

Tri-County Behavioral Healthcare Board of Trustees Meeting

January 30, 2020



Notice is hereby given that a regular meeting of the Board of Trustees of Tri-County Behavioral Healthcare will be held on Thursday, January 30, 2020. The Business Committee will convene at 8:30 a.m., the Program Committee will convene at 9:30 a.m. and the Board meeting will convene at 10:00 a.m. at 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. Approve Minutes - October 24, 2019

III. Executive Director's Report - Evan Roberson

- A. Local IDD Authority Audit
- B. Child and Youth Performance Measure
- C. All Texas Access Update
- D. Methodist Foundation Grant
- E. CCBHC
- F. Texas Mental Health Care Consortium

IV. Chief Financial Officer's Report - Millie McDuffey

- A. Budget Revision
- B. CCBHC - Alternative Payment Methodologies (APM) Cost Report
- C. Cost Accounting Methodology (CAM)
- D. FY 2019 HCS and MEI Cost Reports
- E. Update on Software Conversions
- F. CFO Consortium
- G. Workers Compensation Audit Update

V. Program Committee

Action Items

- A. Appoint New Mental Health Planning Network Advisory Committee Member.....Page 7

Information Items

- B. Community Resources Report.....Pages 8-13
- C. Consumer Services Report for October, November and December 2019.....Pages 14-17
- D. Program Updates.....Pages 18-23
- E. FY 2020 Goals and Objectives Progress Report.....Pages 24-27
- F. 1st Quarter FY 2020 Corporate Compliance and Quality Management Report.....Pages 28-30

G. 2 nd Quarter FY 2020 Corporate Compliance Training.....	Pages 31-32
H. Medicaid 1115 Transformation Waiver Project Status Report.....	Pages 33-35

VI. Executive Committee

Information Items

A. Board of Trustees Oath of Office.....	Pages 36-41
B. Personnel Report for October, November and December 2019.....	Pages 42-48
C. Texas Council Risk Management Fund Claims Summary as of October, November and December 2019.....	Pages 49-52
D. Texas Council Quarterly Board Meeting Update.....	Page 53

VII. Business Committee

Action Items

A. Approve October 2019 Financial Statements.....	Pages 54-66
B. Approve November 2019 Financial Statements.....	Pages 67-80
C. Approve December 2019 Financial Statements.....	Pages 81-94
D. Approve FY 2019 Independent Financial Audit.....	Page 95
E. Approve Purchase of Two Ford Edge Vehicles.....	Pages 96-112
F. Approve Surplus Sale for Miscellaneous Furniture and Equipment.....	Page 113
G. Reappoint Cleveland Supported Housing, Inc. Board of Directors.....	Page 114
H. Reappoint Independence Communities, Inc. Board of Directors.....	Page 115
I. Reappoint Montgomery Supported Housing, Inc. Board of Directors.....	Page 116
J. Appoint New Directors for the Tri-County Consumer Foundation Board.....	Page 117
K. Approve FY 2020 Family First Urgent Care Contract.....	Page 118
L. Independence Oaks Apartments Update.....	Page 119

Information Items

M. 1 st Quarter FY 2020 Investment Report.....	Pages 120-124
N. Board of Trustees Unit Financial Statements for October, November and December 2019.....	Pages 125-128
O. Foundation Board Update.....	Page 129
P. HUD 811 Updates - Cleveland, Montgomery and Huntsville.....	Pages 130-132
Q. Toys for The Holidays Update.....	Page 133

VIII. 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

October 24, 2019

Board Members Present:

Patti Atkins
Janet Qureshi
Sharon Walker
Morris Johnson
Richard Duren
Jacob Paschal

Board Members Absent:

Gail Page
Tracy Sorensen

Tri-County Staff Present:

Evan Roberson, Executive Director
Millie McDuffey, Chief Financial Officer
Kenneth Barfield, Director of Management Info Systems
Tanya Bryant, Director of Quality Management and Support
Amy Foerster, Chief Compliance Officer
Catherine Prestigiovanni, Director of Strategic Development
Kathy Foster, Director of IDD Provider Services
Kelly Shropshire, Director of IDD Authority Services
Ava Green, Executive Assistant
Tabatha Abbott, Cost Accountant
Jamila Brinson, Legal Counsel

Sheriff Representatives Present:

Chief Deputy Don Neyland, Liberty County Sheriff's Office
Lt. Keith DeHart, Walker County Sheriff's Office

Call to Order: Board Chair, Patti Atkins, called the meeting to order at 10:04 a.m. at 233 Sgt. Ed Holcomb Blvd. S., Conroe, TX.

Public Comment: There was no public comment.

Quorum: There being six (6) Board Members present, a quorum was established.

Resolution #10-19-01

Motion Made By: Sharon Walker

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

Resolved:

That the Board excuse the absence of Gail Page and Tracy Sorensen.

Resolution #10-19-02

Motion Made By: Morris Johnson

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

Resolved:

That the Board approve the minutes of the September 26, 2019 meeting of the Board of Trustees.

Program Presentations:

Patti Atkins, Board Chair, suspended the Agenda at 10:07 a.m. to move to Business Committee Information Item IX-D, 401(a) Retirement Plan Account Review. Scott Hayes, from ISC Group Advisors, presented the report.

Longevity Recognition Presentations

Executive Director's Report:

The Executive Director's report is on file.

- All Texas Access (SB 633)
- OIG ACT Deviation Review
- Imelda Crisis Counseling Program
- Cleveland Building Updates

Chief Financial Officer's Report:

The Chief Financial Officer's report is on file.

- FY 2019 Audit
- Update on Software Conversion
- CFO Consortium
- Workers' Compensation Audit

PROGRAM COMMITTEE:

The Community Resources Report was reviewed for information purposes only.

The Consumer Services Report for September 2019 was reviewed for information purposes only.

The Program Updates Report was reviewed for information purposes only.

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

EXECUTIVE COMMITTEE:

The Personnel Report for September 2019 was reviewed for information purposes only.

The Texas Council Risk Management Fund Claims Summary for September 2019 was reviewed for information purposes only.

BUSINESS COMMITTEE:

Resolution #10-19-03

Motion Made By: Morris Johnson

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

Resolved:

That the Board approve the September 2019 Financial Statements.

The Board of Trustees received an update on Independence Oaks Apartments. No action taken.

The Board of Trustees received an update on the next steps to resolve building issues at 233 Sgt Ed Holcomb Blvd S, Conroe, TX. No action taken.

The Board of Trustees Unit Financial Statement for September 2019 was reviewed for information purposes only.

The regular meeting of the Board of Trustees adjourned at 11:14 a.m.

Adjournment:

Attest:

Patti Atkins
Chair

Date

Jacob Paschal
Secretary

Date

<p>Agenda Item: Appoint New Mental Health Planning Network Advisory Committee Member</p> <p>Committee: Program</p>	<p>Board Meeting Date</p> <p>January 30, 2020</p>
<p>Background Information:</p> <p>The Texas Health and Human Services contract requires that the Planning Network Advisory Committee "...be composed of at least nine members, fifty percent of whom shall be consumers or family members of consumers..." We currently have five (5) MHPNAC openings.</p> <p>Staff is recommending the appointment of the volunteer listed below to the Mental Health Planning Network Advisory Committee.</p> <p><u>William (Bill) Wilkins, Community Member</u></p> <ul style="list-style-type: none"> • Clinical Pharmacist (Retired) • Son is a Board-Certified Behavior Analyst • Other Activities – Board of Directors – Lonestar Family Health Center <p>Mr. Wilkins has agreed to serve on the MHPNAC for the remainder of a two-year term which will expire August 31, 2021.</p>	
<p>Supporting Documentation:</p> <p>None</p>	
<p>Recommended Action:</p> <p>Appoint Bill Wilkins as a New Mental Health Planning Network Advisory Committee Member to the Remainder of a Two-Year Term Which Expires August 31, 2021</p>	

Agenda Item: Community Resources Report Committee: Program	Board Meeting Date: January 30, 2020
Background Information: None	
Supporting Documentation: Community Resources Report	
Recommended Action: For Information Only	

Community Resources Report

October 25, 2019 – January 30, 2020

Volunteer Hours:

Location	October	November	December
Conroe	463.32	419.15	99.16
Cleveland	0	0	4
Liberty	14	0	0
Huntsville	7.5	0	12
Total	484.82	419.15	115.16

COMMUNITY ACTIVITIES:

10/25/19	Walker County Juvenile Justice Staffing Meeting	Huntsville
10/26/19	Basic Training Class	Conroe
10/28/19	Basic Training Class #2	Conroe
10/28/19	New Waverly ISD School Health Advisory Council Meeting	New Waverly
10/29/19	Liberty County Mental Health Issues Workgroup Meeting	Liberty
10/29/19	Grace After Fire – Veterans	Conroe
10/29/19	Sam Houston State University Veterans Collaboration Meeting	Huntsville
10/29/19	Salvation Army and Conroe House of Prayer (CHOP) Homeless Collaboration	Conroe
10/29/19	Network of Victim Assistance (NOVA) Meeting and Networking	Conroe
10/30/19	Conroe Noon Lions Luncheon	Conroe
11/1/19	ASK Training for Veterans	Conroe
11/1/19	Positive Recovery Open House	Houston
11/2/19	Bubble Run for Veteran	Huntsville
11/2/19	Out of the Darkness Walk	The Woodlands
11/4/19	Montgomery County Homeless Coalition Board Meeting	Conroe
11/4/19	Mental Health First Aid Training	Conroe
11/4/19	Trauma and Grief Workgroup Meeting – Suicide Prevention Task Force	Conroe
11/5/19	Liberty Basic Certification Training – Veterans	Liberty
11/6/19	Montgomery County Veterans Treatment Court	Conroe
11/6/19	Judge Powell Collaboration Meeting for Veterans Court	Cleveland
11/6/19	Conroe Noon Lions Luncheon	Conroe
11/7/19	Network of Victim Assistance (NOVA) Meeting and Networking	Conroe
11/7/19	Cleveland Chamber of Commerce Luncheon	Cleveland
11/7/19	Dispute Resolution Center Board Meeting	Conroe
11/7/19	Conroe Noon Lions Membership Meeting	Conroe
11/7/19	Conroe ISD Safety Committee Meeting	Conroe
11/8/19	Cooking for Courage (Veterans)	Conroe
11/8/19	Veterans Day Ceremony V.E.T.S Program Pod 7	Conroe
11/8/19	Family Promise Volunteer Skills Training	The Woodlands

11/11/19	ASK Training for Veterans	Conroe
11/11/19	Suicide Prevention Task Force Meeting	Conroe
11/11/19	Dayton Veterans Luncheon	Dayton/Liberty
11/11/19	The Woodlands Veterans Appreciation Day Event	The Woodlands
11/11/19	Trinity Church Veterans Presentation	The Woodlands
11/11-11/15/19	Veterans Appreciation Week	Conroe
11/12/19	Pediatric Suicide Prevention Workgroup Meeting – Suicide Prevention Task Force	Conroe
11/12/19	Lonestar College Veterans Collaboration Meeting	Tomball
11/12/19	Assisting Victims Escape & Resist Trafficking (AVERT) Meeting	Conroe
11/13/19	Conroe Noon Lions Luncheon	Conroe
11/13/19	Huntsville ISD Threat Assessment Team Meeting	Huntsville
11/13/19	Veterans Treatment Court	Conroe
11/13/19	Liberty County Community Resource Coordination Group	Liberty
11/14/19	New Wavery ISD MHFA Face to Face Meeting	New Waverly
11/14/19	Huntsville ISD MHFA Face to Face Meeting	Huntsville
11/14/19	Sam Houston State University MHFA Meeting with Counselors	Huntsville
11/14/19	Sam Houston State University Veterans ASK Training	Huntsville
11/14/19	Volunteer Appreciation Lunch Conroe Chamber of Commerce	Conroe
11/14/19	Lone Star College Veteran Collaboration Meeting	The Woodlands
11/14/19	Young Professionals Networking Group	The Woodlands
11/14/19	Huntsville Chamber of Commerce Small Breakfast Meeting	Huntsville
11/15/19	First Responder Supports Neurodiversity Symposium	The Woodlands
11/15/19	Office of Emergency Management Special Threat Mental Health Meeting	Conroe
11/16/19	Warrior Gala to Support Veterans	The Woodlands
11/16-11/19/19	Second Annual Judicial Summit on Mental Health	San Marcos
11/18/19	Splendora ISD Collaboration Meeting	Splendora
11/18/19	Substance Abuse Presentation to Montgomery County Juvenile Probation	Conroe
11/18/19	New Waverly ISD School Health Advisory Committee Meeting	New Waverly
11/18/19	Henry's Home Veteran Outreach	Conroe
11/18/19	Trauma and Grief Workgroup Meeting – Suicide Prevention Task Force	Conroe
11/19/19	Montgomery County Child Mental Health Coalition	Conroe
11/19/19	Montgomery County Community Resource Coordination Group	Conroe
11/19/19	Veterans Task Force Q1 Meeting	Conroe
11/19/19	Veterans Court Mentor Orientation and Training	Conroe
11/19/19	Heroes Pantry for Veterans Collaboration	Conroe
11/19/19	Homeless Management Information System Forum	Houston
11/20/19	Veterans Court Mentor Orientation and Training #2	Conroe
11/20/19	Liberty Duck Farm for Veterans	Liberty
11/20/19	105 Storage Veterans Breakfast	Conroe
11/20/19	Langetree Retreat and Eco Center – Tiny Homes for Veterans	Liberty

11/20/19	Conroe Noon Lions Club Luncheon	Conroe
11/20/19	Liberty/Dayton Chamber of Commerce Meeting	Liberty
11/20/19	Walker County Community Resource Coordination Group	Huntsville
11/21/19	Hero's Pantry for Veterans	Spring
11/21/19	Homeless Coalition Meeting	Conroe
11/21/19	A&M Agrilife Veterans Volunteer Appreciation Meeting	Conroe
11/22/19	Cleveland Veterans Treatment Court	Liberty
11/25/19	Conroe Noon Lions Luncheon	Conroe
11/25/19	Veterans Basic Training	Conroe
12/2/19	Montgomery County Homeless Coalition Community Meeting	Conroe
12/3/19	Entergy Texas Network Meeting	The Woodlands
12/3/19	Project Mentor Lunch	Conroe
12/4/19	Region 6 Outreach, Screening, Assessment and Referral Quarterly Meeting	Houston
12/5/19	Cleveland Chamber of Commerce Luncheon	Cleveland
12/9/19	Student Care Team Meeting Huntsville ISD	Huntsville
12/10/19	Project Mentor Lunch	Conroe
12/10/19	Liberty County Mental Health Issues Working Meeting	Liberty
12/11/19	Conroe Noon Lions Club Luncheon	Conroe
12/11/19	Conroe Noon Lions Club Board Meeting	Conroe
12/11/19	Liberty County Community Resource Coordination Group	Liberty
12/12/19	Dispute Resolution Center Meeting	Conroe
12/12/19	Huntsville Chamber of Commerce Small Breakfast Meeting	Huntsville
12/13/19	ASK Training for Veterans	Conroe
12/13/19	Texas United for Freedom (TUFF) Meeting	Montgomery
12/13/19	Comfort Care Lunch and Learn	Conroe
12/14/19	Veteran Community Coffee Meeting (MUG)	Conroe
12/16/19	Conroe Fire Department Promotion	Conroe
12/17/19	Project Mentor Lunch	Conroe
12/17/19	Montgomery County Child Mental Health Coalition	Conroe
12/17/19	Montgomery County Community Resource Coordination Group	Conroe
12/18/19	Conroe Noon Lions Club Luncheon	Conroe
12/18/19	Conroe Fire Department Retirement Dinner	Conroe
12/18/19	Liberty/Dayton Chamber of Commerce Meeting	Liberty
12/19/19	Homeless Coalition Community Meeting	Conroe
12/19/19	Homeless Management Information System Forum	Houston
12/19/19	Hero's Pantry Luncheon for Veteran	Spring
12/21/19	Liberty Basic Certification Training for Veterans	Liberty
12/23/19	Basic Certification Training for Veterans	Conroe
1/2/20	Network of Victims Assistance (NOVA) Meeting and Networking	Conroe
1/2/20	Exxon Retirement Luncheon	The Woodlands
1/2/20	Cleveland Chamber of Commerce Luncheon	Cleveland
1/6/20	Montgomery County Homeless Coalition Board Meeting	Conroe

1/6/20	FEMA Buyout Meeting with City Council	Conroe
1/7/20	Student Care Meeting with Counselors Huntsville ISD	Huntsville
1/7/20	Project Mentor Lunch	Conroe
1/8/20	Montgomery County Veterans Treatment Court	Conroe
1/8/20	Conroe Noon Lions Club Luncheon	Conroe
1/9/20	Huntsville Chamber of Commerce Small Breakfast Meeting	Huntsville
1/9/20	Leadership Montgomery County – Mental Health Presentation	The Woodlands
1/11/20	Veterans Mental Health First Aid	Conroe
1/13/20	Mental Health First Aid – Crisis Assistance Center	Conroe
1/13/20	Career and Recovery Collaboration Meeting	Conroe
1/14/20	Veterans Mentor Meeting	Conroe
1/14/20	Assisting Victims Escape & Resist Trafficking Meeting (AVERT)	Conroe
1/15/20	Conroe Noon Lions Club Luncheon	Conroe
1/15/20	Montgomery County Hospital Districts “Stop the Bleed” Meeting	Conroe
1/15/20	Multidisciplinary Behavioral Health Team Quarterly Meeting	Huntsville
1/15/20	Liberty/Dayton Chamber of Commerce Meeting	Liberty
1/16/20	Homeless Coalition Community Meeting	Conroe
1/17/20	Mental Health Victims Special Threat Workgroup	Conroe
1/17/20	Liberty Veterans Treatment Court – Mentor Meeting	Liberty
1/18/20	Basic Certification Training for Veterans	Conroe
1/20/20	Cleveland Chamber of Commerce Luncheon	Cleveland
1/21/20	North Houston Networking Group	The Woodlands
1/21/20	Montgomery County Child Mental Health Coalition	Conroe
1/21/20	Montgomery County Community Resource Coordination Group	Conroe
1/22/20	Conroe Noon Lions Club Luncheon	Conroe
1/23/20	Behavioral Health Suicide Prevention Taskforce	Conroe
1/23/20	Bridge Up Impact Network Grant Meeting with New Caney ISD	New Caney
1/24/20	Veterans Trauma Seminar	Kingwood
1/24/20	Harris County Psychiatric Center Marketing Meeting	Houston
1/24/20	Hope Rising Presentation – First Baptist Church of The Woodlands	The Woodlands
1/28/20	Liberty County Mental Health Issues Workgroup Meeting	Liberty
1/29/20	Conroe Noon Lions Club Luncheon	Conroe
1/29/20	Youth Mental Health First Aid – Conroe ISD	Conroe
1/29/20	Suicide Prevention Task Force Meeting	The Woodlands
1/30/20	Bridge Up Impact Network Grant Meeting with New Caney ISD	New Caney

UPCOMING ACTIVITIES:

2/6/20	Cleveland Chamber of Commerce Luncheon	Cleveland
2/11/20	Pediatric Suicide Prevention Workgroup Meeting – Suicide Prevention Task Force	Conroe
2/12/20	Liberty County Community Resource Coordination Group	Liberty
2/17/20	Huntsville ISD Reunification Planning Meeting	Huntsville

2/18/20	Montgomery County Community Resource Coordination Group	Conroe
2/19/20	Liberty/Dayton Chamber of Commerce Meeting	Liberty
2/20/20	Homeless Coalition Meeting	Conroe
2/20/20	Huntsville ISD Parent Meeting	Huntsville
2/21/20	Department of Family & Protective Services Presentation on Substance Use Awareness	Conroe
2/24/20	New Waverly ISD School Health Advisory Committee Meeting	New Waverly

Agenda Item: Consumer Services Report for October, November and December 2019	Board Meeting Date: January 30, 2020
Committee: Program	
Background Information:	
None	
Supporting Documentation:	
Consumer Services Report for October, November and December 2019	
Recommended Action:	
For Information Only	

Consumer Services Report October 2019

Consumer Services	Montgomery County	Cleveland	Liberty	Walker County	Total
Crisis Services, MH Adults/Children					
Persons Screened, Intakes, Other Crisis Services	697	45	46	69	857
Crisis and Transitional Services (LOC 0, LOC 5)	65	0	0	0	65
Psychiatric Emergency Treatment Center (PETC) Served	64	4	5	12	85
Psychiatric Emergency Treatment Center (PETC) Bed Days	209	16	21	35	281
East Montgomery County Crisis Service Admits	22	5	0	0	27
Contract Hospital Admissions	3	0	0	0	3
Diversion Admits	14	1	2	3	20
Total State Hospital Admissions	0	0	0	0	0
Routine Services, MH Adults/Children					
Adult Service Packages (LOC 1m,1s,2,3,4)	1309	136	98	132	1675
Adult Medication Services	1046	107	79	116	1348
Child Service Packages (LOC 1-4 and YC)	713	71	36	89	909
Child Medication Services	257	23	11	21	312
TCOOMMI (Adult Only)	122	8	19	12	161
Adult Jail Diversions	2	0	0	0	2
Persons Served by Program, IDD					
Number of New Enrollments for IDD Services	1	0	0	0	1
Service Coordination	665	36	40	66	807
Persons Enrolled in Programs, IDD					
Center Waiver Services (HCS, Supervised Living)	21	4	13	19	57
Substance Abuse Services					
Children and Youth Prevention Services	88	0	16	31	135
Youth Substance Abuse Treatment Services/COPSD	11	0	0	0	11
Adult Substance Abuse Treatment Services/COPSD	60	0	0	3	63
Waiting/Interest Lists as of Month End					
Adult Mental Health Services	142	0	0	0	142
Home and Community Based Services Interest List	1817	140	163	210	2330
October Served by County					
Adult Mental Health Services	1717	170	143	232	2262
Child Mental Health Services	864	77	46	97	1084
Intellectual and Developmental Disabilities Services	753	44	54	81	942
Total Served by County	3334	291	253	410	4288
September Served by County					
Adult Mental Health Services	1672	161	138	216	2187
Child Mental Health Services	753	72	41	98	964
Intellectual and Developmental Disabilities Services	727	49	63	79	918
Total Served by County	3152	282	242	393	4069
August Served by County					
Adult Mental Health Services	1575	190	145	196	2106
Child Mental Health Services	742	65	37	95	939
Intellectual and Developmental Disabilities Services	694	43	54	75	866
Total Served by County	3011	298	236	366	3911

Consumer Services Report

November 2019

Consumer Services	Montgomery County	Cleveland	Liberty	Walker County	Total
Crisis Services, MH Adults/Children					
Persons Screened, Intakes, Other Crisis Services	586	45	34	58	723
Crisis and Transitional Services (LOC 0, LOC 5)	46	0	0	0	46
Psychiatric Emergency Treatment Center (PETC) Served	56	5	2	6	69
Psychiatric Emergency Treatment Center (PETC) Bed Days	218	18	5	22	263
East Montgomery County Crisis Service Admits	25	0	1	0	26
Contract Hospital Admissions	3	0	0	0	3
Diversion Admits	8	0	2	0	10
Total State Hospital Admissions	0	0	1	0	1
Routine Services, MH Adults/Children					
Adult Service Packages (LOC 1m,1s,2,3,4)	1192	126	110	98	1526
Adult Medication Services	913	89	81	93	1176
Child Service Packages (LOC 1-4 and YC)	698	59	32	78	867
Child Medication Services	272	19	10	28	329
TCOOMMI (Adult Only)	118	7	20	12	157
Adult Jail Diversions	2	0	0	0	2
Persons Served by Program, IDD					
Number of New Enrollments for IDD Services	12	1	0	0	13
Service Coordination	665	34	42	69	810
Persons Enrolled in Programs, IDD					
Center Waiver Services (HCS, Supervised Living)	22	4	13	19	58
Substance Abuse Services					
Children and Youth Prevention Services	399	0	16	38	453
Youth Substance Abuse Treatment Services/COPSD	19	0	0	0	19
Adult Substance Abuse Treatment Services/COPSD	54	0	0	2	56
Waiting/Interest Lists as of Month End					
Adult Mental Health Services	119	0	0	0	119
Home and Community Based Services Interest List	1836	141	165	212	2354
November Served by County					
Adult Mental Health Services	1554	145	120	189	2008
Child Mental Health Services	843	72	43	87	1045
Intellectual and Developmental Disabilities Services	731	42	63	79	915
Total Served by County	3128	259	226	355	3968
October Served by County					
Adult Mental Health Services	1717	170	1431	232	2262
Child Mental Health Services	864	77	46	97	1084
Intellectual and Developmental Disabilities Services	753	44	64	81	942
Total Served by County	3334	291	253	410	4288
September Served by County					
Adult Mental Health Services	1672	161	138	216	2187
Child Mental Health Services	753	72	41	98	964
Intellectual and Developmental Disabilities Services	727	49	63	79	918
Total Served by County	3152	282	242	393	4069

Consumer Services Report

December 2019

Consumer Services	Montgomery County	Cleveland	Liberty	Walker County	Total
Crisis Services, MH Adults/Children					
Persons Screened, Intakes, Other Crisis Services	494	38	31	46	609
Crisis and Transitional Services (LOC 0, LOC 5)	44	0	0	1	45
Psychiatric Emergency Treatment Center (PETC) Served	59	4	3	6	72
Psychiatric Emergency Treatment Center (PETC) Bed Days	201	12	9	32	254
East Montgomery County Crisis Service Admits	17	8	1	0	26
Contract Hospital Admissions	0	0	0	0	0
Diversion Admits	15	1	0	0	16
Total State Hospital Admissions	0	0	0	1	1
Routine Services, MH Adults/Children					
Adult Service Packages (LOC 1m,1s,2,3,4)	1170	117	79	98	1464
Adult Medication Services	922	77	57	75	1131
Child Service Packages (LOC 1-4 and YC)	695	58	30	76	859
Child Medication Services	247	20	12	27	306
TCOOMMI (Adult Only)	122	7	17	8	154
Adult Jail Diversions	2	0	0	0	2
Persons Served by Program, IDD					
Number of New Enrollments for IDD Services	7	1	0	0	8
Service Coordination	650	34	43	70	797
Persons Enrolled in Programs, IDD					
Center Waiver Services (HCS, Supervised Living)	22	4	13	19	58
Substance Abuse Services					
Children and Youth Prevention Services	326	0	0	0	326
Youth Substance Abuse Treatment Services/COPSD	17	0	0	0	17
Adult Substance Abuse Treatment Services/COPSD	53	0	0	3	56
Waiting/Interest Lists as of Month End					
Adult Mental Health Services	93	0	0	0	93
Home and Community Based Services Interest List	1861	143	167	215	2386
December Served by County					
Adult Mental Health Services	1521	137	112	173	1943
Child Mental Health Services	803	67	37	89	996
Intellectual and Developmental Disabilities Services	875	40	63	81	1059
Total Served by County	3199	244	212	343	3998
November Served by County					
Adult Mental Health Services	1554	145	120	189	2008
Child Mental Health Services	843	72	43	87	1045
Intellectual and Developmental Disabilities Services	731	42	63	79	915
Total Served by County	3128	259	226	355	3968
October Served by County					
Adult Mental Health Services	1717	170	143	232	2262
Child Mental Health Services	864	77	46	97	1084
Intellectual and Developmental Disabilities Services	753	44	64	81	942
Total Served by County	3334	291	253	410	4288

Agenda Item: Program Updates Committee: Program	Board Meeting Date: January 30, 2020
Background Information: None	
Supporting Documentation: Program Updates	
Recommended Action: For Information Only	

Program Updates

October 25, 2019 – January 30, 2020

Crisis Services

1. In recent years, Crisis Services has been busiest during the Spring and Summer and has been much slower in the Fall and Winter. In fact, during the month of November and December we have typically scheduled building remodeling projects and other activities which could only be completed when fewer people were present. The summer of 2019, while busier than the Fall and Winter of 2019, was not nearly as busy for our Crisis services program as it typically has been. In addition, many of the local psychiatric hospitals reported similar utilization trends. However, in the Fall and Winter of 2019/2020 we have seen record utilization of services for the Fall and Winter, and in some cases have set new all-time crisis records.

