

**Tri-County
Behavioral Healthcare
Board of Trustees
Meeting**

February 28, 2019



Notice is hereby given that a regular meeting of the Board of Trustees of Tri-County Behavioral Healthcare will be held on Thursday, February 28, 2019. The Business Committee will convene at 9:30 a.m., the Program Committee will convene at 9:30 a.m. and the Board meeting will convene at 10:00 a.m. at 233 Sgt. Ed Holcomb Blvd. S., Conroe, Texas. The public is invited to attend and offer comments to the Board of Trustees between 10:00 a.m. and 10:05 a.m. In compliance with the Americans with Disabilities Act, Tri-County Behavioral Healthcare will provide for reasonable accommodations for persons attending the Board Meeting. To better serve you, a request should be received with 48 hours prior to the meeting. Please contact Tri-County Behavioral Healthcare at 936-521-6119.

AGENDA

- I. **Organizational Items**
 - A. Chair Calls Meeting to Order
 - B. Public Comment
 - C. Quorum
 - D. Review & Act on Requests for Excused Absence
- II. **Program Presentation - Longevity Recognition Presentations**
- III. **Program Presentation - From the Heart Campaign**
- IV. **Program Presentation - Ashley Taylor/Veterans Program**
- V. **Approve Minutes - January 31, 2019**
- VI. **Executive Director's Report - Evan Roberson**
 - A. IDD Authority Audit Results
 - B. PASRR Activations
 - C. CCBHC Updates
 - D. Legislative Updates
 - E. School-based Clinic Updates
 - F. Website Procurement Update
- VII. **Chief Financial Officer's Report - Millie McDuffey**
 - A. Budget Revision
 - B. CCBHC - Alternative Payment Methodologies - Cost Report
 - C. CAM Cost Report
 - D. FY 2018 HCS and MEI Cost Reports
 - E. CFO Consortium Meeting
- VIII. **Program Committee**
 - Information Items
 - A. Community Resources Report.....Pages 9-11
 - B. Consumer Services Report for January 2019.....Pages 12-13
 - C. Program Updates.....Pages 14-18

IX. Executive Committee

Information Items

- | | |
|--|-------------|
| A. Board of Trustees Oath of Office..... | Pages 19-22 |
| B. Personnel Report for January 2019..... | Pages 23-25 |
| C. Texas Council Risk Management Fund Claims Summary as of January 2019..... | Pages 26-27 |

X. Business Committee

Action Items

- | | |
|--|-------------|
| A. Approve January 2019 Financial Statements..... | Pages 28-41 |
| B. Approve Request to Solicit FY 2019 Auditor for Independent Financial Audit..... | Page 42 |
| C. Approve Roof Repairs to the Psychiatric Emergency Treatment Center..... | Pages 43-49 |
| D. Approve Transfer of 111 South Second Street to Montgomery County Meals on Wheels..... | Pages 50-54 |
| E. Decide on Next Steps to Resolve Building Issues at 233 Sgt Ed Holcomb Blvd., South..... | Page 55 |
| F. Independence Oaks Apartments Update..... | Page 56 |

Information Items

- | | |
|--|-------------|
| G. 401(a) Retirement Plan Account Review..... | Page 57 |
| H. Board of Trustees Unit Financial Statements for January 2019..... | Pages 58-59 |
| I. Foundation Board Update..... | Page 60 |

XI. Executive Session in compliance with Texas Government Code Section 551.071, Consultation with Attorney and Section 551.072, Real Property.

Posted By:

Ava Green
Executive Assistant

Tri-County Behavioral Healthcare

P.O. Box 3067
Conroe, TX 77305

BOARD OF TRUSTEES MEETING

January 31, 2019

Board Members Present:

Patti Atkins
Gail Page
Jacob Paschal
Sharon Walker
Morris Johnson
Richard Duren

Board Members Absent:

Janet Qureshi
Tracy Sorensen

Tri-County Staff Present:

Evan Roberson, Executive Director
Millie McDuffey, Chief Financial Officer
Kathy Foster, Director of IDD Provider Services
Kelly Shropshire, Director of IDD Authority Services
Kenneth Barfield, Director of Management Info Systems
Tanya Bryant, Director of Quality Management and Support
Amy Foerster, Chief Compliance Officer
Ava Green, Executive Assistant
Sheryl Baldwin, Manager of Accounting
Diane Van Lier, Crisis Services Program Director
Mary Lou Flynn-Dupart, Legal Counsel

Call to Order: Board Chair, Patti Atkins, called the meeting to order at 10:03 a.m. at 233 Sgt. Ed Holcomb Blvd. S., Conroe, TX.

Public Comment: There was no public comment.

Quorum: There being six Board Members present, a quorum was established.

Resolution #01-19-01

Motion Made By: Jacob Paschal

Seconded By: Gail Page, with affirmative votes by Patti Atkins, Sharon Walker, Morris Johnson and Richard Duren that it be...

Resolved:

That the Board excuse the absence of Janet Qureshi and Tracy Sorensen.

Patti Atkins, Board Chair, suspended the Agenda at 10:05 a.m. to move to Business Committee Action Item VIII-C, Approve the FY 2018 Independent Financial Audit. Tommy Nelson with Scott, Singleton, Fincher & Company PC presented the results of the audit.

Resolution #01-19-02

Motion Made By: Morris Johnson

Seconded By: Richard Duren, with affirmative votes by Patti Atkins, Gail Page, Jacob Paschal, and Sharon Walker that it be...

Resolved:

That the Board approve the FY 2018 Independent Financial Audit.

Resolution #01-19-03

Motion Made By: Morris Johnson

Seconded By: Jacob Paschal, with affirmative votes by Patti Atkins, Sharon Walker, Gail Page, and Richard Duren that it be...

Resolved:

That the Board approve the minutes of the November 29, 2018 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:

The Community Resources Report was reviewed for information purposes only.

The Consumer Services Report for November and December 2018 was reviewed for information purposes only.

The Program Updates Report was reviewed for information purposes only.

The FY 2019 Goals and Objectives Progress Report was reviewed for information purposes only.

The 1st Quarter FY 2019 Corporate Compliance and Quality Management Report was reviewed for information purposes only.

The 2nd Quarter FY 2019 Corporate Compliance Training Report was reviewed for information purposes only.

The Medicaid 1115 Transformation Waiver Project Status Report was reviewed for information purposes only.

EXECUTIVE COMMITTEE:

The Personnel Report for November and December 2018 was reviewed for information purposes only.

The Texas Council Risk Management Fund Claims Summary for November and December 2018 was reviewed for information purposes only.

The Texas Council Quarterly Board Meeting update was presented by Sharon Walker.

BUSINESS COMMITTEE:

Resolution #01-19-04

Motion Made By: Morris Johnson

Seconded By: Richard Duren, with affirmative votes by Patti Atkins, Sharon Walker, Gail Page and Jacob Paschal that it be...

Resolved:

That the Board approve the November 2018 Financial Statements.

Resolution #01-19-05

Motion Made By: Morris Johnson

Seconded By: Richard Duren, with affirmative votes by Patti Atkins, Sharon Walker, Gail Page, and Jacob Paschal that it be...

Resolved:

That the Board approve the December 2018 Financial Statements.

Resolution #01-19-06

Motion Made By: Morris Johnson

Seconded By: Richard Duren, with affirmative votes by Patti Atkins, Sharon Walker, Gail Page, and Jacob Paschal that it be...

Resolved:

That the Board approve and authorize check signers for FY 2019 due to change in Board of Trustees Appointments.

Resolution #01-19-07

Motion Made By: Morris Johnson

Seconded By: Richard Duren, with affirmative votes by Patti Atkins, Sharon Walker, Gail Page and Jacob Paschal that it be...

Resolved:

That the Board approve the Mental Health Coordinated Specialty Care Grant Program Contract No. HHS000336900001.

Resolution #01-19-08

Motion Made By: Morris Johnson

Seconded By: Richard Duren, with affirmative votes by Patti Atkins, Sharon Walker, Gail Page and Jacob Paschal that it be...

Resolved:

That the Board approve the Mental Health First Aid Contract No. HHS000183000001, Amendment No. 1.

The 1st Quarter FY 2019 Investment Report was reviewed for information purposes only.

The Board of Trustees Unit Financial Statements for November and December 2018 was reviewed for information purposes only.

The HUD 811 Updates for Cleveland, Montgomery and Huntsville were reviewed for information purposes only.

The regular meeting of the Board of Trustees adjourned at 11:31 a.m. to go into Executive Session in compliance with Texas Government Code Section 551.071, Consultation with Attorney; and Section 551.072, Real Property.

The meeting of the Board of Trustees reconvened at 12:20 p.m. to go into regular session.

Resolution #01-19-09

Motion Made By: Gail Page

Seconded By: Sharon Walker, with affirmative votes by Patti Atkins, Richard Duren, Morris Johnson and Jacob Paschal that it be...

Resolved:

That the Board authorize the Executive Director to install a French drain, do necessary foundation repairs, as well as address and move forward with items on repair list for 233 Sgt. Ed Holcomb Blvd. S., Conroe, TX 77304.

Resolution #01-19-10

Motion Made By: Sharon Walker

Seconded By: Gail Page, with affirmative votes by Patti Atkins, Morris Johnson, Richard Duren, and Jacob Paschal that it be...

Resolved:

That the Board authorizes the Executive Director to address issues at Independence Oaks Apartments in Cleveland, TX and make repairs as soon as possible.

The regular meeting of the Board of Trustees adjourned at 12:21 p.m.

Adjournment:

Patti Atkins
Chair

Date

Attest:

Jacob Paschal
Secretary

Date

Agenda Item: Community Resources Report Committee: Program	Board Meeting Date: February 28, 2019
Background Information: None	
Supporting Documentation: Community Resources Report	
Recommended Action: For Information Only	

Community Resources Report

February 1, 2019 – February 28, 2019

Volunteer Hours:

Location	January
Conroe	269.75
Cleveland	0
Liberty	16.5
Huntsville	9.5
Total	295.75

COMMUNITY ACTIVITIES:

2/2/19	Veteran Meet Up	Cleveland
2/4/19	Montgomery County Homeless Coalition Board Meeting	Conroe
2/5/19	Montgomery County Risk Management Mental Health First Aid	Conroe
2/5/19	Conroe ISD Mentor Luncheon	Grangerland
2/5/19	Walker County Community Resource Coordination Group	Huntsville
2/5/19	Bringing Everyone Into The Zone Group (BEITZ) - Jail	Conroe
2/6/19	Lake Conroe Area Republican Women's Luncheon	Walden
2/7/19	Cleveland Chamber of Commerce Luncheon	Cleveland
2/8/19	University of Houston Career Fair	Houston
2/11/19	School Health Advisory Committee Meeting	Huntsville
2/12/19	Assisting Victims Escape & Resist Trafficking (AVERT) Human Trafficking Deferment Meeting	Conroe
2/12/19	NOVA-Network of Victim Assistance Programs	Conroe
2/12/19	Montgomery County Child Fatality Review Team Meeting	Conroe
2/12/19	Bringing Everyone Into The Zone Group (BEITZ) - Jail	Conroe
2/13/19	Conroe Noon Lions Club Luncheon	Conroe
2/13/19	Family and Community Coalition of Montgomery County	The Woodlands
2/13/19	School Health Advisory Committee Meeting	New Waverly
2/13/19	Veterans Treatment Court	Conroe
2/14/19	Suicide Prevention Presentation TX Department of Family & Protective Services	Huntsville
2/14/19	Walker County Chamber of Commerce Small Business Meeting	Huntsville
2/19/19	Conroe ISD Mentor Luncheon	Grangerland
2/19/19	North Houston Networking Group	The Woodlands
2/19/19	Montgomery County Community Resource Coordination Group	Conroe
2/19/19	Bringing Everyone Into The Zone Group (BEITZ) - Jail	Conroe
2/20/19	Liberty/Dayton Chamber of Commerce Luncheon	Liberty
2/20/19	Conroe Noon Lions Club Luncheon	Conroe
2/21/19	Homeless Coalition Meeting	Conroe
2/21/19	Heroes Pantry	Conroe
2/22/19	Montgomery County Risk Management – YMHFA training	Conroe

2/15/19	Monthly Military Veteran Peer Network (MPVN) Training	Conroe
2/26/19	Conroe ISD Mentor Luncheon	Grangerland
2/26/19	Bringing Everyone Into The Zone Group (BEITZ) - Jail	Conroe
2/27/19	Conroe Noon Lions Club Luncheon	Conroe
2/28/19	Liberty County Health Awareness Coalition	Liberty

UPCOMING ACTIVITIES:

