

Tri-County Behavioral Healthcare Board of Trustees Meeting

January 31, 2019



Notice is hereby given that a regular meeting of the Board of Trustees of Tri-County Behavioral Healthcare will be held on Thursday, January 31, 2019. 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 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 - From the Heart Campaign

III. Approve Minutes - November 29, 2018

IV. Executive Director's Report - Evan Roberson

- A. IDD Authority Audit
- B. Anasazi Changes and Potential Impact
- C. Legislative Updates
- D. Stakeholder Meetings

V. 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

VI. Program Committee

Information Items

- | | |
|--|-------------|
| A. Community Resources Report..... | Pages 8-11 |
| B. Consumer Services Report for November and December 2018..... | Pages 12-14 |
| C. Program Updates..... | Pages 15-19 |
| D. FY 2019 Goals and Objectives Progress Report..... | Pages 20-23 |
| E. 1 st Quarter FY 2019 Corporate Compliance and Quality Management Report..... | Pages 24-26 |
| F. 2 nd Quarter FY 2019 Corporate Compliance Training..... | Pages 27-28 |
| G. Medicaid 1115 Transformation Waiver Project Status Report..... | Pages 29-31 |

VII. Executive Committee

Information Items

- A. Board of Trustees Oath of Office..... Pages 32-35
- B. Personnel Report for November and December 2018..... Pages 36-40
- C. Texas Council Risk Management Fund Claims Summary as of November & December 2018..... Pages 41-43
- D. Texas Council Quarterly Board Meeting Update..... Pages 44-46

VIII. Business Committee

Action Items

- A. Approve November 2018 Financial Statements..... Pages 47-59
- B. Approve December 2018 Financial Statements..... Pages 60-73
- C. Approve FY 2018 Independent Financial Audit..... Page 74
- D. Approve Authorized Signers for Financial Accounts..... Page 75
- E. Approve MH Coordinated Specialty Care Grant Program Contract No. HHS000336900001..... Page 76
- F. Ratify Mental Health First Aid Contract No. HHS000183000001, Amend No. 1..... Page 77
- G. Decide on Next Steps to Resolve Building Issues at 233 Sgt Ed Holcomb Blvd., South..... Page 78
- H. Independence Oaks Apartments Update..... Page 79

Information Items

- I. 1st Quarter FY 2019 Investment Report..... Pages 80-84
- J. Board of Trustees Unit Financial Statements for November and December 2018..... Pages 85-87
- K. HUD 811 Updates - Cleveland, Montgomery and Huntsville..... Pages 88-90
- L. Foundation Board Update..... Page 91

IX. 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

November 29, 2018

Board Members Present:

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

Board Members Absent:

Janet Qureshi

Tri-County Staff Present:

Evan Roberson, Executive Director
Kathy Foster, Director of IDD Provider Services
Kelly Shropshire, Director of IDD Authority Services
Tanya Bryant, Director of Quality Management and Support
Catherine Prestigiovanni, Director of Strategic Development
Amy Foerster, Chief Compliance Officer
Ava Green, Executive Assistant
Sara Bradfield, Adult MH Outpatient Services Program Director
Melissa Zemencsik, C&Y MH Outpatient Services Program Director
Maegan Richards, Administrative Assistant
Harris Huguenard, Legal Counsel

Call to Order: Board Chair, Patti Atkins, called the meeting to order at 10:01 a.m. at 233 Sgt. Ed Holcomb Blvd. S., Conroe, TX.

Public Comment: There was no public comment.

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

Resolution #11-18-01

Motion Made By: Tracy Sorensen

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

Resolved:

That the Board excuse the absence of Janet Qureshi.

Resolution #11-18-02

Motion Made By: Morris Johnson

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

Resolved:

That the Board approve the minutes of the October 25, 2018 meeting of the Board of Trustees.

Program Presentations:

Liberty Life Skills Christmas Carolers

Presentation of awards to Consumer Christmas Card Contest Winners

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 October 2018 was reviewed for information purposes only.

The Program Updates Report was reviewed for information purposes only.

EXECUTIVE COMMITTEE:

The Personnel Report for October 2018 was reviewed for information purposes only.

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

The Texas Council Quarterly Board Meeting update was presented by Evan Roberson.

BUSINESS COMMITTEE:

Resolution #11-18-03

Motion Made By: Morris Johnson

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

Resolved:

That the Board approve the October 2018 Financial Statements.

Resolution #11-18-04

Motion Made By: Morris Johnson

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

Resolved:

That the Board approve the reappointment of Mr. Leonard Peck and Mrs. Barbara Duren to serve on the Independence Communities, Inc. Board of Directors for an additional two year term expiring in January 2021.

Resolution #11-18-05

Motion Made By: Morris Johnson

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

Resolved:

That the Board approve the reappointment of Ms. Sharon Walker to serve on the Montgomery Supported Housing, Inc. Board of Directors for an additional two year term expiring in January 2021.

Resolution #11-18-06

Motion Made By: Morris Johnson

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

Resolved:

That the Board approve the reappointment of Mrs. Margie Poole and Mrs. Barbara Duren to serve on the Cleveland Supported Housing, Inc. Board of Directors for an additional two year term expiring in January 2021.

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The Board of Trustees Unit Financial Statements for October 2018 was reviewed for information purposes only.

The regular meeting of the Board of Trustees adjourned at 11:06 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 11:49 to go into regular session. There were no items which required action from Executive Committee.

The regular meeting of the Board of Trustees adjourned at 11:50.

Adjournment:

Attest:

Patti Atkins
Chair

Date

Jacob Paschal
Secretary

Date

Agenda Item: Community Resources Report Committee: Program	Board Meeting Date: January 31, 2019
Background Information: None	
Supporting Documentation: Community Resources Report	
Recommended Action: For Information Only	

Community Resources Report

November 30, 2018 – January 31, 2019

Volunteer Hours:

Location	November	December
Conroe	87.5	87.0
Cleveland	1.0	0
Liberty	14.0	0
Huntsville	11.5	3.0
Total	114.0	90.0

COMMUNITY ACTIVITIES:

12/1/18	Veteran Meet-Up	Cleveland
12/3/18	Huntsville ISD Parent Night	Huntsville
12/3/18	Montgomery County Homeless Coalition Board Meeting	Conroe
12/4/18	Bringing Everyone Into The Zone (BEITZ) Group - Jail	Conroe
12/4/18	Conroe ISD Mentor Lunch	Grangerland
12/5/18	President Bush Ceremony at MCSO Jail	Conroe
12/5/18	Veterans Treatment Court	Conroe
12/5/18	VFW Meeting	Conroe
12/5/18	Conroe Noon Lions Club Luncheon	Conroe
12/5/18	Outreach, Screening, Assessment and Referral Meeting (OSAR)	Houston
12/6/18	Lake Conroe Area Republican Women's Luncheon	Walden
12/6/18	Lake Conroe Area Republican Women's Dinner with the County Attorney	Montgomery
12/6/18	Cleveland Chamber of Commerce Luncheon	Cleveland
12/6/18	State Hospital Diversion Bed Reporting Meeting with Kingwood Pines Hospital	Kingwood
12/7/18	Education Service Center Region 6 Presentation	Huntsville
12/7/18	Champions Behavioral Health – Home & Community Based Services - Adult Mental Health Referral Meeting	Conroe
12/8/18	Veterans Roll Call	Liberty
12/10/18	Monthly Mentor Training	Conroe
12/11/18	American Legion Meeting	Conroe
12/11/18	Bringing Everyone Into The Zone (BEITZ) Group - Jail	Conroe
12/11/18	Assisting Victims Escape & Resist Trafficking (AVERT) Human Trafficking Deferment Meeting	Conroe
12/11/18	Healthy U Event Lone Star College – Adult Treatment Program and Substance Use	Tomball
12/12/18	Conroe Noon Lions Club Board Meeting	Conroe
12/12/18	Family and Community Coalition of Montgomery County	The Woodlands
12/12/18	Conroe Noon Lions Club Luncheon	Conroe
12/13/18	Walker County Chamber of Commerce Small Business Meeting	Huntsville
12/13/18	Homeless Management Information Systems (HMIS) Input Forum	Conroe

12/15/18	American Legion Shop-With-A-Vet	Conroe
12/17/18	Conroe Police Department Promotion Ceremony	Conroe
12/18/18	Montgomery County Community Resource Coordination Group	Conroe
12/18/18	Conroe ISD Mentor Lunch	Grangerland
12/18/18	North Houston Networking Group	The Woodlands
12/18/19	Bringing Everyone Into The Zone (BEITZ) Group - Jail	Conroe
12/19/18	Veterans Treatment Court	Conroe
12/19/18	Conroe Noon Lions Club Luncheon	Conroe
12/19/18	Liberty/Dayton Chamber of Commerce Luncheon	Liberty
12/20/18	Heroes Pantry	Spring
12/20/18	Agrilife Class Pot Luck Dinner	Conroe
1/2/19	Conroe Noon Lions Club Luncheon	Conroe
1/3/19	Lake Conroe Area Republican Women's Luncheon	Walden
1/3/19	Cleveland Chamber of Commerce Luncheon	Cleveland
1/4/19	Home & Community Based Services – Adult Mental Health Coordination Meeting with HHSC, Heavenly Haven and Cinco Ranch Behavioral Health	Conroe
1/5/19	Veteran Meet Up	Cleveland
1/7/19	Montgomery County Homeless Coalition Board Meeting	Conroe
1/7/19	Veteran Resource Fair	Cypress
1/7/19	Liberty County School Nurses Meeting	Liberty
1/8/19	Liberty County Community Resource Coordination Group	Liberty
1/8/19	Woodland Springs Continuity of Care Meeting	The Woodlands
1/8/19	Huntsville ISD Youth Mental Health First Aid Training	Huntsville
1/8/19	Bringing Everyone Into The Zone (BEITZ) Group - Jail	Conroe
1/9/19	Families and Communities Coalition	The Woodlands
1/9/19	Veterans Treatment Court	Conroe
1/9/19	Conroe Noon Lions Club Luncheon	Conroe
1/9/19	Conroe Noon Lions Club Board Meeting	Conroe
1/9/19	Family and Community Coalition of Montgomery County	The Woodlands
1/10/19	Walker County Chamber of Commerce Small Business Meeting	Huntsville
1/13/19	Suicide Prevention Presentation at Stephen Ministries	Conroe
1/14/19	Conroe Noon Lions Club Chair Meeting	Conroe
1/14/19	Monthly Mentor Training	Conroe
1/15/19	North Houston Networking Group	The Woodlands
1/15/19	Montgomery County Community Resource Coordination Group	Conroe
1/15/19	Conroe ISD Mentor Luncheon	Grangerland
1/15/19	Montgomery County Probation Presentation	Conroe
1/15/19	Bringing Everyone Into The Zone (BEITZ) Group - Jail	Conroe
1/16/19	Huntsville Memorial Hospital Multidisciplinary Behavioral Health Team Quarterly Meeting	Huntsville
1/16/19	Liberty/Dayton Chamber of Commerce Luncheon	Liberty
1/16/19	Conroe Noon Lions Club Luncheon	Conroe
1/16/19	Oscar Johnson Community Center Staff Presentation	Conroe

1/17/19	Heroes Pantry	Spring
1/18/19	3 rd Annual Veterans Services Banquet	Conroe
1/22/19	Bringing Everyone Into The Zone (BEITZ) Group - Jail	Conroe
1/22/19	Conroe ISD Mentor Luncheon	Grangerland
1/22/19	Liberty County Mental Health Issues Workgroup	Liberty
1/23/19	Civil Service Meeting	Conroe
1/23/19	Conroe Noon Lions Club Luncheon	Conroe
1/23/19	Veterans Treatment Court	Conroe
1/26/19	Conroe ISD Health Fair	Conroe
1/26/19	Military Veteran Peer Network (MVPN) Quarterly Saturday Basic Training	Conroe
1/28/19	Military Veteran Peer Network (MVPN) Monthly Basic Training	Conroe
1/29/19	Bringing Everyone Into The Zone (BEITZ) Group - Jail	Conroe
1/29/19	Conroe ISD Mentor Luncheon	Grangerland
1/30/19	Conroe Noon Lions Club Luncheon	Conroe
1/31/19	Magnolia ISD/Tri-County Collaborative Meeting	Magnolia

UPCOMING ACTIVITIES:

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
2/6/19	Lake Conroe Area Republican Women's Luncheon	Walden
2/7/19	Cleveland Chamber of Commerce Luncheon	Cleveland
2/12/19	Assisting Victims Escape & Resist Trafficking (AVERT) Human Trafficking Deferment Meeting	Conroe
2/12/19	Conroe ISD Mentor Luncheon	Grangerland
2/13/19	Conroe Noon Lions Club Luncheon	Conroe
2/13/19	Family and Community Coalition of Montgomery County	The Woodlands
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
2/20/19	Liberty/Dayton Chamber of Commerce Luncheon	Liberty
2/20/19	Conroe Noon Lions Club Luncheon	Conroe
2/26/19	Conroe ISD Mentor Luncheon	Grangerland
2/27/19	Conroe Noon Lions Club Luncheon	Conroe

Agenda Item: Consumer Services Report for November and December 2018 Committee: Program	Board Meeting Date: January 31, 2019
Background Information: None	
Supporting Documentation: Consumer Services Report for November and December 2018	
Recommended Action: For Information Only	

Consumer Services Report

November 2018

Consumer Services	Montgomery County	Cleveland	Liberty	Walker County	Total
Crisis Services, MH Adults/Children					
Persons Screened, Intakes, Other Crisis Services	523	50	30	48	651
Crisis and Transitional Services (LOC 0, LOC 5)	27	1	0	0	28
Psychiatric Emergency Treatment Center (PETC) Served	51	6	4	3	64
Psychiatric Emergency Treatment Center (PETC) Bed Days	200	40	19	8	267
Contract Hospital Admissions	15	2	1	2	20
Diversion Admits	3	1	0	0	4
Total State Hospital Admissions	0	0	0	0	0
Routine Services, MH Adults/Children					
Adult Service Packages (LOC 1m,1s,2,3,4)	1325	168	133	127	1753
Adult Medication Services	936	93	83	102	1214
Child Service Packages (LOC 1-4 and YC)	600	59	27	78	764
Child Medication Services	286	20	11	31	348
TCOOMMI (Adult Only)	120	17	18	7	162
Adult Jail Diversions	4	0	0	0	4
Persons Served by Program, IDD					
Number of New Enrollments for IDD Services	0	0	0	1	1
Service Coordination	664	33	50	69	816
Persons Enrolled in Programs, IDD					
Center Waiver Services (HCS, Supervised Living)	23	3	13	21	60
Substance Abuse Services					
Children and Youth Prevention Services	94	30	0	12	136
Youth Substance Abuse Treatment Services/COPSD	12	0	0	0	12
Adult Substance Abuse Treatment Services/COPSD	51	0	0	2	53
Waiting/Interest Lists as of Month End					
Adult Mental Health Services	134	2	0	0	136
Home and Community Based Services Interest List	1664	128	149	192	2133
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
October Served by County					
Adult Mental Health Services	1874	178	152	212	2416
Child Mental Health Services	806	63	32	83	984
Intellectual and Developmental Disabilities Services	680	46	56	74	856
Total Served by County	3360	287	240	369	4256
September Served by County					
Adult Mental Health Services	1647	147	122	194	2110
Child Mental Health Services	714	59	30	81	884
Intellectual and Developmental Disabilities Services	661	44	56	73	834
Total Served by County	3022	250	208	348	3828

Consumer Services Report

December 2018

Consumer Services	Montgomery County	Cleveland	Liberty	Walker County	Total
Crisis Services, MH Adults/Children					
Persons Screened, Intakes, Other Crisis Services	460	35	33	55	583
Crisis and Transitional Services (LOC 0, LOC 5)	23	1	0	0	24
Psychiatric Emergency Treatment Center (PETC) Served	44	2	4	11	61
Psychiatric Emergency Treatment Center (PETC) Bed Days	214	7	16	36	273
Contract Hospital Admissions	5	0	0	0	5
Diversion Admits	17	1	1	1	20
Total State Hospital Admissions	0	0	0	0	0
Routine Services, MH Adults/Children					
Adult Service Packages (LOC 1m,1s,2,3,4)	1249	152	112	127	1640
Adult Medication Services	828	81	73	85	1067
Child Service Packages (LOC 1-4 and YC)	553	54	28	77	712
Child Medication Services	214	11	9	21	255
TCOOMMI (Adult Only)	113	17	18	7	155
Adult Jail Diversions	4	0	0	0	4
Persons Served by Program, IDD					
Number of New Enrollments for IDD Services	0	0	0	0	0
Service Coordination	660	36	45	68	809
Persons Enrolled in Programs, IDD					
Center Waiver Services (HCS, Supervised Living)	22	3	13	21	59
Substance Abuse Services					
Children and Youth Prevention Services	85	13	0	12	110
Youth Substance Abuse Treatment Services/COPSD	9	0	0	0	9
Adult Substance Abuse Treatment Services/COPSD	47	0	0	2	49
Waiting/Interest Lists as of Month End					
Adult Mental Health Services	142	4	0	0	146
Home and Community Based Services Interest List	1663	128	149	192	2132
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
October Served by County					
Adult Mental Health Services	1874	178	152	212	2416
Child Mental Health Services	806	63	32	83	984
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Total Served by County	3360	287	240	369	4256

Agenda Item: Program Updates Committee: Program	Board Meeting Date: January 31, 2019
Background Information: None	
Supporting Documentation: Program Updates	
Recommended Action: For Information Only	

Program Updates

November 30, 2018 – January 31, 2019

Crisis Services

1. The East Montgomery County Crisis Clinic (Porter) opened as planned on December 1st. While it was not very busy in December, this was to be expected. In the month of January we have seen a steady increase with as many clients being seen in the week prior to January 17th as were seen in the entire month of December. The Executive Director met with the Montgomery County Hospital District, who runs the county ambulance service, to discuss referrals. In addition, a group from the Montgomery County Pct 1, who run the Montgomery County Mental Health Deputy Program, visited the facility Wednesday January 23rd.
2. For December, we averaged about nine persons a day in contract beds, which continued to show a downward trend from September. In crisis services, we continue to see an overall increase in the number of kids and adults seeking treatment. Many of these persons are new to the Center.
3. The Extended Observation Unit (EOU) is helping divert clients from CSU and contract beds since many of the individuals admitted to the EOU would have been admitted to the CSU or a contract bed if the EOU had not been available. In December, there were 25 admissions to the EOU.
4. Now that Crisis Program Director has been hired, we are working on filling several key vacancies at the PETC, including the position of Licensed Administrator of Crisis services. Applications have been coming in very slowly, but January has been promising with three new applications. The Crisis Program Director is also working with staff in the outpatient adult and child and youth programs to develop better continuity of care processes between outpatient services and the PETC/Mobile Crisis Outreach Team staff.

