employee Benefits	174,325	2,033,609
Medication Expense	31,192	258,543
Travel-Board/Staff	29,709	332,288
Building Rent/Maintenance	23,688	246,139
Consultants/Contracts	372,008	4,218,643
Other Operating Expenses	189,262	2,100,344
TOTAL EXPENSES	1,721,377	19,437,157
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	185,235	1,065,102
CAPITAL EXPENDITURES		
Capital Outlay-FF&E, Automobiles, Building	650	13,018
Capital Outlay-Debt Service Bonds	36,798	403,573
TOTAL CAPITAL EXPENDITURES	37,447	416,590
GRAND TOTAL EXPENDITURES	1,758,824	19,853,748
Excess (Deficiency) of Revenues and Expenses	147,787	648,512

TRI-COUNTY SERVICES
Revenue and Expense Summary
Compared to Budgeted
Year to Date as of July 2012

	YTD July 2012	APPROVED BUDGET	Increase (Decrease)
INCOME:			
Local Revenue Sources	1,681,379	1,541,491	139,888
Earned Income	8,641,753	8,864,314	(222,561)
General Revenue-Contract	10,179,128	10,230,165	(51,037)
TOTAL INCOME	20,502,260	20,635,970	(133,710)
EXPENSES:			
Salaries	10,247,591	10,377,652	(130,061)
Employee Benefits	2,033,609	2,149,462	(115,853)
Medication Expense	258,543	334,583	(76,040)
Travel-Board/Staff	332,288	355,232	(22,944)
Building Rent/Maintenance	246,139	231,414	14,725
Consultants/Contracts	4,218,643	4,390,346	(171,703)
Other Operating Expenses	2,100,344	2,263,206	(162,862)
TOTAL EXPENSES	19,437,157	20,101,895	(664,738)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	1,065,102	534,075	531,027
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	13,018	25,253	(12,235)
Capital Outlay-Debt Service Bonds	403,573	406,447	(2,875)
TOTAL CAPITAL EXPENDITURES	416,590	431,700	(15,110)
GRAND TOTAL EXPENDITURES	19,853,748	20,533,595	(679,847)
Excess (Deficiency) of Revenues and Expenses	648,512	102,375	546,137

Debt Service and Fixed Asset Fund:

Bond Payments Receipts	403,573	406,447	(2,875)
Bond Payments Disbursements		-	-
Interest Income			
Excess(Deficiency) of revenues over Expense:	403,573	406,447	(2,875)

TRI-COUNTY SERVICES
Revenue and Expense Summary
Compared to Budget
For the Month Ended July 2012

INCOME:	MONTH OF July 2012	APPROVED BUDGET	Increase (Decrease)
Local Revenue Sources	148,361	130,756	17,605
Earned Income	802,008	883,979	(81,971)
General Revenue-Contract	956,243	940,675	15,568
TOTAL INCOME	1,906,612	1,955,410	(48,798)
EXPENSES:			
Salaries	901,194	975,295	(74,101)
Employee Benefits	174,325	198,316	(23,991)
Medication Expense	31,192	36,996	(5,804)
Travel-Board/Staff	29,709	34,057	(4,348)
Building Rent/Maintenance	23,688	10,901	12,787
Consultants/Contracts	372,008	411,907	(39,899)
Other Operating Expenses	189,262	214,022	(24,760)
TOTAL EXPENSES	1,721,377	1,881,494	(160,117)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	185,235	73,916	111,319
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	650	1,583	(933)
Capital Outlay-Debt Service Bonds	36,798	37,096	(299)
TOTAL CAPITAL EXPENDITURES	37,447	38,679	(1,232)
GRAND TOTAL EXPENDITURES	1,758,824	1,920,173	(161,349)
Excess (Deficiency) of Revenues and Expenses	147,787	35,237	112,550

Debt Service and Fixed Asset Fund:

Bond Payments Receipts	36,798	37,096	(299)
Bond Payments Disbursements		-	-
Interest Income			
Excess(Deficiency) of revenues over Expenses	36,798	37,096	(299)

TRI-COUNTY SERVICES
Revenue and Expense Summary
With July 2011 Comparative Data
Year to Date as of July 2012

INCOME:	YTD July 2012	YTD July 2011	Increase (Decrease)
Local Revenue Sources	1,681,379	2,768,933	(1,087,554)
Earned Income	8,641,753	9,227,282	(585,529)
General Revenue-Contract	10,179,128	11,035,944	(856,816)
TOTAL INCOME	20,502,260	23,032,159	(2,529,899)
EXPENSES:			
Salaries	10,247,591	10,735,652	(488,061)
Employee Benefits	2,033,609	2,232,025	(198,416)
Medication Expense	258,543	369,444	(110,901)
Travel-Board/Staff	332,288	344,382	(12,094)
Building Rent/Maintenance	246,139	265,966	(19,827)
Consultants/Contracts	4,218,643	4,340,199	(121,556)
Other Operating Expenses	2,100,344	2,105,934	(5,590)
TOTAL EXPENSES	19,437,157	20,393,602	(956,445)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	1,065,102	2,638,557	(1,573,455)
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	13,018	1,520,871	(1,507,853)
Capital Outlay-Debt Service Bonds	403,573	420,125	(16,553)
TOTAL CAPITAL EXPENDITURES	416,590	1,940,996	(1,524,406)
GRAND TOTAL EXPENDITURES	19,853,748	22,334,598	(2,480,850)
Excess (Deficiency) of Revenues and Expenses	648,512	697,561	(49,049)

Debt Service and Fixed Asset Fund:

Bond Payments Receipts	403,573	420,125	(16,553)
Bond Payments Disbursements			-
Interest Income			-
Excess(Deficiency) of revenues over Expenses	403,573	420,125	(16,553)

TRI-COUNTY SERVICES
Revenue and Expense Summary
With July 2011 Comparative Data
For the Month July 2012

	<u>MONTH OF</u> <u>July 2012</u>	<u>MONTH OF</u> <u>July 2011</u>	<u>Increase</u> <u>(Decrease)</u>
INCOME:			
Local Revenue Sources	148,361	140,149	8,212
Earned Income	802,008	815,338	(13,330)
General Revenue-Contract	956,243	1,082,656	(126,413)
TOTAL INCOME	<u>1,906,612</u>	<u>2,038,143</u>	<u>(131,531)</u>
EXPENSES:			
Salaries	901,194	957,671	(56,477)
Employee Benefits	174,325	193,178	(18,853)
Medication Expense	31,192	32,150	(958)
Travel-Board/Staff	29,709	30,560	(851)
Building Rent/Maintenance	23,688	15,274	8,414
Consultants/Contracts	372,008	391,780	(19,772)
Other Operating Expenses	189,262	207,202	(17,940)
TOTAL EXPENSES	<u>1,721,377</u>	<u>1,827,815</u>	<u>(106,438)</u>
 Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	 <u>185,235</u>	 <u>210,328</u>	 <u>(25,093)</u>
 CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	650	-	650
Capital Outlay-Debt Service Bonds	36,798	38,113	(1,316)
TOTAL CAPITAL EXPENDITURES	<u>37,447</u>	<u>38,113</u>	<u>(666)</u>
 GRAND TOTAL EXPENDITURES	 <u>1,758,824</u>	 <u>1,865,928</u>	 <u>(107,104)</u>
 Excess (Deficiency) of Revenues and Expenses	 <u>147,787</u>	 <u>172,215</u>	 <u>(24,428)</u>

Debt Service and Fixed Asset Fund:			
Bond Payments Receipts	36,798	38,113	(1,316)
Bond Payments Disbursements			-
Interest Income			-
Excess(Deficiency) of revenues over Expenses	<u>36,798</u>	<u>38,113</u>	<u>(1,316)</u>

TRI-COUNTY SERVICES
Revenue and Expense Summary
With June 2012 Comparative Data
As of July 2012

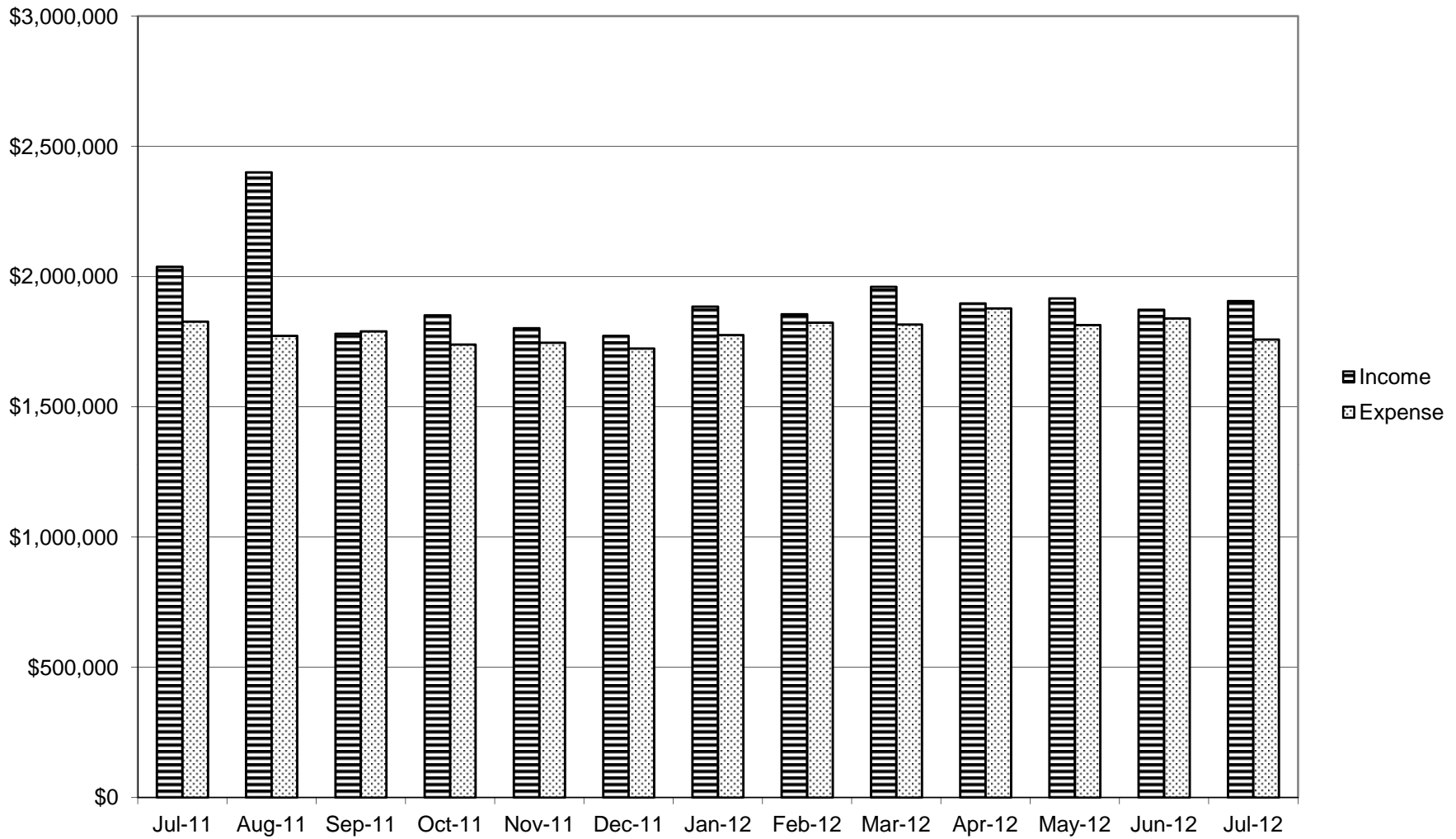
	MONTH OF July 2012	MONTH OF June 2012	Increase (Decrease)
INCOME:			
Local Revenue Sources	148,361	139,167	9,195
Earned Income	802,008	795,420	6,588
General Revenue-Contract	956,243	938,478	17,765
TOTAL INCOME	1,906,612	1,873,065	33,547
EXPENSES:			
Salaries	901,194	964,724	(63,531)
Employee Benefits	174,325	185,124	(10,799)
Medication Expense	31,192	17,889	13,303
Travel-Board/Staff	29,709	35,492	(5,783)
Building Rent/Maintenance	23,688	18,570	5,118
Consultants/Contracts	372,008	394,348	(22,340)
Other Operating Expenses	189,262	186,290	2,971
TOTAL EXPENSES	1,721,377	1,802,436	(81,059)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	185,235	70,628	114,607
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	650	-	650
Capital Outlay-Debt Service Bonds	36,798	36,798	-
TOTAL CAPITAL EXPENDITURES	37,447	36,798	650
GRAND TOTAL EXPENDITURES	1,758,824	1,839,234	(80,410)
Excess (Deficiency) of Revenues and Expenses	147,787	33,831	113,957