3/4/19	IDD Local Planning Public Meeting	Cleveland
3/4/19	Montgomery County Homeless Coalition Board Meeting	Conroe
3/5/19	Conroe ISD Mentor Luncheon	Grangerland
3/6/19	Lake Conroe Area Republican Women's Luncheon	Montgomery
3/7/19	Cleveland Chamber of Commerce Lunch	Cleveland
3/7/19	Family Resource Transition Fair	Conroe
3/7/19	Lone Star College Safety Fair	The Woodlands
3/12/19	Assisting Victims Escape & Resist Trafficking (AVERT) Human Trafficking Deferment Meeting	Conroe
3/12/19	Conroe ISD Mentor Luncheon	Grangerland
3/13/19	Liberty County Community Resource Coordination Group	Liberty
3/13/19	Family and Community Coalition of Montgomery County	Conroe
3/13/19	Conroe Noon Lions Club Luncheon	Conroe
3/14/19	Walker County Chamber of Commerce Small Business Meeting	Huntsville
3/14/19	IDD Local Planning Public Meeting	Liberty
3/15/19	IDD Local Planning Public Meeting	Huntsville
3/19/19	Montgomery County Community Resource Coordination Group	Conroe
3/19/19	North Houston Networking Group	The Woodlands
3/19/19	Conroe ISD Mentor Luncheon	Grangerland
3/20/19	Liberty/Dayton Chamber of Commerce Luncheon	Liberty
3/21/19	Homeless Coalition Meeting	Conroe
3/22/19	Walker County Juvenile Justice Staffing Meeting	Huntsville
3/26/19	Conroe ISD Mentor Luncheon	Grangerland
3/27/19	Conroe Noon Lions Club Luncheon	Conroe
3/28/19	Liberty County Health Awareness Coalition	Liberty

Agenda Item: Consumer Services Report for January 2019 Committee: Program	Board Meeting Date: February 28, 2019
Background Information: None	
Supporting Documentation: Consumer Services Report for January 2019	
Recommended Action: For Information Only	

Consumer Services Report January 2019

Consumer Services	Montgomery County	Cleveland	Liberty	Walker County	Total
Crisis Services, MH Adults/Children					
Persons Screened, Intakes, Other Crisis Services	626	56	27	61	770
Crisis and Transitional Services (LOC 0, LOC 5)	22	0	0	1	23
Psychiatric Emergency Treatment Center (PETC) Served	56	2	4	8	70
Psychiatric Emergency Treatment Center (PETC) Bed Days	252	10	9	42	313
Contract Hospital Admissions	2	0	0	0	2
Diversion Admits	22	1	1	2	26
Total State Hospital Admissions	0	0	1	0	1
Routine Services, MH Adults/Children					
Adult Service Packages (LOC 1m,1s,2,3,4)	1417	156	124	131	1828
Adult Medication Services	1063	118	73	116	1370
Child Service Packages (LOC 1-4 and YC)	676	51	34	76	837
Child Medication Services	322	24	12	33	391
TCOOMMI (Adult Only)	115	17	19	9	160
Adult Jail Diversions	5	0	0	0	5
Persons Served by Program, IDD					
Number of New Enrollments for IDD Services	3	0	0	0	3
Service Coordination	658	35	45	72	810
Persons Enrolled in Programs, IDD					
Center Waiver Services (HCS, Supervised Living)	22	3	13	21	59
Substance Abuse Services					
Children and Youth Prevention Services	120	36	0	12	168
Youth Substance Abuse Treatment Services/COPSD	5	0	0	0	5
Adult Substance Abuse Treatment Services/COPSD	56	0	0	2	58
Waiting/Interest Lists as of Month End					
Adult Mental Health Services	169	5	0	0	174
Home and Community Based Services Interest List	1670	129	150	193	2142
January Served by County					
Adult Mental Health Services	1850	186	125	207	2368
Child Mental Health Services	771	66	41	81	959
Intellectual and Developmental Disabilities Services	656	46	53	75	830
Total Served by County	3277	298	219	363	4157
December Served by County					
Adult Mental Health Services	1563	161	122	187	2033
Child Mental Health Services	644	57	33	81	815
Intellectual and Developmental Disabilities Services	648	45	52	71	816
Total Served by County	2855	263	207	339	3664
November Served by County					
Adult Mental Health Services	1665	171	137	185	2158
Child Mental Health Services	710	67	34	83	894
Intellectual and Developmental Disabilities Services	669	44	54	73	840
Total Served by County	3044	282	225	341	3892

Agenda Item: Program Updates Committee: Program	Board Meeting Date: February 28, 2019
Background Information: None	
Supporting Documentation: Program Updates	
Recommended Action: For Information Only	

Program Updates

February 1, 2019 – February 28, 2019

Crisis Services

1. The East Montgomery County Crisis Clinic (EMCCC) had an open house Friday, February 15th. Various first responders and stakeholders from the community visited the site.
2. The number of children's crisis assessments is rising, which is typical this time of year. There were 36 that were completed during the entire month of January; over half of these are referred from schools, many from schools in east Montgomery County. We will be watching to see if more of these cases go to the EMCCC after the Open House.
3. We continue to closely monitor our utilization of indigent hospitalization funds. In the first four months of the year, we had already spent half of the state allocation for these beds and we are concerned that there will not be enough funding for the rest of the Fiscal Year. Overall, we are on pace for a 20% increase in the number of persons seen in crisis in FY 19.

MH Adult Services

1. Student nurses from Lone Star LVN, Lone Star RN and Sam Houston University RN programs have started their clinical rotations and will be assigned to different units within Tri-County.
2. We are continuing to seek several candidates for adult mental health openings in Cleveland. In the interim, staff are working together to ensure that clients do not experience a disruption in care during this period of transition. Across all three rural clinics, the Administrator notes that referrals have slowed and has been working to increase marketing and visibility in Walker and Liberty Counties.
3. The Center has begun participating in the statewide initiative, Home and Community Based Services-Adult Mental Health, connecting one client and working to connect two additional to these services. The program allows eligible participants access to community resources with the intent to provide holistic care so as to reduce dependence on community systems, such as emergency departments, jails, or psychiatric hospitals.
4. We also have hired two Peer Providers and the Peer Supervisor scheduled to participate in training that will allow for certification as a Peer Specialist. This opportunity will promote staff understanding of peer services to ensure appropriate and effective care for individuals served.

MH Child Services

1. We continue to receive praise regarding the effectiveness of our school-based sites in Conroe ISD and are working to gather data to demonstrate the positive impact.
2. Our Child and Youth intake walk-in clinics in both Conroe and Cleveland are experiencing an increased demand in intake assessments. The volume has been so high on some days that we are unable to complete same day intake assessments and must schedule clients and their families to return to the clinic for the assessment.

3. Magnolia ISD has provided office space on a campus on the west side of the district for our Child and Youth Rehab Specialists to provide services.

Criminal Justice Services

1. Jail based services continue to be well utilized with 46 individuals served in January. This program has been instrumental in ensuring incarcerated individuals have access to psychiatric medications to promote stability and prevent deterioration.
2. The Outpatient Competency Restoration Coordinator has been invited to present the program at the Montgomery County Psychologist Association meeting. This is a great opportunity for marketing the program and highlighting the benefits of the program for those served.

Substance Abuse Services

1. The Adult Substance Use Disorder services program is expanding group treatment availability from five to six groups per week starting the first week of February. It is anticipated that this change will have a positive impact on the program. Prior to this addition, we noted a significant increase in revenue over the last several months for the adult program as well as a 35% increase in referrals.
2. In the Youth Substance Use Disorder program, there has been a significant increase in referrals since the beginning of January.
3. We have two Prevention Specialists that are working to become Certified Prevention Specialists.
4. Our prevention team is diligently working to increase community presentations to both students and adults on various topics, including Vaping, Opiates, Marijuana, and Minors and Alcohol.

IDD Services

1. IDD Authority is responsible for maintaining the Waiver Long Term Services Interest List for our three counties. Every biennium, the Center is required to contact everyone on the Interest List, and we have contacted 94% of individuals on the list this biennium. With each call, the staff update residence information along with offering information to those not in services.
2. This fiscal year, the IDD Psychologist has assessed 100 individuals; 68 with possible IDD eligibility and 32 assessed with a possible mental health diagnosis for those identified in nursing facilities. Of the 68 possible IDD individuals, 56 were eligible for IDD services.
3. IDD Authority enrolls individuals into services by programs. Below are the number of enrollments or intakes per program this fiscal year. These numbers may be new enrollments or transfers from other centers.

a. Community First Choice (CFC)	6
b. Non-Waiver (General Revenue)	8
c. Home Community Based Services (HCS)	18
d. IDD Preadmission Screening and Resident Review (PASRR)	15
e. MI PASRR	20
f. PASRR Evaluations	152

4. IDD Authority has hired a new staff person as the Admissions and Enrollments Coordinator whose main responsibility is to inform individuals/families of non-waiver services. This is a needed position to assist our front door process which is currently back logged with those interested in services.
5. The Authority requested and received three Crisis Diversion HCS slots and one nursing facility diversion HCS slot this fiscal year.
6. Provider services are participating in monthly webinars related to the Electronic Visit Verification "EVV", scheduled to be implemented January 2020. It is a federal law requiring all states to use EVV for Medicaid personal care services. States must implement EVV or risk a loss of federal Medicaid match. EVV is a computer-based system that electronically verifies that service visits occur and documents the date and time service delivery begins and ends. EVV visits will be required for future claims. This will impact our HCS program.
7. Provider supervisors in Liberty and Walker Counties are working to fill vacant positions, while ensuring daily services are not interrupted.
8. Provider services is experiencing some challenges with the movement of individuals that are not within our control. Within one month three separate cases resulted in movement of individuals to different homes. Not only are our individuals aging but their care providers are also aging.

Support Services

1. Quality Management:

- a. Staff received two records requests from insurance companies during this timeframe. United Healthcare requested one chart dating back to 2017, and Molina requested three charts dating back to 2017.
- b. Staff prepared for and participated in the quarterly Cenpatico onsite review held on February 18, 2019.
- c. Quality Management reviewed 105 notes in which staff utilized the Co-Occurring Psychiatric and Substance Use Disorder (COPSD) modifier, which is used to indicate that they addressed both conditions during the session, and provided feedback to providers for quality improvement purposes to improve both the use of this coding and corresponding documentation.

2. Utilization Management:

The Junior Utilization Management Committee has begun working through data items outlined in the Certified Community Behavioral Health Clinic (CCBHC) criteria to determine what information we will need to be pulling and monitoring as we head toward this certification.

3. Training:

- a. The monthly Leadership Tri-County classes were held on February 12, 2019 where they continued their discussion of the board goal to analyze and make recommendations for improvement to our onboarding process and benefits structure.
- b. The training department hired a new training coordinator who began on February 18, 2019.

4. **Veteran Services:**

The Veteran Services Liaison made a presentation to the Texas Veteran Commission's Grant Selection Committee on February 19, 2019 in hopes that they would approve our recent grant application to expand our Veteran Services Program at Tri-County.

5. **Planning and Network Advisory Committee(s) (PNAC):**

The Intellectual and Developmental Disabilities (IDD) PNAC met on February 13, 2019 to kick off the FY 2019 Local Planning process.

Community Activities

1. Tri-County's Consumer Foundation is working on the next fundraiser entitled, "The Green Jacket Dinner". The dinner is set for Saturday, April 6th and will be a reproduction of The Masters Champions Dinner created by the 2018 reigning Masters champion Patrick Reed. The dinner will be held at Panorama Golf Club in Panorama Village.
2. Staff are actively participating in Project AVERT (Assisting Victims Escape & Resist Trafficking); with the goal of diverting individuals who are being sex trafficked or at risk of being trafficked; away from jail and towards recovery.

Agenda Item: Board of Trustees Reappointment and Oath of Office Committee: Executive	Board Meeting Date February 28, 2019
Background Information: Listed below is the Board member who was reappointed by the Commissioner's Court of their respective county for an additional two-year term expiring August 31, 2020. Reappointment: <ul style="list-style-type: none"> • Janet Qureshi, Montgomery County Oath of Office will be recited at the Board meeting.	
Supporting Documentation: Oath of Office Recitation Montgomery County Trustee – Copy of Minutes from Montgomery County Commissioner's Court Meeting	
Recommended Action: Recite Oath of Office	

#2 84
AUG 14 2018

COMMISSIONERS COURT DOCKET
July 24, 2018
REGULAR SESSION

THE STATE OF TEXAS

COUNTY OF MONTGOMERY

BE IT REMEMBERED that on this the 24th day of July, 2018, the Honorable Commissioners Court of Montgomery County, Texas, was duly convened in a Regular Session in the Commissioners Courtroom of the Alan B. Sadler Commissioners Court Building, 501 North Thompson, Conroe, Texas, with the following members of the Court present:

County Judge	Craig Doyal
Commissioner, Precinct 1	Mike Meador
Commissioner, Precinct 2	Charlie Riley
Commissioner, Precinct 3	James Noack
Also County Clerk's Office	Amber Twiddy

ABSENT:

Commissioner, Precinct 4	Jim Clark
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INVOCATION GIVEN BY Tim Holifield

THE PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA
RECITED.

THE PLEDGE OF ALLEGIANCE TO THE TEXAS STATE FLAG RECITED.