MH Adult Services

1. The Routine Assessment and Counseling Team Lead reports that admission to services remains consistent, despite the holidays, with over 95% of available appointments filled in November and December. The team has recently filled a vacant position, which will allow for greater access to treatment. The Team Lead further indicates that the Cognitive Behavioral Therapy program remains full, with consistent referrals for individuals seeking counseling treatment.
2. Our newly hired Peer Specialist has started accepting referrals and will begin meeting with individuals in December. Additionally, this staff will be participating in Peer Specialist training at the end of January, which will allow her to earn certification as a Peer Specialist.
3. The Project for the Assistance of Transition from Homelessness (PATH) program has expanded to the rural areas, allowing for further engagement with homeless populations in the catchment area.
4. In the rural clinics, vacant positions are slowly being filled. It is anticipated that once these roles are staffed and trained that there will be an increase in revenue production.

The Rural Clinics are also reviewing scheduling practices with the goal of decreasing wait time between intake and the initial prescriber visit, as well as decreased time between appointments when individuals have to reschedule.

MH Child Services

1. We continue to recruit C&Y Rehab Specialists and will soon have more manageable caseload sizes as the new hires are trained.
2. The demand for services at both of our new Conroe ISD sites has led to an additional C&Y Rehab Specialist joining the school-based team.
3. Magnolia ISD continues to welcome us into their schools and has even offered office space for the C&Y Rehab Specialists that serve the area.
4. We continue to analyze the impact of the School-based Mental Health Clinics and our ability to take the model to scale. We are hopeful that the session will provide a little funding so these programs can be financially viable at more schools.

Criminal Justice Services

1. The Administrator of Criminal Justice Services participated on a conference call with HHSC regarding budgets, invoices, and billable services with emphasis placed on appropriate billing and coding of services. Tri-County was noted as remaining in compliance with these standards. The program further is remaining active in the community, coordinating treatment of 56 individuals in Montgomery County Jail in November, and admitting new clients into the Outpatient Competency Restoration program.

Substance Abuse Services

1. The Adult Substance Use Disorder program continues to grow, reflecting the highest census in program history. With this growth, the program is pleased to report that we have filled a vacant position. This addition of a third counselor will allow for expanded programming, allowing for an additional group, as well as family education, increased marketing, and individual counseling options. It is anticipated that this change will increase revenue and improve outcomes by offering greater treatment availability to individuals served.
2. The program is currently seeking a Youth Substance Use Disorder Treatment Counselor and has started the interviewing process. Once the position is filled, programming will expand, allowing for the addition of a third group each week.
3. Our Prevention Program Manager has been working to get prevention services in Liberty ISD and is starting two groups at Liberty Elementary School.
4. Our prevention team continues to build the program's relationship with Huntsville ISD by providing numerous prevention presentations in hope of eventually starting groups at the junior high.
5. Prevention groups at both Conroe ISD school-based sites are going strong and continue to add to the positive impact that we are having on the lives of the students at these schools.

IDD Services

1. Tri-County Autism Services (TAP) is currently working with 11 children.
2. IDD Authority staff are preparing for their annual survey scheduled for the week of February 4th.
3. Provider staff are preparing sections of the HCS and TxHmL Cost Report. This will be the last report on TxHmL as contract ended November 30, 2017.

Support Services

1. **Quality Management:**
 - a. Staff is currently working through items outlined in the Corrective Action Plan (CAP), as required by Health and Human Services Commission (HHSC) following the recent quality management audit. All staff has received initial training and audit tools have been updated in compliance with the CAP.
 - b. Five client charts were reviewed and submitted to Superior via encrypted e-mail on December 17, 2018.
 - c. Eleven client charts were reviewed and submitted to Texas Medicaid and Healthcare Partnership by January 17, 2019.
2. **Utilization Management:**
 - a. Staff worked with United Behavioral Healthcare (UBH) and providers to communicate unmet needs of individuals served that were identified through UBH claims data.
3. **Training:**
 - a. The Clinical Trainer has completed the development of a Recovery Plan Training which will be provided to identified staff by May 2019 in accordance with our HHSC Quality Management Review CAP.
 - b. The Training Department currently has one opening for a Training Coordinator.
 - c. Our first and second Leadership Tri-County classes participated in their third meeting of the nine part series on December 3, 2018.
4. **Veteran Services:**
 - a. The Veteran Services Department held their annual Veteran's Banquet on January 18, 2019, highlighting the year's activities and honoring mentors and other community stakeholders who have positively impacted the program throughout the year.
5. **Planning and Network Advisory Committee(s):**
 - a. The Planning and Network Advisory Committees met for a combined MH and IDD meeting on January 16, 2019 where they received detailed information on the new Autism Program and Veterans Services. Additional information was provided relating to financials, provided services, center updates, and community involvement.

Community Activities

1. Tri-County's Consumer Foundation has begun distributing funds, with over \$3,400 being distributed in the month of January.
2. Tri-County's Consumer Foundation is working on the next fundraiser entitled, "The Green Jacket Dinner". The dinner is set for early spring 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.

Agenda Item: Year to Date FY 2019 Goals and Objectives Progress Report Committee: Program	Board Meeting Date January 31, 2019
Background Information: <p>The Management Team met on August 10, 2018 to update the five year strategic plan and to develop the goals for FY 2019. The strategic plan and related goals were approved by the Board of Trustees at the September 2018 Board meeting. Subsequently, the Management Team developed objectives for each of the goals.</p> <p>These goals are in addition to the contractual requirements of the Center's contracts with the Health and Human Services Commission or other contractors.</p> <p>This report shows progress year to date for Fiscal Year 2019.</p>	
Supporting Documentation: FY 2019, Year to Date Goals and Objectives Progress Report	
Recommended Action: For Information Only	

Year-to-Date Progress Report

September 1, 2018 – January 31, 2019

Goal #1 – Community Connectedness

Objective 1:

Tri-County Consumer Foundation will hold at least two fundraisers in FY 2019.

- Tri-County's Consumer Foundation held a "Family Fun Night" fundraiser on October 27, 2018 at the City of Panorama raising \$16,365.
- Tri-County's Consumer Foundation will be hosting "The Green Jacket Dinner" at Panorama Golf Club in April. The final date is being identified by Patrick Reed's team, in hopes that he may be able to attend or at least provide a previously recorded announcement.

Objective 2:

The Executive Director will actively participate in the 86th Legislative Session on behalf of the Center and the persons we serve and will make regular reports to the Board of Trustees.

- The first quarter Executive Directors' meeting was dedicated to strategic planning for the 86th Session.
- Evan Roberson, Catherine Prestigiovanni and Sharon Walker visited the Capitol on January 18, 2019. The group had visits with staff in Representative Metcalf, Representative Bell, Representative Bailes and Representative Toth's office. In addition, Staff dropped by Senator Creighton's office.
- Evan Roberson will be leading the Behavioral Health Bill response team for the 86th Legislative Session. Evan has a team of five staff from other Centers and Tri-County's three Program Directors as a resource to review bills for operational impact.

Goal #2 – Clinical Excellence

Objective 1:

Staff will work with Sam Houston State University and Lone Star Family Health Clinic to enhance School-based Mental Health Clinics and will develop Memorandums of Understanding with each by March 31, 2019.

- Initial discussions occurred with both Sam Houston State University and Lone Star Family Health Clinic in the first quarter of Fiscal Year 2019. Conversations with Lone Star included a conversation about a mechanism for billing some services under their Federally Qualified Healthcare Clinic license which would result in more revenue for certain services.

Objective 2:

Tri-County will develop a work plan and team to guide the Certified Community Behavioral Health Clinic transition by May 31, 2019. Regular reports on progress will be made to the Board of Trustees.

- The CCBHC kickoff meeting was held on January 14th. In addition to a deep review of CCBHC principles and tasks, the assignments for the 12 workgroups were reviewed. Subsequently, the 12 workgroups have been assigned and have met with the CCBHC Leadership group to discuss timelines, tasks and deliverables. There seems to be good energy around working through the steps to become CCBHC Certified.
- The initial work plan for the CCBHC has been developed, but each team will add tasks to the work plan as they flesh out the scope of their team responsibilities.

Goal #3 – Staff Development**Objective 1:**

Leadership Tri-County Class Participants will review the current on-boarding process, including face to face and computer based training and recommend changes to the current process to Management Team by March 31, 2019.

- Staff has communicated with Jon Stigliano and will meet with the Leadership Tri-County Cohorts next quarter to discuss this objective. The Cohorts will be given general criteria, information regarding our current processes and examples of possible ideas.

Goal #4 – Administrative Competence**Objective 1:**

Staff will select a vendor to update all Tri-County websites by April 30, 2019

- The Executive Director posted a Request for Proposals on the current Tri-County website and has sent it to a few companies recommended by other Centers. RFP responses are due back by February 22, 2019.

Objective 2:

Leadership Tri-County Class Participants will review our current employee benefits structure and will make recommendations regarding enhancements which would be valued by staff and which are budget neutral by April 30, 2019

- Staff has communicated with Jon Stigliano and is scheduled to meet with the Leadership Tri-County Cohorts next quarter to discuss this objective. The Cohorts will be given general criteria and background about the current benefits offerings and associated costs.

Goal #5 – Professional Facilities

Objective 1:

Staff will develop a facility improvement plan for Cleveland by May 31, 2019

- The Executive Director has contacted local relator, Phillip Cameron, to begin looking at options for property or facilities in North Liberty County.
- Mike Duncum has been engaged to look at four options in Cleveland.
 - Option 1: Move one of our service lines (e.g. Child and Youth Services) to the Campbell street building that we currently lease to UTMB/WIC. Make required repairs to Truman (roof, drains and siding).
 - Option 2: Convert the 20 x 60 building in the back of Truman to office space, add a covered or enclosed walkway, fix Truman roof and drainage issues, repair siding on the building.
 - Option 3: New construction at the current site and tear down the existing post construction.
 - Option 4: New construction off site.
- Mike will provide the Board general information and cost estimates about options.

Agenda Item: 1 st Quarter FY 2019 Corporate Compliance and Quality Management Report Committee: Program	Board Meeting Date January 31, 2019
Background Information: <p>The Health and Human Service Commission's Performance Contract Notebook has a requirement that the Quality Management Department provide "routine" reports to the Board of Trustees about "Quality Management Program activities."</p> <p>Although Quality Management Program activities have been included in the program updates, it was determined that it might be appropriate, in light of this contract requirement, to provide more details regarding these activities.</p> <p>Since the Corporate Compliance Program and Quality Management Program activities are similar in nature, the decision was made to incorporate the Quality Management Program activities into the Quarterly Corporate Compliance Report to the Board and to format this item similar to the program updates. The Corporate Compliance and Quality Management Report for the 1st Quarter of FY 2019 are included in this Board packet.</p>	
Supporting Documentation: 1 st Quarter FY 2019 Corporate Compliance and Quality Management Report	
Recommended Action: For Information Only	

Corporate Compliance and Quality Management Report

1st Quarter, FY 2019

Corporate Compliance Activities

A. Key Statistics:

Two investigations and four reviews were completed in the 1st Quarter.

1. One investigation was finalized and resulted in a final written warning. Payback was made in the amount of \$1,328.28.
2. A second investigation was completed and payback was made in the amount of \$575.46. The staff resigned during the investigation.

B. Committee Activities:

The Corporate Compliance Committee met on October 17, 2018. The committee reviewed the following:

1. A review of FY 2018 investigations;
2. A final summary of the 4th Quarter investigations and reviews;
3. 1st Quarter updates;
4. Legal updates on compliance issues;
5. Annual Corporate Compliance Action Plan;
6. Trending items;
7. Contractor Compliance Plans; and
8. HIPAA

Quality Management Initiatives

A. Key Statistics:

1. Staff participated in the HHSC On-Site Comprehensive Quality Management Audit.
2. Staff reviewed and submitted two record requests, totaling 11 charts.

B. Reviews/Audits:

1. Staff prepared and submitted a Corrective Action Plan (CAP) which was accepted by HHSC on November 15, 2018, as required by Health and Human Services Commission (HHSC) following the recent quality management audit. As you will recall, the overall review and scores from the audit were positive with the majority of recommendations made surrounding Recovery Planning and documentation.
2. Staff reviewed and submitted 10 charts to Optum for services they were billed for dating back to June 4, 2018.
3. Staff reviewed and submitted one chart to Amerigroup for services they were billed dating back as far as January 1, 2017.

C. Other Quality Management Activities:

1. Staff reviewed 38 surveys from individuals who were hospitalized in our State Hospital Diversion beds via contract facilities. The majority of the feedback was generally positive.
2. Staff reviewed 41 notes that used the Co-Occurring Psychiatric and Substance Use Disorder (COPSD) modifier to ensure that the intervention was used appropriately. This review indicated an improvement in appropriate use of the code.
3. Staff conducted 24 telemedicine surveys. Overall responses were mostly positive. Surveys indicate that the provider understood needs and communicated well with individuals. Six of 24 surveys provided a negative response to one or more questions which typically surrounded the quality of televideo care being equivalent to in-person care. Several other surveys contained positive comments regarding the quality of care by the provider.
4. Seven Appeals regarding client termination of services received in Q1. Of these seven appeals, four were reversed.

Agenda Item: 2 nd Quarter FY 2019 Corporate Compliance Training Committee: Program	Board Meeting Date January 31, 2019
Background Information: As part of the Center's Corporate Compliance Program, training is developed each quarter for distribution to staff by their supervisors. This training is included in the packet for ongoing education of the Tri-County Board of Trustees on Corporate Compliance issues.	
Supporting Documentation: 2 nd Quarter FY 2019 Corporate Compliance Training	
Recommended Action: For Information Only	

In This Issue:

Part I In Our Series on
Quality Documentation

Quality documentation is:

- ⇒ Accurate
- ⇒ Complete
- ⇒ Factual
- ⇒ Chronological
- ⇒ Permanent

Corporate Compliance Team

Amy Foerster

Chief Compliance Officer

amyf@tcbhc.org

Heather Hensley

Administrator of Compliance

heatherh@tcbhc.org

Michelle Walker

Administrator of Compliance

michellew@tcbhc.org

Quality Documentation

Why Do We Document?

Proper documentation reflects the quality of care that you give to your clients.

Documentation is also a key form of communication between providers. Not only does it provide evidence to support the quality of the care and decision-making, but it facilitates continuity of care and reflects the patient's needs and perspectives.