Debt Service and Fixed Asset Fund:			
Bond Payments Receipts	36,798	36,798	-
Bond Payments Disbursements			-
Interest Income			
Excess(Deficiency) of revenues over Expenses	36,798	36,798	-

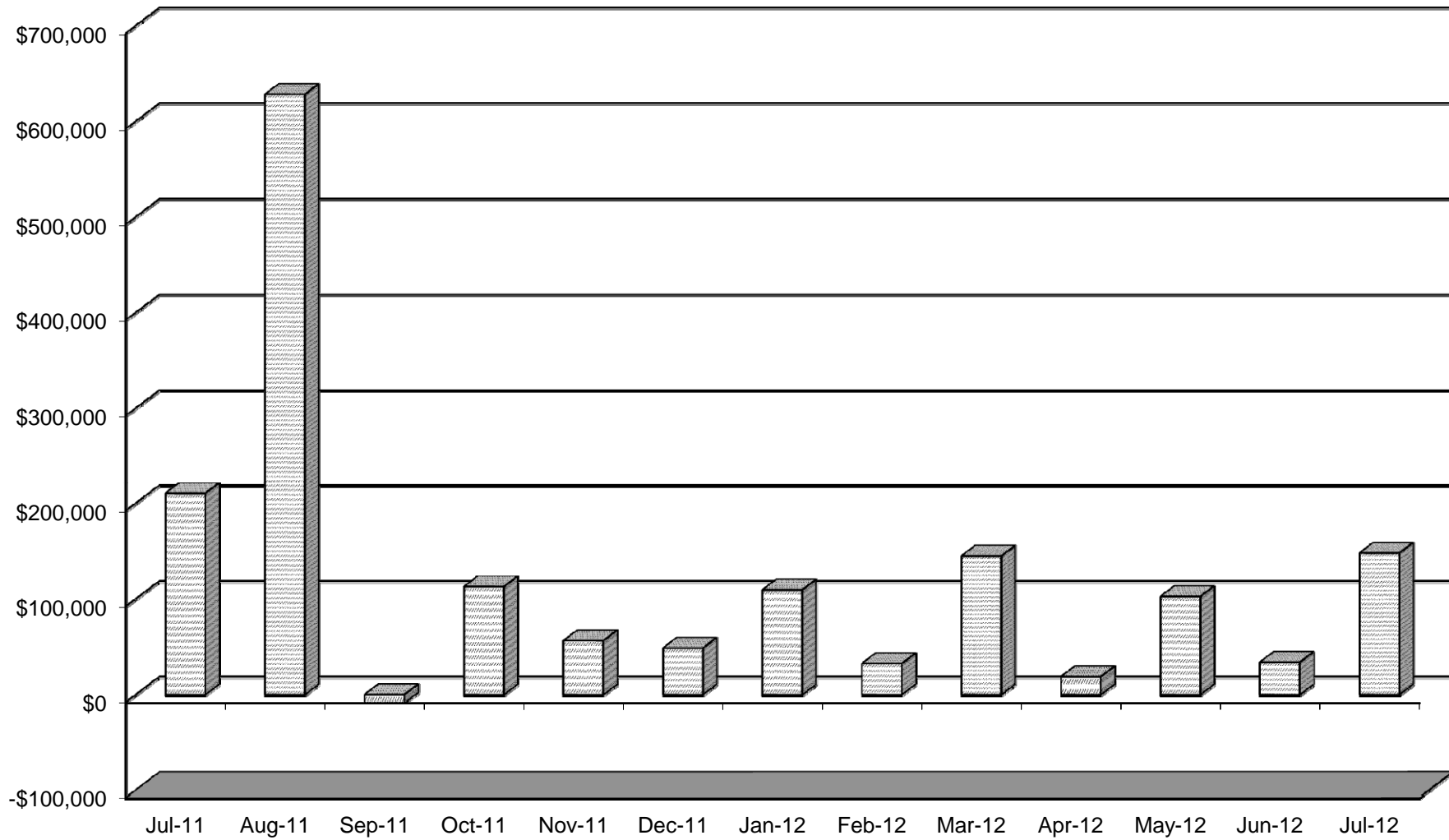
TRI-COUNTY SERVICES
Revenue and Expense Summary by Service Type
Compared to Budget
As of YTD Ended July 2012

	YTD Mental Health July 2012	YTD IDD July 2012	YTD Other Services July 2012	YTD Agency Total July 2012	YTD Approved Budget July 2012	Increase (Decrease)
INCOME:						
Local Revenue Sources	1,294,580	100,420	286,379	1,681,379	1,541,491	139,888
Earned Income	2,012,516	5,474,006	1,155,230	8,641,753	8,864,314	(222,561)
General Revenue-Contract	9,055,543	1,123,585	-	10,179,128	10,230,165	(51,037)
TOTAL INCOME	12,362,639	6,698,011	1,441,609	20,502,260	20,635,970	(133,710)
EXPENSES:						
Salaries	7,448,401	1,956,671	842,519	10,247,591	10,377,652	(130,061)
Employee Benefits	1,448,622	416,385	168,601	2,033,609	2,149,462	(115,853)
Medication Expense	245,941	-	12,602	258,543	334,583	(76,040)
Travel-Board/Staff	215,415	84,553	32,319	332,288	355,232	(22,944)
Building Rent/Maintenance	162,545	66,206	17,388	246,139	231,414	14,725
Consultants/Contracts	764,764	3,372,884	80,995	4,218,643	4,390,346	(171,703)
Other Operating Expenses	1,396,078	460,839	243,426	2,100,344	2,263,206	(162,862)
TOTAL EXPENSES	11,681,766	6,357,538	1,397,850	19,437,157	20,101,895	(664,738)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	680,873	340,473	43,759	1,065,103	534,075	531,028
CAPITAL EXPENDITURES						
Capital Outlay-FF&E, Automobiles	10,685	1,711	622	13,018	25,253	(12,235)
Capital Outlay-Debt Service Bonds	253,552	108,130	41,890	403,573	406,447	(2,874)
TOTAL CAPITAL EXPENDITURES	264,237	109,841	42,512	416,590	431,700	(15,109)
GRAND TOTAL EXPENDITURES	11,946,003	6,467,379	1,440,362	19,853,747	20,533,595	(679,847)
Excess (Deficiency) of Revenues and Expenses	416,636	230,632	1,247	648,512	102,375	546,137
Debt Service and Fixed Asset Fund:						
Bond Payments Receipts	253,552	108,130	41,890	403,573	406,447	(152,895)
Bond Payments Disbursements	-	-	-	-	-	-
Interest Income	-	-	-	-	-	-
Excess(Deficiency) of revenues over Expenses	253,552	108,130	41,890	403,573	406,447	(152,895)

TRI-COUNTY SERVICES Income and Expense



TRI-COUNTY SERVICES
Income after Expense



Agenda Item: Approve FY 2012 Year End Budget Revision	Board Meeting Date August 30, 2012
Committee: Business	
Background Information: None	
Supporting Documentation: Summary and FY 2012 Year End Budget Revision	
Recommended Action: Approve FY 2012 Year End Budget Revision	

**TRI-COUNTY MHMR SERVICES
PROPOSED FY 2012 YEAR END BUDGET COMPARED TO
CURRENT FY 2012 APPROVED BUDGET**

	PROPOSED FY 2012 YEAR END BUDGET	CURRENT FY 2012 APPROVED BUDGET	Increase (Decrease)
INCOME:			
Local Revenue Sources	1,812,616	1,676,038	136,578
Earned Income	9,525,084	9,597,848	(72,763)
General Revenue	11,571,146	11,252,313	318,833
TOTAL INCOME	22,908,846	22,526,199	382,648
EXPENSES:			
Salaries	11,387,534	11,253,036	134,498
Employee Benefits	2,169,453	2,354,108	(184,654)
Travel-Board/Staff	374,692	386,190	(11,498)
Medication Expense	123,273	373,026	(249,753)
Building Rent/Maintenance	289,755	216,315	73,440
Consultants/Contracts	4,726,520	4,830,290	(103,770)
Other Operating Expenses	2,447,640	2,474,863	(27,223)
TOTAL EXPENSES	21,518,867	21,887,827	(368,960)
Excess (Deficiency) of Revenues over Expenses before Capital Expenditures	1,389,979	638,372	751,607
CAPITAL EXPENDITURES			
Capital Outlay - FF&E, Automobiles	219,962	24,596	195,366
Capital Outlay - Debt Services Bonds	443,898	443,543	355
TOTAL CAPITAL EXPENDITURES	663,860	468,139	195,721
GRAND TOTAL EXPENDITURES	22,182,727	22,355,966	(173,239)
Excess (Deficiency) of Revenues and Expenses	726,119	170,233	555,886

Tri-County Services
PROPOSED YEAR-END FY 2012 BUDGET COMPARED TO
CURRENT FY 2012 APPROVED
BUDGET

Explanation of line items that have material changes from Proposed Year-End Revision FY 2012 Budget compared to the Current FY 2012 Approved Budget.