1. COMMISSIONERS COURT AGENDA APPROVED.

Motion by Commissioner Meador, seconded by Commissioner Riley, to approve Commissioners Court Agenda for discussion and necessary action. Motion carried.

2. PROCLAMATION APPROVED – NATIONAL HEALTH CENTER WEEK

Motion by Commissioner Meador, seconded by Commissioner Riley to recognize August 12-18, 2018 as National Health Center Week in Montgomery County. Motion carried.

AGENDA ITEM 7B – MONTGOMERY COUNTY EMPLOYEES COMMITTEE

STEPHANIE KEETON, WITH PURCHASING, WAS PRESENTED WITH EMPLOYEE OF THE MONTH FOR JULY, 2018.

3. MINUTES APPROVED – COUNTY CLERK

Motion by Commissioner Riley, seconded by Commissioner Meador, to approve the Minutes from Regular Session of Commissioners Court dated July 10, 2018. Motion carried.

AGENDA ITEM 9F2c WAS MOVED TO THE OPEN AGENDA. SEE MOTION 18 FOR COURT ACTION.

AGENDA ITEM 902 AND 903 WERE DEFERRED.

Bill O'Sullivan addressed the court concerning the appointment of Rob Eissler, stronger ethics policy, and stated that benefits have put major areas into bankruptcy.

4. RESOLUTION AND ORDER APPROVED – CONSENT AGENDA – AGENDA ITEMS 9A-S

11. REQUEST APPROVED to rescind Order to Abate Nuisance for 17513 Woods Drive, New Caney, Texas 77357. Rescinding original order to abate to notify additional owners of property.
12. REQUEST APPROVED to rescind Order to Abate Nuisance for 11791 White Cedar St., Willis, Texas 77378. Rescinding original order to abate to notify additional owners of property.
13. ORDER APPROVED to abate a public nuisance on the following property that is abandoned, deemed unsafe, or unlivable: 16310 Shalamar, Magnolia Texas 77353. The estimated total cost is \$3,600.00 and will be funded by CDBG.
14. VARIANCE REQUEST APPROVED to install an aerobic on site system in the 100 year flood plain located at 13828 Walker Road Conroe, TX 77302.
15. VARIANCE REQUEST APPROVED to install an aerobic on site system in the 100 year flood plain located at 18385 Nightingale Conroe, TX 77302.
16. VARIANCE REQUEST APPROVED to install an aerobic on site system in the 100 year flood plain located at 15402 Rusty Oak Trail Conroe, TX 77302.
17. VARIANCE REQUEST APPROVED to install an aerobic on site system in the 100 year flood plain located at 217 Sundew Court Magnolia, TX 77355.

COUNTY JUDGE – AGENDA ITEMS 9J1-2

- J1. REVISED RULES OF PROCEDURE FOR COMMISSIONERS COURT RECORDED as adopted June 26, 2018.
- J2. RE-APPOINTMENT APPROVED of Richard Duren and Janet Qureshi to the Tri-County Behavioral Healthcare Board of Trustees for a two-year term ending August 31, 2020.

SHERIFF – AGENDA ITEM 9K1

- K1. UPDATED APPLICATION ACCEPTED to the Law Enforcement Support Office (LESO) for the Montgomery County Sheriff's Office and County Judge is authorized to sign as the authorized representative for Montgomery County.

COUNTY ATTORNEY – REAL PROPERTY - AGENDA ITEMS 9L1-4

L1. PRECINCT 1

- a. ORDER APPROVED authorizing Notice of Public Hearing for Revision of Plat on August 28, 2018 for partial revision to lots/plats being described as Reserve "A", Hilltop Village Subdivision to be known as Kids World Learning Center.

L2. PRECINCT 2

- a. PUBLIC HEARING DATE SET for August 28, 2018 for abandonment of all or a portion of Old Hardin Store Road beginning at its intersection with Hardin Store Road and terminating at its intersection with railroad right of way.

L3. PRECINCT 3

- a. ORDER APPROVED acknowledging receipt of check in the amount of \$20.00 from Walter E. Vars for lease of real property described as 1.330 acres known as Lot 7 Skylight Timbers. Check has been forwarded to the Auditor for further processing.

OATH OF OFFICE

I, _____,
do solemnly swear,
that I will faithfully execute
the duties of the office of Trustee
of Tri-County Behavioral Healthcare,
and will, to the best of my ability
preserve, protect, and defend the Constitution
and laws of the United States and of this State;
and I furthermore solemnly swear
that I have not directly nor indirectly,
paid, offered, or promised to pay,
contributed, nor promised to contribute
any money, or valuable thing,
or promised any public office or employment,
as a reward for the giving or withholding a vote
to secure my appointment,
and further affirm that I,
nor any company, association, or corporation
of which I am an officer or principal
will act as supplier of services or goods,
nor bid or negotiate to supply
such goods or services, for this Center,
so help me God.

Agenda Item: Personnel Report for January 2019 Committee: Executive	Board Meeting Date: February 28, 2019
Background Information: None	
Supporting Documentation: Personnel Report January 2019	
Recommended Action: For Information Only	

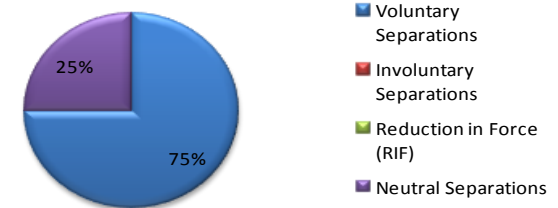
Personnel Report January 2019

Total Applications received in January= 318
Total New Hires for the month of January= 10
Total New Hires Year to Date = 57

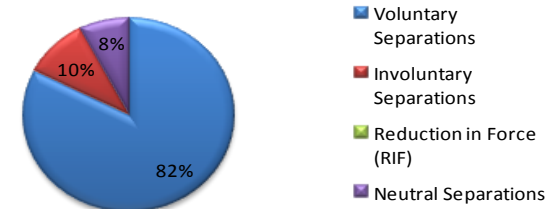
January Turnover - FY19 compared to FY18	FY19	FY18
Number of Active Employees	359	344
Number of Monthly Separations	8	8
Number of Separations YTD	40	35
Year to Date Turnover Rate	11%	10%
January Turnover Rate	2%	2%

Separations by Reason	January Separations	FY19 YTD
Retired	0	0
Involuntarily Terminated	0	5
Neutral Termination	2	3
Dissatisfied	0	0
Lack of Support from Administration	0	1
Micro-managing supervisor	0	0
Lack of growth opportunities/recognition	0	0
Difficulty learning new job	0	0
Co-workers	0	0
Work Related Stress/Environment	1	1
RIF	0	0
Deceased	0	0
Pay	0	0
Health	0	0
Family	0	1
Relocation	0	2
School	0	3
Personal	0	2
Unknown	1	4
New Job	4	18
Total Separations	8	40

January Voluntary, Involuntary, RIF and Neutral Separations



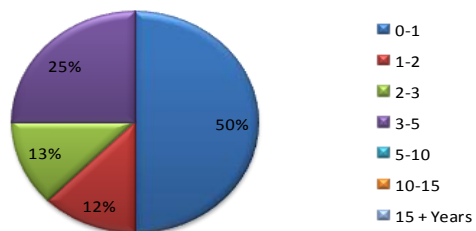
Year to Date Voluntary, Involuntary, RIF and Neutral Separations



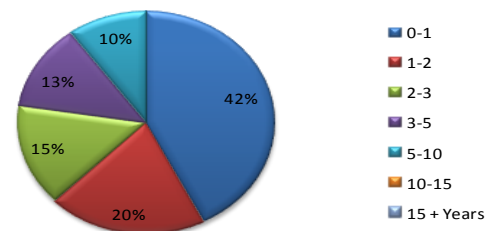
Management Team	# of Employees	Monthly Separations	Year to Date Separations	% January	% Year to Date
Evan Roberson	21	2	5	10%	24%
Millie McDuffey	38	0	1	0%	3%
Amy Foerster	5	0	0	0%	0%
Tanya Bryant	11	0	0	0%	0%
MH Adult	90	1	10	1%	11%
MH Child & Youth	63	2	13	3%	21%
Catherine Prestigiovanni	0	0	1	0%	50%
PETC	58	1	3	2%	5%
Kelly Shropshire	34	0	3	0%	9%
Kathy Foster	31	2	3	6%	10%
Kenneth Barfield	8	0	1	0%	13%
Total	359	8	40		

Separation by EEO Category	# of Employees	Monthly Separations	Year to Date Separations	% January	% Year to Date
Supervisors & Managers	25	0	3	0%	12%
Medical (MD,DO, LVN, RN, APN, PA, Psychologist)	50	2	5	4%	10%
Professionals (QMHP)	105	3	17	3%	16%
Professionals (QIDP)	28	0	3	0%	11%
Licensed Staff (LCDC, LPC...)	20	0	3	0%	15%
Business Services (Accounting)	15	0	0	0%	0%
Central Administration (HR, IT, Executive Director)	21	0	1	0%	5%
Program Support(Financial Counselors, QA, Training, Med. Records)	44	1	4	2%	9%
Nurse Technicians/Aides	17	0	1	0%	6%
Service/Maintenance	9	0	0	0%	0%
Direct Care (HCS, Respite, Life Skills)	25	2	3	8%	12%
Total	359	8	40		

January Separations by Tenure

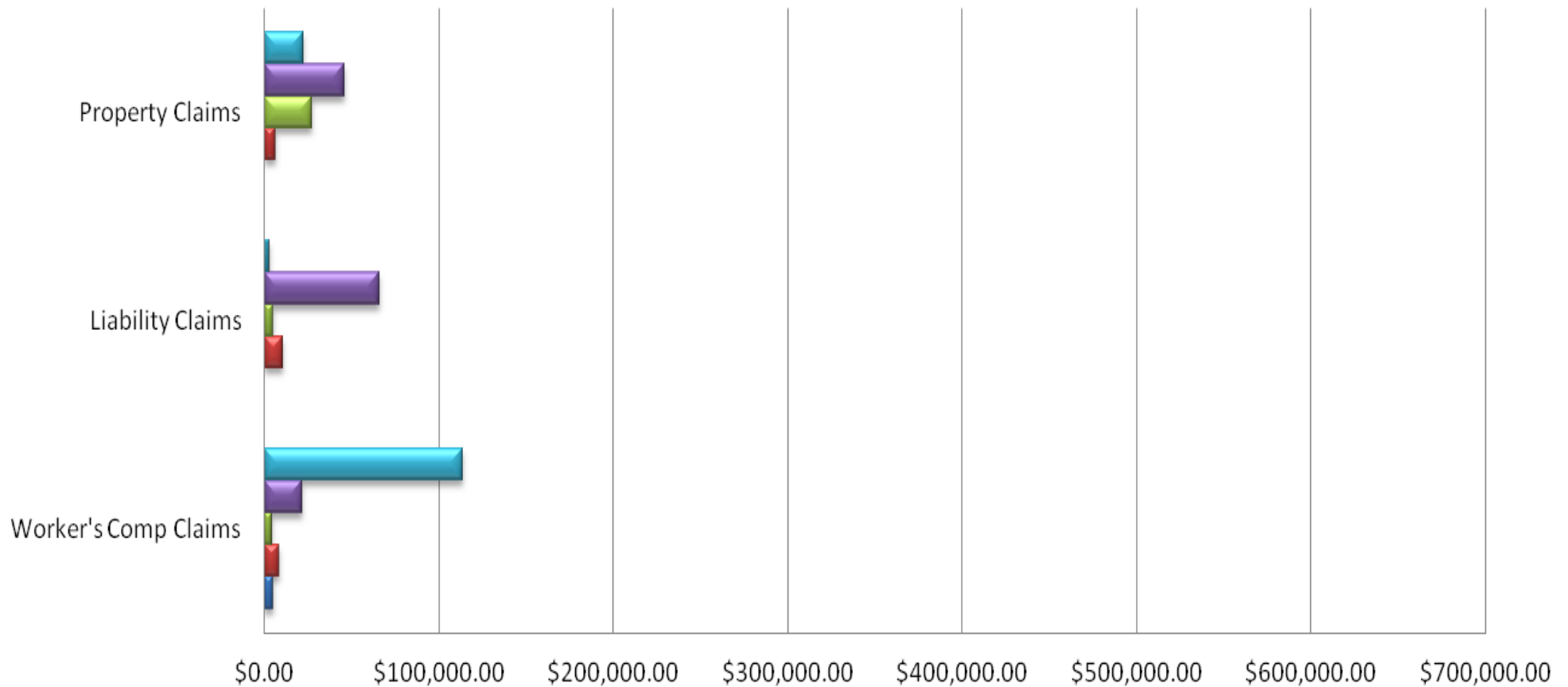


Year to Date Separations by Tenure



Agenda Item: Texas Council Risk Management Fund Claims Summary as of January 2019 Committee: Executive	Board Meeting Date: February 28, 2019
Background Information: None	
Supporting Documentation: Texas Council Risk Management Fund Claims Summary as of January 2019	
Recommended Action: For Information Only	

TCRMF Claims Summary January 2019



	Worker's Comp Claims	Liability Claims	Property Claims
2015	\$113,917.00	\$2,556.00	\$22,505.00
2016	\$21,902.00	\$65,795.00	\$46,114.00
2017	\$4,517.00	\$4,893.00	\$27,455.00
2018	\$8,191.00	\$10,819.00	\$6,126.00
2019	\$4,723.00	\$0.00	\$0.00

Agenda Item: Approve January 2019 Financial Statements Committee: Business	Board Meeting Date February 28, 2019
Background Information: None	
Supporting Documentation: January 2019 Financial Statements	
Recommended Action: Approve January 2019 Financial Statements	

January 2019 Financial Summary

Revenues for January 2019 were \$2,593,821 and operating expenses were \$2,465,922; resulting in a gain in operations of \$127,899. Capital Expenditures and Extraordinary Expenses for January were \$93,784; resulting in a gain of \$34,115. Total revenues were 102.12% of the monthly budgeted revenues and total expenses were 100.95% of the monthly budgeted expenses.