Documentation facilitates ongoing quality care by providing:

①

An ongoing means of communication among providers—

Quality documentation is a complete, chronological and factual account of services provided. Anyone should be able to understand what was written, the condition and concerns of the client, what service(s) the client received, at what time, on what date and who delivered the service.

②

A treatment plan—

Decisions about client's course of treatment is partly based on the documentation in the client chart. Scant or missing information can lead to errors in treatment and possibly adverse outcomes.

③

Support for quality improvement—

Documentation also provides valuable information for clinical evaluation and assessment of outcomes.

Summary—The Key Purposes of Documentation

1. An ongoing means of communication among healthcare providers.
2. A basis for planning treatment.
3. To support continuity of care and reflect the client's needs and perspectives.
4. Support for quality improvement.

REPORT Compliance Concerns

Corporate Hotline: 866-243-9252

- ◆ Reports are kept confidential and may be made anonymously.
- ◆ Without fear of reprisal or penalties.
- ◆ Report to your supervisor, HR, or any Compliance team member if you suspect any non-compliance.



Staff Acknowledgement: _____

Print

Signature

Date

Agenda Item: Medicaid 1115 Transformation Waiver Project Status Report Committee: Program	Board Meeting Date January 31, 2019
<p>Final templates were submitted to HHSC in October of 2018. The Initial Review and Category C Baseline Results from HHSC indicated metrics A, B and D and all 6 measures were approved for reporting and baseline achievement.</p> <p>Demonstration Year 8 (DY8) began October 1, 2018 and runs through September 30, 2019. We will report on all six (6) of our Category C measures in April for payment in July. At this time, we are gathering preliminary data to meet measure specifications and show results towards achievement.</p> <p>In DY8, Category C continues to represent 75% of our total valuation of \$7,390,887.00. Valuation of our milestones Categories B and D remain the same where reporting of milestones = 25% and achievement of milestones = 75%. Category A requires reporting of our core activities, but has a 0% allocation.</p> <p>In DY9-10, providers with a DY8 total valuation greater than \$1 million have a proportional valuation reduction, but will not be reduced to less than \$1 million. Tri-County's valuation in DY9 will be approximately 6% less at \$6,950,377 and DY10 at about 20% less value of \$5,929,028. That's a difference of \$1,902,367.68.</p> <p>Because of the lessened value, we may choose to opt out of one of our 3 point measures and report on five while still meeting minimum requirements.</p> <p>In December, 2018, HHSC guidance indicated that the only period to withdraw from DSRIP without recoupment was between February 1, 2019 and March 31, 2019. This month, HHSC released a new timeline for withdrawal without recoupment that now extends to November 30, 2019. This allows receipt of payment for April reporting as long as withdrawal is after April 1st.</p> <p>Forfeited DSRIP DY9-10 funds for withdrawal and/or partial achievement will be redistributed to the remaining providers in each region based on the percentage of overall valuations for each DSRIP provider. If Tri-County represents 20% of the Region 17 budget, then we would have a 20% allowance of the remaining pool. Depending on the amount, increased allocations may also mean increasing our minimum point threshold (MPT) and picking up another measure.</p>	
Supporting Documentation: Medicaid 1115 Transformation Waiver Project Status Report	
Recommended Action: For Information Only	

Tri-County Behavioral Healthcare
Medicaid 1115 Transformation Waiver




DY8 - 10/1/2017 - 09/30/2018







Status Update: January 2019 - DY8 Round 1

DY 8 Valuation

\$7,390,887.00

Source: Internal Reporting / HHSC Reports

-  On Target to Meet DY8 Outcomes
-  In Process / Partial Achievement in DY 8
-  Not Started / Not Achieved

Category A				Progress Towards Goals	Status	DY 8 Valuation
Core Activities	Integrated Physical & Behavioral Health Care Services	Prevention & Wellness	Intensive Evaluation & Diversion	Updates evaluating core activities, secondary drivers, & change ideas in the online system. No additional core activities will be added.		Achieved for \$0
Alternative Payment Models				No APMs/VBP arrangements with a Medicaid payer were made in DY7		
Costs & Savings	Selected for Costs & Savings Analysis			Status update on progress of completing the C & S analysis.		
Collaborative Activities				Report on up to 3 Learning Collaborative meetings attended.		
Category B				Progress Towards Goals	Status	DY 8 Valuation
Performing Provider Population DY7		MLIU				Achieved for \$739,089-10%
# of unique persons who received a face-to-face or virtual service within our defined system		% of unique persons in the system who insurance coverage is Medicaid, Low Income(< 200% FPL), and uninsured		Data to be entered in online reporting system		
Category D				Progress Towards Goals	Status	DY 8 Valuation
Effective Crisis Response	% of individuals receiving crisis services who avoid inpatient admission after a crisis.					Achieved for \$1,108,633 - 15%
Crisis Follow-up	% of individuals receiving crisis services who receive f/up services w/in a period of time.					
Community Tenure	% of individuals who successfully avoid psychiatric inpatient care.					
Reduction in Juvenile Justice Involvement	% of youth who demonstrate improved indicators of juvenile justice involvement.					
Adult Jail Diversion	% adults who demonstrate improvement on indicators of criminal justice involvement.					




Tri-County Behavioral Healthcare
Medicaid 1115 Transformation Waiver







DY8 - 10/1/2017 - 09/30/2018

Status Update: January 2019 - Round 1

Measures based on CY18

Source: Internal Reporting / HHSC Reports

-  On Target to Meet DY8 Outcomes
-  In Process / Partial Achievement in DY 8
-  Not Started / Not Achieved

Category C		DY8 Goal	DY8 Achieved (Estimate)	Status	DY 8 Valuation
M1-103	Controlling High Blood Pressure	53.10%	55.05%		\$5,543,165 or 75%
M1-105	Tobacco Cessation Assessment/Intervention	44.42%	70.72%		
M1-115	Diabetes Care: HbA1c >9%	49.09%	32.26% (neg. directionality)		
M1-147	BMI/Intervention	89.67%	61.00%		
M1-207	Diabetes Care: HBP <140/90	61.82%	64.52%		
M1-261	Substance Use Assessment	95.85%	98.00%		

Agenda Item: Board of Trustees Reappointment and Oath of Office Committee: Executive	Board Meeting Date January 31, 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 November and December 2018 Committee: Executive	Board Meeting Date: January 31, 2019
Background Information: None	
Supporting Documentation: Personnel Report November and December 2018	
Recommended Action: For Information Only	

Personnel Report November 2018

Total Applications received in November = 218

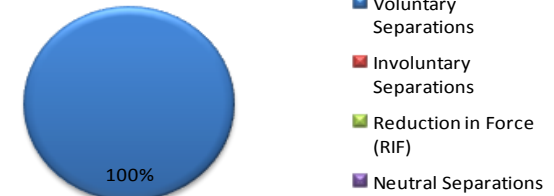
Total New Hires for the month of November = 19

Total New Hires Year to Date = 40

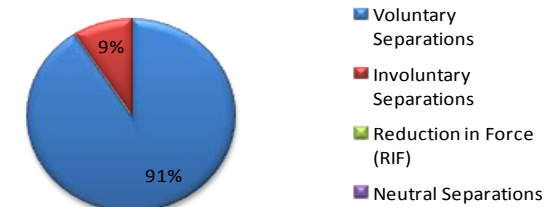
November Turnover - FY19 compared to FY18	FY19	FY18
Number of Active Employees	360	338
Number of Monthly Separations	3	10
Number of Separations YTD	22	21
Year to Date Turnover Rate	6%	6%
November Turnover Rate	1%	3%

Separations by Reason	November Separations	FY19 YTD
Retired	0	0
Involuntarily Terminated	0	3
Neutral Termination	0	0
Dissatisfied	0	0
Lack of Support from Administration	0	0
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	0	0
RIF	0	0
Deceased	0	0
Pay	0	0
Health	0	0
Family	0	1
Relocation	0	1
School	0	3
Personal	1	2
Unknown	0	2
New Job	2	10
Total Separations	3	22

November Voluntary, Involuntary, RIF and Neutral Separations



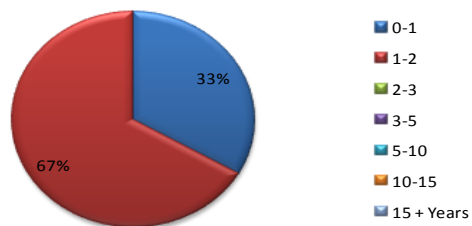
Year to Date Voluntary, Involuntary, RIF and Neutral Separations



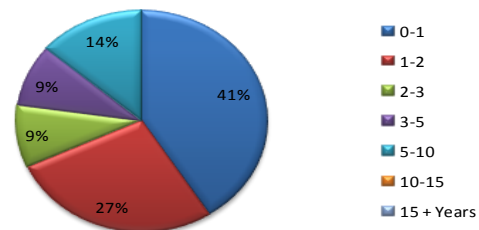
Management Team	# of Employees	Monthly Separations	Year to Date Separations	% November	% Year to Date
Evan Roberson	23	0	2	0%	9%
Millie McDuffey	37	0	0	0%	0%
Amy Foerster	5	0	0	0%	0%
Tanya Bryant	11	0	0	0%	0%
MH Adult	87	2	7	2%	8%
MH Child & Youth	61	1	9	2%	15%
Catherine Prestigiovanni	0	0	1	0%	50%
PETC	61	0	1	0%	2%
Kelly Shropshire	34	0	1	0%	3%
Kathy Foster	32	0	1	0%	3%
Kenneth Barfield	9	0	0	0%	0%
Total	360	3	22		

Separation by EEO Category	# of Employees	Monthly Separations	Year to Date Separations	% November	% Year to Date
Supervisors & Managers	25	0	3	0%	12%
Medical (MD,DO, LVN, RN, APN, PA, Psychologist)	50	0	2	0%	4%
Professionals (QMHP)	103	2	11	2%	11%
Professionals (QIDP)	28	0	1	0%	4%
Licensed Staff (LCDC, LPC...)	20	0	2	0%	10%
Business Services (Accounting)	15	0	0	0%	0%
Central Administration (HR, IT, Executive Director)	22	0	0	0%	0%
Program Support(Financial Counselors, QA, Training, Med. Records)	44	1	2	2%	5%
Nurse Technicians/Aides	18	0	0	0%	0%
Service/Maintenance	9	0	0	0%	0%
Direct Care (HCS, Respite, Life Skills)	26	0	1	0%	4%
Total	360	3	22		

November Separations by Tenure



Year to Date Separations by Tenure



Personnel Report December 2018

Total Applications received in December= 208

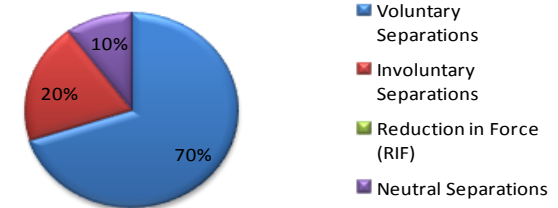
Total New Hires for the month of December= 7

Total New Hires Year to Date = 47

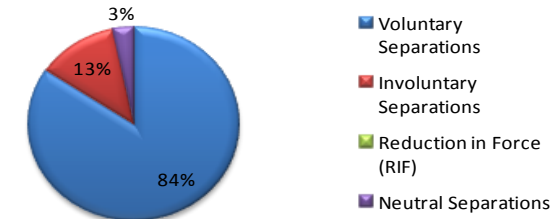
December Turnover - FY19 compared to FY18	FY19	FY18
Number of Active Employees	358	340
Number of Monthly Separations	10	6
Number of Separations YTD	32	27
Year to Date Turnover Rate	9%	8%
December Turnover Rate	3%	2%

Separations by Reason	December Separations	FY19 YTD
Retired	0	0
Involuntarily Terminated	2	5
Neutral Termination	1	1
Dissatisfied	0	0
Lack of Support from Administration	1	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	0	0
RIF	0	0
Deceased	0	0
Pay	0	0
Health	0	0
Family	0	1
Relocation	1	2
School	0	3
Personal	0	2
Unknown	1	3
New Job	4	14
Total Separations	10	32

December Voluntary, Involuntary, RIF and Neutral Separations



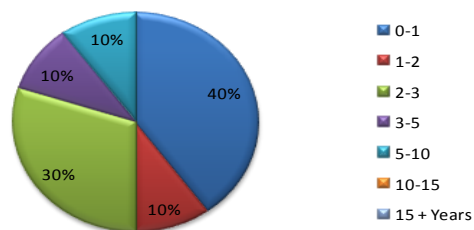
Year to Date Voluntary, Involuntary, RIF and Neutral Separations



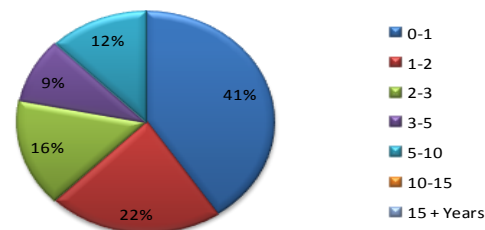
Management Team	# of Employees	Monthly Separations	Year to Date Separations	% December	% Year to Date
Evan Roberson	23	1	3	4%	13%
Millie McDuffey	37	1	1	3%	3%
Amy Foerster	5	0	0	0%	0%
Tanya Bryant	11	0	0	0%	0%
MH Adult	88	2	9	2%	10%
MH Child & Youth	60	2	11	3%	18%
Catherine Prestigiovanni	0	0	1	0%	50%
PETC	60	1	2	2%	3%
Kelly Shropshire	34	2	3	6%	9%
Kathy Foster	32	0	1	0%	3%
Kenneth Barfield	8	1	1	13%	13%
Total	358	10	32		

Separation by EEO Category	# of Employees	Monthly Separations	Year to Date Separations	% December	% Year to Date
Supervisors & Managers	25	0	3	0%	12%
Medical (MD,DO, LVN, RN, APN, PA, Psychologist)	51	1	3	2%	6%
Professionals (QMHP)	103	3	14	3%	14%
Professionals (QIDP)	28	2	3	7%	11%
Licensed Staff (LCDC, LPC...)	20	1	3	5%	15%
Business Services (Accounting)	15	0	0	0%	0%
Central Administration (HR, IT, Executive Director)	21	1	1	5%	5%
Program Support(Financial Counselors, QA, Training, Med. Records)	44	1	3	2%	7%
Nurse Technicians/Aides	16	1	1	6%	6%
Service/Maintenance	9	0	0	0%	0%
Direct Care (HCS, Respite, Life Skills)	26	0	1	0%	4%
Total	358	10	32		

