

Tri-County Services Board of Trustees Meeting

September 27, 2012



*Serving individuals with mental illness
and developmental disabilities*

AGENDA

Notice is hereby given that a regular meeting of the Board of Trustees of Tri-County Services will be held on Thursday, September 27, 2012. 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.

I. Organizational Items

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

II. Longevity Recognition Presentations & Shining Star Awards

III. Approve Minutes - August 30, 2012

IV. Executive Director's Report - Cindy Sill

- A. DSHS
 - 1. Civil Commitment Beds
 - 2. State Hospital Beds Management
- B. DADS
 - 1. Target Achievement
 - 2. HCS Provider Closing
- C. Medicaid 1115 Waiver Update
- D. ETBHN
 - 1. Pharmacy
 - 2. Tele-Psychiatry
- E. Wellness Promotion

V. Chief Financial Officer's Report - Millie McDuffey

- A. FY 2012 Audit
- B. Worker's Compensation Audit
- C. CFO Consortium
- D. FEMA Audit
- E. Campbell Street Property

VI. Program Committee

Action Items

- A. Approve the DSHS Provider Network Development Plan for FY 2013-14..... *Pages 12-14*
- B. Reappoint Mental Health Planning Network Advisory Committee Members..... *Page 15*
- C. Reappoint Intellectual & Developmental Disabilities Planning Network Advisory Committee Members..... *Page 16*

Information Items

- D. Community Resources Report for August 2012..... *Pages 17-18*
- E. Consumer Services Report for August 2012..... *Pages 19-20*
- F. Program Updates for August 2012..... *Pages 21-24*
- G. Final FY 2012 Goals & Objectives Progress Report..... *Pages 25-29*
- H. Annual Planning Network Advisory Committee Reports..... *Pages 30-32*
- I. 4th Quarter FY 2012 Corporate Compliance & Quality Management Report..... *Pages 33-34*
- J. 1st Quarter FY 2013 Corporate Compliance Training..... *Pages 35-36*
- K. Program Presentation - Veteran Services

VII. Executive Committee

Action Items

- A. Appoint Texas Council Representative & Alternate for FY 2013.....Page 37
B. Executive Director Recruitment & Selection Process.....Page 38

Information Items

- C. Board of Trustees Reappointments & Oaths of Office.....Pages 39-42
D. Board of Trustees Committee Appointments.....Page 43
E. Board of Trustees Attendance Analysis for FY 2012.....Pages 44-45
F. Personnel Report for August 2012.....Pages 46-47

VIII. Business Committee

Action Items

- A. Approve 2nd Non-Refundable Option Payment for Independence Oaks Project Site.....Page 48
B. Approve Recommendation to Declare Three (3) Vehicles as Surplus.....Page 49

Information Items

- C. Review Preliminary August 2012 Financial Statements.....Pages 50-62
D. 4th Quarter FY 2012 Investment Report.....Pages 63-67
E. Board of Trustees Unit Financial Statement for August 2012.....Pages 68-69
F. Employee Retirement Investment Report*
G. Montgomery Supported Housing, Inc. Quarterly Update.....Page 70
H. Cleveland Supported Housing, Inc. Quarterly Update.....Page 71

IX. Executive Session in compliance with Texas Government Code Section 551.071, Consultation with Attorney & Section 551.074, Personnel

Posted By:

Stephanie Eveland
Executive Assistant

Tri-County Services

P.O. Box 3067
Conroe, TX 77305

BOARD OF TRUSTEES MEETING

August 30, 2012

Board Members Present:

David Walker
Morris Johnson
Patti Atkins
Cecil McKnight
Tracy Sorensen
Sharon Walker

Board Members Absent:

Len George
Brad Browder
Janet Qureshi

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
Stephanie Eveland, Executive Assistant
Shane Burks, Coordinator of Community Resources
Mary Lou Flynn-DuPart, Legal Counsel

Guests:

None

Call to Order: Vice-Chairman, David Walker, called the meeting to order at 10:03 a.m. at 1506 FM 2854, Conroe, TX.

Public Comment: There were no public comments.

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

Resolution #08-12-01

Motion Made By: Patti Atkins

Seconded By: Cecil McKnight, with affirmative votes by David Walker, Morris Johnson, Tracy Sorensen and Sharon Walker that it be...

Resolved:

That the Board excuse the absence of Len George, Brad Browder and Janet Qureshi.

Resolution #08-12-02

Motion Made By: Morris Johnson

Seconded By: Sharon Walker, with affirmative votes by David Walker, Patti Atkins, Cecil McKnight and Tracy Sorensen that it be...