We are unsure how to explain this utilization trend. Crisis Services are a 'fire-house model,' meaning that there is significant variation in utilization from day to day, but this trend is noteworthy because if we have a 'typical' summer, we may have some challenges funding these services, especially indigent hospitalization.

2. We have two rooms at the PETC (three beds) which required some maintenance work and which have been off-line for a few weeks. We expect to have these rooms back in use by the end of January at the latest.
3. We still have a psychiatrist vacancy at the PETC. We have added two days a week of an APRN to help Dr. Sneed manage the workload and are actively seeking an additional psychiatrist.
4. We are being challenged by the size of the lobby at the PETC, especially when we have adults on warrants and kids/families waiting to be screened.

MH Adult Services

1. We have hired an Advanced Practice Registered Nurse (APRN) that started on January 24th. This APRN was to provide additional capacity for adults in Conroe and Rural Clinics. However, on January 20th, the APRN that was serving Liberty and Cleveland resigned so that she could take a position closer to home. The new APRN will cover the vacancy until we can find another prescriber for Cleveland and Liberty.
2. Dr. Nathan and Dr. Bains have taken over supervision of the current nurse practitioners which frees up Dr. Sneed's time for the PETC.
3. We are closely reviewing medication expenses and are working to keep those expenses down. We have seen an increase in the first part of FY 2019, largely due to the increased number of indigent persons served.
4. The number of individuals requesting treatment during the mental health walk-in continues to increase. Despite this additional volume, the program has maintained the ability to schedule all individuals within one week of the request for services, with the majority of individuals completing admission the same day.
5. The First Episode Psychosis Program continues to grow with referrals being made from internal and external sources. Of the current participants, several clients are utilizing the treatment array, including therapy, employment and education services, skills training,

and psychiatry with positive results. There are two clients who are working toward their educational goals, with one registered for college classes and another who is now pursuing a GED. A third client is reporting that as a result of participation in the program, she is able to manage her stress in a healthy way and did not experience a relapse of psychotic symptoms this holiday season for the first time in two years. The individual is also working with program staff to find part-time employment and plans to apply to college this year to pursue a degree in nursing.

6. Staff are reviewing the existing Assisted Outpatient Treatment program (formerly referred to as the outpatient commitment process). The program is intended to be used as a collaborative effort to promote stability, community tenure, and positive interactions between psychiatric and legal community services.
7. The new FY 20 Supported Housing contract has some additional flexibility in the length of time spent in the program, based more on individual need. The program is working to be able to provide more targeted support to a greater number of individuals, and shorten the length of time between referral and housing placement.

MH Child and Youth Services

1. We are currently partnering with Huntsville ISD to provide support and training for parents of children with behavioral needs.
2. School districts continue to request significant assistance from Tri-County as they seek to increase mental health resources in response to recently passed legislation.
3. We are receiving more requests for YES Waiver Intake Assessments; however, many are being found ineligible due to the lack of mental health diagnosis or hospitalizations.

Criminal Justice Services

1. The Administrator of Criminal Justice Services reports that the program recently participated in a TCOOMMI fiscal review. At the outcome of the review, it was determined that there were no findings. The TCOOMMI program has also received accolades from TCOOMMI-Austin on our positive relationships and coordination with community partners.

Substance Use Disorder Services

1. The Adult Substance Use Services Program finished the calendar year having served 231 individuals, which is a 48% increase from calendar year 2018. The program has launched an in-house 12 step meeting, which started in December. It is anticipated that by offering the community meeting at the Conroe building it will promote client participation in community meetings, which is correlated with higher success rates and lasting abstinence.
2. In Youth Substance Use Services, the Administrator reports that Youth billing has been trending up over the last couple of months, with the highest revenue achieved in program history in November and December. Additionally, the program has noted a rise in show rate as well as in internal and community referrals to treatment.
3. Finally, a grant application was submitted to HHSC in December requesting ongoing funding for the Expanded Substance Use Disorder Engagement Program. The program has been in place for the past year, serving as a bridge between mental health treatment

and substance use treatment services. Since implementation of the program, there has been a significant increase in internal referrals to the Substance Use Disorder Treatment program.

4. Substance Use Disorder Prevention services are going to expand throughout Splendora ISD starting this month. We will be in each elementary school as well as the junior high.

IDD Services

1. IDD Authority Services has facilitated the movement of six individuals into an Intermediate Care Facility (ICF) group home in the first quarter of FY20. In addition, our Continuity of Care staff person is currently working on placement of 17 other individuals.
2. In quarter one, Preadmission Screening and Resident Review (PASRR) staff have assisted with two moves from nursing homes to the community, five nursing facility diversions, one crisis diversion and two other placements. We are currently working on 13 additional residential placements.
3. As of November, IDD Authority services has admitted 20 individuals. In addition, the IDD Authority Psychologist and intern have completed 79 Determination of Intellectual Disability (DID) assessments so far this fiscal year.
4. There have been nine individuals who have received crisis respite in the first quarter of FY 2020.
5. The Tri-County Autism Program (TAP) has worked with 15 children who have received 538 hours of ABA services so far this year.
6. Prior to Christmas each of the Day Program sites did fund raisers to purchase gifts, holiday meals and future outings.
7. Cleveland consumers voted on something different this year with their fund-raising dollars. They raised over \$1,000.00, so they purchased equipment for the program that included a ping pong table, foosball table, air hockey table, basketball game and a number of other board games. After the consumers left for the day all items purchased were set up and the individuals were surprised to see all the activities available for them the next morning.
8. Sam Houston State University is still offering Music Therapy to our consumers, waiting on start date.
9. Starting Wednesday January 15th, Bailey's BBQ (local establishment in Cleveland) has offered to serve lunch to Cleveland Life skills every other Wednesday free of charge (sandwich and chips). Staff had originally called to see what kind of price/discount they would give us for a group order of 16 meals and they responded with this offer.

Support Services

1. **Quality Management (QM):**
 - a. The Clinical Trainer accepted the Administrator of Quality Management position and is currently transitioning previous duties to new staff and undergoing training for the new role.

- b. Staff reviewed and submitted three record requests, totaling 14 charts, dating back to January 1, 2019. All charts were requested by Superior Healthplan.
 - i. Staff participated in a managed care audit with Superior on November 13th, 2019. All charts scored above 95% and there were only minor findings.
- c. Staff conducted quarterly IDD chart audits in compliance with the HHSC Authority Audit Corrective Action Plan.

2. Utilization Management:

- a. Following feedback from staff, the Utilization Management Department updated the discharge forms in order to improve engagement attempts prior to discharge.
- b. The Junior Utilization Management Committee continues to analyze new contract performance measures, specifically with respect to Child Improvement, as we have had difficulty meeting this target following changes in the way this is being calculated by the State.
- c. Staff are continuing to monitor all individuals on the wait list and are bringing individuals into services based on clinical need when capacity exists.

3. Training:

- a. The Training Coordinator and Clinical Trainer positions have been filled and we are in the process of scheduling required trainings for these roles.
- b. In early December, the Training Department implemented changes to the new hire orientation process which were aimed at increasing support and improving retention of staff. Among these changes included an opportunity for new hires to connect face to face with their supervisors on the first day.

4. Veteran Services and Veterans Counseling/Crisis:

- a. Our Veterans Crisis Counselor is completely booked through the end of January, and is continuing to get referrals on an ongoing basis. The program has been quite successful and the veterans love it.
- b. Our Veterans Crisis Counselor is offering group counseling at the Montgomery County Jail Veterans Pod. This too has been an amazing success not only benefitting the veterans but also the Sheriff's Department staff who are finding the inmates who attend the group becoming more motivated and focused to be released with a plan on how to live a more productive and legal life.
- c. Our Veteran's Service Liaison has been working with Liberty County to help implement a Veterans Treatment Court in their county. Judge Powell received a grant in late October and is moving quickly to get started. He asked our liaison to assist in training his staff in Basic Certification Training as well as teaching them the process of a veteran's treatment court.
- d. The Veterans Mental Health Clinical and Crisis Support program was audited in December 2019. The on-site audit reviewed all 18 open cases and found one document to be missing. Staff are working with the widow to access her marriage license to prove she was married to a veteran. Once received the program will score 100%.

5. **Planning and Network Advisory Committee(s) (MH and IDD PNACs):**

- a. IDD PNAC met on December 4th, 2019 where they received information on financials, program services, Center updates, community involvement and performance measures. Autism program staff were on hand to provide an update to the committee who agreed that they would like to see these services expand as funding is available.
- b. MH PNAC met on January 15th 2020 to kick off the Local Planning Network Development (LPND) process for the Center. The group reviewed the rules and contract requirements surrounding LPND and discussed ideas to make the process meaningful.

Community Activities

1. Toys for The Holidays was new for the agency this year, and considered a success by all of the children who received gifts. To date staff have not received any complaints.
2. Tropical Storm Imelda staff have begun seeing individuals in the Liberty/Dayton areas. They will be providing crisis counseling and referral services for folks still needing assistance in Liberty, Montgomery, and San Jacinto counties.
3. Our new Mental Health Outreach Worker is working with Sam Houston State University, Crisis Assistance Center, Conroe ISD, Montgomery ISD, Willis ISD, Huntsville ISD and Montgomery County Public Health Dept. to provide MHFA/YMHFA during the month of January. In addition, she will be providing a "Community MHFA" training here at Tri-County on a monthly basis to anyone who wants to attend. There will be a special "Community Veterans" MHFA training in February for Veterans and their family members.

Agenda Item: Year to Date FY 2020 Goals and Objectives Progress Report Committee: Program	Board Meeting Date January 30, 2020
Background Information: The Management Team met on August 9, 2019 to update the five-year strategic plan and to develop the goals for FY 2020. The strategic plan and related goals were approved by the Board of Trustees at the August 2019 Board meeting. Subsequently, the Management Team developed objectives for each of the goals. These goals are in addition to the contractual requirements of the Center's contracts with the Health and Human Services Commission or other contractors. This report shows progress year to date for Fiscal Year 2020.	
Supporting Documentation: FY 2020, Year to Date Goals and Objectives Progress Report	
Recommended Action: For Information Only	

Year-to-Date Progress Report

September 1, 2019 – January 30, 2020

Goal #1 – Administrative Competence

Objective 1: Name(s)

Staff will implement electronic workflows for timesheets and budgeting by May 31, 2020.

- The move to electronic timesheets (along with a new payroll cycle) was completed during the first quarter of FY20. As well, our job postings and applications are now processed through our new HR software. Our personnel files are moving toward a paperless process with most contents routed electronically through the Center for approvals and processing. We anticipate continued rollouts of additional functions of the HR software throughout this FY.

Objective 2: Name(s)

All computers that are in use by staff for services will be converted to the Microsoft Windows 10 operating system and Microsoft Office 2019 software suites by March 31, 2020.

- 455 devices have been updated or replaced.
- Cleveland, Huntsville and Liberty are complete with Desktops and Laptops.
- Porter and Maintenance have 1 desktop each still needing to convert.
- Conroe Laptops are complete, and 21 desktop machines still needing to convert.
 - 12 in Doctor and Intake staff areas
 - 9 in IT and business office areas

Goal #2 – Clinical Excellence

Objective 1: Name(s)

Tri-County will submit documents to HHSC to be certified as a Certified Community Behavioral Health Clinic by June 20, 2020. Regular reports on progress will be made to the Board of Trustees.

- Our CCBHC teams continue to meet weekly to work on CCBHC Certification Procedures.
- The team has decided to submit our certification procedures earlier than June if possible so that we may apply for SAMHSA CCBHC funding that would accelerate our transition into this service delivery model. The new target date is March 10, 2020, but staff are still unsure if this target is achievable.
- Staff will start making regular reports on CCBHC progress to the Board of Trustees at the February Board meeting.

Goal #3 – Community Connectedness

Objective 1: Name(s)

The Tri-County Consumer Foundation will hold at least two fundraisers in FY 2020.

- The board continues to gather information on types of fundraisers to host. The directors have been discussing a Bike Race, Fun Run, Clay Shoot, and Casino Night (the Foundation would be a recipient only – not the organizer of the event). Final decisions to be made in February as board members want additional information on the political appropriateness of having a clay shoot and being the recipient of Casino Night funds.

Objective 2: Name(s)

Tri-County will leverage social media to “tell our story” in FY 2020 as evidenced by weekly social media posts about Tri-County and the services we offer.

- During the first quarter of FY20, we worked to build the TCBHC brand to gain recognition and awareness in the community. As well, we added to our social media platform through the creation of both Tri-County Instagram and Twitter accounts (@TCBHC). In just the first quarter of having these accounts, we are proud to say we rank #10 on Twitter and #6 on Instagram among the thirty-nine community centers in number of followers and we hope to see that number (and outreach) grow!

Goal #4 – Fiscal Responsibility

Objective 1: Name(s)

Staff will issue a Request for Proposals for Benefits Managers by February 29, 2020.

- A draft Request for Proposal (RFP) has been prepared and is set to release in February of 2020, seeking written proposals for Third Party Benefits Administrators to provide Employee Benefit Insurance Brokerage and Consulting services. We anticipate having a set schedule of events (issuance, deadlines, etc....) associated with this RFP to announce during our February Board Meeting.

Goal #5 – Professional Facilities

Objective 1: Name(s)

Staff will present a plan for a new facility in Cleveland, Texas for approval by the Board by February 29, 2020.

- The Cleveland Facility team has worked with our Building Consultant, Mike Duncum, and ARCHTEX architects to develop a site plan and feasibility study for the new Cleveland Facility. Staff continue to look for an appropriate site for the facility. We plan to make a full report to the Board at the February meeting and hope to receive Board authorization to begin the steps necessary to construct the facility. If approved in February, construction would likely begin in late summer.

Goal #6 – Staff Development

Objective 1: Name(s)

At least five current computer-based training courses will be converted to face-to-face training by May 31, 2020.

- Five current computer-based training courses have been identified to be converted over to face to face trainings and include: Severe Weather and Bioterrorism, Clients Rights, Disabilities Overview, People with Serious Mental Illness, Principles of Positive Behavior Support. Training Outlines have been created for all five and PowerPoint presentations have been created for two of the five trainings.

Objective 2: Name(s)

All staff will be trained in part two of the Trauma Informed Care training by August 31, 2020.

- The Clinical Trainer implemented part two of the Trauma Informed Care training on September 23, 2019 and has trained 49 staff to date. Additional trainings are scheduled over the next few months to ensure that all staff are trained by August 31, 2020.

Agenda Item: 1 st Quarter FY 2020 Corporate Compliance and Quality Management Report Committee: Program	Board Meeting Date January 30, 2020
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 2020 are included in this Board packet.</p>	
Supporting Documentation: 1 st Quarter FY 2020 Corporate Compliance and Quality Management Report	
Recommended Action: For Information Only	

Corporate Compliance and Quality Management Report

1st Quarter, FY 2020

Corporate Compliance Activities

A. Key Statistics:

Two investigations were completed in the 1st Quarter.

1. One investigation resulted in \$1564.94 in service payback. The staff was no longer working for the agency when the investigation was conducted.
2. The second investigation resulted in \$888.69 in service payback. The staff was paid \$551.35 in overtime pay. The staff was terminated.

B. Committee Activities:

The Corporate Compliance Committee met on October 23, 2019. The Committee reviewed the following:

1. A final summary of the FY 19, 4th Quarter investigations;
2. FY 20, 1st Quarter updates;
3. FY 19 yearly review;
4. Review and update the CCAP (Corporate Compliance Action Plan);
5. Legal updates on compliance issues;
6. Trending items and;
7. HIPAA review

Quality Management Initiatives

A. Key Statistics:

1. Staff participated in the Superior Foster Care quarterly on-site audit on November 13, 2019. All charts reviewed scored above 95% and there were only minor findings.
2. Staff reviewed and submitted five record requests, totaling 22 charts.
3. Staff conducted several internal audits including telemedicine surveys, progress note reviews, discharge documentation, authorization override requests for clinically complex individuals, and use of the co-occurring psychiatric and substance use modifier.

B. Reviews/Audits:

1. Staff prepared and submitted four charts going back three months for the Superior Foster Care quarterly on-site audit.
2. Staff reviewed and submitted one chart to a private insurance company for services they were billed dating back to January 2018.

3. Staff reviewed and submitted 9 charts to Superior Healthplan for services they were billed dating back to January 2019.
4. Staff reviewed and submitted seven charts to the Office of Inspector General for FY 2018.
5. Staff reviewed and submitted one chart dating back to January 2019.
6. Staff conducted quarterly chart audits in compliance with the IDD Authority Audit Corrective Action Plan which resulted from the annual audit this past January.
7. 90 progress notes were reviewed in detail by staff (50 Child and Youth and 40 Adult Outpatient) Areas needing improvement were communicated to the supervisor and the Clinical Trainer provided re-training as needed.

C. Other Quality Management Activities:

1. Staff reviewed 82 notes that used the Co-Occurring Psychiatric and Substance Use Disorder (COPSD) modifier to ensure that the intervention was used appropriately. This review indicated that the majority of staff utilizing this code are using it correctly with 84% of charts reviewed meeting the criteria. Follow up was made with supervisors as appropriate to initiate additional education as needed.
2. Staff reviewed 35 surveys from individuals who were hospitalized in our State Hospital Diversion beds via contract facilities. The majority of the feedback was generally positive. Quality Management staff continue to monitor these surveys to ensure quality of care.
3. Staff reviewed 25 Televideo Satisfaction Surveys with overall feedback received for Q1 being positive. Some individuals did note that they prefer face to face services but had not other complaints and were pleased that they were able to be seen.
4. Five appeals regarding client termination of services were received in Q1. One individual was displeased with their level of care authorization and was referred back to their managed care organization and four of the appeals were related to discharge. Out of the four discharges, two were overturned due to appeals paperwork not being provided according to procedure.

Agenda Item: 2 nd Quarter FY 2020 Corporate Compliance Training Committee: Program	Board Meeting Date January 30, 2020
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 2020 Corporate Compliance Training	
Recommended Action: For Information Only	

If people like
you, they'll
listen to you,
but if they
trust you,
they'll do
business with
you.

ZIG ZIGLAR
WWW.ANDY.COM

1. Tri-County's Compliance program is responsible for detecting and preventing potential incidents of fraud, waste and abuse.
2. All Tri-County staff members and contractors will conduct themselves in an ethical and legal manner, including maintaining accurate records related to services rendered.
3. Why should you report compliance issues? It is the individual responsibility of each Tri-County staff member and/or contractor to address ethical and/or compliance questions or concerns and to report potential or suspected incidents of fraud, abuse, and/or other wrong doing either directly to their supervisor and/or manager, or by using an internal reporting method (as identified below and in our FY 2020, Quarter 1 Newsletter).
4. Follow the checklist below for help in determining if you have an ethical or compliance-related issue:
 - ◇ Does the action comply with Tri-County's policies and procedures?
 - ◇ Is the action legal?
 - ◇ How would the action look to your family, friends and community if published on the front page of the paper or if broadcast on the news?
 - ◇ Is the action fair and honest?

Your 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

REPORT Compliance Concerns

Corporate Hotline: 866-243-9252

- ◆ Reports are kept confidential and may be made anonymously.
- ◆ Reports may be made without fear of reprisal or penalties.
- ◆ Report to your supervisor, or any Compliance team member any concerns of fraud, abuse, or other wrong doing.



Staff Acknowledgement: _____

Print

Signature

Date
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Agenda Item: Medicaid 1115 Transformation Waiver Project Status Report Committee: Program	Board Meeting Date January, 30 2020
<p>DSRIP 1115 reporting of Category A was completed and submitted before October 31, 2019. Included also were a Provider Summary giving an overview of our DSRIP program's current progress and report on Category B. Category A has no payment associated with it, but is required to be completed to receive funding for Categories B-D.</p> <p>Category A reporting covered Core Activities, Alternate Payment Methodologies, Costs & Savings, and Collaborative Activities. As required by HHSC, a Return on Investment (ROI) analysis was used to illustrate costs and any generated savings of our core activity, Integrated Physical and Behavioral Health Care services. A four-year retrospective analysis was submitted along with a Cost and Savings report. HHSC found the reports supported achievement and were accepted.</p> <p>Category B: In October, we reported achievement of 97.62% Medicaid and Low-Income Uninsured (MLIU) Performing Provider Population (PPP). The PPP is the total number of unique individuals who received a face-to-face or televideo encounter within our defined system in DY 8 (10/1/18-9/30/19). Funding is tied to maintaining a 94.66% rate of Medicaid, low income and/or uninsured clients. HHSC reviewed this metric and found we submitted documentation to support achievement. The metric was approved and eligible for payment of \$450,031.11 on January 31, 2020.</p>	
Supporting Documentation: Medicaid 1115 Transformation Waiver Project Status Report	
Recommended Action: For Information Only	

Tri-County Behavioral Healthcare

Medicaid 1115 Transformation Waiver

DY8 - 10/1/2018 - 09/30/2019

Status Update: January 2020 - DY8 Round 2

Source: Internal Reporting / HHSC Reports

DY7 Balance

\$3,048,740.93



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.		\$0 Required October 2019 report submitted for payment of B-D
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 Cost & Savings		
Collaborative Activities	Attended 7 Learning Collaboratives			Report on up to 3 Learning Collaborative meetings attended.		
Category B				Progress Towards Goals	Status	DY 8 Valuation
Performing Provider Population DY8		MLIU		Payment Due January 31, 2019		\$739,088.70
# of unique persons who received a face-to-face or virtual service within our defined system		97.62% unique persons in the system whose insurance coverage was Medicaid, Low Income(< 200% FPL), and uninsured		Data entered in online reporting system - October 2019 reporting only		DY 8 Payment after IGT \$450,031.11
Category D				Progress Towards Goals	Status	DY 8 Payment
Effective Crisis Response	% of individuals receiving crisis services who avoid inpatient admission after a crisis.					DY8 Payment \$1,108,633.05
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 - 10/1/2018 - 09/30/2019

Status Update: January 2020 - DY8 Round 2 April 2020 Reporting

Measures based on Calendar Year 2019

Source: Internal Reporting / HHSC Reports

-  On Target to Meet DY8 Outcomes
-  In Process
-  Not Started / Not Achieved

Category C			DY9/Round 1 Goal	Rate & Goal as of 12/31/19 (Estimate)	Status	DY 8 Achievement Amount / April 2020 Submission
M1-103	Controlling High Blood Pressure		56.22%	60.68%		\$692,618.00
M1-105	Tobacco Cessation Assessment/Intervention		44.42%	98.01%		\$692,618.00
M1-115	Diabetes Care: HbA1c >9% (Neg Directionality)		45.14%	25.33%		\$693,034.24
M1-147	BMI/Intervention		89.67%	93.00%		\$693,034.24
M1-207	Diabetes Care: HBP <140/90		66.04%	68.67%		\$693,034.24
M1-261	Substance Use Assessment		95.85%	97.61%		\$693,034.24
				After IGT: \$1,625,948.56		\$2,531,424.40

Estimated

<p>Agenda Item: Board of Trustees Reappointments and Oaths of Office</p> <p>Committee: Executive</p>	<p>Board Meeting Date</p> <p>January 30, 2020</p>
<p>Background Information:</p> <p>Listed below are the Board members who were reappointed by the Commissioner's Court of their respective counties for an additional two-year term expiring August 31, 2021.</p> <p>Reappointments:</p> <ul style="list-style-type: none"> • Gail Page, Liberty County • Tracy Sorensen, Walker County <p>Oaths of Office will be recited at the Board meeting.</p>	
<p>Supporting Documentation:</p> <p>Oath of Office Recitation</p> <p>Liberty County Trustees – Copy of Minutes from Liberty County Commissioner's Court Meeting dated July 23, 2019.</p> <p>Walker County Trustees – Copy of Minutes from Walker County Commissioner's Court Meeting dated July 15, 2019.</p>	
<p>Recommended Action:</p> <p>Recite Oaths of Office</p>	

**COMMISSIONERS COURT OF LIBERTY COUNTY, TEXAS
MINUTES OF REGULAR MEETING**

JULY 23, 2019

**THE STATE OF TEXAS §
 §
COUNTY OF LIBERTY §**

BE IT REMEMBERED that at 9:00 A.M. on **TUESDAY, JULY 23, 2019**, a **REGULAR SESSION** of the Commissioners Court of Liberty County, Texas, with the following being present, to wit:

Present: **County Judge Jay Knight
 Commissioner, Precinct 1, Bruce Karbowski
 Commissioner, Precinct 2, Greg Arthur
 Commissioner, Precinct 4, Leon Wilson
 County Clerk Lee Haidusek Chambers**

Absent: **Commissioner, Precinct 3, James "Boo" Reaves**

Others Present: **Dwayne Gott, County Auditor
 Harold Seay, County Purchaser
 David Douglas, County Engineer
 Bobby Rader, Sheriff
 Richard Brown, Tax Assessor-Collector
 Kim Harris, Treasurer**

PUBLIC FORUM:

Richard Brown: Expressed concerns regarding agenda item # 28 request for proposals for professional tax collection services and requested more involvement in the process.

NOTICES AND PROCLAMATIONS:

Notice is been posted for the 30-day comment period for the GLO Grant applications for Hurricane Harvey recovery. The application is posted on the county webpage.

CONSENT AGENDA:

The Consent Agenda includes non-controversial and routine items that the Court may act on with one single vote. The Judge or a Commissioner may pull any item from the Consent Agenda in order that the Court discuss and act upon it individually as part of the Regular Session.

1. APPROVAL OF MINUTES FOR COMMISSIONERS COURT ON JUNE 25, 2019, WORKSHOP JUNE 25, 2019, AND SPECIAL MEETING JULY 2, 2019

DISCUSS AND TAKE ACTION REGARDING PRESENTATION OF FY 2018 AUDITED FINANCIAL STATEMENTS AND SINGLE AUDIT REPORTS BY SWAIM, BRENTS AND ASSOCIATES - COUNTY AUDITOR (DWAYNE GOTT)

MOTION TO ACCEPT FY 2018 AUDITED FINANCIAL STATEMENTS AND SINGLE AUDIT REPORTS BY SWAIM, BRENTS AND ASSOCIATES

MOTION BY: Greg Arthur
SECOND BY: Bruce Karbowski
AYE: Bruce Karbowski, Greg Arthur, Leon Wilson, Judge Jay Knight
NAYE: None
ABSENT: James "Boo" Reaves
ATTACHMENTS:

DISCUSS AND TAKE ACTION REGARDING BIDS ON DELINQUENT TAX PROPERTIES: BID #1: BETTY BERNARD; BID #2 DAVID SCHEFFER; BID #3 EVIA CARREON TIJERINA; BID #4 DAVID SCHEFFER - MIKE FIELDER

MOTION TO ACCEPT BIDS ON DELINQUENT TAX PROPERTIES: BID #2 DAVID SCHEFFER; BID #3 EVIA CARREON TIJERINA; BID #4 DAVID SCHEFFER.

MOTION BY: Bruce Karbowski
SECOND BY: Greg Arthur
AYE: Bruce Karbowski, Greg Arthur, Leon Wilson, Judge Jay Knight
NAYE: None
ABSENT: James "Boo" Reaves
ATTACHMENTS:

DISCUSS AND TAKE ACTION REGARDING APPROVING THE RE-APPOINTMENT OF GAIL PAGE TO THE TRI-COUNTY BEHAVIORAL HEALTHCARE BOARD OF TRUSTEES, FOR A TWO-YEAR TERM - COUNTY JUDGE

MOTION TO APPROVE THE RE-APPOINTMENT OF GAIL PAGE TO THE TRI-COUNTY BEHAVIORAL HEALTHCARE BOARD OF TRUSTEES, FOR A TWO-YEAR TERM

MOTION BY: Greg Arthur
SECOND BY: Bruce Karbowski
AYE: Bruce Karbowski, Greg Arthur, Leon Wilson, Judge Jay Knight
NAYE: None
ABSENT: James "Boo" Reaves
ATTACHMENTS:



**MINUTES for Walker County Commissioners Court
SPECIAL SESSION
Monday, July 15, 2019, 1:30 p.m.**



CALL TO ORDER

Be it remembered, Commissioners Court of Walker County was called to order by County Judge, Danny Pierce at 1:38 p.m., in Commissioners Courtroom, 1st Floor, 1100 University Avenue, Huntsville Texas.