REVENUES:

Local Revenue - Local Revenue reflects an increase for the year-end mainly due to the EHR Meaningful Use payment received in FY 12. Other increases include the Contract for Gulf Coast Veterans, Interest income and the Sale of Assets.

Earned Income - This line item reflects an overall decrease mainly due to the ICF, HCS and TxHmL revenues being lower than budgeted. ICF is due to vacancies and hospital stays. The HCS and TxHmL decrease is due to individuals not using the services that they are qualified to receive based on their plan of care.

General Revenue - This line item shows an overall increase for General Revenue from DSHS based on one-time funds received the last part of the fiscal year for PESC and PATH funding and an increase in the TANF funding that will continue in FY 13.

EXPENSES:

Salaries – The salary line shows an overall increased mainly due to the year-end incentive program that was approved this year based on fiscal year earnings. This line also reflects a lapse for the second part of the fiscal year.

Employee Benefits – This line shows an overall decrease as a result of year to date lapse and projected retirement forfeitures.

Travel – Board/Staff – This line shows a decrease in the travel expenses based on reduced travel this fiscal year.

Medication Expense - This line item was decreased based on a one-time refund from ETBHN.

Building Rent/Maintenance – This line represents an increase based on the building repairs and maintenance throughout the fiscal year. This includes the conversion of the Huntsville rental house and repairs of Roofs at the RP facility.

Consultants/Contracts - This line reflects an overall decrease mainly due to ICF vacancies for the ICF homes and various other smaller contracts.

Other Operating Expenses - This line item is budgeted to decrease based on a combination of less vehicle repairs and decreased usage of utilities and supplies.

Capital Outlay-FF&E, Automobiles - This line item has a budgeted increase based on planned purchases for the EHR Meaningful Use purchase of computers as well as new vehicles to replace older high mileage vehicles and provide additional vehicles to programs with high travel costs.

Capital Outlay - Debt Service Bonds – This line has a variance under \$10,000.

Agenda Item: Approve Proposed FY 2013 Operating Budget Committee: Business	Board Meeting Date August 30, 2012
Background Information: None	
Supporting Documentation: Copy of Proposed FY 2013 Operating Budget with Narrative of Increases or Decreases of More than \$10,000	
Recommended Action: Approve Proposed FY 2013 Operating Budget	

**TRI-COUNTY MHMR SERVICES
PROPOSED FY 2013 BUDGET COMPARED TO
YEAR END FY 2012 APPROVED BUDGET**

	PROPOSED FY 2013 BUDGET	YEAR END FY 2012 APPROVED BUDGET	Increase (Decrease)
INCOME:			
Local Revenue Sources	1,845,001	1,812,616	32,385
Earned Income	9,406,070	9,525,084	(119,014)
General Revenue	12,432,557	11,571,146	861,411
TOTAL INCOME	23,683,628	22,908,846	774,781
EXPENSES:			
Salaries	11,690,096	11,387,534	302,562
Employee Benefits	2,326,389	2,169,453	156,936
Travel-Board/Staff	414,470	374,692	39,778
Medication Expense	338,567	123,273	215,294
Building Rent/Maintenance	236,000	289,755	(53,755)
Consultants/Contracts	5,664,810	4,726,520	938,290
Other Operating Expenses	2,435,261	2,447,640	(12,379)
TOTAL EXPENSES	23,105,593	21,518,867	1,586,726
Excess (Deficiency) of Revenues over Expenses before Capital Expenditures	578,035	1,389,979	(811,944)
CAPITAL EXPENDITURES			
Capital Outlay - FF&E, Automobiles	152,250	219,962	(67,712)
Capital Outlay - Debt Services Bonds	425,785	443,898	(18,113)
TOTAL CAPITAL EXPENDITURES	578,035	663,860	(85,825)
GRAND TOTAL EXPENDITURES	23,683,628	22,182,727	1,500,901
Excess (Deficiency) of Revenues and Expenses	(0)	726,119	(726,119)

**Tri-County MHMR Services
Proposed FY 2013 Budget Compared to
Final FY 2012 Approved Budget**

Explanation of line items that have material changes from Proposed FY 2013 Budget compared to the Final FY 2012 Approved Budget.

REVENUES:

Local Revenue - Local Revenue is projected to increase based on a full year of the Gulf Coast Veterans contract as well as the additional NISH contract for the larger facilities in Huntsville.

Earned Income - This line item reflects an overall decrease based on trends for ICF and HCS. This line also reflects an increase for IDD Service Coordination.

General Revenue - This line item reflects an overall increase mostly due the RUSK Diversion funds. There is also a decrease from FY 12 for one-time funds for PESC as well as a decrease of IDD GR to cover the increase in Service Coordination services statewide.

EXPENSES:

Salaries – The salary line reflects an increase based on budgeted positions increasing midway through the fiscal year of FY 12 for our revenue improvement plan.

Employee Benefits – This line shows an increase based on budgeted positions for FY 13 and the final FY 2012 budget numbers that included a forfeiture amount returned to the center from the retirement fund.

Travel – Board/Staff – This line item reflects an increase based on projections for travel for the fiscal year.

Medication Expense - This line item reflects an increase based on a one-time refund from ETBHN at the end of FY 12.

Building Rent/Maintenance - This line item reflects a decrease returning to normal maintenance levels as compared to FY 12 where we incurred costs for converting the rental house in Huntsville and various year-end projects in FY 12.

Consultants/Contracts - This line reflects an increase based mainly on the RUSK Diversion contract from DSHS.

Other Operating Expenses - This line item is budgeted to increase slightly based on various utilities and an increase in building insurance.

Capital Outlay-FF&E, Automobiles - This line item has a budgeted decrease based on the purchase of vehicles at the end of FY 12.

Capital Outlay - Debt Service Bonds – This line item is based on our Bond Amortization schedule for the Series 2004 bonds.

<p>Agenda Item: Approve Banking Services Contract with JPMorgan Chase Bank, N.A.</p> <p>Committee: Business</p>	<p>Board Meeting Date</p> <p>August 30, 2012</p>
<p>Background Information:</p> <p>Tri-County Services signed a Depository Contract with JPMorgan Chase Bank, N.A. from September 1, 2005 to August 31, 2012. Attached is a letter to extend the agreement with JPMorgan Chase Bank for an additional 2 year contract period.</p> <p>Staff would like to also recommend that the Board have a discussion at the January 2014 Board meeting to determine if we would like to go out to bid for a new Depository Contract or continue to extend the contract with JP Morgan Chase Bank. If a decision was made to go out to bid, that would give staff a reasonable amount of time to put together a new RFP for banking services prior to the contract expiring on August 31, 2014.</p>	
<p>Supporting Documentation:</p> <p>Letter to Extend Agreement with JPMorgan Chase Bank, N.A.</p>	
<p>Recommended Action:</p> <p>Approve Banking Services Contract Extension with JPMorgan Chase Bank, N.A.</p>	



*Serving individuals with mental illness
and developmental disabilities*

August 30, 2012

Mr. Tyrus R. Brailey
Vice President
Government Banking
JPMorgan Chase Bank, N.A.
712 Main – 9th Floor North
Houston, Texas 77002

RE: Depository Contract

Dear Mr. Brailey:

Pursuant to the depository contract between Tri-County Mental Health and Mental Retardation Services ("Tri-County MHMR") beginning September 1, 2005 and ending August 31, 2008 and the signing of 2 additional extensions through August 31, 2012, for said contract, please be advised that Tri-County MHMR hereby wishes to extend the contract for an additional 2 year period ending August 31, 2014. All other contracts remain.

Please return a signed copy of this letter as representation of your agreement to extend.

Sincerely,

Cindy Sill
Executive Director

Printed Name
JPMorgan Chase Bank N.A.

Title

Signature
JPMorgan Chase Bank N.A.

Date

Agenda Item: Approve Purchase of Fleet Vehicles Committee: Business	Board Meeting Date August 30, 2012
Background Information: <p>The Leadership Team has reviewed the status of existing vehicles this summer. It was determined that there is a need for vehicles for use by staff to provide direct services out of the office as well as provide transportation for our clients. Staff recommends the purchase of three Ford Focus, two Dodge Grand Caravans and one Ford F150 Supercab XL to be purchased at the dealership chosen by the Board.</p> <p>Bids received:</p> <p>Ford Focus:</p> <ul style="list-style-type: none"> • Anderson Ford – Cleveland, Texas - \$14,602 • BJ Ford – Liberty, Texas - \$15,250 • Gullo Ford – Conroe, Texas - \$17,590 • Hillcrest Ford – Huntsville, Texas - \$15,814 <p>Grand Caravan:</p> <ul style="list-style-type: none"> • Liberty-Dayton Chrysler – Liberty, Texas - \$20,490 • Martin Chrysler – Cleveland, Texas - \$21,075 <p>Ford F150 Supercab XL:</p> <ul style="list-style-type: none"> • Anderson Ford – Cleveland, Texas - \$18,174 • BJ Ford – Liberty, Texas – \$20,500 • Gullo Ford – Conroe, Texas - \$21,370 • Hillcrest Ford – Huntsville, Texas - \$25,814 	
Supporting Documentation: Copy of Bids and Backup Information will be Available for Review at the Board Meeting	
Recommended Action: Approve the Purchase of Fleet Vehicles as Noted Above	

<p>Agenda Item: Approve Replacement of Roof at Riverpointe Building #2</p> <p>Committee: Business</p>	<p>Board Meeting Date</p> <p>August 30, 2012</p>
<p>Background Information:</p> <p>The roof at Riverpointe has been repaired a number of times but is to the point of needing a permanent replacement to prevent damage to the interior ceiling, walls and floors. The Leadership Team requests approval for the replacement of the Riverpointe #2 roof.</p>	
<p>Supporting Documentation:</p> <p>Quotes from Vendors will be Emailed Separately</p>	
<p>Recommended Action:</p> <p>Approve Replacement of Roof at Riverpointe Building #2</p>	