Year to date revenues are \$12,904,447 and operating expenses are \$12,184,602; leaving excess operating revenues of \$719,845. YTD Capital Expenditures and Extraordinary Expenses are \$561,461; resulting in a gain YTD of \$158,384. Total revenues are 99.41% of the YTD budgeted revenues and total expenses are 98.84% 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
Case Management MH-Title XIX	259,072	276,860	93.58%	17,788
HCS Program – Title XIX	757,505	773,752	97.90%	16,247
Rehab – Title XIX	774,649	986,233	78.55%	211,584

Case Management MH Title XIX – This line is showing a decrease for January in mainly the children's programs. This decrease is due to still having staff vacancies in this program, which makes it difficult to engage consumers and their families.

HCS Program – Title XIX – This line item is below budget due to a combination of a vacancy in our new Supervised Living home and the loss of an individual's Medicaid in October. The vacancy was filled the middle of January, so we have seen a slight decrease in the variance from December's variance. In addition, we are working with the individual's family to get Medicaid reinstated and hopefully will get a portion of the retroactive payment in the future.

Rehab – Title XIX – This line item continues to be below budget. This variance is also attributed to the many vacancies in Rehab Specialist positions in both the adult and children's programs.

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 Rent	35,672	25,520	140%	10,152
Building Repairs and Maint.	84,886	62,500	136%	22,386
Contract – Clinical	355,670	328,468	108%	27,202
Employee Recruitment	37,150	3,331	1115%	33,819

Building Rent – This line item is over budget due to a refund of a rental deposit that was held on the ICF/IDD rental homes that dates back to the mid 1990's. As you are aware, we sold the ICF/IDD licenses and homes at the end of 2017. We still have some cleanup items that will continue to come through our books until HHSC completes the final audit. Once the audit is complete, the vendor hold will be released and we can make the final payment to Educare for their last month of services.

Building Repairs and Maint. – This line item is under budget due to testing that has been conducted at the Conroe facility. We will be adjusting this line in the mid-year budget revision to reflect these costs as well as the future expected costs for this location.

Contract – Clinical – This line item reflects a decrease as compared to the original budgeted amount. This variance is mainly due to the Autism Contract that started after the beginning of the fiscal year. We have additional revenue that pays for these expenses. This is also one of the items that will be added to the mid-year budget revision.

Employee Recruitment – This line item is over budget due to the recruitment of a Staff Psychiatrist that will be starting sometime around the end of the fiscal year. We are contracting with a recruiting service to help us find doctors wanting to work in our area.

TRI-COUNTY BEHAVIORAL HEALTHCARE
CONSOLIDATED BALANCE SHEET
For the Month Ended January 31, 2019

	TOTALS COMBINED FUNDS January 2019	TOTALS COMBINED FUNDS December 2018	Increase (Decrease)
ASSETS			
CURRENT ASSETS			
Imprest Cash Funds	3,600	3,550	50
Cash on Deposit-General Fund	7,935,805	10,728,032	(2,792,227)
Cash on Deposit-Debt Fund			-
Accounts Receivable	2,123,856	2,043,640	80,216
Inventory	3,952	4,052	(100)
TOTAL CURRENT ASSETS	10,067,212	12,779,273	(2,712,061)
FIXED ASSETS	20,867,904	20,867,904	-
OTHER ASSETS	77,331	101,487	(24,156)
TOTAL ASSETS	\$ 31,012,448	\$ 33,748,665	\$ (2,736,216)
LIABILITIES, DEFERRED REVENUE, FUND BALANCES			
CURRENT LIABILITIES	1,175,242	1,095,743	79,498
NOTES PAYABLE	618,198	618,198	-
DEFERRED REVENUE	273,166	3,133,457	(2,860,291)
LONG-TERM LIABILITIES FOR			
Line of Credit - Tradition Bank	-	-	-
Note Payable Prosperity Bank	-	-	-
First Financial loan tied to CD	595,833	618,750	(22,917)
First Financial Construction Loan	11,946,879	11,984,560	(37,681)
EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR			
General Fund	158,384	(359,464)	517,848
FUND EQUITY			
RESTRICTED			
Net Assets Reserved for Debt Service	(12,542,712)	(12,603,310)	60,598
Reserved for Debt Retirement	-	-	-
COMMITTED			
Net Assets-Property and Equipment	20,867,904	20,867,904	-
Reserved for Vehicles & Equipment Replacement	678,112	678,112	-
Reserved for Facility Improvement & Acquisitions	2,500,000	2,500,000	-
Reserved for Board Initiatives	1,500,000	1,500,000	-
Reserved for 1115 Waiver Programs	502,677	502,677	-
ASSIGNED			
Reserved for Workers' Compensation	274,409	274,409	-
Reserved for Current Year Budgeted Reserve	30,831	24,664	6,167
Reserved for Insurance Deductibles	100,000	100,000	-
Reserved for Accrued Paid Time Off	(618,198)	(618,198)	-
UNASSIGNED			
Unrestricted and Undesignated	2,951,724	3,431,163	(479,439)
TOTAL LIABILITIES/FUND BALANCE	\$ 31,012,448	\$ 33,748,665	\$ (2,736,217)

**TRI-COUNTY BEHAVIORAL HEALTHCARE
CONSOLIDATED BALANCE SHEET
For the Month Ended January 31, 2019**

	General Operating Funds	Memorandum Only Final August 2018
ASSETS		
CURRENT ASSETS		
Imprest Cash Funds	3,600	3,640
Cash on Deposit-General Fund	7,935,805	7,237,278
Cash on Deposit-Debt Fund	-	-
Accounts Receivable	2,123,856	2,007,331
Inventory	3,952	4,262
TOTAL CURRENT ASSETS	10,067,212	9,252,511
FIXED ASSETS	20,867,904	20,867,904
OTHER ASSETS	77,331	132,369
	\$ 31,012,448	\$ 30,252,783
LIABILITIES, DEFERRED REVENUE, FUND BALANCES		
CURRENT LIABILITIES	1,175,242	1,059,013
NOTES PAYABLE	618,198	618,198
DEFERRED REVENUE	273,166	(181,055)
LONG-TERM LIABILITIES FOR		
Line of Credit - Tradition Bank	-	-
Note Payable Prosperity Bank	-	-
First Financial loan tied to CD	595,833	710,417
First Financial Construction Loan	11,946,879	12,136,358
EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR		
General Fund	158,384	(479,439)
FUND EQUITY		
RESTRICTED		
Net Assets Reserved for Debt service-Restricted	(12,542,712)	(12,846,774)
Reserved for Debt Retirement	-	-
COMMITTED		
Net Assets-Property and Equipment-Committed	20,867,904	20,867,904
Reserved for Vehicles & Equipment Replacement	678,112	678,112
Reserved for Facility Improvement & Acquisitions	2,500,000	2,500,000
Reserved for Board Initiatives	1,500,000	1,500,000
Reserved for 1115 Waiver Programs	502,677	502,677
ASSIGNED		
Reserved for Workers' Compensation-Assigned	274,409	274,409
Reserved for Current Year Budgeted Reserve -Assigned	30,831	-
Reserved for Insurance Deductibles-Assigned	100,000	100,000
Reserved for Accrued Paid Time Off	(618,198)	(618,198)
UNASSIGNED		
Unrestricted and Undesignated	2,951,724	3,431,163
TOTAL LIABILITIES/FUND BALANCE	\$ 31,012,448	\$ 30,252,783

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
For the Month Ended January 2019
and Year To Date as of January 2019

INCOME:	MONTH OF January 2019	YTD January 2019
Local Revenue Sources	110,388	585,281
Earned Income	1,118,839	5,299,514
General Revenue-Contract	1,364,594	7,019,652
TOTAL INCOME	\$ 2,593,821	\$ 12,904,447
EXPENSES:		
Salaries	1,493,423	7,303,287
Employee Benefits	308,608	1,421,091
Medication Expense	62,396	262,589
Travel-Board/Staff	34,778	179,110
Building Rent/Maintenance	38,064	126,117
Consultants/Contracts	348,576	1,847,498
Other Operating Expenses	180,078	1,044,910
TOTAL EXPENSES	\$ 2,465,922	\$ 12,184,602
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 127,899	\$ 719,845
CAPITAL EXPENDITURES		
Capital Outlay-FF&E, Automobiles, Building	-	92,186
Capital Outlay-Debt Service	93,784	469,275
TOTAL CAPITAL EXPENDITURES	\$ 93,784	\$ 561,461
GRAND TOTAL EXPENDITURES	\$ 2,559,706	\$ 12,746,063
Excess (Deficiency) of Revenues and Expenses	\$ 34,115	\$ 158,384

Debt Service and Fixed Asset Fund:

Debt Service	93,784	469,275
Excess(Deficiency) of revenues over Expenses	93,784	469,275

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
Compared to Budget
Year to Date as of January 2019

	YTD January 2019	APPROVED BUDGET	Increase (Decrease)
INCOME:			
Local Revenue Sources	585,281	526,457	58,824
Earned Income	5,299,514	5,518,900	(219,386)
General Revenue-Contract	7,019,652	6,935,941	83,711
TOTAL INCOME	\$ 12,904,447	\$ 12,981,298	\$ (76,851)
EXPENSES:			
Salaries	7,303,287	7,324,411	(21,124)
Employee Benefits	1,421,091	1,474,251	(53,160)
Medication Expense	262,589	280,711	(18,122)
Travel-Board/Staff	179,110	183,956	(4,846)
Building Rent/Maintenance	126,117	93,739	32,378
Consultants/Contracts	1,847,498	1,860,613	(13,115)
Other Operating Expenses	1,044,910	1,071,465	(26,555)
TOTAL EXPENSES	\$ 12,184,602	\$ 12,289,146	\$ (104,544)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 719,845	\$ 692,152	\$ 27,693
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	92,186	139,172	(46,986)
Capital Outlay-Debt Service	469,275	466,915	2,360
TOTAL CAPITAL EXPENDITURES	\$ 561,461	\$ 606,087	\$ (44,626)
GRAND TOTAL EXPENDITURES	\$ 12,746,063	\$ 12,895,233	\$ (149,170)
Excess (Deficiency) of Revenues and Expenses	\$ 158,384	\$ 86,065	\$ 72,319

Debt Service and Fixed Asset Fund:

Debt Service	469,275	466,915	2,360
Excess(Deficiency) of revenues over Expenses	469,275	466,915	2,360

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
Compared to Budget
For the Month Ended January 2019

INCOME:	MONTH OF January 2019	APPROVED BUDGET	Increase (Decrease)
Local Revenue Sources	110,388	99,783	10,605
Earned Income	1,118,839	1,094,786	24,053
General Revenue-Contract	1,364,594	1,345,348	19,246
TOTAL INCOME	\$ 2,593,821	\$ 2,539,917	\$ 53,904
EXPENSES:			
Salaries	1,493,423	1,460,613	32,810
Employee Benefits	308,608	291,495	17,113
Medication Expense	62,396	56,543	5,853
Travel-Board/Staff	34,778	34,589	189
Building Rent/Maintenance	38,064	18,747	19,317
Consultants/Contracts	348,576	351,639	(3,063)
Other Operating Expenses	180,078	207,589	(27,511)
TOTAL EXPENSES	\$ 2,465,922	\$ 2,421,215	\$ 44,707
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 127,899	\$ 118,702	\$ 9,197
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	-	20,917	(20,917)
Capital Outlay-Debt Service	93,784	93,383	401
TOTAL CAPITAL EXPENDITURES	\$ 93,784	\$ 114,300	\$ (20,516)
GRAND TOTAL EXPENDITURES	\$ 2,559,706	\$ 2,535,515	\$ 24,191
Excess (Deficiency) of Revenues and Expenses	\$ 34,115	\$ 4,402	\$ 29,713

Debt Service and Fixed Asset Fund:

Debt Service	93,784	93,383	401
Excess(Deficiency) of revenues over Expenses	93,784	93,383	401

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
With January 2018 Comparative Data
Year to Date as of January 2019

