

*Tri-County Services
Board of Trustees'
Meeting*

February 24, 2011



*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, February 24, 2011. The Business Committee will convene at 9:00 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.

Item

I. Organizational Items

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

II. Approve Minutes – January 27, 2011

III. Recognition and Program Presentation – From The Heart

IV. Executive Director's Report – Cindy Sill

- A. Department of State Health Services
 - 1. Crisis Stabilization Unit Update
- B. Department of Aging and Disability Services
 - 1. Local Authority Service Coordination Survey
 - 2. Texas Home Living (TxHmL) Slots
- C. East Texas Behavioral Healthcare Network
 - 1. Strategic Planning
 - 2. Business Expansion
- D. Legislative Update
 - 1. Recent Budget Hearings
 - 2. Bills Filed

V. Chief Financial Officer's Report – Millie McDuffey

- A. Cost Accounting Methodology (CAM) Report
- B. FY 2009 ICF Cost Report Audit
- C. FY 2011 Budget Revision
- D. Surplus Sale
- E. North Loop Building
- F. FY 2010 Audit Management Letter Update on Recommendations

VI. Program Committee

Action Items

- A. Approve Submission of Montgomery County United Way 2011 Grant Applications for FY 2012.....Pages 1-2

Information Items

- B. Community Resources Report for January 2011.....Pages 3-5
- C. Consumer Services Report for January 2011.....Pages 6-7
- D. Program Updates for January 2011.....Pages 8-11

VII. Executive Committee

Information Items

- A. Personnel Report for January 2011.....Pages 12-13

VIII. Business Committee

Action Items

- A. Approve January 2011 Financial Statements..... *Pages 14-27*
- B. 401(a) Retirement Plan Account Review..... *Page 28*
- C. Approve JPMorgan Chase Commercial Card Participation Agreements..... *Pages 29-34*

Information Items

- D. January 2011 Board of Trustees' Unit Financials..... *Pages 35-36*
- E. Montgomery Supported Housing, Inc. Update..... *Pages 37-41*

**IX. Executive Session in compliance with Texas Government Code Section 551.071,
Consultation with Attorney.**

Posted By:

Stacy Blake
Executive Assistant

Tri-County Services

P.O. Box 3067
Conroe, TX 77305

BOARD OF TRUSTEES' MEETING

January 27, 2011

BOARD MEMBERS PRESENT:

Cecil McKnight
Len George
Janet Qureshi
Brad Browder
Sharon Walker
Morris Johnson
David Walker
Mark Maltzberger
Patti Atkins

BOARD MEMBERS ABSENT:

None

TRI-COUNTY STAFF PRESENT:

Cindy Sill, Executive Director
Millie McDuffey, CFO
Evan Roberson, Director of Organizational Support
Don Teeler, Director of Operations
Sandy Kelly, Director of Administrative Services
Stacy Blake, Executive Assistant
Kimberly Willing, Coordinator of Community Resources
David Deaton, Legal Counsel

GUESTS:

Carlos Taboada, David N. Miller & Company, LLP
Genelle Edwards, Empowerment Options

CALL TO ORDER: Chairman, Cecil McKnight, called the meeting to order at 10:02 a.m. at 1506 FM 2854, Conroe, TX.

PUBLIC COMMENT: There were no public comments.

QUORUM: There being nine (9) members present, a quorum was established.

RESOLUTION #01-11-01

MOTION MADE BY: Mark Maltzberger

SECONDED BY: Brad Browder, with affirmative votes by Cecil McKnight, Len George, Sharon Walker, Patti Atkins, Janet Qureshi, Morris Johnson and David Walker that it be...

RESOLVED:

That the Board approve the minutes of the December 9, 2010 meeting of the Board of Trustees.

The Chairman of the Board, Cecil McKnight, suspended the Agenda to move to Business Committee Item VII-A, Approve FY 2010 Independent Financial Audit and Carlos Taboada presented the report.

RESOLUTION #01-11-02

MOTION MADE BY: Morris Johnson

SECONDED BY: Patti Atkins, with affirmative votes by Cecil McKnight, Len George, Sharon Walker, Brad Browder, Mark Maltsberger, Janet Qureshi and David Walker that it be...

RESOLVED:

That the Board approve the FY 2010 Independent Financial audit.

The Board of Trustees returned to the regular agenda order commencing with the Executive Director's Report.

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 #01-11-03

MOTION MADE BY: Len George

SECONDED BY: Morris Johnson, with affirmative votes by Cecil McKnight, Brad Browder, Sharon Walker, Mark Maltsberger, Janet Qureshi, Patti Atkins and David Walker that it be...

RESOLVED:

That the Board approve the revision to the Psychiatric Emergency Treatment Center Patient Transfer Policy.

The 1st Quarter FY 2011 Corporate Compliance Report and 2nd Quarter Corporate Compliance Training Report were reviewed for information purposes only.

The 1st Quarter FY 2011 Goals & Objectives Progress Report were reviewed for information purposes only.

The November and December 2010 Community Resources Report was reviewed for information purposes only.

The November and December 2010 Consumer Services Reports were reviewed for information purposes only.

The December 2010 Program Updates for were reviewed for information purposes only.

Program Presentation – Melissa Zemencsik and Jamie Parker presented information about the Youth Substance Abuse Prevention Program.

EXECUTIVE COMMITTEE:

The November and December 2010 Personnel Reports were reviewed for information purposes only.

The Texas Council quarterly meeting verbal update was presented.

BUSINESS COMMITTEE:

RESOLUTION #01-11-04

MOTION MADE BY: Morris Johnson

SECONDED BY: Mark Maltsberger, with affirmative votes by Cecil McKnight, Len George, Janet Qureshi, Brad Browder, Sharon Walker, David Walker and Patti Atkins that it be...

RESOLVED:

That the Board approve the November 2010 financial statements.

RESOLUTION #01-11-05

MOTION MADE BY: Morris Johnson

SECONDED BY: Brad Browder, with affirmative votes by Cecil McKnight, Len George, Janet Qureshi, Sharon Walker, David Walker, Patti Atkins and Mark Maltsberger that it be...

RESOLVED:

That the Board approve the December 2010 financial statements.

RESOLUTION #01-11-06

MOTION MADE BY: Morris Johnson

SECONDED BY: Sharon Walker, with affirmative votes by Cecil McKnight, Len George, David Walker, Janet Qureshi, Brad Browder, Mark Maltsberger and Patti Atkins that it be...

RESOLVED:

That the Board approve the transfer of \$1,230,000 to Reserve for Debt Retirement.

RESOLUTION #01-11-07

MOTION MADE BY: Morris Johnson

SECONDED BY: Janet Qureshi, with affirmative votes by Cecil McKnight, David Walker, Brad Browder, Patti Atkins, Mark Maltsberger, Len George and Sharon Walker that it be...

RESOLVED: That the Board approve the Texas Council of Community Centers Commitment Dues Increase for FY 2011.

The 1st Quarter FY 2011 Investment Report was reviewed for information purposes only.

The November and December 2010 Board of Trustees' Unit Financials were reviewed for information purposes only.

The Montgomery Supported Housing Inc. update was reviewed for information purposes only.

The regular meeting of the Board of Trustees recessed at 12:15 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 regular meeting of the Board of Trustees reconvened at 12:35 p.m., to go into regular session.

RESOLUTION #01-11-08

MOTION MADE BY: Morris Johnson

SECONDED BY: Janet Qureshi, with affirmative votes by Cecil McKnight, Len George, Brad Browder, David Walker, Mark Maltsberger, Patti Atkins and Sharon Walker that it be...

RESOLVED:

That the Board authorize the Executive Director to Execute the necessary documents related to securing property in Cleveland, Texas for a HUD 811 application.

RESOLUTION #01-11-09

MOTION MADE BY: Morris Johnson

SECONDED BY: Patti Atkins, with affirmative votes by Cecil McKnight, Len George, Brad Browder, Janet Qureshi, David Walker, Sharon Walker and Mark Maltsberger that it be...

RESOLVED:

That the January 27, 2011 meeting of the Board of Trustees be adjourned at 12.36 p.m.

ADJOURNMENT:

ATTEST:

Cecil McKnight
Chairman

Date

Janet Qureshi
Secretary

Date

Agenda Item: Approve Submission of Montgomery County United Way 2011 Grant Applications for FY 2012 Committee: Program	Board Meeting Date February 24, 2011
Background Information: Tri-County has applied for funding through Montgomery County United Way for many years to meet the needs of the community which are not covered by other funding sources. This year Tri-County will be applying for three (3) grants for a total of \$274,300 . <u>Intellectual and Developmental Disabilities Services:</u> Requesting funding for summer camp and respite for individuals with intellectual and developmental disabilities. Amount requested: \$22,000 . <u>Psychiatric Emergency Treatment Center:</u> Requesting funding for Day Treatment Program. Amount requested: \$177,800 . <u>Substance Abuse Treatment Program:</u> Funding requested for adult and youth outpatient substance abuse treatment. Amount requested: \$74,500 .	
Supporting Documentation: Grant Summary	
Recommended Action: Approve Submission of the 2011 Montgomery County United Way Grant Applications for FY 2012	

Montgomery County United Way **Grant Applications Summary**

Intellectual and Developmental Disabilities (IDD) Services: Consumers with intellectual and developmental disabilities will have the opportunity to attend summer camp and/or request respite to give families/caregivers needed breaks from the daily services they provide in order to maintain the stability of the living environment. Although many services are available at Tri-County, there are limits to the numbers of persons served in certain programs based on current funding limitations. Each month Tri-County receives requests for hundreds of hours of respite care, but there are only enough resources to provide 200 hours of respite care monthly. IDD consumers and their families, upon request, will be provided 5 days of day camp during the summer. The family will have the option of selecting a camp designed specific to the disability of the individual. Tri-County has requested **\$22,000** to provide these services.

Psychiatric Emergency Treatment Center (PETC) - Day Treatment Program: The Crisis Residential Unit (CRU) will be moving to the new Psychiatric Emergency Treatment Center (PETC) upon completion and will assume that name. In 2008, 2009 and 2010, the CRU received grants from MCUW to cover the costs of the Day Treatment Program (DTP) component of the CRU program. The PETC is requesting funding from the MCUW to add one additional staff to the DTP as the level of acuity of the clients will also increase. The DTP will continue to provide a structured, intensive skills training service to clients in the program 6 hours a day, 7 days a week. Also addressed are behavioral issues and medication management. More than 700 unduplicated Montgomery County residents have been served through this program with over 96% stabilized without a need for more intensive care. Tri-County has requested **\$177,800** to continue the Day Treatment Program.

Substance Abuse Treatment Program (SATP): In 2009, the SATP received funding for the first time from MCUW for the purpose of providing intensive, outpatient substance abuse treatment services to adults and adolescents. In 2010, MCUW again provided assistance to help leverage state funding for substance abuse treatment. Tri-County received state facility licensure in October 2009 and was later revised to allow substance abuse treatment for adolescents bringing the total number of slots to 180. Current staff include a full-time Program Manager and full-time Co-Occurring Psychiatric Substance Use Disorder (COPSD) Specialist for the adult program and a full-time Team Leader and full-time Licensed Chemical Dependency Counselor (LCDC) for the youth program. To expand the SATP, Tri-County has requested **\$74,500** to add one full-time LCDC Intern to the adult program and one full-time LCDC Intern for the youth program.