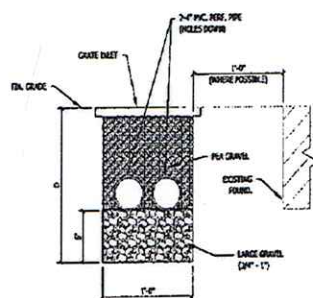
Agenda Item: Approve Replacement of Pumps at the Huntsville Lift Station	Board Meeting Date
Committee: Business	August 30, 2012
Background Information:	
<p>The pumps in the Huntsville Lift Station were repaired during the past year but need to be replaced. Tri-County sent a Request to Bid and received two quotes:</p>	
<ol style="list-style-type: none"> 1. Thornton Plumbing, Inc. - \$10, 603 Conroe, Texas 2. "B" Dependable Plumbing, Inc. - \$15,500 Cleveland, Texas 	
<p>The Leadership Team recommends replacing the pumps and awarding the request to Thornton Plumbing, Inc., the lowest bidder.</p>	
Supporting Documentation:	
<p>Copies of Bids and Back-up Information will be Available for Review at the Board Meeting</p>	
Recommended Action:	
Approve Replacement of Pumps at the Huntsville Lift Station	

Agenda Item: Approve Replacement of Drainage System at 610 North Loop 336 East	Board Meeting Date
Committee: Business	August 30, 2012
Background Information:	
<p>The building at 610 North Loop 336 East has a drainage problem. According to Ernie DeLuca, Structural Engineer with Del-Phi Engineering, this has caused the lower level of the building to flood in a number of offices on a several occasions. Mr. DeLuca evaluated the property and determined that the drainage system around the entire building needs replaced. Tri-County requested bids on three (3) separate occasions based on the drainage plan submitted by Mr. DeLuca. However, Tri-County has only received one bid from Canvasback Construction, Inc. for \$21,400.</p>	
<p>The Leadership Team requests that the Board of Trustees approve replacement of the drainage system at 610 North Loop 336 East by Canvasback Construction, Inc.</p>	
Supporting Documentation:	
Drainage Plan	
Copies of Bid and Back-up Information will be Available for Review at the Board Meeting	
Recommended Action:	
Approve Replacement of Drainage System at 610 North Loop 336 East	

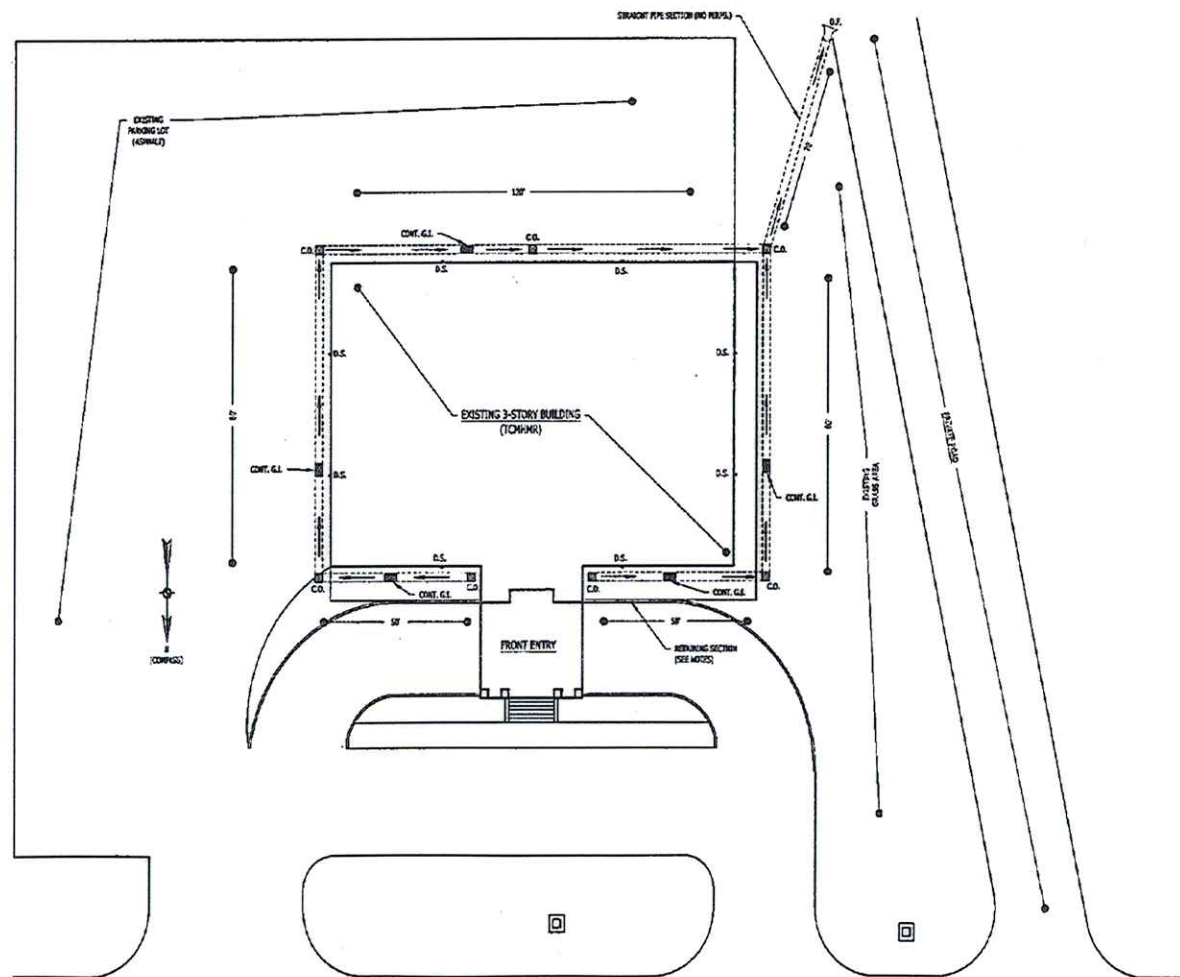
A full size image of the Drainage Plan will be available at the Board meeting.

- GENERAL NOTES**
1. CONDUITING SHOWN ARE APPROX. FOR ESTIMATING PURPOSES ONLY. ACTUAL CONDUITING & LOCATIONS SHALL BE DETERMINED IN FIELD BY CONTRACTOR.
 2. CONTRACTOR SHALL BE RESPONSIBLE FOR SETTING & VERIFYING FINISH ELEVATIONS IN FIELD. (OWNER WILL NOT PROVIDE SURVEYING).
 3. THE BOTTOM OF THE TRENCH, "B", SHALL BE MAINTAINED SUCH THAT THE BOTTOM OF THE TRENCH IS BELOW THE BOTTOM OF THE CONC. C.A. (SEE EXISTING) BUT IN NO CASE SHALL BE LESS THAN 2'-0" BELOW THE EXISTING DRAINAGE SYSTEM.
 4. EXISTING DRAINAGE APPURTENANCES (DRAINS, ETC.) MAY BE INCORPORATED INTO NEW SYSTEM WHERE APPROPRIATE, PROVIDED THEIR USAGE IS APPROVED BY ENGINEER.
 5. THE PROPOSED RETAINING STRUCTURE WHICH MAY CONSIST OF LANDSCAPE TREES, CONC. BALK OR REIN. CONC. SHALL BE APPROVED BY ENGINEER.
 6. CONTRACTOR SHALL TEST & VERIFY CORRECTNESS & QUALITY OF FLOW PRIOR TO BACKFILLING TRENCH & COMPLETING SYSTEM.

LEGEND	
	INDICATES DIR. OF FLOW
	CLEAN OUT
	GRATE INLET
	D.S. DOWNSPOUT (EXISTING)
	O.U.F. OUTFALL
	INDICATES SIDE DIMENSION (CORNER-TO-CORNER)



2 Typical Drainage Trench X-Section
3'-0\"/>



1 Proposed Sub-Surface Drainage Plan
1/4\"/>

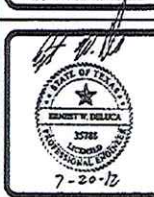
NO.	DATE	REVISION
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CLIENT: TCMHMR
610 N. LOOP 336 E.
CONROE, TX

DATE: 10/15/13
BY: J. HERRIDGE
CHECKED: J. HERRIDGE
APPROVED: J. HERRIDGE

A 2013 HERRIDGE & ASSOCIATES, INC. (H&A) logo. The logo includes the text 'HERRIDGE & ASSOCIATES, INC.' and 'A 2013 HERRIDGE & ASSOCIATES, INC. (H&A) logo'.

DEL-PHI ENGINEERING
ASSOCIATES INC.
100 S. W. 11th Ave.
Fort Lauderdale, FL 33304



DRAINAGE PLAN

NO.	DATE	REVISION
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SHEET
C-1
OF 1 SHEETS

<p>Agenda Item: Approve Participation in Texas Council Risk Management Fund Minimum Contribution Plan for Workers' Compensation Coverage</p> <p>Committee: Business</p>	<p>Board Meeting Date</p> <p>August 30, 2012</p>
<p>Background Information:</p> <p>The Texas Council Risk Management Fund adopted revised coverage options for Workers' Compensation; the revised Minimum Contribution Plan (MCP) offers a minimum contribution of 80% with a maximum contribution of 100% depending upon the Center's level of equity in the Fund. The Center would budget the 80% contribution and reserve the remaining 20% as Workers' Compensation Reserves.</p> <p>Staff are recommending that the Board adopt the resolution to participate in the Minimum Contribution Plan for Workers' Compensation.</p>	
<p>Supporting Documentation:</p> <p>Amendment to Interlocal Agreement from Texas Council Risk Management Fund</p>	
<p>Recommended Action:</p> <p>Approve Amendment to the Interlocal Agreement to Participate in Texas Council Risk Management Fund's Minimum Contribution Plan for Workers' Compensation Coverage</p>	

**AMENDMENT TO
INTERLOCAL AGREEMENT
TEXAS COUNCIL RISK MANAGEMENT FUND**

This contract and amendment to the Interlocal Agreement is entered into between the Texas Council Risk Management Fund (the Fund) and the undersigned member of the Fund.

WHEREAS, the Fund and the undersigned have previously entered into an Interlocal Agreement evidencing the undersigned's self-insurance coverage through the Fund;

WHEREAS, the undersigned is eligible for the Minimum Contribution Plan (MCP) for workers' compensation, as established by the board of Trustees of the Fund, which modifies the normal calculation of contribution under Section 7 of the Interlocal Agreement;

WHEREAS, the parties desire to modify Section 7 of the Interlocal Agreement to reflect the implementations of a MCP for workers' compensation.