December Separations by Tenure

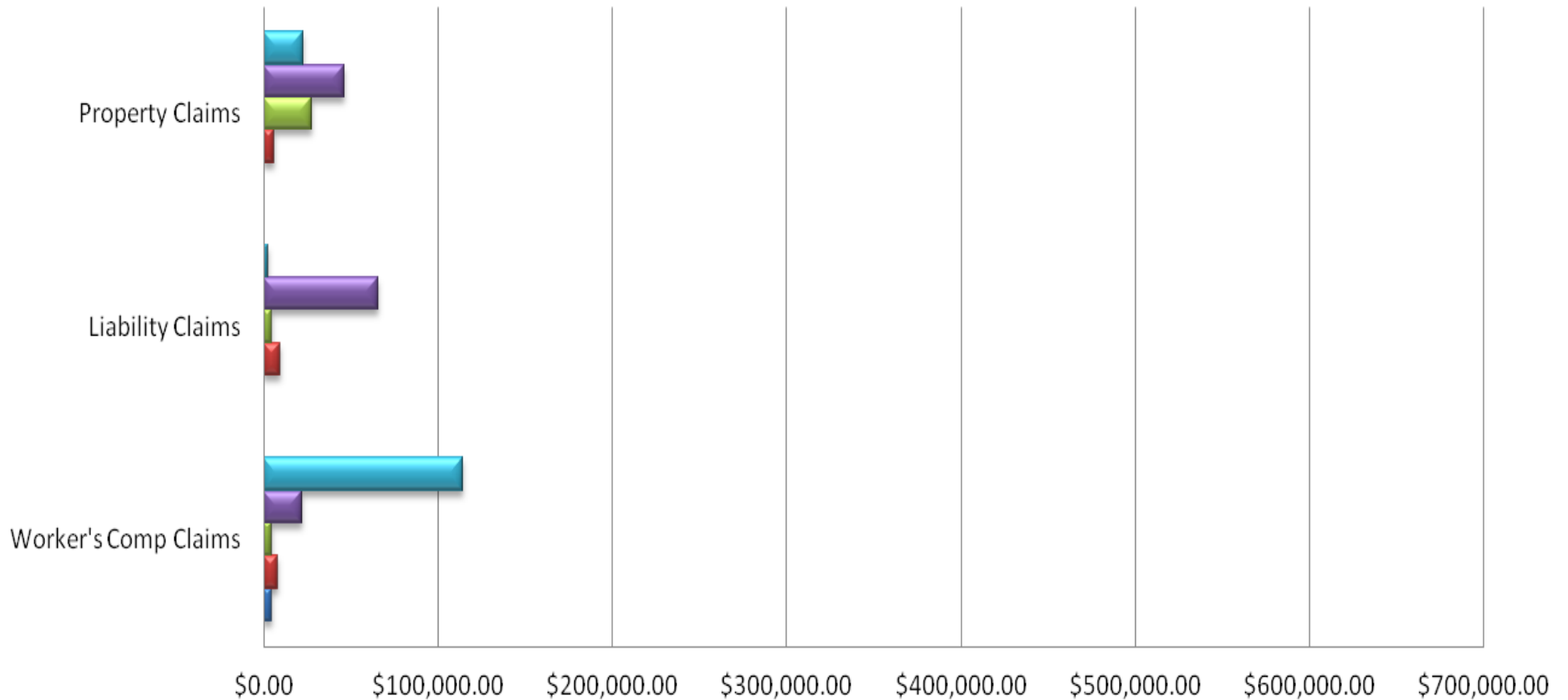


Year to Date Separations by Tenure



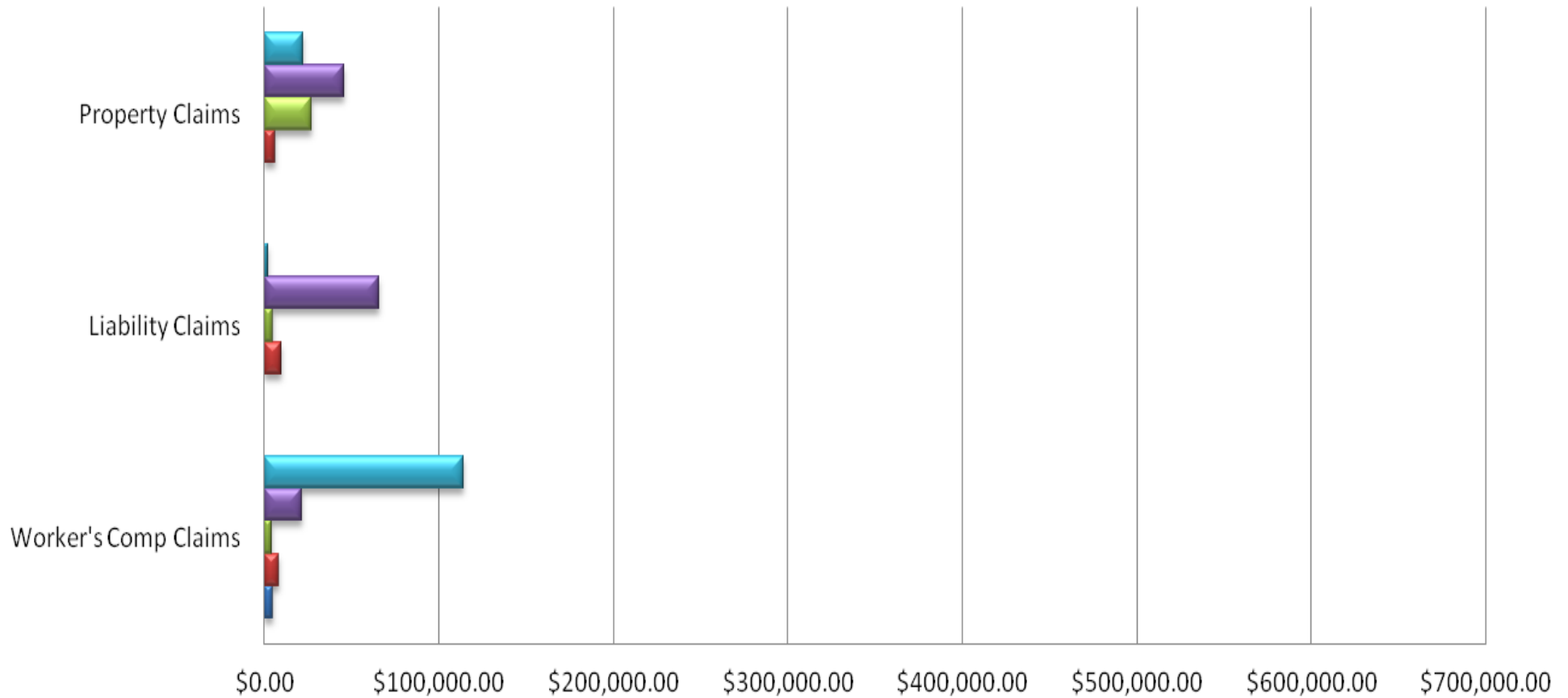
<p>Agenda Item: Texas Council Risk Management Fund Claims Summary as of November and December 2018</p> <p>Committee: Executive</p>	<p>Board Meeting Date:</p> <p>January 31, 2019</p>
<p>Background Information:</p> <p>None</p>	
<p>Supporting Documentation:</p> <p>Texas Council Risk Management Fund Claims Summary as of November and December 2018</p>	
<p>Recommended Action:</p> <p>For Information Only</p>	

TCRMF Claims Summary November 2018



	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	\$9,405.00	\$6,126.00
2019	\$4,888.00	\$0.00	\$0.00

TCRMF Claims Summary December 2018



	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	\$9,622.00	\$6,126.00
2019	\$4,888.00	\$0.00	\$0.00

Agenda Item: Texas Council Quarterly Board Meeting Update Committee: Executive	Board Meeting Date January 31, 2019
Background Information: The Texas Council has requested that Center representatives give updates to Trustees regarding their quarterly Board meeting. A verbal update will be given by Sharon Walker.	
Supporting Documentation: Texas Council Staff Report	
Recommended Action: For Information Only	

86th Texas Legislative Session

- The 86th Texas Legislature convened January 8, 2019 and will adjourn May 27, 2019.
- At this point in the session, Community Center leadership should remain connected with legislative offices, build on already established relationships, and ensure the Capitol staff and District staff are aware of Texas Council priorities and are looking to you for understanding the local implications of appropriation decisions and other unfolding legislation.
- During the next six months, Texas Council staff will work diligently to ensure the priorities of Centers and the individuals and families we support are represented at every step of the legislative process. At times, we will call upon Texas Council Board Members and Executive Directors to make contact with key legislators.

Post-DSRIP Landscape

- One of the most significant issues in the healthcare landscape today is the question of how to preserve gains from the Delivery System Reform Incentive Payment (DSRIP) component of Texas' 1115 Transformation Waiver.
- As the DSRIP funding cliff approaches (2021), Texas Council continues to work with HHSC and other stakeholders to develop innovative funding solutions that reflect the vital role Community Centers play in the lives of Texans with Medicaid and those who are uninsured.
- In August 2018, the Executive Directors Consortium unanimously approved Texas Council's [Adult Mental Health \(AMH\) 1115 Waiver Amendment](#) proposal, which outlines a three-part strategy to:
 1. Tailor the STAR+PLUS program to better meet the needs of adults with Serious Mental Illness (SMI) through value-based, directed payments, quality metrics specific to adults with SMI, and an increased emphasis and use of the Certified Community Behavioral Health Clinic (CCBHC) approach to care;
 2. Create an SMI target population with access to STAR+PLUS benefits; and
 3. Establish an Integrated Care Capacity Building Initiative to maximize local and federal funding through the 1115 waiver to take integrated care for individuals with SMI to scale.
- Texas Council submitted a proposal on behalf of Centers based on the approved AMH 1115 Waiver Amendment proposal to HHSC. This proposal, along with other stakeholder feedback, will inform HHSC's 1115 Waiver DSRIP Transition Plan, which must be submitted to CMS by October 1, 2019.
- Every Center must be CCBHC certified by September 2021. To inform our system and develop a proposed Alternative Payment Methodology, Centers should submit a CCBHC cost report to Texas Council by March 1, 2019.
- HHSC will look to the 86th Texas Legislature for clear direction related to the transition plan.

Mental Health First Aid (MHFA)

- After the tragic shooting at Santa Fe High School, the Office of the Governor developed a [School and Firearm Safety Action Plan](#), which included MHFA as a key component, causing demand for training by independent school districts to increase dramatically. The number of trainings completed in summer FY18 increased 88% from the same time the previous year.
- In Fall 2018, HHSC received additional funds from the Federal Mental Health Block Grant. Out of these funds, approximately \$3.9 million were earmarked for MHFA Outreach. Texas Council is working with HHSC contracting staff around a new requirement for a dedicated MHFA Outreach position at each LMHA, responsible for conducting outreach and developing the program throughout the local service area.

NCQA LTSS Case Management Accreditation

- Texas Council, in collaboration with the Executive Directors Consortium, is exploring the possibility of Centers attaining case management accreditation to:
 - strengthen our standing in the shifting healthcare environment
 - potentially alleviate administrative burdens related to state audits of IDD TCM.
- For more background on NCQA accreditation and the Texas Council's proposal, see this [issue brief](#).

MCOs Propose an IDD Managed Care Demonstration

- With legislative deadlines related to transition rapidly approaching (September 2020 for the potential transition of TxHmL; September 2021 for the potential transition of HCS and ICF-IID), legislative action will be necessary in the 86th Session to delay or make any substantive changes related to the potential transition.
- In the wake of the IDD System Redesign Advisory Committee's unanimous recommendation to delay transition, MCOs, led by United Healthcare and Molina, developed a proposal for an IDD Managed Care demonstration, which would extend LTSS services associated with the CLASS and TxHmL waivers today (e.g. respite, day habilitation, behavior supports) to a cohort of STAR+PLUS members with IDD currently on IDD Waiver Interest Lists.
- The relationship among the proposed demonstration, the now cancelled IDD Managed Care Pilot, and the potential for a delayed timeline for any transition, continues to evolve.

Americares/National Council for Behavioral Health: Medication Adherence and Depression Tracking Texting Program

- The National Council and Americares, a health-focused relief organization, are offering Texas Community Centers an opportunity to participate in a medication adherence and depression tracking texting program.
- The program was created in partnership with Epharmix, a technology platform that uses clinically-validated interventions to send text messages to patients to engage them in their care and streamline provider workflows.
- Through an application process, ten participating organizations in Texas will be selected to enroll 50 patients each with a diagnosis of depression into the texting program, which will combine daily medication reminders and adherence messaging with mood tracking, depressive system tracking, and provider alerts over the course of 12 months.

Texas Council Conference 2019

- The 34th Annual Texas Council Conference will be held June 19-21, 2019 at the Westin Galleria in Houston, Texas.
- The Conference will bring together local, state, and national experts to share perspectives on promising practices affecting people with serious mental illness, intellectual and developmental disabilities, and substance use disorders.
- Texas Council and local Board Members are encouraged to attend!

Hurricane Harvey Disaster Response Video

- As per direction of the ED Consortium and the Texas Council Board, a video project that captures the disaster response and recovery role of Community Centers debuted at the Texas Council Annual Conference in June 2018. The video was released to Community Centers for local use; discussions are underway about building on this project.

An electronic version of this document is available on the Texas Council Intranet site.

Agenda Item: Approve November 2018 Financial Statements Committee: Business	Board Meeting Date January 31, 2019
Background Information: None	
Supporting Documentation: November 2018 Financial Statements	
Recommended Action: Approve November 2018 Financial Statements	

November 2018 Financial Summary

Revenues for November 2018 were \$2,579,661 and operating expenses were \$2,470,733; resulting in a gain in operations of \$108,928. Capital Expenditures and Extraordinary Expenses for November were \$100,928; resulting in a gain of \$8,345. Total revenues were 97.98% of the monthly budgeted revenues and total expenses were 100.79% of the monthly budgeted expenses.

Year to date revenues are \$7,732,954 and operating expenses are \$7,219,416; leaving excess operating revenues of \$513,538. YTD Capital Expenditures and Extraordinary Expenses are \$367,965; resulting in a gain YTD of \$145,573. Total revenues are 98.93% of the YTD budgeted revenues and total expenses are 97.84% 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
Rehab – Title XIX	\$471,430	\$585,740	80.48%	\$114,310
DSHS – RSP Hurricane Harvey	\$71,497	\$112,294	63.67%	\$40,797

Rehab – Title XIX – This line item continues to be below budget. November is a holiday month and historically has been difficult to engage consumers. We will probably see the same trend for December. We also continue to have many vacancies in the Rehab Specialist positions in both the adult and children’s programs. Hopefully we will see a change in these patterns after the beginning of the calendar year.

DSHS – RSP Hurricane Harvey – This program is a cost reimbursement program that ended on October 31st. We are still billing for a small amount of Administrative functions to complete fiscal close-out reports. The amount reflected here is the balance of unspent funds based on program shutting down.

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
Employee Recruitment	\$36,150	\$1,998	1809%	\$34,152

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. As you know, Psychiatrists are difficult to hire and therefore we contract with a recruiting service that was successful in finding us a doctor wanting to work in our area.

TRI-COUNTY BEHAVIORAL HEALTHCARE
CONSOLIDATED BALANCE SHEET
For the Month Ended November 30, 2018

	TOTALS COMBINED FUNDS November 2018	TOTALS COMBINED FUNDS October 2018	Increase (Decrease)
ASSETS			
CURRENT ASSETS			
Imprest Cash Funds	3,600	3,640	(40)
Cash on Deposit-General Fund	8,341,598	9,153,459	(811,861)
Cash on Deposit-Debt Fund			-
Accounts Receivable	2,238,766	2,020,807	217,958
Inventory	4,052	4,102	(50)
TOTAL CURRENT ASSETS	10,588,015	11,182,008	(593,993)
FIXED ASSETS	20,867,904	20,867,904	-
OTHER ASSETS	124,168	110,081	14,087
TOTAL ASSETS	\$ 31,580,088	\$ 32,159,994	\$ (579,905)
LIABILITIES, DEFERRED REVENUE, FUND BALANCES			
CURRENT LIABILITIES	1,288,666	1,215,369	73,297
NOTES PAYABLE	618,198	618,198	-
DEFERRED REVENUE	752,525	1,400,239	(647,714)
LONG-TERM LIABILITIES FOR			
Line of Credit - Tradition Bank	-	-	-
Note Payable Prosperity Bank	-	-	-
First Financial loan tied to CD	641,667	664,583	(22,917)
First Financial Construction Loan	12,023,174	12,060,655	(37,481)
EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR			
General Fund	(333,866)	(322,211)	(11,655)
FUND EQUITY			
RESTRICTED			
Net Assets Reserved for Debt Service	(12,664,840)	(12,725,238)	60,398
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	1,016,833	1,016,833	-
ASSIGNED			
Reserved for Workers' Compensation	274,409	274,409	-
Reserved for Current Year Budgeted Reserve	18,498	12,332	6,166
Reserved for Insurance Deductibles	100,000	100,000	-
Reserved for Accrued Paid Time Off	(618,198)	(618,198)	-
UNASSIGNED			
Unrestricted and Undesignated	2,917,007	2,917,007	-
TOTAL LIABILITIES/FUND BALANCE	\$ 31,580,088	\$ 32,159,994	\$ (579,906)

**TRI-COUNTY BEHAVIORAL HEALTHCARE
CONSOLIDATED BALANCE SHEET
For the Month Ended November 30, 2018**

	General Operating Funds	Memorandum Only Final August 2018
ASSETS		
CURRENT ASSETS		
Imprest Cash Funds	3,600	3,640
Cash on Deposit-General Fund	8,341,598	7,237,278
Cash on Deposit-Debt Fund	-	-
Accounts Receivable	2,238,766	2,007,331
Inventory	4,052	4,262
TOTAL CURRENT ASSETS	10,588,015	9,252,511
FIXED ASSETS	20,867,904	20,867,904
OTHER ASSETS	124,168	132,369
	\$ 31,580,088	\$ 30,252,783
LIABILITIES, DEFERRED REVENUE, FUND BALANCES		
CURRENT LIABILITIES	1,288,666	1,059,013
NOTES PAYABLE	618,198	618,198
DEFERRED REVENUE	752,525	(181,055)
LONG-TERM LIABILITIES FOR		
Line of Credit - Tradition Bank	-	-
Note Payable Prosperity Bank	-	-
First Financial loan tied to CD	641,667	710,417
First Financial Construction Loan	12,023,174	12,136,358
EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR		
General Fund	(333,866)	(479,439)
FUND EQUITY		
RESTRICTED		
Net Assets Reserved for Debt service-Restricted	(12,664,840)	(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	1,016,833	502,677
ASSIGNED		
Reserved for Workers' Compensation-Assigned	274,409	274,409
Reserved for Current Year Budgeted Reserve -Assigned	18,498	-
Reserved for Insurance Deductibles-Assigned	100,000	100,000
Reserved for Accrued Paid Time Off	(618,198)	(618,198)
UNASSIGNED		
Unrestricted and Undesignated	2,917,007	3,431,163
TOTAL LIABILITIES/FUND BALANCE	\$ 31,580,088	\$ 30,252,783