Agenda Item: Community Resources Report for January 2011	Board Meeting Date
Committee: Program	February 24, 2011
Background Information:	
None	
Supporting Documentation:	
Community Resources Report for January 2011	
Recommended Action:	
For Information Only	

Community Resources Report

January 2011

Volunteer Hours:

Location	January
Conroe	26.5
Cleveland	5.5
Liberty	15
Huntsville	90.5
Total	137.5

COMMUNITY ACTIVITIES:

1/27/11	Montgomery County United Way Orientation and Financial Trainings	The Woodlands
2/2/11	Liberty County Community Resource Coordination Group	Dayton
2/2/11	Texas Senate Finance Committee - Testimony	Austin
2/3/11	Cleveland Chamber of Commerce Luncheon	Cleveland
2/3/11	Walker County Community Resource Coordination Group	Huntsville
2/4/11	Aging & Disability Resource Center Meeting	Houston
2/7/11	Montgomery County Juvenile Probation Department First Offender Community Information Program	Conroe
2/7/11	The Woodlands Children's Museum Activity for Children in Services	The Woodlands
2/8/11	Montgomery County Forensic Hospital Advisory Board Meeting	Conroe
2/9/11	Montgomery County United Way Campaign Cabinet Meeting	Conroe
2/9/11	Montgomery County United Way Funded Partners Meeting	The Woodlands
2/9/11	Liberty County - Meeting with County Judge Regarding Crisis Stabilization Unit Status	Liberty
2/10/11	Huntsville Chamber of Commerce Breakfast	Huntsville
2/10/11	Magnolia West High School Parent's Night-Youth Substance Abuse Prevention	Magnolia
2/10/11	Home and Community Based Services (HCS) Advisory Meeting	Conroe
2/15/11	Montgomery County Jail Diversion Working Group	Conroe
2/15/11	Montgomery County Community Resource Coordination Group	Conroe
2/15/11	Montgomery County United Way Disaster Recovery Taskforce	The Woodlands
2/15/11	Montgomery County United Way Annual Meeting	Shenandoah
2/16/11	Montgomery County Juvenile Probation Department Risk/Needs Assessment Process Stakeholder Meeting	Conroe
2/16/11	Homeless Coalition (Board and General Meetings)	Conroe
2/17/11	Adult Protective Services Task Force Meeting	Conroe
2/22/11	Montgomery County Forensic Hospital Advisory Board Meeting	Conroe
2/22/11	Montgomery County United Way Disaster Recovery Task Force Meeting	The Woodlands

2/22/11	Aging & Disability Resource Center Meeting	Houston
2/24/11	Greater Conroe/Lake Conroe Chamber of Commerce Monthly Luncheon	Conroe
2/24/11	Liberty/Dayton Chamber of Commerce Annual Dinner	Dayton
2/24/11	Magnolia West High School Parent's Night-Youth Substance Abuse Prevention	Magnolia

UPCOMING ACTIVITIES:

3/1/11	Montgomery County Jail Diversion Working Group	Conroe
3/2/11	Liberty County Community Resource Coordination Group	Dayton
3/3/11	Walker County Community Resource Coordination Group	Huntsville
3/3/11	Transition Fair	The Woodlands
3/8/11	Magnolia West High School Parent's Night-Youth Substance Abuse Prevention	Magnolia
3/10/11	Huntsville Chamber of Commerce Breakfast	Huntsville
3/15/11	Montgomery County Community Resource Coordination Group	Conroe
3/15/11	Montgomery County Forensic Hospital Advisory Board Meeting	Conroe
3/15/11	Montgomery County United Way Disaster Recovery Taskforce	The Woodlands
3/16/11	Conroe Rotary Club – Supported Employment Presentation	Conroe
3/17/11	Adult Protective Services Task Force Meeting	Conroe
3/17/11	Montgomery County United Way Well Being Council Meeting	The Woodlands
3/21/11	Montgomery County Juvenile Probation Youth Outpatient Substance Abuse Treatment Program Information Meeting	Conroe
3/29/11	Jail Diversion Executive Task Force Meeting	Conroe

Agenda Item: Consumer Services Report for January 2011 Committee: Program	Board Meeting Date February 24, 2011
Background Information: None	
Supporting Documentation: Consumer Services Report for January 2011	
Recommended Action: For Information Only	

CONSUMER SERVICES REPORT

January 2011 - FY 2011

Crisis Services, MH Adults/Children	MONTGOMERY COUNTY	CLEVELAND	LIBERTY	WALKER COUNTY	TOTAL
Persons Screened, Intakes, Other Crisis Services	232	11	15	19	277
Crisis and Transitional Services (SP 0, SP5)	152	17	11	13	193
Crisis Residential Unit (CRU) Served	58	3	5	4	70
Crisis Residential Unit (CRU) bed days	235	13	24	7	279
Total Contract Hospital Admissions	16	2	2	1	21
Total State Hospital Admissions	33	3	5	3	44
Persons Served by Program, MH Non-Crisis					
Adult Service Packages (SP 1-4)	703	103	72	112	990
Adult Medication Services	611	72	72	92	847
Child Service Packages (SP 1.1-4)	377	16	5	48	446
Child Medication Services	196	8	3	27	234
Adult Jail Diversion Services	14	1	0	0	15
Juvenile Detention Diversion Services	4	0	0	0	4
TCOOMMI (Adult/Child)	111	5	9	9	134
Persons Served by Program, IDD					
Number of New Enrollments for IDD Services	2	0	0	2	4
Service Coordination/Case Management	360	20	33	43	456
Center Waiver Services (HCS, Supervised Living, TXHmL)	31	7	15	16	69
Contractor Provided ICF-MR	18	12	12	4	46
Autism Services	10	0	2	1	13
Substance Abuse Services					
Children and Youth Prevention Services	117	14	0	0	131
Youth Substance Abuse Treatment Services/COPSD	12	0	0	1	13
Adult Substance Abuse Treatment Services/COPSD	24	0	0	0	24
Waiting/Interest Lists					
Department of State Health Services-Adults	198	33	42	9	282
Department of State Health Services-Children	17	0	1	0	18
Home and Community Based Services Interest List	982	85	79	82	1228
Persons Served Outside of the State Contracts					
Benefit Package 3 Adult/Child	29	2	8	7	46
January Served by County					
Adult Mental Health Services	1217	141	123	155	1636
Child Mental Health Services	397	21	8	51	477
Intellectual and Developmental Disabilities Services	421	43	53	56	573
Total Served by County	2035	205	184	262	2686
December Served by County					
Adult Mental Health Services	1192	134	114	162	1602
Child Mental Health Services	393	17	6	51	467
Intellectual and Developmental Disabilities Services	405	41	49	54	549
Total Served by County	1990	192	169	267	2618
November Served by County					
Adult Mental Health Services	1182	151	107	161	1601
Child Mental Health Services	412	20	7	57	496
Intellectual and Developmental Disabilities Services	417	44	49	57	567
Total Served by County	2011	215	163	275	2664

Agenda Item: Program Updates for January 2011	Board Meeting Date February 24, 2011
Committee: Program	
Background Information: None	
Supporting Documentation: Program Updates for January 2011	
Recommended Action: For Information Only	

Program Updates

January 2011

MH Crisis and Admission Services

- A. Key Statistics:
 - 1. Number of new admissions during the month: 116
 - 2. Average daily census of the CRU/CSU: 11.71
- B. Program Comments:
 - 1. Transition planning continues for relocation to the new CSU facility. We are awaiting information regarding facility completion.
 - 2. The CRU census was near capacity for January.
 - 3. Inpatient contract hospital admissions increased in January due to state hospital diversionary status.

MH Adult Services

- A. Key Statistics:
 - 1. Number of adults served during the month: 1636
 - 2. Number of adults served in Medication Services: 847
- B. Program Comments:
 - 1. Transition in January of medication services from William E. Hall to our RP2 clinic went smoothly.
 - 2. RP2 Case Coordinators were trained to assume responsibility for screening new MH adult referrals who are not in crisis.
 - 3. Rural rehabilitation services and rural outpatient clinics have been integrated, and they are now under the supervision of April Balsamo and Frani Scates in the Adult Rehabilitation Services division.

MH Child Services

- A. Key Statistics:
 - 1. Number of children served during the month: 477
 - 2. Number of children served in Medication Services: 234
- B. Program Comments:
 - 1. A Bachelor level position was upgraded to a licensed position in January to increase our counseling and diagnostic assessment resources.
 - 2. We have begun the process of placing children on the caseloads of some adult rehabilitation case workers in the rural areas. This should increase efficiency of staff resources in rural areas.

3. We continue to serve more than twice the number of children under contract with DSHS.

Criminal Justice Services

- A. Key Statistics:
 1. Number of Children and Adults Served Through Texas Office on Offenders with Medical and Mental Impairments (TCOOMMI):
31 Juvenile; 103 Adults
 2. Number of Jail/Juvenile Diversions:
7 Jail Diversions in the month of December; 4 Juvenile Diversions
- B. Program Comments:
 1. The Jail Diversion Program diverted 7 adults from jail to MH services in January.
 2. The Juvenile Program continued to serve the capacity of 4 children in juvenile detention diversions.

Substance Abuse Services

- A. Key Statistics:
 1. Number of children served in prevention services: 193
 2. Number of adults served in substance abuse/COPSD treatment services: 24
 3. Number of children served in substance abuse treatment services: 13
- B. Program Comments:
 1. We are actively marketing our child substance abuse outpatient services in an effort to maximize DSHS funding and expand services.
 2. We have begun increasing our adult substance abuse services with the hiring and training of a second outpatient staff.
 3. We continue to market child substance abuse prevention services to complete our training schedules before public schools are dismissed for the summer.

IDD Services

- A. Key Statistics:
 1. Total number of admissions for the month: 4
 2. Total number served in the HCS program for the month: 67
 3. Total number served in all IDD services for the month: 573
- B. Program Comments:
 1. We have received 15 new slots for the Texas Home Living (TxHmL) program and are now in the enrollment process.
 2. Enrollments into the HCS program have been suspended by DADS for the remainder of the year, except for those leaving state supported living centers.
 3. Our HCS Provider program adjusted to a 2% rate reduction by reducing foster home rates by 3% and eliminating an existing manager position.

Personnel Information

- A. We have frozen several positions in direct services in January, in an effort to reduce costs, in anticipation of state funding reductions. We are attempting to combine some direct service duties into position descriptions of remaining positions as part of the position reduction efforts.

Support Information

- A. **Veterans' Services:** There is a possibility to begin holding a 'ladies only' group for Operation Resilient Families (ORF) on Tuesday mornings.
- B. **Quality Management:** The Administrator of Quality Management provided progress note documentation training to all new hires and current employees throughout the months of January and February.
- C. **Training:** The last workshop of the 3-part Intentional Management Supervisor Training series was held on February 22, 2011.
- D. **Information Services:** New electronic Human Resources forms were finalized and implemented throughout the Agency.