Resolved:

That the Board approve the minutes of the July 26, 2012 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 #08-12-03

Motion Made By: Tracy Sorensen

Seconded By: Morris Johnson, with affirmative votes by David Walker, Patti Atkins, Cecil McKnight and Sharon Walker that it be...

Resolved:

That the Board appoint Lieutenant Dan Lafferty to the Mental Health Planning Network Advisory Committee.

Resolution #08-12-04

Motion Made By: Patti Atkins

Seconded By: Sharon Walker, with affirmative votes by David Walker, Morris Johnson, Cecil McKnight and Tracy Sorensen that it be...

Resolved:

That the Board approve the FY 2013 Goals and Objectives.

Resolution #08-12-05

Motion Made By: Cecil McKnight

Seconded By: Tracy Sorensen, with affirmative votes by David Walker, Patti Atkins, Morris Johnson and Sharon Walker that it be...

Resolved:

That the Board approve the revised mission statement.

The Community Resources Report for July 2012 was reviewed for information purposes only.

The Consumer Services Report for July 2012 was reviewed for information purposes only.

The Program Updates for July 2012 were reviewed for information purposes only.

EXECUTIVE COMMITTEE:

Resolution #08-12-06

Motion Made By: Patti Atkins

Seconded By: Morris Johnson, with affirmative votes by David Walker, Cecil McKnight, Tracy Sorensen and Sharon Walker that it be...

Resolved:

That the Board elect the FY 2013 Board Officers as follows:

- David Walker, Chairman
- Brad Browder, Vice-Chairman
- Tracy Sorensen, Secretary

Resolution #08-12-07

Motion Made By: Sharon Walker

Seconded By: Patti Atkins, with affirmative votes by David Walker, Morris Johnson, Cecil McKnight and Tracy Sorensen that it be...

Resolved:

That the Board approve the nomination of incumbents for places 7, 8 and 9 for the Texas Council Risk Management Fund's Board of Trustees as follows:

- Place 7 – Mr. Hartley Sappington
- Place 8 – Mr. LaDoyce Lambert
- Place 9 – Mr. Harry Griffin

The Personnel Report for July 2012 was reviewed for information purposes only.

The Texas Council quarterly meeting verbal update was presented by Sharon Walker.

BUSINESS COMMITTEE:

Resolution #08-12-08

Motion Made By: Morris Johnson

Seconded By: Cecil McKnight, with affirmative votes by David Walker, Patti Atkins, Tracy Sorensen and Sharon Walker that it be...

Resolved:

That the Board approve the July 2012 financial statements.

Resolution #08-12-09

Motion Made By: Morris Johnson

Seconded By: Cecil McKnight, with affirmative votes by David Walker, Patti Atkins, Tracy Sorensen and Sharon Walker that it be...

Resolved:

That the Board approve the FY 2012 Year End Budget Revision.

Resolution #08-12-10

Motion Made By: Morris Johnson

Seconded By: Patti Atkins, with affirmative votes by David Walker, Cecil McKnight, Tracy Sorensen and Sharon Walker that it be...

Resolved:

That the Board approve the proposed FY 2013 Operating Budget.

Resolution #08-12-11

Motion Made By: Morris Johnson

Seconded By: Patti Atkins, with affirmative votes by David Walker, Cecil McKnight, Tracy Sorensen and Sharon Walker that it be...

Resolved:

That the Board approve the Banking Services Contract Extension with JPMorgan Chase Bank, N.A.

Resolution #08-12-12

Motion Made By: Sharon Walker

Seconded By: Patti Atkins, with affirmative votes by David Walker, Morris Johnson, Cecil McKnight and Tracy Sorensen that it be...

Resolved:

That as recommended by the Business Committee after consideration of all bids and based on factors other than price, including vendors services and warranties, the Board approve the purchase of fleet vehicles as follows:

- Three (3) Ford Focus – BJ Ford
- Two (2) Dodge Grand Caravans – Liberty-Dayton Chrysler
- One (1) Ford F150 – Anderson Ford

Resolution #08-12-13

Motion Made By: Morris Johnson

Seconded By: Cecil McKnight, with affirmative votes by David Walker, Patti Atkins, Tracy Sorensen and Sharon Walker that it be...

Resolved:

That the Board approve the replacement of the roof at Riverpointe Building #2 and award the bid to the lowest bidder, not to exceed \$21,100.