INCOME:	YTD January 2019	YTD January 2018	Increase (Decrease)
Local Revenue Sources	585,281	517,111	68,170
Earned Income	5,299,514	4,937,207	362,307
General Revenue-Contract	7,019,652	6,580,693	438,959
TOTAL INCOME	\$ 12,904,447	\$ 12,035,011	\$ 869,436
EXPENSES:			
Salaries	7,303,287	6,951,872	351,415
Employee Benefits	1,421,091	1,356,050	65,041
Medication Expense	262,589	297,786	(35,197)
Travel-Board/Staff	179,110	174,571	4,539
Building Rent/Maintenance	126,117	150,968	(24,851)
Consultants/Contracts	1,847,498	1,616,738	230,760
Other Operating Expenses	1,044,910	963,758	81,152
TOTAL EXPENSES	\$ 12,184,602	\$ 11,511,743	\$ 672,859
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 719,845	\$ 523,268	\$ 196,577
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	92,186	39,852	52,334
Capital Outlay-Debt Service	469,275	286,542	182,733
TOTAL CAPITAL EXPENDITURES	\$ 561,461	\$ 326,394	\$ 235,067
GRAND TOTAL EXPENDITURES	\$ 12,746,063	\$ 11,838,137	\$ 907,926
Excess (Deficiency) of Revenues and Expenses	\$ 158,384	\$ 196,875	\$ (38,490)

Debt Service and Fixed Asset Fund:

Debt Service	469,275	286,542	182,733
Excess(Deficiency) of revenues over Expenses	469,275	286,542	182,733

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
With January 2018 Comparative Data
For the Month Ended January 2019

INCOME:	MONTH OF January 2019	MONTH OF January 2018	Increase (Decrease)
Local Revenue Sources	110,388	125,308	(14,920)
Earned Income	1,118,839	1,065,812	53,027
General Revenue-Contract	1,364,594	1,308,532	56,062
TOTAL INCOME	\$ 2,593,821	\$ 2,499,652	\$ 94,169
Salaries	1,493,423	1,375,727	117,696
Employee Benefits	308,608	272,924	35,684
Medication Expense	62,396	65,958	(3,562)
Travel-Board/Staff	34,778	29,457	5,321
Building Rent/Maintenance	38,064	35,802	2,262
Consultants/Contracts	348,576	401,412	(52,836)
Other Operating Expenses	180,078	161,822	18,256
TOTAL EXPENSES	\$ 2,465,922	\$ 2,343,102	\$ 122,820
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 127,899	\$ 156,550	\$ (28,651)
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	-	1,726	(1,726)
Capital Outlay-Debt Service	93,784	57,742	36,042
TOTAL CAPITAL EXPENDITURES	\$ 93,784	\$ 59,468	\$ 34,316
GRAND TOTAL EXPENDITURES	\$ 2,559,706	\$ 2,402,570	\$ 157,136
Excess (Deficiency) of Revenues and Expenses	\$ 34,115	\$ 97,082	\$ (62,967)

Debt Service and Fixed Asset Fund:

Debt Service	93,784	57,742	36,042
			-
Excess(Deficiency) of revenues over Expenses	93,784	57,742	36,042

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
With December 2018 Comparative Data
For the Month Ended January 2019

INCOME:	MONTH OF January 2019	MONTH OF December 2018	Increase (Decrease)
Local Revenue Sources	110,388	126,138	(15,750)
Earned Income	1,118,839	1,025,527	93,312
General Revenue-Contract	1,364,594	1,426,007	(61,413)
TOTAL INCOME	\$ 2,593,821	\$ 2,577,672	\$ 16,149
EXPENSES:			
Salaries	1,493,423	1,456,861	36,562
Employee Benefits	308,608	278,820	29,788
Medication Expense	62,396	52,309	10,087
Travel-Board/Staff	34,778	34,359	420
Building Rent/Maintenance	38,064	45,357	(7,293)
Consultants/Contracts	348,576	416,768	(68,193)
Other Operating Expenses	180,078	214,790	(34,712)
TOTAL EXPENSES	\$ 2,465,922	\$ 2,499,264	\$ (33,342)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 127,899	\$ 78,408	\$ 49,491
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	-	5,924	(5,924)
Capital Outlay-Debt Service	93,784	93,788	(4)
TOTAL CAPITAL EXPENDITURES	\$ 93,784	\$ 99,712	\$ (5,928)
GRAND TOTAL EXPENDITURES	\$ 2,559,706	\$ 2,598,976	\$ (39,270)
Excess (Deficiency) of Revenues and Expenses	\$ 34,115	\$ (21,304)	\$ 55,419

Debt Service and Fixed Asset Fund:

Debt Service	93,784	93,788	(4)
Excess(Deficiency) of revenues over Expenses	93,784	93,788	(4)

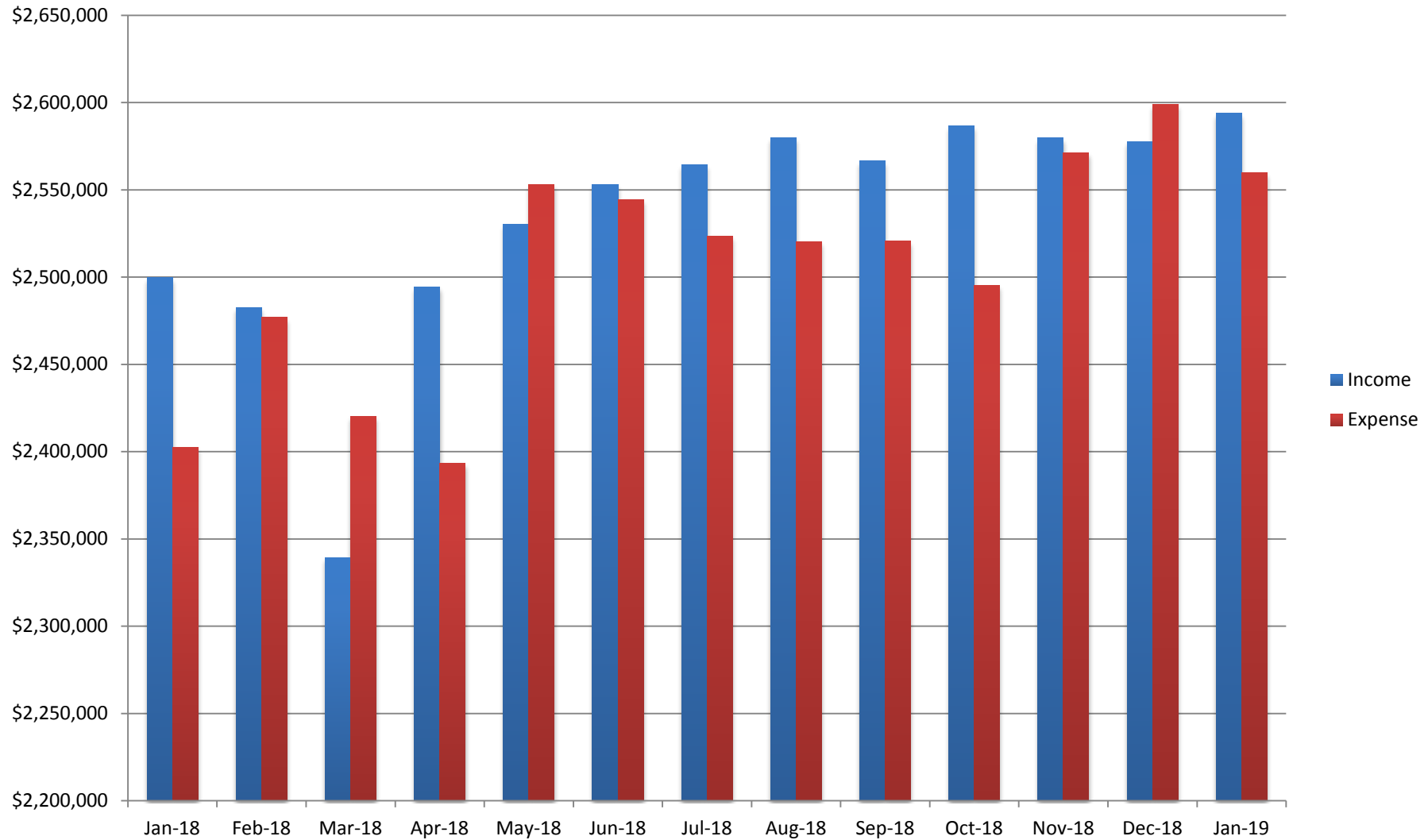
TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary by Service Type
Compared to Budget
Year To Date as of January 2019

	YTD Mental Health January 2019	YTD IDD January 2019	YTD Other Services January 2019	YTD Agency Total January 2019	YTD Approved Budget January 2019	Increase (Decrease)
INCOME:						
Local Revenue Sources	593,307	(78,311)	70,285	585,281	526,457	58,824
Earned Income	2,245,625	1,640,980	1,412,911	5,299,514	5,518,900	(219,386)
General Revenue-Contract	5,884,506	813,063	322,084	7,019,652	6,935,941	83,711
TOTAL INCOME	\$ 8,723,438	\$ 2,375,732	\$ 1,805,280	\$ 12,904,447	\$ 12,981,298	\$ (76,851)
EXPENSES:						
Salaries	4,928,188	1,272,550	1,102,549	7,303,287	7,324,411	(21,124)
Employee Benefits	937,837	267,539	215,715	1,421,091	1,474,251	(53,160)
Medication Expense	246,397	9,614	6,578	262,589	280,711	(18,122)
Travel-Board/Staff	100,200	56,025	22,885	179,110	183,956	(4,846)
Building Rent/Maintenance	98,281	11,817	16,019	126,117	93,739	32,378
Consultants/Contracts	1,314,709	454,985	77,805	1,847,498	1,860,613	(13,115)
Other Operating Expenses	671,880	236,964	136,065	1,044,910	1,071,465	(26,555)
TOTAL EXPENSES	\$ 8,297,492	\$ 2,309,494	\$ 1,577,616	\$ 12,184,602	\$ 12,289,146	\$ (104,544)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 425,946	\$ 66,238	\$ 227,664	\$ 719,845	\$ 692,152	\$ 27,693
CAPITAL EXPENDITURES						
Capital Outlay-FF&E, Automobiles	97,848	(3,148)	(2,514)	92,186	139,172	(46,986)
Capital Outlay-Debt Service	318,144	88,893	62,238	469,275	466,915	2,360
TOTAL CAPITAL EXPENDITURES	\$ 415,992	\$ 85,745	\$ 59,724	\$ 561,461	\$ 606,087	\$ (44,626)
GRAND TOTAL EXPENDITURES	\$ 8,713,484	\$ 2,395,239	\$ 1,637,340	\$ 12,746,063	\$ 12,895,233	\$ (149,170)
Excess (Deficiency) of Revenues and Expenses	\$ 9,954	\$ (19,507)	\$ 167,940	\$ 158,384	\$ 86,065	\$ 72,319
Debt Service and Fixed Asset Fund:						
Debt Service	318,144	88,893	62,238	469,275	466,915	(148,771)
Excess(Deficiency) of revenues over Expenses	318,144	88,893	62,238	469,275	466,915	(148,771)

