

Tri-County Services Board of Trustees' Meeting

October 20, 2011



Notice is hereby given that a regular meeting of the Board of Trustees of Tri-County Services will be held on Thursday, October 20, 2011. The Business Committee will convene at 9:00 a.m., the Program Committee will convene at 9:30 a.m. and the Board meeting will convene at 10:00 a.m. at 1506 FM 2854, Conroe, Texas. The public is invited to attend and offer comments to the Board of Trustees between 10:00 a.m. and 10:15 a.m.

AGENDA

Item

I. Organizational Items

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

II. Approve Minutes - September 22, 2011

III. Longevity Recognition Presentations

IV. Executive Director's Report - Cindy Sill

- A. DSHS
 - 1. Outpatient Competency Restoration Proposal
 - 2. PETC (CSU) Update
 - 3. Veterans Services Contract Amendment
 - 4. Various surveys and reviews
- B. DADS
 - 1. New Service Coordination Reimbursement procedures
 - 2. HCS Cost Containment
 - 3. Texas Home Living Enrollment
- C. ETBHN
 - 1. Business Expansion
 - 2. New "Partner" Prospects
 - 3. Managed Care training
- D. From the Heart
- E. Employee Wellness

V. Chief Financial Officer's Report - Millie McDuffey

- A. FY 2011 Audit
- B. CFO Consortium
- C. Worker's Compensation Audit
- D. Cost Accounting Methodology
- E. Fixed Asset Inventory and Set-up in Anasazi

VI. Program Committee

Action Items

- A. Appoint New Intellectual and Developmental Disabilities Planning Network Advisory Committee Member.....Page 9

Information Items

- B. Community Resources Report for September 2011.....Pages 10-11

- C. Consumer Services Report for September 2011 *Pages 12-13*
- D. Program Updates for September 2011 *Pages 14-17*
- E. Program Presentation - Avail and Suicide Prevention Calls/Actions

VII. Executive Committee

Action Items

- A. Cast Ballot for Nominees for the Texas Council Risk Management Fund Board of Trustees, Places 4, 5 & 6 *Pages 18-21*

Information Items

- B. Personnel Report for September 2011 *Pages 22-23*

VIII. Business Committee

Action Items

- A. Approve September 2011 Financial Statements *Pages 24-36*
- B. Approve Recommendation to Declare 1998 Ford Explorer as Surplus *Page 37*

Information Items

- C. 4th Quarter FY 2011 Investment Report *Pages 38-42*
- D. September 2011 Board of Trustees' Unit Financials *Pages 43-44*

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

Posted By:

Sami Tuminas
Executive Assistant

Tri-County Services

P.O. Box 3067
Conroe, TX 77305

BOARD OF TRUSTEES' MEETING

September 22, 2011

BOARD MEMBERS PRESENT:

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

TRI-COUNTY STAFF PRESENT:

Cindy Sill, Executive Director
Millie McDuffey, Chief Financial Officer
Evan Roberson, Director of Organizational Support
Don Teeler, Director of Operations
Sandy Kelly, Director of Administrative Support
Sami Tuminas, Executive Assistant
Shane Burks, Coordinator of Community Resources
Chuck Lowman, Tri-County Staff
David Deaton, Legal Counsel

GUESTS:

Scott Hayes, ISC Group

CALL TO ORDER: Chairman, Len George, called the meeting to order at 10:00 a.m. at 1506 FM 2854, Conroe, TX.

PUBLIC COMMENT: There were no public comments.

QUORUM: There being eight (8) members present, a quorum was established.

RESOLUTION #09-11-01

MOTION MADE BY: Cecil McKnight

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

RESOLVED:

That the Board approve the minutes of the August 25, 2011 meeting of the Board of Trustees with the following changes:

- Resolution #08-11-05, add Brad Browder, Morris Johnson and Janet Qureshi as affirmative votes.
- Resolution #08-11-07, add Brad Browder as an affirmative vote.

Len George, Chairman of the Board, suspended the agenda so Business Committee Action Item VIII-A, 401(a) Account Review, could be presented. Scott Hayes with ISC Group recommended no changes to the 401(a) account, therefore, no action was taken.

Len George, Chairman of the Board, suspended the agenda so Executive Committee Item VII-B, Board of Trustees Appointment, Reappointment and Oaths of Office, could be presented. Tracy Sorensen was appointed by the Walker County Commissioner's Court and the oath of office was recited. The following trustees were reappointed by their respective Commissioner's Courts for another two year term and oaths of office were recited:

- Montgomery County: Sharon Walker
- Walker County: Morris Johnson
- Liberty County: Brad Browder

With the swearing in of new trustee, Tracy Sorensen, the quorum changes to nine (9) members present.

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

EXECUTIVE DIRECTOR'S REPORT:

The Executive Director's report is on file.

CHIEF FINANCIAL OFFICER'S REPORT:

The Chief Financial Officer's report is on file.

Len George, Chairman of the Board, suspended the agenda so Executive Committee Item VII-C, Board of Trustees Committee Appointments, could be presented. Mr. George appointed the FY 2012 Committee members as follows:

Business Committee

Morris Johnson, Chair
Brad Browder
Cecil McKnight
Patti Atkins

Program Committee

David Walker, Chair
Janet Qureshi
Sharon Walker
Tracy Sorensen

Executive Committee

Len George, Chair
David Walker, Vice Chair
Brad Browder, Secretary

PROGRAM COMMITTEE:

RESOLUTION #09-11-02

MOTION MADE BY: David Walker

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

RESOLVED:

That the Board reappoint the following members to the **Mental Health Planning Network Advisory Committee** for a two year term which expires August 31, 2013:

- Judie Hunter – Special Education Teacher for CISD
- Richard Duren – Family Member

RESOLUTION #09-11-03

MOTION MADE BY: David Walker

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

RESOLVED:

That the Board reappoint the following members to the **Intellectual and Developmental Disabilities Planning Network Advisory Committee** for a two year term which expires August 31, 2013:

- Judie Hunter – Special Education Teacher for CISD and Parent
- Mary Byrne – Special Education Teacher for CISD and Parent

The Annual Corporate Compliance Report for FY 2011 and the 1st Quarter FY 2012 Corporate Compliance Training were reviewed for information purposes only.

The Planning Network Advisory Committee Annual Reports were reviewed for information purposes only.

The Community Resources Report for August 2011 was reviewed for information purposes only.

The Consumer Services Report for August 2011 was reviewed for information purposes only.

The Program Updates for August 2011 for were reviewed for information purposes only.

The Final FY 2011 Goals & Objectives Progress Report was reviewed for information purposes only.

Program Presentation – Chuck Lowman presented information about the Adult Jail Diversion Program.

EXECUTIVE COMMITTEE:

Len George, Chairman of the Board, reappointed the Texas Council of Community Centers, Inc. representative and alternate for FY 2012 as follows:

- Morris Johnson – Representative
- Sharon Walker – Alternate

The Personnel Report for August 2011 was reviewed for information purposes only.

The Analysis of Board Members Attendance at FY 2011 Regular and Called Board Meetings was reviewed for information purposes only.

BUSINESS COMMITTEE:

RESOLUTION #09-11-04

MOTION MADE BY: Morris Johnson

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

RESOLVED: That the Board ratify the FY 2012-2013 Department of State Health Services Contract and approve the FY 2012-2013 Amendment Packet #1.

RESOLUTION #09-11-05

MOTION MADE BY: Morris Johnson

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

RESOLVED: That the Board approve the Texas Council of Community Centers, Inc. FY 2012 Dues Commitment and Payment Schedule.

RESOLUTION #09-11-06

MOTION MADE BY: Morris Johnson

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

RESOLVED: That the Board approve the transfer of funds to the Reserve for Insurance Deductibles.

RESOLUTION #09-11-07

MOTION MADE BY: Morris Johnson

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

RESOLVED: That the Board approve the replacement of the air conditioning unit at 7045 Highway 75 South, Huntsville, TX and award the bid to A/C Doctor.

The August 2011 Preliminary Financial Statements were reviewed for information purposes only.

The Board of Trustees' August 2011 Unit Financials were reviewed for information purposes only.

The Montgomery Supported Housing, Inc. Quarterly Update was reviewed for information purposes only.

There was no need for Executive Session.

RESOLUTION #09-11-08

MOTION MADE BY: Cecil McKnight

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

RESOLVED:

That the September 22, 2011 meeting of the Board of Trustees be adjourned at 11:47 a.m.

ADJOURNMENT:

[Redacted signature area]

Len George
Chairman

Date

ATTEST:

[Redacted signature area]

Brad Browder
Secretary

Date

Executive Director's Report October 20, 2011

Information

- The next regularly scheduled Board meeting is December 8th. The Center will be closed in observance of Thanksgiving, November 24-25; crisis services will be operational.
- Helen Dishongh facility open house was held October 7th and County Judge McNair, Mayor Jill Kirkonis and members of the Cleveland Advisory Committee attended the event.
- The next quarterly meeting of the Texas Council and Executive Directors consortium is October 27-29th in Austin.
- The 22nd annual Burnham Golf Classic was another tremendous success and the Center received a check for \$22,000 on September 30th. Special thanks to J. C. and Bruce Burnham, their families and Cecil and Mable McKnight!

Operations

- Department of State Health Services (DSHS) – The Outpatient Competency Restoration (OCR) request for proposal was distributed September 27th and the proposals are due October 31st. We are submitting a proposal in collaboration with the Gulf Coast Center, Galveston, and taking the lead in preparing the proposal. There will be five (5) contracts awarded for these services.

All but one (1) of the full-time RN positions has been filled at the Psychiatric Emergency Treatment Center (PETC), including the weekend nurse manager and the new staff are completing their training. We are increasing the capacity by one (1) each week and hope to be at our 16 bed capacity soon. Our average daily census is increasing as we add more capacity and admissions to contract hospitals is decreasing as well.

We also received the specifics about the Veterans Services contract amendment; we are receiving \$23,700 for FY 2012 and the amendment has been signed and returned to DSHS. On October 18th, we received a call from DSHS inquiring if we might be interested in additional funds for these services since one (1) center is not accepting their allocation. We will determine if there is a need for additional funds and if so, submit a revised plan for Veterans services.

DSHS will be conducting numerous reviews and surveys during FY 2012, including treatment plans, mobile crisis outreach services, **and** "mystery

customer” as well center specific reviews. As a result of one complaint to DSHS from a new client, we have been asked to compile data related to medication prescribing practices for persons who are transferred to our center from state hospitals and other community centers.