Agenda Item: Personnel Report for January 2011 Committee: Executive	Board Meeting Date February 24, 2011
Background Information: None	
Supporting Documentation: Personnel Report for January 2011	
Recommended Action: For Information Only	

**TRI-COUNTY SERVICES
PERSONNEL BOARD REPORT
JANUARY 2011**

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 Professional	1	11	2	10	2	4		6	93	81	2%	12%
Qualified Mental Retardation Professional (State Title)		1							13	13	0%	0%
Licensed Staff	1	3		1				1	15	13	0%	8%
Medical												
Physicians									5	5	0%	0%
Advanced Practice Nurse									1	1	0%	0%
RN's		1							10	9	0%	0%
LVN's									13	13	0%	0%
Techs/Aides												
MH	1	1							10	10	0%	0%
IDD	1	5	1	4	1	3		1	53	53	2%	8%
Supervisor/Manager												
MH		1		1				1	13	10	0%	10%
IDD									6	5	0%	0%
Program Support		1		2		1		1	39	39	0%	5%
Central Administration		3		3		3			17	16	0%	19%
Business Services									16	16	0%	0%
Maintenance/Janitorial/Lawn		1		1		1			25	24	0%	4%
GRAND TOTALS	4	28	3	22	3	12	0	10	329	308	1%	7%
Previous YTD											2%	11%

Agenda Item: Approve January 2011 Financial Statements

Board Meeting Date

Committee: Business

February 24, 2011

Background Information:

None

Supporting Documentation:

January 2011 Financial Statements

Recommended Action:

Approve January 2011 Financial Statements

January 2011 Financial Summary

Revenues for January 2011 were \$1,921,616 and operating expenses were \$1,878,683 resulting in a gain in operations of \$42,933. Capital Expenditures and Extraordinary Expenses for January were \$40,789 resulting in a gain of \$2,145. Total revenues were 97.89% of the monthly budgeted revenues and total expenses were 96.57% of the monthly budgeted expenses.

Year to date revenues are \$10,555,466 and operating expenses are \$9,261,523 leaving excess operating revenues of \$1,293,943. YTD Capital Expenditures and Extraordinary Expenses are \$1,118,277 resulting in a gain YTD of \$175,667. Total revenues are 97.82% of the YTD budgeted revenues and total expenses are 95.84% 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
TCOOMMI	196,801	213,875	92.02%	17,074
HCS Program – Title XIX	820,681	839,884	97.71%	19,203
ICF/MR Program – Title XIX	1,154,971	1,185,209	97.45%	30,238
DSHS Gen Rev Crisis - PESC	649,247	719,360	90.25%	70,113
DSHS Gen Rev - NGM	169,376	312,815	54.15%	143,439
DSHS–SSBG – Contract Inpatient	15,725	50,000	31.45%	34,275
DSHS – SA Treatment Adult Svs	2,967	20,000	14.84%	17,033
DSHS – SA Treatment Youth Svs	7,068	34,281	20.67%	27,213
DSHS - COPSD	2,784	18,131	15.35%	15,347

TCOOMMI – In both juvenile and adult programs, Medicaid revenue was higher than the budget projected it to be which reduces the direct TCOOMMI revenue. Also, this is a cost reimbursement program and expenses are less than expected. This variance has decreased from the prior month financial report.

HCS – This program is under budget due to consumer hospitalizations and decreased attendance in some program areas. Meetings are being held on the program side to discuss attendance issues and either gain a commitment from consumers to attend programs or revise the budget calculations if the trends continue.

ICF/MR Program – There have been a series of client vacancies in the homes due to hospitalization, one consumer who moved to a skilled nursing facility, consumers moving to HCS and one consumer that passed away. As a result, the program is under budget for the year. Staff is actively recruiting to fill the vacancies in the homes. An adjustment will be made to this line item during the mid-year budget revision.

DSHS General Revenue Crisis – PESC – This is a cost reimbursement program for our Crisis Residential Unit (CRU). Expenses are running under budgeted projections for the beginning of this fiscal year. This trend will change when the program transitions over to the CSU facility.

DSHS General Revenue – NGM – This line item has been trending under budget for the last few years. We are planning for acceptable alternate uses for these funds. We will continue to monitor this line item to determine if the lapse trends will continue.

DSHS – SSBG – Contract Inpatient – This line item reflects the last month of the Social Service Block Grant (SSBG) funding for Contract Inpatient services and will be adjusted during the first budget revision.

DSHS – Substance Abuse Treatment Adult Services – This is a new program for FY 2011. Services are ramping up and revenue should increase as the program becomes fully operational.

DSHS – Substance Abuse Treatment Youth Services – This is a new program for FY 2011. Services are ramping up and revenues should increase as the program becomes fully operational.

DSHS – COPSD – This is also a new program like the SA Treatment program and is ramping up as well and revenues should increase as the program becomes fully operational.

EXPENSES

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

Revenue Source	YTD Expenses	YTD Budget	% of Budget	\$ Variance
Contract Hospital - Child	40,600	12,500	324.80%	28,100
Contract Services – Foster Care	285,001	272,496	104.59%	12,505

Contract Hospital– Child – The number of children admitted to contract hospitals is higher than budgeted so far this fiscal year. We will monitor this item to see if a mid-year budget revision may be necessary.

Contract Services – Foster Care – Foster Care expenses have increased as we have enrolled more consumers into that service. This line item will be adjusted during the first budget revision.

**TRI-COUNTY SERVICES
CONSOLIDATED BALANCE SHEET
As of January 31, 2011**

	TOTALS COMBINED FUNDS January 2011	TOTALS COMBINED FUNDS December 2010	Increase (Decrease)
ASSETS			
CURRENT ASSETS			
Imprest Cash Funds	4,025	5,825	(1,800)
Cash on Deposit-General Fund	7,487,214	8,310,661	(823,447)
Cash on Deposit-Debt Fund	194,365	156,252	38,113
Accounts Receivable	1,506,442	1,532,885	(26,443)
Inventory	32,904	32,787	117
TOTAL CURRENT ASSETS	9,224,950	10,038,410	(813,459)
FIXED ASSETS	5,050,968	5,050,968	-
OTHER ASSETS	47,194	60,422	(13,228)
AMOUNT TO BE PROVIDED FOR THE RETIREMENT OF LONG TERM DEBT	1,720,257	1,720,257	-
TOTAL ASSETS	16,043,370	16,870,057	(826,687)
LIABILITIES, DEFERRED REVENUE, FUND BALANCES			
CURRENT LIABILITIES	1,133,590	1,198,853	(65,263)
NOTES PAYABLE	407,690	407,690	-
DEFERRED REVENUE	2,687,957	3,495,805	(807,848)
LONG-TERM LIABILITIES FOR			
Capital Leases-Equipment	82,567	82,567	-
Bond Series 1995	-	-	-
Bond Series 2004	1,230,000	1,230,000	-
EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR			
General Fund	228,635	231,215	(2,580)
Debt Service Fund	(298,327)	(336,440)	38,113
FUND EQUITY			
Reserved for Fixed Assets	5,050,968	5,050,968	-
Reserved for Worker Comp	274,409	269,685	4,724
Reserved for Debt Retirement	1,230,000	-	1,230,000
Reserved for Debt Service	492,693	492,693	-
Reserved for Board Policy Requirements	879,405	2,109,405	(1,230,000)
Reserved for Equipment Reserve	354,290	354,290	-
Reserved for Current Year Budgeted Reserve	30,831	24,664	6,167
Reserved for Inventory Reserve	32,973	32,973	-
Reserved for Operations and Programs	2,000,000	2,000,000	-
Unrestricted and Undesignated	225,690	225,690	-
TOTAL LIABILITIES/FUND BALANCE	16,043,370	16,870,057	(826,686)

**TRI-COUNTY SERVICES
CONSOLIDATED BALANCE SHEET
As of January 31, 2011**

	General Operating Funds	Debt Service Funds	General Fixed Assets	TOTALS	
				Memorandum Only	
				January 2011	August 2010
					Final
ASSETS					
CURRENT ASSETS					
Imprest Cash Funds	4,025			4,025	2,975
Cash on Deposit-General Fund	7,487,214			7,487,214	4,887,535
Cash on Deposit-Debt Fund		194,365		194,365	558,805
Accounts Receivable	1,506,442			1,506,442	1,534,673
Inventory	32,904			32,904	32,515
TOTAL CURRENT ASSETS	9,030,585	194,365	-	9,224,950	7,057,981
FIXED ASSETS					
			5,050,968	5,050,968	5,050,968
OTHER ASSETS					
	47,194			47,194	44,819
AMOUNT TO BE PROVIDED FOR THE RETIREMENT OF LONG TERM DEBT					
		1,720,257		1,720,257	2,125,257
TOTAL ASSETS	9,077,780	1,914,622	5,050,968	16,043,370	14,102,677
LIABILITIES, DEFERRED REVENUE, FUND BALANCES					
CURRENT LIABILITIES					
	1,133,590			1,133,590	1,569,628
NOTES PAYABLE					
		407,690		407,690	407,690
DEFERRED REVENUE					
	2,687,957			2,687,957	(35,546)
LONG-TERM LIABILITIES FOR					
Capitol Leases	-	82,567		82,567	82,567
Bond Series 1995	-	-		-	-
Bond Series 2004		1,230,000		1,230,000	1,635,000
EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR					
General Fund	228,635			228,635	52,969
Debt Service Fund	-	(298,327)		(298,327)	(15,188)
FUND EQUITY					
Reserved for Fixed Assets	-		5,050,968	5,050,968	5,050,968
Reserved for Worker's Compensation	274,409			274,409	274,409
Reserved for Debt Retirement	1,230,000			1,230,000	-
Reserved for Debt Service		492,693		492,693	573,993
Reserved for Board Policy Requirements	879,405			879,405	2,109,405
Reserved for Equipment Reserve	354,290			354,290	354,290
Reserved for Current Year Budgeted Reserve	30,831			30,831	-
Reserved for Inventory Reserve	32,973			32,973	32,973
Reserved for Operations and Programs	2,000,000			2,000,000	2,000,000
Unrestricted and Undesignated	225,690			225,690	144,390
TOTAL LIABILITIES/FUND BALANCE	9,077,780	1,914,622	5,050,968	16,043,370	14,102,677

TRI-COUNTY SERVICES
Revenue and Expense Summary
For the Month Ended January 2011
and YTD as of January 2011

	MONTH OF January 2011	YTD January 2011
INCOME:		
Local Revenue Sources	105,568	1,462,261
Earned Income	841,118	4,267,675
General Revenue-Contract	974,930	4,825,530
TOTAL INCOME	1,921,616	10,555,466
EXPENSES:		
Salaries	995,103	4,940,282
Employee Benefits	218,660	1,027,200
Medication Expense	45,274	184,796
Travel-Board/Staff	33,886	153,745
Building Rent/Maintenance	25,278	85,706
Consultants/Contracts	379,063	1,951,351
Other Operating Expenses	181,419	918,444
TOTAL EXPENSES	1,878,683	9,261,523
 Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	 42,933	 1,293,943
 CAPITAL EXPENDITURES		
Capital Outlay-FF&E, Automobiles, Building	2,676	926,829
Capital Outlay-Debt Service Bonds	38,113	191,447
TOTAL CAPITAL EXPENDITURES	40,789	1,118,277
 GRAND TOTAL EXPENDITURES	 1,919,472	 10,379,800
 Excess (Deficiency) of Revenues and Expenses	 2,145	 175,667

TRI-COUNTY SERVICES
Revenue and Expense Summary
Compared to Budgeted
Year to Date as of January 2011

	YTD January 2011	APPROVED BUDGET	Increase (Decrease)
INCOME:			
Local Revenue Sources	1,462,261	1,425,527	36,734
Earned Income	4,267,675	4,326,589	(58,914)
General Revenue-Contract	4,825,530	5,038,340	(212,810)
TOTAL INCOME	10,555,466	10,790,456	(234,990)
EXPENSES:			
Salaries	4,940,282	5,002,312	(62,030)
Employee Benefits	1,027,200	1,081,015	(53,815)
Medication Expense	184,796	348,153	(163,357)
Travel-Board/Staff	153,745	174,747	(21,002)
Building Rent/Maintenance	85,706	91,625	(5,919)
Consultants/Contracts	1,951,351	1,979,782	(28,431)
Other Operating Expenses	918,444	978,841	(60,397)
TOTAL EXPENSES	9,261,523	9,656,475	(394,952)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	1,293,943	1,133,981	159,962
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	926,829	982,738	(55,909)
Capital Outlay-Debt Service Bonds	191,447	190,818	629
TOTAL CAPITAL EXPENDITURES	1,118,277	1,173,556	(55,279)
GRAND TOTAL EXPENDITURES	10,379,800	10,830,031	(450,231)
Excess (Deficiency) of Revenues and Expenses	175,667	(39,575)	215,242