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
For the Month Ended November 2018
and Year To Date as of November 2018

INCOME:	MONTH OF November 2018	YTD November 2018
Local Revenue Sources	115,988	348,755
Earned Income	1,038,846	3,155,147
General Revenue-Contract	1,424,828	4,229,052
TOTAL INCOME	\$ 2,579,661	\$ 7,732,954
EXPENSES:		
Salaries	1,501,133	4,353,003
Employee Benefits	283,576	833,664
Medication Expense	49,876	147,884
Travel-Board/Staff	32,246	109,973
Building Rent/Maintenance	18,281	42,697
Consultants/Contracts	338,677	1,082,154
Other Operating Expenses	246,945	650,043
TOTAL EXPENSES	\$ 2,470,733	\$ 7,219,416
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 108,928	\$ 513,538
CAPITAL EXPENDITURES		
Capital Outlay-FF&E, Automobiles, Building	6,711	86,262
Capital Outlay-Debt Service	93,871	281,703
TOTAL CAPITAL EXPENDITURES	\$ 100,583	\$ 367,965
GRAND TOTAL EXPENDITURES	\$ 2,571,316	\$ 7,587,381
Excess (Deficiency) of Revenues and Expenses	\$ 8,345	\$ 145,573

Debt Service and Fixed Asset Fund:

Debt Service	93,871	281,703
Excess(Deficiency) of revenues over Expenses	93,871	281,703

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
Compared to Budget
Year to Date as of November 2018

	YTD November 2018	APPROVED BUDGET	Increase (Decrease)
INCOME:			
Local Revenue Sources	348,755	299,341	49,414
Earned Income	3,155,147	3,303,835	(148,688)
General Revenue-Contract	4,229,052	4,213,533	15,519
TOTAL INCOME	\$ 7,732,954	\$ 7,816,709	\$ (83,755)
EXPENSES:			
Salaries	4,353,003	4,396,337	(43,334)
Employee Benefits	833,664	883,832	(50,168)
Medication Expense	147,884	169,625	(21,741)
Travel-Board/Staff	109,973	109,467	506
Building Rent/Maintenance	42,697	56,244	(13,547)
Consultants/Contracts	1,082,154	1,102,112	(19,958)
Other Operating Expenses	650,043	649,748	295
TOTAL EXPENSES	\$ 7,219,416	\$ 7,367,365	\$ (147,949)
 Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	 \$ 513,538	 \$ 449,344	 \$ 64,194
 CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	86,262	107,339	(21,077)
Capital Outlay-Debt Service	281,703	280,149	1,554
TOTAL CAPITAL EXPENDITURES	\$ 367,965	\$ 387,488	\$ (19,523)
 GRAND TOTAL EXPENDITURES	 \$ 7,587,381	 \$ 7,754,853	 \$ (167,472)
 Excess (Deficiency) of Revenues and Expenses	 \$ 145,573	 \$ 61,856	 \$ 83,717

Debt Service and Fixed Asset Fund:

Debt Service	281,703	280,149	1,554
Excess(Deficiency) of revenues over Expenses	281,703	280,149	1,554

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
Compared to Budget
For the Month Ended November 2018

INCOME:	MONTH OF November 2018	APPROVED BUDGET	Increase (Decrease)
Local Revenue Sources	115,988	99,783	16,205
Earned Income	1,038,846	1,112,946	(74,100)
General Revenue-Contract	1,424,828	1,420,066	4,762
TOTAL INCOME	\$ 2,579,661	\$ 2,632,795	\$ (53,134)
EXPENSES:			
Salaries	1,501,133	1,470,002	31,131
Employee Benefits	283,576	292,613	(9,037)
Medication Expense	49,876	56,543	(6,667)
Travel-Board/Staff	32,246	36,494	(4,248)
Building Rent/Maintenance	18,281	18,748	(467)
Consultants/Contracts	338,677	334,564	4,113
Other Operating Expenses	246,945	225,505	21,440
TOTAL EXPENSES	\$ 2,470,733	\$ 2,434,469	\$ 36,264
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 108,928	\$ 198,326	\$ (89,398)
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	6,711	23,416	(16,705)
Capital Outlay-Debt Service	93,871	93,383	488
TOTAL CAPITAL EXPENDITURES	\$ 100,583	\$ 116,799	\$ (16,216)
GRAND TOTAL EXPENDITURES	\$ 2,571,316	\$ 2,551,268	\$ 20,048
Excess (Deficiency) of Revenues and Expenses	\$ 8,345	\$ 81,527	\$ (73,182)

Debt Service and Fixed Asset Fund:

Debt Service	93,871	93,383	488
Excess(Deficiency) of revenues over Expenses	93,871	93,383	488

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
With November 2017 Comparative Data
Year to Date as of November 2018

INCOME:	YTD November 2018	YTD November 2017	Increase (Decrease)
Local Revenue Sources	348,755	313,614	35,141
Earned Income	3,155,147	2,961,481	193,666
General Revenue-Contract	4,229,052	3,968,919	260,133
TOTAL INCOME	\$ 7,732,954	\$ 7,244,014	\$ 488,940
EXPENSES:			
Salaries	4,353,003	4,197,805	155,198
Employee Benefits	833,664	813,418	20,246
Medication Expense	147,884	180,931	(33,047)
Travel-Board/Staff	109,973	113,283	(3,310)
Building Rent/Maintenance	42,697	94,586	(51,889)
Consultants/Contracts	1,082,154	895,968	186,186
Other Operating Expenses	650,043	600,195	49,848
TOTAL EXPENSES	\$ 7,219,416	\$ 6,896,186	\$ 323,230
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 513,538	\$ 347,828	\$ 165,710
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	86,262	37,065	49,197
Capital Outlay-Debt Service	281,703	172,140	109,563
TOTAL CAPITAL EXPENDITURES	\$ 367,965	\$ 209,205	\$ 158,760
GRAND TOTAL EXPENDITURES	\$ 7,587,381	\$ 7,105,391	\$ 481,990
Excess (Deficiency) of Revenues and Expenses	\$ 145,573	\$ 138,623	\$ 6,950

Debt Service and Fixed Asset Fund:

Debt Service	281,703	172,140	109,563
Excess(Deficiency) of revenues over Expenses	281,703	172,140	109,563

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
With November 2017 Comparative Data
For the Month Ended November 2018

INCOME:	MONTH OF November 2018	MONTH OF November 2017	Increase (Decrease)
Local Revenue Sources	115,988	115,432	556
Earned Income	1,038,846	972,792	66,054
General Revenue-Contract	1,424,828	1,348,087	76,741
TOTAL INCOME	\$ 2,579,661	\$ 2,436,311	\$ 143,350
Salaries	1,501,133	1,441,175	59,958
Employee Benefits	283,576	274,952	8,624
Medication Expense	49,876	55,601	(5,725)
Travel-Board/Staff	32,246	35,922	(3,676)
Building Rent/Maintenance	18,281	39,061	(20,780)
Consultants/Contracts	338,677	275,634	63,043
Other Operating Expenses	246,945	175,758	71,187
TOTAL EXPENSES	\$ 2,470,733	\$ 2,298,103	\$ 172,630
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 108,928	\$ 138,208	\$ (29,280)
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	6,711	(1,704)	8,415
Capital Outlay-Debt Service	93,871	57,842	36,029
TOTAL CAPITAL EXPENDITURES	\$ 100,583	\$ 56,138	\$ 44,445
GRAND TOTAL EXPENDITURES	\$ 2,571,316	\$ 2,354,241	\$ 217,075
Excess (Deficiency) of Revenues and Expenses	\$ 8,345	\$ 82,070	\$ (73,725)

Debt Service and Fixed Asset Fund:

Debt Service	93,871	57,842	36,029
			-
Excess(Deficiency) of revenues over Expenses	93,871	57,842	36,029

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

INCOME:	MONTH OF November 2018	MONTH OF October 2018	Increase (Decrease)
Local Revenue Sources	115,988	99,970	16,018
Earned Income	1,038,846	1,134,699	(95,853)
General Revenue-Contract	1,424,828	1,352,134	72,694
TOTAL INCOME	\$ 2,579,661	\$ 2,586,802	\$ (7,141)
EXPENSES:			
Salaries	1,501,133	1,412,369	88,764
Employee Benefits	283,576	276,084	7,492
Medication Expense	49,876	50,816	(939)
Travel-Board/Staff	32,246	42,136	(9,891)
Building Rent/Maintenance	18,281	9,278	9,002
Consultants/Contracts	338,677	366,371	(27,694)
Other Operating Expenses	246,945	190,943	56,002
TOTAL EXPENSES	\$ 2,470,733	\$ 2,347,998	\$ 122,735
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 108,928	\$ 238,804	\$ (129,876)
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	6,711	53,611	(46,900)
Capital Outlay-Debt Service	93,871	93,873	(1)
TOTAL CAPITAL EXPENDITURES	\$ 100,583	\$ 147,484	\$ (46,902)
GRAND TOTAL EXPENDITURES	\$ 2,571,316	\$ 2,495,482	\$ 75,834
Excess (Deficiency) of Revenues and Expenses	\$ 8,345	\$ 91,320	\$ (82,975)

Debt Service and Fixed Asset Fund:

Debt Service	93,871	93,873	(1)
Excess(Deficiency) of revenues over Expenses	93,871	93,873	(1)

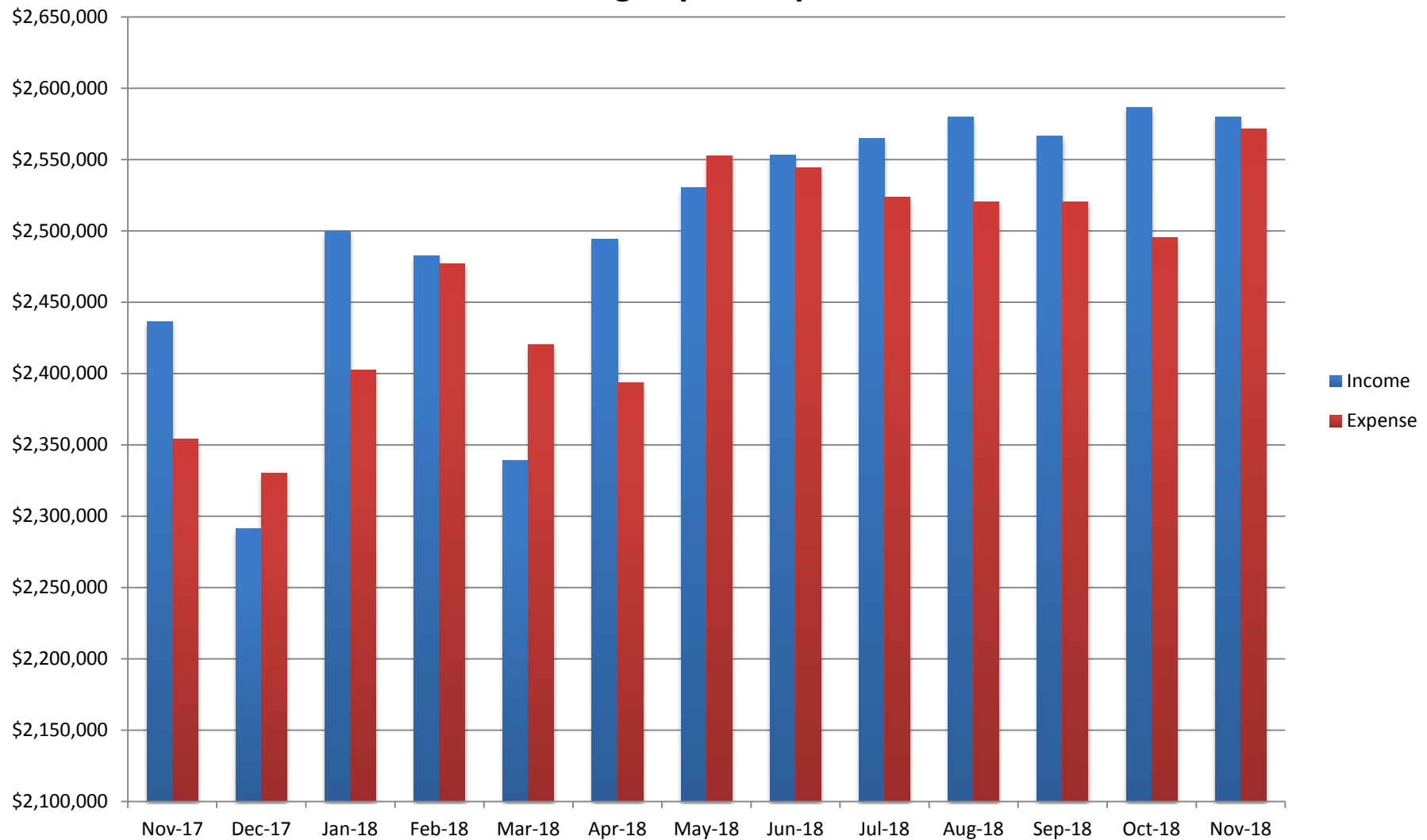
TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary by Service Type
Compared to Budget
Year To Date as of November 2018

	YTD Mental Health November 2018	YTD IDD November 2018	YTD Other Services November 2018	YTD Agency Total November 2018	YTD Approved Budget November 2018	Increase (Decrease)
INCOME:						
Local Revenue Sources	357,323	(46,094)	37,526	348,755	299,341	49,414
Earned Income	1,349,828	952,039	853,281	3,155,147	3,303,835	(148,688)
General Revenue-Contract	3,512,983	480,025	236,044	4,229,052	4,213,533	15,519
TOTAL INCOME	\$ 5,220,134	\$ 1,385,970	\$ 1,126,851	\$ 7,732,954	\$ 7,816,709	\$ (83,755)
EXPENSES:						
Salaries	2,917,064	756,856	679,083	4,353,003	4,396,337	(43,334)
Employee Benefits	546,370	156,863	130,431	833,664	883,832	(50,168)
Medication Expense	121,179	-	26,705	147,884	169,625	(21,741)
Travel-Board/Staff	60,875	33,265	15,832	109,973	109,467	506
Building Rent/Maintenance	30,917	3,966	7,813	42,697	56,244	(13,547)
Consultants/Contracts	770,605	265,836	45,712	1,082,154	1,102,112	(19,958)
Other Operating Expenses	425,111	139,415	85,517	650,043	649,748	295
TOTAL EXPENSES	\$ 4,872,121	\$ 1,356,201	\$ 991,093	\$ 7,219,418	\$ 7,367,365	\$ (147,947)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 348,013	\$ 29,769	\$ 135,758	\$ 513,536	\$ 449,344	\$ 64,192
CAPITAL EXPENDITURES						
Capital Outlay-FF&E, Automobiles	84,084	1,467	710	86,262	107,339	(21,077)
Capital Outlay-Debt Service	190,595	50,452	40,656	281,703	280,149	1,554
TOTAL CAPITAL EXPENDITURES	\$ 274,679	\$ 51,919	\$ 41,366	\$ 367,965	\$ 387,488	\$ (19,523)
GRAND TOTAL EXPENDITURES	\$ 5,146,800	\$ 1,408,120	\$ 1,032,459	\$ 7,587,383	\$ 7,754,853	\$ (167,470)
Excess (Deficiency) of Revenues and Expenses	\$ 73,334	\$ (22,150)	\$ 94,392	\$ 145,573	\$ 61,856	\$ 83,715
Debt Service and Fixed Asset Fund:						
Debt Service	190,595	50,452	40,656	281,703	280,149	(89,554)
		-	-	-	-	-
Excess(Deficiency) of revenues over Expenses	190,595	50,452	40,656	281,703	280,149	(89,554)