County Judge	Danny Pierce	Present
Precinct 1, Commissioner	Danny Kuykendall	Present
Precinct 2, Commissioner	Ronnie White	Present
Precinct 3, Commissioner	Bill Daugeette	Present
Precinct 4, Commissioner	Jimmy D. Henry	Present

County Judge, Danny Pierce stated a quorum was present. County Clerk, Karl French, certified the notice of the meeting was given in accordance with Section 551.001 of the Texas Government Code.

GENERAL ITEMS

Prayer was led by Pastor, James Necker.
Pledge of Allegiance and Texas Pledge were performed.

CONSENT AGENDA

1. Receive financial information posted as of June 24, 2019, for the fiscal year ended September 30, 2019.
2. Receive financial information as of the Month Ended May 31, 2019, for the fiscal year ending September 30, 2019.

ACTION: Report received by Court.

DEPARTMENT REPORTS

3. Receive District Clerk Monthly Report for June 2019.
4. Receive County Clerk Monthly Report for June 2019.
5. Receive Walker County Appraisal District monthly tax collection report for June 2019.
6. Receive Planning and Development Department report for June 2019.

ACTION: Report received by Court.

STATUTORY AGENDA

EMS

7. Discuss and take action on Siddons-Martin Emergency Group proposal letter.
John Nabors presented information. They would like to get this signed so this year's chassis can be held until we are able to purchase the ambulance.

MOTION: Made by Commissioner Daugeette to APPROVE the Siddons-Martin Emergency Group proposal letter and when purchased to be funded from the projects contingency.

SECOND: Made by Commissioner Henry.

VOTE: Motion carried unanimously.

Purchasing

8. Discuss and take action Approval of Cooperative Purchasing Agreement for Debris Monitoring.

ACTION: PASS at this time.

9. Discuss and take action on water seepage study for District Attorney's Office.
Larry Whitmer with Maintenance presented information.

MOTION: Made by Commissioner White to APPROVE the water seepage study for District Attorney's Office in an amount not to exceed \$1,000.00.

SECOND: Made by Commissioner Kuykendall.

VOTE: Motion carried unanimously.

Auditor

10. Discuss and take action on approving claims and invoices for payment.
Kim Rerich presented information. Two reports \$ 148,188.43 and \$ 28,025.61.

MOTION: Made by Commissioner White to APPROVE claims and invoices.
SECOND: Made by Commissioner Dugette.
VOTE: Motion carried unanimously.

Planning and Development

11. Discuss and take action on county road maintenance list.
Andy Isbell presented information.

MOTION: Made by Commissioner Dugette to APPROVE county road maintenance list with Precinct 1 having 116.17 miles, Precinct 2 with 142.79 miles, Precinct 3 with 143.77 and Precinct 4 with 146.77 miles as presented.
SECOND: Made by Commissioner White.
VOTE: Motion carried unanimously.

County Clerk

12. Discuss and take action on Records Management Plan, Records Archival Fee (\$10.00), Vital Records Fee (\$1.00) and Records Management and Preservation Fee (\$10.00).
Kari French presented information.

MOTION: Made by Commissioner Dugette to APPROVE the Records Management Plan, Records Archival Fee (\$10.00), Vital Records Fee (\$1.00) and Records Management and Preservation Fee (\$10.00).
SECOND: Made by Commissioner White.
VOTE: Motion carried unanimously.

Commissioners Court

13. Discuss and take action on trustee appointments to the Tri-County Behavioral Healthcare Board of Trustees.
Judge Pierce presented appointments list.

MOTION: Made by Commissioner Kuykendall to APPROVE the trustee appointments to the Tri-County Behavioral Healthcare Board of Trustees as presented.
SECOND: Made by Commissioner White.
VOTE: Motion carried unanimously.

14. Discuss and take action on commissioner appointments to the Board of Commissioners of the Walker County Housing Authority.
Judge Pierce presented appointments.

MOTION: Made by Commissioner White to APPROVE the appointments to the Board of Commissioners of the Walker County Housing Authority as presented.
SECOND: Made by Commissioner Kuykendall.
VOTE: Motion carried unanimously.

15. Discuss and take action on revision to the Rita B. Huff agreement.
Jane Ellisor presented information on the changes needed on the contract with the spay and neutering services they provide.

MOTION: Made by Commissioner Dugette to APPROVE the revision to the Rita B. Huff agreement to delete in line 4 in the last sentence, strike out (but outside the city limits of Huntsville).
SECOND: Made by Commissioner White.
VOTE: Motion carried unanimously.

16. Receive Walker County Employee Injury Report.
Judge Pierce presented report.

ACTION: Report received by Court.

ADMINISTERING THE 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 October, November and December 2019 Committee: Executive	Board Meeting Date: January 30, 2020
Background Information: None	
Supporting Documentation: Personnel Report October, November and December 2019	
Recommended Action: For Information Only	

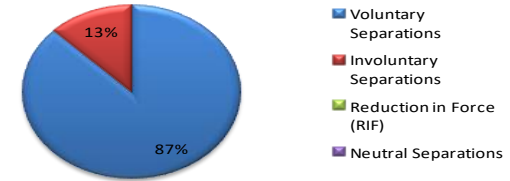
Personnel Report October 2019

Total Applications received in October= 435
Total New Hires for the month of October= 12
Total New Hires Year to Date = 28

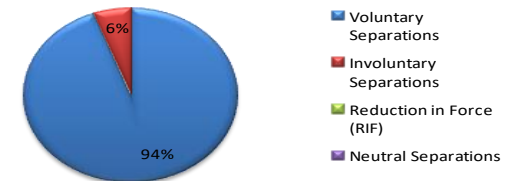
October Turnover - FY20 compared to FY19	FY20	FY19
Number of Active Employees	362	346
Number of Monthly Separations	8	9
Number of Separations YTD	18	19
Year to Date Turnover Rate	5%	5%
October Turnover Rate	2%	3%

Separations by Reason	October Separations	FY20 YTD
Better Pay	0	2
Commute	0	1
Death	0	0
Dissatisfaction with Supervisor/Job	0	3
Family	1	1
Another job	3	3
Lack of Opportunity for Advancement	0	0
Relocating	1	1
Retirement	0	1
Return to School	0	2
Schedule	0	0
Uncomfortable with Job Duties	0	1
Health	0	0
Neutral Termination	2	2
Involuntarily Terminated	1	1
Total Separations	8	18

October Voluntary, Involuntary, RIF and Neutral Separations



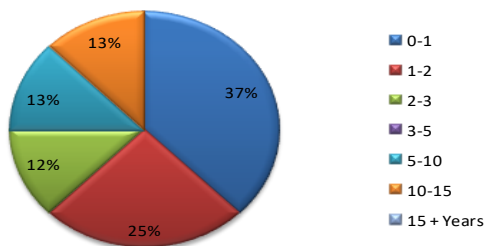
Year to Date Voluntary, Involuntary, RIF and Neutral Separations



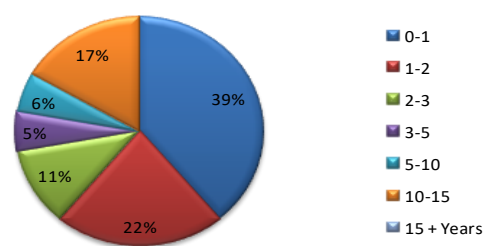
Management Team	# of Employees	Monthly Separations	Year to Date Separations	% October	% Year to Date
Evan Roberson	22	0	0	0%	0%
Millie McDuffey	33	0	4	0%	12%
Amy Foerster	4	1	1	25%	25%
Tanya Bryant	8	0	1	0%	13%
MH Adult	93	1	1	1%	1%
MH Child & Youth	65	5	5	8%	8%
Catherine Prestigiovanni	4	0	1	0%	25%
PETC	58	0	1	0%	2%
Kelly Shropshire	37	0	0	0%	0%
Kathy Foster	29	1	4	3%	14%
Kenneth Barfield	9	0	0	0%	0%
Total	362	8	18		

Separation by EEO Category	# of Employees	Monthly Separations	Year to Date Separations	% October	% Year to Date
Supervisors & Managers	28	0	0	0%	0%
Medical (MD,DO, LVN, RN, APN, PA, Psychologist)	49	1	1	2%	2%
Professionals (QMHP)	105	4	4	4%	4%
Professionals (QIDP)	30	0	0	0%	0%
Licensed Staff (LCDC, LPC...)	21	1	1	5%	5%
Business Services (Accounting)	14	0	0	0%	0%
Central Administration (HR, IT, Executive Director)	20	1	4	5%	20%
Program Support(Financial Counselors, QA, Training, Med. Records)	48	0	3	0%	6%
Nurse Technicians/Aides	17	0	1	0%	6%
Service/Maintenance	7	0	0	0%	0%
Direct Care (HCS, Respite, Life Skills)	23	1	4	4%	17%
Total	362	8	18		

October Separations by Tenure



Year to Date Separations by Tenure



Personnel Report November 2019

Total Applications received in November= 262

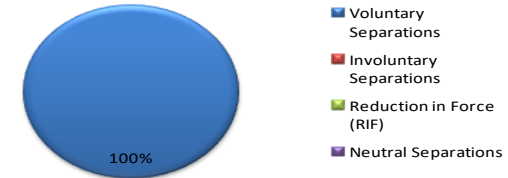
Total New Hires for the month of November= 11

Total New Hires Year to Date = 39

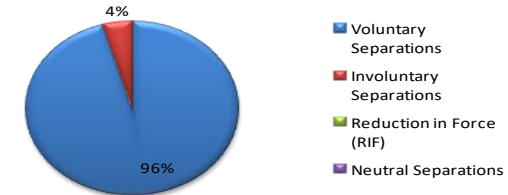
November Turnover - FY20 compared to FY19	FY20	FY19
Number of Active Employees	368	360
Number of Monthly Separations	5	3
Number of Separations YTD	23	22
Year to Date Turnover Rate	6%	6%
November Turnover Rate	1%	1%

Separations by Reason	November Separations	FY20 YTD
Better Pay	1	3
Commute	1	2
Death	0	0
Dissatisfaction with Supervisor/Job	0	3
Family	2	3
Another job	1	4
Lack of Opportunity for Advancement	0	0
Relocating	0	1
Retirement	0	1
Return to School	0	2
Schedule	0	0
Uncomfortable with Job Duties	0	1
Health	0	0
Neutral Termination	0	2
Involuntarily Terminated	0	1
Total Separations	5	23

November Voluntary, Involuntary, RIF and Neutral Separations



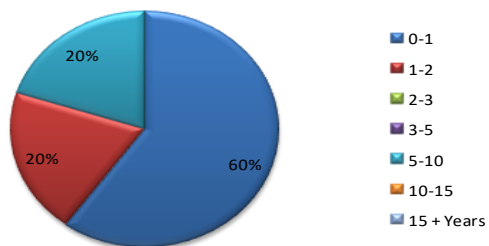
Year to Date Voluntary, Involuntary, RIF and Neutral Separations



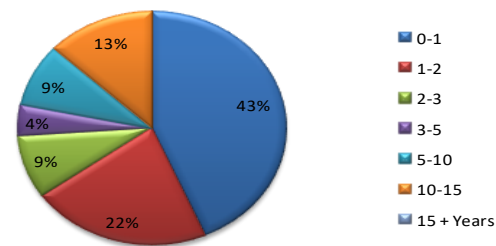
Management Team	# of Employees	Monthly Separations	Year to Date Separations	% November	% Year to Date
Evan Roberson	22	0	0	0%	0%
Millie McDuffey	32	1	5	3%	16%
Amy Foerster	5	0	1	0%	20%
Tanya Bryant	9	0	1	0%	11%
MH Adult	92	3	4	3%	4%
MH Child & Youth	70	1	6	1%	9%
Catherine Prestigiovanni	6	0	1	0%	17%
PETC	57	0	1	0%	2%
Kelly Shropshire	37	0	0	0%	0%
Kathy Foster	29	0	4	0%	14%
Kenneth Barfield	9	0	0	0%	0%
Total	368	5	23		

Separation by EEO Category	# of Employees	Monthly Separations	Year to Date Separations	% November	% Year to Date
Supervisors & Managers	28	0	0	0%	0%
Medical (MD,DO, LVN, RN, APN, PA, Psychologist)	49	0	1	0%	2%
Professionals (QMHP)	108	4	8	4%	7%
Professionals (QIDP)	30	0	0	0%	0%
Licensed Staff (LCDC, LPC...)	22	0	1	0%	5%
Business Services (Accounting)	13	1	1	8%	8%
Central Administration (HR, IT, Executive Director)	18	0	4	0%	22%
Program Support(Financial Counselors, QA, Training, Med. Records)	54	0	3	0%	6%
Nurse Technicians/Aides	16	0	1	0%	6%
Service/Maintenance	7	0	0	0%	0%
Direct Care (HCS, Respite, Life Skills)	23	0	4	0%	17%
Total	368	5	23		

November Separations by Tenure



Year to Date Separations by Tenure



Personnel Report December 2019

Total Applications received in December = 137

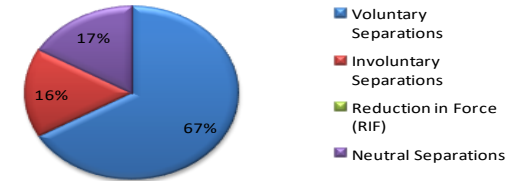
Total New Hires for the month of December = 14

Total New Hires Year to Date = 53

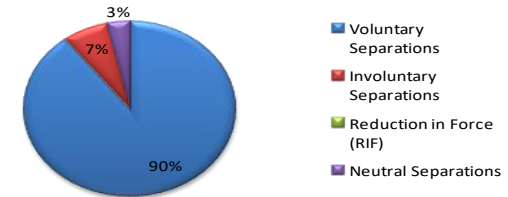
December Turnover - FY20 compared to FY19	FY20	FY19
Number of Active Employees	377	358
Number of Monthly Separations	6	10
Number of Separations YTD	29	32
Year to Date Turnover Rate	8%	9%
December Turnover Rate	2%	3%

Separations by Reason	December Separations	FY20 YTD
Better Pay	1	4
Commute	0	2
Death	0	0
Dissatisfaction with Supervisor/Job	0	3
Family	0	3
Another job	1	5
Lack of Opportunity for Advancement	0	0
Relocating	0	1
Retirement	0	1
Return to School	0	2
Schedule	0	0
Uncomfortable with Job Duties	1	2
Health	1	1
Neutral Termination	1	3
Involuntarily Terminated	1	2
Total Separations	6	29

December Voluntary, Involuntary, RIF and Neutral Separations



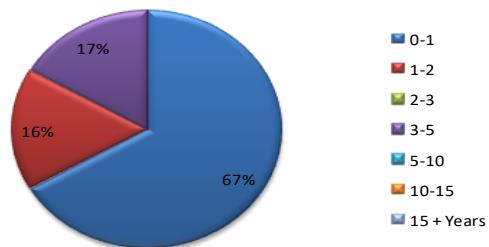
Year to Date Voluntary, Involuntary, RIF and Neutral Separations



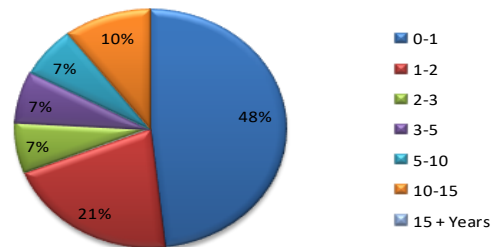
Management Team	# of Employees	Monthly Separations	Year to Date Separations	% December	% Year to Date
Evan Roberson	22	0	0	0%	0%
Millie McDuffey	35	0	5	0%	14%
Amy Foerster	5	0	1	0%	20%
Tanya Bryant	9	1	2	11%	22%
MH Adult	91	2	6	2%	7%
MH Child & Youth	70	1	7	1%	10%
Catherine Prestigiovanni	11	0	1	0%	9%
PETC	58	1	2	2%	3%
Kelly Shropshire	38	0	0	0%	0%
Kathy Foster	29	1	5	3%	17%
Kenneth Barfield	9	0	0	0%	0%
Total	377	6	29		

Separation by EEO Category	# of Employees	Monthly Separations	Year to Date Separations	% December	% Year to Date
Supervisors & Managers	28	1	1	4%	4%
Medical (MD,DO, LVN, RN, APN, PA, Psychologist)	49	0	1	0%	2%
Professionals (QMHP)	110	3	11	3%	10%
Professionals (QIDP)	31	0	0	0%	0%
Licensed Staff (LCDC, LPC...)	22	0	1	0%	5%
Business Services (Accounting)	13	0	1	0%	8%
Central Administration (HR, IT, Executive Director)	18	0	4	0%	22%
Program Support(Financial Counselors, QA, Training, Med. Records)	57	1	4	2%	7%
Nurse Technicians/Aides	18	0	1	0%	6%
Service/Maintenance	8	0	0	0%	0%
Direct Care (HCS, Respite, Life Skills)	23	1	5	4%	22%
Total	377	6	29		

December Separations by Tenure



Year to Date Separations by Tenure



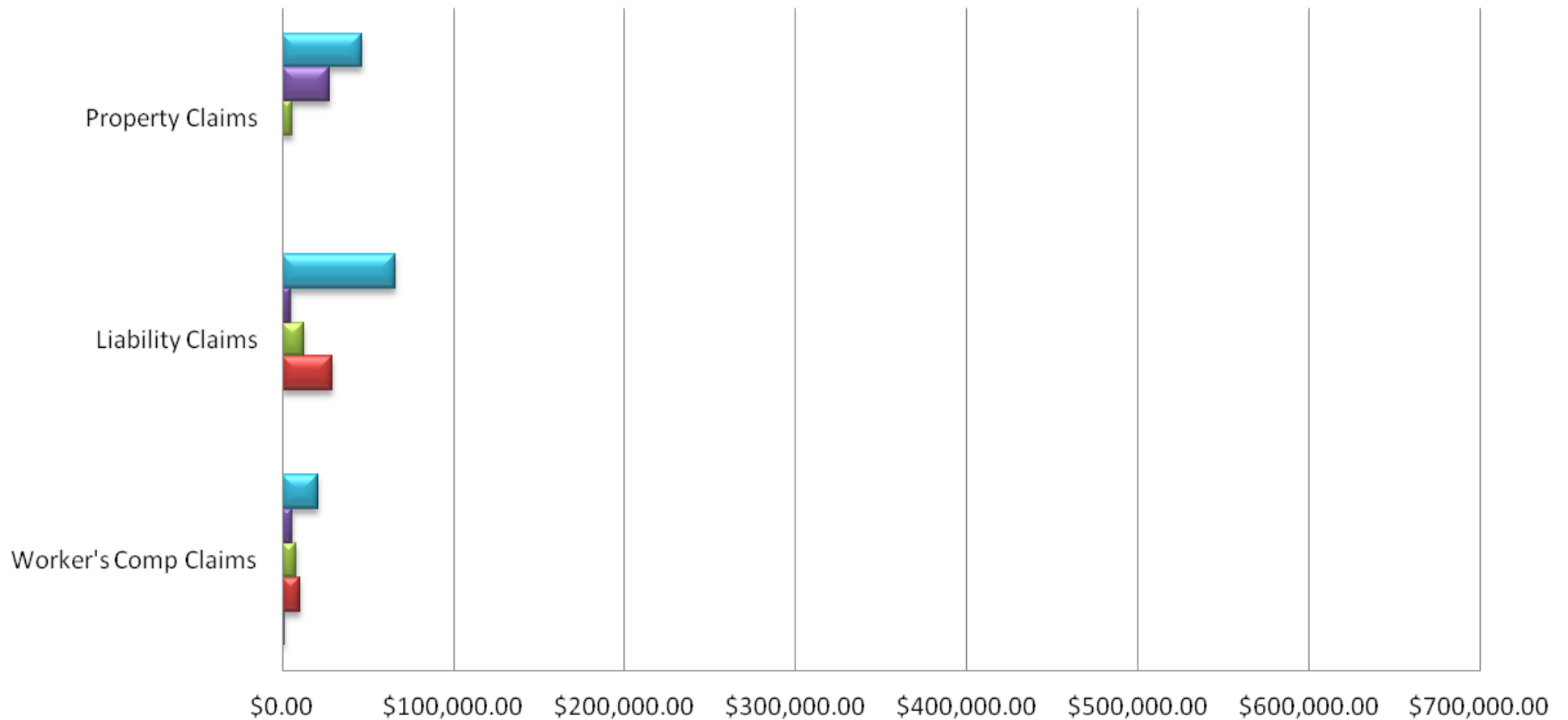
Agenda Item: Texas Council Risk Management Fund Claims Summary as of October, November and December 2019 Committee: Executive	Board Meeting Date: January 30, 2020
Background Information: None	
Supporting Documentation: Texas Council Risk Management Fund Claims Summary as of October, November and December 2019	
Recommended Action: For Information Only	

TCRMF Claims Summary October 2019



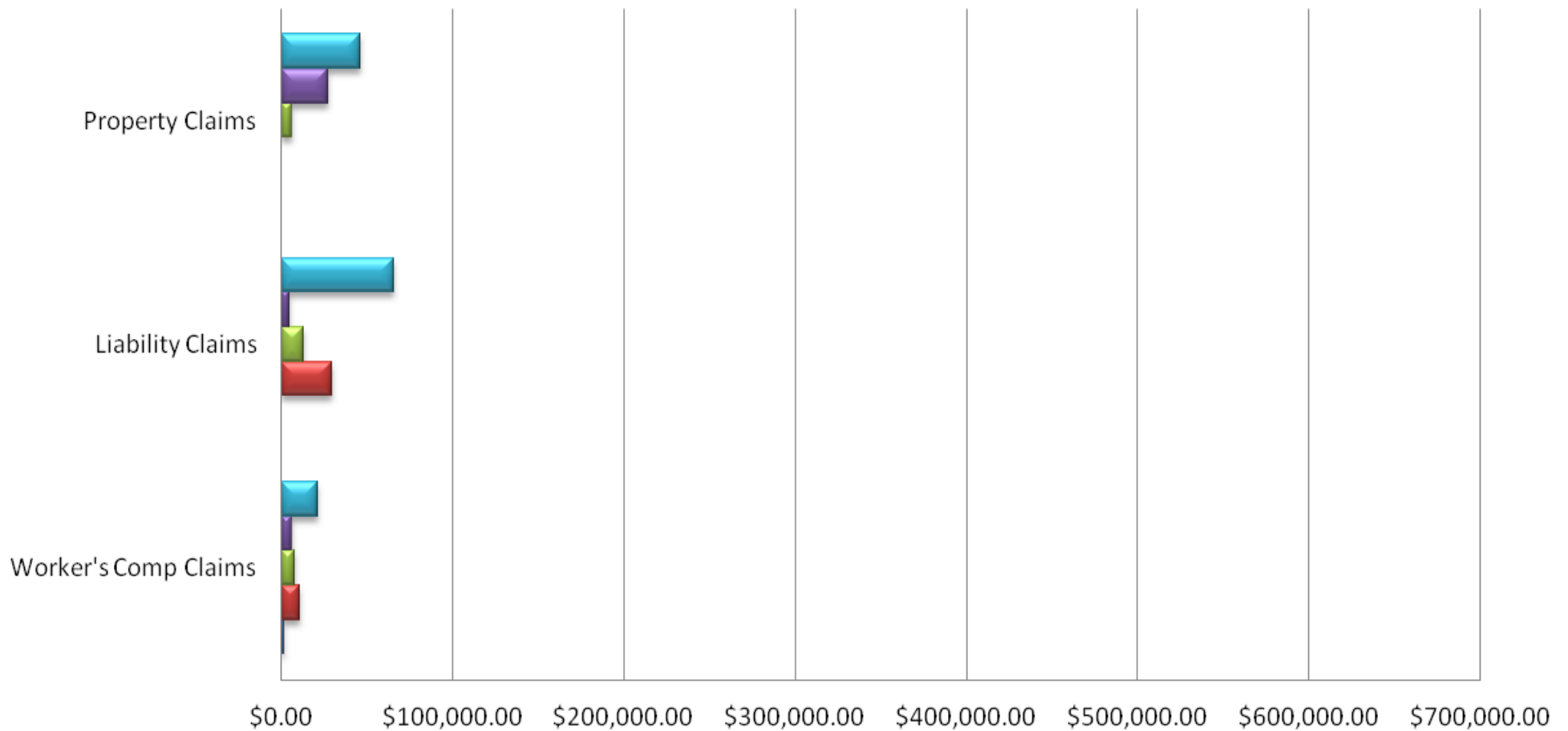
	Worker's Comp Claims	Liability Claims	Property Claims
2016	\$21,176.00	\$65,795.00	\$46,114.00
2017	\$6,011.00	\$4,893.00	\$27,455.00
2018	\$8,191.00	\$12,854.00	\$6,126.00
2019	\$10,626.00	\$29,330.00	\$0.00
2020	\$0.00	\$0.00	\$0.00

TCRMF Claims Summary November 2019



	Worker's Comp Claims	Liability Claims	Property Claims
2016	\$21,176.00	\$65,795.00	\$46,114.00
2017	\$6,011.00	\$4,893.00	\$27,455.00
2018	\$8,191.00	\$12,854.00	\$6,126.00
2019	\$10,626.00	\$29,330.00	\$0.00
2020	\$1,581.00	\$0.00	\$0.00

TCRMF Claims Summary December 2019



	Worker's Comp Claims	Liability Claims	Property Claims
2016	\$21,176.00	\$65,795.00	\$46,114.00
2017	\$6,011.00	\$4,893.00	\$27,455.00
2018	\$8,191.00	\$12,963.00	\$6,126.00
2019	\$10,626.00	\$29,330.00	\$0.00
2020	\$1,581.00	\$0.00	\$0.00

Agenda Item: Texas Council Quarterly Board Meeting Update Committee: Executive	Board Meeting Date January 30, 2020
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 for November 2019 and January 2020 meetings.	
Recommended Action: For Information Only	

Agenda Item: Approve October 2019 Financial Statements Committee: Business	Board Meeting Date January 30, 2020
Background Information: None	
Supporting Documentation: October 2019 Financial Statements	
Recommended Action: Approve October 2019 Financial Statements	

October 2019 Financial Summary

Revenues for October 2019 were \$3,077,892 and operating expenses were \$2,937,646 resulting in a gain in operation of \$140,246. Capital Expenditures and Extraordinary Expenses for October were \$98,718 resulting in a gain of \$41,528. Total revenues were 100.93% of the monthly budgeted revenues and total expenses were 101.88% of the monthly budgeted expenses (difference of -0.95%).

Year to date revenues are \$5,626,194 and operating expenses are \$5,361,137 leaving excess operating revenues of \$265,057. YTD Capital Expenditures and Extraordinary Expenses are \$197,606 resulting in a gain YTD of \$67,451. Total revenues are 98.02% of the YTD budgeted revenues and total expenses are 98.14% of the YTD budgeted expenses (difference of -0.12%).

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	331,915	385,920	86.00%	54,005

Rehab – Title XIX – This line item is still being affected by the number of vacant positions that are currently open in both the adult and children’s programs. But for the month we came in just \$690 under the monthly budgeted amount. This is due in part to a retro-active Medicaid client claim going back to 2018 in our OCR program. But the children’s area also had a positive revenue month.

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 Repair & Maintenance	79,290	43,918	180.54%	35,372
Contract - Clinical	147,055	107,048	137.37%	40,007

Building Repair & Maintenance – This line item is over budget for the year due to the completion of the tree removal and replanting of trees at the Conroe location that

was originally budgeted for last fiscal year. This will get adjusted in the first budget revision.

Contract – Clinical – This line item is over budget due to the use of contract doctors for coverage in our clinical programs. This overage is offset by a lapse in the salary line for these programs.