Debt Service and Fixed Asset Fund:

Bond Payments Receipts	191,447	190,818	629
Bond Payments Disbursements		-	-
Interest Income			
Excess(Deficiency) of revenues over Expenses	191,447	190,818	629

TRI-COUNTY SERVICES
Revenue and Expense Summary
Compared to Budget
For the Month Ended January 2011

INCOME:	MONTH OF January 2011	APPROVED BUDGET	Increase (Decrease)
Local Revenue Sources	105,568	100,016	5,552
Earned Income	841,118	865,322	(24,204)
General Revenue-Contract	974,930	997,673	(22,743)
TOTAL INCOME	1,921,616	1,963,011	(41,395)
EXPENSES:			
Salaries	995,103	1,011,714	(16,611)
Employee Benefits	218,660	220,017	(1,357)
Medication Expense	45,274	69,631	(24,357)
Travel-Board/Staff	33,886	34,953	(1,067)
Building Rent/Maintenance	25,278	18,325	6,953
Consultants/Contracts	379,063	393,761	(14,698)
Other Operating Expenses	181,419	190,204	(8,785)
TOTAL EXPENSES	1,878,683	1,938,605	(59,922)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	42,933	24,406	18,527
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	2,676	10,939	(8,263)
Capital Outlay-Debt Service Bonds	38,113	38,159	(46)
TOTAL CAPITAL EXPENDITURES	40,789	49,098	(8,309)
GRAND TOTAL EXPENDITURES	1,919,472	1,987,703	(68,231)
Excess (Deficiency) of Revenues and Expenses	2,145	(24,692)	26,837

Debt Service and Fixed Asset Fund:

Bond Payments Receipts	38,113	38,159	(46)
Bond Payments Disbursements		-	-
Interest Income			
Excess(Deficiency) of revenues over Expenses	38,113	38,159	(46)

TRI-COUNTY SERVICES
Revenue and Expense Summary
With January 2010 Comparative Data
Year to Date as of January 2011

	YTD January 2011	YTD January 2010	Increase (Decrease)
INCOME:			
Local Revenue Sources	1,462,261	592,909	869,352
Earned Income	4,267,675	3,949,088	318,587
General Revenue-Contract	4,825,530	4,862,512	(36,982)
TOTAL INCOME	10,555,466	9,404,509	1,150,957
EXPENSES:			
Salaries	4,940,282	4,597,806	342,476
Employee Benefits	1,027,200	937,433	89,767
Medication Expense	184,796	308,614	(123,818)
Travel-Board/Staff	153,745	142,477	11,268
Building Rent/Maintenance	85,706	141,676	(55,970)
Consultants/Contracts	1,951,351	1,851,039	100,312
Other Operating Expenses	918,444	931,728	(13,284)
TOTAL EXPENSES	9,261,523	8,910,773	350,750
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	1,293,943	493,736	800,207
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	926,829	15,506	911,323
Capital Outlay-Debt Service Bonds	191,447	225,207	(33,760)
TOTAL CAPITAL EXPENDITURES	1,118,277	240,713	877,564
GRAND TOTAL EXPENDITURES	10,379,800	9,151,486	1,228,314
Excess (Deficiency) of Revenues and Expenses	175,667	253,023	(77,356)

Debt Service and Fixed Asset Fund:			
Bond Payments Receipts	191,447	225,207	(33,760)
Bond Payments Disbursements			-
Interest Income			-
Excess(Deficiency) of revenues over Expenses	191,447	225,207	(33,760)

TRI-COUNTY SERVICES
Revenue and Expense Summary
With January 2010 Comparative Data
For the Month January 2011

INCOME:	MONTH OF January 2011	MONTH OF January 2010	Increase (Decrease)
Local Revenue Sources	105,568	102,978	2,590
Earned Income	841,118	697,297	143,821
General Revenue-Contract	974,930	1,114,179	(139,249)
TOTAL INCOME	1,921,616	1,914,454	7,162
EXPENSES:			
Salaries	995,103	950,025	45,078
Employee Benefits	218,660	194,734	23,926
Medication Expense	45,274	51,204	(5,930)
Travel-Board/Staff	33,886	28,159	5,727
Building Rent/Maintenance	25,278	71,583	(46,305)
Consultants/Contracts	379,063	354,729	24,334
Other Operating Expenses	181,419	187,248	(5,829)
TOTAL EXPENSES	1,878,683	1,837,682	41,001
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	42,933	76,772	(33,839)
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	2,676	3,853	(1,177)
Capital Outlay-Debt Service Bonds	38,113	45,041	(6,928)
TOTAL CAPITAL EXPENDITURES	40,789	48,894	(8,105)
GRAND TOTAL EXPENDITURES	1,919,472	1,886,576	32,896
Excess (Deficiency) of Revenues and Expenses	2,145	27,878	(25,733)

Debt Service and Fixed Asset Fund:			
Bond Payments Receipts	38,113	45,041	(6,928)
Bond Payments Disbursements			-
Interest Income			-
Excess(Deficiency) of revenues over Expenses	38,113	45,041	(6,928)

TRI-COUNTY SERVICES
Revenue and Expense Summary
With December 2010 Comparative Data
As of January 2011

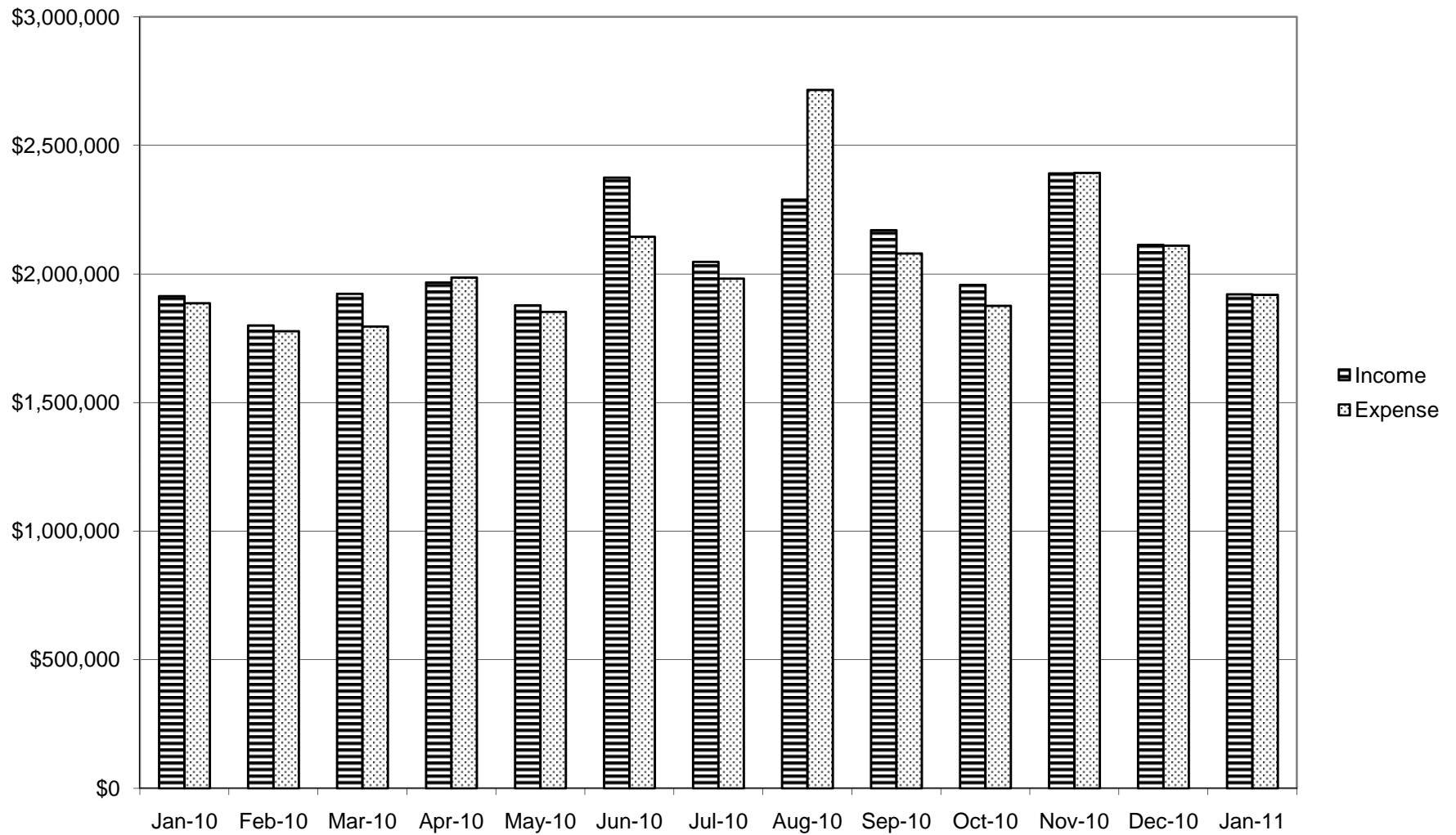
	MONTH OF January 2011	MONTH OF December 2010	Increase (Decrease)
INCOME:			
Local Revenue Sources	105,568	301,700	(196,132)
Earned Income	841,118	846,207	(5,089)
General Revenue-Contract	974,930	965,571	9,360
TOTAL INCOME	1,921,616	2,113,477	(191,861)
EXPENSES:			
Salaries	995,103	1,003,952	(8,849)
Employee Benefits	218,660	203,194	15,467
Medication Expense	45,274	23,386	21,888
Travel-Board/Staff	33,886	25,516	8,370
Building Rent/Maintenance	25,278	22,588	2,690
Consultants/Contracts	379,063	400,798	(21,735)
Other Operating Expenses	181,419	188,225	(6,806)
TOTAL EXPENSES	1,878,683	1,867,659	11,024
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	42,933	245,819	(202,885)
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	2,676	205,001	(202,326)
Capital Outlay-Debt Service Bonds	38,113	38,113	-
TOTAL CAPITAL EXPENDITURES	40,789	243,114	(202,326)
GRAND TOTAL EXPENDITURES	1,919,472	2,110,773	(191,301)
Excess (Deficiency) of Revenues and Expenses	2,145	2,704	(560)

Debt Service and Fixed Asset Fund:			
Bond Payments Receipts	38,113	38,113	-
Bond Payments Disbursements			-
Interest Income			
Excess(Deficiency) of revenues over Expenses	38,113	38,113	-

