

Tri-County Behavioral Healthcare Board of Trustees Meeting

October 25, 2018



Notice is hereby given that a regular meeting of the Board of Trustees of Tri-County Behavioral Healthcare will be held on Thursday, October 25, 2018. The Business Committee will convene at 9:30 a.m., the Program Committee will convene at 9:30 a.m. and the Board meeting will convene at 10:00 a.m. at 233 Sgt. Ed Holcomb Blvd S., Conroe, Texas. The public is invited to attend and offer comments to the Board of Trustees between 10:00 a.m. and 10:05 a.m. In compliance with the Americans with Disabilities Act, Tri-County Behavioral Healthcare will provide for reasonable accommodations for persons attending the Board Meeting. To better serve you, a request should be received with 48 hours prior to the meeting. Please contact Tri-County Behavioral Healthcare at 936-521-6119.

AGENDA

- I. **Organizational Items**
 - A. Chair Calls Meeting to Order
 - B. Public Comment
 - C. Quorum
 - D. Review & Act on Requests for Excused Absence
- II. **Approve Minutes - September 27, 2018**
- III. **Program Presentation - Longevity Recognitions**
- IV. **Program Presentation - Corby Hankins with ISC Group**
- V. **Program Presentation - IT Recognition**
- VI. **Executive Director's Report - Evan Roberson**
 - A. QM Audit Results
 - B. PASRR Updates
- VII. **Chief Financial Officer's Report - Millie McDuffey**
 - A. FY 2018 Audit Update
 - B. CFO Consortium
 - C. HHSC On-Site Fiscal Monitoring Review
 - D. Workers' Compensation Audit
- VIII. **Program Committee Information Items**
 - A. Community Resources Report..... *Pages 15-18*
 - B. Consumer Services Report for September 2018..... *Pages 19-20*
 - C. Program Updates..... *Pages 21-25*
 - D. Medicaid 1115 Transformation Waiver Project Status Report *Pages 26-28*
 - E. From The Heart Update..... *Pages 29-31*

IX. Executive Committee

Action Items

- A. Cast Election Ballot for Texas Council Risk Management Fund Board of Trustees..... *Pages 32-34*

Information Items

- B. Board of Trustees Oath of Office..... *Pages 35-38*
C. Consider Dates of Scheduled Board Meetings for Next Year..... *Page 39*
D. Personnel Report for September 2018..... *Pages 40-42*
E. Texas Council Risk Management Fund Claims Summary for September 2018..... *Pages 43-44*

X. Business Committee

Action Items

- A. Approve September 2018 Financial Statements..... *Pages 45-57*
B. Approve FY 2019 I Care ABA Therapy, LLC Contract..... *Page 58*
C. Independence Oaks Apartments..... *Page 59*
D. Decide on Next Steps to Resolve Building Issues at 233 Sgt. Ed Holcomb Blvd, South..... *Page 60*

Information Items

- E. 401(a) Retirement Plan Account Review..... *Page 61*
F. Board of Trustees Unit Financial Statement for September 2018..... *Pages 62-63*

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

Posted By:

Ava Green
Executive Assistant

Tri-County Behavioral Healthcare

P.O. Box 3067
Conroe, TX 77305

BOARD OF TRUSTEES MEETING

September 27, 2018

Board Members Present:

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

Board Members Absent:

Janet Qureshi
Tracy Sorensen

Tri-County Staff Present:

Evan Roberson, Executive Director
Millie McDuffey, Chief Financial Officer
Kathy Foster, Director of IDD Provider Services
Kelly Shropshire, Director of IDD Authority Services
Kenneth Barfield, Director of Management Info Systems
Amy Foerster, Chief Compliance Officer
Catherine Prestigiovanni, Director of Strategic Development
Ava Green, Executive Assistant
Tabatha Abbott, Cost Accountant
Mary Lou Flynn-DuPart, Legal Counsel

Call to Order: Board Chair, Patti Atkins, called the meeting to order at 10:00 a.m. at 233 Sgt. Ed Holcomb Blvd. S., Conroe, TX.

Public Comment: There was no public comment.

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

Resolution #09-18-01

Motion Made By: Morris Johnson

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

Resolved:

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

Resolution #09-18-02

Motion Made By: Sharon Walker

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

Resolved:

That the Board approve the minutes of the July 26, 2018 meeting of the Board of Trustees.

Executive Director's Report:

The Executive Director's report is on file.

Chief Financial Officer's Report:

The Chief Financial Officer's report is on file.

PROGRAM COMMITTEE:

Resolution #09-18-03

Motion Made By: Jacob Paschal

Seconded By: No second needed per Patti Atkins, Board Chair, if Committee Member Chair approves. Affirmative votes by Sharon Walker, Gail Page, Morris Johnson, and Richard Duren that it be...

Resolved:

That the Board reappoint the Intellectual and Developmental Disabilities Planning Network Advisory Committee Members Loretta Castro, Lori Lilley and Pam Holak to a two year term expiring August 31, 2020.

Resolution #09-18-04

Motion Made By: Jacob Paschal

Seconded By: No second needed per Patti Atkins, Board Chair, if Committee Member Chair approves. Affirmative votes by Sharon Walker, Gail Page, Morris Johnson, and Richard Duren that it be...

Resolved:

That the Board reappoint the Mental Health Planning Network Advisory Committee Members Loretta Castro, Dan Lafferty and Lori Lilley to a two year term expiring August 31, 2020.

Resolution #09-18-05

Motion Made By: Jacob Paschal

Seconded By: No second needed per Patti Atkins, Board Chair, if Committee Member Chair approves. Affirmative votes by Sharon Walker, Gail Page, Morris Johnson, and Richard Duren that it be...

Resolved:

That the Board approve the FY 2019 Goals and Objectives.

The Community Resources Report was reviewed for information purposes only.

The Consumer Services Report for July and August 2018 was reviewed for information purposes only.

The Program Updates Report was reviewed for information purposes only.

The Annual PNAC Reports were reviewed for information purposes only.

The 4th Quarter FY 2018 Goals & Objectives Progress Report was reviewed for information purposes only.

The 4th Quarter FY 2018 Corporate Compliance and Quality Management Report were reviewed for information purposes only.

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

EXECUTIVE COMMITTEE:

Resolution #09-18-06

Motion Made By: Morris Johnson

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

Resolved:

That the Board approve the annual election of FY 2019 Board Officers which include Patti Atkins as Chair, Gail Page as Vice-Chair and Jacob Paschal as Secretary.

Resolution #09-18-07

Motion Made By: Patti Atkins

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

Resolved:

That the Board appoint the Texas Council Representative and Alternate for FY 2019. Patti Atkins appointed Sharon Walker to stay on as Representative and Morris Johnson as Alternate.

Resolution #09-18-08

Motion Made By: Gail Page

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

Resolved:

That the Board reappoint Lynn Scott, Madeline Brogan, Roger Puccio-Johnson and Kris Karain to the Tri-County Consumer Foundation Board of Directors for an additional two year term expiring August 31, 2020.

Resolution #09-18-09

Motion Made By: Sharon Walker

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

Resolved:

That the Board approve revisions to Board Policy E.20, Facilities Maintenance.

The Personnel Report for July and August 2018 was reviewed for information purposes only.

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

The Texas Council Quarterly Board Meeting update was given for information purposes only.

The Board of Trustees Reappointments and Oaths of Office for Patti Atkins, Richard Duren and Jacob Paschal for an additional two year term ending August 31, 2020 was completed for information purposes only. Patti Atkins, Richard Duren and Jacob Paschal recited Oaths of Office.

The Board of Trustees Committee Appointments was completed for information purposes only. It was agreed by the Board that all Board Members would stay on their current committees for FY 2019.

Analysis of Board Members attendance for FY 2018 Regular and Special Called Meetings was reviewed for information purposes only.

BUSINESS COMMITTEE:

Resolution #09-18-10

Motion Made By: Morris Johnson

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

Resolved:

That the Board approve the July Financial Statements.

Resolution #09-18-11

Motion Made By: Morris Johnson

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

Resolved:

That the Board approve the FY 2018 Budget Revision.

Resolution #09-18-12

Motion Made By: Morris Johnson

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

Resolved:

That the Board approve the FY 2019 Operating Budget.

Resolution #09-18-13

Motion Made By: Morris Johnson

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

Resolved:

That the Board ratify banking services contract extension with J.P. Morgan Chase Bank, N.A.

Resolution #09-18-14

Motion Made By: Morris Johnson

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

Resolved:

That the Board approve the fund balance transfer.

Resolution #09-18-15

Motion Made By: Morris Johnson

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

Resolved:

That the Board approve the FY 2019 Dues Commitment and Payment Schedule for Texas Council.

Resolution #09-18-16

Motion Made By: Morris Johnson

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

Resolved:

That the Board ratify HHSC Mental Health First Aid Contract No. HHS00018300001.

Resolution #09-18-17

Motion Made By: Morris Johnson

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

Resolved:

That the Board approve HHSC YES Pre-Engagement Services Contract No. 2017-049547-001B.

Resolution #09-18-18

Motion Made By: Morris Johnson

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

Resolved:

That the Board ratify HHSC Treatment Youth Services (TRY) Substance Abuse Contract No. 2016-048317-006, Amendment No. 4.

Resolution #09-18-19

Motion Made By: Morris Johnson

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

Resolved:

That the Board ratify HHSC Co-Occurring Mental Health (TCO) Substance Abuse Services Contract No. 2016-048317-0056.

Resolution #09-18-20

Motion Made By: Morris Johnson

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

Resolved:

That the Board ratify HHSC Treatment Adult Services (TRA) Contract No. 2016-048497-003, Amendment No. 4.

Resolution #09-18-21

Motion Made By: Morris Johnson

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

Resolved:

That the Board ratify HHSC IDD Performance Contract No. 529-18-0053-00001, Amendment No. 1.

Resolution #09-18-22

Motion Made By: Morris Johnson

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

Resolved:

That the Board ratify HHSC HCBS (Home and Community Bases Services), Adult Mental Health Pre-Engagement Contract No. 529-17-0144-00037A.

Resolution #09-18-23

Motion Made By: Morris Johnson

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

Resolved:

That the Board ratify HHSC Adult Mental Health PCN, Contract No. 529-17-0038-00035, Amendment No. 4.

Resolution #09-18-24

Motion Made By: Morris Johnson

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

Resolved:

That the Board ratify HHSC YES Provider Contract No. 2016-049249-001B.

Resolution #09-18-25

Motion Made By: Morris Johnson

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

Resolved:

That the Board ratify HHSC Autism Contract No. HHS000127500001.

Resolution #09-18-26

Motion Made By: Morris Johnson

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

Resolved:

That the Board ratify HHSC PATH Contract No. 2016-048162-001, Amendment No. 3.

Resolution #09-18-27

Motion Made By: Morris Johnson

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

Resolved:

That the Board approve the FY 2019 Bonds Janitorial Contract.

Resolution #09-18-28

Motion Made By: Morris Johnson

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

Resolved:

That the Board approve the FY 2019 Lifetime Homecare Services Contract.

Resolution #09-18-29

Motion Made By: Morris Johnson

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

Resolved:

That the Board approve the FY 2019 Contract for Dr. Jerri Sethna.

Resolution #09-18-30

Motion Made By: Morris Johnson

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

Resolved:

That the Board approve the FY 2019 Aspire Hospital LLC Contract.