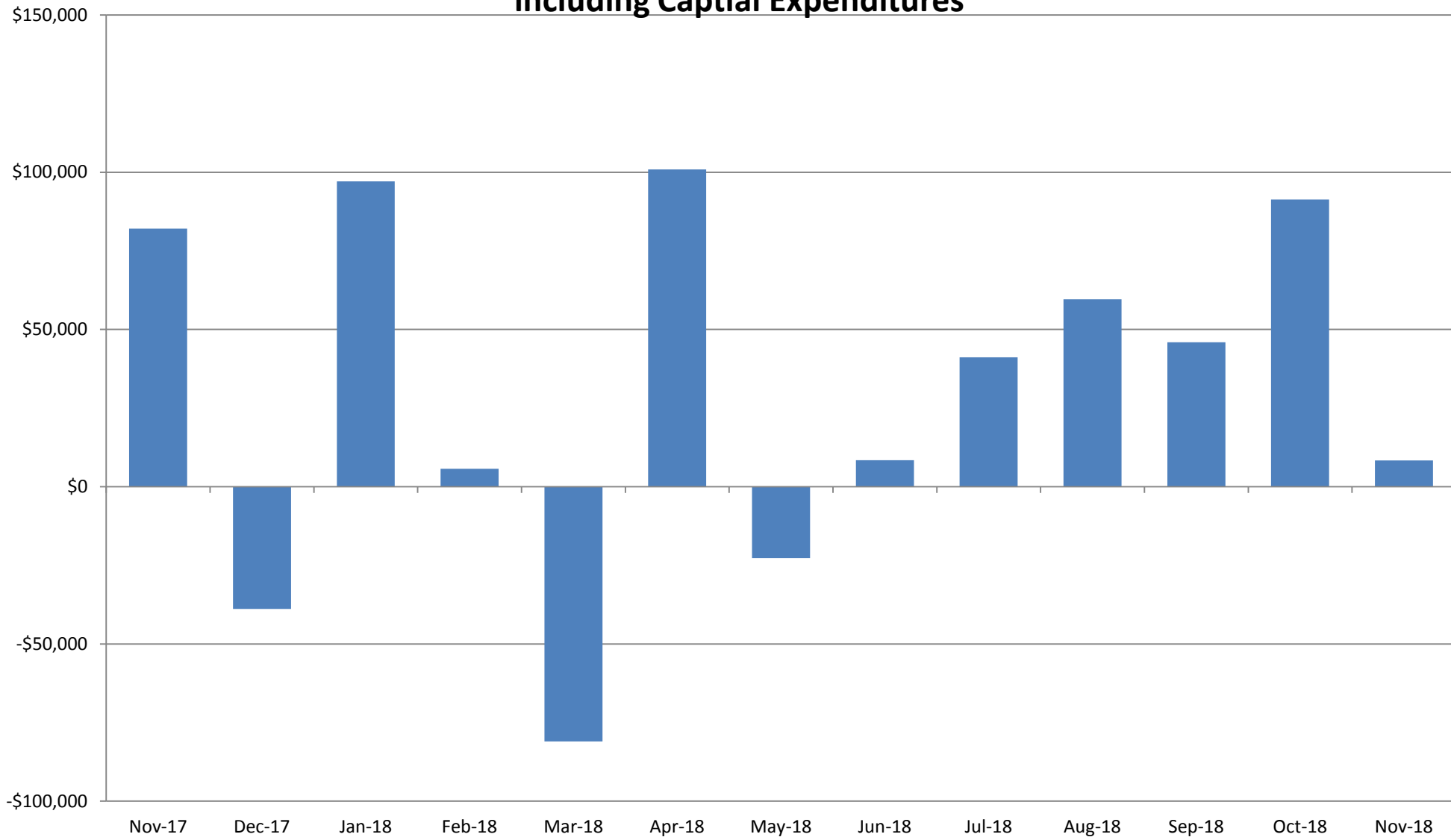
TRI-COUNTY BEHAVIORAL HEALTHCARE

Income and Expense

including Capital Expenditures



TRI-COUNTY BEHAVIORAL HEALTHCARE
Income after Expense
including Captial Expenditures



Agenda Item: Approve December 2018 Financial Statements Committee: Business	Board Meeting Date January 31, 2019
Background Information: None	
Supporting Documentation: December 2018 Financial Statements	
Recommended Action: Approve December 2018 Financial Statements	

December 2018 Financial Summary

Revenues for December 2018 were \$2,577,672 and operating expenses were \$2,499,264; resulting in a gain in operations of \$78,408. Capital Expenditures and Extraordinary Expenses for December were \$99,712; resulting in a loss of \$21,304. Total revenues were 98.21% of the monthly budgeted revenues and total expenses were 99.77% of the monthly budgeted expenses.

Year to date revenues are \$10,310,626 and operating expenses are \$9,718,680; leaving excess operating revenues of \$591,946. YTD Capital Expenditures and Extraordinary Expenses are \$467,677; resulting in a gain YTD of \$124,269. Total revenues are 98.75% of the YTD budgeted revenues and total expenses are 98.33% 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	196,977	219,187	89.87%	22,210
HCS Program – Title XIX	598,880	618,200	96.87%	19,320
Rehab – Title XIX	598,796	785,985	76.18%	187,189

Case Management MH Title XIX – This line item is showing a decrease for December in mainly the children’s programs. This is due to staff vacancies and then compounded by the holidays, making 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 Supervised Living home and the loss of an individual’s Medicaid in October. The vacancy was filled the middle of January. In addition, we are working with the other individual’s family to get Medicaid reinstated and hopefully will get a portion of the retroactive payment.

Rehab – Title XIX – This line item continues to be below budget. November and December are holiday months and historically it is difficult to engage consumers during this time. We also continue to have many vacancies in the Rehab Specialist positions in both adult and children’s programs. Hoping the new year brings better news.

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	30,475	20,416	49.27%	10,059

Employee Recruitment	36,650	2,664	1375%	33,986
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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.

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 December 31, 2018

	TOTALS COMBINED FUNDS December 2018	TOTALS COMBINED FUNDS November 2018	Increase (Decrease)
ASSETS			
CURRENT ASSETS			
Imprest Cash Funds	3,550	3,600	(50)
Cash on Deposit-General Fund	10,728,032	8,341,598	2,386,434
Cash on Deposit-Debt Fund			-
Accounts Receivable	2,043,640	2,238,766	(195,126)
Inventory	4,052	4,052	-
TOTAL CURRENT ASSETS	12,779,273	10,588,015	2,191,258
FIXED ASSETS	20,867,904	20,867,904	-
OTHER ASSETS	101,487	124,168	(22,681)
TOTAL ASSETS	\$ 33,748,665	\$ 31,580,088	\$ 2,168,577
LIABILITIES, DEFERRED REVENUE, FUND BALANCES			
CURRENT LIABILITIES	1,095,743	1,288,666	(192,923)
NOTES PAYABLE	618,198	618,198	-
DEFERRED REVENUE	3,133,457	752,525	2,380,932
LONG-TERM LIABILITIES FOR			
Line of Credit - Tradition Bank	-	-	-
Note Payable Prosperity Bank	-	-	-
First Financial loan tied to CD	618,750	641,667	(22,917)
First Financial Construction Loan	11,984,560	12,023,174	(38,613)
EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR			
General Fund	(359,464)	(333,866)	(25,598)
FUND EQUITY			
RESTRICTED			
Net Assets Reserved for Debt Service	(12,603,310)	(12,664,840)	61,530
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	1,016,833	(514,156)
ASSIGNED			
Reserved for Workers' Compensation	274,409	274,409	-
Reserved for Current Year Budgeted Reserve	24,664	18,498	6,166
Reserved for Insurance Deductibles	100,000	100,000	-
Reserved for Accrued Paid Time Off	(618,198)	(618,198)	-
UNASSIGNED			
Unrestricted and Undesignated	3,431,163	2,917,007	514,156
TOTAL LIABILITIES/FUND BALANCE	\$ 33,748,665	\$ 31,580,088	\$ 2,168,577

**TRI-COUNTY BEHAVIORAL HEALTHCARE
CONSOLIDATED BALANCE SHEET
For the Month Ended December 31, 2018**

	General Operating Funds	Memorandum Only Final August 2018
ASSETS		
CURRENT ASSETS		
Imprest Cash Funds	3,550	3,640
Cash on Deposit-General Fund	10,728,032	7,237,278
Cash on Deposit-Debt Fund	-	-
Accounts Receivable	2,043,640	2,007,331
Inventory	4,052	4,262
TOTAL CURRENT ASSETS	12,779,273	9,252,511
FIXED ASSETS	20,867,904	20,867,904
OTHER ASSETS	101,487	132,369
	\$ 33,748,665	\$ 30,252,783
LIABILITIES, DEFERRED REVENUE, FUND BALANCES		
CURRENT LIABILITIES	1,095,743	1,059,013
NOTES PAYABLE	618,198	618,198
DEFERRED REVENUE	3,133,457	(181,055)
LONG-TERM LIABILITIES FOR		
Line of Credit - Tradition Bank	-	-
Note Payable Prosperity Bank	-	-
First Financial loan tied to CD	618,750	710,417
First Financial Construction Loan	11,984,560	12,136,358
EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR		
General Fund	(359,464)	(479,439)
FUND EQUITY		
RESTRICTED		
Net Assets Reserved for Debt service-Restricted	(12,603,310)	(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	24,664	-
Reserved for Insurance Deductibles-Assigned	100,000	100,000
Reserved for Accrued Paid Time Off	(618,198)	(618,198)
UNASSIGNED		
Unrestricted and Undesignated	3,431,163	3,431,163
TOTAL LIABILITIES/FUND BALANCE	\$ 33,748,665	\$ 30,252,783

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
For the Month Ended December 2018
and Year To Date as of December 2018

INCOME:	MONTH OF December 2018	YTD December 2018
Local Revenue Sources	126,138	474,893
Earned Income	1,025,527	4,180,675
General Revenue-Contract	1,426,007	5,655,058
TOTAL INCOME	\$ 2,577,672	\$ 10,310,626
EXPENSES:		
Salaries	1,456,861	5,809,864
Employee Benefits	278,820	1,112,483
Medication Expense	52,309	200,193
Travel-Board/Staff	34,359	144,332
Building Rent/Maintenance	45,357	88,053
Consultants/Contracts	416,768	1,498,922
Other Operating Expenses	214,790	864,832
TOTAL EXPENSES	\$ 2,499,264	\$ 9,718,680
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 78,408	\$ 591,946
CAPITAL EXPENDITURES		
Capital Outlay-FF&E, Automobiles, Building	5,924	92,186
Capital Outlay-Debt Service	93,788	375,491
TOTAL CAPITAL EXPENDITURES	\$ 99,712	\$ 467,677
GRAND TOTAL EXPENDITURES	\$ 2,598,976	\$ 10,186,357
Excess (Deficiency) of Revenues and Expenses	\$ (21,304)	\$ 124,269

Debt Service and Fixed Asset Fund:

Debt Service	93,788	375,491
Excess(Deficiency) of revenues over Expenses	93,788	375,491

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
Compared to Budget
Year to Date as of December 2018

	YTD December 2018	APPROVED BUDGET	Increase (Decrease)
INCOME:			
Local Revenue Sources	474,893	426,674	48,219
Earned Income	4,180,675	4,424,114	(243,439)
General Revenue-Contract	5,655,058	5,590,593	64,465
TOTAL INCOME	\$ 10,310,626	\$ 10,441,381	\$ (130,755)
EXPENSES:			
Salaries	5,809,864	5,863,798	(53,934)
Employee Benefits	1,112,483	1,182,756	(70,273)
Medication Expense	200,193	224,168	(23,975)
Travel-Board/Staff	144,332	149,367	(5,035)
Building Rent/Maintenance	88,053	74,992	13,061
Consultants/Contracts	1,498,922	1,508,974	(10,052)
Other Operating Expenses	864,832	863,876	956
TOTAL EXPENSES	\$ 9,718,680	\$ 9,867,931	\$ (149,251)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 591,946	\$ 573,450	\$ 18,496
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	92,186	118,255	(26,069)
Capital Outlay-Debt Service	375,491	373,532	1,959
TOTAL CAPITAL EXPENDITURES	\$ 467,677	\$ 491,787	\$ (24,110)
GRAND TOTAL EXPENDITURES	\$ 10,186,357	\$ 10,359,718	\$ (173,361)
Excess (Deficiency) of Revenues and Expenses	\$ 124,269	\$ 81,663	\$ 42,606

Debt Service and Fixed Asset Fund:

Debt Service	375,491	373,532	1,959
Excess(Deficiency) of revenues over Expenses	375,491	373,532	1,959

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
Compared to Budget
For the Month Ended December 2018

INCOME:	MONTH OF December 2018	APPROVED BUDGET	Increase (Decrease)
Local Revenue Sources	126,138	127,333	(1,195)
Earned Income	1,025,527	1,120,279	(94,752)
General Revenue-Contract	1,426,007	1,377,060	48,947
TOTAL INCOME	\$ 2,577,672	\$ 2,624,672	\$ (47,000)
EXPENSES:			
Salaries	1,456,861	1,467,461	(10,600)
Employee Benefits	278,820	298,924	(20,104)
Medication Expense	52,309	54,543	(2,234)
Travel-Board/Staff	34,359	39,900	(5,541)
Building Rent/Maintenance	45,357	18,748	26,609
Consultants/Contracts	416,768	406,862	9,906
Other Operating Expenses	214,790	214,128	662
TOTAL EXPENSES	\$ 2,499,264	\$ 2,500,566	\$ (1,302)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 78,408	\$ 124,106	\$ (45,698)
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	5,924	10,916	(4,992)
Capital Outlay-Debt Service	93,788	93,383	405
TOTAL CAPITAL EXPENDITURES	\$ 99,712	\$ 104,299	\$ (4,587)
GRAND TOTAL EXPENDITURES	\$ 2,598,976	\$ 2,604,865	\$ (5,889)
Excess (Deficiency) of Revenues and Expenses	\$ (21,304)	\$ 19,807	\$ (41,111)

Debt Service and Fixed Asset Fund:

Debt Service	93,788	93,383	405
Excess(Deficiency) of revenues over Expenses	93,788	93,383	405

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
With December 2017 Comparative Data
Year to Date as of December 2018

INCOME:	YTD December 2018	YTD December 2017	Increase (Decrease)
Local Revenue Sources	474,893	391,803	83,090
Earned Income	4,180,675	3,871,395	309,280
General Revenue-Contract	5,655,058	5,272,161	382,897
TOTAL INCOME	\$ 10,310,626	\$ 9,535,359	\$ 775,267

EXPENSES:			
Salaries	5,809,864	5,576,145	233,719
Employee Benefits	1,112,483	1,083,127	29,356
Medication Expense	200,193	231,828	(31,635)
Travel-Board/Staff	144,332	145,114	(782)
Building Rent/Maintenance	88,053	115,166	(27,113)
Consultants/Contracts	1,498,922	1,215,326	283,596
Other Operating Expenses	864,832	801,936	62,896
TOTAL EXPENSES	\$ 9,718,680	\$ 9,168,642	\$ 550,038

Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 591,946	\$ 366,717	\$ 225,229
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CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	92,186	38,126	54,060
Capital Outlay-Debt Service	375,491	228,801	146,690
TOTAL CAPITAL EXPENDITURES	\$ 467,677	\$ 266,927	\$ 200,750

GRAND TOTAL EXPENDITURES	\$ 10,186,357	\$ 9,435,569	\$ 750,788
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Excess (Deficiency) of Revenues and Expenses	\$ 124,269	\$ 99,790	\$ 24,479
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Debt Service and Fixed Asset Fund:			
Debt Service	375,491	228,801	146,690
Excess(Deficiency) of revenues over Expenses	375,491	228,801	146,690

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
With December 2017 Comparative Data
For the Month Ended December 2018

INCOME:	MONTH OF December 2018	MONTH OF December 2017	Increase (Decrease)
Local Revenue Sources	126,138	78,189	47,949
Earned Income	1,025,527	909,914	115,613
General Revenue-Contract	1,426,007	1,303,242	122,765
TOTAL INCOME	\$ 2,577,672	\$ 2,291,345	\$ 286,327
Salaries	1,456,861	1,378,339	78,522
Employee Benefits	278,820	269,709	9,111
Medication Expense	52,309	55,896	(3,587)
Travel-Board/Staff	34,359	31,831	2,528
Building Rent/Maintenance	45,357	20,579	24,778
Consultants/Contracts	416,768	314,358	102,410
Other Operating Expenses	214,790	201,741	13,049
TOTAL EXPENSES	\$ 2,499,264	\$ 2,272,453	\$ 226,811
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 78,408	\$ 18,892	\$ 59,516
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	5,924	1,061	4,863
Capital Outlay-Debt Service	93,788	56,661	37,127
TOTAL CAPITAL EXPENDITURES	\$ 99,712	\$ 57,722	\$ 41,990
GRAND TOTAL EXPENDITURES	\$ 2,598,976	\$ 2,330,175	\$ 268,801
Excess (Deficiency) of Revenues and Expenses	\$ (21,304)	\$ (38,830)	\$ 17,526

Debt Service and Fixed Asset Fund:

Debt Service	93,788	56,661	37,127
			-
Excess(Deficiency) of revenues over Expenses	93,788	56,661	37,127