Resolution #08-12-14

Motion Made By: Morris Johnson

Seconded By: Tracy Sorensen, with affirmative votes by David Walker, Patti Atkins, Cecil McKnight and Sharon Walker that it be...

Resolved:

That the Board approve the replacement of the pumps at the Huntsville Lift Station and award the bid to Thornton Plumbing.

Resolution #08-12-15

Motion Made By: Morris Johnson

Seconded By: Tracy Sorensen, with affirmative votes by David Walker, Patti Atkins, Cecil McKnight and Sharon Walker that it be...

Resolved:

That the Board approve the replacement of the drainage system at 610 North Loop 336 East to the sole bidder.

Resolution #08-12-16

Motion Made By: Morris Johnson

Seconded By: Sharon Walker, with affirmative votes by David Walker, Patti Atkins, Cecil McKnight and Tracy Sorensen that it be...

Resolved:

That the Board approve the amendment to the Interlocal Agreement to participate in the Texas Council Risk Management Fund's Minimum Contribution Plan for Workers' Compensation.

Resolution #08-12-17

Motion Made By: Morris Johnson

Seconded By: Sharon Walker, with affirmative votes by David Walker, Patti Atkins, Cecil McKnight and Tracy Sorensen that it be...

Resolved:

That the Board approve the FY 2013 Dues Commitment and Pay Schedule on a quarterly basis for the Texas Council of Community Centers.

Resolution #08-12-18

Motion Made By: Morris Johnson

Seconded By: Cecil McKnight, with affirmative votes by David Walker, Patti Atkins, Tracy Sorensen and Sharon Walker that it be...

Resolved:

That the Board approve the FY 2013 DSHS Performance Contract Amendment.

Resolution #08-12-19

Motion Made By: Morris Johnson

Seconded By: Cecil McKnight, with affirmative votes by David Walker, Patti Atkins, Tracy Sorensen and Sharon Walker that it be...

Resolved:

That the Board ratify the execution of the FY 2013 DADS Performance Contract Amendment.

Resolution #08-12-20

Motion Made By: Morris Johnson

Seconded By: Cecil McKnight, with affirmative votes by David Walker, Patti Atkins, Tracy Sorensen and Sharon Walker that it be...

Resolved:

That the Board approve the FY 2013 Kingwood Pines Inpatient Hospital Contract and authorize the Executive Director to execute necessary documents subject to legal review.

Resolution #08-12-21

Motion Made By: Morris Johnson

Seconded By: Tracy Sorensen, with affirmative votes by David Walker, Patti Atkins, Cecil McKnight and Sharon Walker that it be...

Resolved:

That the Board approve the FY 2013 Cypress Creek Inpatient Hospital Contract and authorize the Executive Director to execute necessary documents subject to legal review.

Resolution #08-12-22

Motion Made By: Morris Johnson

Seconded By: Sharon Walker, with affirmative votes by David Walker, Patti Atkins, Cecil McKnight and Tracy Sorensen that it be...

Resolved:

That the Board approve the FY 2013 Avail Solutions 24/7 Crisis Hotline Contract.

Resolution #08-12-23

Motion Made By: Morris Johnson

Seconded By: Sharon Walker, with affirmative votes by David Walker, Patti Atkins, Cecil McKnight and Tracy Sorensen that it be...

Resolved:

That the Board approve Tri-County's participation in the Medicaid 1115 Transformation Waiver and authorize the Executive Director to commit funds that do not exceed \$1.2M through the regional plan approval process.

The Board of Trustees Unit Financial Statement for July 2012 was reviewed for information purposes only.

The regular meeting of the Board of Trustees recessed at 12:01 p.m. to go into Executive Session in compliance with Texas Government Code Section 551.071, Consultation with Attorney and Section 551.074, Personnel.

The meeting of the Board of Trustees reconvened at 12:40 p.m. to go into regular session.

Resolution #08-12-24

Motion Made By: Tracy Sorensen

Seconded By: Cecil McKnight, with affirmative votes by David Walker, Patti Atkins, Morris Johnson and Sharon Walker that it be...

Resolved:

That the Board extend the Executive Director's contract with a salary that includes the 3% increase given to all employees at the beginning of the fiscal year.

Resolution #08-12-25

Motion Made By: Tracy Sorensen

Seconded By: Cecil McKnight, with affirmative votes by David Walker, Patti Atkins, Morris Johnson and Sharon Walker that it be...