- Department of Aging and Disability Services (DADS) – We implemented the new IDD service coordination protocols and are billing for these services under the new reimbursement system. As the financials indicate, we still have improvements to make in our practices to ensure the maximum allowable billing for these services. The implementation of these new processes was compounded by an upgrade to our clinical software (Anasazi) that dramatically slowed down data entry. IT staff have made several improvements to our hardware and software to increase system processing speed and continue to analyze our system for further improvements.

DADS was instructed by the Legislature to institute cost containment measures for the Home and Community Services (HCS) program and these new restrictions will be effective December 1, 2011. We have six (6) consumers that this will impact and staff are working with these individuals and their families as well as preparing requests for waiver of the cost containment.

Staff are very busy enrolling the 45 individuals that were authorized for the Texas Home Living waiver. This is a very laborious process and there are numerous forms that must be completed for the enrollment process.

- East Texas Behavioral Healthcare Network (ETBHN) – Two more centers are contracting with ETBHN to provide mental health authorizations for the clients, **Border Region and Texas Panhandle. The children’s tele-**psychiatry services for some of the member centers has begun and appears to be working well. A managed care company responsible for mental health treatment for Texas children in foster care has contacted ETBHN about our ability to provide tele-psychiatry for these children. We are exploring our capability to enter into such a contract and whether DSHS will permit us to provide services beyond our **center “boundaries”.**

ETBHN and several centers in the north Texas area are meeting October 26th in Austin to discuss possible alliances and partnerships. These centers are interested in pharmacy, authorizations and other ETBHN services, but want partner in some manner rather than just contract for these services.

ETBHN is hosting in-depth managed care training for member centers November 2nd and we have several staff attending, including direct care managers, business office and quality management staff. Melissa Rowan will be conducting the training.

- From the Heart – Our annual campaign has begun and we have several hundred forms for clients/consumers. We are actively soliciting donors and adopters and have sent letters to chamber of commerce members, former donors, previous partners and new prospects. Anadarko is partnering with us again and we are delivering 50+ forms to them next week. We are also seeking volunteers to help with shopping, sorting, wrapping and delivery.
- Several employees received flu shots and cholesterol screenings at our recent employee wellness events. Our employee wellness clinic is becoming more popular with our staff and more are using this service. Heather Robison wrote a very nice review of her visit to the clinic in the current employee newsletter.
- Montgomery County United Way Days of Caring volunteers from Exxon Mobil completed extensive landscaping work at the RiverPointe complex on October 13th. We will recognize them at our December meeting and also have a short PowerPoint presentation of the work.

CHIEF FINANCIAL OFFICER'S REPORT

October 20, 2011

FY 2011 Audit – As reported at the last board meeting, work is progressing on the FY 2011 audit. We have completed all the confirmations and sent them to the banking institutions and also sent a confirmation for our bond obligation. Carlos is expected to be on site soon to review all the bank statements that are held for him at the end of the fiscal year. We continue to work on account reconciliations to ensure that all entries are made prior to the auditors working on site.

CFO Consortium – The quarterly CFO meeting was held in Austin on October 6th and 7th. We had discussions on many topics including GR reconciliation for state match requirements, Vendor Determination, Mega Cost report that may replace the CAM report, Health Care Reforms impact on GR in the future, Public Finance Training and as always updates from both DADS and DSHS .

Worker's Compensation Audit – As reported in September we had a Worker's Compensation Auditor on site for a short visit and to gather information. We just received a call yesterday that he will be back next week for further review. We should be done and be able to report the final results at the December board meeting.

Cost Accounting Methodology (CAM) – We have started the process for the CAM report for the FY 2011 fiscal period. DSHS/DADS require each Center to prepare a CAM Report for the full 12 months of each fiscal year. The due date for the final report is February 28th. In prior years we were required by both DADS and DSHS to submit a preliminary report on January 31. DADS has deleted that preliminary requirement, but DSHS still wants to have that submission. Over the next month we will be spending time with program managers to review their service areas to ensure that accurate data is reflected in the cost centers. After that portion is completed we will analyze the cost data and research any costs that are out of line with prior reports.

Fixed Asset Inventory Set-up in Anasazi - We have completed the setup of the fixed asset inventory into the Asset module in Anasazi. This was a recommendation from last year's Independent Audit.

Avail Crisis Hotline Response

Program Description and Supporting Data

Crisis Standards and TAC Code Definitions

- **Emergent** – If during a screening, it is determined an individual is experiencing a crisis that may require emergency care services, a face-to-face crisis response shall be provided within one hour. 25 TAC, Subchapter G 412.314
- **Urgent** – If during a screening, it is determined the individual does not need emergency care services, but who is potentially at risk of serious deterioration, a face-to-face response will be provided within eight hours. 25 TAC, Subchapter G, 412.314
- **Routine/False Alarm** – This category was removed from the Crisis Standards for Mobile Crisis Outreach Team (MCOT). However, all emergent and urgent calls must receive a face-to-face relapse prevention within 24 hours from the initial call.

Crisis Hotline Standards

- A hotline is continuously available telephone service staffed by trained and competent crisis staff that provides information, screening and intervention, support and referrals to callers 24 hours per day, seven days per week.
- The hotline must be accredited by the American Association of Suicidology (AAS) and integrated with the Local Mental Health Authority's (LMHA) local crisis response system including the Mobil Crisis Outreach Team and other crisis services in the LMHA's service array. This hotline will be staffed at by those who meet the DSHS definition of a Qualified Mental Health Professional (QMHP).

Description of Screening Protocol

Crisis calls from Hospitals—

- Obtain information from caller such as name and why assessment is needed.
- Ensure individual is medically clear and ready for discharge.
- Verify labs have been completed and there is no medical reason for individual to be admitted into medical facility.
- Verify Blood Alcohol Level (BAL) is below 300 and the individual is stable, alert and coherent.
- Avail conducts phone triage and determines response category.
- Dispatch MCOT as indicated.
- Patients at Conroe Regional Hospital may be transferred to Psychiatric Emergency Treatment Center (PETC) directly following an AVAIL screen/triage without the need for a face-to-face MCOT assessment. If appropriate for direct transfer, initiate transfer protocol with PETC.

Screening Protocol Continued

- Crisis call from law enforcement—Consult with officer to determine disposition such as take to medical facility or transfer to PETC for assessment.
- Crisis call from correctional facility—Consult with correctional facility staff to determine if face-to-face assessment is indicated. On most occasions at these facilities, MCOT is dispatched to determine if individual should be placed on suicidal precautions or removed from suicidal precaution.

Screening Protocol Continued

- Crisis calls from home—Complete triage on individual. If family member or another concerned individual is calling, AVAIL requests to speak with individual after taking basic information from concerned party. Determine if individual needs to be referred to ER, PETC, can be referred out, other (call informational in nature) or referred to law enforcement for welfare check.

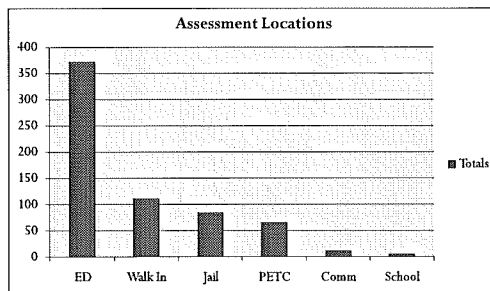
Continuity of Care- Morning Rounds

- The Crisis Outpatient Team at the PETC meets each morning at 8:00, M-F to review all AVAIL calls from the previous day/weekend. It is the responsibility of this team to notify Single Accountable Individual (SAI) of calls from current consumers and disposition. If there is a concern regarding a call from someone who is not a current consumer, assignments are made to team members to follow up on these individuals with either the individual or concerned party.

Locations

- Emergency Departments = 372
- Walk Ins = 114
- Jail/Juvenile Probation = 84
- PETC = 65
- Community Agencies = 11
- Schools = 5