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

	General Operating Funds	Memorandum Only Final August 2018
ASSETS		
CURRENT ASSETS		
Imprest Cash Funds	3,450	3,640
Cash on Deposit-General Fund	9,706,246	7,237,278
Cash on Deposit-Debt Fund	-	-
Accounts Receivable	2,362,695	2,007,331
Inventory	4,750	4,262
TOTAL CURRENT ASSETS	12,077,141	9,252,511
FIXED ASSETS	19,435,971	20,867,904
OTHER ASSETS	186,205	132,369
	\$ 31,699,317	\$ 30,252,783
LIABILITIES, DEFERRED REVENUE, FUND BALANCES		
CURRENT LIABILITIES	1,368,303	1,059,013
NOTES PAYABLE	630,692	618,198
DEFERRED REVENUE	1,674,496	(181,055)
LONG-TERM LIABILITIES FOR		
Line of Credit - Tradition Bank	-	-
Note Payable Prosperity Bank	-	-
First Financial loan tied to CD	389,583	710,417
First Financial Construction Loan	11,596,997	12,136,358
EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR		
General Fund	701,294	(479,439)
FUND EQUITY		
RESTRICTED		
Net Assets Reserved for Debt service-Restricted	(11,986,581)	(12,846,774)
Reserved for Debt Retirement	-	-
COMMITTED		
Net Assets-Property and Equipment-Committed	19,435,971	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	12,332	-
Reserved for Insurance Deductibles-Assigned	100,000	100,000
Reserved for Accrued Paid Time Off	(630,692)	(618,198)
UNASSIGNED		
Unrestricted and Undesignated	2,951,724	3,431,163
TOTAL LIABILITIES/FUND BALANCE	\$ 31,699,317	\$ 30,252,783

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

INCOME:	MONTH OF October 2019	YTD October 2019
Local Revenue Sources	154,954	289,128
Earned Income	1,196,351	2,243,500
General Revenue-Contract	1,726,588	3,093,566
TOTAL INCOME	\$ 3,077,892	\$ 5,626,194
EXPENSES:		
Salaries	1,740,771	3,193,919
Employee Benefits	407,849	689,416
Medication Expense	74,426	134,475
Travel-Board/Staff	35,893	74,912
Building Rent/Maintenance	80,794	92,299
Consultants/Contracts	354,250	714,429
Other Operating Expenses	243,664	461,688
TOTAL EXPENSES	\$ 2,937,646	\$ 5,361,137
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 140,246	\$ 265,057
CAPITAL EXPENDITURES		
Capital Outlay-FF&E, Automobiles, Building	5,358	10,815
Capital Outlay-Debt Service	93,360	186,790
TOTAL CAPITAL EXPENDITURES	\$ 98,718	\$ 197,606
GRAND TOTAL EXPENDITURES	\$ 3,036,364	\$ 5,558,743
Excess (Deficiency) of Revenues and Expenses	\$ 41,528	\$ 67,451

Debt Service and Fixed Asset Fund:		
Debt Service	93,360	186,790
Excess(Deficiency) of revenues over Expenses	93,360	186,790

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

	YTD October 2019	APPROVED BUDGET	Increase (Decrease)
INCOME:			
Local Revenue Sources	289,128	319,181	(30,053)
Earned Income	2,243,500	2,342,680	(99,180)
General Revenue-Contract	3,093,566	3,077,971	15,595
TOTAL INCOME	\$ 5,626,194	\$ 5,739,832	\$ (113,638)
EXPENSES:			
Salaries	3,193,919	3,328,967	(135,048)
Employee Benefits	689,416	694,348	(4,932)
Medication Expense	134,475	127,504	6,971
Travel-Board/Staff	74,912	81,504	(6,592)
Building Rent/Maintenance	92,299	56,478	35,821
Consultants/Contracts	714,429	724,113	(9,684)
Other Operating Expenses	461,688	430,670	31,018
TOTAL EXPENSES	\$ 5,361,137	\$ 5,443,584	\$ (82,447)
 Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	 \$ 265,057	 \$ 296,248	 \$ (31,191)
 CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	10,815	33,360	(22,545)
Capital Outlay-Debt Service	186,790	187,144	(354)
TOTAL CAPITAL EXPENDITURES	\$ 197,606	\$ 220,504	\$ (22,898)
 GRAND TOTAL EXPENDITURES	 \$ 5,558,743	 \$ 5,664,088	 \$ (105,345)
 Excess (Deficiency) of Revenues and Expenses	 \$ 67,451	 \$ 75,744	 \$ (8,293)

Debt Service and Fixed Asset Fund:			
Debt Service	186,790	187,144	(354)
Excess(Deficiency) of revenues over Expenses	186,790	187,144	(354)

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

INCOME:	MONTH OF October 2019	APPROVED BUDGET	Increase (Decrease)
Local Revenue Sources	154,954	154,090	864
Earned Income	1,196,351	1,183,598	12,753
General Revenue-Contract	1,726,588	1,711,992	14,596
TOTAL INCOME	\$ 3,077,892	\$ 3,049,680	\$ 28,212
EXPENSES:			
Salaries	1,740,771	1,747,335	(6,564)
Employee Benefits	407,849	390,371	17,478
Medication Expense	74,426	70,002	4,424
Travel-Board/Staff	35,893	40,751	(4,858)
Building Rent/Maintenance	80,794	35,739	45,055
Consultants/Contracts	354,250	359,186	(4,936)
Other Operating Expenses	243,664	226,812	16,852
TOTAL EXPENSES	\$ 2,937,646	\$ 2,870,196	\$ 67,450
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 140,246	\$ 179,484	\$ (39,238)
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	5,358	16,680	(11,322)
Capital Outlay-Debt Service	93,360	93,572	(212)
TOTAL CAPITAL EXPENDITURES	\$ 98,718	\$ 110,252	\$ (11,534)
GRAND TOTAL EXPENDITURES	\$ 3,036,364	\$ 2,980,448	\$ 55,916
Excess (Deficiency) of Revenues and Expenses	\$ 41,528	\$ 69,232	\$ (27,704)

Debt Service and Fixed Asset Fund:

Debt Service	93,360	93,572	(212)
Excess(Deficiency) of revenues over Expenses	93,360	93,572	(212)

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

INCOME:	YTD October 2019	YTD October 2018	Increase (Decrease)
Local Revenue Sources	289,128	232,767	56,361
Earned Income	2,243,500	2,116,302	127,198
General Revenue-Contract	3,093,566	2,804,224	289,342
TOTAL INCOME	\$ 5,626,194	\$ 5,153,293	\$ 472,901
EXPENSES:			
Salaries	3,193,919	2,851,870	342,049
Employee Benefits	689,416	550,088	139,328
Medication Expense	134,475	98,007	36,468
Travel-Board/Staff	74,912	77,727	(2,815)
Building Rent/Maintenance	92,299	24,416	67,883
Consultants/Contracts	714,429	743,477	(29,048)
Other Operating Expenses	461,688	403,098	58,590
TOTAL EXPENSES	\$ 5,361,137	\$ 4,748,683	\$ 612,454
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 265,057	\$ 404,610	\$ (139,553)
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	10,815	79,550	(68,735)
Capital Outlay-Debt Service	186,790	187,832	(1,042)
TOTAL CAPITAL EXPENDITURES	\$ 197,606	\$ 267,382	\$ (69,776)
GRAND TOTAL EXPENDITURES	\$ 5,558,743	\$ 5,016,065	\$ 542,678
Excess (Deficiency) of Revenues and Expenses	\$ 67,451	\$ 137,229	\$ (69,777)

Debt Service and Fixed Asset Fund:			
Debt Service	186,790	187,832	(1,042)
Excess(Deficiency) of revenues over Expenses	186,790	187,832	(1,042)

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

INCOME:	MONTH OF October 2019	MONTH OF October 2018	Increase (Decrease)
Local Revenue Sources	154,954	99,970	54,984
Earned Income	1,196,351	1,134,699	61,652
General Revenue-Contract	1,726,588	1,352,134	374,454
TOTAL INCOME	\$ 3,077,892	\$ 2,586,803	\$ 491,089
Salaries	1,740,771	1,412,369	328,402
Employee Benefits	407,849	276,084	131,765
Medication Expense	74,426	50,816	23,610
Travel-Board/Staff	35,893	42,136	(6,243)
Building Rent/Maintenance	80,794	9,278	71,516
Consultants/Contracts	354,250	366,371	(12,121)
Other Operating Expenses	243,664	190,943	52,721
TOTAL EXPENSES	\$ 2,937,646	\$ 2,347,997	\$ 589,649
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 140,246	\$ 238,806	\$ (98,560)
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	5,358	53,611	(48,253)
Capital Outlay-Debt Service	93,360	93,873	(513)
TOTAL CAPITAL EXPENDITURES	\$ 98,718	\$ 147,484	\$ (48,766)
GRAND TOTAL EXPENDITURES	\$ 3,036,364	\$ 2,495,481	\$ 540,883
Excess (Deficiency) of Revenues and Expenses	\$ 41,528	\$ 91,323	\$ (49,794)

Debt Service and Fixed Asset Fund:

Debt Service	93,360	93,873	(513)
Excess(Deficiency) of revenues over Expenses	93,360	93,873	(513)

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

	MONTH OF October 2019	MONTH OF September 2019	Increase (Decrease)
INCOME:			
Local Revenue Sources	154,954	134,175	20,779
Earned Income	1,196,351	1,047,149	149,202
General Revenue-Contract	1,726,588	1,366,978	359,610
TOTAL INCOME	\$ 3,077,892	\$ 2,548,302	\$ 529,591
EXPENSES:			
Salaries	1,740,771	1,453,148	287,623
Employee Benefits	407,849	281,568	126,281
Medication Expense	74,426	60,048	14,378
Travel-Board/Staff	35,893	39,019	(3,126)
Building Rent/Maintenance	80,794	11,505	69,289
Consultants/Contracts	354,250	360,179	(5,930)
Other Operating Expenses	243,664	218,024	25,639
TOTAL EXPENSES	\$ 2,937,646	\$ 2,423,491	\$ 514,155
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 140,246	\$ 124,810	\$ 15,436
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	5,358	5,457	(99)
Capital Outlay-Debt Service	93,360	93,430	(70)
TOTAL CAPITAL EXPENDITURES	\$ 98,718	\$ 98,887	\$ (169)
GRAND TOTAL EXPENDITURES	\$ 3,036,364	\$ 2,522,378	\$ 513,986
Excess (Deficiency) of Revenues and Expenses	\$ 41,528	\$ 25,923	\$ 15,605

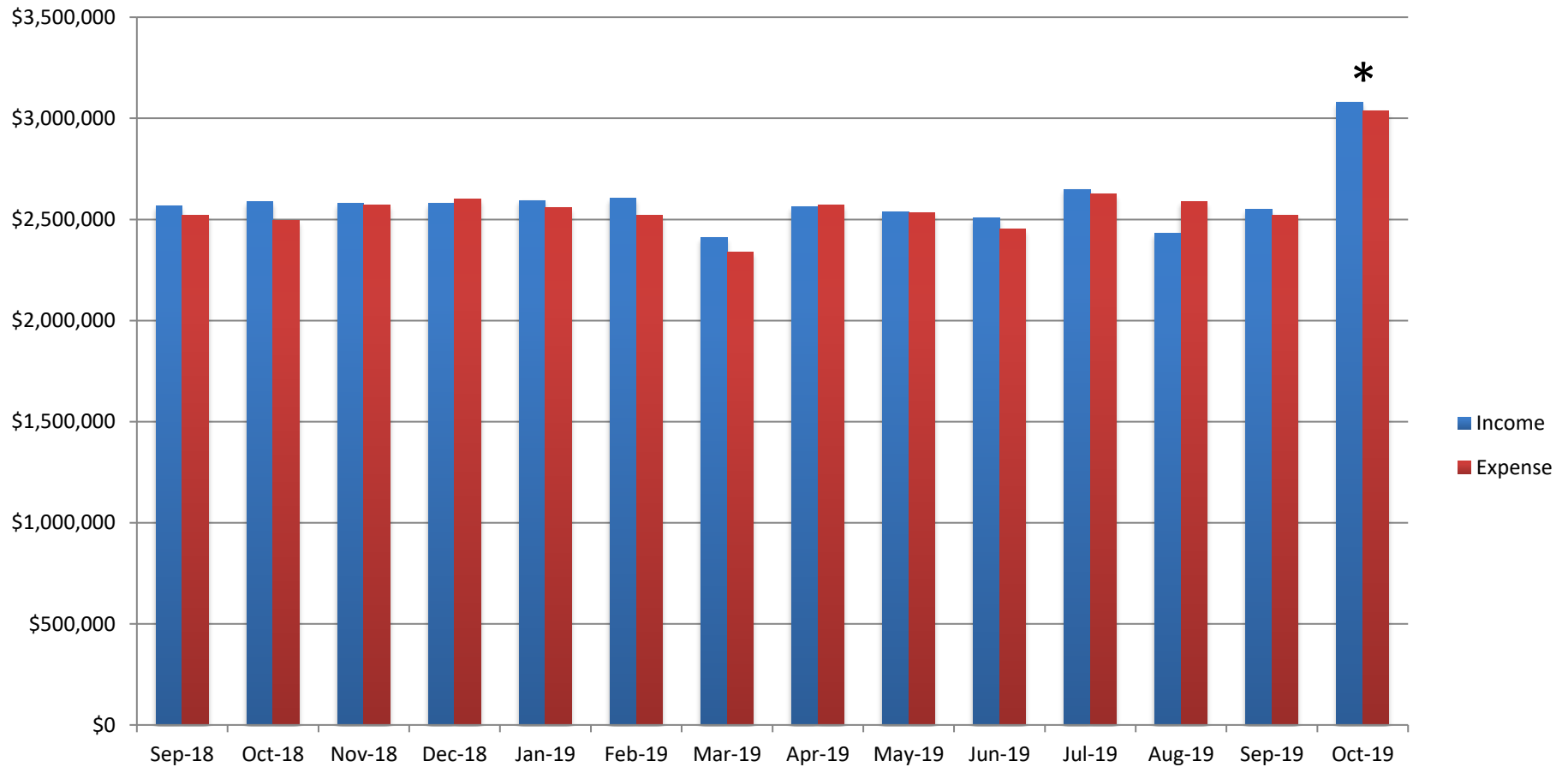
Debt Service and Fixed Asset Fund:

Debt Service	93,360	93,430	(70)
Excess(Deficiency) of revenues over Expenses	93,360	93,430	(70)

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

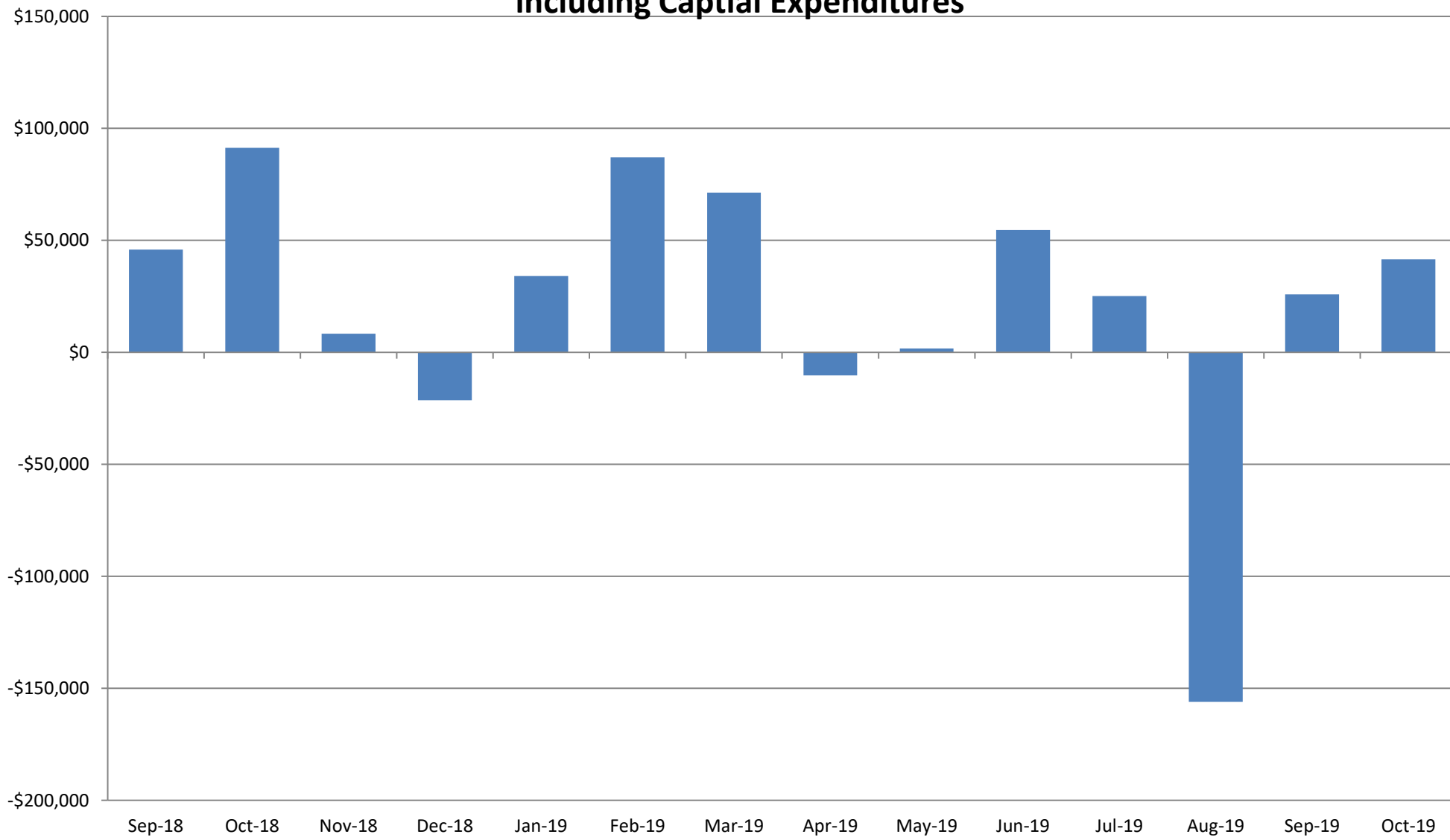
	YTD Mental Health October 2019	YTD IDD October 2019	YTD Other Services October 2019	YTD Agency Total October 2019	YTD Approved Budget October 2019	Increase (Decrease)
INCOME:						
Local Revenue Sources	341,186	(28,525)	(23,532)	289,128	319,181	(30,053)
Earned Income	905,038	706,046	632,417	2,243,500	2,342,680	(99,180)
General Revenue-Contract	2,669,008	329,074	95,484	3,093,566	3,077,971	15,595
TOTAL INCOME	\$ 3,915,232	\$ 1,006,595	\$ 704,369	\$ 5,626,194	\$ 5,739,832	\$ (113,638)
EXPENSES:						
Salaries	2,182,442	561,125	450,352	3,193,919	3,328,967	(135,048)
Employee Benefits	460,264	131,045	98,107	689,416	694,348	(4,932)
Medication Expense	102,983		31,491	134,475	127,504	6,971
Travel-Board/Staff	40,039	23,897	10,976	74,912	81,504	(6,592)
Building Rent/Maintenance	83,786	6,752	1,761	92,299	56,478	35,821
Consultants/Contracts	475,808	175,985	62,636	714,429	724,113	(9,684)
Other Operating Expenses	288,782	108,323	64,583	461,688	430,670	31,018
TOTAL EXPENSES	\$ 3,634,104	\$ 1,007,127	\$ 719,906	\$ 5,361,138	\$ 5,443,584	\$ (82,446)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 281,128	\$ (532)	\$ (15,537)	\$ 265,056	\$ 296,248	\$ (31,192)
CAPITAL EXPENDITURES						
Capital Outlay-FF&E, Automobiles	4,528	700	5,588	10,815	33,360	(22,545)
Capital Outlay-Debt Service	127,017	35,490	24,283	186,790	187,144	(354)
TOTAL CAPITAL EXPENDITURES	\$ 131,545	\$ 36,190	\$ 29,871	\$ 197,605	\$ 220,504	\$ (22,899)
GRAND TOTAL EXPENDITURES	\$ 3,765,649	\$ 1,043,317	\$ 749,777	\$ 5,558,743	\$ 5,664,088	\$ (105,345)
Excess (Deficiency) of Revenues and Expenses	\$ 149,583	\$ (36,722)	\$ (45,408)	\$ 67,451	\$ 75,744	\$ (8,293)
Debt Service and Fixed Asset Fund:						
Debt Service	127,017	35,490	24,283	186,790	187,144	(60,127)
		-	-	-	-	-
Excess(Deficiency) of revenues over Expenses	127,017	35,490	24,283	186,790	187,144	(60,127)

TRI-COUNTY BEHAVIORAL HEALTHCARE Preliminary Income and Expense including Capital Expenditures



****The month of October was the conversion to the new payroll software. Tri-County went from a Semi-Monthly payroll to a weekly payroll cycle. October shows the increase in payroll and fringe benefit expenses for paying out the accrued wages held from Semi-Monthly payroll to convert to the weekly paycycle. Going forward our monthly budget will reflect the number of pay days in that month which will be 4 or 5 depending on the month.***

TRI-COUNTY BEHAVIORAL HEALTHCARE
Preliminary Income after Expense
including Capital Expenditures



Agenda Item: Approve November 2019 Financial Statements Committee: Business	Board Meeting Date January 30, 2020
Background Information: None	
Supporting Documentation: November 2019 Financial Statements	
Recommended Action: Approve November 2019 Financial Statements	

November 2019 Financial Summary

Revenues for November 2019 were \$2,723,694 and operating expenses were \$2,383,954 resulting in a gain in operation of \$339,740. Capital Expenditures and Extraordinary Expenses for November were \$223,088 resulting in a gain of \$116,653. Total revenues were 99.05% of the monthly budgeted revenues and total expenses were 94.44% of the monthly budgeted expenses (difference of 4.61%).

Year to date revenues are \$8,349,888 and operating expenses are \$7,745,091 leaving excess operating revenues of \$604,797. YTD Capital Expenditures and Extraordinary Expenses are \$420,693 resulting in a gain YTD of \$184,104. Total revenues are 98.35% of the YTD budgeted revenues and total expenses are 96.93% of the YTD budgeted expenses (difference of 1.42%).

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	146,217	162,984	89.71%	16,767
Rehab – Title XIX	465,119	578,880	80.35%	113,761

Case Management MH – This line item is under budget due to vacant positions in both MH child and adult programs. We hope to see a change after the holidays when we can get some of the positions filled.

Rehab – Title XIX – This line item continues to be affected by the number of vacant positions that are currently open in both the adult and children’s programs. But as we said above we hope to get positions filled after the holiday season and the first of the year.

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 Repair & Maintenance	87,494	56,877	153.83%	30,617
Contract - Clinical	240,376	163,640	146.89	76,735

Building Repair & Maintenance – This line item went over budget in October with the completion of the tree removal and replanting of trees at the Conroe location. This will get adjusted in the first budget revision.

Contract – Clinical – This line item is over budget due to the use of contract doctors for coverage in our clinical programs. This overage is offset by a lapse in the salary line for these programs.

TRI-COUNTY BEHAVIORAL HEALTHCARE
CONSOLIDATED BALANCE SHEET
For the Month Ended November 30, 2019

	TOTALS COMBINED FUNDS November 2019	TOTALS COMBINED FUNDS October 2019	Increase (Decrease)
ASSETS			
CURRENT ASSETS			
Imprest Cash Funds	3,200	3,450	(250)
Cash on Deposit-General Fund	7,818,130	9,706,246	(1,888,116)
Cash on Deposit-Debt Fund			-
Accounts Receivable	2,660,480	2,362,695	297,785
Inventory	4,750	4,750	-
TOTAL CURRENT ASSETS	10,486,560	12,077,141	(1,590,581)
FIXED ASSETS	19,435,971	19,435,971	-
OTHER ASSETS	138,673	186,205	(47,532)
TOTAL ASSETS	\$ 30,061,204	\$ 31,699,317	\$ (1,638,112)
LIABILITIES, DEFERRED REVENUE, FUND BALANCES			
CURRENT LIABILITIES	1,241,284	1,368,303	(127,019)
NOTES PAYABLE	630,692	630,692	-
DEFERRED REVENUE	40,583	1,674,496	(1,633,913)
LONG-TERM LIABILITIES FOR			
Line of Credit - Tradition Bank	-	-	-
Note Payable Prosperity Bank	-	-	-
First Financial loan tied to CD	366,667	389,583	(22,917)
First Financial Construction Loan	11,558,278	11,596,997	(38,719)
EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR			
General Fund	184,104	67,451	116,653
FUND EQUITY			
RESTRICTED			
Net Assets Reserved for Debt Service	(11,924,945)	(11,986,581)	61,636
Reserved for Debt Retirement		-	-
COMMITTED			
Net Assets-Property and Equipment	19,435,971	19,435,971	-
Reserved for Vehicles & Equipment Replacement	678,112	678,112	-
Reserved for Facility Improvement & Acquisitions	2,500,000	2,500,000	-
Reserved for Board Initiatives	1,500,000	1,500,000	-
Reserved for 1115 Waiver Programs	502,677	502,677	-
ASSIGNED			
Reserved for Workers' Compensation	274,409	274,409	-
Reserved for Current Year Budgeted Reserve	18,498	12,332	6,166
Reserved for Insurance Deductibles	100,000	100,000	-
Reserved for Accrued Paid Time Off	(630,692)	(630,692)	-
UNASSIGNED			
Unrestricted and Undesignated	3,585,567	3,585,567	1
TOTAL LIABILITIES/FUND BALANCE	\$ 30,061,204	\$ 31,699,317	\$ (1,638,113)

**TRI-COUNTY BEHAVIORAL HEALTHCARE
CONSOLIDATED BALANCE SHEET
For the Month Ended November 30, 2019**

	General Operating Funds	Memorandum Only Final August 2019
ASSETS		
CURRENT ASSETS		
Imprest Cash Funds	3,200	3,500
Cash on Deposit-General Fund	7,818,130	8,204,549
Cash on Deposit-Debt Fund	-	-
Accounts Receivable	2,660,480	2,127,671
Inventory	4,750	4,695
TOTAL CURRENT ASSETS	10,486,560	10,340,415
FIXED ASSETS	19,435,971	19,435,971
OTHER ASSETS	138,673	136,153
	\$ 30,061,204	\$ 29,912,539
LIABILITIES, DEFERRED REVENUE, FUND BALANCES		
CURRENT LIABILITIES	1,241,284	1,152,521
NOTES PAYABLE	630,692	630,692
DEFERRED REVENUE	40,583	183,283
LONG-TERM LIABILITIES FOR		
Line of Credit - Tradition Bank	-	-
Note Payable Prosperity Bank	-	-
First Financial loan tied to CD	366,667	435,417
First Financial Construction Loan	11,558,278	11,675,110
EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR		
General Fund	184,104	633,843
FUND EQUITY		
RESTRICTED		
Net Assets Reserved for Debt service-Restricted	(11,924,945)	(12,110,527)
Reserved for Debt Retirement	-	-
COMMITTED		
Net Assets-Property and Equipment-Committed	19,435,971	19,435,971
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	18,498	-
Reserved for Insurance Deductibles-Assigned	100,000	100,000
Reserved for Accrued Paid Time Off	(630,692)	(630,692)
UNASSIGNED		
Unrestricted and Undesignated	3,585,567	2,951,724
TOTAL LIABILITIES/FUND BALANCE	\$ 30,061,204	\$ 29,912,539

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

INCOME:	MONTH OF November 2019	YTD November 2019
Local Revenue Sources	162,899	452,027
Earned Income	1,134,357	3,377,857
General Revenue-Contract	1,426,439	4,520,004
TOTAL INCOME	\$ 2,723,694	\$ 8,349,888
EXPENSES:		
Salaries	1,386,133	4,580,052
Employee Benefits	320,325	1,009,741
Medication Expense	52,610	187,085
Travel-Board/Staff	35,383	110,294
Building Rent/Maintenance	15,397	107,696
Consultants/Contracts	382,975	1,097,404
Other Operating Expenses	191,131	652,819
TOTAL EXPENSES	\$ 2,383,954	\$ 7,745,091
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 339,740	\$ 604,797
CAPITAL EXPENDITURES		
Capital Outlay-FF&E, Automobiles, Building	129,749	140,564
Capital Outlay-Debt Service	93,339	280,129
TOTAL CAPITAL EXPENDITURES	\$ 223,088	\$ 420,693
GRAND TOTAL EXPENDITURES	\$ 2,607,041	\$ 8,165,784
Excess (Deficiency) of Revenues and Expenses	\$ 116,653	\$ 184,104