Resolution #09-18-31

Motion Made By: Morris Johnson

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

Resolved:

That the Board approve the FY 2019 Avail Solutions, Inc. Contract.

Resolution #09-18-32

Motion Made By: Morris Johnson

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

Resolved:

That the Board approve the FY 2019 Cypress Creek Hospital Contract.

Resolution #09-18-33

Motion Made By: Morris Johnson

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

Resolved:

That the Board approve the FY 2019 Kingwood Pines Hospital Contract.

Resolution #09-18-34

Motion Made By: Morris Johnson

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

Resolved:

That the Board approve the FY 2019 Baptist Hospitals of Southeast Texas Contract.

Resolution #09-18-35

Motion Made By: Morris Johnson

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

Resolved:

That the Board approve the FY 2019 Woodland Springs Contract.

Resolution #09-18-36

Motion Made By: Sharon

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

Resolved:

That the Board decide on a Geotechnical study as the next step to resolving the building issues at 233 Sgt Ed Holcomb Blvd S, Conroe, TX.

Review of the preliminary August 2018 Financial Statements were reviewed for information purposes only.

4th Quarter Investment Report was reviewed for information purposes only.

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

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

Cont.

The Tri-County Consumer Foundation Board Update was reviewed for information purposes only.

The regular meeting of the Board of Trustees adjourned at 11:33 a.m. to go into Executive Session in compliance with Texas Government Code Section 551.071, Consultation with Attorney; Section 551.072, Real Property, 233 Sgt. Ed Holcomb Blvd S, Conroe, TX; and Section 551.074, Executive Director Evaluation.

The meeting of the Board of Trustees reconvened at 12:10 to go into regular session.

Resolution #09-18-37

Motion Made By: Gail Page

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

Resolved:

That the Board extend the Executive Director's contract by one year with an increase in the levels discussed and agreed upon.

The regular meeting of the Board of Trustees adjourned at 12:11.

Adjournment:

Attest:

Patti Atkins
Chair

Date

Jacob Paschal
Secretary

Date



Executive Director's Report

October 25, 2018

Announcements

- The next regular Board meeting will be November 29, 2018. I'm excited to announce that this year our Liberty LifeSkills program will provide our Christmas caroling. This is certainly the highlight of the year and I hope you will all be able to attend.
- I wanted to remind each of you that our second Tri-County Consumer Foundation fundraiser will be this Saturday at the Panorama Country Club. The festivities include Trick or Treating, Bounce House, Games and the main event – The Golf Ball Drop. These activities will begin at 4:00 p.m. with the Golf Ball Drop at 5:00 p.m.
- I am working on a plan to add a portable building in Cleveland at our Truman location. The cost of the building is not high, but the process to get the building installation approved by the City of Cleveland looks to be quite onerous. We are hopeful to get the building placed soon. The building will be used to serve children and youth in the Cleveland area.

In addition, as a part of a Board Goal, I will be looking to find a facility or land for a facility in north Liberty County. Although Truman was remodeled a few years back and is centrally located, it just isn't large enough to meet our needs in this rapidly growing area.

- Construction on the East Montgomery County Crisis Center is substantially complete. We are still working on hiring staff for the facility, getting technology installed and getting furniture and equipment onsite, but plan to be open no later than December 1, 2018.

We are receiving lots of positive feedback about the need for the facility and everyone is already talking about our arrival. We expect this to be a busy place.

- I want to wish each of you a safe, relaxing and peaceful Thanksgiving. Thank you for your service to this agency and those we serve.

Mental Health Comprehensive Quality Management Audit

Our MH Comprehensive Quality Management Audit was held October 16-19, 2018. We are pleased to announce that we scored 100% on six of the eight sections reviewed. We had one finding on a procedure related to our crisis facility involving how many days of food we must maintain on site for disaster preparedness and the remaining citations were related to documentation. Areas identified as needing improvement in some of the charts reviewed included recovery plans and documentation related to medication change and education.

The survey team noted that we had strong documentation of counseling, case management, discharge plans and wraparound services and were complimentary of plans the Center had in place prior to the review to address areas of weakness. The final report will be completed in the next few weeks and sent back to the Center for review and response as indicated at that time.

Preliminary Scores are as follows:

- **Operations:** **100%**
- **Quality Management:** **100%**
- **Environment:** **100%**
- **Personnel:** **100%**
- **Subcontractor:** **100%**
- **Client Record:** **87%**
- **Crisis Facility** **99%**
- **Crisis Record** **100%**

These Scores would put us near the top of Centers who have been measured in the last year.

Preadmission Screening and Resident Review

As a reminder, the PASRR process is a federal requirement for Nursing Facilities (NF) to conduct a screening to determine if a resident has a developmental disability or a serious mental illness. If the screening is positive, HHSC requires Tri-County staff to conduct a comprehensive screening to determine whether the resident requires specialized services in the facility or placement into the community.

The PASRR process was implemented as the result of an interim settlement of a lawsuit, Steward vs. Perry, which was filed in December of 2010. The lawsuit was refiled in April of 2017, Steward vs. Smith, because the independent reviewers found that “the defendants systemically fail to provide Class Members with adequate and appropriate assessment and specialized services that the individual needs.”

Each of the Local Mental Health Intellectual and Developmental Disability Authorities (LIDDAs) have had at least one staff receive a subpoena to testify in the case. At Tri-County, Kelly Shropshire received the subpoena. The original subpoena required Kelly to appear in Austin on

October 22, 2018. On October 17th, the Office of Attorney General (OAG) notified Texas Council that the current pace of the Steward (PASRR) trial is such that Local IDD Authority staff who received subpoenas will not be expected to appear at the court in San Antonio on October 22, 2018.

On October 23rd, The Office of Attorney General (OAG) determined that the number of Local IDD Authority staff who will be called to testify in the *Steward* lawsuit is likely to be around five. This means the majority of Local IDD Authority staff who received subpoenas in the first round will not be called to testify.

CHIEF FINANCIAL OFFICER'S REPORT OCTOBER 25, 2018

FY 2018 Audit – We continue to prepare for the next auditor visit on October 29th through November 2nd. The first visit that took place the week of August 27th focused on contract compliance and a review of our processes and procedures. This next visit will be focused on financial statements and our fixed assets and depreciation. They gave us a list of 50 items to have ready for them when they return.

CFO Consortium – The CFO meeting was held on October 4th and 5th. Darius Tuminas and Tabatha Abbott attended on my behalf. Many handouts were brought back for me to read.

The agenda at the meeting was as follows:

- Audit Presentation report from Mike Horne
- 1115 Waiver Reporting Discussion
- Cyber Security Presentation
- Cost Accounting Methodology report training by Darius Tuminas and Tyler Belcik
- Legislative Update from Lee Johnson
- Update on Money Follows the Person Funding – Haley Turner (HHSC, IDD)
- Value-based payments from MCO's – CCBHC Center Panel
- Business Meeting Discussion – this area could include discussions on many different topics.

HHSC Fiscal Monitoring Review – We received an email on October 3rd notifying us that HHSC staff will be conducting a Fiscal Monitoring Review the week of November 5th through November 9th. The review will be focusing on HHSC LMHA Performance Contracts – PCN only for the time period of March 1, 2018 through May 31, 2018 to determine financial and administrative compliance with federal and state regulations.

HHSC provided us with a listing of required documents that were due back to HHSC by October 17, 2018. These items included the following:

- Internal control questionnaire
- CARE III with general ledger documentation of report
- Detailed General Ledger with both revenue and expenditure accounts for all the Programs for the Review Period
- List of names and offices for each member of the Board of Trustees
- Organizational Chart
- Board minutes with a minimum of:
 - Review of detailed Quarterly Financial statements of the previous 12 months.
 - Review and approve the annual budget and
 - Approve all executive-level salaries

- Chart of Accounts, with a legend included
- List of Cost Centers for MH Services and Administration
- 941 Payroll Tax Return – including labor distribution, payroll register and other accounting reports for the review period
- Current Inventory Report listing items purchased with funds from DSHS/HHSC grants that are still in use
- Fiscal Policies and Procedures

An additional list of requested items is to be available when the review team arrives at our facility on November 5th.

Workers Compensation Audit – We had our Workers Compensation audit on October 22nd.

Items that were reviewed are listed below:

- TEC reports for all quarters during the audit period (09/01/2017 - 09/01/2018)
- Federal 941 reports for all quarters during the audit period
- General Ledger detail
- Journal of Cash Disbursements
- General liability
- List of subcontractors and copies of their certificates of insurance for general liability coverage.

We should get the final report back from him in the coming weeks. I will provide final details at a future board meeting.

Agenda Item: Community Resources Report Committee: Program	Board Meeting Date: October 25, 2018
Background Information: None	
Supporting Documentation: Community Resources Report	
Recommended Action: For Information Only	

Community Resources Report

September 28, 2018 – October 25, 2018

Volunteer Hours:

Location	September
Conroe	216.5
Cleveland	1.0
Liberty	14.0
Huntsville	14.5
Total	246.0

COMMUNITY ACTIVITIES:

9/29/18	YMHFA – Conroe ISD Nurses	Conroe
10/1/18	Montgomery County Homeless Coalition Board Meeting	Conroe
10/1/18	PTSD 101 Course with The Vet Center	Conroe
10/2/18	Conroe ISD Mentor Luncheon	Conroe
10/2/18	Flag Raising at Texas Flag Park	Conroe
10/3/18	Conroe Noon Lions Club Luncheon	Conroe
10/3/18	Liberty County Veterans Services Office Meeting	Cleveland
10/4/18	Cleveland Chamber of Commerce Luncheon	Cleveland
10/5/18	Dispute Resolution Center Board Meeting	Conroe
10/5/18	Lake Conroe Area Republican Women's Luncheon	Montgomery
10/6/18	National Night Out Community Safety Expo	The Woodlands
10/8/18	Huntsville ISD School Health Advisory Council	Huntsville
10/8/18	Monthly Mentor Training – Veteran Resources Topic	Conroe
10/9/18	Healthy U Lone Star Tomball – Outreach Table	Tomball
10/9/18	Healthy U Event Lone Star College – Adult Treatment Program and Substance Use	The Woodlands
10/9/18	Conroe ISD Mentor Luncheon	Conroe
10/9/18	Veterans Treatment Court Team Meeting	Conroe
10/9/18	Bringing Everyone Into The Zone (BEITZ) Veteran Group Montgomery County Jail	Conroe
10/9/18	Caregiver Stress Management Class (With Texans Recovering)	Conroe
10/9/18	Child Fatality Review Team	Conroe
10/9/18	Network of Victim Assistance Programs (NOVA) Meeting	Conroe
10/10/18	Conroe Noon Lions Club Luncheon	Conroe
10/10/18	Liberty County Community Resource Coordination Group	Liberty
10/10/18	Family and Community Coalition of Montgomery County	Grangerland
10/10/18	Gulf Coast Veterans Coordinating Council Meeting	Houston
10/10/18	Veterans Treatment Court	Conroe
10/10/18	Conroe Noon Lions Board Meeting	Conroe
10/11/18	Walker County Chamber of Commerce Small Business Meeting	Huntsville
10/11/18	Cleveland Chamber of Commerce Luncheon	Cleveland