Graph of Assessment Locations



County Statistics

• Liberty County

Calls	Activations	% Act.
464	112	24%

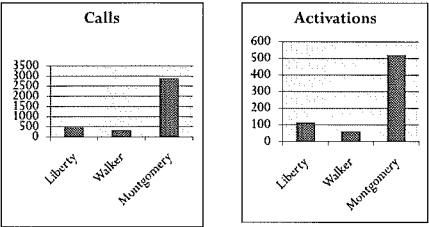
• Montgomery

Calls	Activations	% Act.
2876	520	18%

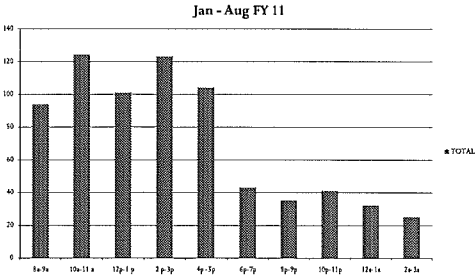
• Walker

Calls	Activations	% Act.
320	60	19%

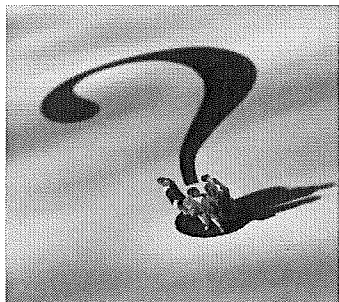
Graph of Stats by County



Crisis Walk Ins Trends by Time of Day



Questions

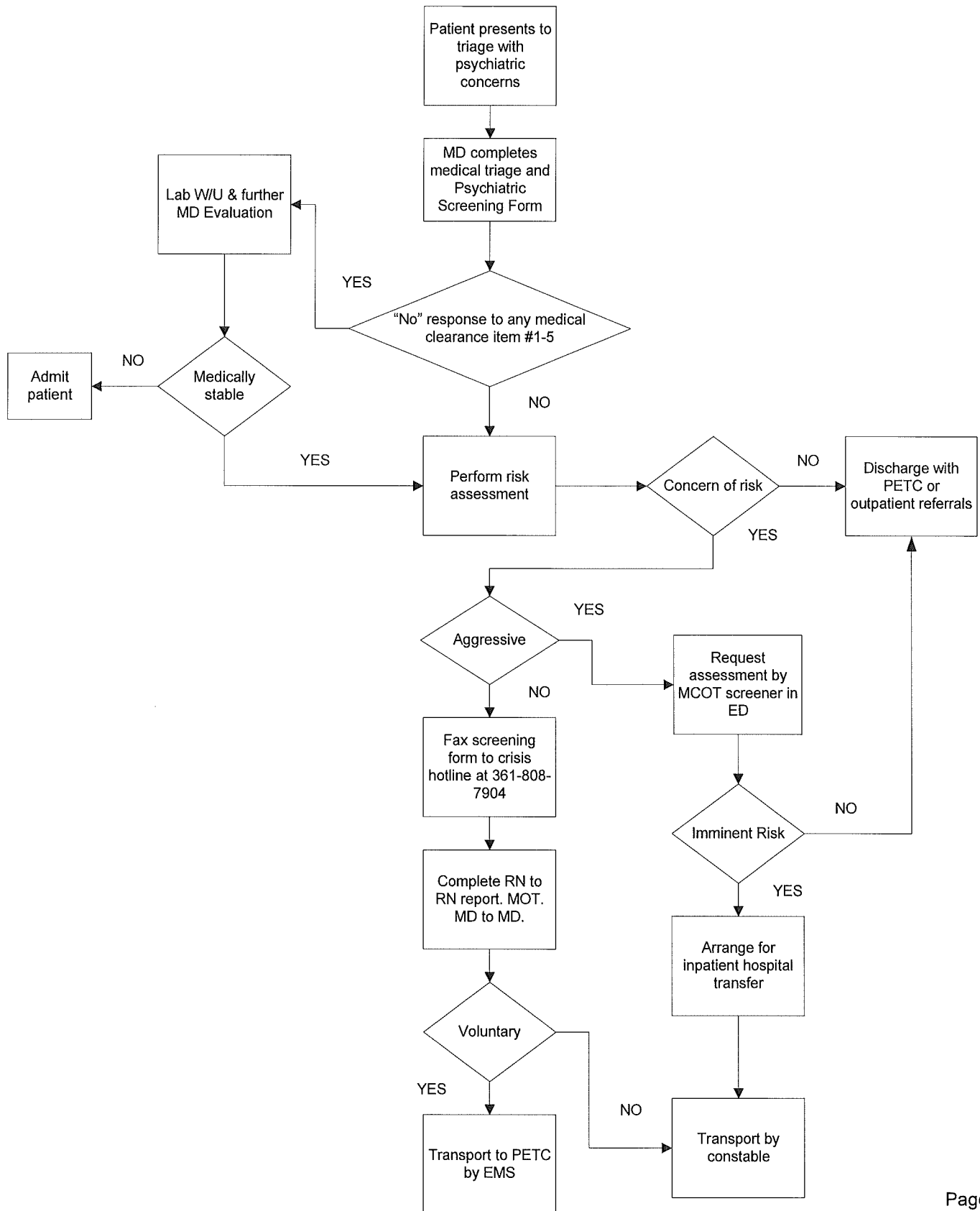


Tri-County Guidelines

Location of Assessment		
Doctor's Office	Y	
ER	Y	Ask if client will be admitted to hospital floor. If so do not activate OCW and document you have asked the question. Assessment request may only be requested by Hospital Staff. Do NOT accept an assessment request from Psych Response or Crisis Response workers. Phone assessment label as "Other."
Kingwood Hospital	Y	Obtain client's county and if client from Harris county refer to Harris crisis line as OCW will not assess Harris Co. client. Any other county OCW will assess.
Home	N	
Hospital Floor/ICU	Y	Client must be ready for discharge. Assessment request may only be requested by Hospital Staff. Do NOT accept an assessment request from Psych Response or Crisis Response workers. Phone assessment label as "Other."
Jails	Y	
Juvenile Center	Y	
Mental Health Center	Y	
Nursing Home	Y	Confirm client's primary physician has been contacted and recommends MHC assessment.
O/P Clinic	Y	
PD/Sheriff Offices	Y	
Rehab	N	
School	Y	School is responsible for notifying client's parents who will need to be present if treatment is arranged.
Short Term Facility	Y	<u>ICES</u> (Intensive Crisis Evaluation Service): This is a pre-admission Tri-County program where OCW will assess client and determine if admission to CRU is appropriate. <u>CRU</u> (Crisis Residential Unit): This Tri-County unit has RNs on staff who administer medication and clients are seen by a psychiatrist every day. CRU/ICES may also be referred to as RP5 (Riverwood Building #5).
Other	N	
Reason for Assessment		
Doctor Request	N	
EDW	Y	
MAYSI	N	
Risk and/or Psychotic	Y	Risk to Self, Others, or Psychotic: Low risk without a plan or intent, or psychosis without risks, refer to center next business day at 8am. If not sure based on info provided, document (1) When behavior occurred (2) Who witnessed (3) Callers interactions with client (4) Get quote of behavioral description or statement. <i>Call is considered EMERGENT if one of the following apply: client has attempted suicide/done tissue damage within the last 24 hours and remains suicidal; client has intent to carry out a highly lethal plan (gunshot, hanging, etc.); PD present with client to ER; or if psychosis is placing client/others in immediate lethal danger. If client presents with suicide attempt within the last 24 hours but is now denying being suicidal then call is considered URGENT.</i>
Other Authority	N	
Hospital Requirements		
BAL	N	Confirm the client is competent to answer questions.
Insurance Information	Y	If client has private insurance, Medicaid, or Medicare hospital staff may contact the psychiatric hospital directly, or may also contact mobile assessment team (MAT) who can also do involuntary commitment.
Hospitals in Liberty Co	Y	If client is funded and is voluntarily seeking hospitalization, hospital staff can contact private facilities directly; however, if client is involuntary or hospital is insistent then contact OCW. MAT team does not assess in Liberty county.
Labs	Y	Chem panel, drug screen, UA and potassium level (normal levels 3.5-5.0) with results.
Medically Cleared	N	If in ER, ask if client will be admitted to the floor; if so do not activate. EXCEPTION: (Y) If client is in ICU or on the hospital floor, client must be ready for discharge.
Medically S/A/C	Y	Client must be Stable, Alert and Coherent
Other	N	

Referral Options		
ER-No Tissue Damage	Y	EXCEPTION: (N) Montgomery Co. After-hours refer to: ICES at 1020 Riverwood Court, Building #5 in Conroe. Contact ICES to provide client's info.
Judges	Y	For mental health warrant
MH Deputy	N	EXCEPTION: (Y) Montgomery Co.
MHC - Walk In	Y	Day: Contact OCW after directing client as walk-in to their appropriate clinic. If Montgomery County, River Wood Buiding #3.
ICES	Y	After Hours ONLY: You may refer ADULT clients to ICES if client is in crisis, is willing to consent to assessment, NOT in need of medical attention and NOT incapacitated from drugs/alcohol. Do not refer if client is younger than 18. Contact ICES to provide client's info.
PD/ SO - Walk In	Y	
Other	N	
MHC Physician Contacted For		
Consultation	N	
Labs	N	
Meds	N	
OCW: Contacted or Interventions for the Following		
ACT or ACT Deescalate	N	
Bed Day Approval	N	
Before Police	N	
Consultation	N	
Facility Issues	Y	
Meds	N	
OCW Deescalate	N	
Prior Arrival to Facility	N	
Other	N	
Other OCWs Available		
ACT OCW	N	
Child/Adolescent OCW	N	
Clients Rights Officer	N	Refer to MHC during normal business hours.
MR OCW	N	
STAR Runaways OCW	N	
Other	N	
Miscellaneous		
	N	

ED Psychiatric Algorithm



<p>Agenda Item: Appoint New Intellectual and Developmental Disabilities Planning Network Advisory Committee Member</p> <p>Committee: Program</p>	<p>Board Meeting Date</p> <p>October 20, 2011</p>
<p>Background Information:</p> <p>The Department of Aging and Disability Services contract requires that the Planning Network Advisory Committee "...be composed of at least nine members, fifty percent of whom shall be consumers or family members of consumers..." We currently have three (3) IDDPNAC openings.</p> <p>Staff is recommending the appointment of the volunteer listed below to the Intellectual and Developmental Disabilities Planning Network Advisory Committee.</p> <p><u>Madeline Brogan, Community Member</u></p> <ul style="list-style-type: none"> • Lone Star College Professor • Other Activities – Challenges League, Special Olympics, School Volunteer, Therapeutic Horseback Riding Volunteer <p>Ms. Brogan has agreed to serve on the IDDPNAC for a two year term which will expire August 31, 2013.</p>	
<p>Supporting Documentation:</p> <p>None</p>	
<p>Recommended Action:</p> <p>Appoint New Intellectual and Developmental Disabilities Planning Network Advisory Committee Member to a Two Year Term Which Expires August 31, 2013</p>	

Agenda Item: Community Resources Report for September 2011	Board Meeting Date
Committee: Program	October 20, 2011
Background Information:	
None	
Supporting Documentation:	
Community Resources Report for September 2011	
Recommended Action:	
For Information Only	

Community Resources Report

Volunteer Hours:

Location	September
Conroe	77.5
Cleveland	4
Liberty	12
Huntsville	53.5
Total	147

COMMUNITY ACTIVITIES:

9/27/11	Montgomery County Jail Diversion Executive Task Force Meeting	Conroe
9/27/11	Aging and Disability Resource Center Meeting	Houston
9/27/11	Montgomery County Area Business Women's Meeting	Conroe
9/27/11	Walker County Community Planning Meeting	Huntsville
9/28/11	Montgomery County United Way Campaign Cabinet Meeting	The Woodlands
9/30/11	Montgomery County Community Collaborative Meeting	Conroe
10/3/11	Aging and Disability Resource Center Meeting	Houston
10/4/11	Montgomery County United Way Well Being Council Meeting	The Woodlands
10/5/11	Liberty County Community Resource Coordination Group	Dayton
10/6/11	Walker County Community Resource Coordination Group	Huntsville
10/6/11	Cleveland Chamber of Commerce Luncheon	Cleveland
10/7/11	Helen Dishongh Building Open House	Cleveland
10/12/11	Montgomery County United Way Funded Partners Meeting	The Woodlands
10/13/11	Huntsville Chamber of Commerce Breakfast	Huntsville
10/18/11	Montgomery County Community Resource Coordination Group	Conroe
10/18/11	Montgomery County United Way Disaster Recovery Taskforce	The Woodlands
10/18/11	Montgomery County Patient Navigation Taskforce	Conroe
10/19/11	Continuum of Care Planning Committee Meeting	Conroe
10/19/11	Homeless Coalition Board and General Meeting	Conroe
10/19/11	Montgomery County United Way Campaign Cabinet	Conroe
10/20/11	Lone Star College Job Fair	The Woodlands

UPCOMING ACTIVITIES:

10/25/11	Aging and Disability Resource Center Meeting	Houston
10/25/11	Montgomery County Association of Business Women Meeting	Conroe
10/26/11	Liberty/Dayton Chamber of Commerce Luncheon	Liberty
11/1/11	Montgomery County United Way Well Being Council Meeting	The Woodlands
11/2/11	Liberty County Community Resource Coordination Group	Dayton
11/3/11	Walker County Community Resource Coordination Group	Huntsville
11/10/11	Huntsville Chamber of Commerce Breakfast	Huntsville
11/15/11	Montgomery County Community Resource Coordination Group	Conroe
11/17/11	Adult Protective Services Task Force Meeting	Conroe
11/18/11	Lone Star Human Services Advisory Committee Meeting	The Woodlands
11/22/11	Montgomery County United Way Disaster Recovery Taskforce	The Woodlands
11/22/11	Aging and Disability Resource Center Meeting	Houston

Agenda Item: Consumer Services Report for September 2011 Committee: Program	Board Meeting Date October 20, 2011
Background Information: A few changes have been made the Consumer Services Report for FY 2012, including: <ul style="list-style-type: none"> • References to the CRU/CSU have been changed to the PETC; • Total State Hospital Admissions in the month has replaced the Total State Hospital bed days used in a month; • The TCOOMMI service line includes adults only; and, • Center Waiver Services is now a count of persons enrolled in the program, rather than a count of the persons served by Waiver Program Staff. 	
Supporting Documentation: Consumer Services Report for September 2011	
Recommended Action: For Information Only	

**CONSUMER SERVICES REPORT
FY 2012**

Crisis Services, MH Adults/Children	MONTGOMERY COUNTY	CLEVELAND	LIBERTY	WALKER COUNTY	TOTAL
Persons Screened, Intakes, Other Crisis Services	258	25	31	48	362
Crisis and Transitional Services (SP 0, SP5)	65	6	8	9	88
Psychiatric Emergency Treatment Center (PETC) Served	53	0	5	4	62
Psychiatric Emergency Treatment Center (PETC) bed days	204	0	18	19	241
Total Contract Hospital Admissions	5	0	1	0	6
Total State Hospital Admissions	6	1	0	0	7
Routine Services, MH Adults/Children					
Adult Service Packages (SP 1-4)	754	67	53	111	985
Adult Medication Services	620	51	57	69	797
Child Service Packages (SP 1.1-4)	294	13	4	46	357
Child Medication Services	147	10	2	17	176
TCOOMMI (Adult Only)	88	2	4	8	102
Adult Jail Diversion Services	14	1	0	0	15
Juvenile Detention Diversion Services	2	0	0	0	2
Persons Served by Program, IDD					
Number of New Enrollments for IDD Services	10	4	1	0	15
Service Coordination	411	35	32	47	525
Persons Enrolled in Programs, IDD					
Center Waiver Services (HCS, Supervised Living, TXHmL)	49	8	22	22	101
Contractor Provided ICF-MR	18	12	12	6	48
Substance Abuse Services					
Children and Youth Prevention Services	133	240	0	0	373
Youth Substance Abuse Treatment Services/COPSD	6	0	0	0	6
Adult Substance Abuse Treatment Services/COPSD	21	0	2	0	23
Waiting/Interest Lists as of Month End					
Department of State Health Services-Adults	243	17	38	7	305
Department of State Health Services-Children	5	0	1	0	6
Home and Community Based Services Interest List	1061	96	91	91	1339
Persons Served Outside of the State Contracts					
Benefit Package 3 Adult/Child	36	5	8	7	56
September Served by County					
Adult Mental Health Services	1253	112	101	166	1632
Child Mental Health Services	325	18	7	50	400
Intellectual and Developmental Disabilities Services	462	45	49	61	617
Total Served by County	2040	175	157	277	2649
August Served by County					
Adult Mental Health Services	1271	144	125	162	1702
Child Mental Health Services	312	20	6	55	393
Intellectual and Developmental Disabilities Services	451	52	43	59	605
Total Served by County	2034	216	174	276	2700
June Served by County					
Adult Mental Health Services	1272	143	105	154	1674
Child Mental Health Services	331	13	8	52	404
Intellectual and Developmental Disabilities Services	457	52	45	57	611
Total Served by County	2060	208	158	263	2689

Agenda Item: Program Updates for September 2011	Board Meeting Date October 20, 2011
Committee: Program	
Background Information: None	
Supporting Documentation: Program Updates for September 2011	
Recommended Action: For Information Only	

Program Updates

September 2011

MH Crisis and Admission Services

- A. Key Statistics:
 - 1. Number of new admissions during the month: 62
 - 2. PETC average daily census: 9.8
- B. Program Comments:
 - 1. The PETC continues to operate at a capacity limitation of 10 until new RNs can be hired for evening shifts.
 - 2. We are in discussion with additional hospitals in our area for possible expansion of televideo crisis assessment services.
 - 3. Rusk State Hospital forensic admissions and diversion status continues to have a negative impact on our ability to get admissions into Rusk.

MH Adult Services

- A. Key Statistics:
 - 1. Number of adults served during the month: 1632
 - 2. Number of adults served in Medication Services: 797
- B. Program Comments:
 - 1. We continue to have turnover in Rehabilitation Counselor positions and this is impacting contract performance in our adult service area.
 - 2. We are serving a very high number of individuals in Medication Services, but our new APN position is doing well with managing the large volume.
 - 3. We have begun preparing RP5 to start a new site based group Rehabilitation Service.

MH Child Services

- A. Key Statistics:
 - 1. Number of children served during the month: 400
 - 2. Number of children served in Medication Services: 176
 - 3. We served 2 juveniles in Detention Diversion slots and served a total of 13 juveniles from probation in our MH Child Services.
- B. Program Comments:
 - 1. We continue to serve well over target and are struggling to serve all children referred with our reduced staffing pattern.
 - 2. There have been numerous meetings with Juvenile Probation in our efforts to take over Juvenile Detention Diversion and serve as many referrals from juvenile probation as possible. Many of the referrals from Juvenile Probation are refusing to enter services with us.

3. We continue to work with several Medicaid Behavioral Health Organizations to improve the efficiency of documenting and billing for services provided.

Criminal Justice Services

- A. Key Statistics:
 1. Number of Adults Served Through Texas Office on Offenders with Medical and Mental Impairments (TCOOMMI): 102 Adults
 2. Number of Jail Diversions: 4 Jail Diversions in the month of September
- B. Program Comments:
 1. The Juvenile Diversion Program has transferred to MH Child Services who is attempting to utilize the detention slots.
 2. We are increasing Adult Parolees on caseloads to help attain the 50 caseload objectives in contract.
 3. We have begun working on a grant for Outpatient Competency Restoration Services.

Substance Abuse Services

- A. Key Statistics:
 1. Number of children served in prevention services: 373
 2. Number of adults served in substance abuse/COPSD treatment services: 23
 3. Number of children served in substance abuse treatment services: 6
- B. Program Comments:
 1. We continue to have difficulties obtaining DSHS Licensure for the Huntsville facility.
 2. Substance Abuse Prevention has been very active in teaching classes at a variety of schools.
 3. Newly hired intern positions have begun delivering services.

IDD Services

- A. Key Statistics:
 1. Total number of admissions for the month: 15
 2. Total number enrolled in the HCS and Texas Home living programs for the month: 101
 3. Total number served in all IDD services for the month: 617
- B. Program Comments:
 1. We are actively monitoring service coordinators with the new billing and documentation system that was implemented in September.
 2. The transition of Conroe Life Skills clients to other providers was completed. Some families are having difficulties with the transition and we are attempting to resolve them.
 3. Admissions into the TxHmL Program have been very busy in September with 45 additional referrals.

Personnel Information

- A. There has been some progress on hiring RNs but we are still impacted by evening RN vacancies.

Support Information

- A. **Quality Management:** Quality Management staff are involved in a medication prescribing review required by the Department of State Health Services.
- B. **Utilization Management:** Tri-County scored a 98.97% on the final Data Verification Review (DVR) required by the Department of Aging and Disability Services. This audit is not required in FY 2012.
- C. **ETBHN/Regional Authorization:** Border Region MHMR, headquartered in Laredo, will be contracting with ETBHN for Regional Authorization. This brings the total number of full time contracted centers to 13.
- D. **Information Services:** Staff has installed equipment for a new project to scan historical paper records into a database which can be accessed by clinical staff.
- E. **Intellectual and Developmental Disabilities Planning Network Advisory Committee (IDDPNAC):** The IDDPNAC elected officers for FY 2012. The Committee also completed annual training and discussed FY 2012 Committee goals.
- F. **Regional Planning Network Advisory Committee (RPNAC):** The RPNAC met and reviewed and compared Center budgets as required by Department Contracts.

Community Activities

- A. On October 7th, an open house was held at the newly remodeled Helen Dishongh building in Cleveland.
- B. A service project was held at our RiverPointe location on October 13th. Members of the Exxon Service Team assisted with landscaping and brush clearing around the buildings.

<p>Agenda Item: Cast Ballot for Nominees for the Texas Council Risk Management Fund Board of Trustees, Places 4, 5 & 6</p> <p>Committee: Executive</p>	<p>Board Meeting Date</p> <p>October 20, 2011</p>
<p>Background Information:</p> <p>The election process for Places 4, 5 & 6 will be completed at the November 18, 2011 Annual Meeting of the Texas Council Risk Management Fund (TCRMF). The Fund has requested that we cast our ballot for the nominated candidates for the election of the Board of Trustees for Places 4, 5 & 6.</p>	
<p>Supporting Documentation:</p> <p>Memorandum from the TCRMF Nominating Committee</p> <p>Election Ballot</p> <p>Copy of Biographical Summaries for Candidates</p>	
<p>Recommended Action:</p> <p>Cast Ballot for Nominees for the Texas Council Risk Management Fund Board of Trustees, Places 4, 5 & 6</p>	

September 23, 2011

MEMORANDUM

To: Executive Directors
Member Centers, Texas Council Risk Management Fund

From: TCRMF Nominating Committee

Subject: **Board of Trustees Election Ballot**
Places 4, 5, and 6

The election process for Places 4, 5, and 6, will be completed at the November 18, 2011 Annual Meeting of the Texas Council Risk Management Fund. Attached is the election ballot indicating the eligible candidates for this year's election.

The Nominating Committee has prepared the ballot based on incumbent Board members and one member nomination. The nominees (listed alphabetically) are as follows: Mr. Gus Harris, Spindletop Center; Mr. Carlos Vargas, MHMR of Nueces County; Mr. J.C. Whitten, Texana Center; and Judge Van L. York, West Texas Centers.