NOW, THEREFORE, for and in consideration of the premises, the premises contained herein, and other good and valuable consideration, the parties agree as follows:

This amendment to the Texas Council Risk Management Fund Interlocal Agreement is for The Fund Year period of September 1, 2012 through August 31, 2013.

It is agreed that the (the member) will pay workers' compensation contributions relative to its own loss experience. This will be subject to a minimum and a maximum MCP factor (as set forth below). In determining final contribution, ultimate losses and expenses will be compared to standard contribution to determine the combined ratio. (i.e., the sum of ultimate losses and expenses divided by standard contribution.)

**Tri-County Services elects the following option for Fund Year 2012-2013
(Check only one)**

- ☐ 80% (minimum MCP factor) of standard contribution up-front with the potential of eventually paying up to 100% (maximum MCP factor) of standard contribution over six annual adjustments; or
- ☐ MCP Option Declined

A combined ratio less than or equal to the minimum MCP factor will result in a contribution equal to the product of the minimum MCP factor and the standard Fund contribution. A combined ratio between the minimum and maximum MCP factors will result in a contribution equal to the product of the combined ratio and the standard Fund contribution. A combined ratio greater than or equal to the maximum MCP factor will result in a contribution equal to the product of the maximum MCP factor and the standard Fund contribution.

The member agrees to pay contributions based on actual payrolls during this period. Adjustments will be made on January 1 for each of the six years following the end of the 2012-2013 Fund year. These adjustments could require that the member make an additional contribution to the Fund.

All other provisions of the Interlocal Agreement, as amended, shall remain in full force and effect.

Tri-County Services

By: _____
Signature of Authorized Center Official

Title: _____

Date: _____

TEXAS COUNCIL RISK MANAGEMENT FUND

By: _____
Signature of Authorized Fund Official

Title: Board Chair

Date: _____

<p>Agenda Item: Approve FY 2013 Dues Commitment and Payment Schedule for Texas Council of Community Centers</p> <p>Committee: Business</p>	<p>Board Meeting Date</p> <p>August 30, 2013</p>
<p>Background Information:</p> <p>There is 12.6% increase in Texas Council dues for FY 2013. The most significant change is the increase for the 83rd Legislative session consultants.</p>	
<p>Supporting Documentation:</p> <p>Dues Commitment and Payment Schedule Cover Memorandum from Danette Castle, CEO Budget Overview and Budget</p>	
<p>Recommended Action:</p> <p>Approve FY 2013 Dues Commitment and Payment Schedule for Texas Council of Community Centers</p>	

FY 2013 Commitment of Dues Payment for Texas Council of Community Centers

CENTER: Tri-County Services

The dues for FY 2013 have been calculated as follows:

Total Dues\$31,664.00
**LESS: Credit for Texas Council Risk
Management Fund Members...(2,586.00)**

Net Dues**\$29,078.00**

The dues payment may be paid in one payment or in monthly or quarterly installments. Please identify the dues payment methodology you plan to use:

	<u>Monthly</u>	<u>Quarterly</u>	<u>Lump Sum</u>
September 2012	_____	_____	\$ _____
October	_____		
November	_____		
December	_____	_____	
January 2013	_____		
February	_____		
March	_____	_____	
April	_____		
May	_____		
June	_____	_____	
July	_____		
August	_____		
TOTALS	\$ _____	\$ _____	\$ _____

Invoice for each payment required? _____Yes _____No

We appreciate your prompt and timely payment!

APPROVED:

Chairperson, Board of Trustees

Executive Director

Date: _____



Texas Council
of Community Centers

MEMO
August 21, 2012

TO: Cindy Sill
Executive Director, Tri-County Services

FROM: Danette Castle 
Chief Executive Officer

SUBJECT: FY 2013 Commitment of Dues for
Texas Council of Community Centers

Please find attached the FY 2013 (September 1, 2012 – August 31, 2013) Commitment of Dues Payment Form. This form establishes the basis for payment of your dues. Please note on the form that you can choose a payment schedule that meets your needs.

The dues assessment reflects the budget as approved at the meeting of the Texas Council Board of Directors on August 4, 2012. To assist with local discussions with your Board of Trustees, we include the following information:

- Budget Overview
- FY 2013 Budget (with side-by-side comparison to FY 2012)
- FY 2013 Dues Comparison to FY 2012 Dues
- FY 2013 Commitment of Dues Payment Form

If you have any questions or need further information, please contact Paul Hagen at phagen@txcouncil.com or call the Texas Council office at 512.794.9268.

Enclosure

cc: Morris Johnson, Texas Council Board Delegate

Westpark Building 3, Suite 240 | 8140 N. Mopac Expressway | Austin, TX 78759
512.794.9268 | fax 512.794.8280 | office@txcouncil.com



FY 2013 Budget Overview

On August 4, 2012 the Texas Council Board of Directors approved the FY 2013 Budget.

FY 2013 Budget: Key Elements

- Total Budget: \$1,593,260 (\$107,984 increase compared to FY 2012)
- Includes \$60,000 legislative supplement for 83rd legislative session
- Total Dues: \$1,322,672 (\$136,984 increase compared to FY 2012)
- Base dues increased from \$7,000 to \$8,000
- Reflects \$34,000 reduction in product endorsement fees
- Includes \$150,000 contribution from the Texas Council Risk Management Fund (\$75,000 for administrative support provided by the Texas Council and \$75,000 for TCRMF member dues);
- Covers membership dues in National Council for Community Behavioral Healthcare & National Association of County Behavioral Health & Developmental Disabilities for all Texas Council members

Dues Assessment Methodology

Texas Council dues are calculated using a board approved formula: a base assessment is applied to each Center and remaining amount needed to fund total dues for the year is assessed to each member by determining the net revenue of each Center in proportion to the total net revenues of all members. The net revenue for each Center equals its gross revenues less local funds and community hospital funds (as reflected in the most current independent audit). Total dues assessed to each member equals base dues (\$8,000) plus the proportionate share.

For Centers in NorthSTAR, mental health revenues earned through contract with Value Options are included in the determination of net revenue.

If you have any questions, please contact Paul Hagen at phagen@txcouncil.com.

Texas Council of Community Centers							
Proposed Budget							
Year Ended August 31, 2013							
							FY 2013 Compared to FY 2012 - Increase (Decrease)
				FY 2012 Budget	FY 2013 Base Budget	FY 2013 Legislative Supplement	FY 2013 Total Budget
REVENUES							
40110 - Dues from Member Centers				1,185,688	1,262,672	60,000	1,322,672
40120 - Dues from Associate Members				5,000	10,000		10,000
Product Endorsement Fees:							
41110 - Bond Program - FAP (Admin. Fee)				20,212	20,212		20,212
41130 - Texas Council Risk Management Fund				150,000	150,000		150,000
41140 - Retirement Program - Membership				75,000	60,000		60,000
41145 - Retirement Program - Life Insurance				3,000	2,000		2,000
41150 - Bond Program - FAP (Rebate)				7,276	7,276		7,276
41160 - Web Based Training				8,000	0		0
Other:							
42150 - Conference Acct. Salary Reimbursement				20,800	20,800		20,800
42160 - Miscellaneous				300	300		300
42170 - Annual Training Conference				10,000	0		0
Total Revenues				1,485,276	1,533,260	60,000	1,593,260

									FY 2013
									Compared to
									FY 2012 -
									Increase
									(Decrease)
EXPENSES				FY 2012	FY 2013	FY 2013	FY 2013		
				Budget	Base	Legislative	Total		
					Budget	Supplement	Budget		
Personnel:									
61110 - Salaries				644,600	644,600		644,600		0
61115 - Other Compensation				10,000	0		0		(10,000)
62210 - Retirement Program Benefits				64,460	64,460		64,460		0
62220 - Employee Health Insurance				52,800	52,800		52,800		0
62310 - FICA (Soc. Security & Medicare)				44,527	45,133		45,133		606
62320 - State Unemployment				164	384		384		220
62330 - Federal Unemployment				392	392		392		0
62340 - Workers' Comp. Insurance				1,750	1,700		1,700		(50)
62380 - Contingency - Salary and Other				588	20,000		20,000		19,412
Insurance:									
64110 - Auto - Liab., Comp., Collision				150	150		150		0
64130 - Directors' & Officers' Liability				1,865	1,865		1,865		0
64170 - Office Contents				675	700		700		25
Occupancy:									
65130 - Base Office Lease				76,917	78,609		78,609		1,692
65135 - Bldg. Expense Pass-through				360	360		360		0
Office Equipment (Leases, etc.):									
65240 - Lease - Office Equipment				14,316	10,548		10,548		(3,768)
65242 - Lease - Ad Valorem Taxes				894	894		894		0
65245 - Lease - Telephone				4,716	4,716		4,716		0
65250 - Maintenance - Office Equipment				14,000	12,000		12,000		(2,000)

[illegible]

								FY 2013
								Compared to
								FY 2012 -
				FY 2012	FY 2013	FY 2013	FY 2013	Increase
				<u>Budget</u>	<u>Base</u>	<u>Legislative</u>	<u>Total</u>	<u>(Decrease)</u>
					<u>Budget</u>	<u>Supplement</u>	<u>Budget</u>	
Contracted and Purchased Services:								
69120 - Governmental Relations (State)				72,000	72,000	60,000	132,000	60,000
69150 - Medicaid Cost Report Analysis				864	864		864	0
69210 - Audit/Tax Services				5,200	5,950		5,950	750
69220 - General Counsel Services				75,000	75,000		75,000	0
69240 - Bond Admin. - Arbitrage				7,200	2,700		2,700	(4,500)
69250 - Financial Services				64,800	64,800		64,800	0
69260 - Purchased Services / Consultation				30,400	60,000		60,000	29,600
Contingency Funds:								
69910 - Unanticipated Expenses				0	5,000		5,000	5,000
Total Expenses				1,485,276	1,533,260	60,000	1,593,260	107,984
Excess (Deficit) of Revenues over Expenses				0	0	0	0	0

Agenda Item: Approve FY 2013 Department of State Health Services Performance Contract Amendment Committee: Business	Board Meeting Date August 30, 2012
Background Information: <p>As of Thursday, August 23rd, we have not received the amendment to the FY 2012-13 Department of State Health Services (DSHS) contract. If the contract is received prior to the Board meeting, we will forward a summary of changes and the substantive portions of the contract to Board members.</p> <p>If the contract is not received prior to the meeting, the Board will need to determine whether to grant the Executive Director the authority to sign the contract and ratify at the September 27th Board meeting. DSHS funds will not be disbursed until they receive a signed contract.</p>	
Supporting Documentation: None – Contract Not Received Prior to Distribution of Board Materials	
Recommended Action: Approve FY 2013 DSHS Performance Contract Amendment	