10/12/18	Hispanic Night for Parents – Ford Elementary	Conroe
10/12/18	The Woodlands Integrative Hospital Open House	The Woodlands
10/15/18	Project AVERT – Assisting Victims Escape & Resist Trafficking	Conroe
10/15/18	Conroe ISD Jumpstart	Conroe
10/15/18	Liberty County Community Resource Coordination Group	Liberty
10/16/18	North Houston Area Networking Partnership Meeting	The Woodlands
10/16/18	Montgomery County Community Planning Meeting	Conroe
10/16/18	Montgomery County Community Resource Coordination Group	Conroe
10/16/18	Conroe ISD Mentor Luncheon	Conroe
10/16/18	Bring Everyone Into the Zone (BEITZ) Veteran Group Montgomery County Jail	Conroe
10/17/18	Conroe Noon Lions Club Luncheon	Conroe
10/17/18	Multidisciplinary Behavioral Health Team Quarterly Meeting at Huntsville Memorial Hospital	Huntsville
10/17/18	Splendora ISD Meeting	Splendora
10/17/18	Liberty/Dayton Chamber of Commerce Luncheon	Liberty
10/18/18	Homeless Coalition Meeting	Conroe
10/18/18	Volunteers of America Meeting	Conroe
10/18/18	Homeless Coalition Community Meeting	Conroe
10/19/18	Dispute Resolution Center Awards Ceremony with Judge Hamilton	Conroe
10/22-23/18	Judicial Summit Meeting	Houston
10/22/18	Military Veteran Peer Network (MVPN) Basic Training	Conroe
10/22/18	YMHFA New Caney ISD	New Caney
10/23/18	Conroe ISD Mentor Luncheon	Conroe
10/24/18	TCOLE 4067 Trauma Affected Veterans with MCSO	Conroe
10/25/18	Magnolia Chamber of Commerce Luncheon	Magnolia
10/25/18	Cleveland Museum Board Meeting	Cleveland

UPCOMING ACTIVITIES:

10/26/18	Walker County Juvenile Probation Staffing	Huntsville
10/26/18	United Way Executives Meeting	Houston
10/27/18	Tri-County's Consumer Foundation – Family Fun Night	Panorama Village
10/29/18	Walker County Criminal Justice Community Plan Focus Group	Huntsville
10/30/18	Conroe ISD Mentor Luncheon	Conroe
10/31/18	Conroe Noon Lions Luncheon	Conroe
11/1/18	Lake Conroe Area Republican Women's Luncheon	Walden
11/1/18	Cleveland Chamber of Commerce Luncheon	Cleveland
11/2/18	Dayton High School CISM Support	Dayton
11/3/18	Out of the Darkness Walk	The Woodlands
11/5/18	Montgomery County Homeless Coalition Board Meeting	Conroe
11/6/18	Montgomery County Hospital District – CISM Presentation	Conroe
11/6/18	Lake Conroe Area Republican Women's Luncheon	Walden
11/6/18	Conroe ISD Mentor Luncheon	Conroe
11/7/18	Conroe Noon Lions Luncheon	Conroe

11/8/18	Walker County Chamber of Commerce Small Business Meeting	Huntsville
11/13/18	Healthy U Event Lone Star College – Adult Treatment Program and Substance Use	Tomball
11/14/18	Family and Community Coalition of Montgomery County Presentation	The Woodlands
11/14/18	Conroe Noon Lions Club Luncheon	Conroe
11/14/18	Liberty County Community Resource Coordination Group	Liberty
11/19/18	Conroe ISD Police Department YMHFA	Conroe
11/20/18	North Houston Area Networking Partnership Meeting	The Woodlands
11/20/18	Montgomery County Community Resource Coordination Group	Conroe
11/21/18	Liberty/Dayton Chamber of Commerce Luncheon	Liberty
11/21/18	Conroe Noon Lions Club Luncheon	Conroe
11/26/18	Dispute Resolution Center Board Meeting	Conroe
11/28/18	Moms in Faith Presentation	The Woodlands

Agenda Item: Consumer Services Report for September 2018 Committee: Program	Board Meeting Date: October 25, 2018
Background Information: None	
Supporting Documentation: Consumer Services Report for September 2018	
Recommended Action: For Information Only	

Consumer Services Report

September 2018

Consumer Services	Montgomery County	Cleveland	Liberty	Walker County	Total
Crisis Services, MH Adults/Children					
Persons Screened, Intakes, Other Crisis Services	577	36	27	64	704
Crisis and Transitional Services (LOC 0, LOC 5)	30	1	0	0	31
Psychiatric Emergency Treatment Center (PETC) Served	73	5	1	7	86
Psychiatric Emergency Treatment Center (PETC) Bed Days	320	29	6	19	374
Contract Hospital Admissions	2	0	0	1	3
Diversion Admits	32	0	0	3	35
Total State Hospital Admissions	0	0	0	0	0
Routine Services, MH Adults/Children					
Adult Service Packages (LOC 1m,1s,2,3,4)	1252	126	126	85	1589
Adult Medication Services	825	78	79	96	1078
Child Service Packages (LOC 1-4 and YC)	560	50	23	74	707
Child Medication Services	246	17	14	18	295
TCOOMMI (Adult Only)	118	13	22	5	158
Adult Jail Diversions	5	0	0	0	5
Persons Served by Program, IDD					
Number of New Enrollments for IDD Services	0	0	1	0	1
Service Coordination	657	34	50	70	811
Persons Enrolled in Programs, IDD					
Center Waiver Services (HCS, Supervised Living)	21	5	12	22	60
Substance Abuse Services					
Children and Youth Prevention Services	70	58	0	12	140
Youth Substance Abuse Treatment Services/COPSD	8	0	0	0	8
Adult Substance Abuse Treatment Services/COPSD	38	0	0	0	38
Waiting/Interest Lists as of Month End					
Adult Mental Health Services	135	5	0	0	140
Home and Community Based Services Interest List	1646	127	148	190	2111
September Served by County					
Adult Mental Health Services	1647	147	122	194	2110
Child Mental Health Services	714	59	30	81	884
Intellectual and Developmental Disabilities Services	661	44	56	73	834
Total Served by County	3022	250	208	348	3828
August Served by County					
Adult Mental Health Services	1848	199	137	200	2384
Child Mental Health Services	675	54	29	75	833
Intellectual and Developmental Disabilities Services	683	44	57	71	855
Total Served by County	3206	297	223	346	4072
July Served by County					
Adult Mental Health Services	1646	179	133	168	2126
Child Mental Health Services	622	59	20	63	764
Intellectual and Developmental Disabilities Services	660	42	55	73	830
Total Served by County	2928	280	208	304	3720

Agenda Item: Program Updates Committee: Program	Board Meeting Date: October 25, 2018
Background Information: None	
Supporting Documentation: Program Updates	
Recommended Action: For Information Only	

Program Updates

September 28, 2018 – October 25, 2018

Crisis Services

1. The Extended Observation Unit was opened on October 1st and admitted the first patient within a few hours of opening. It is good to have this resource available again for persons in mental health crises.
2. All of the new bachelor's level staff for the Psychiatric Emergency Treatment Center have completed orientation, on the job training and have begun working independently in their new roles.
3. We continue to have more uninsured persons in the hospital per day than budgeted. In the month of September, we averaged 12 persons each day without insurance and only have funding for eight persons a day. However, typically the hospitalization census will begin to drop during the fall and we hope to get our average down in the coming months. Of concern, six of the 37 hospitalizations, a total of 77 beddays, were for uninsured Children and Youth, which represents just over 2.5 times our budgeted expenditure.
4. Staff look forward to the arrival of the new Crisis Program Director on November 5th. She is expected to complete orientation and be at the Psychiatric Emergency Treatment Center by Thanksgiving.

MH Adult Services

1. We are comparing the cost of labs between CPL and Quest to see which can offer us the best rates, as rates have continued to increase.
2. We continue to look for a prescriber to do face to face assessments in the rural clinics. In the meantime they are being covered by televideo.
3. We have been able to hire for many of the vacant Adult Outpatient Program positions in the last few weeks. We have fully staffed in-house case management program, which will allow for the greater provision of quality services.
4. The Adult Outpatient Program has completed the hiring process for two additional staff who will be responsible for providing treatment to individuals identified as having chronic and acute needs, but due to limited availability of resources, have been unable to participate in a more intensive level of care. Under this program, individuals will engage in psychosocial rehabilitative treatment that will promote the development of skills necessary to assist in the attainment of recovery goals while waiting to transition into higher levels of treatment, as well as support from a higher level of care to lower treatment levels.
5. The Routine Assessment and Counseling program is fully staffed, having hired a licensed staff that will be responsible for providing intake assessments and diagnostic evaluations. The counseling program continues to remain full with individuals engaged in both Cognitive Behavioral Therapy and Cognitive Processing Therapy to address symptoms related to trauma.

MH Child Services

1. Our two new school-based clinics in Conroe ISD are doing well as indicated by large number of new students being referred and statements from ISD crisis workers that they do not receive crisis calls from these two high-need schools since we began providing services there.
2. Schools and school districts are overwhelming us with increased requests for presentations and other collaborations this year. It is great to have the interest, but the number of requests are challenging to manage simultaneously.
3. We have many Child and Youth skills trainer positions open currently. We continue to focus on recruitment due to regular turnover and growth as the demands for our services continue to be high.

Criminal Justice Services

1. The Criminal Justice Services Administrator presented Tri-County's Criminal Justice programs to the Montgomery County Defense Bar in September. The goal of the presentation was to provide information on how Tri-County programming can aid their defendants while in the court process, and also to increase referrals for Jail Diversion and Outpatient Competency Restoration. During this meeting, the Assistant District Attorney was also presented with information on TCOOMMI specialized caseloads.
2. Outpatient Competency Restoration program has successfully admitted two individuals into the program for Fiscal Year 19.

Substance Abuse Services

1. Both Adult and Youth Substance Use Disorder Treatment Programs implemented a new admission process which lends itself to a higher degree of efficiency while also minimizing barriers for individuals seeking treatment.
2. In Youth Treatment, an additional group has been added each week bringing the total client groups facilitated per week from one to two. This will increase revenue and potential engagement for both parents as well as youth.
3. Our Prevention Team is working hard to keep up with the increased number of requests for prevention presentations in our schools this year.
4. Our Prevention Team, who has developed many quality community relationships, are active in multiple groups and coalitions across all three counties.
5. Prevention skills groups are currently going strong in multiple schools in all three counties as we are fully staffed this school year.

IDD Services

1. HHSC is conducted training on "Employment First" Friday, September 28th at our Conroe location. We had approximately 52 individuals present. Large number of TCBHC employees attended the training.
2. Liberty Life Skills held their 10th annual BBQ on October 11th. Our consumers and staff look forward to this each year.

3. Huntsville Provider Services continues search for employees to fill vacant positions. Two part time positions are presenting more of a challenge than anticipated even though we have the college in that community.
4. An ad-hoc team within TCBHC met to compile and submit a consolidated response to HHSC on the GAP's within IDD services.
5. Authority staff are meeting and preparing for implementation of HHSC Autism contract with a projected start date of November 1st.