Resolved:

That the Board appoint an Executive Search Team as follows:

- Morris Johnson
- Cecil McKnight
- Tracy Sorensen
- Sharon Walker

The Executive Director and Director of Administrative Support will assist the Executive Search Team in receiving and reviewing applications for the Executive Director position. This position will be posted on the website no later than September 7th with a closing date of October 5th.

Resolution #08-12-26

Motion Made By: Tracy Sorensen

Seconded By: Cecil McKnight, with affirmative votes by David Walker, Patti Atkins, Morris Johnson and Sharon Walker that it be...

Resolved:

That the August 30, 2012 meeting of the Board of Trustees be adjourned at 12:44 p.m.

Adjournment:

[Redacted Signature]

David Walker
Chairman

Date

Attest:

[Redacted Signature]

Tracy Sorensen
Secretary

Date

Executive Director Report
September 27, 2012

Information

- Next regular Board meeting is Thursday, October 25th.
- Jamie Parker and Shannon Kelly, Children's MH/SA Services, and I had a short presentation at HISD Directors' meeting to discuss mental health and substance abuse services available in Walker County. Mr. Johnson also attended.

Operations

- Department of State Health Services (DSHS) -- Staff continue to meet with Kingwood and Cypress Creek hospital staff to ensure that patients are receiving quality care and that we are in compliance with the Rusk State Hospital diversion contract. We completed and submitted the 4th quarter report (July 16-August 31st) and we met all the contract requirements. We have had 4-5 individuals in these beds consistently and through September 25th, we have not admitted any adults to private beds other than these paid for by DSHS.

DSHS is revising the state hospital bed allocation methodology, including quarterly assessments for over-usage of each center's allocation.

Additionally, the current proposal permits centers to transfer beds to another center(s) once a year. Tri-County has used fewer state hospital beds than all other centers for the last few years so we are not concerned about assessments. There may be opportunities to gain financially by transferring some of our unused bed allocation to other center(s) if this provision remains in the final plan.

Training for both adult and children's mental health staff has begun in preparation for the changes in assessment tools and treatment protocols that will be effective September 1, 2013. Fortunately, DSHS is offering regional training so the travel expense will be minimized.

- Department of Aging and Disability Services (DADS) -- Our IDD staff worked very diligently in August to ensure that we met the contract target

and they were successful. They served 150 individuals in August, making our quarterly average 126; our target was 120 in FY 2012.

One of the private HCS providers in our area is closing and the 52 individuals receiving services from them must be assisted by our staff in selecting another provider; this is our role as the Local Authority and our staff provide service coordination for these individuals. Some of the individuals may select Tri-County as their provider and our enrollment cap will be temporarily increased if they do.

- Medicaid 1115 Transformation Waiver -- Documents, protocols, workbooks and instructions are continuing to evolve, even as late as this week so none of the regional plans have been finalized and there is a tremendous amount of work that we must complete by Friday, October 5th. Both of our regions, Region Health Plan (RHP) 2 (Liberty County) and RHP 17 (Montgomery and Walker Counties) are holding conference calls on Friday, September 28th. For RHP 17, we are still proposing: 1) serving individuals with non-priority population MH diagnoses; 2) integration of primary and behavioral health care; 3) expanded crisis triage and monitoring; and 4) assertive treatment for individuals with IDD and MH co-occurring diagnoses. For RHP 2, we are proposing serving individuals with non-priority MH diagnoses. Because the next two (2) years are to be used primarily for planning and infrastructure development, we expect that the required intergovernmental funds (match) will be less than the \$1.2 million authorized by the Board at the August meeting. We will need to commit funds and sign each regional plan prior to October 31st so they can be submitted to HHSC by that date.
- East Texas Behavioral Healthcare Network (ETBHN) -- The pharmacy continues to do well and additional centers are requesting bids to provide their pharmacy needs. The ETBHN centers all received their credit for patient assistance medications stored by ETBHN pharmacy and our amount was about \$171,000.

The tele-psychiatry service also continues to expand and centers outside ETBHN are also interested in this service. There has also been interest from non-community center providers and ETBHN is providing quotes to them as well. If we do not fill our vacant psychiatrist position soon, we will probably explore using this service.

- Our Wellness Team recently announced our latest "Biggest Loser" contest winners and three (3) staff received cash awards for their weight loss. The Team also recently organized our annual Health Fairs and staff were offered free flu vaccinations and checks of their blood pressure, cholesterol and glucose levels.
- From the Heart, our annual holiday campaign, has begun and staff are assisting individuals served identifying their needs and wishes. Letters to donors will be mailed in early October and we are optimistic that many individuals will be adopted and that we will receive donations from many individuals and companies. Anadarko and Tradition Bank have indicated that they will continue their relationships with us and we have had promising conversations with some new prospective community partners. Additionally, some staff asked if they could contribute through payroll deductions and we have made this option available to them.
- The Texas Council announced yesterday afternoon that Janet Paleo, a mental health consumer advocate and educator will be joining their staff November 1st.