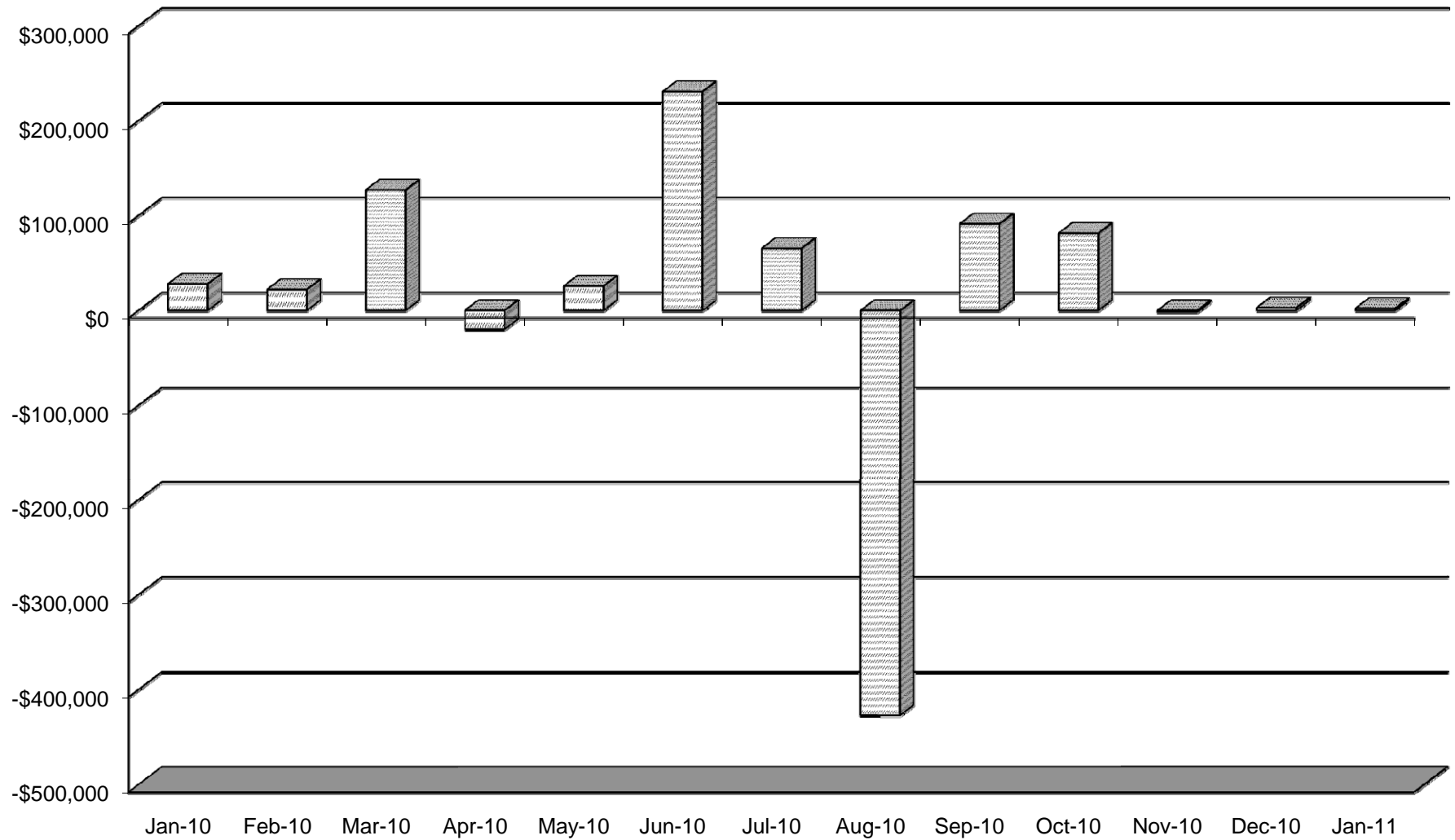
TRI-COUNTY SERVICES
Revenue and Expense Summary by Service Type
Compared to Budget
As of YTD Ended January 31, 2011

	YTD Mental Health January 2011	YTD IDD January 2011	YTD Other Services January 2011	YTD Agency Total January 2011	YTD Approved Budget January 2011	Increase (Decrease)
INCOME:						
Local Revenue Sources	1,449,476	(59,026)	71,811	1,462,261	1,425,527	36,734
Earned Income	1,273,991	2,467,005	526,680	4,267,675	4,326,589	(58,914)
General Revenue-Contract	4,077,791	747,738	-	4,825,530	5,038,340	(212,810)
TOTAL INCOME	6,801,258	3,155,717	598,491	10,555,466	10,790,456	(234,990)
EXPENSES:						
Salaries	3,622,846	989,035	328,401	4,940,282	5,002,312	(62,030)
Employee Benefits	725,762	234,824	66,614	1,027,200	1,081,015	(53,815)
Medication Expense	179,662	-	5,134	184,796	348,153	(163,357)
Travel-Board/Staff	97,072	38,433	18,241	153,745	174,747	(21,002)
Building Rent/Maintenance	57,542	28,163	-	85,705	91,625	(5,920)
Consultants/Contracts	370,696	1,548,708	31,947	1,951,351	1,979,782	(28,431)
Other Operating Expenses	571,474	232,715	114,254	918,444	978,841	(60,397)
TOTAL EXPENSES	5,625,054	3,071,878	564,591	9,261,523	9,656,475	(394,952)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	1,176,204	83,839	33,900	1,293,943	1,133,981	159,962
CAPITAL EXPENDITURES						
Capital Outlay-FF&E, Automobiles	924,298	1,387	1,144	926,829	982,738	(55,909)
Capital Outlay-Debt Service Bonds	130,370	48,008	13,069	191,447	190,818	629
TOTAL CAPITAL EXPENDITURES	1,054,668	49,395	14,213	1,118,276	1,173,556	(55,280)
GRAND TOTAL EXPENDITURES	6,679,722	3,121,273	578,804	10,379,799	10,830,031	(450,232)
Excess (Deficiency) of Revenues and Expenses	121,536	34,444	19,687	175,667	(39,575)	215,242
Debt Service and Fixed Asset Fund:						
Bond Payments Receipts	130,370	48,008	13,069	191,447	190,818	(60,448)
Bond Payments Disbursements	-	-	-	-	-	-
Interest Income	-	-	-	-	-	-
Excess(Deficiency) of revenues over Expenses	130,370	48,008	13,069	191,447	190,818	(60,448)

TRI-COUNTY SERVICES Income and Expense



TRI-COUNTY SERVICES Income after Expenses



Agenda Item: 401(a) Retirement Plan Account Review Committee: Business	Board Meeting Date February 24, 2011
Background Information: Terry Hill, ISC, will present a review of the 401(a) Retirement Plan account activity for the 4 th quarter of FY 2010 and will provide a forecast for the future.	
Supporting Documentation: Information to be Distributed by Terry Hill at the Board Meeting	
Recommended Action: Action as Appropriate or Needed	

Agenda Item: Approve JPMorgan Chase Commercial Card Participation Agreements	Board Meeting Date
Committee: Business	February 24, 2011
Background Information:	
<p>At the October 2009 Board meeting the Board approved Tri-County's participation in the JPMorgan Chase Procurement Card and Corporate Travel Charge Card Programs which was a part of the State of Texas Procurement Card program. The State of Texas goes out to bid periodically for the Procurement Card program. The bid was awarded to Citibank this past September. The State gave the plan participates a six (6) month extension with Chase to transition to Citibank. During this time Procurement Card participants asked Chase if there was an alternative way that we could stay with Chase and not have to change out the procurement cards and implement new procedures and training for staff when we change to Citibank.</p>	
<p>JPMorgan Chase has offered an alternative plan that is very similar to the State of Texas Procurement Card Program. Tri-County has the option to stay with JPMorgan Chase and take part in the program they have created for these customers. The decision to stay with JPMorgan Chase Procurement Card Program will allow Tri-County the ability to keep our current procurement cards and to continue to utilize the JPMorgan Chase procurement card rebates associated with the program. The new program will be an Interlocal Agreement with the City of Fort Worth, which has the primary contract with JPMorgan Chase for the new program.</p>	
Supporting Documentation:	
Cooperative Purchasing Agreement with the City of Fort Worth	
JPMorgan Chase Participation Agreement	
Recommended Action:	
<p>Approve Cooperative Purchasing Agreement with the City of Fort Worth and the JPMorgan Chase Participation Agreement and Authorize the Board Chair to Execute</p>	

FORT WORTH CITY SECRETARY
CONTRACT NO. _____

COOPERATIVE PURCHASING AGREEMENT

This Cooperative Purchasing Agreement (“Agreement”) is made and entered into as of the date written below between Tri-County Mental Health Mental Retardation and the City of Fort Worth, Texas (“Fort Worth”).

WHEREAS, both Tri-County Mental Health Mental Retardation and Fort Worth have each determined a need for a cooperative agreement to purchase like goods and services to avoid duplicate procurement efforts and obtain the benefits of volume purchasing; and

WHEREAS, Tri-County Mental Health Mental Retardation and Fort Worth are authorized by Section 271.102 of the Local Government Code to pursue mutually beneficial and cooperative purchasing programs.

NOW, THEREFORE, for and in consideration of the mutual obligations and benefits contained herein, Tri-County Mental Health Mental Retardation and Fort Worth agree as follows:

SECTION 1. The purpose of this Agreement is to provide Tri-County Mental Health Mental Retardation and Fort Worth with additional purchasing options by satisfying the provisions of Section 271.102 of the Local Government Code.

SECTION 2. The parties agree that each of the parties shall respectively designate a person to act under the direction of, and on behalf of, the designating party (the “Designated Representative”).

SECTION 3. At the request of the other party, a party that enters into a contract with a vendor for goods or services (the “First Purchasing Party”) shall attempt to obtain the vendor’s agreement to offer those goods and services to the other party (the “Second Purchasing Party”) for the same price and on the same terms and conditions as have been offered to the First Purchasing Party. If the vendor so agrees, and if the Second Purchasing Party is agreeable to such terms and conditions, the Second Purchasing Party may enter into its own separate contract with the vendor for the purchase of such goods or services.

SECTION 4. Unless otherwise agreed between the Designated Representatives, payments for a purchase made by the Second Purchasing Party shall be paid directly to the vendor and not to the First Purchasing Party. The Second Purchasing Party shall have the responsibility of determining whether the vendor has complied with any provisions in its contract with the vendor, including but not limited to those relating to the quality of items and terms of delivery, and shall be responsible for enforcement of its contract against the vendor, including all cost of enforcement.

SECTION 5. This Agreement will be subject to all applicable federal, state and local laws, ordinances, rules and regulations.

SECTION 6. This Agreement may be terminated by either party, without cause or penalty, upon not less than thirty days written notice to the other party.

SECTION 7. The parties acknowledge that each party and, if it so chooses, its counsel have reviewed and revised this Agreement and that the normal rule of construction to the effect that any ambiguities are to be resolved against the drafting party must not be employed in the interpretation of this Agreement or any amendments or exhibits hereto.

SECTION 8. If any action, whether real or asserted, at law or in equity, arises on the basis of any provision of this Agreement, venue for such action shall lie in state courts located in Tarrant County, Texas or the United States District Court for the Northern District of Texas – Fort Worth Division. This Agreement shall be construed in accordance with the laws of the State of Texas.

SECTION 9. If any term or provision of this Agreement is held to be illegal, invalid or unenforceable, the legality, validity or enforceability of the remaining terms or provisions of this Agreement shall not be affected thereby, and in lieu of each such illegal, invalid or unenforceable term or provision, the parties shall endeavor to agree to a legal, valid or enforceable term or provision as similar as possible to the term or provision declared illegal, invalid or unenforceable.

SECTION 10. Execution of this Agreement does not obligate Tri-County Mental Health Mental Retardation or Fort Worth to make any purchase, to pay any membership fee or to otherwise or in any manner incur any cost or obligation.

SECTION 11. This Agreement may be executed in multiple counterparts, each of which shall be deemed an original, and all of which shall constitute but one and the same instrument.

SECTION 12. The undersigned officers and/or agents are properly authorized to execute this Agreement on behalf of the parties hereto and each party hereby certifies to the other that any necessary actions extending such authority have been duly passed and are now in full force and effect.

SECTION 13. All notices, requests, demands, and other communications which are required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been duly given upon the delivery or receipt thereof, as the case may be, if delivered personally or sent by registered or certified mail, return receipt requested, postage prepaid, to the respective city representative set out below, or his/her designee.