Support Services

1. Quality Management:

- a. The Quality Management Department participated in the Health and Human Services Commission (HHSC) Comprehensive Quality Management audit which took place October 16 – 19, 2018. Preparation included, but was not limited to, 29 full chart audits, preparing requested on site documents such as personnel files and evidence of all service oversight activities and arranging staff interviews with the HHSC review team.
- b. Staff conducted 19 Telemedicine Surveys during this timeframe. Most responses were positive but a couple respondents mentioned preferring face to face over electronic appointments.
- c. Staff prepared and submitted 10 full charts to United Behavioral Healthcare, dating 6 months back, for their follow up audit.

2. Utilization Management:

- a. Staff updated and sent out Appeals and Discharge procedures and are currently in the process of providing training and support to agency staff to ensure understanding and compliance.
- b. Discharges continue to be reviewed monthly by the Utilization Management Department and concerns are discussed with the staff/supervisor involved as well as reviewed regularly with our Quality/Utilization Management Committee.

3. Training:

- a. The Clinical Trainer attended the Human Resource Development Consortia meeting in October.
- b. The Clinical Trainer continues to provide documentation training to new hires at their 90 day mark.

4. Veteran Services:

- a. Staff have arranged for Peer mentors to provide a weekly Bringing Everyone into the Zone (BEITZ) group at the Montgomery County Jail Veteran Pod.
- b. The Veteran Services Liaison was one of 13 Veterans selected to participate in the Changing of the Flags at the Historical Flag Park located next to the Montgomery County Library.

Community Activities

1. The Hurricane Harvey Program will end on October 31, 2018. Eight of the nine employees applied for positions at the center and were hired.
2. Staff have become very involved in the Human Trafficking initiative here in Montgomery County. The Strategic Development Director has been asked by the Montgomery County District Attorney's office to be a member of Project AVERT; which helps individuals who have been trafficked and arrested for prostitution, to be diverted from jail to treatment.




Agenda Item: Medicaid 1115 Transformation Waiver Project Status Report Committee: Program	Board Meeting Date October 25, 2018
<p>The Online Reporting System was opened to 1115 providers on October 1, 2018 to begin reporting. Final templates will be submitted to HHSC by October 31, 2018.</p> <p>In addition to a "Provider Summary Report" which will give an overview of our DSRIP program's current progress, October reporting will require completion of Categories A-D.</p> <p>Category A: Requires a report to be eligible for payment under Categories B-D. This report will cover our Core Activities, Alternate Payment Models, Costs & Savings, and Collaborative Activities.</p> <p>Category B: In October DY7, we will report achievement of 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 7 (10/1/17-9/30/18). Funding will also be tied to maintaining a 94.6% rate of Medicaid, low income and/or uninsured clients.</p> <p>Category C: A separate template to be uploaded to the online system will contain the baselines associated with each of our six measures. Success at achieving each measure will no longer be based on numbers or volume, but showing improvement in line with national benchmarks and overall population health.</p> <p>Category D: This includes a reporting on the Statewide Reporting Measure Bundles covering Crisis Response; Crisis Follow-up; Community Tenure (Adult and Child/Youth); Reduction in Juvenile Justice Involvement; and Adult Jail Diversion. In addition to using FY17 data provided by HHSC, we will report on current initiatives that are impacting the rates.</p>	
Supporting Documentation: Medicaid 1115 Transformation Waiver Project Status Report	
Recommended Action: For Information Only	







Tri-County Behavioral Healthcare
Medicaid 1115 Transformation Waiver

DY7 - 10/1/2017 - 09/30/2018

Status Update: October 2018 - Round 2

Source: Internal Reporting / HHSC Reports

-  On Target to Meet DY7 Outcomes
-  Not Started / To be completed in DY 6
-  Pending HHSC Approval




Category A				Progress Towards Goals	Status	DY 7 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.		\$850,787 paid in July 2018
Alternative Payment Models				No APMs/VBP arrangements with a Medicaid payer were made in DY7		
Costs & Savings	Selected for Costs & Savings Analysis			Status update on progress of completing the C & S analysis.		
Collaborative Activities				Report on up to 3 Learning Collaborative meetings attended.		
Category B				Progress Towards Goals	Status	DY 7 Valuation
Performing Provider Population DY7		MLIU				\$739,089 / \$425,393.79
# of unique persons who received a face-to-face or virtual service within our defined system		% of unique persons in the system who insurance coverage is Medicaid, Low Income(< 200% FPL), and uninsured		Data to be entered in online reporting system		
Category D				Progress Towards Goals	Status	DY 7 Valuation
Effective Crisis Response	% of individuals receiving crisis services who avoid inpatient admission after a crisis.					\$1,108,633 / \$638,090.39
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

DY7 - 10/1/2017 - 09/30/2018

Status Update: October 2018 - Round 2

Source: Internal Reporting / HHSC Reports

-  On Target to Meet DY7 Outcomes
-  Not Started / To be completed in DY 6
-  Pending HHSC Approval

Category C		MLIU	Progress Towards Goals	Status	DY 7 Valuation
M1-103	Controlling High Blood Pressure	44.85%	Baseline Established		\$4,064,988 / \$2,339,664.97
M1-105	Tobacco Cessation Assessment/Intervention	38.06%	Baseline Established		
M1-115	Diabetes Care: HbA1c >9%	74.81%	Baseline Established -Need to lower this number		
M1-147	BMI/Intervention	0%	Baseline to be established as no data was available in CY17		
M1-207	Diabetes Care: HBP <140/90	55.64%	Baseline Established		
M1-261	Substance Use Assessment	99.35%	Baseline Established		

Agenda Item: From the Heart 2018 Campaign Update Committee: Program	Board Meeting Date: October 25, 2018
Background Information: Tri-County's From the Heart Campaign is an annual fundraising event designed to fulfill the need of any Tri-County consumer and their immediate family members who will need assistance in providing Christmas to their family. The campaign runs from October 15 th – December 15 th ; and is completely funded from cash donations, family "adoptions" through area businesses and individuals; and other "new" donations such as toys and clothes. Last year, the program had one of the lowest donation and "adoption" years in our history. We received just over \$10,000 in cash and had only 182 individuals adopted. This was a 35% decrease in the number of consumers adopted; leaving 756 individuals who were not adopted. These individuals were provided for from the cash donations along with other additional items that were donated to the program.	
Supporting Documentation: From the Heart Guidelines/Instructions	
Recommended Action: For Information Purposes Only	



- To receive assistance from Tri-County's From the Heart program, the individual or an immediate family member must be active and admitted to one of Tri-County's programs.
 - Exceptions: Consumers that are inpatient at the Psychiatric Emergency Treatment during the week of Christmas are offered anything we have left. We typically don't include these folks (unless they are already opened to a Tri-County caseworker) as they will most likely be discharged at the time of delivery.
- The Consumer Information Sheets were sent to Tri-County staff on September 24th, 2018. We expect over 300-400 forms by November 1st with over 1,000 individuals needing our assistance.
- Staff will deliver the forms to Anadarko on October 26th and our liaison at Anadarko will organize them for "Anadarko Family Adoption Day." The "Anadarko Family Adoption Day" is when Anadarko's various departments come together and identify which of our consumers they want to adopt. The departments then split out the family members between their groups and start shopping. Anadarko has always been very generous and typically purchase every item on the consumers list and sometimes more.

We are unsure of the exact number of families Anadarko will adopt this year but they typically request 50-60 families.

- Last year Anadarko adopted a total of 59 families; Tri-County staff adopted 14, and local community businesses/individuals adopted 35 families. We are hopeful that we can exceed the number of adoptions this year.
- Staff are working with EXXON who would like to do a "most needed items" drive with their employees. They are considering one of the following groups: hygiene products, linens or bedding, or teen gifts.
- Some of our biggest corporate and private donors and sponsors have been:
 - Anadarko
 - Good Shepherd Church
 - Service Master
 - Stibbs & Co.
 - Waste Connections – who donate 20-30 bicycles each year.
 - Tri-County Behavioral Healthcare Board Members, Board Attorneys & Staff

<p>Agenda Item: Cast Election Ballot for Texas Council Risk Management Fund Board of Trustees</p> <p>Committee: Executive</p>	<p>Board Meeting Date</p> <p>October 25, 2018</p>
<p>Background Information:</p> <p>The election process to fill the positions of the Board of Trustees in Places 7, 8 and 9 will be completed during the Texas Council Risk Management Fund Board Meeting on November 9th. Election ballots are due by Friday, October 26th.</p> <p>Only one (1) candidate can be selected for each of the three (3) places:</p> <ul style="list-style-type: none"> • Mr. Hartley Sappington (Incumbent) • Mr. LaDoyce Lambert (Incumbent) • Ms. Rita Johnston (Incumbent) 	
<p>Supporting Documentation:</p> <p>Memorandum from the Texas Council Risk Management Fund Nominating Committee</p> <p>Election Ballot</p>	
<p>Recommended Action:</p> <p>Cast Election Ballot for the Texas Council Risk Management Fund Board of Trustees to Fill Places 7, 8 and 9</p>	



September 27, 2018

MEMORANDUM

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

From: Nominating Committee

Subject: **Board of Trustees Election Ballot
Places 7, 8, and 9**

The election process for Places 7, 8, and 9 will be completed at the November 9, 2018 Annual Meeting of the Texas Council Risk Management Fund. Attached is the ballot indicating the eligible candidates for this election.

There are three expiring terms and the Nominating Committee has prepared a ballot based on incumbent Board members. The nominees are as follows: Mr. Hartley Sappington (Place 7), Mr. LaDoyce Lambert (Place 8), and Ms. Rita Johnston (Place 9).

Please return the election ballot by email, mail or fax so that it is received in the Fund's office **no later than Friday, October 26, 2018**. You may also vote in person at the Annual Member Meeting on November 9, 2018.

If you have any questions, please call Alicia Smith at the Fund, either 1-800-580-6467 x12432 or direct 512-427-2432; or email: alicia.smith@yorkrsg.com

cc: TCRMF Board of Trustees
Advisory Committee
Pam Beach



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

At the November 9, 2018 Annual Meeting of the Texas Council Risk Management Fund, elections will be held to fill the positions of Trustees in Places 7, 8, and 9 which are expiring. Each center may cast its ballot by email, mail or fax. Votes may also be cast in person at the Annual Meeting to be held on November 9, 2018 at 8:00 a.m. at the Sheraton Austin Hotel at the Capitol in Austin, Texas.

Please vote for one candidate for each of the three places.

Place 7	[]	Mr. Hartley Sappington
Place 8	[]	Mr. LaDoyce Lambert
Place 9	[]	Ms. Rita Johnston

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 Behavioral Healthcare

Name of Community Center

Signature of Authorized Representative

Date

**PLEASE COMPLETE AND EMAIL, MAIL OR FAX THIS BALLOT
NO LATER THAN October 26, 2018 TO:**

TEXAS COUNCIL RISK MANAGEMENT FUND
P.O. Box 26655, Austin, Texas 78755-0655
NEW Fax Number (614) 956-2636 Attention: Alicia Smith
Email: alicia.smith@yorkrsg.com

Agenda Item: Board of Trustees Reappointment and Oath of Office Committee: Executive	Board Meeting Date October 25, 2018
Background Information: Listed below is the Board member who was reappointed by the Commissioner's Court of their respective county for an additional two-year term expiring August 31, 2020. Reappointment: <ul style="list-style-type: none"> • Janet Qureshi, Montgomery County Oath of Office will be recited at the Board meeting.	
Supporting Documentation: Oath of Office Recitation Montgomery County Trustee – Copy of Minutes from Montgomery County Commissioner's Court Meeting	
Recommended Action: Recite Oath of Office	

#2 8A
AUG 14 2018

COMMISSIONERS COURT DOCKET
July 24, 2018
REGULAR SESSION

THE STATE OF TEXAS

COUNTY OF MONTGOMERY

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

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

ABSENT:

Commissioner, Precinct 4	Jim Clark
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INVOCATION GIVEN BY Tim Holifield

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

THE PLEDGE OF ALLEGIANCE TO THE TEXAS STATE FLAG RECITED.