Debt Service and Fixed Asset Fund:		
Debt Service	93,339	280,129
Excess(Deficiency) of revenues over Expenses	93,339	280,129

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

	YTD November 2019	APPROVED BUDGET	Increase (Decrease)
INCOME:			
Local Revenue Sources	452,027	453,926	(1,899)
Earned Income	3,377,857	3,513,925	(136,068)
General Revenue-Contract	4,520,004	4,521,831	(1,827)
TOTAL INCOME	\$ 8,349,888	\$ 8,489,682	\$ (139,794)
EXPENSES:			
Salaries	4,580,052	4,861,716	(281,664)
Employee Benefits	1,009,741	1,015,471	(5,730)
Medication Expense	187,085	183,756	3,329
Travel-Board/Staff	110,294	122,256	(11,962)
Building Rent/Maintenance	107,696	75,717	31,979
Consultants/Contracts	1,097,404	1,079,320	18,084
Other Operating Expenses	652,819	642,356	10,463
TOTAL EXPENSES	\$ 7,745,091	\$ 7,980,592	\$ (235,501)
 Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	 \$ 604,797	 \$ 509,090	 \$ 95,707
 CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	140,564	163,374	(22,810)
Capital Outlay-Debt Service	280,129	280,716	(587)
TOTAL CAPITAL EXPENDITURES	\$ 420,693	\$ 444,090	\$ (23,397)
 GRAND TOTAL EXPENDITURES	 \$ 8,165,784	 \$ 8,424,682	 \$ (258,898)
 Excess (Deficiency) of Revenues and Expenses	 \$ 184,104	 \$ 65,000	 \$ 119,104

Debt Service and Fixed Asset Fund:			
Debt Service	280,129	280,716	(587)
Excess(Deficiency) of revenues over Expenses	280,129	280,716	(587)

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

	<u>MONTH OF</u> <u>November 2019</u>	<u>APPROVED</u> <u>BUDGET</u>	<u>Increase</u> <u>(Decrease)</u>
INCOME:			
Local Revenue Sources	162,899	134,745	28,154
Earned Income	1,134,357	1,171,245	(36,888)
General Revenue-Contract	1,426,439	1,443,860	(17,421)
TOTAL INCOME	\$ 2,723,694	\$ 2,749,850	\$ (26,156)
EXPENSES:			
Salaries	1,386,133	1,532,749	(146,616)
Employee Benefits	320,325	321,123	(798)
Medication Expense	52,610	56,252	(3,642)
Travel-Board/Staff	35,383	40,752	(5,369)
Building Rent/Maintenance	15,397	19,239	(3,842)
Consultants/Contracts	382,975	355,207	27,768
Other Operating Expenses	191,131	211,686	(20,555)
TOTAL EXPENSES	\$ 2,383,954	\$ 2,537,008	\$ (153,054)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 339,740	\$ 212,842	\$ 126,898
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	129,749	130,014	(265)
Capital Outlay-Debt Service	93,339	93,572	(233)
TOTAL CAPITAL EXPENDITURES	\$ 223,088	\$ 223,586	\$ (498)
GRAND TOTAL EXPENDITURES	\$ 2,607,041	\$ 2,760,594	\$ (153,553)
Excess (Deficiency) of Revenues and Expenses	\$ 116,653	\$ (10,744)	\$ 127,397

Debt Service and Fixed Asset Fund:

Debt Service	93,339	93,572	(233)
Excess(Deficiency) of revenues over Expenses	93,339	93,572	(233)

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

INCOME:	YTD November 2019	YTD November 2018	Increase (Decrease)
Local Revenue Sources	452,027	348,755	103,272
Earned Income	3,377,857	3,155,147	222,710
General Revenue-Contract	4,520,004	4,229,052	290,952
TOTAL INCOME	\$ 8,349,888	\$ 7,732,954	\$ 616,934
EXPENSES:			
Salaries	4,580,052	4,353,003	227,049
Employee Benefits	1,009,741	833,664	176,077
Medication Expense	187,085	147,884	39,201
Travel-Board/Staff	110,294	109,973	321
Building Rent/Maintenance	107,696	42,697	64,999
Consultants/Contracts	1,097,404	1,082,154	15,250
Other Operating Expenses	652,819	650,043	2,776
TOTAL EXPENSES	\$ 7,745,091	\$ 7,219,416	\$ 525,673
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 604,797	\$ 513,538	\$ 91,261
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	140,564	86,262	54,302
Capital Outlay-Debt Service	280,129	281,703	(1,574)
TOTAL CAPITAL EXPENDITURES	\$ 420,693	\$ 367,965	\$ 52,728
GRAND TOTAL EXPENDITURES	\$ 8,165,784	\$ 7,587,381	\$ 578,403
Excess (Deficiency) of Revenues and Expenses	\$ 184,104	\$ 145,573	\$ 38,533

Debt Service and Fixed Asset Fund:			
Debt Service	280,129	281,703	(1,574)
Excess(Deficiency) of revenues over Expenses	280,129	281,703	(1,574)

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

INCOME:	MONTH OF November 2019	MONTH OF November 2018	Increase (Decrease)
Local Revenue Sources	162,899	115,988	46,911
Earned Income	1,134,357	1,038,846	95,511
General Revenue-Contract	1,426,439	1,424,828	1,611
TOTAL INCOME	\$ 2,723,694	\$ 2,579,661	\$ 144,032
Salaries	1,386,133	1,501,133	(115,000)
Employee Benefits	320,325	283,576	36,749
Medication Expense	52,610	49,876	2,734
Travel-Board/Staff	35,383	32,246	3,137
Building Rent/Maintenance	15,397	18,281	(2,884)
Consultants/Contracts	382,975	338,677	44,298
Other Operating Expenses	191,131	246,945	(55,814)
TOTAL EXPENSES	\$ 2,383,954	\$ 2,470,734	\$ (86,780)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 339,740	\$ 108,927	\$ 230,812
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	129,749	6,711	123,038
Capital Outlay-Debt Service	93,339	93,871	(532)
TOTAL CAPITAL EXPENDITURES	\$ 223,088	\$ 100,582	\$ 122,506
GRAND TOTAL EXPENDITURES	\$ 2,607,041	\$ 2,571,316	\$ 35,725
Excess (Deficiency) of Revenues and Expenses	\$ 116,653	\$ 8,345	\$ 108,307

Debt Service and Fixed Asset Fund:

Debt Service	93,339	93,871	(532)
Excess(Deficiency) of revenues over Expenses	93,339	93,871	(532)

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

INCOME:	MONTH OF November 2019	MONTH OF October 2019	Increase (Decrease)
Local Revenue Sources	162,899	154,954	7,945
Earned Income	1,134,357	1,196,351	(61,994)
General Revenue-Contract	1,426,439	1,726,588	(300,149)
TOTAL INCOME	\$ 2,723,694	\$ 3,077,892	\$ (354,198)
EXPENSES:			
Salaries	1,386,133	1,740,771	(354,638)
Employee Benefits	320,325	407,849	(87,524)
Medication Expense	52,610	74,426	(21,816)
Travel-Board/Staff	35,383	35,893	(510)
Building Rent/Maintenance	15,397	80,794	(65,397)
Consultants/Contracts	382,975	354,250	28,726
Other Operating Expenses	191,131	243,664	(52,533)
TOTAL EXPENSES	\$ 2,383,954	\$ 2,937,646	\$ (553,692)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 339,740	\$ 140,246	\$ 199,494
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	129,749	5,358	124,391
Capital Outlay-Debt Service	93,339	93,360	(21)
TOTAL CAPITAL EXPENDITURES	\$ 223,088	\$ 98,718	\$ 124,369
GRAND TOTAL EXPENDITURES	\$ 2,607,041	\$ 3,036,364	\$ (429,323)
Excess (Deficiency) of Revenues and Expenses	\$ 116,653	\$ 41,528	\$ 75,125

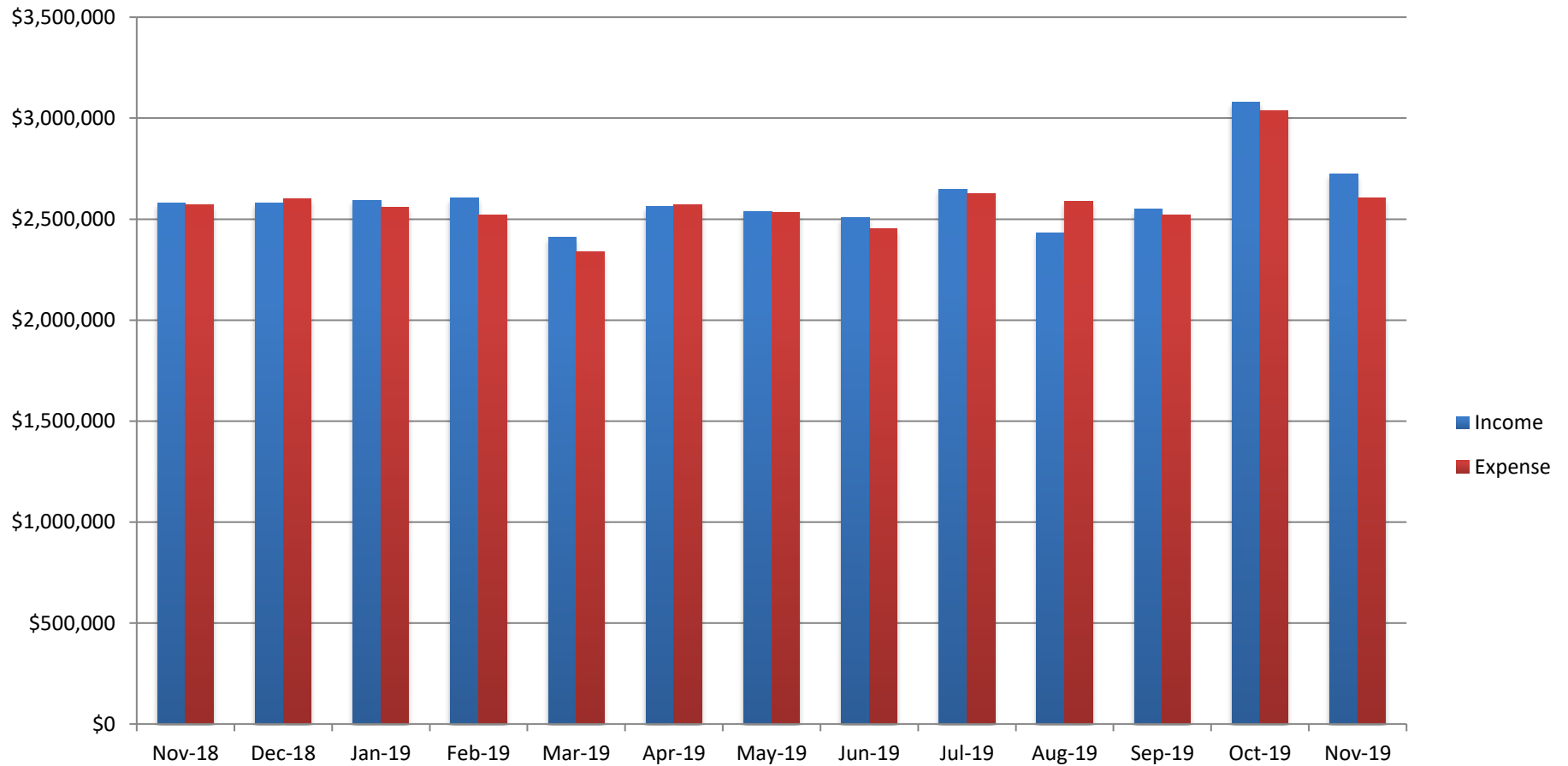
Debt Service and Fixed Asset Fund:

Debt Service	93,339	93,360	(21)
Excess(Deficiency) of revenues over Expenses	93,339	93,360	(21)

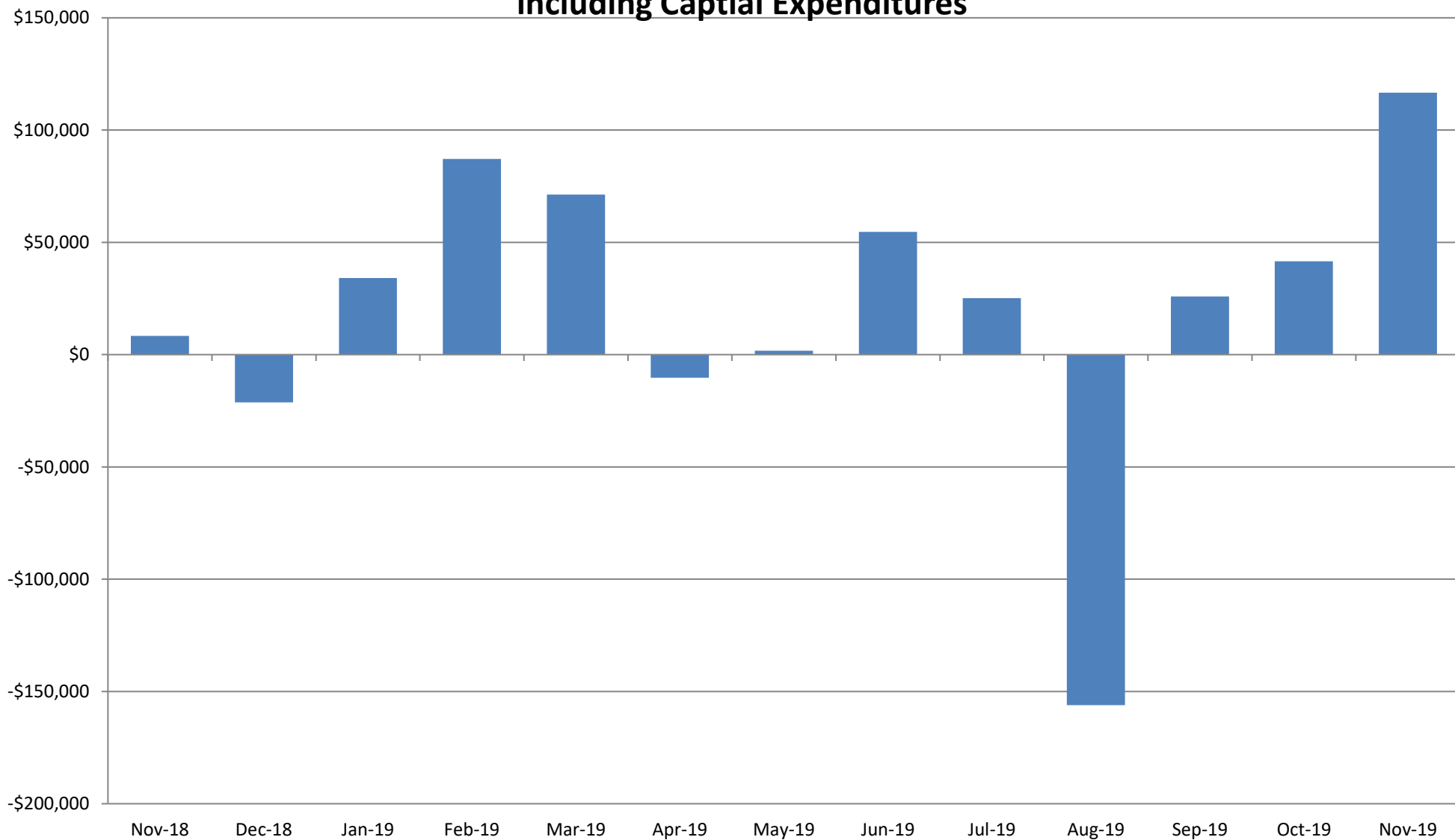
TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary by Service Type
Compared to Budget
Year To Date as of November 2019

	YTD Mental Health November 2019	YTD IDD November 2019	YTD Other Services November 2019	YTD Agency Total November 2019	YTD Approved Budget November 2019	Increase (Decrease)
INCOME:						
Local Revenue Sources	307,378	85,885	58,764	452,027	453,926	(1,899)
Earned Income	2,296,943	641,793	439,121	3,377,857	3,513,925	(136,068)
General Revenue-Contract	3,073,603	858,801	587,601	4,520,004	4,521,831	(1,827)
TOTAL INCOME	\$ 5,677,924	\$ 1,586,479	\$ 1,085,486	\$ 8,349,888	\$ 8,489,682	\$ (139,794)
EXPENSES:						
Salaries	3,114,435	870,210	595,407	4,580,052	4,861,716	(281,664)
Employee Benefits	686,624	191,851	131,266	1,009,741	1,015,471	(5,730)
Medication Expense	127,218	35,546	24,321	187,085	183,756	3,329
Travel-Board/Staff	75,000	20,956	14,338	110,294	122,256	(11,962)
Building Rent/Maintenance	73,233	20,462	14,000	107,696	75,717	31,979
Consultants/Contracts	746,235	208,507	142,663	1,097,404	1,079,320	18,084
Other Operating Expenses	444,183	123,878	84,758	652,819	642,356	10,463
TOTAL EXPENSES	\$ 5,266,928	\$ 1,471,410	\$ 1,006,753	\$ 7,745,091	\$ 7,980,592	\$ (235,501)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 410,996	\$ 115,069	\$ 78,733	\$ 604,797	\$ 509,090	\$ 95,707
CAPITAL EXPENDITURES						
Capital Outlay-FF&E, Automobiles	95,584	26,707	18,273	140,564	163,374	(22,810)
Capital Outlay-Debt Service	190,488	53,225	36,417	280,129	280,716	(587)
TOTAL CAPITAL EXPENDITURES	\$ 286,072	\$ 79,932	\$ 54,690	\$ 420,693	\$ 444,090	\$ (23,397)
GRAND TOTAL EXPENDITURES	\$ 5,553,000	\$ 1,551,342	\$ 1,061,443	\$ 8,165,784	\$ 8,424,682	\$ (258,898)
Excess (Deficiency) of Revenues and Expenses	\$ 124,924	\$ 35,137	\$ 24,043	\$ 184,104	\$ 65,000	\$ 119,104
Debt Service and Fixed Asset Fund:						
Debt Service	190,488	53,225	36,417	280,129	280,716	(90,228)
		-	-	-	-	-
Excess(Deficiency) of revenues over Expenses	190,488	53,225	36,417	280,129	280,716	(90,228)

TRI-COUNTY BEHAVIORAL HEALTHCARE
Preliminary Income and Expense
including Capital Expenditures



TRI-COUNTY BEHAVIORAL HEALTHCARE
Preliminary Income after Expense
including Capital Expenditures



Agenda Item: Approve December 2019 Financial Statements Committee: Business	Board Meeting Date January 30, 2020
Background Information: None	
Supporting Documentation: December 2019 Financial Statements	
Recommended Action: Approve December 2019 Financial Statements	

December 2019 Financial Summary

Revenues for December 2019 were \$2,381,715 and operating expenses were \$2,331,750 resulting in a gain in operation of \$49,964. Capital Expenditures and Extraordinary Expenses for December were \$94,964 resulting in a loss of \$44,527. Total revenues were 94.17% of the monthly budgeted revenues and total expenses were 95.93% of the monthly budgeted expenses (difference of -1.77%).

Year to date revenues are \$10,731,603 and operating expenses are \$10,076,841 leaving excess operating revenues of \$654,761. YTD Capital Expenditures and Extraordinary Expenses are \$515,185 resulting in a gain YTD of \$139,577. Total revenues are 97.39% of the YTD budgeted revenues and total expenses are 96.70% of the YTD budgeted expenses (difference of 0.69%).

REVENUES

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

Revenue Source	YTD Revenue	YTD Budget	% of Budget	\$ Variance
Client Fees	67,407	104,347	64.60%	36,940
Case Management MH	186,514	219,313	85.04%	32,799
Rehab – Title XIX	600,326	771,840	77.78%	171,513

Client Fees – Monthly we review our outstanding client accounts. Based on a Criteria that we have established such as client discharged from services for 90 days, or no payments received for a year, we do periodic client wrote offs. In December we did a write off of a fairly large amount of uncollectible accounts which caused this line to go under budget for the year to date.

Case Management MH – This line item is under budget due to vacant positions in both MH child and adult programs. We hope to see a change after the holidays when we can get some of the positions filled.

Rehab – Title XIX – This line item continues to be affected by the number of vacant positions that are currently open in both the adult and children's programs. But as we said above we hope to get positions filled after the holiday season and the first of the year.

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
Medication Expense	256,505	240,008	106.87%	16,497
Building Repair & Maintenance	93,992	69,836	134.59%	24,156
Contract - Clinical	304,163	220,231	138.11%	83,932

Medication Expense – This line item is our Medication expense and has gone over budget year to date through December. This is in part due to the number of individuals that we are serving is increasing and also the cost of medication is increasing. We will continue to monitor this line item and make an adjustment as needed during the mid-year budget revision.

Building Repair & Maintenance – This line item went over budget in October with the completion of the tree removal and replanting of trees at the Conroe location. This will get adjusted in the first budget revision.

Contract – Clinical – This line item is over budget due to the use of contract doctors for coverage in our clinical programs. This overage is offset by a lapse in the salary line for these programs.

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

	TOTALS COMBINED FUNDS December 2019	TOTALS COMBINED FUNDS November 2019	Increase (Decrease)
ASSETS			
CURRENT ASSETS			
Imprest Cash Funds	3,250	3,200	50
Cash on Deposit-General Fund	10,927,332	7,818,130	3,109,202
Cash on Deposit-Debt Fund			-
Accounts Receivable	2,617,063	2,660,480	(43,417)
Inventory	4,640	4,750	(110)
TOTAL CURRENT ASSETS	13,552,284	10,486,560	3,065,725
FIXED ASSETS	19,435,971	19,435,971	-
OTHER ASSETS	114,463	138,673	(24,209)
TOTAL ASSETS	\$ 33,102,718	\$ 30,061,204	\$ 3,041,516
LIABILITIES, DEFERRED REVENUE, FUND BALANCES			
CURRENT LIABILITIES	1,249,590	1,241,284	8,306
NOTES PAYABLE	630,692	630,692	-
DEFERRED REVENUE	3,112,153	40,583	3,071,570
LONG-TERM LIABILITIES FOR			
Line of Credit - Tradition Bank	-	-	-
Note Payable Prosperity Bank	-	-	-
First Financial loan tied to CD	343,750	366,667	(22,917)
First Financial Construction Loan	11,518,467	11,558,278	(39,811)
EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR			
General Fund	139,577	184,104	(44,527)
FUND EQUITY			
RESTRICTED			
Net Assets Reserved for Debt Service	(11,862,217)	(11,924,945)	62,728
Reserved for Debt Retirement			-
COMMITTED			
Net Assets-Property and Equipment	19,435,971	19,435,971	-
Reserved for Vehicles & Equipment Replacement	678,112	678,112	-
Reserved for Facility Improvement & Acquisitions	2,500,000	2,500,000	-
Reserved for Board Initiatives	1,500,000	1,500,000	-
Reserved for 1115 Waiver Programs	502,677	502,677	-
ASSIGNED			
Reserved for Workers' Compensation	274,409	274,409	-
Reserved for Current Year Budgeted Reserve	24,664	18,498	6,166
Reserved for Insurance Deductibles	100,000	100,000	-
Reserved for Accrued Paid Time Off	(630,692)	(630,692)	-
UNASSIGNED			
Unrestricted and Undesignated	3,585,566	3,585,567	(1)
TOTAL LIABILITIES/FUND BALANCE	\$ 33,102,718	\$ 30,061,204	\$ 3,041,514

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

	General Operating Funds	Memorandum Only Final August 2019
ASSETS		
CURRENT ASSETS		
Imprest Cash Funds	3,250	3,500
Cash on Deposit-General Fund	10,927,332	8,204,549
Cash on Deposit-Debt Fund	-	-
Accounts Receivable	2,617,063	2,127,671
Inventory	4,640	4,695
TOTAL CURRENT ASSETS	13,552,284	10,340,415
FIXED ASSETS	19,435,971	19,435,971
OTHER ASSETS	114,463	136,153
	\$ 33,102,719	\$ 29,912,539
LIABILITIES, DEFERRED REVENUE, FUND BALANCES		
CURRENT LIABILITIES	1,249,590	1,152,521
NOTES PAYABLE	630,692	630,692
DEFERRED REVENUE	3,112,153	183,283
LONG-TERM LIABILITIES FOR		
Line of Credit - Tradition Bank	-	-
Note Payable Prosperity Bank	-	-
First Financial loan tied to CD	343,750	435,417
First Financial Construction Loan	11,518,467	11,675,110
EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR		
General Fund	139,577	633,843
FUND EQUITY		
RESTRICTED		
Net Assets Reserved for Debt service-Restricted	(11,862,217)	(12,110,527)
Reserved for Debt Retirement	-	-
COMMITTED		
Net Assets-Property and Equipment-Committed	19,435,971	19,435,971
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	(630,692)	(630,692)
UNASSIGNED		
Unrestricted and Undesignated	3,585,566	2,951,724
TOTAL LIABILITIES/FUND BALANCE	\$ 33,102,719	\$ 29,912,539

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

	MONTH OF December 2019	YTD December 2019
INCOME:		
Local Revenue Sources	82,712	534,739
Earned Income	991,983	4,369,840
General Revenue-Contract	1,307,020	5,827,024
TOTAL INCOME	\$ 2,381,715	\$ 10,731,603
EXPENSES:		
Salaries	1,433,784	6,013,837
Employee Benefits	209,490	1,219,230
Medication Expense	69,421	256,505
Travel-Board/Staff	26,857	137,151
Building Rent/Maintenance	12,920	120,616
Consultants/Contracts	399,593	1,496,997
Other Operating Expenses	179,685	832,504
TOTAL EXPENSES	\$ 2,331,750	\$ 10,076,841
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 49,964	\$ 654,761
CAPITAL EXPENDITURES		
Capital Outlay-FF&E, Automobiles, Building	1,217	141,782
Capital Outlay-Debt Service	93,274	373,403
TOTAL CAPITAL EXPENDITURES	\$ 94,492	\$ 515,185
GRAND TOTAL EXPENDITURES	\$ 2,426,242	\$ 10,592,026
Excess (Deficiency) of Revenues and Expenses	\$ (44,527)	\$ 139,577

Debt Service and Fixed Asset Fund:		
Debt Service	93,274	373,403
Excess(Deficiency) of revenues over Expenses	93,274	373,403

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

	YTD December 2019	APPROVED BUDGET	Increase (Decrease)
INCOME:			
Local Revenue Sources	534,739	594,613	(59,874)
Earned Income	4,369,840	4,622,121	(252,281)
General Revenue-Contract	5,827,024	5,802,245	24,779
TOTAL INCOME	\$ 10,731,603	\$ 11,018,979	\$ (287,376)
EXPENSES:			
Salaries	6,013,837	6,296,122	(282,285)
Employee Benefits	1,219,230	1,311,188	(91,958)
Medication Expense	256,505	240,008	16,497
Travel-Board/Staff	137,151	162,269	(25,118)
Building Rent/Maintenance	120,616	94,956	25,660
Consultants/Contracts	1,496,997	1,439,526	57,471
Other Operating Expenses	832,504	867,920	(35,416)
TOTAL EXPENSES	\$ 10,076,841	\$ 10,411,989	\$ (335,148)
 Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	 \$ 654,761	 \$ 606,990	 \$ 47,771
 CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	141,782	167,462	(25,681)
Capital Outlay-Debt Service	373,403	374,288	(885)
TOTAL CAPITAL EXPENDITURES	\$ 515,185	\$ 541,750	\$ (26,565)
 GRAND TOTAL EXPENDITURES	 \$ 10,592,026	 \$ 10,953,739	 \$ (361,713)
 Excess (Deficiency) of Revenues and Expenses	 \$ 139,577	 \$ 65,240	 \$ 74,337

Debt Service and Fixed Asset Fund:			
Debt Service	373,403	374,288	(885)
Excess(Deficiency) of revenues over Expenses	373,403	374,288	(885)