Additionally, the Texas Council is seeking comments on their proposal to support a Medicaid "carve-in" waiver in the upcoming session. (I will send the email and link for you to respond if you chose after the meeting.) A "carve-in" would allow all Medicaid reimbursable mental health services, including rehabilitation and case management to be managed by HMOs and BHOs. Centers would retain their role as the local authority, including crisis services, jail diversion and state hospital admission screening and joint discharge planning.

CHIEF FINANCIAL OFFICER'S REPORT

September 27, 2012

FY 2012 Audit – Work is progressing on the FY 2012 audit. Carlos has been on site one day last week to pickup bank statements and plan for the audit schedule. We continue to work on account reconciliations and confirmations to be sent out. We expect Carlos to be here a significant amount of time over the next couple of months.

Worker's Compensation Audit – We are scheduled to have a Worker's Compensation auditor on October 8th. They will be reviewing our FY 2012 payroll records and contractors contracts for the workers compensation insurance. Hopefully we will have a final report by the December board meeting.

CFO Consortium – The quarterly CFO meeting is scheduled to be held in Austin on October 18th and 19th. We expect the following topics to be on the agenda: Reconciliation of the state match received from TMHP; CARE Report III issues; LPND Rates; Public Finance Training and as always updates from both DADS and DSHS.

FEMA Audit – We have been providing information and documentation to Horne CPA & Business Advisors who have been hired to audit Hurricane Ike claims. The specific claim that they are reviewing is for the Administration Building that had significant water damage on the first floor. We are currently waiting for feedback on the documentation that was provided and if further information will be requested.

Campbell Street Property – Since May of 1999 the facility at 300 & 302 Campbell Street has been leased to the Department of State Health Services. This lease will expire on April 30th 2013. Part of the building is used for the State Health Department and the other part is used for WIC Services. We have been notified by UTMB that they will be taking over the WIC program and would like to rent that portion of the building which is approximately 1,900 square feet. We will be working with our lawyer on a lease document and will bring back at a future Board meeting for your approval.

<p>Agenda Item: Approve the DSHS Provider Network Development Plan for FY 2013-14</p> <p>Committee: Program</p>	<p>Board Meeting Date</p> <p>September 27, 2012</p>
<p>Background Information:</p> <p>The Provider Network Development Rule requires that the center complete a Network Development Planning process every two (2) years. The goal of the plan is to explain how the center will be in compliance with the Provider Network Development Rule by serving primarily as the manager of mental health services rather than the provider of these services.</p> <p>In compliance with the rule, Tri-County staff have met with our one interested provider and have attempted to design a plan for service procurement which will be of interest to this provider. This plan explains our procurement process for the next two (2) years.</p> <p>After plan approval by DSHS, Tri-County staff will post a draft and final Request for Proposal (RFP) for potentially contracted services.</p> <p>A summary of the Provider Network Development Plan is attached for the Board.</p> <p>The draft Provider Network Development Plan cannot be finalized until the ETBHN Regional Planning Network Advisory Committee reviews it and provides feedback at their meeting on September 24, 2012. If you would like to review the draft plan, please see the 'Current Center Plans, Draft Plans' section under the 'About' heading on the Tri-County website, www.tricountyservices.org. A copy of the final plan will be available for review at the Board meeting.</p>	
<p>Supporting Documentation:</p> <p>Summary of the DSHS Provider Network Development Plan for FY 2013-14</p>	
<p>Recommended Action:</p> <p>Approve the DSHS Provider Network Development Plan for FY 2013-14</p>	



FY 2013 Provider Network Development Plan Summary

Tri-County Services has always sought to provide services in the most efficient manner possible and has contracted with qualified and experienced contractors to provide services when it is determined to be the best value for the center.

Tri-County Services strives to be in compliance with the Provider Network Development Rule and understands that the goal of the rule is to be a manager of service provision rather than a provider. In our efforts to be compliant with this rule, a Request for Proposal (RFP) was offered in 2009 as a part of the 2008 LPND planning cycle and in 2011 as a part of the 2010 LPND planning cycle. Tri-County attempted to procure:

- Up to 25% of Adult Service Packages (ASP) 1 and 3;
- All of ASP 2;
- Up to 15% of Child Service Packages (CSP) 1.1, 1.2, 2.2 & 4;
 - Adult and Children's Service Packages were grouped together to ensure continuity of care.
 - Providers had to be willing to serve persons in all four service areas.