Terms for three of the nine places on the Board are expiring. The enclosed election ballot asks that you vote for three (and only three) of the four candidates. Please return the election ballot by mail or fax so that it is received in the Fund's office **no later than Friday, November 11, 2011**. You may also vote in person at the Annual Meeting on November 18th.

If you have any questions, please call Marilyn Wood at the Fund, either 1-800-580-6467 or direct 512-427-2492; or email: marilyn.wood@jicompanies.com.

cc: TCRMF Board of Trustees
Advisory Committee
Brian Crews
Pam Beach

**TEXAS COUNCIL RISK MANAGEMENT FUND
BOARD OF TRUSTEES ELECTION BALLOT**

At the November 18th Annual Meeting of the Texas Council Risk Management Fund, elections will be held to fill the positions of Trustees in Places 4, 5, and 6. Each center may cast its votes by mail or FAX. In the event of a tie, the decision will be made by the Texas Council Risk Management Fund Board.

The terms for three places are expiring. **Please vote for three (3) and only three (3) of the four (4) candidates listed alphabetically below.**

Gus Harris	[]
Carlos Vargas	[]
J. C. Whitten	[]
Van L. York	[]

I certify that the above represents the Board of Trustees Election Ballot of the below named Texas Council Risk Management Fund member and that I am duly authorized to execute and deliver this ballot on behalf of the Center.

Tri-County Services
Name of Community Center

Signature of Authorized Representative
Cindy Sill, Executive Director

Date

**PLEASE COMPLETE AND MAIL OR FAX THIS BALLOT
NO LATER THAN November 11, 2011 TO:**

TEXAS COUNCIL RISK MANAGEMENT FUND
P.O. Box 26655, Austin, Texas 78755-0655
FAX Number 512-346-9321 **Attention: Marilyn Wood**

TEXAS COUNCIL RISK MANAGEMENT FUND
2011 Board Nominee Bios
(Nominees listed alphabetically)

Mr. Gus Harris has been a member of the Board of Trustees for Spindletop Center for 29 years and has been President for the past ten years. He has served on the Fund's Board since 1998 and is presently Secretary and Chair of the Claims and Loss Control Committee. He is currently Chief Properties Officer for the Stark Foundation and is responsible for numerous buildings and other physical assets.

Mr. Carlos Vargas is currently Vice Chairman of the Board of Trustees for MHMR of Nueces County. He has served on his local center board since 2010. Mr. Vargas is an active member of his community, including his current service as Vice Chairman of the City of Corpus Christi's Committee for Persons with Disabilities, and Big Brothers Big Sisters. He is General Manager of MV Transportation.

Mr. J. C. Whitten has been a member of the Board of Trustees for Texana Center from 1999 until present. He has served on the Fund's Board since 2001. Mr. Whitten is currently Chair of the Underwriting Committee. He recently retired as the Director of Administrative Services for Fort Bend County.

Judge Van L. York served as Borden County Judge for 28 years. He has been a member of the Board of Trustees of West Texas Centers for ten years. Judge York is presently owner and operator of York Ranch in Borden County, Texas. He has served on the Fund's Board since 2010.

Agenda Item: Personnel Report for September 2011 Committee: Executive	Board Meeting Date October 20, 2011
Background Information: None	
Supporting Documentation: Personnel Report for September 2011	
Recommended Action: For Information Only	

TRI-COUNTY SERVICES PERSONNEL BOARD REPORT SEPTEMBER 2011

STAFF CLASSIFICATIONS	NEW HIRES		SEPARATED		VOLUNTARY SEPARATION		INVOLUNTARY SEPARATION		BUDGETED POSITIONS	FILLED POSITIONS	MONTHLY TURNOVER PERCENT	YEARLY TURNOVER PERCENT
	MO.	YTD.	MO.	YTD.	MO.	YTD.	MO.	YTD.				
Bachelor's												
Qualified Mental Health Professional	2	2	3	3	3	3			79	69	4%	4%
Qualified Mental Retardation Professional (State Title)									13	12	0%	0%
Licensed Staff	2	2							14	13	0%	0%
Medical												
Physicians	1	1							6	5	0%	0%
Advanced Practice Nurse									2	2	0%	0%
RN's	1	1	1	1			1	1	12	9	11%	11%
LVN's									10	9	0%	0%
Techs/Aides												
MH			2	2	1	1	1	1	12	9	22%	22%
IDD	1	1	7	7	2	2	5	5	43	36	19%	19%
Supervisor/Manager												
MH									13	13	0%	0%
IDD									5	4	0%	0%
Program Support	2	2	1	1			1	1	39	37	3%	3%
Central Administration			1	1	1	1			16	14	7%	7%
Business Services									15	15	0%	0%
Maintenance/Janitorial/Lawn			2	2	1	1	1	1	23	22	9%	9%
GRAND TOTALS	9	9	17	17	8	8	9	9	302	269	6%	6%
Previous YTD											1%	1%

Agenda Item: Approve September 2011 Financial Statements

Board Meeting Date

Committee: Business

October 20, 2011

Background Information:

None

Supporting Documentation:

September 2011 Financial Statements

Recommended Action:

Approve September 2011 Financial Statements

September 2011 Financial Summary

Revenues for September 2011 were \$1,781,222 and operating expenses were \$1,789,980 resulting in a loss in operations of \$8,758. Capital Expenditures and Extraordinary Expenses for September were \$39,366 resulting in a loss of \$48,125. Total revenues were 93.43% of the monthly budgeted revenues and total expenses were 95.10% of the monthly budgeted expenses.

Year to date revenues as of the end of September are the same as for the month.

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 IDD – Title XIX	58,343	82,353	70.85%	24,010
HCS/IDD Program – Title XIX	135,613	155,938	86.97%	20,325
Rehab – Title XIX	83,795	134,865	62.14%	51,070
DSHS Crisis – PESC	124,613	143,872	86.62%	19,259

Case Management IDD – Title XIX – This line item is under budget mainly due to changes in the delivery of this service, requiring more services to be documented and billed. In addition, an Anasazi upgrade was implemented this month, which slowed down the entry process and had an impact on billing of services that were provided. Both issues are being reviewed to help staff in future months.

HCS/IDD Program – Title XIX – This line item reflects a decrease in the expected revenue from the projected budgeted amount. The majority of this shortage is due to several consumers who recently changed to a different provider for HCS services. A budget revision will be submitted to change the annual projections for this program.

Rehab – Title XIX – This line item is under budget due to staff turnover in this area as well as a change in documentation that has been implemented for treatment plans which takes considerably more time than the past documentation requirements. Staff were trained in this process and the amount of time required to complete should decrease. This line item was also affected by the Anasazi upgrade, which caused the entire system to slow down. As a result, some services were input after the billing close date and will be reflected in the October financials.

DSHS Crisis – PESC – This line is a cost reimbursement program. This program was under budget in various expense lines with the largest amount being in the medication expense line. We anticipate that expenses will increase as the number of beds increase in this program.

EXPENSES

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

Revenue Source	YTD Expenses	YTD Budget	% of Budget	\$ Variance
No items to report				

TRI-COUNTY SERVICES
CONSOLIDATED BALANCE SHEET
As of September 30, 2011

	TOTALS COMBINED FUNDS September 2011	Preliminary TOTALS COMBINED FUNDS August 2011	Increase (Decrease)
ASSETS			
CURRENT ASSETS			
Imprest Cash Funds	3,925	3,925	-
Cash on Deposit-General Fund	7,447,488	5,551,241	1,896,248
Cash on Deposit-Debt Fund	3,801	437,478	(433,678)
Accounts Receivable	1,809,095	1,584,506	224,589
Inventory	35,292	33,893	1,399
TOTAL CURRENT ASSETS	9,299,601	7,611,043	1,688,558
FIXED ASSETS	5,050,968	5,050,968	-
OTHER ASSETS	47,377	45,776	1,601
AMOUNT TO BE PROVIDED FOR THE RETIREMENT OF LONG TERM DEBT	-	1,720,257	(1,720,257)
TOTAL ASSETS	14,397,945	14,428,043	(30,098)
LIABILITIES, DEFERRED REVENUE, FUND BALANCE			
CURRENT LIABILITIES	1,040,659	1,052,221	(11,562)
NOTES PAYABLE	417,673	407,690	9,983
DEFERRED REVENUE	2,612,669	141,039	2,471,630
LONG-TERM LIABILITIES FOR			
Capital Leases-Equipment	-	82,567	(82,567)
Bond Series 2004	820,000	1,230,000	(410,000)
EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR			
General Fund	633,948	902,346	(268,398)
Debt Service Fund	(40,026)	(40,026)	-
FUND EQUITY			
RESTRICTED			
Net Assets Reserved for Debt Service	(3,872)	-	(3,872)
Reserved for Debt Retirement	-	1,230,000	(1,230,000)
Reserved for Debt Service	40,026	477,505	(437,478)
COMMITTED			
Net Assets-Property and Equipment	5,050,968	5,050,968	-
Reserved for Board Policy Requirements	879,405	879,405	-
Reserved for Equipment Reserve	354,290	354,290	-
Reserved for Inventory Reserve	32,973	32,973	-
Reserved for Operations and Programs	2,000,000	2,000,000	-
ASSIGNED			
Reserved for Worker Comp	274,409	274,409	-
Reserved for Current Year Budgeted Reserve	6,166	74,000	(67,834)
Reserved for Insurance Deductibles	100,000		
UNASSIGNED			
Unrestricted and Undesignated	178,658	278,658	(100,000)
TOTAL LIABILITIES/FUND BALANCE	14,397,945	14,428,043	(130,098)