City of Fort Worth & Tri-County Mental Health Mental Retardation
Cooperative Purchasing Agreement

EXECUTED this _____ day of _____, 201__.

CITY OF FORT WORTH

**1000 Throckmorton Street
Fort Worth, Texas 76102**

By: _____
Karen L. Montgomery

Title: Assistant City Manager

**Tri-County Mental Health Mental
Retardation**

**1506 FM 2854
Conroe, TX 77304**

By: _____
Cecil McKnight

Title: Board Chairman

**APPROVED AS TO
FORM AND LEGALITY:**

Denis McElroy
Assistant City Attorney

Entity Attorney Title

Contract Authorization

Marty Hendrix, City Secretary

Date

Date

PARTICIPATION AGREEMENT | JPMORGAN CHASE BANK.NA.

THIS PARTICIPATION AGREEMENT (the "Participation Agreement") is made and effective this _____ day of _____, ("Effective Date"), by and between Tri County Mental Health and Retardation (the "Participant") and JPMorgan Chase Bank, N.A. or Chase Bank USA, N.A., as may be determined from time to time, (the "Bank") each a national banking association.

WITNESSETH:

WHEREAS, pursuant to that certain Commercial Card Agreement dated as of August 31, 2007 (the "Commercial Card Agreement") between City of Fort Worth (the "Client") and the Bank, the Bank has agreed to provide commercial card services to the Client (the "Program") on the terms and conditions of the Commercial Card Agreement, attached hereto and incorporated herein as Exhibit I; and

WHEREAS, the Participant desires to participate in the Program, subject to the terms and conditions of the Commercial Card Agreement;

NOW, THEREFORE, in consideration of the foregoing premises and the mutual agreements, provisions and covenants contained herein, the parties agree as follows:

- 1. Definitions.** Except as otherwise provided herein, all capitalized terms used herein and not otherwise defined and which are defined in the Commercial Card Agreement shall be used herein as so defined in the Commercial Card Agreement.
- 2. Mutual Obligations.** By their execution of this Participation Agreement, the Participant and Bank hereby agree to be bound by all the terms and conditions of the Commercial Card Agreement as may be amended from time to time attached hereto as Exhibit I. This Participation Agreement shall remain in effect according to its terms without regard to the continued existence or enforceability of the Commercial Card Agreement with respect to the original parties thereto. All references to "Client" in the Commercial Card Agreement shall be deemed to constitute references to the Participant hereunder.

Without limiting the generality of the foregoing, the Participant further agrees that it shall be responsible only for transactions and for fees, charges and other amounts due under the Commercial Card Agreement related to the use of Accounts of the Participant pursuant to the Commercial Card Agreement and that the Client shall not be liable for any such transactions and for any such fees, charges and other amounts.

- 3. Incentives.** For purposes of calculating rebates, Combined Charge Volume for each Participant will begin to accrue on the first day of the month following the date the Participation Agreement is executed.
- 4. Notices.** Notwithstanding the provisions of the Commercial Card Agreement, all notices and other communications required or permitted to be given under this Participation Agreement shall be in writing and shall be effective on the date on which such notice is actually received by the party to which addressed. All notices shall be sent to the address set forth below or such other address as specified in a written form from one party to the other.

To the Bank: JPMorgan Chase Bank, N.A.
300 South Riverside Plaza, Suite IL1-0199
Chicago, IL 60670-0199
Attn: Commercial Card Contracts Manager

To the Participant: Tri County Mental Health and Retardation

1506 Old Montgomery Road

Conroe, TX 77305

Attn: Millie McDuffey

- 5. Miscellaneous.** This Participation Agreement shall be governed by and construed in accordance with the substantive laws of the State of Texas, and as applicable, federal law. The headings, captions, and arrangements used in this Participation Agreement are for convenience only and shall not affect the interpretation of this Participation Agreement. This Participation Agreement may be executed in any number of counterparts, all of which, when taken together shall constitute one and the same document, and each party hereto may execute this Participation Agreement by signing any of such counterparts.

IN WITNESS WHEREOF, the parties have caused this Participation Agreement to be duly executed as of the date first written above.

BANK:

By:

Name:

Title

PARTICIPANT:

By:

Name:

Cecil McKnight

Title:

Board Chairman

Participant Attestation:

The undersigned, a duly authorized officer or representative of Participant, does hereby certify that Participant has been duly authorized to enter into and perform this Participation Agreement and that the person signing above on behalf of the Participant, whose execution of this Participation Agreement was witnessed by the undersigned, is an officer, partner, member or other representative of Participant possessing authority to execute this Participation Agreement.

By:

Name:

Janet Qureshi

Title

Board Secretary

Agenda Item: January 2011 Board of Trustees' Unit Financial Statements Committee: Business	Board Meeting Date February 24, 2011
Background Information: None	
Supporting Documentation: January 2011 Board of Trustees' Unit Financial Statements	
Recommended Action: For Information Only	

Unit Financial Statement

FY 2011

	January 11 Actuals	January 11 Budgeted	Variance	YTD Actual	YTD Budget	Variance	Percent	Budget
Revenues								
80103998 Allocated Revenue	\$ 3,108.00	\$ 3,108.00	\$ -	\$ 15,544.00	\$ 15,544.00	\$ -	0.00%	\$ 37,300.00
Total Revenue	\$ 3,108.00	\$ 3,108.00	\$ -	\$ 15,544.00	\$ 15,544.00	\$ -	0.00%	\$ 37,300.00
Expenses								
80105275 Food Items	\$ 43.48	\$ 208.00	\$ (164.52)	\$ 593.13	\$ 1,044.00	\$ (450.87)	56.81%	\$ 2,500.00
80105320 Insurance-Worker Compensation	\$ 16.47	\$ 33.00	\$ (16.53)	\$ 72.97	\$ 169.00	\$ (96.03)	43.18%	\$ 400.00
80105388 Legal Fees	\$ 1,500.00	\$ 1,500.00	\$ -	\$ 7,500.00	\$ 7,500.00	\$ -	100.00%	\$ 18,000.00
80105415 Miscellaneous Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -
80105605 Postage-Express Mail	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -
80105715 Supplies - Office	\$ 69.16	\$ 25.00	\$ 44.16	\$ 70.16	\$ 125.00	\$ (54.84)	56.13%	\$ 300.00
80105750 Training	\$ -	\$ 375.00	\$ (375.00)	\$ -	\$ 1,875.00	\$ (1,875.00)	0.00%	\$ 4,500.00
80105755 Travel - Local	\$ 69.46	\$ 100.00	\$ (30.54)	\$ 502.32	\$ 500.00	\$ 2.32	0.00%	\$ 1,200.00
80105757 Travel - Non-local Mileage/Air	\$ 138.00	\$ 333.00	\$ (195.00)	\$ 282.44	\$ 1,669.00	\$ (1,386.56)	16.92%	\$ 4,000.00
80105758 Travel - Non-local Hotel	\$ 361.82	\$ 458.00	\$ (96.18)	\$ 522.82	\$ 2,294.00	\$ (1,771.18)	22.79%	\$ 5,500.00
80105759 Travel - Meals	\$ 49.47	\$ 75.00	\$ (25.53)	\$ 89.86	\$ 375.00	\$ (285.14)	23.96%	\$ 900.00
Total Expenses	\$ 2,247.86	\$ 3,107.00	\$ (859.14)	\$ 9,633.70	\$ 15,551.00	\$ (5,917.30)	61.95%	\$ 37,300.00
Total Revenue minus Expenses	\$ 860.14	\$ 1.00	\$ 859.14	\$ 5,910.30	\$ (7.00)	\$ 5,917.30	-61.95%	\$ -

Agenda Item: Montgomery Supported Housing, Inc. Update Committee: Business	Board Meeting Date February 24, 2011
Background Information: <p>The Independence Place project is just over 85% complete. We are waiting on Entergy and the phone company to install their services so we can test and get final inspections on plumbing, HVAC, electrical, etc. Entergy has had a series of delays including recent ice storms which caused unexpected repairs in East Texas. In many ways, the project cannot move forward until these two steps are completed. The phone company is waiting on Entergy because they are going to bury their lines in the same trench. Landscaping and the fences will also follow the electricity installation. Entergy has indicated that there may be costs associated with installing the lines which could impact our contingency fund.</p> <p>Water service connections have been completed by the City of Montgomery. Testing of the plumbing is currently underway, but final inspection on the plumbing cannot be completed until electricity is available to use to test the hot water heaters.</p> <p>In addition to electricity and water, the County also needs to finish the road to the project and activate the lift station at the southwest corner of their property in order to receive a Certificate of Occupancy from the City of Montgomery.</p> <p>The Montgomery Supported Housing, Inc. (MSHI) Board has chosen McDougal Property Management, the company that also manages Independence Village, to manage Independence Place. The application and information for residents has been placed on the Tri-County website.</p>	
Supporting Documentation: Pictures of the Site	
Recommended Action: For Information Only	



Picture #1



Picture #2



Picture #3



Picture #4



Picture #5



Picture #6



Picture #7



Picture #8

UPCOMING MEETINGS

MARCH 24, 2011 – Board Meeting

- Approve Minutes from February 24th, 2011 Board Meeting
- Longevity Recognition Presentations
- 2nd Quarter FY 2011 Goals & Objectives Progress Report
- 2nd Quarter FY 2011 Corporate Compliance Report and 3rd Quarter Corporate Compliance Training Report
- Community Resources Report for February 2011
- Consumer Services Report for February 2011
- Program Updates for February 2011
- Program Presentation – Assertive Community Treatment (ACT) Program
- Personnel Report for February 2011
- Approve February 2011 Financials
- Approve Submission of Tri-County's 990 Tax Return Prepared by David N. Miller & Company
- 2nd Quarter FY 2011 Investment Report
- February 2011 Board of Trustees' Unit Financials
- Montgomery Supported Housing, Inc. Update
- Other Business Committee Issues

APRIL 28, 2011 – Board Meeting

- Approve Minutes from March 24th, 2011 Board Meeting
- Community Resources Report for March 2011
- Consumer Services Report for March 2011
- Program Updates for March 2011
- Annual Board & Leadership Team Training
- Personnel Report for March 2011
- Texas Council Quarterly Board Meeting Update
- Approve March 2011 Financials
- 401(a) Retirement Account Review
- 1st Quarter FY 2011 Medicaid Rehab Settle-up Report
- March 2011 Board of Trustees' Unit Financials
- Montgomery Supported Housing, Inc. Update
- Other Business Committee Issues



FROM THE HEART | 2010



FROM THE HEART

From the Heart provides a holiday for Tri-County clients that would otherwise not have a holiday. Our program provides holiday gifts and food for over 900 clients and/or their family members. The program brightens the holiday, provides a sense of optimism and hope for our clients and their families in such a meaningful way.

Tri-County relies strictly on donations from the community for this program. We have been very fortunate to have local partners that work to empower and give generously to our deserving consumers.

**SO FAR, *FROM THE HEART*
HAS HELPED OVER 3,000
CONSUMERS HAVE SOME
TYPE OF HOLIDAY GIFT
THROUGH THE GENEROUS
SUPPORT OF OUR
COMMUNITY DONORS
AND PARTNERS. FOR OUR
CONSUMERS, THESE GIFTS
ARE PRICELESS.**

2010 COMMUNITY PARTNERS



*Serving individuals with mental illness
and developmental disabilities*



PARTNERS

Tri-County Services chooses their community partners very carefully. We have been very fortunate to have partners that care so much about the communities they work and live in. Tri-County is successful with *From the Heart* because of these partners.