TRI-COUNTY BEHAVIORAL HEALTHCARE

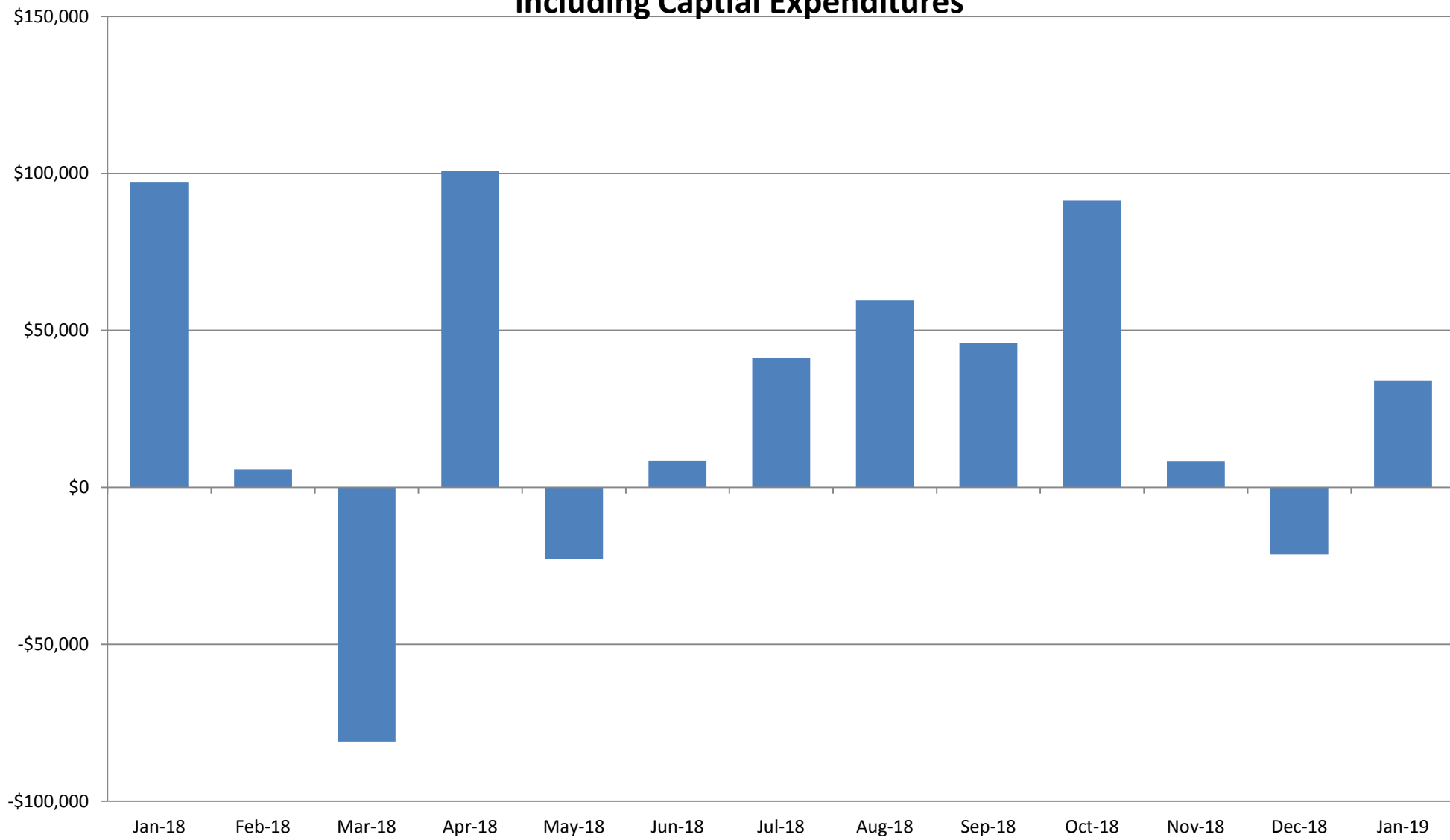
Income and Expense

including Capital Expenditures



TRI-COUNTY BEHAVIORAL HEALTHCARE

Income after Expense
including Capital Expenditures



Agenda Item: Approve Request to Solicit FY 2019 Auditor	Board Meeting Date February 28, 2019																
Committee: Business																	
Background Information: Each year, Tri-County Behavioral Healthcare is required to select an outside auditor for our financial audit. We have previously used the following auditors:																	
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">FY 1992</td> <td>Pircher and Co.</td> </tr> <tr> <td>FY 1988 - 1993</td> <td>Kenneth Davis</td> </tr> <tr> <td>FY 1999</td> <td>Vetter & Taboada, P.C.</td> </tr> <tr> <td>FY 2000 - 2003</td> <td>David N. Miller, LLP</td> </tr> <tr> <td>FY 2004 - 2006</td> <td>McConnell & Jones, LLP</td> </tr> <tr> <td>FY 2007 - 2010</td> <td>David N. Miller, LLP</td> </tr> <tr> <td>FY 2011 - 2012</td> <td>Carlos Taboada & Company, P.C.</td> </tr> <tr> <td>FY 2013 - 2018</td> <td>Scott, Singleton, Fincher and Company, P.C.</td> </tr> </table>		FY 1992	Pircher and Co.	FY 1988 - 1993	Kenneth Davis	FY 1999	Vetter & Taboada, P.C.	FY 2000 - 2003	David N. Miller, LLP	FY 2004 - 2006	McConnell & Jones, LLP	FY 2007 - 2010	David N. Miller, LLP	FY 2011 - 2012	Carlos Taboada & Company, P.C.	FY 2013 - 2018	Scott, Singleton, Fincher and Company, P.C.
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FY 2011 - 2012	Carlos Taboada & Company, P.C.																
FY 2013 - 2018	Scott, Singleton, Fincher and Company, P.C.																
The FY 2019 DSHS and DADS Performance Contracts state that the Center shall “engage the same audit firm no more than six (6) consecutive years from the initial date of engagement”.																	
Supporting Documentation: None																	
Recommended Action: Direct Staff to Solicit Proposals for FY 2019 Independent Financial Audit																	

<p>Agenda Item: Approve Roof Replacement at the Psychiatric Emergency Treatment Center</p> <p>Committee: Business</p>	<p>Board Meeting Date</p> <p>February 28, 2019</p>
<p>Background Information:</p> <p>We continue to have problems with the roof leaking at 706 Old Montgomery Road in Conroe. We have done numerous repairs over the years and have finally determined that the roof needs to be completely redone. We had numerous roofing contractors who inspected the building over the past several months, but only received the following 3 written bids.</p> <p>A1 Roofing - \$37,375.00 - Remove existing roof, install new roof, 20 year material warranty and 5 year workmanship warranty included.</p> <p>Lessman Roofing and Sheetmetal - \$39,595.66 - Overlay existing roof, additional \$1500 for 15 year material warranty.</p> <p>Schulte Roofing - \$38,650.00 - Overlay existing roof, 20 year material warranty and workmanship included.</p> <p>We have checked Better Business Bureau for information on contractors and all three came back clear. We have also checked references.</p> <p>Please see supporting documentation for the written bids submitted.</p>	
<p>Supporting Documentation:</p> <p>Summary of Contractors who inspected the Facility and Written Bids Submitted</p>	
<p>Recommended Action:</p> <p>Approve Roof Replacement at the PETC</p>	

List of Businesses Contacted for Roof Replacement Bids

Quotes Received – See attached quotes

- **A-1 Roofing** – \$37,375.00 (Remove existing roof, install new roof, 20 year warranty included)
- **Lessman Roofing** – \$39,595.66 (Overlay existing roof, additional \$1500 for 15 year warranty)
- **Schulte Roofing** – \$38,650.00 (Overlay existing roof, 15 year warranty included)

Inspected Roof / No Quote Received

- **AM Commercial Roofing** – Inspected property. Attempted to contact multiple times after inspection but never received quote.
- **Redemption Roofing** – Inspected property. Attempted to contact multiple times after inspection but never received quote.

No Inspection/No Quote

- **Discount Roofing** – Scheduled inspection – no response after inspection was scheduled.
- **Graziano Roofing** – Scheduled inspection – no response after inspection was scheduled.
- **Quality Commercial Roofing** – Attempted to contact. Left messages with information. Did not receive a response.



A-1 Roofing +
27350 Blueberry Hill #5
Conroe, Texas 77385
Houston – 713.869.4550
Woodlands – 281.367-2828
Conroe – 936.756-7663

JENNIFER -TRI-COUNTRY
706 OLD MONTGOMERY RD
CONROE TEXAS.
PH# 936-521-6162

proposal #62237111211-88112-1

We do hereby submit specifications and estimates for furnishing labor, material, and insurance for the following scope of work

1. REMOVE THE EXISTING R-PANELS ON WALL ,REMOVE THE EXISTING TPO. FLASHING ON WALL AND ALL VENTS,AC-UNITS..
2. REMOVE EXISTING TPO ON ROOF.,AND RESCURE ANY LOOSE INSULATION.
3. INSTALL NEW TPO.(FIRESTONE) OVER EXISTING INSULATION .
4. INSTALL SCREW PLATES FASTNERS TO SECURE TPO.
5. HEAT WELD SEAMS ON TPO TO MAKE WATER TIGHT.
6. INSTALL TPO FLASHING, INSTALL R-PANELS BACK ON WALLS.
7. INSTALL TPO BOOTS ON ALL VENTS, AND SEAL USING NP1.
8. CLEAN AND REMOVE DEBRIS AWAY.
9. PROTECT LANDSCAPPING FROM DEBRIS.
10. MATERIAL WARRANTY 20 YEARS
11. LABOR WARRANTY 5 YEARS

TOTAL \$ 37,375.00

Payment Schedule:. 50 % DOWN Balance due upon completion of job.

Acceptance to proposal and above price, specifications and condition satisfactory and are hereby accepted to perform the work.

Date: 1/14/19 _____ Signed:_____

If you would like us to do the job. Please sign, date, and return. Thank you.



Drexmet®
Q U A L I T Y

High Performance
Metal Roofing Finishes



Proposal Prepared for:
Tri-County Services

jenniferb@tcbhc.org
936-521-6162

The following proposal is based upon current materials pricing and manufacturer's specifications. Our materials pricing reflects the recent cost increases passed on to us by our manufacturer's due to the imposed foreign steel tariff. This proposal will remain valid for (30) days.

DATE: 1/29/2019

RE: TPO Re-roof for Tri-County Services
706 Old Montgomery Rd.
Conroe, TX 77301

TPO Membrane Roof Scope of Work:

- Install polymath separator sheet over existing roof system to manufacturer's specifications.
- Mechanically attach 45-mil TPO membrane over separator sheet per manufacturer's specifications.
- Fully adhere 45-mil TPO membrane up perimeter walls.
- Flash all penetrations to manufacturer's specifications.
- Provide and Install counterflashing at perimeter wall panels.
- Provide and Install grey 80-mil TPO walkpads to match existing layout.
- Provide 2-year Labor warranty.
- Provide manufacturer's standard material warranty.
- Excludes any wood blocking or framing.
- Excludes any modifications to mechanical systems.
- This price excludes manufacturer's NDL warranty. A manufacturer's 15-year NDL warranty is available for this roof system at an additional cost of \$1,500.

Total for Above Scopes of Work (45mil White).....Thirty Nine Thousand Five Hundred Ninety Five Dollars & 66/100.....\$39,595.66

Thank you for the opportunity to provide this proposal. Please feel free to contact us if there are any questions.

Respectfully submitted,

Austin Miller
Estimator
936-494-3456

113 Rhodes Street Suite G&H
Conroe TX, 77301
936-494-3456



Qualifications, Clarifications and Exclusions:

1. This proposal is good for (30) days from today's date.
2. Excludes state sales tax.
3. Payment terms: 50% down payment for the purchase of materials. Final 50% due upon completion.
4. This proposal is contingent on signing this proposal which will verify that owner and contractor have mutually agreed on items and conditions of this proposal.
5. Our price includes labor, materials, equipment, standard insurance and supervision necessary for completion.
6. Includes workers comp and builders risk insurance.
7. If unforeseen conditions are discovered or conditions differ; the scope of work and/or price may be modified.
8. All prices quoted are for work being performed during normal business hours.
9. In no case will Lessman Roofing and Sheetmetal be liable for incidental or consequential damages.
10. Lessman Roofing and Sheetmetal reserves the right to stop work, without breach of agreement if owner fails to make payments in a timely manner.
11. Lessman Roofing and Sheetmetal specifically excludes work not described in this proposal.
12. Excludes additional work required by engineered drawings for permit processing.
13. Excludes any performance or payment bonds.
14. All materials will be installed per manufacturer's specifications. Leak repairs are made to obvious problems on a best effort basis using industry standard methods. If leak re-occurs and labor and materials provided by Lessman Roofing and Sheetmetal have not failed additional investigation and repairs will be at an additional charge. Any alteration or deviation from above specifications involving extra costs will be executed by written orders, and will become an extra charge over and above this estimate.
15. Lessman Roofing and Sheetmetal will not be responsible for any water damage prior to completed roof installation.
16. Excludes any painting on existing R-panel wall sheeting.
17. Excludes any insulation repairs.
18. Excludes the removal and reinstallation of any lighting protection.
19. Excludes any work to be done to mechanical, electrical and plumbing systems.
20. Excludes any permits.

Accepted By:

Accepted By:

As representative for Lessman Roofing

Agent of Owner



10842 HWY 6
NAVASOTA, TX 77868
OFFICE (936)825-3690 FAX (936)825-3842
MAIL REMITTANCE TO PO BOX 1242 NAVASOTA, TX 77868

PROPOSAL

Date: 02/14/19
Submitted To: Mike Duncum
Job Name: Tri County Psychiatric Emergency Treatment Center
Street: 706 FM 2854
City: Conroe, TX 77301
Phone: 281-705-4558

We propose to furnish labor and materials complete in accordance with the specifications below, for the sum of:

\$38,650.00

Payment to be made as follows: 100% Due On Completion

All material to be as specified. All work to be completed in a workmanlike manner according to standard practice. Any alterations or deviation from below specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the amount of this proposal.