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

INCOME:	MONTH OF December 2019	APPROVED BUDGET	Increase (Decrease)
Local Revenue Sources	82,712	140,687	(57,975)
Earned Income	991,983	1,108,196	(116,213)
General Revenue-Contract	1,307,020	1,280,414	26,606
TOTAL INCOME	\$ 2,381,715	\$ 2,529,297	\$ (147,582)
EXPENSES:			
Salaries	1,433,784	1,434,406	(622)
Employee Benefits	209,490	295,717	(86,227)
Medication Expense	69,421	56,252	13,169
Travel-Board/Staff	26,857	40,013	(13,156)
Building Rent/Maintenance	12,920	19,239	(6,319)
Consultants/Contracts	399,593	360,206	39,387
Other Operating Expenses	179,685	225,564	(45,879)
TOTAL EXPENSES	\$ 2,331,750	\$ 2,431,397	\$ (99,647)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 49,964	\$ 97,900	\$ (47,936)
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	1,217	4,088	(2,871)
Capital Outlay-Debt Service	93,274	93,572	(298)
TOTAL CAPITAL EXPENDITURES	\$ 94,492	\$ 97,660	\$ (3,168)
GRAND TOTAL EXPENDITURES	\$ 2,426,242	\$ 2,529,057	\$ (102,815)
Excess (Deficiency) of Revenues and Expenses	\$ (44,527)	\$ 240	\$ (44,767)

Debt Service and Fixed Asset Fund:

Debt Service	93,274	93,572	(298)
Excess(Deficiency) of revenues over Expenses	93,274	93,572	(298)

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

INCOME:	YTD December 2019	YTD December 2018	Increase (Decrease)
Local Revenue Sources	534,739	474,893	59,846
Earned Income	4,369,840	4,180,675	189,165
General Revenue-Contract	5,827,024	5,655,058	171,966
TOTAL INCOME	\$ 10,731,603	\$ 10,310,626	\$ 420,977
EXPENSES:			
Salaries	6,013,837	5,809,864	203,973
Employee Benefits	1,219,230	1,112,483	106,747
Medication Expense	256,505	200,193	56,312
Travel-Board/Staff	137,151	144,332	(7,181)
Building Rent/Maintenance	120,616	88,053	32,563
Consultants/Contracts	1,496,997	1,498,922	(1,925)
Other Operating Expenses	832,504	864,832	(32,328)
TOTAL EXPENSES	\$ 10,076,841	\$ 9,718,677	\$ 358,162
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 654,761	\$ 591,949	\$ 62,814
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	141,782	92,186	49,596
Capital Outlay-Debt Service	373,403	375,491	(2,088)
TOTAL CAPITAL EXPENDITURES	\$ 515,185	\$ 467,677	\$ 47,508
GRAND TOTAL EXPENDITURES	\$ 10,592,026	\$ 10,186,354	\$ 405,672
Excess (Deficiency) of Revenues and Expenses	\$ 139,577	\$ 124,272	\$ 15,307

Debt Service and Fixed Asset Fund:			
Debt Service	373,403	375,491	(2,088)
Excess(Deficiency) of revenues over Expenses	373,403	375,491	(2,088)

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

INCOME:	MONTH OF December 2019	MONTH OF December 2018	Increase (Decrease)
Local Revenue Sources	82,712	126,138	(43,426)
Earned Income	991,983	1,025,527	(33,544)
General Revenue-Contract	1,307,020	1,426,007	(118,987)
TOTAL INCOME	\$ 2,381,715	\$ 2,577,671	\$ (195,957)
Salaries	1,433,784	1,456,861	(23,077)
Employee Benefits	209,490	278,820	(69,330)
Medication Expense	69,421	52,309	17,112
Travel-Board/Staff	26,857	34,359	(7,502)
Building Rent/Maintenance	12,920	45,357	(32,437)
Consultants/Contracts	399,593	416,768	(17,175)
Other Operating Expenses	179,685	214,790	(35,105)
TOTAL EXPENSES	\$ 2,331,750	\$ 2,499,264	\$ (167,514)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 49,964	\$ 78,407	\$ (28,444)
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	1,217	5,924	(4,707)
Capital Outlay-Debt Service	93,274	93,788	(514)
TOTAL CAPITAL EXPENDITURES	\$ 94,492	\$ 99,712	\$ (5,220)
GRAND TOTAL EXPENDITURES	\$ 2,426,242	\$ 2,598,976	\$ (172,734)
Excess (Deficiency) of Revenues and Expenses	\$ (44,527)	\$ (21,305)	\$ (23,223)

Debt Service and Fixed Asset Fund:

Debt Service	93,274	93,788	(514)
Excess(Deficiency) of revenues over Expenses	93,274	93,788	(514)

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

INCOME:	MONTH OF December 2019	MONTH OF November 2019	Increase (Decrease)
Local Revenue Sources	82,712	162,899	(80,187)
Earned Income	991,983	1,134,357	(142,374)
General Revenue-Contract	1,307,020	1,426,439	(119,419)
TOTAL INCOME	\$ 2,381,715	\$ 2,723,694	\$ (341,980)
EXPENSES:			
Salaries	1,433,784	1,386,133	47,651
Employee Benefits	209,490	320,325	(110,835)
Medication Expense	69,421	52,610	16,810
Travel-Board/Staff	26,857	35,383	(8,525)
Building Rent/Maintenance	12,920	15,397	(2,477)
Consultants/Contracts	399,593	382,975	16,617
Other Operating Expenses	179,685	191,131	(11,446)
TOTAL EXPENSES	\$ 2,331,750	\$ 2,383,954	\$ (52,203)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 49,964	\$ 339,740	\$ (289,776)
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	1,217	129,749	(128,532)
Capital Outlay-Debt Service	93,274	93,339	(64)
TOTAL CAPITAL EXPENDITURES	\$ 94,492	\$ 223,088	\$ (128,596)
GRAND TOTAL EXPENDITURES	\$ 2,426,242	\$ 2,607,041	\$ (180,800)
Excess (Deficiency) of Revenues and Expenses	\$ (44,527)	\$ 116,653	\$ (161,180)

Debt Service and Fixed Asset Fund:

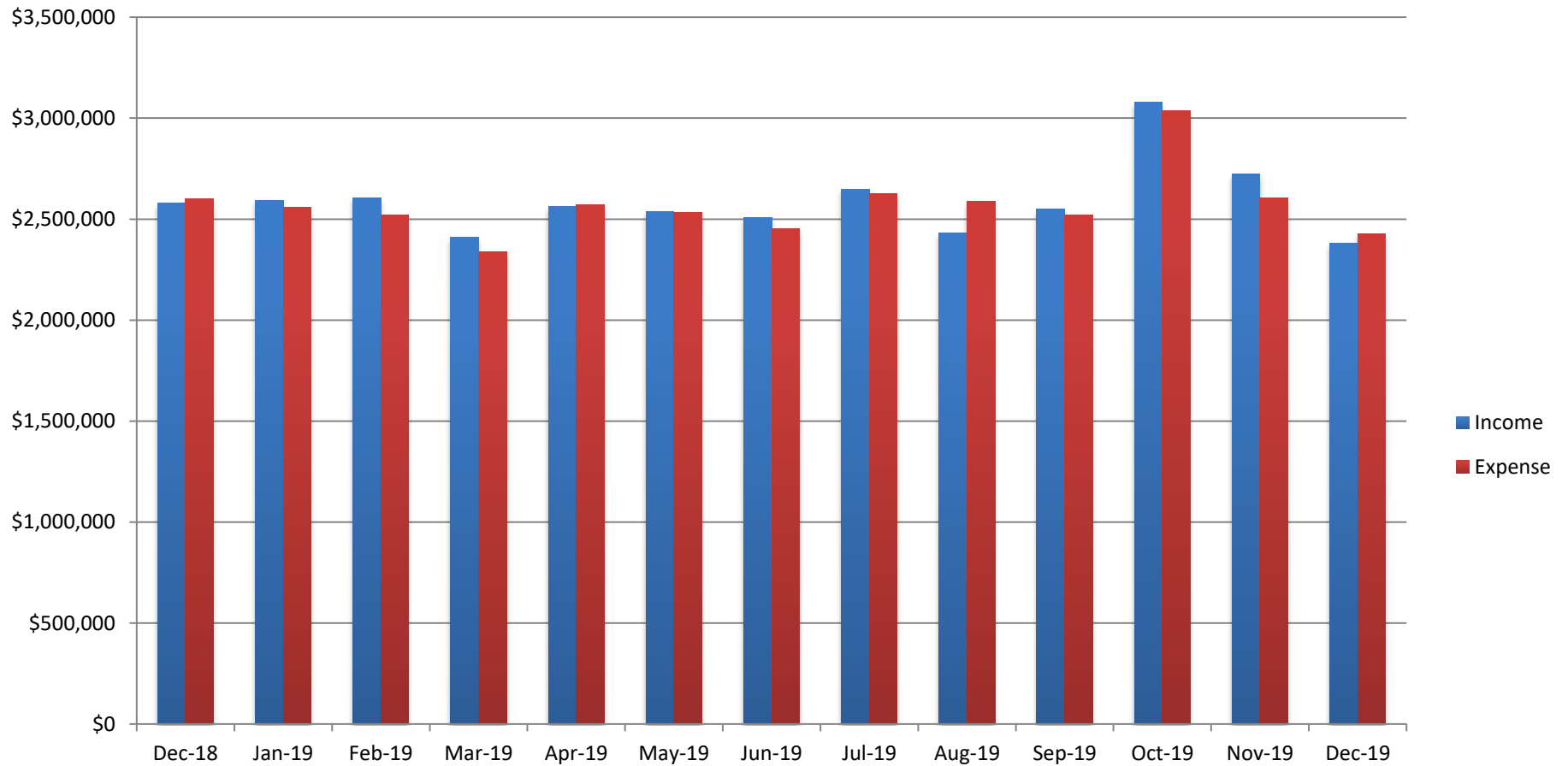
Debt Service	93,274	93,339	(64)
Excess(Deficiency) of revenues over Expenses	93,274	93,339	(64)

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

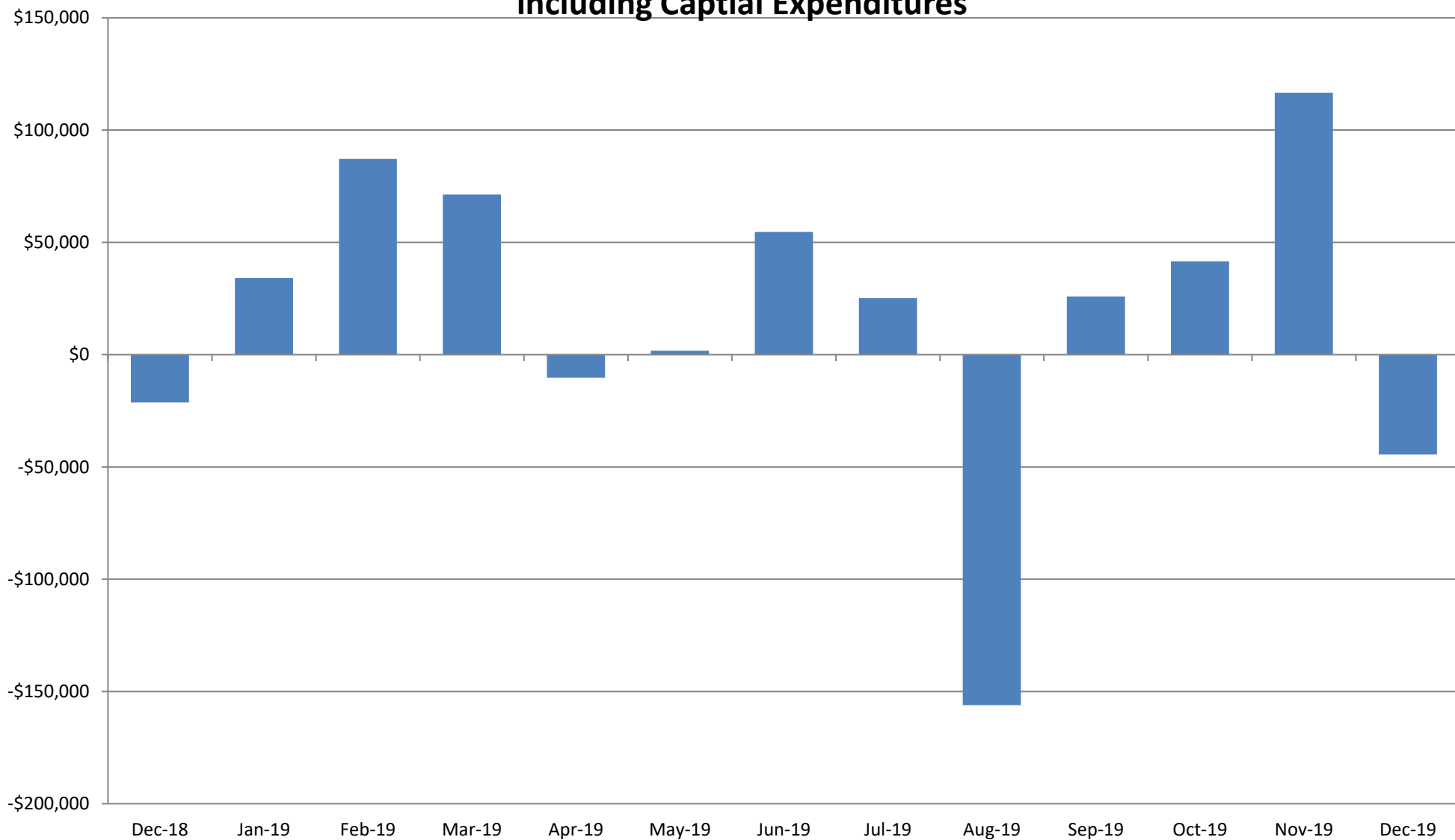
	YTD Mental Health December 2019	YTD IDD December 2019	YTD Other Services December 2019	YTD Agency Total December 2019	YTD Approved Budget December 2019	Increase (Decrease)
INCOME:						
Local Revenue Sources	363,623	101,600	69,516	534,739	594,613	(59,874)
Earned Income	2,971,491	830,270	568,079	4,369,840	4,622,121	(252,281)
General Revenue-Contract	3,962,376	1,107,135	757,513	5,827,024	5,802,245	24,779
TOTAL INCOME	\$ 7,297,490	\$ 2,039,005	\$ 1,395,108	\$ 10,731,603	\$ 11,018,979	\$ (287,376)
EXPENSES:						
Salaries	4,089,409	1,142,629	781,799	6,013,837	6,296,122	(282,285)
Employee Benefits	829,076	231,654	158,500	1,219,230	1,311,188	(91,958)
Medication Expense	174,423	48,736	33,346	256,505	240,008	16,497
Travel-Board/Staff	93,263	26,059	17,830	137,151	162,269	(25,118)
Building Rent/Maintenance	82,019	22,917	15,680	120,616	94,956	25,660
Consultants/Contracts	1,017,958	284,429	194,610	1,496,997	1,439,526	57,471
Other Operating Expenses	566,103	158,176	108,226	832,504	867,920	(35,416)
TOTAL EXPENSES	\$ 6,852,251	\$ 1,914,600	\$ 1,309,991	\$ 10,076,841	\$ 10,411,989	\$ (335,149)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 445,239	\$ 124,405	\$ 85,117	\$ 654,762	\$ 606,990	\$ 47,773
CAPITAL EXPENDITURES						
Capital Outlay-FF&E, Automobiles	96,412	26,939	18,432	141,782	167,462	(25,680)
Capital Outlay-Debt Service	253,914	70,947	48,542	373,403	374,288	(885)
TOTAL CAPITAL EXPENDITURES	\$ 350,326	\$ 97,886	\$ 66,974	\$ 515,185	\$ 541,750	\$ (26,565)
GRAND TOTAL EXPENDITURES	\$ 7,202,577	\$ 2,012,486	\$ 1,376,965	\$ 10,592,026	\$ 10,953,739	\$ (361,714)
Excess (Deficiency) of Revenues and Expenses	\$ 94,913	\$ 26,519	\$ 18,143	\$ 139,577	\$ 65,240	\$ 74,338
Debt Service and Fixed Asset Fund:						
Debt Service	253,914	70,947	48,542	373,403	374,288	(120,374)
		-	-	-	-	-
Excess(Deficiency) of revenues over Expenses	253,914	70,947	48,542	373,403	374,288	(120,374)

TRI-COUNTY BEHAVIORAL HEALTHCARE

Preliminary Income and Expense including Capital Expenditures



TRI-COUNTY BEHAVIORAL HEALTHCARE
Preliminary Income after Expense
including Capital Expenditures



Agenda Item: Approve FY 2019 Independent Financial Audit Committee: Business	Board Meeting Date January 30, 2020
Background Information: Eide Bailly, LLP audited Tri-County's Financial Statements for the fiscal year ending August 31, 2019. 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 2019 Independent Financial Audit	

Agenda Item: Approve Purchase of Two Ford Edge Vehicles

Board Meeting Date

January 30, 2020

Committee: Business

Background Information:

We have need for two additional vehicles for Tri-County staff use. One of the vehicles will be driven by our Adult Outpatient Mental Health Rural Clinic Administrator who travels between Cleveland, Huntsville and Liberty daily. The vehicle will be used to defer monthly mileage cost for this staff.

In addition, IDD Provider staff has need of a vehicle to transport persons to medical appointments. The Center vehicle they were using for this purpose was the former Executive Director's vehicle, a 2009 Chevrolet Traverse, which needs repairs that would cost substantially more than the value of the vehicle. IDD Provider Staff have requested a small SUV for this transport service because it is easier to get individuals in and out of the vehicle at appointments rather than a small car. The Center-owned Executive Director's vehicle, a 2014 Buick Encore, will be passed to IDD Provider staff who have indicated that this car would meet their needs.

The second Ford Edge would be for use by the Executive Director.

In the process of trying to secure bids for the Ford Edge vehicles, DeMontrond Ford in Cleveland has presented bids for brand new, 2018 Ford Edges. The vehicles are discounted significantly and come with full manufacturer warranties. They are presented as purchase options for the Board.

Listed below are the bids received:

Dealership	BJ Ford, Liberty	Bill Fick, Huntsville	DeMontrond Ford, Cleveland	Gullo Ford, Conroe
2018 Titanium	N/A	N/A	\$31,622.00	N/A
2018 Titanium Sport	N/A	N/A	\$36,759.00	N/A
2020 SE	\$29,873.00	None	None	\$28,500.00
2020 Titanium	None	\$36,191.57	None	\$35,900.00

Staff are recommending the purchase of a 2020 Ford Edge SE for the Rural Clinic Administrator from Gullo Ford in Conroe and a 2018 Ford Edge Titanium from DeMontrond Ford in Cleveland **or** a 2020 Titanium from Gullo Ford in Conroe.

Supporting Documentation:

Vehicle specification sheets for quoted vehicles.

Recommended Action:

Approve the Purchase of Two Ford Edge Vehicles for Center Staff

2018 Ford Titanium's

2018 EDGE FWD-TITAN

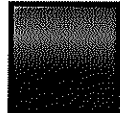
\$42,140 MSRP

VIN: 2FMPK3K81 JBC5 9976

Stock ID: BC59976

Final all inclusive price

\$31,622.00



Exterior Color

RUBY RED METALLIC TINTED CC



Interior Color

EBONY
PERFORATED LEATHER SEATS



Window Sticker

Invoice

 EPA Estimated MPG

17
City

26
Hwy

Packages

301A

Power & Handling

3.5L TI-VCT V6 ENGINE
6-SPD AUTO TRANS W/SLCTSHFT

Mike Weisinger

DeMontrond Ford

Government fleet manager

Cleveland Texas

281-592-2611

mikeweisinger@aol.com

Standard Features

Exterior

- BELTLINE MOLDING- BRIGHT
- DOOR HANDLES - BODY COLOR
W/ BRIGHT INSERTS
- EASY FUEL CAPLESS FILLER
- EXHAUST TIPS - STAINLESS STEEL
- GRILLE - 3-BAR, CHROME
- HEADLAMPS - AUTO HALOGEN
- HEADLAMPS - WIPER ACTIVATED
- LED SIGNATURE LIGHTING
- LIFTGATE - HANDS-FREE
- MIRRORS - PWR/HTD/MAN FOLD
LED SIG/APPROACH LAMP/MEM
- PRIVACY GLASS - REAR DOORS
- TAILLAMPS-LED W/LIGHT BAR

Interior

- 1TOUCH UP/DOWN DR/PASS WIN
- 60/40 EASYFOLD REAR BENCH
- AMBIENT LIGHTING
- AUTODIM REARVIEW MIRROR
- CARGO MANAGEMENT SYSTEM
- CUPHOLDERS - 8
- DUAL ILLUM VIS VANITY MIRR
- DUAL ZONE AUTO CLIM CTRL
- ILLUMINATED SILL PLATES
- LEATHER TRIMMED SEATS W/ 10-WAY
DR/PA & DR MEM
- LEATHER WRAPPED STR WHEEL
W/CRUISE AND AUDIO CONTRO
- POWERPOINTS - 12V
- SMART CHARGING USB PORT(2)

Functional

- AUDIO SYSTEM FROM SONY®/12 SPEAKERS
- HD RADIO™
- HILL START ASSIST
- INTELLIGENT ACCESS W/PUSH
BUTTON START
- MYKEY®
- REAR VIEW CAMERA
- REVERSE SENSING SYSTEM
- SECURICODE KEYLESS KEYPAD
- SIRIUSXM® - SVC N/A AK&HI
- SYNC®3 W/8" TOUCHSCREEN
- UNIVER GARAGE DOOR OPENER

Safety/Security

- ADVANCETRAC WITH RSC
- AIRBAG - DRIVER KNEE
- AIRBAG- GLOVEBOX PASS KNEE
- AIRBAGS - DUAL STAGE FRONT
- AIRBAGS - SAFETY CANOPY
- FRT-PASS SENSING SYSTEM
- INDIV TIRE PRESS MONIT SYS
- LATCH CHILD SAFETY SYSTEM
- PERIMETER ALARM
- PERSONAL SAFETY SYSTEM™
- SOS POST CRASH ALERT SYS

Warranty

- 3YR/36,000 BUMPER / BUMPER
- 5YR/60,000 POWERTRAIN
- 5YR/60,000 ROADSIDE ASSIST

Optional Features

- 2018 MODEL YEAR
- RUBY RED METALLIC TINTED CC
- EBONY PERF LTHR-TRIM SEATS
- 3.5L TI-VCT V6 ENGINE
- 6-SPD AUTO TRANS W/SLCTSHFT
- 245/50R20 A/S BSW TIRES
- 50 STATE EMISSIONS

- FRONT LICENSE PLATE BRACKET

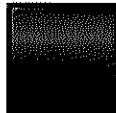
2018 EDGE AWD-SPORT

\$47,200 MSRP

VIN: 2FMPK4AP8 JBC2 8044

Stock ID: BC28044

\$36759.00 total, no other charges



Exterior Color
SHADOW BLACK



Interior Color
EBONY
PERFORATED SUEDE SEATS



Window Sticker

Invoice

 EPA Estimated MPG

17
City

24
Hwy

Packages

401A

Power & Handling

2.7L V6 ECOBOOST ENGINE
6-SPD AUTO TRANS W/SLCTSHFT

For Tri-County
Care of Ava Green
Mike Weisinger
DeMontrond Ford
281-592-2611
mike.weisinger@DeMontrond.com

Standard Features

Exterior

- ACTIVE GRILLE SHUTTERS
- BELTLINE MOLDING - BLACK
- EASY FUEL CAPLESS FILLER
- EXHAUST TIP - DUAL INTEGRATED
- GRILLE - BLACK
- HEADLAMPS - AUTO HALOGEN
- HEADLAMPS - WIPER ACTIVATED
- LED SIGNATURE LIGHTING
- LIFTGATE - HANDS-FREE
- MIRRORS - PWR/HTD/MAN FOLD
LED SIG/APPROACH LAMP/MEM
- PRIVACY GLASS - REAR DOORS
- REAR INT WIPER/WASH/DFRST
- TAILLAMPS-LED W/LIGHT BAR

Interior

- 1TOUCH UP/DOWN DR/PASS WIN
- 60/40 EASYFOLD REAR BENCH
- ALUMINUM SPORT PEDALS
- AMBIENT LIGHTING
- AUTODIM REARVIEW MIRROR
- CARGO MANAGEMENT SYSTEM
- DUAL ZONE AUTO CLIM CTRL
- LEATHER TRIMMED SEATS W/ 10-WAY
DR/PA & DR MEM
- LEATHER WRAPPED STR WHEEL
W/CRUISE AND AUDIO CONTR
- POWERPOINTS - 12V
- SMART CHARGING USB PORT(2)
- SPORT BUCKET FRONT SEATS
- SUEDED CLOTH SEAT INSERTS

Functional

- ACTIVE NOISE CONTROL
- AUDIO SYSTEM FROM SONY®/12 SPEAKERS
- HD RADIO™
- HILL START ASSIST
- INTELLIGENT ACCESS W/PUSH
BUTTON START
- MYKEY®
- REAR VIEW CAMERA
- REVERSE SENSING SYSTEM
- SECURICODE KEYLESS KEYPAD
- SIRIUSXM® - SVC N/A AK&HI
- SPORT-TUNED SUSPENSION
- SYNC®3 W/8" TOUCHSCREEN

Safety/Security

- ADVANCETRAC WITH RSC
- AIRBAG - DRIVER KNEE
- AIRBAG- GLOVEBOX PASS KNEE
- AIRBAGS - DUAL STAGE FRONT
- AIRBAGS - SAFETY CANOPY
- FRT-PASS SENSING SYSTEM
- INDIV TIRE PRESS MONIT SYS
- LATCH CHILD SAFETY SYSTEM
- PERIMETER ALARM
- PERSONAL SAFETY SYSTEM™
- SOS POST CRASH ALERT SYS

Warranty

- 3YR/36,000 BUMPER / BUMPER
- 5YR/60,000 POWERTRAIN
- 5YR/60,000 ROADSIDE ASSIST

Optional Features

- 2018 MODEL YEAR
- SHADOW BLACK
- EBONY PRF LTH-TR CLT SUEDED
- 20" POLSHD ALUM WHL/PTD PKT
- 2.7L V6 ECOBOOST ENGINE
- 6-SPD AUTO TRANS W/SLCTSHFT
- 245/50R20 A/S BSW TIRES
- PANORAMIC VISTA ROOF
- FRONT LICENSE PLATE BRACKET

2020 Ford SE's

BJ FORD

3560 Hwy 90 - P.O. Box 2080 - Liberty, Texas 77575
(936) 36-2215 - (800) 374-7646 - Fax: (936) 336-2503 - bjford.com

Buyer:		Co Buyer:		Deal #: 43867	
TRI-COUNTY MHMR SERVICES				Deal Date: 01/14/2020	
1506 FM 2854 RD				Print Time: 02:48pm	
CONROE, TX 77304					
Home #:		Home #:			
Work #: (936) 756-8331		Work #:		Salesperson: ROY W POINDEXTER	
Vehicle					
New <input checked="" type="checkbox"/>	Stock #:	Description:	VIN:	Mileage:	
Used <input type="checkbox"/>	20-3017T	2020 FORD TRUCK EDGE	2FMPK3G92LBA10686		
Demo <input type="checkbox"/>					
Trade					
Aftermarkets:					
ETCH		\$	195.00	Sale Price: \$ 28,650.00	
SURFACECARE		\$	695.00	Total Financed Aftermarkets: \$ 890.00	
				Total Trade Allowance: \$ 0.00	
				Trade Difference: \$ 29,540.00	
				Documentary Fee: \$ 150.00	
				State & Local Taxes: \$ 0.00	
				Total License and Fees: \$ 183.00	
				Total Cash Price: \$ 29,873.00	
				Total Trade Payoff: \$ 0.00	
				Delivered Price: \$ 29,873.00	
Total Aftermarkets:		\$	890.00	Cash Down Payment + Deposit: \$ 0.00	
				Unpaid Balance: \$ 29,873.00	
				Service Agreement: \$ 0.00	
				Maintenance Agreement: \$ 0.00	
				GAP Insurance: \$ 0.00	
				Credit Life, Accident & Health: \$ 0.00	
				Other: \$ 0.00	
Rate:			0.00%	Amount Financed: \$ 29,873.00	
Amount Financed:		\$	29,873.00		

CUSTOMER: _____

SALESPERSON: Roy Powdexter

SALES MGR: _____



Terry Williams



January 7, 2020

To: Ava Green

Tri-County Behavioral Healthcare

Re: Vehicle Purchase

Please accept our bid for the 2020 Ford Edge SE with the following attached list of equipment.