TRI-COUNTY SERVICES
CONSOLIDATED BALANCE SHEET
As of September 30, 2011

	TOTALS		
	Memorandum Only		
	General Operating Funds	September 2011	PRELIMINARY August 2011
ASSETS			
CURRENT ASSETS			
Imprest Cash Funds	3,925	3,925	3,925
Cash on Deposit-General Fund	7,447,488	7,447,488	5,551,241
Cash on Deposit-Debt Fund	3,801	3,801	437,478
Accounts Receivable	1,809,095	1,809,095	1,584,506
Inventory	35,292	35,292	33,893
TOTAL CURRENT ASSETS	9,299,601	9,299,601	7,611,043
FIXED ASSETS	5,050,968	5,050,968	5,050,968
OTHER ASSETS	47,377	47,377	45,776
AMOUNT TO BE PROVIDED FOR THE RETIREMENT OF LONG TERM DEBT		-	1,720,257
TOTAL ASSETS	14,397,945	14,397,945	14,428,043
LIABILITIES, DEFERRED REVENUE, FUND BALANCES			
CURRENT LIABILITIES	1,040,659	1,040,659	1,052,221
NOTES PAYABLE	417,673	417,673	407,690
DEFERRED REVENUE	2,612,669	2,612,669	141,039
LONG-TERM LIABILITIES FOR			
Capitol Leases	-	-	82,567
Bond Series 2004	820,000	820,000	1,230,000
EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR			
General Fund	633,948	633,948	902,346
Debt Service Fund	(40,026)	(40,026)	(40,026)
FUND EQUITY			
RESTRICTED			
Net Assets Reserved for Debt service-Restricted	(3,872)	(3,872)	-
Reserved for Debt Retirement	40,026	40,026	1,230,000
Reserved for Debt Service	-	-	477,505
COMMITTED			
Net Assets-Property and Equipment-Committed	5,050,968	5,050,968	5,050,968
Reserved for Board Policy Requirements-Committed	879,405	879,405	879,405
Reserved for Equipment Reserve-Committed	354,290	354,290	354,290
Reserved for Inventory Reserve-Committed	32,973	32,973	32,973
Reserved for Operations and Programs -Committed	2,000,000	2,000,000	2,000,000
ASSIGNED			
Reserved for Worker Comp-Assigned	274,409	274,409	274,409
Reserved for Current Year Budgeted Reserve -Assigned	6,166	6,166	74,000
Reserved for Insurance Deductibles-Assigned	100,000	100,000	-
UNASSIGNED			
Unrestricted and Undesignated	178,658	178,658	278,658
TOTAL LIABILITIES/FUND BALANCE	14,397,945	14,397,945	14,428,043

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

INCOME:	MONTH OF September 2011	YTD September 2011
Local Revenue Sources	157,498	157,498
Earned Income	694,654	694,654
General Revenue-Contract	929,070	929,070
TOTAL INCOME	1,781,222	1,781,222
 EXPENSES:		
Salaries	971,040	971,040
Employee Benefits	190,212	190,212
Medication Expense	25,877	25,877
Travel-Board/Staff	25,880	25,880
`	30,195	30,195
Consultants/Contracts	364,424	364,424
Other Operating Expenses	182,353	182,353
TOTAL EXPENSES	1,789,980	1,789,980
 Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	 (8,758)	 (8,758)
 CAPITAL EXPENDITURES		
Capital Outlay-FF&E, Automobiles, Building	2,569	2,569
Capital Outlay-Debt Service Bonds	36,798	36,798
TOTAL CAPITAL EXPENDITURES	39,366	39,366
 GRAND TOTAL EXPENDITURES	 1,829,346	 1,829,346
 Excess (Deficiency) of Revenues and Expenses	 (48,125)	 (48,125)

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

	YTD September 2011	APPROVED BUDGET	Increase (Decrease)
INCOME:			
Local Revenue Sources	157,498	154,543	2,955
Earned Income	694,654	799,896	(105,242)
General Revenue-Contract	929,070	952,081	(23,011)
TOTAL INCOME	1,781,222	1,906,520	(125,298)
EXPENSES:			
Salaries	971,040	965,867	5,173
Employee Benefits	190,212	209,615	(19,403)
Medication Expense	25,877	36,100	(10,223)
Travel-Board/Staff	25,880	34,668	(8,788)
Building Rent/Maintenance	30,195	27,902	2,293
Consultants/Contracts	364,424	406,217	(41,793)
Other Operating Expenses	182,353	204,943	(22,590)
TOTAL EXPENSES	1,789,980	1,885,312	(95,332)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	(8,758)	21,208	(29,966)
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	2,569	1,584	985
Capital Outlay-Debt Service Bonds	36,798	36,773	25
TOTAL CAPITAL EXPENDITURES	39,366	38,357	1,009
GRAND TOTAL EXPENDITURES	1,829,346	1,923,669	(94,323)
Excess (Deficiency) of Revenues and Expenses	(48,125)	(17,149)	(30,976)

Debt Service and Fixed Asset Fund:

Bond Payments Receipts	36,798	36,773	25
Bond Payments Disbursements		-	-
Interest Income			
Excess(Deficiency) of revenues over Expense:	36,798	36,773	25

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

INCOME:	MONTH OF September 2011	APPROVED BUDGET	Increase (Decrease)
Local Revenue Sources	157,498	154,543	2,955
Earned Income	694,654	799,896	(105,242)
General Revenue-Contract	929,070	952,081	(23,011)
TOTAL INCOME	1,781,222	1,906,520	(125,298)
EXPENSES:			
Salaries	971,040	965,867	5,173
Employee Benefits	190,212	209,615	(19,403)
Medication Expense	25,877	36,100	(10,223)
Travel-Board/Staff	25,880	34,668	(8,788)
Building Rent/Maintenance	30,195	27,902	2,293
Consultants/Contracts	364,424	406,217	(41,793)
Other Operating Expenses	182,353	204,943	(22,590)
TOTAL EXPENSES	1,789,980	1,885,312	(95,332)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	(8,758)	21,208	(29,966)
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	2,569	1,584	985
Capital Outlay-Debt Service Bonds	36,798	36,773	25
TOTAL CAPITAL EXPENDITURES	39,366	38,357	1,009
GRAND TOTAL EXPENDITURES	1,829,346	1,923,669	(94,323)
Excess (Deficiency) of Revenues and Expenses	(48,125)	(17,149)	(30,976)

Debt Service and Fixed Asset Fund:

Bond Payments Receipts	36,798	36,773	25
Bond Payments Disbursements		-	-
Interest Income			
Excess(Deficiency) of revenues over Expenses	36,798	36,773	25

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

INCOME:	YTD September 2011	YTD September 2010	Increase (Decrease)
Local Revenue Sources	157,498	343,728	(186,230)
Earned Income	694,654	856,047	(161,393)
General Revenue-Contract	929,070	971,006	(41,936)
TOTAL INCOME	1,781,222	2,170,781	(389,559)
EXPENSES:			
Salaries	971,040	994,092	(23,052)
Employee Benefits	190,212	204,391	(14,179)
Medication Expense	25,877	32,949	(7,072)
Travel-Board/Staff	25,880	32,481	(6,601)
Building Rent/Maintenance	30,195	5,935	24,260
Consultants/Contracts	364,424	372,415	(7,991)
Other Operating Expenses	182,353	166,519	15,834
TOTAL EXPENSES	1,789,980	1,808,782	(18,802)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	(8,758)	361,999	(370,757)
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	2,569	238,605	(236,036)
Capital Outlay-Debt Service Bonds	36,798	32,290	4,508
TOTAL CAPITAL EXPENDITURES	39,366	270,895	(231,529)
GRAND TOTAL EXPENDITURES	1,829,346	2,079,677	(250,331)
Excess (Deficiency) of Revenues and Expenses	(48,125)	91,104	(139,229)

Debt Service and Fixed Asset Fund:

Bond Payments Receipts	36,798	32,290	4,508
Bond Payments Disbursements			-
Interest Income			-
Excess(Deficiency) of revenues over Expenses	36,798	32,290	4,508

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

INCOME:	MONTH OF September 2011	MONTH OF September 2010	Increase (Decrease)
Local Revenue Sources	157,498	343,728	(186,230)
Earned Income	694,654	856,047	(161,393)
General Revenue-Contract	929,070	971,006	(41,936)
TOTAL INCOME	1,781,222	2,170,781	(389,559)
EXPENSES:			
Salaries	971,040	994,092	(23,052)
Employee Benefits	190,212	204,391	(14,179)
Medication Expense	25,877	32,949	(7,072)
Travel-Board/Staff	25,880	32,481	(6,601)
Building Rent/Maintenance	30,195	5,935	24,260
Consultants/Contracts	364,424	372,415	(7,991)
Other Operating Expenses	182,353	166,519	15,834
TOTAL EXPENSES	1,789,980	1,808,782	(18,802)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	(8,758)	361,999	(370,757)
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	2,569	238,605	(236,036)
Capital Outlay-Debt Service Bonds	36,798	32,290	4,508
TOTAL CAPITAL EXPENDITURES	39,366	270,895	(231,529)
GRAND TOTAL EXPENDITURES	1,829,346	2,079,677	(250,331)
Excess (Deficiency) of Revenues and Expenses	(48,125)	91,104	(139,229)

Debt Service and Fixed Asset Fund:			
Bond Payments Receipts	36,798	32,290	4,508
Bond Payments Disbursements			-
Interest Income			-
Excess(Deficiency) of revenues over Expenses	36,798	32,290	4,508

TRI-COUNTY SERVICES
Revenue and Expense Summary
With August 2011 Comparative Data
As of September 2011