Tri-County did not have any response to the 2009 RFP. One provider did provide a letter to the center declining to submit a proposal and asking to be considered for future RFPs, but no other response was made. As a part of the 2010 Provider Network Development planning cycle, Tri-County had conversations with 4 potential providers of services to persons with mental illness, but ultimately none of these providers were interested in our Request for Proposals. For the FY 2013 planning process, staff contacted the one interested provider. This provider has indicated:

- That they would need approximately 75 Rehabilitation Clients to consider contracting with Tri-County;
- They are willing to contract for the entire Service Package for SP 3 and are willing to consider taking a proportional amount of full SP 1 clients; and
- They would prefer to be located in one service area and would prefer this service area to be urban/suburban area.

In response to this feedback from the one interested provider, Tri-County proposes to procure services for:

- 20% (65) SP 3 consumers with the condition of serving 8% (130) SP 1 consumers in 2013; and
- 25% (81) SP 3 consumers with the condition of serving 10.3% (162) SP 1 consumers in 2014.
 - All consumers served would be from the same geographic area in our most urban/suburban county, Montgomery.

Tri-County plans to attempt to procure Adult Service Packages in sufficient volume to make business sense while still allowing SP 1 consumers to have a choice of services providers

There are no providers who have expressed interest in providing Children's services at this time.

This plan has been reviewed and approved by the Mental Health Planning Network Advisory Committee. The plan was also reviewed by the Regional Planning Network Advisory Committee.

<p>Agenda Item: Reappoint Mental Health Planning Network Advisory Committee Members</p> <p>Committee: Program</p>	<p>Board Meeting Date</p> <p>September 27, 2012</p>
<p>Background Information:</p> <p>According to the bylaws for the Mental Health Planning Network Advisory Committee (MHPNAC), one-half of the members are to be reappointed by the Board of Trustees every year, for two year terms. There is no limit on the number of terms that a committee member can serve.</p> <p>Each of the following members has an expiring term and has been contacted about their participation in the MHPNAC. They have agreed to continue serving on the MHPNAC for an additional two year term which will expire August 31, 2014.</p> <ul style="list-style-type: none"> • Loretta Castro – Parent <p>We currently have six MHPNAC members, but we are in need of nine members to be in compliance with the contract and would gladly accept additional members beyond contract requirements. If you know of anyone that may be interested in PNAC membership, please contact Evan Roberson.</p>	
<p>Supporting Documentation:</p> <p>None</p>	
<p>Recommended Action:</p> <p>Reappoint Mental Health Planning Network Advisory Committee Member to a Two Year Term Which Expires August 31, 2014</p>	

<p>Agenda Item: Reappoint Intellectual and Developmental Disabilities Planning Network Advisory Committee Members</p> <p>Committee: Program</p>	<p>Board Meeting Date</p> <p>September 27, 2012</p>
<p>Background Information:</p> <p>According to the bylaws for the Intellectual and Developmental Disabilities Planning Network Advisory Committee (IDDPNAC), one-half of the members are to be reappointed by the Board of Trustees every year, for two year terms. There is no limit on the number of terms that a member can serve.</p> <p>Each of the following members has an expiring term and has been contacted about their participation in the IDDPNAC. They have agreed to continue serving on the IDDPNAC for an additional two year term which will expire August 31, 2014.</p> <ul style="list-style-type: none"> • Loretta Castro - Parent • Pam Holak - Parent • Barbara Knighton - Parent • Lisa Thompson - Parent <p>We currently have eight IDDPNAC members, but we are in need of nine members to be in compliance with the contract and would gladly accept additional members beyond contract requirements. If you know of anyone that may be interested in PNAC membership, please contact Evan Roberson.</p>	
<p>Supporting Documentation:</p> <p>None</p>	
<p>Recommended Action:</p> <p>Reappoint Intellectual and Developmental Disabilities Planning Network Advisory Committee Members to a Two Year Term Which Expires August 31, 2014</p>	

Agenda Item: Community Resources Report for August 2012 Committee: Program	Board Meeting Date September 27, 2012
Background Information: None	
Supporting Documentation: Community Resources Report for August 2012	
Recommended Action: For Information Only	