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

INCOME:	MONTH OF December 2018	MONTH OF November 2018	Increase (Decrease)
Local Revenue Sources	126,138	115,988	10,150
Earned Income	1,025,527	1,038,846	(13,318)
General Revenue-Contract	1,426,007	1,424,828	1,179
TOTAL INCOME	\$ 2,577,672	\$ 2,579,661	\$ (1,989)
EXPENSES:			
Salaries	1,456,861	1,501,133	(44,272)
Employee Benefits	278,820	283,576	(4,756)
Medication Expense	52,309	49,876	2,433
Travel-Board/Staff	34,359	32,246	2,113
Building Rent/Maintenance	45,357	18,281	27,076
Consultants/Contracts	416,768	338,677	78,092
Other Operating Expenses	214,790	246,945	(32,155)
TOTAL EXPENSES	\$ 2,499,264	\$ 2,470,733	\$ 28,530
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 78,408	\$ 108,928	\$ (30,520)
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	5,924	6,711	(787)
Capital Outlay-Debt Service	93,788	93,871	(83)
TOTAL CAPITAL EXPENDITURES	\$ 99,712	\$ 100,583	\$ (870)
GRAND TOTAL EXPENDITURES	\$ 2,598,976	\$ 2,571,316	\$ 27,660
Excess (Deficiency) of Revenues and Expenses	\$ (21,304)	\$ 8,345	\$ (29,649)

Debt Service and Fixed Asset Fund:

Debt Service	93,788	93,871	(83)
Excess(Deficiency) of revenues over Expenses	93,788	93,871	(83)

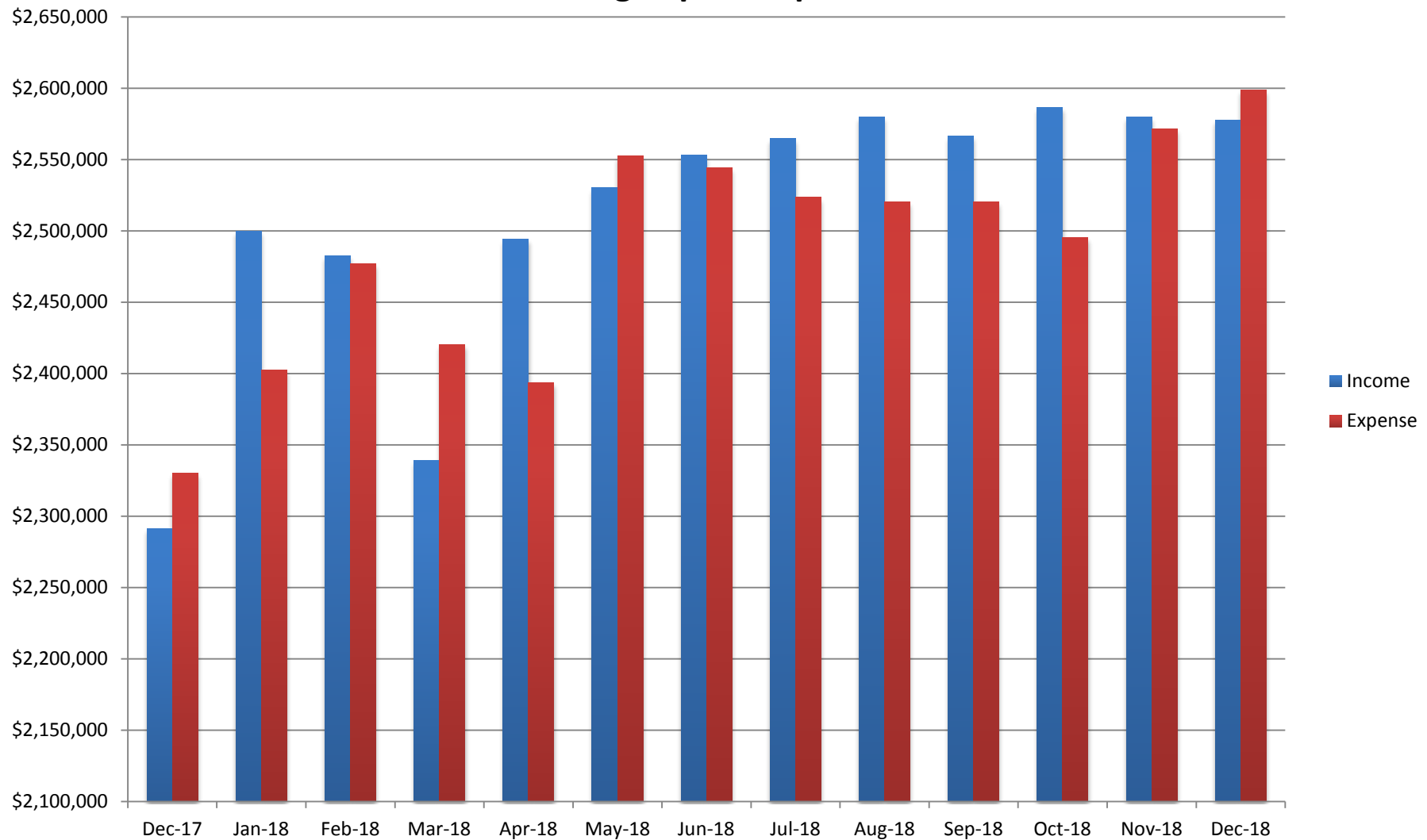
TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary by Service Type
Compared to Budget
Year To Date as of December 2018

	YTD Mental Health December 2018	YTD IDD December 2018	YTD Other Services December 2018	YTD Agency Total December 2018	YTD Approved Budget December 2018	Increase (Decrease)
INCOME:						
Local Revenue Sources	480,899	(57,158)	51,152	474,893	426,674	48,219
Earned Income	1,772,297	1,277,152	1,131,227	4,180,675	4,424,114	(243,439)
General Revenue-Contract	4,745,529	631,436	278,092	5,655,058	5,590,593	64,465
TOTAL INCOME	\$ 6,998,725	\$ 1,851,430	\$ 1,460,471	\$ 10,310,626	\$ 10,441,381	\$ (130,755)
EXPENSES:						
Salaries	3,908,497	1,006,815	894,552	5,809,864	5,863,798	(53,934)
Employee Benefits	732,632	208,642	171,209	1,112,483	1,182,756	(70,273)
Medication Expense	162,101	-	38,091	200,193	224,168	(23,975)
Travel-Board/Staff	79,344	45,237	19,750	144,332	149,367	(5,035)
Building Rent/Maintenance	65,027	9,336	13,690	88,053	74,992	13,061
Consultants/Contracts	1,071,324	360,923	66,676	1,498,922	1,508,974	(10,052)
Other Operating Expenses	559,591	188,668	116,573	864,832	863,876	956
TOTAL EXPENSES	\$ 6,578,516	\$ 1,819,621	\$ 1,320,541	\$ 9,718,679	\$ 9,867,931	\$ (149,252)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 420,209	\$ 31,809	\$ 139,930	\$ 591,947	\$ 573,450	\$ 18,497
CAPITAL EXPENDITURES						
Capital Outlay-FF&E, Automobiles	97,848	(2,943)	(2,720)	92,186	118,255	(26,069)
Capital Outlay-Debt Service	254,371	67,334	53,787	375,491	373,532	1,959
TOTAL CAPITAL EXPENDITURES	\$ 352,219	\$ 64,391	\$ 51,067	\$ 467,677	\$ 491,787	\$ (24,110)
GRAND TOTAL EXPENDITURES	\$ 6,930,735	\$ 1,884,012	\$ 1,371,608	\$ 10,186,356	\$ 10,359,718	\$ (173,362)
Excess (Deficiency) of Revenues and Expenses	\$ 67,990	\$ (32,582)	\$ 88,863	\$ 124,269	\$ 81,663	\$ 42,607
Debt Service and Fixed Asset Fund:						
Debt Service	254,371	67,334	53,787	375,491	373,532	(119,161)
		-	-	-	-	-
Excess(Deficiency) of revenues over Expenses	254,371	67,334	53,787	375,491	373,532	(119,161)

TRI-COUNTY BEHAVIORAL HEALTHCARE

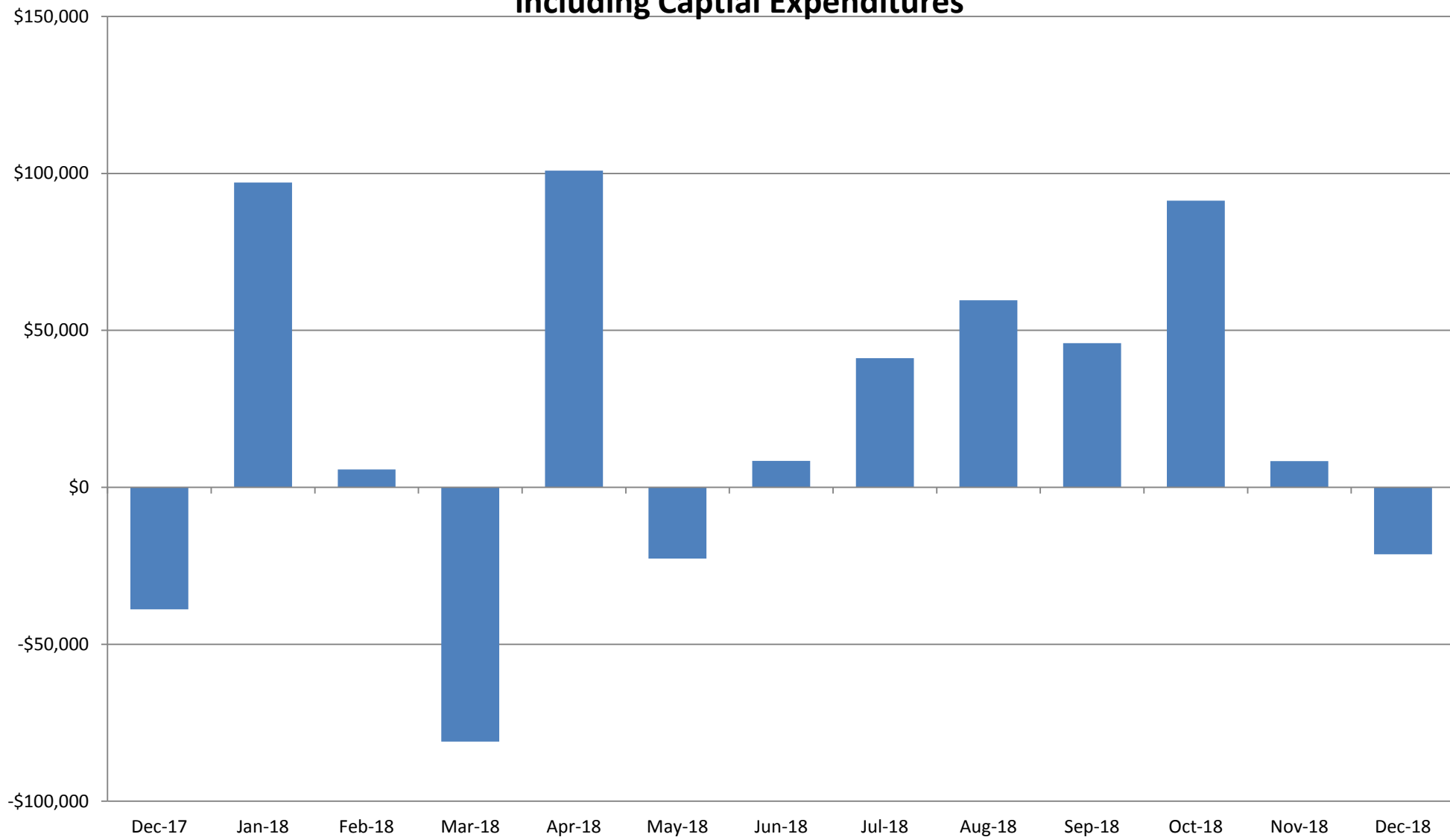
Income and Expense

including Capital Expenditures



TRI-COUNTY BEHAVIORAL HEALTHCARE

Income after Expense including Captial Expenditures



Agenda Item: Approve FY 2018 Independent Financial Audit Committee: Business	Board Meeting Date January 31, 2019
Background Information: Scott, Singleton, Fincher & Company PC audited Tri-County's Financial Statements for the fiscal year ending August 31, 2018. There were no material findings related to the financial statements.	
Supporting Documentation: Copy of Preliminary Audited Financial Statements – Mailed to Board Members	
Recommended Action: Approve FY 2018 Independent Financial Audit	

Agenda Item: Approve Change in Authorized Signers for Financial Accounts	Board Meeting Date
Committee: Business	January 31, 2019
Background Information:	
Due to the annual election for FY 2019, it is necessary to add Jacob Paschal as an authorized signer to all financial accounts as listed:	
<ul style="list-style-type: none"> • Alliance Bank • American Bank • Citizens 1st Bank • First Liberty National Bank • JP Morgan Chase • Prosperity Bank • Tradition Bank 	
Authorized signers are as follows:	
<ul style="list-style-type: none"> • Evan Roberson – Executive Director • Millie McDuffey – CFO • Patti Atkins – Board Chair • Gail Page – Board Vice-Chair • Jacob Paschal – Board Secretary • Sharon Walker – Board Member • Janet Qureshi – Board Member • Richard Duren – Board Member 	
Supporting Documentation:	
JP Morgan Chase Signature Cards will be provided at Board Meeting.	
Other Institutions will Provide Forms and/or Signature Cards upon Receipt of Approved Minutes	
Recommended Action:	
Approve Authorized Signers for Financial Accounts Effective Immediately	

<p>Agenda Item: Approve HHSC (DSHS) Mental Health Coordinated Specialty Care Grant Program Contract No. HHS000336900001</p> <p>Committee: Business</p>	<p>Board Meeting Date</p> <p>January 31, 2019</p>
<p>Background Information:</p> <p>Tri-County Behavioral Healthcare has been asked to contract with the Health and Human Services Commission for early psychosis identification and service provision under the Coordinated Specialty Care Implementation grant initiative. The First Episode Psychosis program (FEP) is a designed to provide early interventions to persons who are having their first psychotic break and to provide interventions which can significantly alter the long-term impact of brain damage that is done during a psychotic break.</p> <p>Tri-County will provide FEP services for individuals ranging in age from 15-30 that meet the diagnostic criteria. The contract is for \$300,000 and will allow us to hire a team of staff that will be led by a licensed master's level staff. One of our Child and Youth Psychiatrists, Dr. Bains, has agreed to serve as the psychiatrist for the program.</p> <p>Staff has developed a budget and believes the contract will cover the costs of the FEP program. The first few Centers that participated in this program have been very pleased program design and its impact on young people with psychotic symptoms.</p>	
<p>Supporting Documentation:</p> <p>Contract Available for Review at the Board Meeting</p>	
<p>Recommended Action:</p> <p>Approve HHSC (DSHS) Mental Health Coordinated Specialty Care Grant Program Contract No. HHS000336900001</p>	

<p>Agenda Item: Ratify HHSC (DSHS) Mental Health First Aid Contract No. HHS000183000001, Amendment No. 1</p> <p>Committee: Business</p>	<p>Board Meeting Date</p> <p>January 31, 2019</p>
<p>Background Information:</p> <p>Tri-County Behavioral Healthcare has contracted with the Health and Human Services Commission for the Mental Health First Aid (MHFA) program for many years. The MHFA program provides training to public school district employees, public school resource officers, and other organizations working with youth; as a preventative measure to assist in early identification of children at risk of social-emotional disorders. All trainings are taught by certified Youth Mental Health First Aid instructors.</p> <p>Tri-County has eleven certified Mental Health First Aid instructors. Per HHSC's requirement, each trainer must provide a minimum of 3 trainings per year to school districts and other organizations and individuals linked to youth within Tri-County's service area.</p> <p>The FY 2019 contract amount was \$12,000; which is used to cover the cost of these trainings. We are able to individually bill \$100 for each school or university personnel that are trained in MHFA. However, with the recent focus on MHFA in the schools, the request for presentations is at an all-time high and this contract amount was not going to be enough to cover the costs of the programs. We requested and were provided a \$63,000 increase in funds for MHFA training to bring our FY 2019 contract total to \$75,000. Dollars earned are used to cover the costs of the programming.</p> <p>Staff received permission from the Board Chair to sign and return these contracts to HHSC prior to Board approval to prevent a delay in contract funding.</p>	
<p>Supporting Documentation:</p> <p>Contract Available for Review at the Board Meeting</p>	
<p>Recommended Action:</p> <p>Ratify HHSC (DSHS) Mental Health First Aid Contract No. HHS000183000001, Amendment No. 1</p>	

Agenda Item: Decide on Next Steps to Resolve Building Issues at 233 Sgt. Ed Holcomb Blvd., South	Board Meeting Date: January 31, 2019
Committee: Business	
Background Information:	
<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>	
Supporting Documentation:	
<p>None</p>	
Recommended Action:	
Decide on Next Steps to Resolve Outstanding Sgt. Ed Holcomb Facility Issues	

Agenda Item: Independence Oaks Apartments Committee: Business	Board Meeting Date: January 31, 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: 1 st Quarter FY 2019 Quarterly Investment Report Committee: Business	Board Meeting Date January 31, 2019
Background Information: This report is provided to the Board of Trustees of Tri-County Services in accordance with Board Policy on fiscal management and in compliance with Chapter 2256: Subchapter A of the Public Funds Investment Act.	
Supporting Documentation: Quarterly TexPool Investment Report Quarterly Interest Report	
Recommended Action: For Information Only	

QUARTERLY INVESTMENT REPORT TEXPOOL FUNDS

For the Period Ending November 30, 2018

GENERAL INFORMATION

This report is provided to the Board of Trustees of Tri-County Behavioral Healthcare in accordance with Board Policy on fiscal management and in compliance with Chapter 2256; Subchapter A of the Public Funds Investment Act.