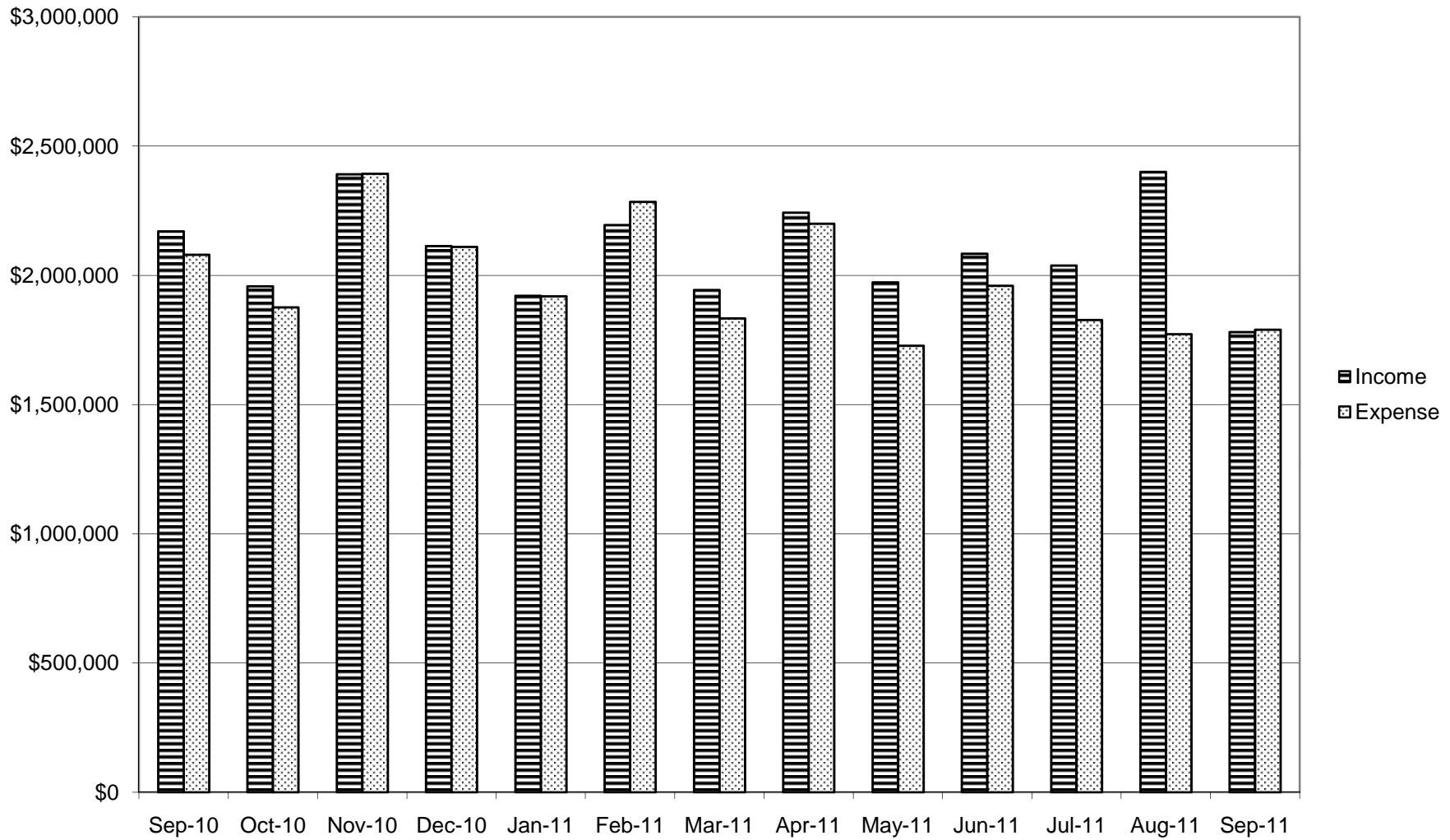
INCOME:	MONTH OF September 2011	Preliminary MONTH OF August 2011	Increase (Decrease)
Local Revenue Sources	157,498	450,292	(292,794)
Earned Income	694,654	832,758	(138,104)
General Revenue-Contract	929,070	1,117,559	(188,489)
TOTAL INCOME	1,781,222	2,400,608	(619,387)
EXPENSES:			
Salaries	971,040	947,956	23,084
Employee Benefits	190,212	44,276	145,936
Medication Expense	25,877	24,529	1,348
Travel-Board/Staff	25,880	32,464	(6,584)
Building Rent/Maintenance	30,195	50,853	(20,658)
Consultants/Contracts	364,424	417,571	(53,147)
Other Operating Expenses	182,353	254,702	(72,349)
TOTAL EXPENSES	1,789,980	1,772,352	17,628
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	(8,758)	628,256	(637,015)
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	2,569	385,358	(382,789)
Capital Outlay-Debt Service Bonds	36,798	38,113	(1,315)
TOTAL CAPITAL EXPENDITURES	39,366	423,471	(384,105)
GRAND TOTAL EXPENDITURES	1,829,346	2,195,823	(366,477)
Excess (Deficiency) of Revenues and Expenses	(48,125)	204,785	(252,910)

Debt Service and Fixed Asset Fund:			
Bond Payments Receipts	36,798	38,113	(1,315)
Bond Payments Disbursements			-
Interest Income			
Excess(Deficiency) of revenues over Expenses	36,798	38,113	(1,315)

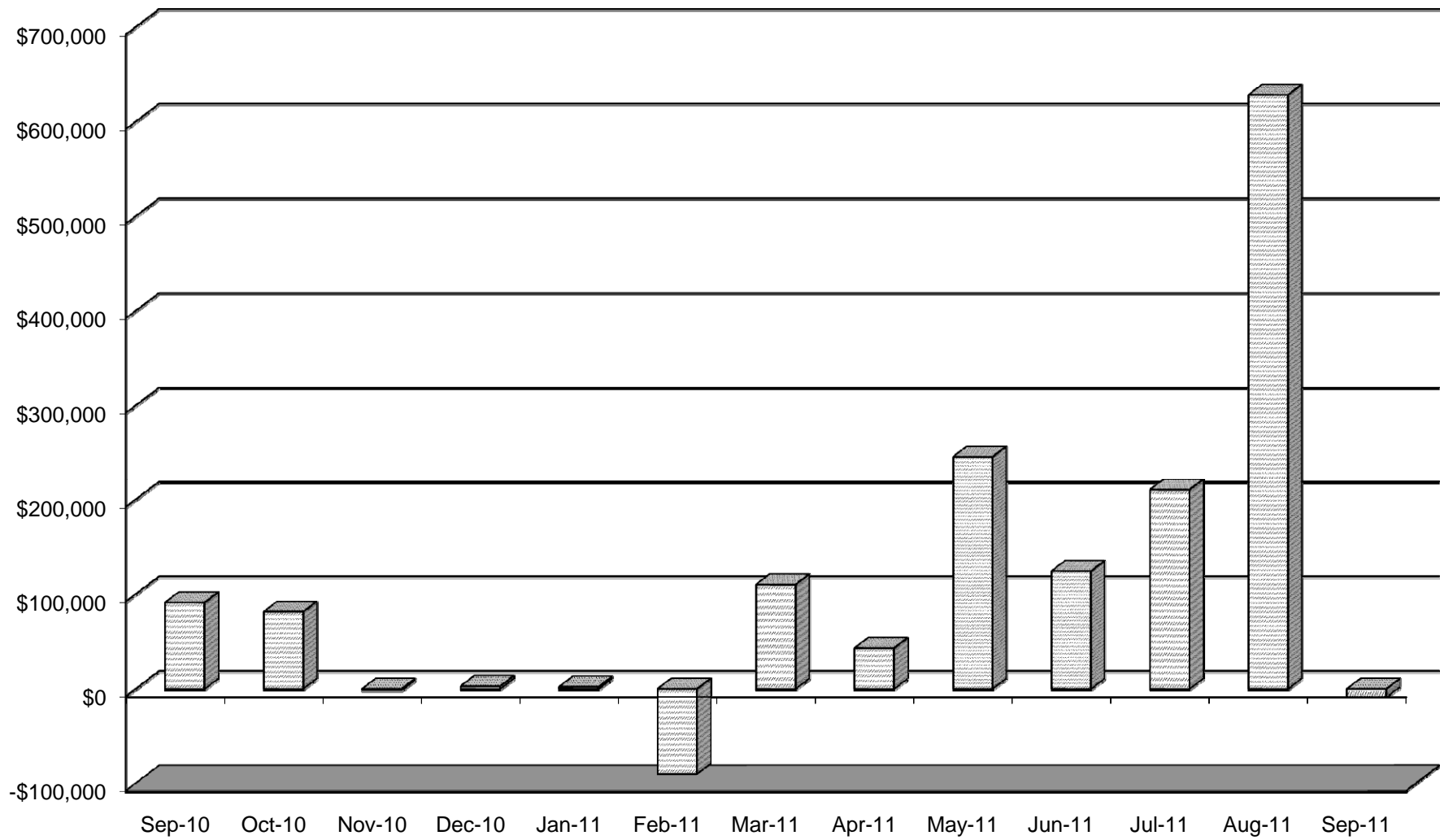
TRI-COUNTY SERVICES
Revenue and Expense Summary by Service Type
Compared to Budget
As of YTD Ended September 30, 2011

	YTD Mental Health September 2011	YTD IDD September 2011	YTD Other Services September 2011	YTD Agency Total September 2011	YTD Approved Budget September 2011	Increase (Decrease)
INCOME:						
Local Revenue Sources	143,617	6,121	7,760	157,498	154,543	2,955
Earned Income	157,608	440,326	96,722	694,656	799,896	(105,240)
General Revenue-Contract	809,064	120,005	-	929,070	952,081	(23,011)
TOTAL INCOME	1,110,289	566,452	104,482	1,781,224	1,906,520	(125,296)
EXPENSES:						
Salaries	709,554	198,737	62,749	971,040	965,867	5,173
Employee Benefits	134,719	43,664	11,828	190,212	209,615	(19,403)
Medication Expense	25,399	-	478	25,877	36,100	(10,223)
Travel-Board/Staff	16,578	7,319	1,983	25,880	34,668	(8,788)
Building Rent/Maintenance	24,603	5,592	-	30,195	27,902	2,293
Consultants/Contracts	47,181	310,589	6,653	364,424	406,217	(41,793)
Other Operating Expenses	128,105	33,156	21,093	182,353	204,943	(22,590)
TOTAL EXPENSES	1,086,139	599,057	104,784	1,789,982	1,885,312	(95,331)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	24,150	(32,605)	(302)	(8,759)	21,208	(29,965)
CAPITAL EXPENDITURES						
Capital Outlay-FF&E, Automobiles	2,183	385	-	2,569	1,584	985
Capital Outlay-Debt Service Bonds	24,171	9,375	3,251	36,798	36,773	25
TOTAL CAPITAL EXPENDITURES	26,354	9,760	3,251	39,367	38,357	1,010
GRAND TOTAL EXPENDITURES	1,112,493	608,817	108,035	1,829,349	1,923,669	(94,321)
Excess (Deficiency) of Revenues and Expenses	(2,204)	(42,365)	(3,553)	(48,125)	(17,149)	(30,975)
Debt Service and Fixed Asset Fund:						
Bond Payments Receipts	24,171	9,375	3,251	36,798	36,773	(12,602)
Bond Payments Disbursements	-	-	-	-	-	-
Interest Income	-	-	-	-	-	-
Excess(Deficiency) of revenues over Expenses	24,171	9,375	3,251	36,798	36,773	(12,602)

TRI-COUNTY SERVICES Income and Expense



TRI-COUNTY SERVICES
Income after Expenses



Agenda Item: Approve Recommendation to Declare 1998 Ford Explorer as Surplus Committee: Business	Board Meeting Date October 20, 2011
Background Information: Staff have recommended that the 1998 Ford Explorer be declared as surplus due to the age of the vehicle, high mileage, increased maintenance and repair costs, and safety. Vehicle Descriptions: <ul style="list-style-type: none"> • 1998 Ford Explorer <ul style="list-style-type: none"> ○ License #C47-MXC ○ Mileage as of August 31, 2011 – 215,736 	
Supporting Documentation: None	
Recommended Action: Approve Recommendation to Declare 1998 Ford Explorer as Surplus and Approve Sale to the Highest Bidder	

Agenda Item: 4 th Quarter FY 2011 Quarterly Investment Report	Board Meeting Date
Committee: Business	October 20, 2011
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 August 31, 2011

GENERAL 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.