The total amount due for our dealership is \$28,500.00

We appreciate the opportunity to bid for your organization and hope to continue to be your selling dealers as well as taking great care of our community!

Sincerely,

Sabrena Torres

Gullo Ford

Commercial/Fleet Sales

936-756-5500



Disclaimer: This window sticker is only representative of the information contained on an actual window sticker, and may or may not match the actual window sticker on the vehicle itself. Please see your retailer for further information.

Vehicle Description**EDGE**

2020 EDGE FWD-SE
TWIN-SCRL 2.0L ECOBOOST ENG
8-SPD AUTO TRANSMISSION

VIN 2FMPK3G90LB A51267

Exterior

OXFORD WHITE

Interior

DUNECLOTH BUCKET SEATS

Standard Equipment INCLUDED AT NO EXTRA CHARGE**EXTERIOR**

- . DOOR HANDLES - BODY COLOR
- . EXHAUST TIPS - STAINLESS
- . GRILLE - CHROME
- . HEADLAMPS - WIPER ACTIVATED MANUAL FOLD
- . REAR INT WIPER/WASH/DFRST
- . WIPERS - RAIN-SENSING

INTERIOR

- . 1TOUCH UP/DOWN DR/PASS WIN
- . CLOTH BUCKET FRONT SEATS
- . CUPHOLDERS - 8
- . DUAL-ZONE ELECTRONIC POWERPOINTS - 12V
- . SMART CHARGING USB PORT(2)

FUNCTIONAL

- . AUTO START STOP TECH
- . ELECTRONIC PWR ASST STEER
- . FORDPASS CONNECT 4GWI-FI
- . INTELLIGENT ACCESS W/PUSH
- . LANE-KEEPING SYSTEM/ALERT
- . REAR VIEW CAMERA W/WASHER
- . SIRIUSXM® - SVC N/A AK&HI

SAFETY/SECURITY

- . AIRBAG - DRIVER KNEE
- . AIRBAGS - DUAL STAGE FRONT
- . AIRBAGS - SIDE IMPACT
- . LATCH CHILD SAFETY SYSTEM
- . SECURILOCK® ANTI-THEFT SYS

WARRANTY

- . 5YR/60,000 POWERTRAIN

- . BELTLINE MOLDING - BLACK
- . EASY FUEL® CAPLESS FILLER STEEL
- . HEADLAMPS - AUTO BI-LED
- . MIRRORS - POWER GLASS/
- . PRIVACY GLASS - REAR DOORS
- . TAILLAMPS-LED
- . 10WAY PWR DR SEAT W/LUMBAR
- . 60/40 SPLIT FOLD REAR SEAT
- . CRUISE CONTROL
- . DUAL ILLUM VIS VANITY MIRR
- . AUTO CLIMATE CONTROL
- . ROTARY GEAR SHIFT DIAL
- . TILT/TELESCOPE STR COLUMN
- . AM/FM/MP3, 6 SPEAKERS
- . BLIS (BLIND SPOT INFO SYS)
- . FORD CO-PILOT360
- . HOTSPOT TELEMATICS MODEM
- . BUTTON START
- . PRE-COLLISION ASSIST W/AEB
- . REVERSE SENSING SYSTEM
- . SYNC®3 8" SCR N W/APPLINK®
- . ADVANCETRAC® WITH RSC®
- . AIRBAG- GLOVEBOX PASS KNEE
- . AIRBAGS - SAFETY CANOPY®
- . INDIV TIRE PRESS MONIT SYS
- . PERSONAL SAFETY SYSTEM
- . SOS POST-CRASH ALERT SYS
- . 3YR/36,000 BUMPER / BUMPER
- . 5YR/60,000 ROADSIDE ASSIST

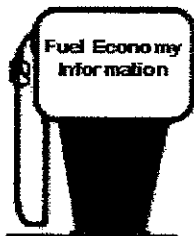
Price Information**STANDARD VEHICLE PRICE MSRP \$31,100****Included on this Vehicle**
EQUIPMENT GROUP 100A**Optional Equipment**

2020 MODEL YEAR
 OXFORD WHITE
 DUNE CLOTH SEATS
 .SE
 .18" SPARKLE SLVR PTD ALUM
 WHL
 .TWIN-SCRL 2.0L ECOBOOST ENG
 .8-SPD AUTO TRANSMISSION ✱
 .245/60R18 A/S BSW TIRES
 50 STATE EMISSIONS
 FRONT LICENSE PLATE BRACKET

TOTAL VEHICLE & OPTIONS	31,100
DESTINATION & DELIVERY	1,095

TOTAL MSRP \$32,195

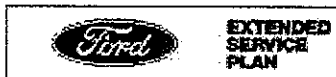
Disclaimer: Option pricing will be blank for any item that is priced as 0 or "No Charge".



Estimated Annual
 Fuel Cost: \$

Vehicle Engine Information

Actual mileage will vary with options, driving conditions, driving habits and vehicle's condition. Results reported to EPA indicate that the majority of vehicles with these estimates will achieve between _ and _ mpg in the city and between _ and _ mpg on the highway. For Comparison Shopping all vehicles classified as have been issued mileage ratings from _ to _ mpg city and _ to _ mpg highway.



Ford Extended Service Plan is the ONLY service contract backed by Ford and honored by the Ford and Lincoln dealers. Ask your dealer for prices and additional details or see our website at www.Ford-ESP.com.

Gullo Ford of Conroe

(936) 442-4582 DEALER 52A 166

VIN 2FMPK3G90LBA51267

K3GK EDGE FWD-SE	Suggested Retail Price	31100.00	Invoice Amount	30168.00
2020 MODEL YEAR				
YZ OXFORD WHITE				
CD DUNE CLOTH SEATS				
INCLUDED ON THIS VEHICLE				
EQUIPMENT GROUP 100A				
OPTIONAL EQUIPMENT/OTHER				
.SE				
.18" SPARKLE SLVR PTD ALUM WHL				
999 .TWIN-SCRL 2.0L ECOBOOST ENG	NC		NC	
448 .8-SPD AUTO TRANSMISSION	NC		NC	
.245/60R18 A/S BSW TIRES				
425 50 STATE EMISSIONS	NC		NC	
153 FRONT LICENSE PLATE BRACKET	NC		NC	
TOTAL OPTIONS/OTHER		00		00
TOTAL VEHICLE & OPTIONS/OTHER	31100.00		30168.00	
DESTINATION & DELIVERY	1095.00		1095.00	
<hr/>				
TOTAL FOR VEHICLE	32195.00			
FUEL CHARGE			43.92	
SHIPPING WEIGHT 3848 LBS.				
TOTAL	32195.00		31306.92	

This Invoice may not reflect the final cost of the vehicle in view of the possibility of future rebates, allowances, discounts and incentive awards from Ford Motor Company to the dealer.

Sold to Gullo Ford of Conroe 925 I-45 South Conroe		52A166 TX 77301		Order Type 2				Ramp Code RA5B		Batch ID KM061		Price Level 020	
Ship to (if other than above)				Date Inv. Prepared		Item Number		Transit Days		<div style="font-size: 2em; text-align: center;">L390043</div>			
				12 06 19		52-1008		14					
Invoice & Unit Identification NO. 2FMPK3G90LBA51267				Final Assembly Point OAKVILLE				Finance Company and/or Bank JPMORGAN CHASE BAN 910003					
HB	Invoice Total	A & Z Plan	D Plan	X Plan	FPA	AA							
933	31306.92	30259.92	30359.92	31456.69	467.00	466.00							

This invoice to be used for the billing of vehicles only

Dealer's copy



925 I-45 South · Conroe, TX 77301-2789
(936) 756-5500 · (281) 443-2359 · Fax (936) 788-2683
www.GulloFord.com

Agreement To Purchase

365872
DR507420

☒ Miles 5
☐ Demo ☐ Program
☒ New ☐ Used

Stock No.: L390043

Date of Sale: 01/07/2020

Register To: **TRI-COUNTY BEHAVIORAL HEALTHCARE**

Sales Associate: **TORRES, SABRENA SEARS** Make: **2020 FORD**

Mailing Address: **233 SGT ED HOLCOMBE BLVD SOUTH**

Office Phone:

Model: **EDGE**

City & State: **CONROE TX**

Zip: **77304**

Home Phone: **936/521-6100**

Color: **YZ/Oxford White**

Email Address: **AVAG@TCBHC.ORG**

Cell Phone: **/ -**

Body Style: **UT**

SERIAL NO.	2 F M P K 3 G 9 0 L B A 5 1 2 6 7																							
DESCRIPTION OF TRADE-IN													ACCESSORIES											
YEAR	MAKE				MODEL				BODY TYPE															
CYL.	MILEAGE				COLOR				TRIM															
LICENSE NO.																								
SERIAL NO.																								
PAYOFF INFORMATION																								
To										Draft					Send Check									
Address										Drafting Quoted To														
City					State					Zip					Date Drafting Given									
Phone No.										Loan (Acct. No.)														
Amount of Payoff										N/A					Quoted By									
Date (Good Until)															Quoted To									
LIEN INFORMATION																								
Amt of Draft \$															28500.00					Lien Dated				
Phone No.																				Quoted By				
Instructions Draft thru.																								
<p>A DOCUMENTARY FEE IS NOT AN OFFICIAL FEE. A DOCUMENTARY FEE IS NOT REQUIRED BY LAW, BUT MAY BE CHARGED TO BUYERS FOR HANDLING DOCUMENTS RELATING TO THE SALE. A DOCUMENTARY FEE MAY NOT EXCEED REASONABLE AMOUNT AGREED TO BY THE PARTIES. THIS NOTICE IS REQUIRED BY LAW.</p>																								
<p>THE DEALER'S INVENTORY TAX CHARGE IS INTENDED TO REIMBURSE THE DEALER FOR AD VALOREM TAXES ON ITS MOTOR VEHICLE INVENTORY. THE CHARGE, WHICH IS PAID BY THE DEALER TO THE COUNTY TAX ASSESSOR-COLLECTOR, IS NOT A TAX IMPOSED ON A CONSUMER BY THE GOVERNMENT, AND IS NOT REQUIRED TO BE CHARGED BY THE DEALER TO THE CONSUMER.</p>																								
<p>INCLUDED AS PROVISIONS OF AGREEMENT</p> <p>Execution of this Agreement To Purchase herewith is an expression of good faith on the part of the Seller as well as the Purchaser in that the Seller is agreeing to sell the designated vehicle under the terms and conditions set forth and agreed to by the Purchaser, provided that the designated financial institution approves the finance terms. Any money or trade-in vehicle or equity in a trade-in vehicle that has been rendered to Seller by the Purchaser is henceforth considered as an "earnest money" deposit and such deposit is rendered by the Purchaser to the Seller with the full understanding on the part of the Purchaser that the Seller has the right to retain such deposit should the Purchaser not take delivery of the designated vehicle no matter what the reason may be.</p> <p>Purchaser guarantees to deliver trade-in title within 72 hours of this transaction and guarantees payment on demand of the Dealer of all checks and drafts. In the event that Purchaser fails to deliver trade-in title as agreed or that Dealer is unable to receive payment of any of Purchaser's checks or drafts, Purchaser hereby grants Dealer the right to take possession of said vehicle purchased by Purchaser from Dealer this date, with or without due process of law, and grants Dealer the right to dispose of same, with or without notice.</p> <p>Purchaser assumes responsibility for any difference in payoffs in excess of amount shown, and agrees to pay such difference in cash on demand.</p> <p>Purchaser understands that the Seller is bound only by this written Agreement and has no responsibility for oral agreements by anyone representing the Seller. Purchaser by his/her signature below acknowledges he/she has read this Agreement and understands fully.</p> <p>Purchaser certifies that no salvage title has been issued for trade-in vehicle and that the original Certificate of Title does not bear the notation "reconditioned" or "flood damage". If a trade-in title received by dealer is for a salvaged vehicle, purchaser shall be responsible for any loss in value.</p>																								
Total Accessories			+	N/A																				
Selling Price			=	30726.25																				
Trade Allowance			-	N/A																				
Trade Difference			=	30726.25																				
Dealer Inventory Tax			+	N/A																				
Optional DPA/TWW			+	N/A																				
Sales Tax			+	N/A																				
License, Used Car Transfer, Title Appl., State Inspec., County Rd. & Bridge Fee			+	23.75																				
Documentary Fee*			+	150.00																				
Payoff			+	N/A																				
Total Balance Due			=	30900.00																				
Cash Receipt # Rebate			-	2400.00																				
Cash Receipt #			-	N/A																				
Balance To Finance			=	28500.00																				

CREDIT SALE. The following is an offer to purchase vehicle described hereon credit on terms described herein and authorization to obtain information to determine credit worthiness of customer.

NO CONTRACTUAL RELATIONSHIP IS HEREBY CREATED. Full disclosure as required by Federal Consumer Protection Act will be made prior to consummation of credit transaction by purchaser's signature to an installment sale contract.

GULLO FORD-MERCURY OF CONROE

Sale Approved By

Signature (Credit Sales)

PURCHASER ✓

2020 Ford Titanium's



January 14, 2020

To: Ava Green

Tri-County Behavioral Healthcare

Re: Vehicle Purchase

Please accept our bid for the 2020 Ford Edge Titanium with the following attached list of equipment.

The total amount due for our dealership is \$35,900.00

We appreciate the opportunity to bid for your organization and hope to continue to be your selling dealers as well as taking great care of our community!

Sincerely,

Sabrena Torres

Gullo Ford

Commercial/Fleet Sales

936-756-5500



Disclaimer: This window sticker is only representative of the information contained on an actual window sticker, and may or may not match the actual window sticker on the vehicle itself. Please see your retailer for further information.

Vehicle Description**EDGE**

**2020 EDGE FWD-TITAN
TWIN-SCRL 2.0L ECOBOOST ENG
8-SPD AUTO TRANSMISSION**

VIN 2FMPK3K93LB A26547

Exterior

STAR WHITE

InteriorMEDIUM SOFT CERAMICLEATHER-
TRIMMED SEATS**Standard Equipment INCLUDED AT NO EXTRA CHARGE****EXTERIOR**

. EASY FUEL® CAPLESS FILLER
STEEL
. GRILLE - CHROME
. HEADLAMPS - WIPER ACTIVATED
. LIFTGATE - HANDS-FREE
LED SIG/APPROACH LAMP/MEM
. WINDSHIELD WIPER DE-ICER

INTERIOR

. 60/40 EASYFOLD REAR BENCH
. AUTO-DIM REARVIEW MIRROR
. DUAL-ZONE ELECTRONIC
. HTD LTHR WRAPPED STR WHL
. ILLUMINATED SILL PLATES
10-WAY HTD DR/PA & DR MEM
. ROTARY GEAR SHIFT DIAL

FUNCTIONAL

. BLIS (BLIND SPOT INFO SYS)
HOTSPOT TELEMATICS MODEM
. INTELLIGENT ACCESS W/PUSH
. LANE-KEEPING SYSTEM/ALERT
. PRE-COLLISION ASSIST W/AEB
. REMOTE START SYSTEM
SIRIUSXM® - SVC N/A AK&HI

SAFETY/SECURITY

. AIRBAG - DRIVER KNEE
. AIRBAG- GLOVEBOX PASS KNEE
. AIRBAGS - SIDE IMPACT
. LATCH CHILD SAFETY SYSTEM
. PERSONAL SAFETY SYSTEM

WARRANTY

. 5YR/60,000 POWERTRAIN

. BELTLINE MOLDING- BRIGHT
. EXHAUST TIPS - STAINLESS
. FOG LAMPS-LED
. HEADLAMPS - AUTO BI-LED
. LED SIGNATURE LIGHTING
. MIRRORS - PWR/HTD/MAN FOLD
. PRIVACY GLASS - REAR DOORS
. WIPERS - RAIN-SENSING
. 1TOUCH UP/DOWN DR/PASS WIN
. AMBIENT LIGHTING
. DUAL ILLUM VIS VANITY MIRR
AUTO CLIMATE CONTROL
W/CRUISE AND AUDIO CTRLS
. LEATHER TRIMMED SEATS WITH
. POWERPOINTS - 12V
. SMART CHARGING USB PORT(2)
. B&O SOUND SYSTEM, 12 SPKR
. FORDPASS CONNECT 4GWI-FI
. FORWARD SENSING SYSTEM
BUTTON START
. PHONE WIRELESS CHRGING PAD
. REAR VIEW CAMERA W/WASHER
. REVERSE SENSING SYSTEM
. SYNC®3 8" SCRIN W/APPLINK®
. ADVANCETRAC® WITH RSC®
. AIRBAGS - DUAL STAGE FRONT
. AIRBAGS - SAFETY CANOPY®
. INDIV TIRE PRESS MONIT SYS
. PERIMETER ALARM
. SOS POST-CRASH ALERT SYS
. 3YR/36,000 BUMPER / BUMPER
. 5YR/60,000 ROADSIDE ASSIST

Price Information**STANDARD VEHICLE PRICE****MSRP****\$38,100****Included on this Vehicle**

EQUIPMENT GROUP 300A

Optional Equipment

2020 MODEL YEAR
STAR WHITE 595
CERAMIC LEATHER-TRIM SEATS
.19" NICKEL PTND ALUM WHLS
.TWIN-SCRL 2.0L ECOBOOST ENG
.8-SPD AUTO TRANSMISSION
.245/55R19 A/S BSW TIRES
HEATED STEERING WHEEL
WINDSHIELD WIPER DE-ICER
FORD CO-PILOT360 ASSIST+ 795
.EVASIVE STEERING ASSIST
.ADAPT CRUISE W/S&G & LANE
CTR
.VOICE-ACTV TOUCH-SCR NAV
SYS
50 STATE EMISSIONS
FRONT LICENSE PLATE BRACKET

TOTAL VEHICLE & OPTIONS 39,490
DESTINATION & DELIVERY 1,095

TOTAL MSRP**\$40,585**

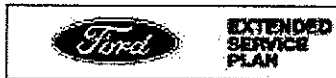
Disclaimer: Option pricing will be blank for any
item that is priced as 0 or "No Charge".



Estimated Annual
Fuel Cost: \$

Vehicle Engine Information

Actual mileage will vary with options, driving conditions, driving habits and vehicle's condition. Results reported to EPA indicate that the majority of vehicles with these estimates will achieve between _ and _ mpg in the city and between _ and _ mpg on the highway. For Comparison Shopping all vehicles classified as have been issued mileage ratings from _ to _ mpg city and _ to _ mpg highway.



Ford Extended Service Plan is the ONLY service contract backed by Ford and honored by the Ford and Lincoln dealers. Ask your dealer for prices and additional details or see our website at www.Ford-ESP.com.

\$ 35,900⁰⁰ Drive OUT

Gullo Ford of Conroe

(936) 442-4582 DEALER 52A 166

VIN 2FMPK3K93LBA26547

	Suggested Retail Price	Invoice Amount
K3KK EDGE FWD-TITANIUM	38100.00	36577.00
2020 MODEL YEAR		
AZ STAR WHITE	595.00	559.00
LC CERAMIC LEATHER-TRIM SEATS		
INCLUDED ON THIS VEHICLE EQUIPMENT GROUP 300A		
OPTIONAL EQUIPMENT/OTHER		
.19" NICKEL PTND ALUM WHLS		
999 .TWIN-SCRL 2.0L ECOBOOST ENG	NC	NC
448 .8-SPD AUTO TRANSMISSION	NC	NC
.245/55R19 A/S BSW TIRES		
HEATED STEERING WHEEL		
WINDSHIELD WIPER DE-ICER		
67D FORD CO-PILOT360 ASSIST+	795.00	747.00
.EVASIVE STEERING ASSIST		
.ADAPT CRUISE W/S&G & LANE CTR		
.VOICE-ACTV TOUCH-SCR NAV SYS		
425 50 STATE EMISSIONS	NC	NC
153 FRONT LICENSE PLATE BRACKET	NC	NC
TOTAL OPTIONS/OTHER	1390.00	1306.00
TOTAL VEHICLE & OPTIONS/OTHER	39490.00	37883.00
DESTINATION & DELIVERY	1095.00	1095.00
TOTAL FOR VEHICLE 40585.00		
FUEL CHARGE 43.92		
SHIPPING WEIGHT 3848 LBS.		
TOTAL 40585.00 39021.92		

This Invoice may not reflect the final cost of the vehicle in view of the possibility of future rebates, allowances, discounts and incentive awards from Ford Motor Company to the dealer.

Sold to Gullo Ford of Conroe 925 I-45 South Conroe		52A166 TX 77301		Order Type 2				Ramp Code RA5B		Batch ID KL051		Price Level 015	
Ship to (if other than above)				Date Inv. Prepared		Item Number		Transit Days		Ship Through W390029			
				11 05 19		52-3005		16					
Invoice & Unit Identification NO. 2FMPK3K93LBA26547				Final Assembly Point OAKVILLE				Finance Company and/or Bank JPMORGAN CHASE BAN 910003					
HB	Invoice Total	A & Z Plan	D Plan	X Plan	FPA	AA							
1185	39021.92	37618.92	37718.92	39140.83	572.00	592.00							

This invoice to be used for the billing of vehicles only

Dealer's copy



925 I-45 South · Conroe, TX 77301-2789
(936) 756-5500 · (281) 443-2359 · Fax (936) 788-2683
www.GulloFord.com

Agreement To Purchase

365872
DR507420

☒ Miles 6
☐ Demo ☐ Program
☒ New ☐ Used

Stock No.: L390029

Date of Sale: 01/21/2020

Register To: **TRI-COUNTY BEHAVIORAL HEALTHCARE**

Sales Associate: **TORRES, SABRENA SEAR** Make: **2020 FORD**

Mailing Address: **233 SGT ED HOLCOMBE BLVD SOUTH**

Office Phone: Model: **EDGE**

City & State: **CONROE TX**

Zip: **77304**

Home Phone: **936/521-6100**

Color: **AZ/Star White M**

Email Address: **AVAG@TCBHC.ORG**

Cell Phone: **/ -**

Body Style: **UT**

SERIAL NO.	2 F M P K 3 K 9 3 L B A 2 6 5 4 7											
DESCRIPTION OF TRADE-IN												
YEAR	MAKE				MODEL				BODY TYPE			
CYL.	MILEAGE				COLOR				TRIM			
LICENSE NO.												
SERIAL NO.												
PAYOFF INFORMATION												
To						Draft Send Check						
Address						Drafting Quoted To						
City		State		Zip		Date Drafting Given						
Phone No.						Loan (Acct. No.)						
Amount of Payoff						Quoted By						
Date (Good Until)						Quoted To						
LIEN INFORMATION												
Amt of Draft \$ 35900.00 Lien Dated 01/21/2020												
Phone No.						Quoted By						
Instructions Draft thru.												

ACCESSORIES		
Total Accessories	+	N/A
Selling Price	=	38126.25
Trade Allowance	-	N/A
Trade Difference	=	38126.25
Dealer Inventory Tax	+	N/A
Optional DPA/TWW	+	N/A
Sales Tax	+	N/A
License, Used Car Transfer, Title Appl., State Inspec., County Rd. & Bridge Fee	+	23.75
Documentary Fee*	+	150.00
Payoff	+	N/A
Total Balance Due	=	38300.00
Cash Receipt # Rebate	-	2400.00
Cash Receipt #	-	N/A
Balance To Finance	=	35900.00

A DOCUMENTARY FEE IS NOT AN OFFICIAL FEE. A DOCUMENTARY FEE IS NOT REQUIRED BY LAW, BUT MAY BE CHARGED TO BUYERS FOR HANDLING DOCUMENTS RELATING TO THE SALE. A DOCUMENTARY FEE MAY NOT EXCEED REASONABLE AMOUNT AGREED TO BY THE PARTIES. THIS NOTICE IS REQUIRED BY LAW.

THE DEALER'S INVENTORY TAX CHARGE IS INTENDED TO REIMBURSE THE DEALER FOR AD VALOREM TAXES ON ITS MOTOR VEHICLE INVENTORY. THE CHARGE, WHICH IS PAID BY THE DEALER TO THE COUNTY TAX ASSESSOR-COLLECTOR, IS NOT A TAX IMPOSED ON A CONSUMER BY THE GOVERNMENT, AND IS NOT REQUIRED TO BE CHARGED BY THE DEALER TO THE CONSUMER.

INCLUDED AS PROVISIONS OF AGREEMENT

Execution of this Agreement To Purchase herewith is an expression of good faith on the part of the Seller as well as the Purchaser in that the Seller is agreeing to sell the designated vehicle under the terms and conditions set forth and agreed to by the Purchaser, provided that the designated financial institution approves the finance terms. Any money or trade-in vehicle or equity in a trade-in vehicle that has been rendered to Seller by the Purchaser is henceforth considered as an "earnest money" deposit and such deposit is rendered by the Purchaser to the Seller with the full understanding on the part of the Purchaser that the Seller has the right to retain such deposit should the Purchaser not take delivery of the designated vehicle no matter what the reason may be.

Purchaser guarantees to deliver trade-in title within 72 hours of this transaction and guarantees payment on demand of the Dealer of all checks and drafts. In the event that Purchaser fails to deliver trade-in title as agreed or that Dealer is unable to receive payment of any of Purchaser's checks or drafts, Purchaser hereby grants Dealer the right to take possession of said vehicle purchased by Purchaser from Dealer this date, with or without due process of law, and grants Dealer the right to dispose of same, with or without notice.

Purchaser assumes responsibility for any difference in payoffs in excess of amount shown, and agrees to pay such difference in cash on demand.

Purchaser understands that the Seller is bound only by this written Agreement and has no responsibility for oral agreements by anyone representing the Seller. Purchaser by his/her signature below acknowledges he/she has read this Agreement and understands fully.

Purchaser certifies that no salvage title has been issued for trade-in vehicle and that the original Certificate of Title does not bear the notation "reconditioned" or "flood damage". If a trade-in title received by dealer is for a salvaged vehicle, purchaser shall be responsible for any loss in value.

PURCHASER ☒

CREDIT SALE. The following is an offer to purchase vehicle described hereon credit on terms described herein and authorization to obtain information to determine credit worthiness of customer.

NO CONTRACTUAL RELATIONSHIP IS HEREBY CREATED. Full disclosure as required by Federal Consumer Protection Act will be made prior to consummation of credit transaction by purchaser's signature to an installment sale contract.