1. COMMISSIONERS COURT AGENDA APPROVED.

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

2. PROCLAMATION APPROVED – NATIONAL HEALTH CENTER WEEK

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

AGENDA ITEM 7B – MONTGOMERY COUNTY EMPLOYEES COMMITTEE

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

3. MINUTES APPROVED – COUNTY CLERK

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

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

AGENDA ITEM 902 AND 903 WERE DEFERRED.

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

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

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

COUNTY JUDGE – AGENDA ITEMS 9J1-2

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

SHERIFF – AGENDA ITEM 9K1

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

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

L1. PRECINCT 1

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

L2. PRECINCT 2

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

L3. PRECINCT 3

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

OATH OF OFFICE

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

<p>Agenda Item: Consider Dates of Scheduled Board Meetings for Next Year</p> <p>Committee: Executive</p>	<p>Board Meeting Date:</p> <p>October 25, 2018</p>
<p>Background Information:</p> <p>Board meetings for 2019 are currently scheduled as follows:</p> <ul style="list-style-type: none"> • January 31, 2019 • February 28, 2019 • March 28, 2019 • April 25, 2019 • May 30, 2019 • July 25, 2019 • August 29, 2019 • September 26, 2019 • October 24, 2019 • November 21, 2019 	
<p>Supporting Documentation:</p> <p>None</p>	
<p>Recommended Action:</p> <p>For Information Only</p>	

Agenda Item: Personnel Report for September 2018 Committee: Executive	Board Meeting Date: October 25, 2018
Background Information: None	
Supporting Documentation: Personnel Report September 2018	
Recommended Action: For Information Only	

Personnel Report September 2018

Total Applications received in September = 353

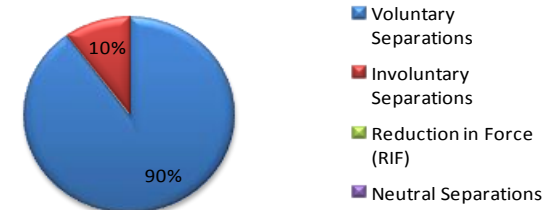
Total New Hires for the month of September = 15

Total New Hires Year to Date = 15

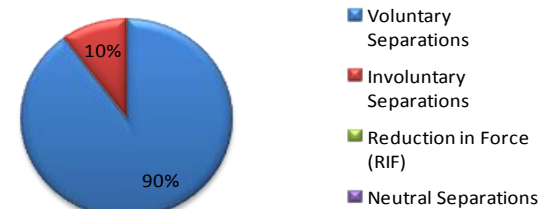
September Turnover - FY19 compared to FY18	FY19	FY18
Number of Active Employees	346	344
Number of Monthly Separations	10	4
Number of Separations YTD	10	4
Year to Date Turnover Rate	3%	1%
September Turnover Rate	3%	1%

Separations by Reason	September Separations	FY18 YTD
Retired	0	0
Involuntarily Terminated	1	1
Neutral Termination	0	0
Dissatisfied	0	0
Lack of Support from Administration	0	0
Micro-managing supervisor	0	0
Lack of growth opportunities/recognition	0	0
Difficulty learning new job	0	0
Co-workers	0	0
Work Related Stress/Environment	0	0
RIF	0	0
Deceased	0	0
Pay	0	0
Health	0	0
Family	1	1
Relocation	0	0
School	2	2
Personal	1	1
Unknown	1	1
New Job	4	4
Total Separations	10	10

September Voluntary, Involuntary, RIF and Neutral Separations



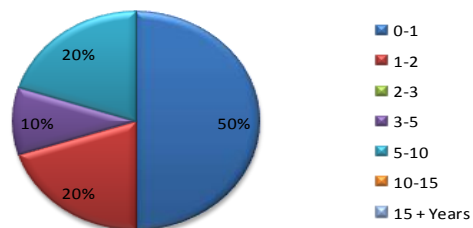
Year to Date Voluntary, Involuntary, RIF and Neutral Separations



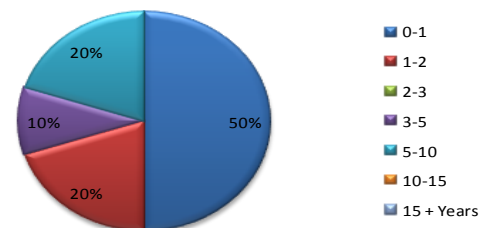
Management Team	# of Employees	Monthly Separations	Year to Date Separations	% September	% YTD
Evan Roberson	21	2	2	10%	10%
Millie McDuffey	36	0	0	0%	0%
Amy Foerster	5	0	0	0%	0%
Tanya Bryant	11	0	0	0%	0%
MH Adult	85	3	3	4%	4%
MH Child & Youth	56	4	4	7%	7%
Catherine Prestigiovanni	7	0	0	0%	0%
PETC	53	1	1	2%	2%
Kelly Shropshire	34	0	0	0%	0%
Kathy Foster	29	0	0	0%	0%
Kenneth Barfield	9	0	0	0%	0%
Total	346	10	10		

Separation by EEO Category	# of Employees	Monthly Separations	Year to Date	% September	% Year to Date
Supervisors & Managers	22	3	3	14%	14%
Medical (MD,DO, LVN, RN, APN, PA, Psychologist)	46	2	2	4%	4%
Professionals (QMHP)	101	4	4	4%	4%
Professionals (QIDP)	29	0	0	0%	0%
Licensed Staff (LCDC, LPC...)	18	1	1	6%	6%
Business Services (Accounting)	14	0	0	0%	0%
Central Administration (HR, IT, Executive Director)	23	0	0	0%	0%
Program Support(Financial Counselors, QA, Training, Med. Records)	47	0	0	0%	0%
Nurse Technicians/Aides	14	0	0	0%	0%
Service/Maintenance	9	0	0	0%	0%
Direct Care (HCS, Respite, Life Skills)	23	0	0	0%	0%
Total	346	10	10		

September Separations by Tenure

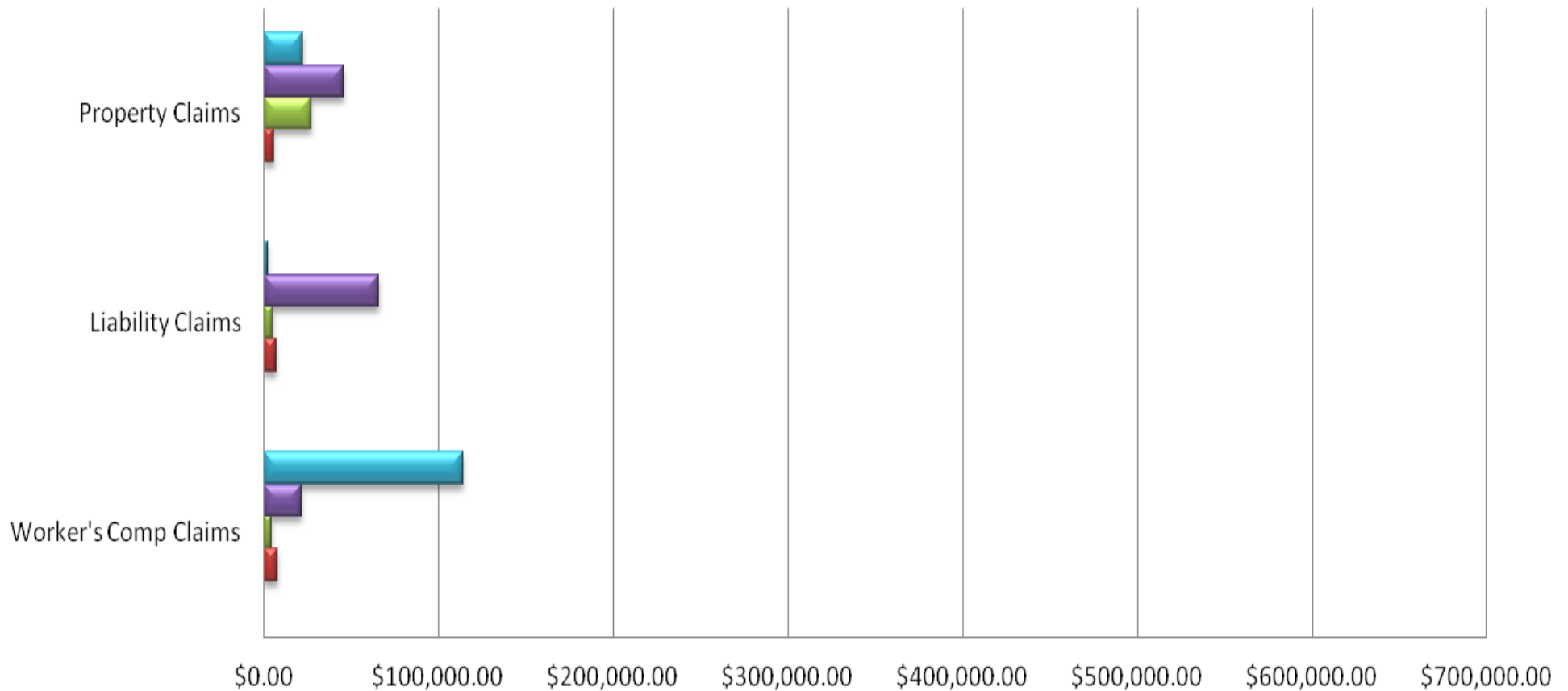


Year to Date Separations by Tenure



Agenda Item: Texas Council Risk Management Fund Claims Summary as of September 2018 Committee: Executive	Board Meeting Date: October 25, 2018
Background Information: None	
Supporting Documentation: Texas Council Risk Management Fund Claims Summary as of September 2018	
Recommended Action: For Information Only	

TCRMF Claims Summary September 2018



	Worker's Comp Claims	Liability Claims	Property Claims
2015	\$113,917.00	\$2,556.00	\$22,505.00
2016	\$21,902.00	\$65,795.00	\$46,114.00
2017	\$4,517.00	\$4,893.00	\$27,455.00
2018	\$8,191.00	\$7,393.00	\$6,126.00
2019	\$0.00	\$0.00	\$0.00

Agenda Item: Approve September 2018 Financial Statements Committee: Business	Board Meeting Date October 25, 2018
Background Information: None	
Supporting Documentation: September 2018 Financial Statements	
Recommended Action: Approve September 2018 Financial Statements	

September 2018 Financial Summary

Revenues for September 2018 were \$2,566,490 and operating expenses were \$2,400,685; resulting in a gain in operation of \$165,805. Capital Expenditures and Extraordinary Expenses for September were \$119,898; resulting in a gain of \$45,908. Total revenues were 97.76% of the monthly budgeted revenues and total expenses were 96.17% 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
Rehab – Title XIX	134,233	180,246	74.47%	46,013

Rehab – Title XIX – The projected budget for this line has not been met due to numerous vacancies in both the adult and children's programs. We've made progress in filling vacancies in the adult program, but the children's department is taking longer than expected. We may continue to see a variance in this line for the next few months as the employees settle in these positions.