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 Chase Bank of Texas National Association; its parent company, The Chase Manhattan Bank; and the First Southwest Asset Management, Inc. 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, advises 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 maturity of 13 months;

Fully collateralized repurchase agreements and reverse repurchase agreements with a defined termination date not to exceed 90 days, secured by any obligation of the United States, its agencies or its instrumentalities. These agreements may be placed only with primary government securities dealers, state, or national banks doing business in the State of Texas.

No-load money market mutual funds are 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 60 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 and the maximum maturity for any individual security in the portfolio is limited to thirteen (13) months.

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	June	July	August
Uninvested Balance	598,117.45	(393,664.85)	598,117.45
Accrual of Interest Income	5,836,848.19	7,020,281.11	5,836,848.19
Interest and Management Fees Payable	(1,052,831.97)	(868,811.89)	(1,052,831.97)
Payable for Investments Purchased	(396,000,000.00)	(536,876,078.45)	(396,000,000.00)
Repurchase Agreements	7,136,625,000.00	7,195,070,700.00	7,136,625,000.00
Mutual Fund Investments	0.00	0.00	0.00
Government Securities	8,610,176,685.54	7,061,405,414.18	8,610,176,685.54
U.S. Treasury Bills	0.00	949,929,700.00	0.00
U.S. Treasury Notes	333,776,052.00	332,903,420.00	333,776,052.00
TOTAL	\$15,689,959,871.21	\$15,008,190,960.10	\$15,689,959,871.21

Book Value for the Period

Type of Asset	Beginning Balance	Ending Balance
Uninvested Balance	(1,278.38)	(386.10)
Accrual of Interest Income	9,530,135.41	6,917,197.43
Interest and Management Fees Payable	(1,208,275.93)	(1,055,324.42)
Payable for Investments Purchased	(129,894,466.00)	(234,000,000.00)
Repurchase Agreements	7,287,176,000.00	7,415,281,000.00
Mutual Fund Investments	0.00	0.00
Government Securities	9,048,170,909.71	6,443,530,839.14
U.S. Treasury Bills	0.00	0.00
U.S. Treasury Notes	334,322,718.04	582,111,607.27
TOTAL	\$16,548,095,742.85	\$14,212,784,933.32

Portfolio By Maturity as of August 31, 2011

2 to 7 days	8 to 90 day	91 to 180 days	181 to 397 days
59.8%	25.9%	5.9%	8.4%

Portfolio By Type of Investments as of May 31, 2011

Repurchase	T-Bills	Mutual Funds	Agency Notes	Agency Discounts	T-Notes	Treasury Bills
53.1%	None	None	44.6%	None	None	2.3%

SUMMARY INFORMATION

On a simple daily basis, the monthly average yield was 0.08% for June, 0.06% for July and 0.09% for August.

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 August 31, 2011 was 46 days.

The net asset value as of August 31, 2011 was 1.00004.

The total amount of interest distributed to participants during the period was (\$152,951.51).

This quarter TexPool interest rates exceeded the 90 Day T-Bill rates during the entire reporting period.

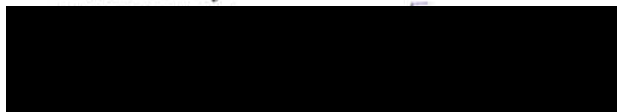
TexPool has a current money market fund rating of AAAm by Standard and Poors.

During the reporting period, the total number of participants remains at 2,248.

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 Services' Investment Policy and with the Public Funds Investment Act.

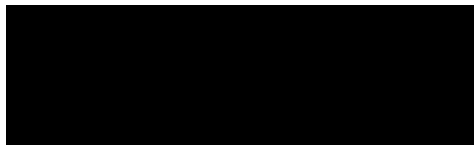
Submitted by:



Millie McDuffey
Chief Financial Officer / Investment Officer



Date



Cindy Smith
Executive Director / Investment Officer



Date

**TRI-COUNTY SERVICES
QUARTERLY INTEREST EARNED REPORT
FISCAL YEAR 2011
AS OF AUGUST 2011**

BANK NAME	INTEREST EARNED				
	1st QTR.	2nd QTR.	3rd QTR.	4th QTR.	YTD TOTAL
First Liberty National Bank	\$ 22.39	\$ 22.43	\$ 23.44	\$ 15.98	\$ 84.24
JP Morgan Chase (HBS)	\$ 283.05	\$ 1,940.72	\$ 1,774.25	\$ 1,601.64	\$ 5,599.66
Merrill Lynch - 07152	\$ 78.55	\$ 31.04	\$ -		\$ 109.59
Merrill Lynch - 07221	\$ 13.80	\$ 7.93	\$ -		\$ 21.73
Prosperity Bank	\$ 14.11	\$ 14.21	\$ 14.72	\$ 9.91	\$ 52.95
TexPool Participants	\$ 337.44	\$ 256.70	\$ 189.28	\$ 127.79	\$ 911.21
Texas Capital Bank	\$ 957.00	\$ 957.00	\$ 957.00		\$ 2,871.00
Hillcrest Bank	\$ 235.00	\$ 705.00	\$ 705.00	\$ 700.70	\$ 2,345.70
Redeemed 4/22/11 Libertad Bank	\$ 1,212.51	\$ 1,212.51	\$ 700.57		\$ 3,125.59
Tradition Bank	\$ 9,574.20	\$ 9,610.21	\$ 9,966.64	\$ 9,664.07	\$ 38,815.12
Total Earned	\$ 12,728.05	\$ 14,757.75	\$ 14,330.90	\$ 12,120.09	\$ 53,936.79

Agenda Item: September 2011 Board of Trustees' Unit Financial Statement Committee: Business	Board Meeting Date October 20, 2010
Background Information: None	
Supporting Documentation: September 2011 Board of Trustees' Unit Financial Statement	
Recommended Action: For Information Only	

Unit Financial Statement

FY 2012

	September 11 Actuals	September 11 Budgeted	Variance	YTD Actual	YTD Budget	Variance	Percent	Budget
Revenues								
80103998 Allocated Revenue	\$ 2,803.00	\$ 2,803.00	\$ -	\$ 2,803.00	\$ 2,803.00	\$ -	0.00%	\$ 33,645.00
Total Revenue	\$ 2,803.00	\$ 2,803.00	\$ -	\$ 2,803.00	\$ 2,803.00	\$ -	0.00%	\$ 33,645.00
Expenses								
80105030 Application Fees	\$ 4.50	\$ -	\$ 4.50	\$ 4.50	\$ -	\$ 4.50	#DIV/0!	\$ -
80105275 Food Items	\$ 193.70	\$ 184.00	\$ 9.70	\$ 193.70	\$ 184.00	\$ 9.70	105.27%	\$ 2,200.00
80105320 Insurance-Worker Compensation	\$ 16.90	\$ 19.00	\$ (2.10)	\$ 16.90	\$ 19.00	\$ (2.10)	88.95%	\$ 220.00
80105388 Legal Fees	\$ 1,500.00	\$ 1,500.00	\$ -	\$ 1,500.00	\$ 1,500.00	\$ -	100.00%	\$ 18,000.00
80105415 Miscellaneous Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -
80105605 Postage-Express Mail	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -
80105715 Supplies - Office	\$ -	\$ 15.00	\$ (15.00)	\$ -	\$ 15.00	\$ (15.00)	0.00%	\$ 180.00
80105750 Training	\$ -	\$ 368.00	\$ (368.00)	\$ -	\$ 368.00	\$ (368.00)	0.00%	\$ 4,425.00
80105755 Travel - Local	\$ -	\$ 100.00	\$ (100.00)	\$ -	\$ 100.00	\$ (100.00)	0.00%	\$ 1,200.00
80105757 Travel - Non-local Mileage/Air	\$ 393.98	\$ 166.00	\$ 227.98	\$ 393.98	\$ 166.00	\$ 227.98	237.34%	\$ 2,001.00
80105758 Travel - Non-local Hotel	\$ 366.87	\$ 376.00	\$ (9.13)	\$ 366.87	\$ 376.00	\$ (9.13)	97.57%	\$ 4,519.00
80105759 Travel - Meals	\$ 79.25	\$ 75.00	\$ 4.25	\$ 79.25	\$ 75.00	\$ 4.25	105.67%	\$ 900.00
Total Expenses	\$ 2,555.20	\$ 2,803.00	\$ (247.80)	\$ 2,555.20	\$ 2,803.00	\$ (247.80)	91.16%	\$ 33,645.00
Total Revenue minus Expenses	\$ 247.80	\$ -	\$ 247.80	\$ 247.80	\$ -	\$ 247.80	-91.16%	\$ -

UPCOMING MEETINGS

There will be no Board meeting in November due to the Thanksgiving Holiday!!

DECEMBER 8, 2011 - Board Meeting

- Life Skills Christmas Carolers
- Presentation of Awards to Consumer Christmas Card Contest Winners
- Longevity Recognition Presentations
- Approve Minutes from October 20, 2011 Board Meeting
- Community Resources Report for October & November 2011
- Consumer Services Reports for October 2011
- Program Updates for November 2011
- Year to Date Goals & Objectives Progress Report
- Personnel Reports for October & November 2011
- Texas Council Quarterly Meeting Update
- Approve October 2011 Financial Statements
- Reappoint Independence Communities, Inc. Board of Directors
- Reappoint Montgomery Supported Housing, Inc. Board of Directors
- Board of Trustees Unit Financial Statements for October 2011
- Other Business Committee Issues

Merry Christmas and Happy New Year!!

January 26, 2012 - Board Meeting

- Approve Minutes from December 8, 2011 Board Meeting
- Recognition and Program Presentation - *From The Heart*
- 1st Quarter FY 2012 Corporate Compliance Report
- 2nd Quarter FY 2012 Corporate Compliance Training
- Community Resources Report for December 2011
- Consumer Services Reports for November & December 2011
- Program Updates for December 2011
- Personnel Reports for December 2011
- Texas Council Quarterly Meeting Update
- Approve FY 2011 Independent Financial Audit
- Approve November & December 2011 Financial Statements
- 1st Quarter FY 2012 Investment Report
- Board of Trustees Unit Financial Statements for November & December 2011
- Montgomery Supported Housing, Inc. Quarterly Update
- Other Business Committee Issues