Agenda Item: Ratify Execution of the FY 2013 Department of Aging and Disability Services Performance Contract Amendment	Board Meeting Date
Committee: Business	August 30, 2012
Background Information:	
<p>The Department of Aging and Disability Services (DADS) recently sent community centers the FY 2013 Performance Contract Amendment. There are no substantive programmatic contract changes; however, there is an additional reduction in general revenue funds, another \$116,162. There were insufficient funds budgeted for IDD service coordination and therefore DADS is reducing the general revenue allocations to all centers to cover this shortfall.</p>	
<p>In order to mitigate the impact of this reduction, DADS will distribute a higher percentage of the funding in the 1st quarter.</p>	
<p>DADS requested that the contract amendment be signed and returned by August 21st; I discussed this with David Walker, Vice Chairman, and was given permission to sign the document and return to DADS.</p>	
Supporting Documentation:	
Copies of Signed FY 2013 DADS Performance Contract Amendment	
Recommended Action:	
Ratify Execution of FY 2013 DADS Performance Contract Amendment	

FORM C
Contract Amendment Request
FYs 2012 and 2013 Performance Contract

LA NAME: Tri-County Services

COMPONENT CODE: 380 DATE: September 1, 2012

Indicate contract elements proposed for amendment: (check all that apply)

☒ Other (please specify) ☐ Report III (submit online in CARE)

Amendment Packet #1, version 2

The LA agrees to add the following amended documents dated September 1, 2012, to the FYs 2012 and 2013 Performance Contract:

- Attachment A: *Service Targets*
- Attachment C: *FY 13 LA Allocations Summary*
- Attachment C: *FY 13 LA Allocation Payment Schedule*
- Attachment D: *FY 13 LA Required Local Match Schedule*

Signature of  Authorized
Representative of LA
Cindy Sill, Executive Director

Date 9/1/12

Approved by:
Assistant Commissioner Access & Intake
Department of Aging and Disability Services

Date _____

Mail two (2) original signed Amendment Request forms to:

DADS
Access and Intake, Local Authorities
Attn: Performance Contract Manager
Mail Code W354
P.O. Box 149030
Austin, TX 78714-9030

Overnight Delivery:
Mail Code W354
701 W. 51st Street
Austin, TX 78751

AmdID: 2013-001

Attachment A
Local Authorities Targets
FY 2013

Comp Code	Local Authorities	Total FY 2012 Quarterly Consumer Targets	Service Coordination Adjustments	Adjusted FY 2013 Targets
440	Anderson/Cherokee Community Enrichment Services	87	(6)	81
190	Andrews Center	97	(7)	90
030	Austin Travis County Integral Care	239	(17)	222
010	Betty Hardwick Center	62	(4)	58
051	Alamo Local Authority for IDD	276	(20)	256
460	Bluebonnet Trails Community Services	230	(16)	214
485	Border Region MHMR Behavioral Health Center	86	(6)	80
250	MHMR Authority of Brazos Valley	70	(5)	65
260	Burke Center	61	(4)	57
490	Camino Real Community Services	70	(5)	65
060	Center for Life Resources	44	(3)	41
040	Central Counties Services	105	(7)	98
070	Central Plains Center	43	(3)	40
475	Coastal Plains Community Center	104	(7)	97
160	MHMR Services for the Concho Valley	48	(3)	45
300	Metrocare SERVICES	663	(47)	616
400	Denton County MHMR Center	135	(10)	125
090	Emergence Health Networks	131	(9)	122
110	Gulf Bend Center	29	(2)	27
100	Gulf Coast Center	145	(10)	135
280	MHMR Authority of Harris County	854	(61)	793
220	Heart of Texas Region MHMR Center	114	(8)	106
230	Helen Farabee Centers	88	(6)	82
470	Hill Country Community MHDD Centers	151	(11)	140
480	Lakes Regional MHMR Center	169	(12)	157
410	LifePath Systems	95	(7)	88
150	Starcare Specialty Health System	93	(7)	86
180	MHMR of Nueces County	51	(4)	47
350	Pecan Valley Centers	54	(4)	50
170	Permian Basin Community Centers	80	(6)	74
240	Community Healthcore	105	(7)	98
140	Spindletop Center	224	(16)	208
200	MHMR of Tarrant County	547	(39)	508
430	Texana Center	181	(13)	168
020	Texas Panhandle Centers	190	(13)	177
290	Texoma Community Center	60	(4)	56
380	Tri-County Services	120	(9)	111
130	Tropical Texas Behavioral Health	156	(11)	145
450	West Texas Centers	80	(6)	74
Total		6,137	(435)	5,702

September 1, 2012

Attachment C
Local Authorities Funding
FY 2013 Summary Original Allocation

Comp #	Community Center	General Revenue	Permanency Planning	CLOIP	Total FY 2013 Allocation
440	Anderson-Cherokee Community Enrichment Services	925,830	7,869	-	933,699
190	Andrews Center	1,135,868	19,371	-	1,155,239
30	Austin Travis County Integral Care	2,466,694	33,726	322,348	2,822,768
10	Betty Hardwick Center	587,679	25,165	382,042	994,886
051	Alamo Local Authority for IDD	3,169,846	74,716	208,531	3,453,093
460	Bluebonnet Trails Community Centers	2,369,258	21,533		2,390,791
485	Border Region Behavioral Health Center	1,352,032	3,632		1,355,664
250	MHMR Authority of Brazos Valley	759,205	11,501	279,368	1,050,074
260	Burke Center	733,920	23,695	308,817	1,066,432
490	Camino Real Community Services	1,315,819			1,315,819
60	Center for Life Resources	447,573	10,810		458,383
40	Central Counties Services	1,143,111	18,679		1,161,790
70	Central Plains Center	447,879	2,162		450,041
475	Coastal Plains Community Center	1,170,475	2,162		1,172,637
240	Community Healthcare	1,142,816	30,181		1,172,997
160	MHMR Services for the Concho Valley	480,259	24,387	211,715	716,361
300	Metrocare SERVICES	6,562,157	25,857	-	6,588,014
400	Denton County MHMR Center	1,199,843	25,857	492,674	1,718,374
90	Emergence Health Network	1,563,416	10,031	103,470	1,676,917
110	Gulf Bend Center	312,102	7,869		319,971
100	Gulf Coast Center	1,666,007	30,872		1,696,879
280	MHMR Authority of Harris County	8,065,631	117,784		8,183,415
220	Heart of Texas Region MHMR Center	1,167,680	20,149	327,123	1,514,952
230	Helen Farabee Centers	1,012,207	15,825		1,028,032
470	Hill Country MHDD Centers	1,660,553	18,679		1,679,232
480	Lakes Regional MHMR Center	1,826,334	32,343		1,858,677
410	LifePath Systems	1,084,621	11,501		1,096,122
150	Starcare Specialty Health System	912,549	23,003	206,939	1,142,491
180	MHMR of Nueces County	466,087	15,047	269,817	750,951
350	Pecan Valley Centers	585,558	20,841	-	606,399
170	Permian Basin Community Centers	837,883	11,501	-	849,384
140	Spindletop Center	3,008,712	19,371	-	3,028,083
200	MHMR of Tarrant County	5,689,571	56,729	-	5,746,300
430	Texana Center	2,255,710	32,343	382,042	2,670,095
20	Texas Panhandle Centers	2,983,533	17,987	-	3,001,520
290	Texoma Community Center	676,243	4,324	-	680,567
380	Tri-County Services	1,520,847	15,047	-	1,535,894
130	Tropical Texas Behavioral Health	2,124,577	14,355	59,694	2,198,626
450	West Texas Centers	901,953	7,869	-	909,822
	Community Services TOTAL	67,732,038	864,773	3,554,580	72,151,391

Local Authorities Funding
Quarterly Payments

#	Community Center	Quarter 1 (42.87%)	Quarter 2 (30%)	Quarter 3 (20%)	Quarter 4 (7.13%)	Total Local Authorities Allocation
440	Anderson-Cherokee Community Enrichment Services	402,423	280,110	186,740	64,426	933,699
190	Andrews Center	497,352	346,572	231,048	80,267	1,155,239
30	Austin Travis County Integral Care	1,204,469	846,830	564,554	206,915	2,822,768
10	Betty Hardwick Center	415,874	298,466	198,977	81,569	994,886
051	Alamo Local Authority for IDD	1,476,560	1,035,928	690,619	249,986	3,453,093
460	Bluebonnet Trails Community Centers	1,026,315	717,237	478,158	169,081	2,390,791
485	Border Region Behavioral Health Center	583,504	406,699	271,133	94,328	1,355,664
250	MHMR Authority of Brazos Valley	444,159	315,022	210,015	80,878	1,050,074
260	Burke Center	450,241	319,930	213,286	82,975	1,066,432
490	Camino Real Community Services	567,220	394,746	263,164	90,689	1,315,819
60	Center for Life Resources	196,163	137,515	91,677	33,028	458,383
40	Central Counties Services	501,162	348,537	232,358	79,733	1,161,790
70	Central Plains Center	193,527	135,012	90,008	31,494	450,041
475	Coastal Plains Community Center	504,642	351,791	234,527	81,677	1,172,637
240	Community Healthcare	506,916	351,899	234,599	79,583	1,172,997
160	MHMR Services for the Concho Valley	299,072	214,908	143,272	59,109	716,361
300	Metrocare SERVICES	2,845,066	1,976,404	1,317,603	448,941	6,588,014
400	Denton County MHMR Center	722,313	515,512	343,675	136,874	1,718,374
90	Emergence Health Network	719,709	503,075	335,383	118,750	1,676,917
110	Gulf Bend Center	136,106	95,991	63,994	23,880	319,971
100	Gulf Coast Center	728,718	509,064	339,376	119,721	1,696,879
280	MHMR Authority of Harris County	3,521,491	2,455,025	1,636,683	570,216	8,183,415
220	Heart of Texas Region MHMR Center	640,860	454,486	302,990	116,616	1,514,952
230	Helen Farabee Centers	441,688	308,410	205,606	72,328	1,028,032
470	Hill Country MHDD Centers	720,143	503,770	335,846	119,473	1,679,232
480	Lakes Regional MHMR Center	797,747	557,603	371,735	131,592	1,858,677
410	LifePath Systems	471,828	328,837	219,224	76,233	1,096,122
150	Starcare Specialty Health System	484,323	342,747	228,498	86,923	1,142,491
180	MHMR of Nueces County	314,828	225,285	150,190	60,648	750,951
350	Pecan Valley Centers	260,761	181,920	121,280	42,438	606,399
170	Permian Basin Community Centers	365,249	254,815	169,877	59,443	849,384
140	Spindletop Center	1,303,363	908,425	605,617	210,678	3,028,083
200	MHMR of Tarrant County	2,471,448	1,723,890	1,149,260	401,702	5,746,300
430	Texana Center	1,133,357	801,029	534,019	201,690	2,670,095
20	Texas Panhandle Centers	1,291,138	900,456	600,304	209,622	3,001,520
290	Texoma Community Center	293,579	204,170	136,113	46,705	680,567
380	Tri-County Services	660,338	460,768	307,179	107,609	1,535,894
130	Tropical Texas Behavioral Health	944,499	659,588	439,725	154,814	2,198,626
450	West Texas Centers	391,797	272,947	181,964	63,114	909,822
	Community Services TOTAL	30,929,948	21,645,419	14,430,276	5,145,748	72,151,391