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
No items to report				

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

	TOTALS COMBINED FUNDS September 2018	Preliminary TOTALS COMBINED FUNDS August 2018	Increase (Decrease)
ASSETS			
CURRENT ASSETS			
Imprest Cash Funds	3,710	3,710	-
Cash on Deposit-General Fund	6,757,885	7,263,759	(505,874)
Cash on Deposit-Debt Fund			-
Accounts Receivable	2,254,942	2,260,091	(5,149)
Inventory	4,262	4,262	-
TOTAL CURRENT ASSETS	<u>9,020,798</u>	<u>9,531,821</u>	<u>(511,023)</u>
FIXED ASSETS	20,227,904	20,760,463	(532,559)
OTHER ASSETS	134,677	129,774	4,904
TOTAL ASSETS	<u><u>\$ 29,383,381</u></u>	<u><u>\$ 30,422,059</u></u>	<u><u>\$ (1,038,677)</u></u>
LIABILITIES, DEFERRED REVENUE, FUND BALANCES			
CURRENT LIABILITIES	1,242,673	1,040,473	202,200
NOTES PAYABLE	642,552	642,552	-
DEFERRED REVENUE	(1,452,970)	(715,670)	(737,299)
LONG-TERM LIABILITIES FOR			
Line of Credit - Tradition Bank	-	-	-
Note Payable Prosperity Bank	-	-	-
First Financial loan tied to CD	687,500	710,417	(22,917)
First Financial Construction Loan	12,099,075	12,136,358	(37,282)
EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR			
General Fund	373,247	350,433	22,814
FUND EQUITY			
RESTRICTED			
Net Assets Reserved for Debt Service	(12,786,575)	(12,846,774)	60,199
Reserved for Debt Retirement	-	-	-
COMMITTED			
Net Assets-Property and Equipment	20,227,904	20,760,463	(532,559)
Reserved for Vehicles & Equipment Replacement	678,112	678,112	-
Reserved for Facility Improvement & Acquisitions	2,500,000	-	2,500,000
Reserved for Board Initiatives	1,500,000	1,500,000	-
Reserved for 1115 Waiver Programs	1,016,833	516,833	500,000
ASSIGNED			
Reserved for Workers' Compensation	274,409	274,409	-
Reserved for Current Year Budgeted Reserve	6,166		6,166
Reserved for Insurance Deductibles	100,000	100,000	-
Reserved for Accrued Paid Time Off	(642,552)	(642,552)	-
UNASSIGNED			
Unrestricted and Undesignated	2,917,007	5,917,008	(3,000,001)
TOTAL LIABILITIES/FUND BALANCE	<u><u>\$ 29,383,381</u></u>	<u><u>\$ 30,422,059</u></u>	<u><u>\$ (1,038,679)</u></u>

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

	General Operating Funds	Memorandum Only Final August 2017
ASSETS		
CURRENT ASSETS		
Imprest Cash Funds	3,710	3,854
Cash on Deposit-General Fund	6,757,885	5,383,227
Cash on Deposit-Debt Fund	-	-
Accounts Receivable	2,254,942	4,136,003
Inventory	4,262	4,986
TOTAL CURRENT ASSETS	9,020,798	9,528,070
FIXED ASSETS	20,227,904	20,760,463
OTHER ASSETS	134,677	205,342
	\$ 29,383,381	\$ 30,493,875
LIABILITIES, DEFERRED REVENUE, FUND BALANCES		
CURRENT LIABILITIES	1,242,673	1,169,877
NOTES PAYABLE	642,552	642,552
DEFERRED REVENUE	(1,452,970)	(422,827)
LONG-TERM LIABILITIES FOR		
Line of Credit - Tradition Bank	-	-
Note Payable Prosperity Bank	-	-
First Financial loan tied to CD	687,500	985,417
First Financial Construction Loan	12,099,075	12,399,793
EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR		
General Fund	373,247	3,492,382
FUND EQUITY		
RESTRICTED		
Net Assets Reserved for Debt service-Restricted	(12,786,575)	(13,385,209)
Reserved for Debt Retirement	-	-
COMMITTED		
Net Assets-Property and Equipment-Committed	20,227,904	20,760,463
Reserved for Vehicles & Equipment Replacement	678,112	678,112
Reserved for Facility Improvement & Acquisitions	2,500,000	-
Reserved for Board Initiatives	1,500,000	1,500,000
Reserved for 1115 Waiver Programs	1,016,833	516,833
ASSIGNED		
Reserved for Workers' Compensation-Assigned	274,409	274,409
Reserved for Current Year Budgeted Reserve -Assigned	6,166	-
Reserved for Insurance Deductibles-Assigned	100,000	100,000
Reserved for Accrued Paid Time Off	(642,552)	(642,552)
UNASSIGNED		
Unrestricted and Undesignated	2,917,007	2,424,625
TOTAL LIABILITIES/FUND BALANCE	\$ 29,383,381	\$ 30,493,875

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

INCOME:	MONTH OF September 2018	YTD September 2018
Local Revenue Sources	132,797	132,797
Earned Income	981,603	981,603
General Revenue-Contract	1,452,091	1,452,091
TOTAL INCOME	\$ 2,566,490	\$ 2,566,490
EXPENSES:		
Salaries	1,439,501	1,439,501
Employee Benefits	274,003	274,003
Medication Expense	47,192	47,192
Travel-Board/Staff	35,591	35,591
Building Rent/Maintenance	15,138	15,138
Consultants/Contracts	377,106	377,106
Other Operating Expenses	212,154	212,154
TOTAL EXPENSES	\$ 2,400,685	\$ 2,400,685
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 165,805	\$ 165,805
CAPITAL EXPENDITURES		
Capital Outlay-FF&E, Automobiles, Building	25,939	25,939
Capital Outlay-Debt Service	93,959	93,959
TOTAL CAPITAL EXPENDITURES	\$ 119,898	\$ 119,898
GRAND TOTAL EXPENDITURES	\$ 2,520,583	\$ 2,520,583
Excess (Deficiency) of Revenues and Expenses	\$ 45,908	\$ 45,908

Debt Service and Fixed Asset Fund:

Debt Service	93,959	93,959
Excess(Deficiency) of revenues over Expenses	93,959	93,959

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

	YTD September 2018	APPROVED BUDGET	Increase (Decrease)
INCOME:			
Local Revenue Sources	132,797	99,779	33,018
Earned Income	981,603	1,077,443	(95,840)
General Revenue-Contract	1,452,091	1,448,152	3,939
TOTAL INCOME	\$ 2,566,490	\$ 2,625,374	\$ (58,884)
EXPENSES:			
Salaries	1,439,501	1,471,988	(32,487)
Employee Benefits	274,003	295,613	(21,610)
Medication Expense	47,192	56,541	(9,349)
Travel-Board/Staff	35,591	36,488	(897)
Building Rent/Maintenance	15,138	18,748	(3,610)
Consultants/Contracts	377,106	402,501	(25,395)
Other Operating Expenses	212,154	213,736	(1,582)
TOTAL EXPENSES	\$ 2,400,685	\$ 2,495,615	\$ (94,930)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 165,805	\$ 129,759	\$ 36,046
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	25,939	31,916	(5,977)
Capital Outlay-Debt Service	93,959	93,383	576
TOTAL CAPITAL EXPENDITURES	\$ 119,898	\$ 125,299	\$ (5,401)
GRAND TOTAL EXPENDITURES	\$ 2,520,583	\$ 2,620,914	\$ (100,331)
Excess (Deficiency) of Revenues and Expenses	\$ 45,908	\$ 4,460	\$ 41,448

Debt Service and Fixed Asset Fund:

Debt Service	93,959	93,383	576
Excess(Deficiency) of revenues over Expenses	93,959	93,383	576

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

INCOME:	MONTH OF September 2018	APPROVED BUDGET	Increase (Decrease)
Local Revenue Sources	132,797	99,779	33,018
Earned Income	981,603	1,077,443	(95,840)
General Revenue-Contract	1,452,091	1,448,152	3,939
TOTAL INCOME	\$ 2,566,490	\$ 2,625,374	\$ (58,884)
EXPENSES:			
Salaries	1,439,501	1,471,988	(32,487)
Employee Benefits	274,003	295,613	(21,610)
Medication Expense	47,192	56,541	(9,349)
Travel-Board/Staff	35,591	36,488	(897)
Building Rent/Maintenance	15,138	18,748	(3,610)
Consultants/Contracts	377,106	402,501	(25,395)
Other Operating Expenses	212,154	213,736	(1,582)
TOTAL EXPENSES	\$ 2,400,685	\$ 2,495,615	\$ (94,930)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 165,805	\$ 129,759	\$ 36,046
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	25,939	31,916	(5,977)
Capital Outlay-Debt Service	93,959	93,383	576
TOTAL CAPITAL EXPENDITURES	\$ 119,898	\$ 125,299	\$ (5,401)
GRAND TOTAL EXPENDITURES	\$ 2,520,583	\$ 2,620,914	\$ (100,331)
Excess (Deficiency) of Revenues and Expenses	\$ 45,908	\$ 4,460	\$ 41,448

Debt Service and Fixed Asset Fund:

Debt Service	93,959	93,383	576
Excess(Deficiency) of revenues over Expenses	93,959	93,383	576

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

INCOME:	YTD September 2018	YTD September 2017	Increase (Decrease)
Local Revenue Sources	132,797	78,310	54,487
Earned Income	981,603	969,885	11,718
General Revenue-Contract	1,452,091	1,308,454	143,637
TOTAL INCOME	\$ 2,566,490	\$ 2,356,649	\$ 209,841
EXPENSES:			
Salaries	1,439,501	1,410,397	29,104
Employee Benefits	274,003	273,897	106
Medication Expense	47,192	52,856	(5,664)
Travel-Board/Staff	35,591	32,700	2,891
Building Rent/Maintenance	15,138	18,367	(3,229)
Consultants/Contracts	377,106	299,480	77,626
Other Operating Expenses	212,154	191,344	20,810
TOTAL EXPENSES	\$ 2,400,685	\$ 2,279,041	\$ 121,644
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 165,805	\$ 77,608	\$ 88,197
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	25,939	-	25,939
Capital Outlay-Debt Service	93,959	57,527	36,432
TOTAL CAPITAL EXPENDITURES	\$ 119,898	\$ 57,527	\$ 62,371
GRAND TOTAL EXPENDITURES	\$ 2,520,583	\$ 2,336,568	\$ 184,015
Excess (Deficiency) of Revenues and Expenses	\$ 45,908	\$ 20,081	\$ 25,827

Debt Service and Fixed Asset Fund:

Debt Service	93,959	57,527	36,432
Excess(Deficiency) of revenues over Expenses	93,959	57,527	36,432