Community Resources Report

Volunteer Hours:

Location	August
Conroe	163.5
Cleveland	0.5
Liberty	63.5
Huntsville	15
Total	242.5

COMMUNITY ACTIVITIES:

9/4/12	Montgomery County Managed Assigned Counsel Board Meeting	Conroe
9/5/12	Chevron Phillips Montgomery County United Way Fair	The Woodlands
9/5/12	Liberty County Community Resource Coordination Group	Cleveland
9/6/12	Cleveland Chamber of Commerce Luncheon	Cleveland
9/6/12	Walker County Community Resource Coordination Group	Huntsville
9/11/12	Montgomery County Community Plan Meeting	Conroe
9/11/12	Huntsville ISD Focus Group Meeting	Huntsville
9/12/12	Montgomery County United Way Funded Partners Meeting	Conroe
9/13/12	Texas Latino Leadership Roundtable	The Woodlands
9/13/12	Huntsville Chamber of Commerce Breakfast	Huntsville
9/18/12	Montgomery County Forensic Hospital Advisory Board Meeting	Conroe
9/18/12	Montgomery County United Way Disaster Recovery Taskforce	The Woodlands
9/18/12	Montgomery County Community Resource Coordination Group	Conroe
9/19/12	Liberty Chamber of Commerce Luncheon	Liberty
9/19/12	Montgomery County Homeless Coalition Meeting	Conroe
9/20/12	Adult Protective Services Task Force Meeting	Conroe
9/20/12	Montgomery County United Way 2012 Kick Off	The Woodlands
9/20/12	Montgomery County Health Information Exchange Board Meeting	The Woodlands

UPCOMING ACTIVITIES:

10/2/12	Jail Diversion Working Group Meeting	Conroe
10/2/12	Montgomery County Managed Assigned Counsel Board Meeting	Conroe
10/4/12	Liberty County Community Resource Coordination Group	Cleveland
10/4/12	Cleveland Chamber of Commerce Luncheon	Cleveland
10/4/12	Walker County Community Resource Coordination Group	Huntsville
10/16/12	Jail Diversion Executive Task Force Meeting	Conroe
10/16/12	Montgomery County Forensic Hospital Advisory Board Meeting	Conroe
10/16/12	Montgomery County United Way Disaster Recovery Taskforce	The Woodlands
10/16/12	Montgomery County Community Resource Coordination Group	Conroe

Agenda Item: Consumer Services Report for August 2012 Committee: Program	Board Meeting Date September 27, 2012
Background Information: None	
Supporting Documentation: Consumer Services Report for August 2012	
Recommended Action: For Information Only	

CONSUMER SERVICES REPORT
August 2012

Crisis Services, MH Adults/Children	MONTGOMERY COUNTY	CLEVELAND	LIBERTY	WALKER COUNTY	TOTAL
Persons Screened, Intakes, Other Crisis Services	613	38	44	46	741
Crisis and Transitional Services (SP 0, SP5)	64	6	9	1	80
Psychiatric Emergency Treatment Center (PETC) Served	47	5	4	3	59
Psychiatric Emergency Treatment Center (PETC) bed days	238	21	19	20	298
Contract Hospital Admissions Diversion admits	0 / 7	0 / 0	0 / 1	0 / 0	0 / 8
Total State Hospital Admissions	3	0	1	0	4
Routine Services, MH Adults/Children					
Adult Service Packages (SP 1-4)	730	95	76	135	1036
Adult Medication Services	576	58	65	94	793
Child Service Packages (SP 1.1-4)	259	17	6	41	323
Child Medication Services	133	6	4	10	153
TCCOMMI (Adult Only)	82	5	4	16	107
Adult Jail Diversion Services	21	0	0	0	21
Juvenile Detention Diversion Services	3	0	0	0	3
Persons Served by Program, IDD					
Number of New Enrollments for IDD Services	17	0	2	0	19
Service Coordination	444	25	41	49	559
Persons Enrolled in Programs, IDD					
Center Waiver Services (HCS, Supervised Living, TXHmL)	53	8	26	25	112
Contractor Provided ICF-MR	18	12	11	6	47
Substance Abuse Services					
Children and Youth Prevention Services	0	0	0	0	0
Youth Substance Abuse Treatment Services/COPSD	10	0	0	0	10
Adult Substance Abuse Treatment Services/COPSD	29	0	2	1	32
Waiting/Interest Lists as of Month End					
Department of State Health Services-Adults	177	15	29	3	224
Department of State Health Services-Children	12	0	1	1	14
Home and Community Based Services Interest List	1180	97	99	103	1479
Persons Served Outside of the State Contracts					
Benefit Package 3 Adult/Child	38	7	9	5	59
August Served by County					
Adult Mental Health Services	1252	127	136	176	1691
Child Mental Health Services	277	19	6	43	345
Intellectual and Developmental Disabilities Services	501	57	52	57	667
Total Served by County	2030	203	194	276	2703
July Served by County					
Adult Mental Health Services	1227	118	108	177	1630
Child Mental Health Services	267	16	7	37	327
Intellectual and Developmental Disabilities Services	469	48	55	54	626
Total Served by County	1963	182	170	268	2583
June Served by County					
Adult Mental Health Services	1145	109	98	171	1523
Child Mental Health Services	272	19	7	46	344
Intellectual and Developmental Disabilities Services	479	45	53	59	636
Total Served by County	1896	173	158	276	2503