GULLO FORD-MERCURY OF CONROE

Sale Approved By

Signature (Credit Sales)

Agenda Item: Approve Surplus Sale for Miscellaneous Furniture and Equipment Committee: Business	Board Meeting Date: January 30, 2020
Background Information: Periodically, Tri-County needs to dispose of surplus items that can no longer be used by the Center. These items have been depreciated out of inventory and have nominal value. We currently have lawn and maintenance equipment stored at our Bryant Road facility that we no longer use, some excess furniture and computers that have become outdated. The actual value of these items is minimal. Staff will attempt to sell the items at a fair market value sometime in the next couple of months.	
Supporting Documentation: None	
Recommended Action: Approve Surplus Sale for Miscellaneous Furniture and Equipment to be held in the Spring of 2020	

Agenda Item: Reappoint Cleveland Supported Housing, Inc. Board of Directors	Board Meeting Date:
Committee: Business	January 30, 2020
Background Information:	
<p>Ms. Christine Shippey serves on the Cleveland Supported Housing, Inc. Board and her term expires in January 2020.</p>	
<p>Ms. Shippey has been contacted and is willing to serve an additional two-year term, which would expire in January 2022.</p>	
Supporting Documentation:	
<p>None</p>	
Recommended Action:	
<p>Reappoint Ms. Shippey to Serve on the Cleveland Supported Housing, Inc. Board of Directors for an Additional Two-Year Term Expiring in January 2022</p>	

Agenda Item: Reappoint Independence Communities, Inc. Board of Directors Committee: Business	Board Meeting Date: January 30, 2020
Background Information: Mr. Morris Johnson, Mr. Karl Davidson, and Mr. Macka Lee Murrah serve on the Independence Communities, Inc. Board and have terms expiring in January 2020. Mr. Johnson, Mr. Davidson, and Mr. Murrah have been contacted and are willing to serve an additional two-year term, which would expire in January 2022.	
Supporting Documentation: None	
Recommended Action: Reappoint Mr. Johnson, Mr. Davidson, and Mr. Murrah to Serve on the Independence Communities, Inc. Board of Directors for an Additional Two-Year Term Expiring in January 2022	

<p>Agenda Item: Reappoint Montgomery Supported Housing, Inc. Board of Directors</p> <p>Committee: Business</p>	<p>Board Meeting Date:</p> <p>January 30, 2020</p>
<p>Background Information:</p> <p>Mr. Michael Cooley, Ms. Jane Fetterman, and Mrs. Barbara Duren serve on the Montgomery Supported Housing, Inc. Board and has a term expiring in January 2020.</p> <p>Mr. Cooley, Ms. Fetterman, and Mrs. Duren have been contacted and are willing to serve an additional two-year term, which would expire in January 2022.</p>	
<p>Supporting Documentation:</p> <p>None</p>	
<p>Recommended Action:</p> <p>Reappoint Mr. Cooley, Ms. Fetterman, and Mrs. Duren to Serve on the Montgomery Supported Housing, Inc. Board of Directors for an Additional Two-Year Term Expiring in January 2022</p>	

Agenda Item: Appoint New Directors for Tri-County's Consumer Foundation (TCCF) Board Committee: Business	Board Meeting Date January 30, 2020
Background Information: Tri-County's Consumer Foundation currently has seven directors and are requesting to add the following two directors for a total of nine. Mr. Raymond Sanders is an Executive Vice President of Woodforest National Bank in The Woodlands. Mr. Sanders has 30+ years of banking experience in both Montgomery County and Walker County; along with being a finance instructor with San Houston State University for the past 10 years. In addition, Mr. Sanders has been a Licensed Professional Counselor since 2005 and has a heart and understanding of the individuals we serve. Mr. Lynn Carr is an Executive Vice President of Commercial Real Estate with Wells Fargo Bank in The Woodlands. Mr. Carr has over 20 years of banking and lending experience. He is the executive sponsor and founder of the Commercial Credit mentorship program within Wells Fargo; where he works with community small businesses to help build their credit to expand their businesses. Mr. Carr also has a heart for the people we serve as several members of his immediate family have been diagnosed with a major mental illness.	
Supporting Documentation: None	
Recommended Action: Appoint Mr. Raymond Sanders to serve on Tri-County's Consumer Foundation Board for a term which will expire on August 31, 2020; and appoint Mr. Lynn Carr to serve on Tri-County's Consumer Foundation Board for a term which will expire August 31, 2021	

Agenda Item: Approve the FY 2020 Family First Urgent Care Contract Committee: Business	Board Meeting Date: January 30, 2020
Background Information: <p>The Health and Safety Code which governs the operation of the Licensed Crisis Stabilization Unit requires a "...general medical history that addresses conditions that may affect the patient's current condition...". After experimenting with several mechanisms for providing this service at the CSU, staff have determined that it is more efficient to contract with a local urgent care facility to complete the physical assessment.</p> <p>Family First Urgent Care is located at the intersection of Sgt. Ed Holcomb and South Loop 336 in Conroe. This location is convenient to staff and the service has been reliable.</p> <p>We have had a contract in place for this service, but Family First has raised the assessment rate effective December 1, 2019 through the end of the Fiscal Year. Consequently, the value of the contract has increased to \$70,0000 in FY 2020 now requires Board approval.</p>	
Supporting Documentation: Contract Available for Review at the Board Meeting	
Recommended Action: Approve the FY 2020 Family First Urgent Care Contract in the amount of \$70,000.00.	

Agenda Item: Independence Oaks Apartments Committee: Business	Board Meeting Date: January 30, 2020
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: 1st Quarter FY 2020 Quarterly Investment Report

Board Meeting Date

January 30, 2020

Committee: Business

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, 2019

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	(\$979,693.41)	(\$728,175.26)	(\$268,244.51)
Accrual of Interest Income	\$24,278,082.24	\$21,019,800.54	\$22,986,164.78
Interest and Management Fees Payable	(\$36,322,720.89)	(\$33,642,530.65)	(\$29,057,068.86)
Payable for Investments Purchased	\$0.00	(\$274,569,888.88)	(\$40,426,010.92)
Accrued Expense & Taxes	(\$23,538.67)	(\$23,006.35)	(\$46,892.09)
Repurchase Agreements	\$8,520,920,000.00	\$8,279,857,000.00	\$8,431,616,000.00
Mutual Fund Investments	\$939,074,000.00	\$1,230,074,000.00	\$1,124,074,000.00
Government Securities	\$7,422,148,726.78	\$7,600,758,843.13	\$7,246,859,919.70
U.S. Treasury Inflation Protected Securities	\$994,173,112.69	\$1,029,417,568.06	\$1,030,044,643.80
U.S. Treasury Bills	\$1,429,155,309.44	\$1,666,120,177.70	\$1,618,098,257.21
U.S. Treasury Notes	\$1,309,742,361.49	\$1,675,784,343.61	\$1,528,407,275.61
TOTAL	\$20,602,165,639.67	\$21,194,068,131.90	\$20,932,288,044.71

Book Value for the Period

Type of Asset	Beginning Balance	Ending Balance
Uninvested Balance	(\$1,283,767.07)	(\$268,244.51)
Accrual of Interest Income	\$25,032,198.72	\$22,986,164.78
Interest and Management Fees Payable	(\$38,652,520.23)	(\$29,057,068.86)
Payable for Investments Purchased	(\$75,000,000.00)	(\$40,426,010.92)
Accrued Expenses & Taxes	(\$48,048.58)	(\$46,892.09)
Repurchase Agreements	\$8,946,783,000.00	\$8,431,616,000.00
Mutual Fund Investments	\$618,074,000.00	\$1,124,074,000.00
Government Securities	\$7,708,204,205.70	\$7,247,264,036.78
U.S. Treasury Inflation Protected Securities	\$995,035,594.83	\$1,030,124,005.96
U.S. Treasury Bills	\$1,146,629,733.49	\$1,617,215,729.38
U.S. Treasury Notes	\$1,159,725,948.82	\$1,527,361,499.76
TOTAL	\$20,484,500,345.68	\$20,930,843,220.28

Portfolio by Maturity as of November 30, 2019

1 to 7 days	8 to 90 day	91 to 180 days	181 + days
64.4%	19.0%	11.5%	5.1%

Portfolio by Type of Investments as of November 30, 2019

Agencies	Repurchase Agreements	Treasuries	Money Market Funds
34.5%	40.2%	19.9%	5.4%

SUMMARY INFORMATION

On a simple daily basis, the monthly average yield was 2.16% for September, 1.91% for October and 1.6774% 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, 2019 was 36 days.

The net asset value as of November 30, 2019 was 1.00007.

The total amount of interest distributed to participants during the period was \$98,933,600.15.

TexPool interest rates exceeded 90 Day T-Bill rates during the entire 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 increased to 2,594.

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 2020
As Of November 30, 2019**

BANK NAME	INTEREST EARNED				
	1st QTR.	2nd QTR.	3rd QTR.	4th QTR.	YTD TOTAL
Alliance Bank - Central Texas CD	\$ 467.47				\$ 467.47
First Financial Bank CD	\$ 3,558.87				\$ 3,558.87
First Liberty National Bank	\$ 3.13				\$ 3.13
JP Morgan Chase (HBS)	\$ 9,428.53				\$ 9,428.53
Prosperity Bank (1060)	\$ 177.34				\$ 177.34
Prosperity Bank (1050)	\$ 9.94				\$ 9.94
TexPool Participants	\$ 305.18				\$ 305.18
Total Earned	\$ 13,950.45				\$ 13,950.45

Agenda Item: Board of Trustees Unit Financial Statement as of October, November and December 2019 Committee: Business	Board Meeting Date January 30, 2020
Background Information: None	
Supporting Documentation: October, November and December 2019 Board of Trustees Unit Financial Statement	
Recommended Action: For Information Only	

Unit Financial Statement
FY 2020

	October 2019 Actuals	October 2019 Budgeted	Variance	YTD Actual	YTD Budget	Variance	Percent	Budget
Revenues								
Allocated Revenue	\$ 2,161	\$ 2,161	\$ -	\$ 4,322	\$ 4,322	\$ -	\$ 1	\$ 25,925
Total Revenue	\$ 2,161	\$ 2,161	\$ -	\$ 4,322	\$ 4,322	\$ -	\$ 1	\$ 25,925
Expenses								
Employee Recognition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Insurance-Worker Compensation	\$ 12	\$ 12	\$ (0)	\$ 22	\$ 24	\$ (2)	\$ 1	\$ 150
Legal Fees	\$ 1,500	\$ 1,500	\$ -	\$ 3,000	\$ 3,000	\$ -	\$ 1	\$ 18,000
Supplies-Office	\$ -	\$ 14	\$ (14)	\$ -	\$ 28	\$ (28)	\$ -	\$ 175
Training	\$ -	\$ 300	\$ (300)	\$ 2,375	\$ 600	\$ 1,775	\$ 4	\$ 3,600
Travel - Local	\$ -	\$ 20	\$ (20)	\$ -	\$ 40	\$ (40)	\$ -	\$ 250
Travel - Non-local Mileage/Air	\$ -	\$ 125	\$ (125)	\$ -	\$ 250	\$ (250)	\$ -	\$ 1,500
Travel - Non-local Hotel	\$ -	\$ 125	\$ (125)	\$ -	\$ 250	\$ (250)	\$ -	\$ 1,500
Travel - Meals	\$ -	\$ 62	\$ (62)	\$ -	\$ 124	\$ (124)	\$ -	\$ 750
Total Expenses	\$ 1,512	\$ 2,158	\$ (646)	\$ 5,397	\$ 4,316	\$ 1,081	\$ 1	\$ 25,925
Total Revenue minus Expenses	\$ 649	\$ 3	\$ 646	\$ (1,075)	\$ 6	\$ (1,081)	\$ (0)	\$ -

Unit Financial Statement

FY 2020

	November 2019 Actuals	November 2019 Budgeted	Variance	YTD Actual	YTD Budget	Variance	Percent	Budget
Revenues								
Allocated Revenue	\$ 2,161.00	\$ 2,161.00	\$ -	\$ 6,483.00	\$ 6,483.00	\$ -	100.00%	\$ 25,925.00
Total Revenue	\$ 2,161.00	\$ 2,161.00	\$ -	\$ 6,483.00	\$ 6,483.00	\$ -	100.00%	\$ 25,925.00
Expenses								
Employee Recognition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -
Insurance-Worker Compensation	\$ -	\$ 12.00	\$ (12.00)	\$ 21.59	\$ 36.00	\$ (14.41)	59.97%	\$ 150.00
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)	\$ 2,375.00	\$ 900.00	\$ 1,475.00	263.89%	\$ 3,600.00
Travel - Local	\$ -	\$ 21.00	\$ (21.00)	\$ -	\$ 61.00	\$ (61.00)	0.00%	\$ 250.00
Travel - Non-local Mileage/Air	\$ 348.84	\$ 125.00	\$ 223.84	\$ 348.84	\$ 375.00	\$ (26.16)	93.02%	\$ 1,500.00
Travel - Non-local Hotel	\$ -	\$ 125.00	\$ (125.00)	\$ -	\$ 375.00	\$ (375.00)	0.00%	\$ 1,500.00
Travel - Meals	\$ -	\$ 62.00	\$ (62.00)	\$ -	\$ 186.00	\$ (186.00)	0.00%	\$ 750.00
Total Expenses	\$ 1,848.84	\$ 2,159.00	\$ (310.16)	\$ 7,245.43	\$ 6,475.00	\$ 770.43	111.90%	\$ 25,925.00
Total Revenue minus Expenses	\$ 312.16	\$ 2.00	\$ 310.16	\$ (762.43)	\$ 8.00	\$ (770.43)	-11.90%	\$ -

Unit Financial Statement

FY 2020

	December 2019 Actuals	December 2019 Budgeted	Variance	YTD Actual	YTD Budget	Variance	Percent	Budget
Revenues								
Allocated Revenue	\$ 2,161.00	\$ 2,161.00	\$ -	\$ 8,644.00	\$ 8,644.00	\$ -	100.00%	\$ 25,925.00
Total Revenue	\$ 2,161.00	\$ 2,161.00	\$ -	\$ 8,644.00	\$ 8,644.00	\$ -	100.00%	\$ 25,925.00
Expenses								
Insurance-Worker Compensation	\$ 14.39	\$ 12.00	\$ 2.39	\$ 35.98	\$ 48.00	\$ (12.02)	74.96%	\$ 150.00
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)	\$ 2,375.00	\$ 1,200.00	\$ 1,175.00	197.92%	\$ 3,600.00
Travel - Local	\$ -	\$ 21.00	\$ (21.00)	\$ -	\$ 81.53	\$ (81.53)	0.00%	\$ 250.00
Travel - Non-local Mileage/Air	\$ -	\$ 125.00	\$ (125.00)	\$ 348.84	\$ 500.00	\$ (151.16)	69.77%	\$ 1,500.00
Travel - Non-local Hotel	\$ -	\$ 125.00	\$ (125.00)	\$ -	\$ 500.00	\$ (500.00)	0.00%	\$ 1,500.00
Travel - Meals	\$ -	\$ 62.00	\$ (62.00)	\$ -	\$ 248.00	\$ (248.00)	0.00%	\$ 750.00
Total Expenses	\$ 1,514.39	\$ 2,159.00	\$ (644.61)	\$ 8,759.82	\$ 8,633.53	\$ 126.29	101.46%	\$ 25,925.00
Total Revenue minus Expenses	\$ 646.61	\$ 2.00	\$ 644.61	\$ (115.82)	\$ 10.47	\$ (126.29)	-1.46%	\$ -

Agenda Item: Tri-County's Consumer Foundation Update	Board Meeting Date
Committee: Business	January 30, 2020
Background Information: <p>Tri-County's Consumer Foundation Board of Directors met on January 9, 2020 where they accepted financial statements, set spending amounts Q2 FY 2020, reviewed grant applications, approved FY 2019 auditor and selected officers for FY 2020.</p> <p>The Board nominated Raymond Sanders and Lyn Carr to be presented to the Board of Trustees for appointments to the Foundation for its 8th and 9th director positions.</p> <p>The Board approved three grant applications that included a single mother of two small children who would have been evicted from their apartment and left homeless on January 2, 2020 if the Foundation had not been able to assist them. Needless to say, the mother was so very grateful and thankful for the Foundation and its generous Board of Directors.</p> <p>The Directors discussed this year's fundraising activities and are getting additional information on a Clay Shoot and Casino Night.</p> <p>To date, TCCF has raised over \$77,477 and have helped 38 individuals.</p> <p>In addition, Catherine was asked to speak at a memorial and remembrance evening for one of Occidental Petroleum Corporation (Oxy) employees. This particular employee worked very closely with our From the Heart program and had a very strong passion for helping our consumers. Oxy employees wanted me to share information about our Foundation so that employees could keep her memory alive throughout the year through donations if they wanted. The group passed around a "hat" and donated a little more than \$1600.</p>	
Supporting Documentation: <p>None</p>	
Recommended Action: <p>For Information Only</p>	

Agenda Item: HUD 811 Update Committee: Business	Board Meeting Date January 30, 2020
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 2020 HUD 811 Report	
Recommended Action: For Information Only	

1st Quarter FY 2020 HUD 811 Report

The Cleveland Supported Housing, Inc. Board (CSHI) held their last meeting on December 6, 2019 where they reviewed and selected an auditor for the FY 2019 audit.

Following repairs to the property, property management and staff reviewed items needing correction and have continued to work with the contractor on punch list items. Since this time, there have been some additional items needing repair that have come to our attention.

Following the last Management Occupancy Review (MOR) this past summer, in which the property performed well, the HUD account executive recommended a maintenance personnel to share among the three properties and informed that HUD would allow this expense to be added into the operating budgets. Since this time, McDougal Property Management has visited with each Board and conducted interviews. Property management staff are currently onboarding an individual with extensive maintenance, HVAC and plumbing experience. Although there will still likely be a need for third party contractors to address some items, we are hopeful that this may provide some relief to several of the repair needs on the property and associated costs.

Additionally, McDougal Property Management has received notice that all three properties are on the list for REAC inspections this next year and are in the process of making all units ready for these inspections.

Prior to our last meeting one of our Board members resigned and December was Mr. Joe Bazar's last meeting. We are very grateful for the service he has provide to CSHI, Tri-County and the Cleveland community through his service on this Board.

The CSHI Board currently has three members and the Board continues to seek recommendations for additional membership as they become available. They By-Laws state that three members is the minimum and we encourage anyone with interest to contact Tanya Bryant.

The Montgomery Supported Housing, Inc. Board (MSHI) held their last meeting on December 3, 2019, where they reviewed project updates, resident and financial status. The property is at 100% capacity with one move-out and one move-in occurring this past quarter. There are two individuals currently on the waiting list

During this period, repairs were done to the irrigation system after it was discovered that there was a water leak in the irrigation system which caused the water to run continuously even when shut off. Winter A/C Maintenance was conducted on November 7, 2019.

Following a review by HUD last year related to a budget-based rent increase, the Property Management Agent was notified that they are no longer allowed to budget for community

activities. Previously, McDougal would budget for community activities aimed at improving quality of life for the residents through socialization and development of positive activities that assisted the residents cope with their mental illness. Upon researching documents, staff were unable to identify any language to negate the decision made this past year and the Board inquired whether there was any language that could be located that would allow for this type of activity. Prior to this feedback, McDougal was budgeting roughly \$2,700.00. Staff have been exploring assistance options that are available.

The MSHI Board currently has four members and the Board continues to seek recommendations for additional membership as they become available.

The Independence Communities, Inc. Board (ICI) held their last meeting on December 3, 2019, where they reviewed project updates, selected an auditor for the fiscal year 2019 audit, and reviewed resident and financial status. As of the December meeting, the property was at 100% capacity with seven approved applicants on the one-bedroom waiting list and one on the two-bedroom waiting list. There was one move-out during the period due to the individual moving in with a family member to care for them.

Following an analysis of the 2018 Fiscal Year audit and the first six months of operation for 2019, McDougal Property Management determined that there was insufficient justification to receive an approval for a budget-based rent increase and submitted a letter requesting the rent rates be renewed for another 12 months effective November 1, 2019. A slight increase in utility allowance was requested for each resident and was approved by HUD prior to the December meeting.

The ICI Board currently has six members.

Agenda Item: Toys for The Holidays Committee: Business	Board Meeting Date: January 30, 2020
Background Information: <p>For more than 10 years, Tri-County has collected money to provide Christmas gifts to Tri-County consumers and their family members, regardless of age and need. Over the past few years the agency has slowly decreased the number of families being helped and were only able to assist the medium and high need families. This past year we made the decision to assist only the children in our services along with their siblings under the age of 18, who live in the same household. This was a difficult decision to make but with the decrease in donations in our area – specifically, Anadarko/Occidental Petroleum Corporation (Oxy) pulling out of the adoption of families; we decided to prioritize the donations we did receive and help only children. We allowed each child and their siblings to request 2-3 “wish list” items, and based on the total dollar donations, staff shopped for only the requested items. This allowed each child to get more of what they wanted as there were fewer individuals to buy for.</p> <p>We received \$9,328 in monetary donations; which bought gifts for 146 children. Waste Management graciously donated 30 bicycles. In addition, a couple of employees from Oxy decided they still wanted to help as many of our kids as they could, and adopted 18 children.</p>	
Supporting Documentation: None	
Recommended Action: For Information Purposes Only	

UPCOMING MEETINGS

February 27, 2020 – Board Meeting

- Approve Minutes from January 30, 2020 Board Meeting
- Longevity Recognition Presentations
- Community Resources Report
- Consumer Services Report for January 2020
- Program Updates
- Personnel Report for January 2020
- Texas Council Risk Management Fund Claims Summary for January 2020
- Approve Financial Statements for January 2020
- 401(a) Retirement Plan Account Review
- Board of Trustees Unit Financial Statement as of January 2020
- Building Consolidation Update

March 26, 2020 – Board Meeting

- Approve Minutes from February 27, 2020 Board Meeting
- Community Resources Report
- Consumer Services Report for February 2020
- Program Updates
- Program Presentation
- FY 2020 Goals and Objectives Progress Report
- 2nd Quarter FY 2020 Investment Report
- 2nd Quarter FY 2020 Corporate Compliance and Quality Management Report
- 3rd Quarter FY 2020 Corporate Compliance Training
- Personnel Report for February 2020
- Texas Council Risk Management Fund Claims Summary as of February 2020
- Approve Financial Statements for February 2020
- Board of Trustees Unit Financial Statement as of February 2020
- Building Consolidation Update

Tri-County Behavioral Healthcare Acronyms

Acronym	Name
1115	Medicaid 1115 Transformation Waiver
AAIDD	American Association on Intellectual and Developmental Disabilities
AAS	American Association of Suicidology
ABA	Applied Behavioral Analysis
ACT	Assertive Community Treatment
ADA	Americans with Disabilities Act
ADD	Attention Deficit Disorder
ADHD	Attention Deficit Hyperactivity Disorder
ADL	Activities of Daily Living
ADRC	Aging and Disability Resource Center
AMH	Adult Mental Health
ANSA	Adult Needs and Strengths Assessment
AOP	Adult Outpatient
APM	Alternative Payment Model
APRN	Advanced Practice Registered Nurse
APS	Adult Protective Services
ARDS	Assignment Registration and Dismissal Services
ASH	Austin State Hospital
BAD	Bipolar Affective Disorder
BCBA	Board Certified Behavior Analyst
BJA	Bureau of Justice Administration
BMI	Body Mass Index
BPD	Borderline Personality Disorder
C&Y	Child & Youth Services
CAM	Cost Accounting Methodology
CANS	Child and Adolescent Needs and Strengths Assessment
CARE	Client Assignment Registration & Enrollment
CBT	Computer Based Training & Cognitive Based Therapy
CC	Corporate Compliance
CCBHC	Certified Community Behavioral Health Clinic
CCP	Crisis Counseling Program
CDBG	Community Development Block Grant
CFC	Community First Choice
CFRT	Child Fidelity Review Team
CHIP	Children's Health Insurance Program
CIRT	Crisis Intervention Response Team
CISM	Critical Incident Stress Management
CMH	Child Mental Health
COC	Continuity of Care
COPSD	Co-Occurring Psychiatric and Substance Abuse Disorders
CPS	Child Protective Services
CPT	Cognitive Processing Therapy
CRCG	Community Resource Coordination Group
CSHI	Cleveland Supported Housing, Inc.
DADS	Department of Aging and Disability Services
DARS	Department of Assistive & Rehabilitation Services
DEA	Drug Enforcement Agency
DFPS	Department of Family and Protective Services
DO	Doctor of Osteopathic Medicine
DOB	Date of Birth
DRC	Disaster Recovery Center
DRPS	Department of Protective and Regulatory Services
DSHS	Department of State Health Services
DSM	Diagnostic and Statistical Manual of Mental Disorders
DSRIP	Delivery System Reform Incentive Payments

DUA	Data Use Agreement
Dx	Diagnosis
EBP	Evidence Based Practice
ECI	Early Childhood Intervention
EHR	Electronic Health Record
EOU	Extended Observation Unit
ETBHN	East Texas Behavioral Healthcare Network
EVV	Electronic Visit Verification
FDA	Federal Drug Enforcement Agency
FEMA	Federal Emergency Management Assistance
FEP	First Episode Psychosis
FLSA	Fair Labor Standards Act
FMLA	Family Medical Leave 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
HUD	Housing and Urban Development
ICAP	Inventory for Client and Agency Planning
ICF-IID	Intermediate Care Facility - for Individuals w/Intellectual Disabilities
ICI	Independence Communities, Inc.
ICM	Intensive Case Management
IDD	Intellectual and Developmental Disabilities
IDD PNAC	Intellectual and Developmental Disabilities Planning Network Advisory Committee
IHP	Individual Habilitation Plan
IMR	Illness Management and Recovery
IPE	Initial Psychiatric Evaluation
IPP	Individual Program Plan
ITP	Individual Transition Planning (schools)
JDC	Juvenile Detention Center
JUM	Junior Utilization Management Committee
LAR	Legally Authorized Representative
LBHA	Local Behavioral Health Authority
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 Master 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
LPC-S	Licensed Professional Counselor-Supervisor
LPND	Local Planning and Network Development
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
MCO	Managed Care Organizations

MCOT	Mobile Crisis Outreach Team
MD	Medical Director/Doctor
MDCD	Medicaid
MDD	Major Depressive Disorder
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
NASW	National Association of Social Workers
NEO	New Employee Orientation
NGM	New Generation Medication
NGRI	Not Guilty by Reason of Insanity
NP	Nurse Practitioner
OCR	Outpatient Competency Restoration
OIG	Office of the Inspector General
OSAR	Outreach, Screening, Assessment and Referral (Substance Use Disorders)
PA	Physician's Assistant
PAP	Patient Assistance Program
PASRR	Pre-Admission Screening and Resident Review
PATH	Projects for Assistance in Transition from Homelessness (PATH)
PCIT	Parent Child Interaction Therapy
PCP	Primary Care Physician
PCRP	Person Centered Recovery Plan
PDP	Person Directed Plan
PETC	Psychiatric Emergency Treatment Center
PFA	Psychological First Aid
PHI	Protected Health Information
PNAC	Planning Network Advisory Committee
PRS	Psychosocial Rehab Specialist
QIDP	Qualified Intellectual Disabilities Professional
QM	Quality Management
QMHP	Qualified Mental Health Professional
RAC	Routine Assessment and Counseling
RCF	Residential Care Facility
RCM	Routine Case Management
RFP	Request for Proposal
RN	Registered Nurse
ROC	Regional Oversight Committee - ETBHN Board
RPNAC	Regional Planning & Network Advisory Committee
RSH	Rusk State Hospital
RTC	Residential Treatment Center
SAMA	Satori Alternatives to Managing Aggression
SAMHSA	Substance Abuse and Mental Health Services Administration
SASH	San Antonio State Hospital
SCZ	Schizophrenia
SH	Supported Housing
SHAC	School Health Advisory Committee
SOAR	SSI Outreach, Access and Recovery
SSA	Social Security Administration
SSDI	Social Security Disability Income
SSI	Supplemental Security Income
SSLC	State Supported Living Center
STAR	Services to At Risk Youth
SUD	Substance Use Disorder
SUMP	Substance Use and Misuse Prevention

SZA	Schizoaffective Disorder
TAC	Texas Administrative Code
TANF	Temporary Assistance for Needy Families
TAY	Transition Aged Youth
TCBHC	Tri-County Behavioral Healthcare
TF-CBT	Trauma Focused CBT - Cognitive Behavioral Therapy
TCCF	Tri-County Consumer Foundation
TCO	Treatment Co-Occurring Mental Health and Substance Abuse Services
TCOOMMI	Texas Correction Office on Offenders with Medical & Mental Impairments
TCRMF	Texas Council Risk Management Fund
TDCJ	Texas Department of Criminal Justice
TEA	Texas Education Agency
TIC/TOC	Trauma Informed Care-Time for Organizational Change
TP	Treatment Plan
TRA	Treatment Adult Services (Substance Abuse)
TRR	Texas Resilience and Recovery
TxHmL	Texas Home Living
TRY	Treatment Youth Services (Substance Abuse)
TVC	Texas Veterans Commission
TWC	Texas Workforce Commission
UM	Utilization Management
UW	United Way of Greater Houston
WCHD	Walker County Hospital District
YES	Youth Empowerment Services
YMHFA	Youth Mental Health First Aid
YPS	Youth Prevention Services
YPU	Youth Prevention Universal

Updated 10/18/19