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

INCOME:	MONTH OF September 2018	MONTH OF September 2017	Increase (Decrease)
Local Revenue Sources	132,797	78,310	54,487
Earned Income	981,603	969,885	11,718
General Revenue-Contract	1,452,091	1,308,454	143,637
TOTAL INCOME	\$ 2,566,490	\$ 2,356,649	\$ 209,841
Salaries	1,439,501	1,410,397	29,104
Employee Benefits	274,003	273,897	106
Medication Expense	47,192	52,856	(5,664)
Travel-Board/Staff	35,591	32,700	2,891
Building Rent/Maintenance	15,138	18,367	(3,229)
Consultants/Contracts	377,106	299,480	77,626
Other Operating Expenses	212,154	191,344	20,810
TOTAL EXPENSES	\$ 2,400,685	\$ 2,279,041	\$ 121,644
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 165,805	\$ 77,608	\$ 88,197
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	25,939	-	25,939
Capital Outlay-Debt Service	93,959	57,527	36,432
TOTAL CAPITAL EXPENDITURES	\$ 119,898	\$ 57,527	\$ 62,371
GRAND TOTAL EXPENDITURES	\$ 2,520,583	\$ 2,336,568	\$ 184,015
Excess (Deficiency) of Revenues and Expenses	\$ 45,908	\$ 20,081	\$ 25,827

Debt Service and Fixed Asset Fund:

Debt Service	93,959	57,527	36,432
Excess(Deficiency) of revenues over Expenses	93,959	57,527	36,432

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
With August Preliminary 2018 Comparative Data
For the Month Ended September 2018

		Preliminary	
	MONTH OF	MONTH OF	Increase
	September 2018	August 2018	(Decrease)
INCOME:			
Local Revenue Sources	132,797	86,740	46,057
Earned Income	981,603	1,018,989	(37,386)
General Revenue-Contract	1,452,091	1,474,339	(22,249)
TOTAL INCOME	\$ 2,566,490	\$ 2,580,068	\$ (13,578)
EXPENSES:			
Salaries	1,439,501	1,472,086	(32,585)
Employee Benefits	274,003	182,050	91,953
Medication Expense	47,192	42,436	4,756
Travel-Board/Staff	35,591	44,641	(9,050)
Building Rent/Maintenance	15,138	14,997	141
Consultants/Contracts	377,106	292,258	84,849
Other Operating Expenses	212,154	133,158	78,996
TOTAL EXPENSES	\$ 2,400,685	\$ 2,181,625	\$ 219,060
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 165,805	\$ 398,444	\$ (232,638)
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	25,939	244,845	(218,906)
Capital Outlay-Debt Service	93,959	94,006	(47)
TOTAL CAPITAL EXPENDITURES	\$ 119,898	\$ 338,851	\$ (218,953)
GRAND TOTAL EXPENDITURES	\$ 2,520,583	\$ 2,520,475	\$ 107
Excess (Deficiency) of Revenues and Expenses	\$ 45,908	\$ 59,593	\$ (13,685)

Debt Service and Fixed Asset Fund:

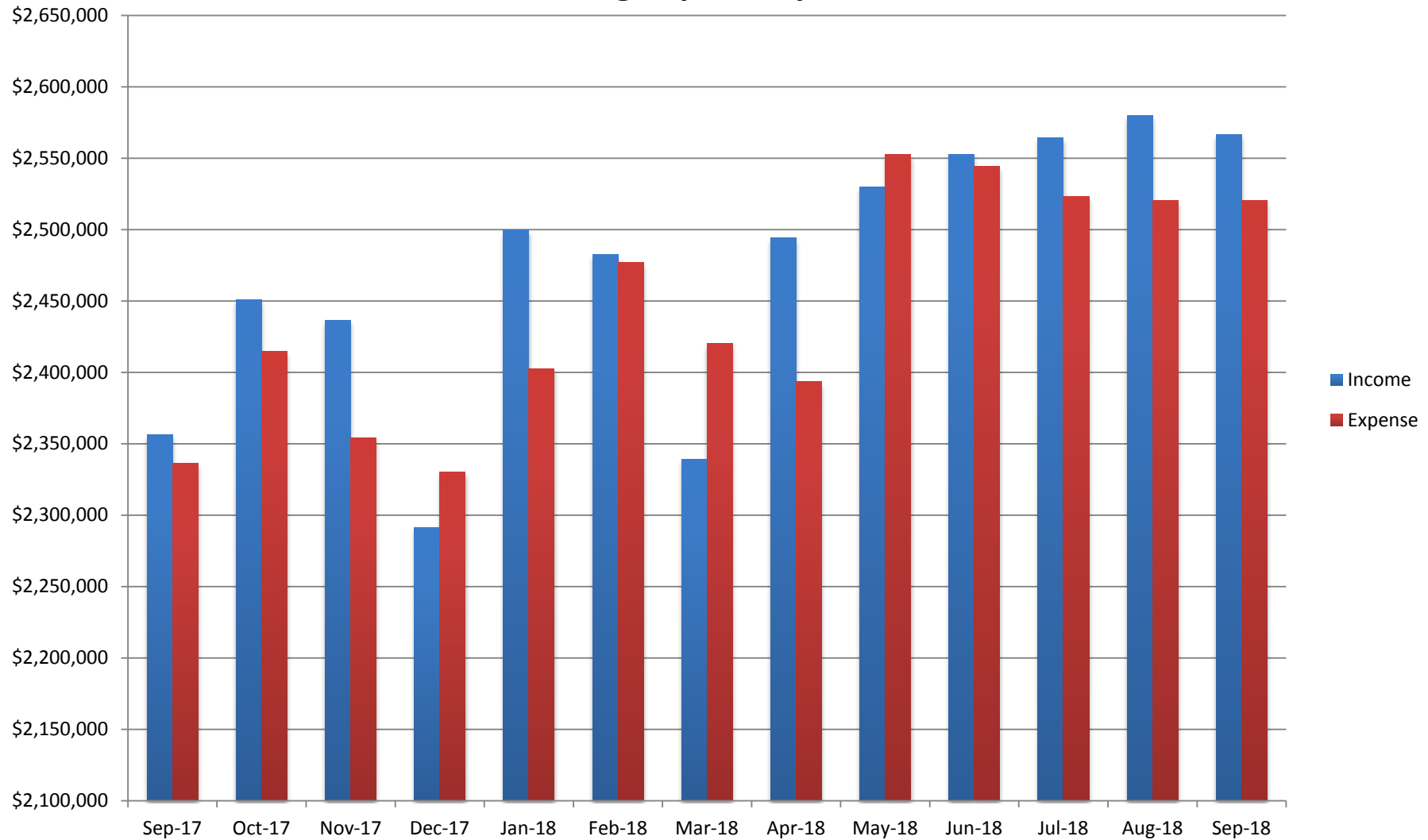
Debt Service	93,959	94,006	(47)
Excess(Deficiency) of revenues over Expenses	93,959	94,006	(47)

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

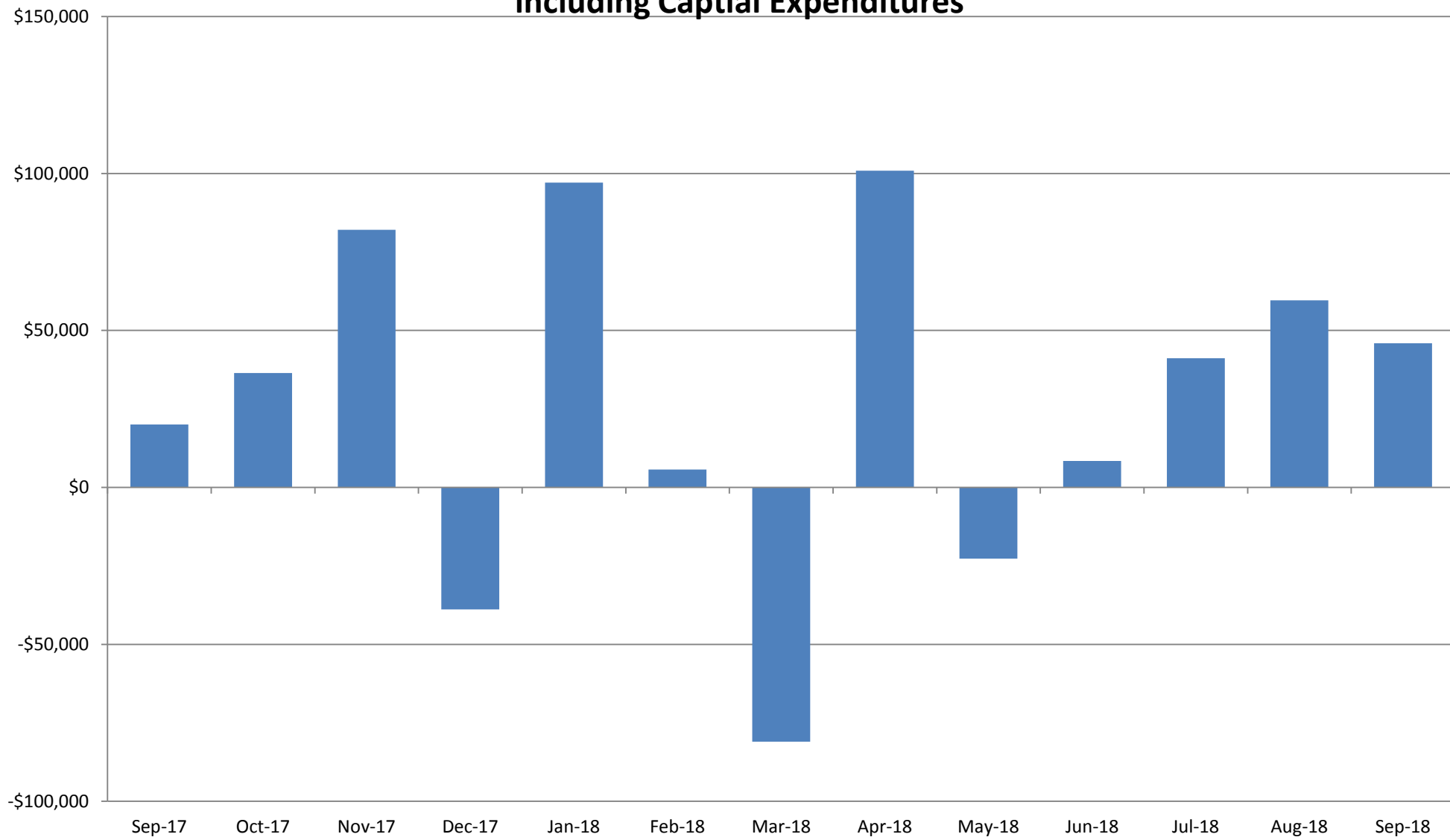
	YTD Mental Health September 2018	YTD IDD September 2018	YTD Other Services September 2018	YTD Agency Total September 2018	YTD Approved Budget September 2018	Increase (Decrease)
INCOME:						
Local Revenue Sources	127,875	(8,066)	12,988	132,797	99,779	33,018
Earned Income	354,913	317,024	309,666	981,603	1,077,442	(95,839)
General Revenue-Contract	1,221,310	159,123	71,657	1,452,091	1,448,152	3,939
TOTAL INCOME	\$ 1,704,098	\$ 468,081	\$ 394,311	\$ 2,566,491	\$ 2,625,373	\$ (58,882)
EXPENSES:						
Salaries	956,220	251,474	231,807	1,439,502	1,471,988	(32,486)
Employee Benefits	177,764	51,648	44,591	274,003	295,613	(21,610)
Medication Expense	40,315	-	6,876	47,192	56,541	(9,349)
Travel-Board/Staff	19,161	11,709	4,719	35,591	36,488	(897)
Building Rent/Maintenance	11,514	2,111	1,513	15,138	18,748	(3,610)
Consultants/Contracts	289,263	74,728	13,116	377,106	402,501	(25,395)
Other Operating Expenses	130,575	47,609	33,969	212,154	213,736	(1,582)
TOTAL EXPENSES	\$ 1,624,812	\$ 439,279	\$ 336,591	\$ 2,400,686	\$ 2,495,615	\$ (94,929)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 79,286	\$ 28,802	\$ 57,720	\$ 165,805	\$ 129,758	\$ 36,047
CAPITAL EXPENDITURES						
Capital Outlay-FF&E, Automobiles	25,945	(144)	137	25,939	31,916	(5,977)
Capital Outlay-Debt Service	63,411	16,785	13,763	93,959	93,383	576
TOTAL CAPITAL EXPENDITURES	\$ 89,356	\$ 16,641	\$ 13,900	\$ 119,898	\$ 125,299	\$ (5,401)
GRAND TOTAL EXPENDITURES	\$ 1,714,168	\$ 455,920	\$ 350,491	\$ 2,520,584	\$ 2,620,914	\$ (100,330)
Excess (Deficiency) of Revenues and Expenses	\$ (10,070)	\$ 12,161	\$ 43,820	\$ 45,908	\$ 4,460	\$ 41,448
Debt Service and Fixed Asset Fund:						
Debt Service	63,411	16,785	13,763	93,959	93,383	(29,972)
Excess(Deficiency) of revenues over Expenses	63,411	16,785	13,763	93,959	93,383	(29,972)