Attachment D
FY 2013 Local Authorities Required Local Match

Component #	LOCAL AUTHORITIES	Total Original Allocations Requiring Local Match	Required Match %	Required Local Match \$ Amount
440	Anderson-Cherokee Community Enrichment Services	925,830	7.3%	67,586
190	Andrews Center	1,135,868	9.0%	102,228
30	Austin Travis County Integral Care	2,466,694	11.0%	271,336
10	Betty Hardwick Center	587,679	9.0%	52,891
051	Alamo Local Authority for IDD	3,169,846	9.1%	288,456
460	Bluebonnet Trails Community Centers	2,369,258	9.5%	225,080
485	Border Region Behavioral Health Center	1,352,032	6.0%	81,122
250	MHMR Authority of Brazos Valley	759,205	8.0%	60,736
260	Burke Center	733,920	8.3%	60,915
490	Camino Real Community Services	1,315,819	6.9%	90,792
60	Center for Life Resources	447,573	8.9%	39,834
40	Central Counties Services	1,143,111	9.8%	112,025
70	Central Plains Center	447,879	8.3%	37,174
475	Coastal Plains Community Center	1,170,475	8.8%	103,002
240	Community Healthcore	1,142,816	9.4%	107,425
160	MHMR Services for the Concho Valley	480,259	9.3%	44,664
300	Metrocare SERVICES	6,562,157	11.4%	748,086
400	Denton County MHMR Center	1,199,843	10.7%	128,383
90	Emergence Health Network	1,563,416	7.6%	118,820
110	Gulf Bend Center	312,102	9.8%	30,586
100	Gulf Coast Center	1,666,007	10.6%	176,597
280	MHMR Authority of Harris County	8,065,631	11.9%	959,810
220	Heart of Texas Region MHMR Center	1,167,680	8.4%	98,085
230	Helen Farabee Centers	1,012,207	9.1%	92,111
470	Hill Country MHDD Centers	1,660,553	9.7%	161,074
480	Lakes Regional MHMR Center	1,826,334	9.2%	168,023
410	LifePath Systems	1,084,621	12.8%	138,831
150	Starcare Specialty Health System	912,549	9.0%	82,129
180	MHMR of Nueces County	466,087	9.5%	44,278
350	Pecan Valley Centers	585,558	9.2%	53,871
170	Permian Basin Community Centers	837,883	11.1%	93,005
140	Spindletop Center	3,008,712	9.8%	294,854
200	MHMR of Tarrant County	5,689,571	10.2%	580,336
430	Texana Center	2,255,710	11.3%	254,895
20	Texas Panhandle Centers	2,983,533	9.5%	283,436
290	Texoma Community Center	676,243	8.8%	59,509
380	Tri-County Services	1,520,847	11.1%	168,814
130	Tropical Texas Behavioral Health	2,124,577	5.7%	121,101
450	West Texas Centers	901,953	8.4%	75,764
Local Authorities Total		67,732,038		6,677,664

380 Tri-County Services
FY 2013
LOCAL AUTHORITIES FUNDING

Attachment III B Code:							
	751	751	754	755	752	753	769
MENTAL RETARDATION - Description	General Revenue	GR Match for Medicaid	I H & F S	OBRA	Permanency Planning	CLOIP	TOTAL - MR
Total MR FY 2010 Original Allocation:	2,167,146	112,888	100,045	-	12,117	-	2,392,196
Adjustments for Original FY 2011 Allocation:							
Reversed FY 2010 Service Coordination for HCS Waiting List Rollout	(9,789)						(9,789)
FY 2011 Service Coordination for HCS Waiting List Rollout	8,939						8,939
Total MR FY 2011 Original Allocation:	2,166,296	112,888	100,045	-	12,117	-	2,391,346
Adjustments for Original FY 2012 Allocation:							
Reversed FY 2011 Service Coordination for HCS Waiting List Rollout	(8,939)						(8,939)
IHFS Reduction			(100,045)				(100,045)
FY 2012 Appropriation Adjustment	(520,348)						(520,348)
GR for Medicaid Adjustment		(112,888)					(112,888)
FY 2012 Permanency Planning Adjustment					1,719		1,719
Total MR FY 2012 Original Allocation:	1,637,009	-	-	-	13,836	-	1,650,845
Adjustments for Original FY 2013 Allocation:							
FY 2013 Service Coordination Reduction	(116,162)						(116,162)
Reversed FY12 Permanency Planning					(13,836)		(13,836)
FY 2013 Permanency Planning Adjustment					15,047		15,047
Total MR FY 2013 Original Allocation:	1,520,847	-	-	-	15,047	-	1,535,894

<p>Agenda Item: Approve FY 2013 Kingwood Pines Inpatient Hospital Contract</p> <p>Committee: Business</p>	<p>Board Meeting Date</p> <p>August 30, 2012</p>
<p>Background Information:</p> <p>Tri-County Services has utilized Kingwood Pines for inpatient contract services for several years. This service is utilized for individuals with psychiatric acuity levels that exceed the resources and service capabilities for our Psychiatric Emergency Treatment Center (PETC) program. This includes persons who are very aggressive and a threat to others, and who need longer term inpatient treatment than that permitted in the PETC.</p> <p>This year, Tri-County Services has executed a state of work (SOW) with the Department of State Health Services (DSHS) for five private psychiatric beds intended for state hospital diversion. This additional attachment to specify psychiatric services for those beds is included in the FY 2013 Kingwood Pines contract and Cypress Creek contract.</p> <p>The Kingwood Pines contract for FY 2013 state hospital diversion beds is \$300,000. The contract for additional beds in FY 2013 is \$50,000 which is less than \$70,000 in FY 2012.</p>	
<p>Supporting Documentation:</p> <p>Contract will be Available for Review at the Board Meeting</p>	
<p>Recommended Action:</p> <p>Approve FY 2013 Kingwood Pines Hospital Contract for Psychiatric Inpatient Services</p>	

<p>Agenda Item: Approve FY 2013 Cypress Creek Inpatient Hospital Contract</p> <p>Committee: Business</p>	<p>Board Meeting Date</p> <p>August 30, 2012</p>
<p>Background Information:</p> <p>Tri-County Services has utilized Cypress Creek for inpatient contract services for several years. This service is utilized for individuals with psychiatric acuity levels that exceed the resources and service capabilities for our Psychiatric Emergency Treatment Center (PETC) program. This includes persons who are very aggressive and a threat to others, and who need longer term inpatient treatment than that permitted in the PETC.</p> <p>This year, Tri-County Services has executed a state of work (SOW) with the Department of State Health Services (DSHS) for five private psychiatric beds intended for state hospital diversion. This additional attachment to specify psychiatric services for those beds is included in the FY 2013 Cypress Creek contract and Kingwood Pines contract.</p> <p>The Cypress Creek contract for FY 2013 state hospital diversion beds is \$600,000. The contract for additional beds in FY 2013 is \$50,000 which is less than \$70,000 in FY 2012.</p>	
<p>Supporting Documentation:</p> <p>Contract will be Available for Review at the Board Meeting</p>	
<p>Recommended Action:</p> <p>Approve FY 2013 Cypress Creek Hospital Contract for Psychiatric Inpatient Services</p>	

Agenda Item: Approve FY 2013 Avail Solutions Contract Committee: Business	Board Meeting Date August 30, 2012
Background Information: <p>Avail Solutions, Inc. has performed crisis hotline assessment services for many years for our Center. They are the major contract provider of crisis hotline services for community centers in Texas. They answer our crisis hotline 24 hours per day, 7 days per week. When a face-to-face crisis assessment is required, they contact our Center staff to conduct the assessment.</p> <p>The total contract amount for FY 2013 is \$66,000, the same amount that we paid in FY 2012.</p>	
Supporting Documentation: Contract will be Available for Review at the Board Meeting	
Recommended Action: Approve FY 2013 Avail Solutions, Inc. Contract for Psychiatric Inpatient Services	

Agenda Item: Medicaid 1115 Transformation Waiver Committee: Business	Board Meeting Date August 30, 2012
Background Information: <p>As we discussed at the July 26th Board meeting, the Medicaid 1115 Transformation Waiver offers the opportunity to improve, expand and enhance health and behavioral health services across Texas. The Health and Human Services Commission (HHSC) is overseeing this waiver and developed the criteria for participation and eligible services. The waiver has two (2) main funding components: for Uncompensated Care (UC) and Delivery System Reform Incentive Payment (DSRIP) and community centers are eligible to participate in DSRIP projects. Matching funds for these funding pools must be local or state dollars controlled and managed by local governmental entities and community centers were determined to be a governmental entity eligible to use certain funds for Intergovernmental transfers (IGT). Additionally, centers are eligible "performing providers", entities that can receive direct payments from HHSC. Therefore, Tri-County can participate as an IGT entity and a performing provider.</p> <p>Montgomery and Walker Counties are in Region 17 and Liberty County is in Region 2 and each region must submit their plans to HHSC; the submission date was moved from August 31st to October 1, 2012 but there are still many unresolved issues. A summary of our projects is included for your review; however, we are still waiting on the behavioral health milestones and metrics and will need to include them in our final plans.</p> <p>In order to receive the DSRIP funds, each project must have measurable matrix that must be met in order to receive funding; payments are made semi-annually. For every dollar of eligible IGT funds that are used, the performing provider will receive \$1.39 federal dollar <u>and</u> the \$1 IGT used as match. DSHS has finally determined the amount of their funds are eligible for use and our amount is \$617,415 and DADS has indicated that all of their funds are eligible. Additionally, we have approximately \$600,000 in local funds that are eligible.</p> <p>We must determine how much of our local funds we are willing to use as IGT funds prior to the regional plan submission. If Tri-County can provide the necessary IGT funds to finance our own projects and they meet HHSC requirements for eligible DSRIP projects, then our projects are included in the regional plan.</p>	
Supporting Documentation: Summary of Proposed DSRIP Projects Resolution for IGT Entities	
Recommended Action: Approve Tri-County's Participation in the Medicaid 1115 Transformation Waiver, Determine Funds to be Committed and Authorize the Executive Director to Commit these Funds Through the Regional Plan Approval Process	