Center funds for the period have been partially invested in the Texas Local Government Investment Pool (TexPool), organized in conformity with the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code, and the Public Funds Investment Act, Chapter 2256 of the Texas Government Code. The Comptroller of Public Accounts is the sole officer, director, and shareholder of the Texas Treasury Safekeeping Trust Company which is authorized to operate TexPool. Pursuant to the TexPool Participation Agreement, administrative and investment services to TexPool are provided by Federated Investors, Inc. ("Federated"). The Comptroller maintains oversight of the services provided. In addition, the TexPool Advisory Board, composed equally of participants in TexPool and other persons who do not have a business relationship with TexPool, advise on investment policy and approves fee increases.

TexPool investment policy restricts investment of the portfolio to the following types of investments:

- Obligations of the United States Government or its agencies and instrumentalities with a maximum final maturity of 397 days for fixed rate securities and 24 months for variable rate notes;

- Fully collateralized repurchase agreements and reverse repurchase agreements with defined termination dates may not exceed 90 days unless the repurchase agreements have a provision that enables TexPool to liquidate the position at par with no more than seven days notice to the counterparty. The maximum maturity on repurchase agreements may not exceed 181 days. These agreements may be placed only with primary government securities dealers or a financial institution doing business in the State of Texas.

- No-load money market mutual funds are registered and regulated by the Securities and Exchange Commission and rated AAA or equivalent by at least one nationally recognized rating service. The money market mutual fund must maintain a dollar weighted average stated maturity of 90 days or less and include in its investment objectives the maintenance of a stable net asset value of \$1.00.

TexPool is governed by the following specific portfolio diversification limitations;

- 100% of the portfolio may be invested in obligations of the United States.

- 100% of the portfolio may be invested in direct repurchase agreements for liquidity purposes.

- Reverse repurchase agreements will be used primarily to enhance portfolio return within a limitation of up to one-third (1/3) of total portfolio assets.

- No more than 15% of the portfolio may be invested in approved money market mutual funds.

The weighted average maturity of TexPool cannot exceed 60 days calculated using the reset date for variable rate notes and 90 days calculated using the final maturity date for variable rate notes.

The maximum maturity for any individual security in the portfolio is limited to 397 days for fixed rate securities and 24 months for variable rate notes.

TexPool seeks to maintain a net asset value of \$1.00 and is designed to be used for investment of funds which may be needed at any time.

STATISTICAL INFORMATION

Market Value for the Period

Portfolio Summary	September	October	November
Uninvested Balance	(\$1,411.55)	\$597,239.51	(\$946,400.84)
Accrual of Interest Income	\$12,389,555.74	\$9,796,632.59	\$10,705,293.28
Interest and Management Fees Payable	(\$27,140,026.49)	(\$29,859,367.89)	(\$29,745,031.43)
Payable for Investments Purchased	\$0.00	\$0.00	(\$63,998,260.00)
Accrued Expense & Taxes	(\$61,686.27)	(\$50,141.01)	(\$19,380.61)
Repurchase Agreements	\$5,934,626,000.00	\$6,289,636,000.00	\$5,330,064,000.00
Mutual Fund Investments	\$742,506,103.88	\$500,994,103.88	\$600,175,103.88
Government Securities	\$8,287,559,667.75	\$8,024,564,720.44	\$7,765,495,392.12
U.S. Treasury Bills	\$1,457,462,555.57	\$1,521,218,376.35	\$2,322,090,585.96
U.S. Treasury Notes	\$67,755,625.00	\$135,471,307.77	\$135,594,995.18
TOTAL	\$16,555,104,363.63	\$16,532,414,304.63	\$16,232,439,619.26

Book Value for the Period

Type of Asset	Beginning Balance	Ending Balance
Uninvested Balance	\$20,052.85	(\$946,400.84)
Accrual of Interest Income	\$9,417,647.76	\$10,705,293.28
Interest and Management Fees Payable	(\$29,076,141.21)	(\$29,745,031.43)
Payable for Investments Purchased	(\$138,772,500.00)	(\$63,998,260.00)
Accrued Expenses & Taxes	(\$20,509.82)	(\$19,380.61)
Repurchase Agreements	\$4,725,254,000.00	\$5,330,064,000.00
Mutual Fund Investments	\$867,113,103.88	\$600,175,103.88
Government Securities	\$10,034,170,063.25	\$7,766,951,660.32
U.S. Treasury Bills	\$1,521,357,394.17	\$2,322,018,329.66
U.S. Treasury Notes	\$0.00	\$135,633,368.68
TOTAL	\$17,069,457,092.99	

Portfolio by Maturity as of November 30, 2018

1 to 7 days	8 to 90 day	91 to 180 days	181 + days
43.7%	48.9%	5.7%	1.7%

Portfolio by Type of Investments as of November 30, 2018

Agencies	Repurchase Agreements	Treasuries	Money Market Funds
47.6%	32.6%	16.1%	3.7%

SUMMARY INFORMATION

On a simple daily basis, the monthly average yield was 2.14% for September, 2.00% for October and 2.20% for November.

As of the end of the reporting period, market value of collateral supporting the Repurchase Agreements was at least 102% of the Book Value.

The weighted average maturity of the fund as of November 30, 2018 was 34 days.

The net asset value as of November 30, 2018 was 0.99991.

The total amount of interest distributed to participants during the period was \$86,738,160.97.

This quarter, TexPool rates did not exceed the 90 Day T-Bill rates toward the end of the reporting period.

TexPool has a current money market fund rating of AAAm by Standard and Poor's.

During the reporting period, the total number of participants has increased to 2,515.

Funds assets are safe kept at the State Street Bank in the name of TexPool in a custodial account.

During the reporting period, the investment portfolio was in full compliance with Tri-County Behavioral Healthcare's Investment Policy and with the Public Funds Investment Act.

Submitted by:

Sheryl Baldwin
Manager of Accounting / Investment Officer

Date

Millie McDuffey
Chief Financial Officer / Investment Officer

Date

Evan Roberson
Executive Director / Investment Officer

Date

**TRI-COUNTY BEHAVIORAL HEALTHCARE
QUARTERLY INTEREST EARNED REPORT
FISCAL YEAR 2019
As Of November 30, 2018**

BANK NAME	INTEREST EARNED				
	1st QTR.	2nd QTR.	3rd QTR.	4th QTR.	YTD TOTAL
Alliance Bank - Central Texas CD	\$ 472.35				\$ 472.35
First Financial Bank CD	\$ 3,565.55				\$ 3,565.55
First Liberty National Bank	\$ 3.17				\$ 3.17
JP Morgan Chase (HBS)	\$ 4,807.07				\$ 4,807.07
Prosperity Bank	\$ 167.17				\$ 167.17
Prosperity Bank CD (formerly Tradition)	\$ 3,807.62				\$ 3,807.62
TexPool Participants	\$ 328.92				\$ 328.92
Total Earned	\$ 13,151.85	\$ -	\$ -	\$ -	\$ 13,151.85

Agenda Item: Board of Trustees Unit Financial Statement as of November and December 2018 Committee: Business	Board Meeting Date January 31, 2019
Background Information: None	
Supporting Documentation: November and December 2018 Board of Trustees Unit Financial Statement	
Recommended Action: For Information Only	

Unit Financial Statement

FY 2019

	November 2018 Actuals	November 2018 Budgeted	Variance	YTD Actual	YTD Budget	Variance	Percent	Budget
Revenues								
Allocated Revenue	\$ 2,348.00	\$ 2,348.00	\$ -	\$ 7,043.00	\$ 7,043.00	\$ -	100.00%	\$ 28,175.00
Total Revenue	\$ 2,348.00	\$ 2,348.00	\$ -	\$ 7,043.00	\$ 7,043.00	\$ -	100.00%	\$ 28,175.00
Expenses								
Insurance-Worker Compensation	\$ 8.79	\$ 16.00	\$ (7.21)	\$ 25.49	\$ 48.00	\$ (22.51)	53.10%	\$ 200.00
Legal Fees	\$ 1,500.00	\$ 1,500.00	\$ -	\$ 4,500.00	\$ 4,500.00	\$ -	100.00%	\$ 18,000.00
Supplies-Office	\$ -	\$ 14.00	\$ (14.00)	\$ -	\$ 42.00	\$ (42.00)	0.00%	\$ 175.00
Training	\$ -	\$ 300.00	\$ (300.00)	\$ 825.00	\$ 900.00	\$ (75.00)	91.67%	\$ 3,600.00
Travel - Local	\$ -	\$ 41.00	\$ (41.00)	\$ -	\$ 123.00	\$ (123.00)	0.00%	\$ 500.00
Travel - Non-local Mileage/Air		\$ 125.00	\$ (125.00)		\$ 375.00	\$ (375.00)	0.00%	\$ 1,500.00
Travel - Non-local Hotel		\$ 250.00	\$ (250.00)		\$ 750.00	\$ (750.00)	0.00%	\$ 3,000.00
Travel - Meals		\$ 100.00	\$ (100.00)		\$ 300.00	\$ (300.00)	0.00%	\$ 1,200.00
Total Expenses	\$ 1,508.79	\$ 2,346.00	\$ (837.21)	\$ 5,350.49	\$ 7,038.00	\$ (1,687.51)	76.02%	\$ 28,175.00
Total Revenue minus Expenses	\$ 839.21	\$ 2.00	\$ 837.21	\$ 1,692.51	\$ 5.00	\$ 1,687.51	23.98%	\$ -

Unit Financial Statement

FY 2019

	December 2018 Actuals	December 2018 Budgeted	Variance	YTD Actual	YTD Budget	Variance	Percent	Budget
Revenues								
Allocated Revenue	\$ 2,348.00	\$ 2,348.00	\$ -	\$ 9,391.00	\$ 9,391.00	\$ -	100.00%	\$ 28,175.00
Total Revenue	\$ 2,348.00	\$ 2,348.00	\$ -	\$ 9,391.00	\$ 9,391.00	\$ -	100.00%	\$ 28,175.00
Expenses								
Insurance-Worker Compensation	\$ -	\$ 16.00	\$ (16.00)	\$ 25.49	\$ 64.00	\$ (38.51)	39.83%	\$ 200.00
Legal Fees	\$ 1,500.00	\$ 1,500.00	\$ -	\$ 6,000.00	\$ 6,000.00	\$ -	100.00%	\$ 18,000.00
Supplies-Office	\$ -	\$ 14.00	\$ (14.00)	\$ -	\$ 56.00	\$ (56.00)	0.00%	\$ 175.00
Training	\$ -	\$ 300.00	\$ (300.00)	\$ 825.00	\$ 1,200.00	\$ (375.00)	68.75%	\$ 3,600.00
Travel - Local	\$ -	\$ 41.00	\$ (41.00)	\$ -	\$ 164.00	\$ (164.00)	0.00%	\$ 500.00
Travel - Non-local Mileage/Air		\$ 125.00	\$ (125.00)	\$ -	\$ 500.00	\$ (500.00)	0.00%	\$ 1,500.00
Travel - Non-local Hotel		\$ 250.00	\$ (250.00)	\$ -	\$ 1,000.00	\$ (1,000.00)	0.00%	\$ 3,000.00
Travel - Meals		\$ 100.00	\$ (100.00)	\$ -	\$ 400.00	\$ (400.00)	0.00%	\$ 1,200.00
Total Expenses	\$ 1,500.00	\$ 2,346.00	\$ (846.00)	\$ 6,850.49	\$ 9,384.00	\$ (2,533.51)	73.00%	\$ 28,175.00
Total Revenue minus Expenses	\$ 848.00	\$ 2.00	\$ 846.00	\$ 2,540.51	\$ 7.00	\$ 2,533.51	27.00%	\$ -

Agenda Item: HUD 811 Update Committee: Business	Board Meeting Date January 31, 2019
Background Information: As you are aware our HUD 811 housing projects are funded with the expectation that they remain viable for the next forty (40) years. Once this time period is met, HUD considers the program obligation met (i.e. loan paid in full). Each of the Housing Boards is appointed by the Board of Trustees and each organization is a component unit of Tri-County Behavioral Healthcare. As a Liaison to these projects, Tri-County has established a quarterly reporting mechanism to keep the Board of Trustees updated on the status of these projects.	
Supporting Documentation: First Quarter FY 2019 HUD 811 Report	
Recommended Action: For Information Only	

4th Quarter FY 2018 HUD 811 Report

The Cleveland Supported Housing, Inc. Board (CSHI) held their last meeting on November 30, 2018, where they reviewed project updates and financials. The property is at 93% capacity with one approved application on the waiting list and several pending.

Staff have visited the property several times over the past few weeks as we continue to address identified issues with the general contractor. More information will be provided to the Board in a separate update.

As of January 18, 2019, the Payable to Tri-County is \$31,707. McDougal Property Management was able to make a payment on the payable in the amount of \$5,000 on December 20, 2018.

The current CSHI bylaws state that the minimum number of directors may not be less than three at any given time and we are currently at four. Although not required, we continue to be open to the prospect of additional Board members for the CSHI Board.

The Montgomery Supported Housing, Inc. Board (MSHI) held their last meeting on November 27, 2018, where they reviewed project updates and financial status. The property is at 100% capacity with five approved applications on the waiting list.

As of September 30, 2018, the payable to Tri-County reflected in our financials is \$31,943. Staff continue to review amounts over budget and communicate with McDougal as needed. As a reminder, following annual audit, the auditor will work with McDougal to identify any funds that may be able to be used to pay back Tri-County.

Prior to our November meeting we received another notice from the City of Montgomery regarding two public hearings for a re-zoning request by Larry Jacobs, a developer working on a new senior living facility. As you may recall, his initial request had been denied. Following several calls with the City after the initial notification it was confirmed that this will not affect the zoning at Independence Place but the City is required to notify us since we are within 200 feet of the property being considered for re-zoning.

The Independence Communities, Inc. Board (ICI) held their last meeting on December 11, 2018, where they reviewed project updates and financial status.

The property remains well maintained and residents continue to benefit from the close proximity of the apartments to Tri-County Behavioral Healthcare. As the Board is

aware, not all residents receive services at TCBHC but those that do continue to have improved access from this partnership. The Property Manager has done an outstanding job maintaining this project which opened in 2005 and has established positive relationships with both residents and staff.

McDougal Property Management submitted a budget based rent increase to HUD on June 30, 2018 and they were approved and went into effect as of November 1, 2018.

As of the September 30, 2018 financials, the property has a net operating income of 9,648. Following required payments to the RFR-Reserved for Replacement, there was a net profit for the year of \$4,473.

Annual meetings are currently scheduled for all three Boards in March 2019 where the Board will elect officers and review the FY 18 Annual Audits and 990s for informational purposes.

Agenda Item: Tri-County's Consumer Foundation Update Committee: Business	Board Meeting Date January 31, 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: \$3,569 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 in April 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 4, 2019.</p>	
Supporting Documentation: None	
Recommended Action: For Information Only	

UPCOMING MEETINGS

February 28, 2019 – Board Meeting

- Approve Minutes from January 31, 2019 Board Meeting
- Longevity Recognition Presentations
- Community Resources Report
- Consumer Services Report for January 2019
- Program Updates
- Program Presentation
- Personnel Report for January 2019
- Texas Council Risk Management Fund Claims Summary for January 2019
- Approve Financial Statements for January 2019
- 401(a) Retirement Plan Account Review
- Board of Trustees Unit Financial Statement as of January 2019
- Building Consolidation Update

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
- Board of Trustees Unit Financial Statement as of February 2019
- Building Consolidation 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