- **Single ply TPO membrane layover.**
 - Mechanically fasten 1/2" eps fan fold over existing TPO Membrane with TPO insulation screws and plates. (21 Screws per Sq) - (Existing Membrane will need to cut every 10' per manufacture as to not trap moisture between the layers.
 - Locate areas where leaks have been common, remove just this section of TPO to inspect ISO insulation underneath.
 - Mechanically attach 60 mil White TPO, Single Ply Membrane with screws and plates into underlying steel decking.
 - Where TPO must turn up walls membrane will be fully adhered with Low VOC bonding adhesive and terminated by reusing existing counter flashing, new termination bar and water cut off mastic.
 - Flash vent penetrations with membrane pipe flashings for plumbing vents, per manufacturer specifications.
 - Terminate all mechanical curbs with termination bar and counter flashing. All mechanical curbs to be full adhered.
 - Install new TPO coated metal scupper through wall drains.
 - Install new Walk-Pads around mechanical units.
 - Tie in TPO into existing metal roof panels with TPO coated metal flashing.
 - *Locate missing screws on metal wall sections and replace with new neoprene washer screws.*
 - Schulte to provide dump trailer, and haul off / clean up of debris.
 - Schulte to provide transportation from ground to roof.
 - **Schulte Roofing to provide workers compensation and general liability on all personnel including any sub contractors needed for labor.**
 - 20 YR NDL material and workmanship warranty.
 - May offer a 15 YR NDL – 45 Mil Membrane for \$36,000.00 total
 - May offer a tear off of existing membrane for additional \$4,500.00
 - Replacement of ISO will depend on existing thickness and layers to be replaced. Typical price per SF to replace 3" ISO will be \$210/ SQ (100 SF area = \$21.0 SF)

Submitted by: Aaron Crawford 979-595-7884

ACCEPTANCE OF PROPOSAL - The above prices, specifications, and conditions are satisfactory and hereby accepted. Schulte Roofing is authorized to do the work as outlined above. Payment will be made as outlined above.

Signature _____ Date _____



ADDITIONAL PROVISIONS

The contract on the face hereof and the Agreement made pursuant thereto between Schulte Roofing, Inc. (the "Company" and the customer(s) (the "Customer") will be subject to all appropriate laws, regulations and ordinances, and the following special terms and conditions.

1. All contracts are subject to the approval of management.
2. Customer hereby authorizes the Company to represent them in negotiations with the insurance company regarding any claim.
3. The contract and warranty cannot be assigned and is non-transferable, unless otherwise stated.
4. This contract supersedes and replaces all previous agreements, arrangements and understandings, verbal or written. There are no representations, either oral or written, other than those set forth herein.
5. If material has to be restocked because of a cancellation by the customer, there will be a restocking fee equal to fifteen percent (15%) of the contract price.
6. This contract cannot be cancelled once work has commenced except by mutual written agreement of both parties.
7. Replacement of deteriorated decking, fascia boards, roof vents and jacks, flashing, or other materials unless stated in this contract are not included and will be charged as an extra.
8. The Company shall not be liable for any electrical, water, antenna, telephone, security, heating, or a/c lines that may be punctured or cut during roof installation. These lines should not be directly under roof deck. The Company cannot be responsible for improperly installed lines.
9. Workmanship Warranty applies to roof only and does not cover damage by lightning, winds (over 60 mph), hurricanes, tornadoes, hail storms, impact of foreign objects, or damage due to settlement of foundation.
10. If payment is not paid in full at time of completion, Workmanship Warranty becomes void and a lien will be placed on the property.

11. This agreement constitutes the entire agreement between the parties, and no other understanding, collateral or otherwise, shall be binding. It may be changed only by written instrument signed by both parties.
12. Any representations, statements, or other communications, not written in this contract are agreed to be immaterial, and not relied on by either party, and do not survive the execution of this contract.
13. Customer agrees to carry his own homeowners or building insurance policy, and agrees not to hold the Company liable for any Acts of God, Lightning, Windstorm, Wind driven rain, Hail or any other events out of our control, unless a specific written agreement be made therefore prior to commencement of the construction.
14. If any action at law is brought to enforce or interpret the provisions of this agreement, the prevailing party shall be entitled to recover its reasonable attorney's fee in addition to any other relief.
15. It is understood that the Company is not an agent nor a Subcontractor of any other Company, Corporation or Individual, and that no other Company, Corporation or Individual is a party to this contract.
16. In case any one or more of the provisions contained in this contract shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.
17. All materials remain the property of the company.
18. Payment not received on completion of work shall be assessed at an APR of 18%.
19. The term completion is defined as and attained once the roofing material, noted on the front side of this contract, covers the decking or purlins of the structure being roofed or the field inspection form of the "Company" states completed.

Initials _____

<p>Agenda Item: Approve Transfer of 111 South Second Street to Montgomery County Meals on Wheels</p> <p>Committee: Business</p>	<p>Board Meeting Date</p> <p>February 28, 2019</p>
<p>Background Information:</p> <p>In April of 2018 the Board authorized the acceptance of 111 South Second Street in Conroe from the Montgomery Community Development Department. The facility, which was to be run by the Homeless Coalition, had just undergone a complete remodel, including a large commercial kitchen, and was in new condition on the inside. The building was free to us if we were willing to sign a Land Use Restriction Agreement for 20 years. The LURA requires us to use the property to serve certain low-income populations and report this data to the County.</p> <p>We have had our homeless services staff, housing staff, transitional services staff and a benefits specialist at the building since August of last year and have been serving some individuals at this location.</p> <p>When staff recommended the acceptance of this gift, we were in the process of applying for a Substance Abuse and Mental Health Services Administration (SAMHSA) Urban Assertive Community Treatment grant that would have required us to add ten staff to adult services on the first floor of the Sgt. Ed Holcomb facility, which is more than we had available. In October 2018, we were notified that we would not receive the Urban ACT grant.</p> <p>Since accepting the building, Tri-County has been approached by several organizations who were interested in utilizing space at Second Street, most specifically the commercial kitchen which we have not used at all. However, we have not been interested in becoming a landlord and sharing the facility because the costs to run the kitchen may be higher than we are able to recoup in rent.</p> <p>Recently, we have been approached by Montgomery County Meals on Wheels about utilizing the entire facility to meet their program needs. Staff have met with MOW Executive Director Summer Day and spoken with Montgomery County Community Development staff to discuss a transfer of the facility and the LURA requirements. Both MOW and the County are in agreement that transfer of the building would be acceptable if the Board of Trustees is in agreement.</p> <p>Meals on Wheels would provide a small reimbursement for our expenses at Second Street to date, approximately \$10,000. Future space needs in Conroe would be met by building a new facility on our existing campus if needed.</p>	
<p>Supporting Documentation:</p> <p>Copy of the LURA between the County and Tri-County</p>	
<p>Recommended Action:</p> <p>Approve Transfer of 111 South Second Street in Conroe to Montgomery County Meals on Wheels and Authorize the Executive Director to Execute Necessary Documents.</p>	

LAND USE RESTRICTION AGREEMENT

This Agreement is made and entered into by and between MONTGOMERY COUNTY, TEXAS, a political subdivision of the State of Texas ("County"), the MONTGOMERY COUNTY HOMELESS COALITION, INC., a 501(c)(3) Non-Profit Organization, ("Homeless Coalition"), and TRI-COUNTY BEHAVIORAL HEALTHCARE, a Texas community center under the provisions of Chapter 534 of the Texas Health and Safety Code ("TRI-COUNTY").

WITNESSETH

WHEREAS the County previously entered into a Grant Agreement with the United States Department of Housing and Urban Development (hereinafter referred to as "HUD") under the Community Development Block Grant Program (the "CDBG Program") for the purpose of promoting viable urban communities and has provided for the development of capital projects through its Community Development and Housing Consolidated Action Plan;

WHEREAS, the County has approved multiple Social Service Contracts with the "Montgomery County Food Bank, Inc." including the 2009 purchase and renovation of a warehouse facility located at 111 S. 2nd Street, Conroe, TX 77301 ("Property") finding such would improve the quantity and quality of community services the Food Bank could provide;

WHEREAS, the Food Bank vacated the Property and determined transfer of ownership to the Homeless Coalition would ensure continued use of the Property for purposes benefiting the public as mandated by the CBDG Program;

WHEREAS, the Homeless Coalition has determined they are unable to facilitate use of the building as originally intended and therefore desire to transfer ownership to Tri-County to ensure continued use of the Property for purposes benefiting the public as required by the CBDG Program;

WHEREAS, the County and Tri-County have agreed the Property will solely be used for the purposes consistent with providing services to the homeless population and other low income residents with mental illnesses and/or substance use disorders or other related conditions that, untreated, may result in homelessness and/or social isolation and segregation ("Services") for a period of time lasting until May 8, 2038;

NOW, THEREFORE, in consideration of the mutual agreement and understanding of the parties hereto, it is agreed as follows:

1. The Homeless Coalition will deed the Facility located at 111 S. 2nd Street, Conroe, TX 77301 being lots 18 through 23, Block 11, Syndicated Ltd. Addition, Montgomery County Texas according to the map or plat thereof recorded in volume 1, page 5 of the Montgomery County Map Records, to Tri-County by Special Warranty Deed.

2. Tri-County will use the Property to provide Services (as defined above) to members of the community for a period of time lasting until May 8, 2038 ("Affordability Period").
3. The restriction to use the Property to provide such Services will be viewed as a covenant running with the land lasting until May 8, 2038 at which time the foregoing use restriction shall automatically cease.
4. Failure to use Property to provide Services for a period lasting through the Affordability Period may result in the County applying to any court having jurisdiction of the subject matter for specific performance of this Agreement, and/or for an injunction against any violation of this Agreement, for the appointment of a receiver to take over and operate the Property in accordance with the terms of this or take any and all action at law, in equity or otherwise for such other relief including seeking liquated damages payable to County, established upon the respective year of the breach occurring prior to end of Affordability Period. Such damages being difficult, if not impossible to determine, are established as follows:

Breach occurring during the time period:	Result in liquated damages of:
May 8, 2018 - December 31 st of 2018	\$1,290,198
January 1, 2019 - December 31 st of 2019	\$1,228,760
January 1, 2020 - December 31 st of 2020	\$1,167,322
January 1, 2021 - December 31 st of 2021	\$1,105,884
January 1, 2022 - December 31 st of 2022	\$1,044,446
January 1, 2023 - December 31 st of 2023	\$983,008
January 1, 2024 - December 31 st of 2024	\$921,570
January 1, 2025 - December 31 st of 2025	\$860,132
January 1, 2026 - December 31 st of 2026	\$798,694
January 1, 2027 - December 31 st of 2027	\$737,256
January 1, 2028 - December 31 st of 2028	\$675,818
January 1, 2029 - December 31 st of 2029	\$614,380
January 1, 2030 - December 31 st of 2030	\$552,942
January 1, 2031 - December 31 st of 2031	\$491,504
January 1, 2032 - December 31 st of 2032	\$430,066
January 1, 2033 - December 31 st of 2033	\$368,628
January 1, 2034 - December 31 st of 2034	\$307,190
January 1, 2035 - December 31 st of 2035	\$245,752
January 1, 2036 - December 31 st of 2036	\$184,314
January 1, 2037 - December 31 st of 2037	\$122,876
January 1, 2038 – May 8th of 2038	\$61,438

5. This Agreement in no way limits or restricts any obligation Tri-County may be subject to as prescribed by any Social Service Contract currently in place, renewed, amended or enacted following the effective date of this Agreement.
6. Attorneys' Fees. Should any party employ attorneys to enforce any of the provisions hereof, the party losing in any final judgment agrees to pay the prevailing party all reasonable costs, charges and expenses, including reasonable attorneys' fees, expended or incurred in connection therewith.
7. Governing Law. This Agreement and said other instruments shall, in all respects, be governed, construed, applied and enforced in accordance with the laws of the State of Texas. Venue for any dispute shall be in Montgomery County, Texas.
8. Invalidity and Waiver. If any portion of this Agreement is held invalid or inoperative, then so far as is reasonable and possible the remainder of this Agreement shall be deemed valid and operative, and effect shall be given to the intent manifested by the portion held invalid or inoperative. The failure by either party to enforce against the other any term or provision of this Agreement shall be deemed not to be a waiver of such party's right to enforce against the other party the same or any other such term or provision.
9. Notice. All notices required or permitted hereunder shall be in writing (unless another medium is expressly authorized herein) and shall be deemed delivered when actually received or, if not actually received, (a) three (3) days after deposit in a United States Postal Service post office or receptacle with proper postage affixed (certified mail, return receipt requested), (b) personally delivered, or (c) one (1) day after being deposited with a nationally recognized overnight courier service, with charges prepaid, and addressed to the respective other party at the address set out below, or such other address as the receiving party may have designated by written notice to the other party.

County:

Director of Community Development
Montgomery County
501 N. Thompson, Suite 200
Conroe, Texas 77301

With a copy to:

County Attorney
501 N. Thompson, Suite 300
Conroe, Texas 77301

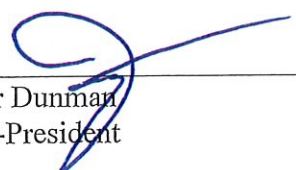
Homeless Coalition: Montgomery County Homeless Coalition, Inc.
4308 W. Davis
Conroe, TX 77304

Tri-County: Tri-County Behavioral Healthcare
P.O. Box 3067
Conroe, TX 77305

10. Execution in Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original, and all of such counterparts shall constitute one Agreement. To facilitate execution of this Agreement, the parties may execute and exchange by telephone facsimile counterparts of the signature pages.