Medicaid 1115 Transformation Waiver Delivery System Reform Incentive Payment (DSRIP)

Tri-County submitted or will submit several DSRIP projects to each of our two (2) regions. A brief summary of each of the projects is listed below:

1. Mental Health First Aid is a program to educate the community about mental illnesses and substance abuse disorders. This training assists in reducing the stigma associated with mental illness, improves mental health literacy and teaches the public to identify, understand and respond to signs of mental illnesses and substance abuse disorders.
2. Treatment for Non-Priority Diagnoses -- this program will provide medication and care coordination services for individuals who normally are put on waiting lists or individuals who have a mental illness diagnosis which does not qualify them for DSHS performance contract funded services. Treatment would be provided by an Advanced Practice Nurse and/or Physician Assistant and a bachelor's level care coordinator.
3. Mental Health Extended Observation, Evaluation and Diversion -- this program will attempt to divert additional individuals with mental illness from hospital emergency rooms and county jails by providing an alternative site for extended observation, evaluation and diversion to treatment sites that focus of mental illness intervention.
The value of this program is as follows:
4. Integration of Primary and Behavioral Healthcare -- this program will provide basic physical healthcare for individuals with mental illnesses who have co-occurring illnesses such as diabetes, hypertension, high cholesterol and other metabolic illnesses often associated with mental illness treatment. Treating both the physical and behavioral health needs of our clientele should improve overall health for these individuals. The physical health care treatment will be provided by a contracted primary care physician.
5. Residential Substance Abuse Treatment (non-medical detoxification) -- this program will provide intensive intervention and residential treatment for adults with substance abuse disorders. In addition to improving the quality of life for these individuals, the program also will attempt to divert individuals from hospitals and jails who need detoxification and treatment. The Center will contract with an established treatment provider to manage this program and is proposing to remodel the William E. Hall building for this service.

6. Assertive Community Treatment for Individuals with Intellectual/ Developmental Disabilities -- this program will provide intensive intervention for individuals with IDD who also have severe and often disruptive behavioral episodes. These individuals often require law enforcement intervention and hospital emergency hospital care and are occasionally admitted to inpatient hospitals to prevent harm to themselves and/or others.



A RESOLUTION OF THE TRI-COUNTY SERVICES BOARD OF TRUSTEES JOINING THE REGIONAL HEALTHCARE PARTNERSHIPS, WHICH INCLUDES TEXAS A & M HEALTH SCIENCE CENTER AND UNIVERSITY OF TEXAS MEDICAL BRANCH AS THE ANCHOR ENTITIES; AUTHORIZING THE TRANSFER OF FUNDS VIA AN INTERGOVERNMENTAL TRANSFER; AUTHORIZING THE EXECUTIVE DIRECTOR TO TAKE ACTION NECESSARY TO IMPLEMENT THE RESOLUTION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Tri-County Services intends to participate in the Texas Health and Human Services Commission, Texas Healthcare Transformation and Quality Improvement 1115 Waiver program (1115 Transformation Waiver) to enhance health care for the community it serves; and

WHEREAS, the State of Texas through a Section 1115 Medicaid demonstration waiver is approved by the federal government to allow certain entities the opportunity to draw down additional federal funds for health care delivery; and

WHEREAS, Regional Healthcare Partnerships have been created to coordinate delivery system improvements; and

WHEREAS, Tri-County Services intends to join Regional Health Partnerships to promote health care transformation, including improved access, quality, cost-effectiveness and coordination with the region; and

WHEREAS, Tri-County Services provides an array of health services, including mental health services, intellectual and developmental disability services, and substance abuse services to qualified residents; and

WHEREAS, Tri-County Services intends to join the Regional Healthcare Partnerships known as Region 2 and 17, which includes Texas A&M Health Science Center and University of Texas Medical Branch as the anchors under the state definition; and

WHEREAS, the Tri-County Services seeks to authorize the Executive Director to take action to join the Regional Health Partnerships and authorize the transfer of funds for the planning and provision of health care services in accordance with the Regional Health Plans via an intergovernmental transfer.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TRI-COUNTY SERVICES THAT:

SECTION 1.

The Board of Trustees authorizes the Executive Director to take action to join the Regional Healthcare Partnerships, which is intended to serve the area designated in the attachment marked as Exhibit "A" and incorporated as if set forth herein.

SECTION 2.

The Board of Trustees authorizes the transfer of funds _____[not to exceed] from Tri-County Services to the Health and Human Services Commission for the planning and provision of health care services in accordance with the Regional Health Plans via an intergovernmental transfer.

SECTION 3.

The Board of Trustees authorizes the Executive Director to take any and all action necessary to implement this resolution.

SECTION 4.

This Resolution shall be effective immediately upon its adoption and approval.

PASSED AND APPROVED THIS THE _____ DAY OF _____, 2012.

Vice-Chair

ATTEST:

Secretary

Exhibit “A”

Region 2 Service Area: Liberty County

Region 17 Service Area: Montgomery and Walker Counties

Agenda Item: July 2012 Board of Trustees' Unit Financial Statements Committee: Business	Board Meeting Date August 30, 2012
Background Information: None	
Supporting Documentation: July 2012 Board of Trustees' Unit Financial Statements	
Recommended Action: For Information Only	

Unit Financial Statement

FY 2012

	July 12 Actuals	July 12 Budgeted	Variance	YTD Actual	YTD Budget	Variance	Percent	Budget
Revenues								
80103998 Allocated Revenue	\$ 2,804.00	\$ 2,804.00	\$ -	\$ 30,841.00	\$ 30,841.00	\$ -	100.00%	\$ 33,645.00
Total Revenue	\$ 2,804.00	\$ 2,804.00	\$ -	\$ 30,841.00	\$ 30,841.00	\$ -	100.00%	\$ 33,645.00
Expenses								
80105030 Application Fees	\$ -	\$ -	\$ -	\$ 4.50	\$ -	\$ 4.50	0.00%	\$ -
80105275 Food Items	\$ -	\$ 183.00	\$ (183.00)	\$ 1,639.28	\$ 2,017.00	\$ (377.72)	81.27%	\$ 2,200.00
80105320 Insurance-Worker Compensation	\$ 20.28	\$ 18.00	\$ 2.28	\$ 144.21	\$ 202.00	\$ (57.79)	71.39%	\$ 220.00
80105388 Legal Fees	\$ 1,500.00	\$ 1,500.00	\$ -	\$ 16,500.00	\$ 16,500.00	\$ -	100.00%	\$ 18,000.00
80105415 Miscellaneous Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -
80105605 Postage-Express Mail	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -
80105715 Supplies - Office	\$ 11.41	\$ 15.00	\$ (3.59)	\$ 75.61	\$ 165.00	\$ (89.39)	45.82%	\$ 180.00
80105750 Training	\$ -	\$ 369.00	\$ (369.00)	\$ 1,590.00	\$ 4,056.00	\$ (2,466.00)	39.20%	\$ 4,425.00
80105755 Travel - Local	\$ 155.53	\$ 100.00	\$ 55.53	\$ 827.12	\$ 1,100.00	\$ (272.88)	75.19%	\$ 1,200.00
80105757 Travel - Non-local Mileage/Air	\$ -	\$ 167.00	\$ (167.00)	\$ 2,120.43	\$ 1,834.00	\$ 286.43	115.62%	\$ 2,001.00
80105758 Travel - Non-local Hotel	\$ -	\$ 377.00	\$ (377.00)	\$ 2,916.23	\$ 4,142.00	\$ (1,225.77)	70.41%	\$ 4,519.00
80105759 Travel - Meals	\$ -	\$ 75.00	\$ (75.00)	\$ 419.87	\$ 825.00	\$ (405.13)	50.89%	\$ 900.00
Total Expenses	\$ 1,687.22	\$ 2,804.00	\$ (1,116.78)	\$ 26,237.25	\$ 30,841.00	\$ (4,603.75)	85.07%	\$ 33,645.00
Total Revenue minus Expenses	\$ 1,116.78	\$ -	\$ 1,116.78	\$ 4,603.75	\$ -	\$ 4,603.75	14.93%	\$ -

UPCOMING MEETINGS

September 27th, 2012 - Board Meeting

- Approve Minutes from August 30, 2012 Board Meeting
- Longevity Recognition Presentations
- Reappoint Mental Health Planning Network Advisory Committee Members
- Reappoint Intellectual & Developmental Disabilities Planning Network Advisory Committee Members
- Community Resources Report for August 2012
- Consumer Services Report for August 2012
- Program Updates for August 2012
- Annual Corporate Compliance & Quality Management Report
- 1st Quarter FY 2013 Corporate Compliance Training
- Annual Planning Network Advisory Committee Reports
- Final FY 2012 Goals & Objectives Progress Report
- Program Presentation - Veteran Services
- Appoint Texas Council Representative and Alternate for FY 2013
- Board of Trustees Reappointments and Oaths of Office
- Board of Trustees Committee Appointments
- Personnel Report for August 2012
- Analysis of Board Members Attendance for FY 2012 Regular & Called Board Meetings
- Review Preliminary August 2012 Financial Statements
- Local Provider Network Development Plan
- Board of Trustees' Unit Financial Statement for August 2012
- Montgomery Supported Housing, Inc. Quarterly Update
- Cleveland Supported Housing, Inc. Quarterly Update
- Extension of Cleveland Supported Housing, Inc. Property Option
- Other Business Committee Issues

October 22nd, 2012 - Board Meeting

- Approve Minutes from September 27, 2012 Board Meeting
- Community Resources Report for September 2012
- Consumer Services Report for September 2012
- Program Updates for September 2012
- Personnel Report for September 2012
- Program Presentation
- Approve September 2012 Financial Statements
- 401(a) Account Review
- 4th Quarter FY 2012 Investment Report
- Board of Trustees' Unit Financial Statement for September 2012
- Other Business Committee Issues