ANADARKO PETROLEUM CORPORATION

Anadarko adopted several families for FTH and came bearing gifts in two 18 wheelers full of gifts to be generously donated for deserving consumers.

CHILI'S RESTAURANTS

Chili's chose Tri-County Services for their 'give back ' nights in December. Tri-County was the lucky recipient to receive a portion of the proceeds to support FTH.

PANDA EXPRESS

Panda Express donated a portions of the proceeds from a "Tri-County" Day to benefit FTH.

TRADITION BANK

Tradition Bank adopts out several families on behalf of Tri-County Services.

BURNHAM GOLF TOURNAMENT

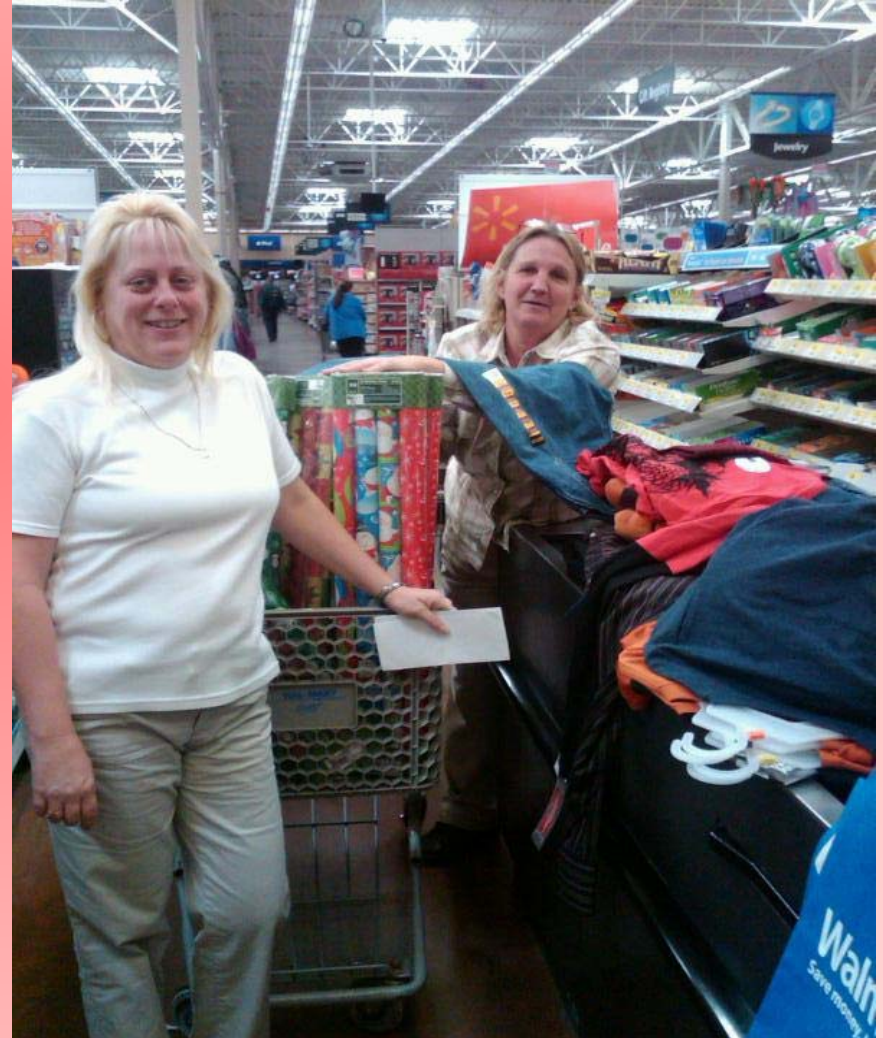
THE LIFE SKILLS CONSUMERS OF LIBERTY ARE VERY FORTUNATE TO HAVE A PORTION OF THE PROCEEDS BENEFIT THE *FROM THE HEART* PROGRAM.



**HOW MANY PEOPLE CAN SAY THEY
HAVE SPENT THOUSANDS OF
DOLLARS AT WAL-MART IN ONE
TRIP?**



**THESE LADIES CAN — ALL IN SUPPORT OF
FROM THE HEART. MANY THANKS TO THE
BURNHAM GOLF TOURNAMENT FOR THE
SUPPORT!**



IN 2010, WE. . .

- **WERE NOTICED.** We were featured on WoodlandsOnline.Com with information that led donors to adopt out many families and The Conroe Courier featured us in an article on donations and the work *From the Heart* does for consumers. The Huntsville Item featured us in the ongoing calendar section as well.
- **GREW.** Although the economy was still down, our donations came in slowly, but we received more donor funds this year, than in 2009. Consequently, we also had almost 100 more consumers in the program.

Tri-County 'From the Heart' holiday program still in need



Courtesy photo Tri-County Services "From the Heart" holiday program is in need of new blankets, bedding, coats and warm clothing. Precinct 2 Constable Gene DeForest and Chief Deputy Steve Roper display a child's jacket that was donated at the Precinct 2 Constable's Office.

- How to help
Tri-County Services "from the Heart" Holiday project is in need of new blankets, bedding, coats and warm clothing. Until Friday, the following supporters will accept donations of cash or items: Village Pharmacy, 404 River Pointe, Conroe; Curves, 15917 Texas 105 W., Montgomery; Precinct 2 Constable Gene DeForest's office, 130 N. Main, Conroe; River Plantation Country Club Golf Pro Shop, 550 Country Club Drive, Conroe; and Medicap Pharmacy, 2105 W. Davis, Conroe. For more information, contact Tri-County Services at 936-521-6100 or visit www.tricountyservices.org.

By Kassia Micek

Officials with Tri-County Services are hoping a few more residents help them provide a Christmas to clients "From the Heart."

Tri-County Services, which specializes in programs for people with mental illness and developmental disabilities, is giving a holiday to more than 850 clients and their families in Montgomery, Walker and Liberty counties through its "From the Heart" holiday program. The deadline for donations is Friday and nearly 75 clients are still in need, said Kim Willing, Tri-County coordinator of resource development.

"It provides a Christmas for the neediest of our clients," Willing said.

Tri-County has 8,000 clients, with 850 participating in "From the Heart."

A gift of \$25 will provide a senior with new pajamas and slippers, while \$50 can purchase a coat, gloves and hat for a child and perhaps a toy. A donation of \$100 might accommodate a small family.

"From the Heart" wish-list items include all sizes of children's clothing, men's and women's slippers, all sizes of pajamas, baby clothing, non-perishable food items, all sizes of shoes, books, coats, blankets, hats, scarves, gloves, cookware, backpacks and gift cards, with Wal-Mart being the most requested.

A 12-year-old client put dental floss and a toothbrush on his wish list.

"It just breaks your heart to think that's what a 12-year-old is asking for," Willing said. " ... It's very, very basic needs, nothing out of the ordinary."

Until Friday, the following supporters will accept donations of cash or items: Village Pharmacy, located at 404 River Pointe in Conroe; Curves, located at 15917 Texas 105 W. in Montgomery; Precinct 2 Constable Gene DeForest's office, located at 130 N. Main St. in Conroe; River Plantation Country Club Golf Pro Shop, located at 550 Country Club Drive in Conroe; and Medicap Pharmacy, located at 2105 W. Davis St. in Conroe.

Donations also can be dropped off at Tri-County's office at 1506 FM 2854 in Conroe.

"It's heartbreaking to think children and the elderly are sleeping without beds," Willing said. " ... These clients really, really appreciate it."

On Mondays and Tuesdays through December, ever Chili's restaurant in Montgomery, Liberty and Walker counties will donate 10 percent of sales to "From the Heart," as long as a flyer is presented. Fliers can be found at www.tcmhmrs.org.

"We've had parents call and say they can't provide Christmas for their families," Willing said, "and this program has given them hope."

Monetary donations can be sent to From the Heart, Attn: Jaymie Pedigo, Tri-County Services, P.O. Box 3067, Conroe, TX 77305.

For more information, contact Tri-County Services at 936-521-6100 or visit www.tricountyservices.org.

TRI-COUNTY SERVICES STAFF

2010 WAS A BUSY YEAR FOR *FROM THE HEART!*

OUR CONSUMERS NOMINATED INTO THE PROGRAM

INCREASED AND OUR PARTNERSHIPS EXPANDED, BUT

OUR STAFF REMAINED HELPFUL, EFFICIENT AND

FRIENDLY. *FROM THE HEART* WOULD TRULY NOT

EXIST WITHOUT OUR HARD WORKING STAFF.

Tri-County Services, From the Heart 2010 – Anadarko Gift Drop Off



Staff anxiously waiting for the gifts to be unloaded.



Cindy Sill wheels in a wheelchair requested by a client.



Staff preparing to unload and organize gifts donated.



Everybody came out to help unload gifts!



Two 18-Wheeler trucks came by full of gifts



Team spirit helps get the job done!

WRAP UP. . .

From the Heart has grown with consumers served and with the donations and community support received. We are excited to recognize that most of our fiscal donations come from community individuals that have generously helped us provide for our consumers . We are able to use every single donation to help those that need it most. Our donors helped to provide food, warm clothing, essentials for infants, cleaning supplies, dinner tables for families to eat on, beds, and toys for children to play with. More importantly, our donors provide **hope** for our consumers and their families.



WRAP UP. . .

From the Heart would not be the successful program without the support of our community based donors. Tri-County thrives on these partnerships and is extremely grateful that they choose Tri-County Services as the source of their donations. Because of their commitment and generosity towards the individuals that Tri-County serves, our consumers received the wonderful gift of **hope** this season. Our community partners are an instrumental key to *From the Heart*. Tri-County remains grateful for their generous contributions to better our communities.





ALMOST 900 CONSUMERS WOULD NOT HAVE HAD SOME TYPE OF GIFT HAD IT NOT BEEN FOR *FROM THE HEART* AND THE GENEROUS COMMUNITY DONORS AND PARTNERS. TRI-COUNTY THANKS OUR DONORS FOR PROVIDING FOR OUR CONSUMERS.

FROM THE HEART 2010

Executive Director's Report February 24, 2011

Information

- The next regularly scheduled Board meeting is Thursday March 24th
- Mark your calendars – the annual Texas Council Board and Staff training conference is June 15-17th at the Galleria in Houston.

Operations

- The Crisis Stabilization Unit (CSU) construction continues and the contractor indicated early this week that they still expect to complete the project by mid to late March. The following update was provided by Diamond Construction on February 18th:
 - The kitchen equipment got set this week
 - Flooring (tile) is on going
 - Millwork starts Monday
 - HVAC working
 - Plumbing fixtures start next week
 - Electrical ongoing
 - Perm power early next week
 - Doors & hardware going on
 - Fencing starting next week
 - Landscaping & irrigation - 1 week out

Diamond is providing weekly updates on the construction progress.

Staff are working on transition activities, including moving furniture and equipment to the CSU and ensuring that all phone and computer equipment will be installed when the building is complete.

- Department of Aging and Disability Services (DADS) – the Local Authority Service Coordination and Texas Home Living (TxHmL) survey was conducted January 22-24th and there were no findings for the TxHmL program and only a few documentation findings for the Service Coordination program. The surveyors stated that this was the best program they had reviewed thus far and were complimentary of our staff. Trish Janek and her staff do outstanding work with our consumers and their families.

Due to the budget shortfall, DADS suspended the release of HCS slots for the remainder of the fiscal year. In lieu of the HCS slots, DADS released TxHmL slots and we received 15 slots; the services in this program are limited and the maximum amount that can be spent for each consumer is \$17,000. Our staff are busy offering TxHmL services to those individuals who received a slot.