EXECUTED this 3RD day of May, 2018.

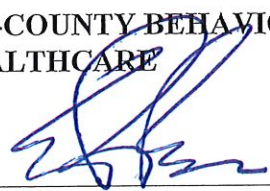
**MONTGOMERY COUNTY HOMELESS
COALITION, INC.**



Tyler Dunman
Vice-President

EXECUTED this 3rd day of May, 2018.

**TRI-COUNTY BEHAVIORAL
HEALTHCARE**



Evan Roberson
Executive Director

PASSED AND APPROVED this _____ day of _____, 2018.

MONTGOMERY COUNTY, TEXAS

<p>Agenda Item: Decide on Next Steps to Resolve Building Issues at 233 Sgt. Ed Holcomb Blvd., South</p> <p>Committee: Business</p>	<p>Board Meeting Date:</p> <p>February 28, 2019</p>
<p>Background Information:</p> <p>Several issues at the 233 Sgt. Ed Holcomb Blvd., South location have remained unresolved since before staff moved into the building. In January of 2018, staff provided official notice to Axiom Construction of several outstanding items which still needed to be resolved. This letter was copied to Board Chair Patti Atkins and Jackson Walker attorney Randy Farber.</p> <p>None of the items are life and safety issues, but most remain unresolved.</p> <p>The Board has requested that Evan Roberson and Mike Duncum provide a status update each month until the issues are resolved.</p> <p>Executive Session has been reserved for Board discussion regarding next steps if needed.</p>	
<p>Supporting Documentation:</p> <p>None</p>	
<p>Recommended Action:</p> <p>Decide on Next Steps to Resolve Outstanding Building Issues at 233 Sgt. Ed Holcomb Blvd. South, Conroe, TX Facility Issues</p>	

Agenda Item: Independence Oaks Apartments Committee: Business	Board Meeting Date: February 28, 2019
Background Information: Evan Roberson and Tanya Bryant will provide an update to the Board about Independence Oaks in Executive Session.	
Supporting Documentation: None	
Recommended Action: Take action as needed.	

Agenda Item: 401(a) Retirement Plan Account Review Committee: Business	Board Meeting Date: February 28, 2019
Background Information: A representative from ISC Group will present an update of the 401(a) Retirement Plan account activity and will provide a forecast for the future.	
Supporting Documentation: Information to be Distributed for Review at the Board Meeting	
Recommended Action: For Information Only	

Agenda Item: Board of Trustees Unit Financial Statement as of January 2019 Committee: Business	Board Meeting Date February 28, 2019
Background Information: None	
Supporting Documentation: January 2019 Board of Trustees Unit Financial Statement	
Recommended Action: For Information Only	

Unit Financial Statement

FY 2019

	January 2019 Actuals	January 2019 Budgeted	Variance	YTD Actual	YTD Budget	Variance	Percent	Budget
Revenues								
Allocated Revenue	\$ 2,348.00	\$ 2,348.00	\$ -	\$ 11,739.00	\$ 11,739.00	\$ -	100.00%	\$ 28,175.00
Total Revenue	\$ 2,348.00	\$ 2,348.00	\$ -	\$ 11,739.00	\$ 11,739.00	\$ -	100.00%	\$ 28,175.00
Expenses								
Employee Recognition	\$ 90.25	\$ -	\$ 90.25	\$ 90.25	\$ -	\$ 90.25	0.00%	\$ -
Insurance-Worker Compensation	\$ 9.67	\$ 17.00	\$ (7.33)	\$ 35.16	\$ 81.00	\$ (45.84)	43.41%	\$ 200.00
Legal Fees	\$ 1,500.00	\$ 1,500.00	\$ -	\$ 7,500.00	\$ 7,500.00	\$ -	100.00%	\$ 18,000.00
Supplies-Office	\$ -	\$ 14.00	\$ (14.00)	\$ -	\$ 70.00	\$ (70.00)	0.00%	\$ 175.00
Training	\$ -	\$ 300.00	\$ (300.00)	\$ 825.00	\$ 1,500.00	\$ (675.00)	55.00%	\$ 3,600.00
Travel - Local	\$ -	\$ 42.00	\$ (42.00)	\$ -	\$ 206.00	\$ (206.00)	0.00%	\$ 500.00
Travel - Non-local Mileage/Air	\$ 162.50	\$ 125.00	\$ 37.50	\$ 162.50	\$ 625.00	\$ (462.50)	26.00%	\$ 1,500.00
Travel - Non-local Hotel	\$ -	\$ 250.00	\$ (250.00)	\$ -	\$ 1,250.00	\$ (1,250.00)	0.00%	\$ 3,000.00
Travel - Meals	\$ 2.21	\$ 100.00	\$ (97.79)	\$ 2.21	\$ 500.00	\$ (497.79)	0.44%	\$ 1,200.00
Total Expenses	\$ 1,764.63	\$ 2,348.00	\$ (583.37)	\$ 8,615.12	\$ 11,732.00	\$ (3,116.88)	73.43%	\$ 28,175.00
Total Revenue minus Expenses	\$ 583.37	\$ -	\$ 583.37	\$ 3,123.88	\$ 7.00	\$ 3,116.88	26.57%	\$ -

Agenda Item: Tri-County's Consumer Foundation Update Committee: Business	Board Meeting Date February 28, 2019
Background Information: <p>The Tri-County Consumer Foundation Board of Directors held a face to face meeting on January 10, 2019 in the Board Room at 233 Sgt. Ed Holcomb Blvd. S., where the committee approved financial assistance awards for four Tri-County consumers totaling: \$3,872 in total distributed funds.</p> <p>The committee has chosen the next fundraiser to be "The Green Jacket Dinner" in honor of the 2018 Masters winner Patrick Reed. It will be held April 6th at Panorama Village Golf Club. Mr. Reed has agreed to sign a menu along with several other items that will be part of a silent auction that evening.</p> <p>The Board will meet at its next quarterly meeting scheduled for April 18, 2019.</p>	
Supporting Documentation: None	
Recommended Action: For Information Only	

UPCOMING MEETINGS

March 28, 2019 – Board Meeting

- Approve Minutes from February 28, 2019 Board Meeting
- Community Resources Report
- Consumer Services Report for February 2019
- Program Updates
- Program Presentation
- FY 2019 Goals and Objectives Progress Report
- Approve FY 2019 Budget Revision
- 2nd Quarter FY 2019 Investment Report
- 2nd Quarter FY 2019 Corporate Compliance and Quality Management Report
- 3rd Quarter FY 2019 Corporate Compliance Training
- Personnel Report for February 2019
- Texas Council Risk Management Fund Claims Summary as of February 2019
- Approve Financial Statements for February 2019
- Approve FY 2019 Budget Revision
- Board of Trustees Unit Financial Statement as of February 2019
- HUD 811 Updates (Cleveland, Montgomery and Huntsville)
- Foundation Board Update
- Resolve Building Issues at 233 Sgt Ed Holcomb Blvd S, Conroe, TX
- Independence Oaks Apartments Update

April 25, 2019 – Board Meeting

- Approve Minutes from March 28, 2019 Board Meeting
- Community Resources Report
- Consumer Services Report for March 2019
- Program Updates
- Program Presentation – Annual Board and Management Team Training
- Medicaid 1115 Transformation Waiver Project Status Report
- Personnel Report for March 2019
- Texas Council Risk Management Fund Claims Summary as of March 2019
- Texas Council Quarterly Board Meeting Update
- Approve Financial Statements for March 2019
- Board of Trustees Unit Financial Statement as of March 2019
- Resolve Building Issues at 233 Sgt Ed Holcomb Blvd S, Conroe, TX
- Independence Oaks Apartments Update

Tri-County Acronyms - Updated 1/9/19	
1115	Medicaid 1115 Transformation Waiver
ACT	Assertive Community Treatment
APS	Adult Protective Services
ADRC	Aging and Disability Resource Center
AMH	Adult Mental Health
ANSA	Adult Needs and Strengths Assessment
AOP	Adult Outpatient
APRN	Advanced Practice Registered Nurse
ARDS	Assignment Registration and Dismissal Services
ASH	Austin State Hospital
BJA	Bureau of Justice Administration
BMI	Body Mass Index
C&Y	Child & Youth Services
CAM	Cost Accounting Method
CANS	Child and Adolescent Needs and Strengths
CARE	Client Assignment Registration & Enrollment
CBT	Computer Based Training & Cognitive Based Therapy
CC	Corporate Compliance
CCBHC	Certified Community Behavioral Health Clinic
CFRT	Child Fidelity Review Team
CHIP	Children's Health Insurance Program
CIRT	Crisis Intervention Response Team
CMH	Child Mental Health
COPSD	Co-Occurring Psychiatric and Substance Abuse Disorders
CPS	Child Protective Service
CRCG	Community Resource Coordination Group
CSHI	Cleveland Supported Housing, Inc.
DADS	Department of Aging and Disability Service
DFPS	Department of Family and Protective Services
DOB	Date of Birth
DRPS	Department of Protective and Regulatory Services
DSHS	Department of State Health Services
Dx	Diagnosis
ETBHN	East Texas Behavioral Healthcare Network
FLSA	Fair Labor Standards Act
FTH	From the Heart
FY	Fiscal Year
HCBS-AMH	Home and Community based Services - Adult Mental Health
HCS	Home and Community based Services
HHSC	Health & Human Services Commission
HIPAA	Health Insurance Portability & Accountability Act
HR	Human Resources
ICAP	Inventory for Client and Agency Planning
ICF-IID	Intermediate Care Facility - for Individuals w/Intellectual Disabilities
ICI	Independence Communities, Inc.
IDD PNAC	Intellectual and Developmental Disabilities Planning Network Advisory Committee
IHP	Individual Habilitative Plan
IMR	Illness Management and Recovery
IPE	Initial Psychiatric Evaluation
IPP	Individual Program Plan
ITP	Individual Transition Planning (schools)
JUM	Junior Utilization Management Committee
LAR	Legally Authorized Representative
LCDC	Licensed Chemical Dependency Counselor
LCSW	Licensed Clinical Social Worker
LIDDA	Local Intellectual & Developmental Disabilities Authority
LMC	Leadership Montgomery County

LMHA	Local Mental Health Authority
LMSW	Licensed Masters Social Worker
LMFT	Licensed Marriage and Family Therapist
LOC	Level of Care (MH)
LOC-TAY	Level of Care - Transition Age Youth
LON	Level Of Need (IDD)
LOSS	Local Outreach for Suicide Survivors
LPHA	Licensed Practitioner of the Healing Arts
LPC	Licensed Professional Counselor
LSFHC	Lone Star Family Health Center
LTD	Long Term Disability
LVN	Licensed Vocational Nurse
MAC	Medicaid Administrative Claiming
MCHC	Montgomery County Homeless Coalition
MCHD	Montgomery County Hospital District
MCOT	Mobile Crisis Outreach Team
MD	Medical Director/Doctor
MHFA	Mental Health First Aid
MIS	Management Information Services
MOU	Memorandum of Understanding
MSHI	Montgomery Supported Housing, Inc.
MTP	Master Treatment Plan
MVPN	Military Veteran Peer Network
NAMI	National Alliance for the Mentally Ill
NEO	New Employee Orientation
NGM	New Generation Medication
NGRI	Not guilty for Reason of Insanity
OCR	Outpatient Competency Restoration
PA	Physician's Assistant
PAP	Patient Assistance Program
PASRR	Pre-Admission Screening and Resident Review
PATH	Projects for Assistance in Transition from Homelessness (PATH)
PETC	Psychiatric Emergency Treatment Center
PFA	Psychological First Aid
PNAC	Planning Network Advisory Committee
PRN	Practice Registered Nurse
PRS	Psychosocial Rehab Specialist
PQI	Partnership for Quality Improvement
QIDP	Qualified Intellectual Disabilities Professional
QM	Quality Management
QMHP	Qualified Mental Health Professional
RN	Registered Nurse
RPNAC	Regional Planning & Network Advisory Committee
SAMA	Satori Alternatives to Managing Aggression
SAMHSA	Substance Abuse and Mental Health Services Administration
SASH	San Antonio State Hospital
SH	Supported Housing
SUD	Substance Use Disorder
TAC	Texas Administrative Code
TCBHC	Tri-County Behavioral Healthcare
TCCF	Tri-County Consumer Foundation
TCOOMMI	Texas Correction Office on Offenders with Medical & Mental Impairments
TCO	Treatment Co-Occurring Mental Health and Substance Abuse Services
TCRMF	Texas Council Risk Management Fund
TIC/TOC	Trauma Informed Care-Time for Organizational Change
TRA	Treatment Adult Services (Substance Abuse)
TRR	Texas Resilience and Recovery
TxHML	Texas Home Living

TRY	Treatment Youth Services (Substance Abuse)
UM	Utilization Management
UW	United Way
WCHD	Walker County Hospital District
YES	Youth Empowerment Services
YMHFA	Youth Mental Health First Aid
YPS	Youth Prevention Services