TRI-COUNTY BEHAVIORAL HEALTHCARE

Preliminary Income and Expense including Capital Expenditures



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



Agenda Item: Approve FY 2019 I Care ABA Therapy, LLC Contract for Autism Services	Board Meeting Date:
Committee: Business	October 25, 2018
Background Information:	
<p>Tri-County Behavioral Healthcare Autism Program (TAP) has contracted with I Care ABA Therapy, LLC to provide focused applied behavior analysis services to children ages 3 through 15 years of age who have been diagnosed with autism spectrum disorder.</p>	
<p>I Care ABA Therapy currently provides early intervention applied behavior analysis (ABA) for children with autism and intellectual disabilities ages 2 – 11, in home behavior therapy assisting parents in developing plans in the home and community outings, along with consulting services conducting assessments, functional analysis, and behavioral observations.</p>	
<p>Contracting with I Care ABA Therapy, gives the latitude to work with multiple children. Kelly Frosch, as the Program Manager and Board Certified Behavior Analyst (BCBA), will also work with children at our Tri-County Sgt Ed Holcomb facility.</p>	
<p>The I Care ABA Therapy, LLC contract for FY 2019 focused autism services is \$180,000.</p>	
Supporting Documentation:	
<p>Contract will be available for review at the Board meeting.</p>	
Recommended Action:	
Approve the FY 2019 I Care ABA Therapy, LLC Contract for Autism Services	

Agenda Item: Independence Oaks Apartments Committee: Business	Board Meeting Date: October 25, 2018
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: Decide on Next Steps to Resolve Building Issues at 233 Sgt. Ed Holcomb Blvd., South	Board Meeting Date: October 25, 2018
Committee: Business	
Background Information:	
<p>Several issues at the 233 Sgt. Ed Holcomb Blvd., South location have remained unresolved since before staff moved into the building. In January of 2018, staff provided official notice to Axiom Construction of several outstanding items which still needed to be resolved. This letter was copied to Board Chair Patti Atkins and Jackson Walker attorney Randy Farber.</p>	
<p>None of the items are life and safety issues, but most remain unresolved.</p>	
<p>The Board has requested that Evan Roberson and Mike Duncum provide a status update each month until the issues are resolved.</p>	
<p>Executive Session has been reserved for Board discussion regarding next steps if needed.</p>	
Supporting Documentation:	
<p>None</p>	
Recommended Action:	
Decide on Next Steps to Resolve Outstanding Sgt. Ed Holcomb Facility Issues	

Agenda Item: 401(a) Retirement Plan Account Review Committee: Business	Board Meeting Date: October 25, 2018
Background Information: A representative from ISC Group will present an update of the 401(a) Retirement Plan account activity and will provide a forecast for the future.	
Supporting Documentation: Information to be Distributed for Review at the Board Meeting	
Recommended Action: For Information Only	

Agenda Item: Board of Trustees Unit Financial Statement as of September 2018 Committee: Business	Board Meeting Date October 25, 2018
Background Information: None	
Supporting Documentation: September 2018 Board of Trustees Unit Financial Statement	
Recommended Action: For Information Only	

Unit Financial Statement

FY 2019

	September 2018 Actuals	September 2018 Budgeted	Variance	YTD Actual	YTD Budget	Variance	Percent	Budget
Revenues								
Allocated Revenue	\$ 2,347.00	\$ 2,347.00	\$ -	\$ 2,347.00	\$ 2,347.00	\$ -	100.00%	\$ 28,175.00
Total Revenue	\$ 2,347.00	\$ 2,347.00	\$ -	\$ 2,347.00	\$ 2,347.00	\$ -	100.00%	\$ 28,175.00
Expenses								
Insurance-Worker Compensation	\$ 7.91	\$ 16.00	\$ (8.09)	\$ 7.91	\$ 16.00	\$ (8.09)	49.44%	\$ 200.00
Legal Fees	\$ 1,500.00	\$ 1,500.00	\$ -	\$ 1,500.00	\$ 1,500.00	\$ -	100.00%	\$ 18,000.00
Supplies-Office	\$ -	\$ 14.00	\$ (14.00)	\$ -	\$ 14.00	\$ (14.00)	0.00%	\$ 175.00
Training	\$ 825.00	\$ 300.00	\$ 525.00	\$ 825.00	\$ 300.00	\$ 525.00	275.00%	\$ 3,600.00
Travel - Local	\$ -	\$ 41.00	\$ (41.00)	\$ -	\$ 41.00	\$ (41.00)	0.00%	\$ 500.00
Travel - Non-local Mileage/Air		\$ 125.00	\$ (125.00)		\$ 125.00	\$ (125.00)	0.00%	\$ 1,500.00
Travel - Non-local Hotel		\$ 250.00	\$ (250.00)		\$ 250.00	\$ (250.00)	0.00%	\$ 3,000.00
Travel - Meals		\$ 100.00	\$ (100.00)		\$ 100.00	\$ (100.00)	0.00%	\$ 1,200.00
Total Expenses	\$ 2,332.91	\$ 2,346.00	\$ (13.09)	\$ 2,332.91	\$ 2,346.00	\$ (13.09)	99.44%	\$ 28,175.00
Total Revenue minus Expenses	\$ 14.09	\$ 1.00	\$ 13.09	\$ 14.09	\$ 1.00	\$ 13.09	0.56%	\$ -

UPCOMING MEETINGS

November 29, 2018 – Board Meeting

- Approve Minutes from October 25, 2018 Board Meeting
- Life Skills Christmas Carolers Presentation
- Consumer Christmas Card Contest Winners Presentation
- Community Resources Report
- Consumer Services Report October 2018
- Program Updates
- Personnel Report October 2018
- Texas Council Risk Management Fund Claims Summary for October 2018
- Texas Council Quarterly Board Meeting Update
- Approve Financial Statements for October 2018
- Reappoint ICI Board of Directors
- Reappoint MSHI Board of Directors
- Reappoint CSHI Board of Directors
- Board of Trustees Unit Financial Statement October 2018
- Unresolved Building Issues at 233 Sgt Ed Holcomb Blvd, Conroe, TX

Merry Christmas and Happy New Year!!



January 24, 2019 – Board Meeting

- Approve Minutes from November 29, 2018 Board Meeting
- From the Heart Presentation
- Community Resources Report
- Consumer Services Report for November & December 2018
- Program Updates
- FY 2019 Goals & Objectives Progress Report
- 1st Quarter FY 2019 Corporate Compliance and Quality Management Report
- 2nd Quarter FY 2019 Corporate Compliance Training
- Medicaid 1115 Transformation Waiver Project Status Report
- Personnel Report for November and December 2018
- Texas Council Risk Management Fund Claims Summary as of November & December 2018
- Texas Council Quarterly Board Update
- Approve Financial Statements for November & December 2018
- Approve FY 2018 Independent Financial Audit
- 1st Quarter FY 2019 Investment Report
- Board of Trustees Unit Financial Statement as of November & December 2018
- Foundation Board Update
- HUD 811 Updates
- Unresolved Building Issues at 233 Sgt Ed Holcomb Blvd, Conroe, TX

Tri-County Acronyms - Updated 6/26/18	
1115	Medicaid 1115 Transformation Waiver
ACT	Assertive Community Treatment
APS	Adult Protective Services
ADRC	Aging and Disability Resource Center
ANSA	Adult Needs and Strengths Assessment
AOP	Adult Outpatient
APRN	Advanced Practice Registered Nurse
ARDS	Assignment Registration and Dismissal Services
BJA	Bureau of Justice Administration
BMI	Body Mass Index
C&Y	Child & Youth Services
CAM	Cost Accounting Method
CANS	Child and Adolescent Needs and Strengths
CARE	Client Assignment Registration & Enrollment
CBT	Computer Based Training & Cognitive Based Therapy
CC	Corporate Compliance
CFP	Certified Family Partner
CFRT	Child Fidelity Review Team
CHIP	Children's Health Insurance Program
CIRT	Crisis Intervention Response Team
COPSD	Co-Occurring Psychiatric and Substance Abuse Disorders
CPS	Child Protective Service
CRCG	Community Resource Coordination Group
CSHI	Cleveland Supported Housing, Inc.
DADS	Department of Aging and Disability Service
DFPS	Department of Family and Protective Services
DOB	Date of Birth
DRPS	Department of Protective and Regulatory Services
DSHS	Department of State Health Services
Dx	Diagnosis
ETBHN	East Texas Behavioral Healthcare Network
FLSA	Fair Labor Standards Act
FY	Fiscal Year
HCBS-AMH	Home and Community based Services - Adult Mental Health
HCS	Home and Community based Services
HHSC	Health & Human Services Commission
HIPAA	Health Insurance Portability & Accountability Act
HR	Human Resources
ICAP	Inventory for Client and Agency Planning
ICF-IID	Intermediate Care Facility - for Individuals w/Intellectual Disabilities
ICI	Independence Communities, Inc.
IDD PNAC	Intellectual and Developmental Disabilities Planning Network Advisory Committee
IHP	Individual Habilitative Plan
IMR	Illness Management and Recovery
IPE	Initial Psychiatric Evaluation
IPP	Individual Program Plan
ITP	Individual Transition Planning (schools)
JUM	Junior Utilization Management Committee
LAR	Legally Authorized Representative
LCDC	Licensed Chemical Dependency Counselor
LCSW	Licensed Clinical Social Worker
LIDDA	Local Intellectual & Developmental Disabilities Authority
LMC	Leadership Montgomery County
LOC	Level of Care (MH)
LOC-TAY	Level of Care - Transition Age Youth
LON	Level Of Need (IDD)
LOSS	Local Outreach for Suicide Survivors

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