- East Texas Behavioral Healthcare Network (ETBHN) – A strategic planning session was held February 3-4 at the Woodlands Marriott and key staff from member centers participated. Among the initiatives that are being considered as a result of this planning are consolidation of business, personnel and information technology functions along with

the possible development of tele-psychiatry services. Several teams are working on these initiatives.

The pharmacy continues to operate very efficiently and is generating interest among other centers. Additionally, other centers have also inquired about the regional authorization service.

- 82nd Legislative Session – Both the House Appropriations and Senate Finance Committees have held the preliminary budget hearings and Centers provided excellent testimony. David Walker and I were asked to provide testimony at the Senate Finance Committee earlier this month and he gave very compelling testimony; Senate Whitmire, Houston, thanked and complimented him on his comments. There is link on our website to the recorded testimony. Members of the gallery were encouraged to “raise an army” back home to voice their concern about the proposed reductions in funding.

The budget discussions are occurring much sooner than many political pundits thought they would and both committees are moving very quickly through their thoughtful deliberations. Attached is a summary of recent activities that was sent by the Texas Council.

Several bills of interest have been filed and referred to various committees; including a study to close at least one state supported living center, privatize at least one state hospital and other changes to the Health and Safety Code. Additionally, both houses are studying various changes in the Medicaid benefits, including reducing or eliminating some of the optional services. Unfortunately, many of the services we provide for persons with mental illness and intellectual disabilities are optional. The Texas Council staff are working closely with the Health and Human Services Commission (HHCS) staff to help them understand the impact of such changes.

- The Texas Council Risk Management Fund Board held its Board training and quarterly Board meeting earlier this month. Attached is a summary of that meeting.
- I have hired a new Coordinator of Resource Development, Shane Burks, and he will start Monday, February 28th. He comes to us with more than 5 years of resource development and volunteer recruitment and retention with the Boy Scouts of America in Houston.

February 21, 2011

As you are aware, activities surrounding the Capitol have been intense across both chambers, with Senate Finance Committee, Senate Medicaid Subcommittee, House Appropriations Committee (HAC), HAC Article II (Health and Human Services) Subcommittee and HAC Article V (Criminal Justice) meeting at various times last week from early in the morning to late at night.

On the Senate side, the Medicaid Subcommittee met for several sessions last week to hear invited testimony and consider options that could reduce Medicaid costs. As occurred in 2003, legislators have asked HHSC to identify cost savings measures, including the possible elimination of optional services. This list includes services such as Medicaid MH Rehabilitation, MH Targeted Case Management, Intermediate Care Facilities (ICF), Home and Community Services (HCS), and IDD Targeted Case Management.

On the House side, the HAC Article II Subcommittee held hearings and received public testimony as follows: HHSC (February 15, 2011); DADS (February 16, 2010); DFPS (February 17, 2010); DSHS (February 18, 2010). Rep. Chisum and Rep. Schwertner will co-lead for the DSHS budget and Representative Susan King will lead for the DADS budget.

Although tensions surrounding the budget shortfall remain very high there is undeniably a recognition that community-based services for both people with intellectual disabilities and people with serious mental illness reduce reliance on higher cost government systems. This message has clearly reached legislative offices from all corners of the state.

We urge you to keep pressing this critical message.



Texas Council Risk Management Fund
Board Update
February 2011

The Board of Trustees and Advisory Committee held a training session on February 10 and conducted a regular Board meeting on February 11. Following are some highlights of these sessions.

- The training session on February 10 provided an overview of the Fund's history, governance structure, and operations. Presentations by Trustees, Advisory Committee members, and staff served as an orientation session for several new members of the Board of Trustees and Advisory Committee, and also provided a refresher for the other members. The presentations also included a report by John Foehl, Chief Executive Officer of Government Entities Mutual (GEM), the Fund's primary reinsurer. Mr. Foehl discussed GEM's financial performance and strategies for serving its members.
- The Board welcomed two new Trustees. Mr. Harry Griffin fills the position previously held by Saul Pullman. Mr. Griffin is a member of The Center for Health Care Services Board of Trustees. Judge Van York fills the position previously held by Brigida Gonzalez. Judge York is a member of the Board of Trustees for West Texas Centers for MHMR.
- Three new Advisory Committee members were also welcomed at this meeting: Pamela Stockman, Human Resource Director for The Center for Life Resources; Jerome Flores, Chief Financial Officer for Lubbock Regional MHMR Center; and Martin Brubaker, Human Resource Director for Central Counties Center for MHMR Services.
- The Board approved a proposal to offset centers' adjustments in the workers' compensation minimum contribution plan (MCP) for the current year. This action was taken in view of the anticipated large budget cuts centers are facing for the next two fiscal years. Each center is allowed to offset up to \$25,000 of its MCP balance due regardless of the center's surplus position with the Fund. Centers with a positive surplus balance are allowed to offset additional amounts of the MCP balance based on their contribution-to-surplus ratio. Centers that still owe under the MCP adjustments after these offsets are made will have the opportunity to pay the balance due over the rest of the 2010-2011 Fund Year, without interest. Also, centers have the option of whether to use the amount available under the MCP offset plan to reduce either their 2010 MCP adjustment or their 2011-2012 contributions. The offsets will require the use of approximately \$451,000 of the Fund's surplus.
- The Board requested that the Fund Administrator review possible rate reduction strategies for 2011-2012 in view of the anticipated budget reductions for centers. Specific proposals regarding funding reductions will be considered at the May Board meeting

- The Finance Committee considered proposed changes to the Fund's Investment and Cash Management Policy. These changes would specify actions to be taken in the event of a significant decline in return on the Fund's investments. Action on the proposed changes was postponed until the next meeting to allow refinement of the amendments.

The next Board of Trustees meeting will be held on May 6, 2011 in Austin. This meeting will be preceded by a Board planning session on May 5.

A crutch is a crutch

Ryan Leonard discusses the new problems modern veterans are encountering in their return to civilian life

When I left for basic training in June 2003, I made up my mind I would not bother my drill sergeants with concerns I felt they would consider to be petty; like feeling homesick or tired. Obviously, that was the right call. I had battle buddies for that.

Three weeks into training, we had our first ruck march. Halfway through, we were ordered to simulate taking cover on the side of the road and I got my first dose of Fort Benning's finest poison ivy.

I considered just dealing with it, but it started to spread and it itched constantly, so I informed my drill sergeant that I would need to go to sick call. I felt that I had a legitimate concern, but I was surprised when he seemed irritated by my request.

Did he expect me to train with poison ivy all over my arms and legs? No, of course not. But he needed me to think that's what he wanted. He needed me to see that I was putting my own needs before the mission. Even if

seeking medical attention was the right call, he needed me to think twice next time so I wasn't a hindrance on my unit. It wasn't until I arrived at my first duty station that I caught on to the act.

"Drink water, drive on."

"Lunch is a crutch."

"Sleep is a crutch."

"A crutch is a crutch."

All of these statements were meant to get us to forget about our problems and focus on the mission at hand. And don't get me wrong the military was right to do this...

the military was right to do this.

As members of the military, we volunteered to defend our country no matter the cost. This sometimes meant burying our problems at the bottom of a duffel bag until later. But, after something sits at the bottom of a duffel bag,

it's usually uglier coming out than it was going in.

Now that we're out of the military, why do we keep stuffing our problems into a duffel bag? And don't tell me we don't have problems. Any of us who have gone to college to take advantage of our G.I. Bill have probably

had some 18 year old kid feel compelled to explain how the world works. Others have gotten jobs right after their military careers had ended and been asked, point-blank, if they had ever killed anyone. That is if you could find a job to begin with.

There is no doubt in my mind that some employers choose not to hire veterans. I personally don't understand their reasoning, but we did fight to give them that right, so what can you do?

Have I covered every problem facing the newest

generation of veterans? No, not even close. That's because everyone has their own concerns that are just that: theirs. And each one of them is legitimate and worth trying to solve. I'm not talking about going to a shrink and lying on a couch while you discuss your childhood, or looking at ink blots all day. I'm talking about sitting around with other veterans who have been there and talking.

Or listening. I'm talking about a group of veterans of Operation Iraqi Freedom or Operation Enduring Freedom gathering together and helping each other. Giving tips on whose hiring, offering to help get enrolled in school and figuring out the changes to the G.I. Bill. I'm talking about a place you can go to gripe about how ignorant civilians are.

It's not counseling. It's not psychiatry. It's help. And there's nothing wrong with that.

- Ryan is a sophomore english major

CHIEF FINANCIAL OFFICER'S REPORT

February 24, 2011

Cost Accounting Methodology (CAM) Report – The final CAM report is due on February 28th. We submitted the preliminary CAM report at the end of January and have been working on minor issues over the last month to ensure our data is clean as possible. Our CAM team will be reviewing the cost data and comparing it to prior years, as well as with state cost averages. The costs reported in the CAM report are starting to be used by both DADS and DSHS for analysis of service data.

FY 2009 ICF Cost Report Audit – Last week we had an auditor on site from the Texas Health and Human Services Commission, Office of Inspector General. He was here for three days for a very intense review of our FY 2009 ICF cost report. We also had a representative from Empowerment Options that worked with our staff on their portion of the cost report. We have not had our exit interview with the auditor or received any preliminary reports of his findings. While the auditor was on site he did have us do some recalculations of various allocations of costs to review the accuracy of our report. Of these recalculations the total varied less than 1% of our initial cost report data.

FY 2011 Budget Revision – The first budget revision is still a work in progress. With the reduction of Medicaid rates and projected cuts in numerous programs it is a moving target at this time and we have decided to move this item to the March Board meeting.

Surplus Sale – We were able to sell our three vans that were declared as surplus at a local auto auction. We have also been preparing for the surplus sale at the Bryant Road location. The bays at Bryant Road have items such as computer monitors and hundreds of light bulbs that we had removed from all of our locations when we converted to the T-8 fixtures. These items need to be disposed of correctly for hazardous waste products. We are researching low cost or no cost options prior to the actual surplus sale.

North Loop Building – We had this building on the market for sale or lease many times over the past 10 years and at this time it is not listed with any agent. In December we received a call from a person that was interested in possibly buying the building. We are currently trying to coordinate with the person and his business partners to have a showing of the building.

FY 2010 Audit Management Letter – At last month's Board meeting Carlos Taboada presented the FY 2010 audited financial statements. He referred to the Management Letter that listed a couple of opportunities for strengthening our internal controls and operating efficiency. These were the items listed:

- **General Ledger:** Government Accounting Standards Board (GASB) Statement No. 34 has been in effect for a few years. GASB 34 deals with the presentation of financial statements. In the future, management may want to consider revising its chart of accounts and general ledger to follow the GASB 34 concept. This will require abandoning fund accounting and eliminating account 1440 (Amount Needed to Retire Long Term Debt) or transferring it to the Fund Balance group of accounts. This transfer would be required since it is a memorandum account instead of an asset. Such a change would provide in house financial statements that more closely resemble the current guidance for financial statements.
 - **Response:** We have done a preliminary Balance Sheet with the changes and have asked for review from Carlos before we bring it to the Board for final approval of this change.
- **Fixed Assets:** Fixed assets are maintained in a spreadsheet prepared in Accounting. This spreadsheet records the description of the asset, acquisition date, cost depreciation expense and accumulated depreciation for each fiscal year. Accounting had some problems rolling forward the balances from last year to this fiscal year. Management may want to capture this information in a formal fixed asset, software package in the future. Such software would take some time to set up but in the future years it would be easier to maintain than a spreadsheet and would reduce the risk of errors.
 - **Response:** We will research the options available for a new fixed asset package that will meet Tri-County's needs and make a decision on when to implement.