Agenda Item: Program Updates for August 2012 Committee: Program	Board Meeting Date September 27, 2012
Background Information: None	
Supporting Documentation: Program Updates for August 2012	
Recommended Action: For Information Only	

Program Updates

August 2012

MH Crisis and Admission Services

A. Key Statistics:

1. Number of new admissions during the month: 193 (168 adults; 25 children)
2. PETC average daily census: 11.83

B. Program Comments:

1. PETC continues to make adjustments to serving patients with higher acuity levels and an average daily census that increased during the year.
2. We implemented the hospital diversion contract with Cypress Creek and are attempting to resolve service issues associated with shorter than expected stays.
3. Staff turnover with LVN's, RN's, and Tech positions has increased at year end and we are trying to resolve strategies to minimize turnover.

MH Adult Services

A. Key Statistics:

1. Number of adults served during the month: 1,691
2. Number of adults served in Medication Services: 793

B. Program Comments:

1. We continue to struggle in achieving Medicaid revenue goals for adult services.
2. We are strategizing on new ways to meet DSHS target requirements for MH Supported Employment.
3. We are recruiting for a vacant Psychiatry position.

MH Child Services

A. Key Statistics:

1. Number of children served during the month: 345
2. Number of children served in Medication Services: 153

B. Program Comments:

1. We successfully completed a summer camp day treatment service for children in the fourth quarter.
2. There has been some turnover in our supervisory staff this year and hope that will stabilize for FY 2013.
3. We are continuing to closely monitor direct service productivity, which has been inconsistent in FY 2012.

Criminal Justice Services

A. Key Statistics:

1. Number of adults served through Texas Office on Offenders with Medical and Mental Impairments (TCOOMMI): 108 (Actual number enrolled in TCOOMMI services was 117; however, 9 were in jail or absconder status and did not receive case management services during the month. Therefore, encounter data will show 108.)
2. Number of jail diversions: 5

B. Program Comments:

1. We have completed our initial start up period of outpatient competency restoration and are optimistic about meeting contract requirements in FY 2013.
2. All TCOOMMI caseloads remain at maximum levels but we continue to meet state contract requirements.
3. Jail Diversion has continued to be an active part of our service delivery and expect FY 2013 to be equally busy.

Substance Abuse Services

A. Key Statistics:

1. Number of children served in prevention services: 0 (No Prevention Skills Training Groups in schools over the summer)
2. Number of adults served in substance abuse/COPSD treatment services:
 - a. Substance Abuse Outpatient: 32
 - b. COPSD: 11
 - c. Total unique clients served: 32
3. Number of children served in substance abuse treatment services: 10

B. Program Comments:

1. We have had numerous meetings with schools this summer, planning for the FY 2013 year.
2. We have started recruitment for a youth outpatient director and will attempt to expand youth services in FY 2013.
3. Adult outpatient services had a successful year and we hope to increase services in FY 2013.

IDD Services

A. Key Statistics:

1. Total number of admissions for the month: 19
2. Total number enrolled in the Home and Community Based Services (HCS) and Texas Home Living (TxHmL) Provider Services for the month: HCS = 72, TxHmL = 40
3. Total number served within the department: HCS = 52, TxHmL = 24
4. Total number served in all IDD services for the month: 667

B. Program Comments:

1. Our Administrator of IDD Authority Services resigned in the 4th quarter, but we have filled that position and continue to make transitional adjustments.
2. We finally achieved IDD GR target compliance in the 4th quarter but will need more effective strategies for continued compliance in FY 2013.
3. Our Life Skills Programs were restructured in FY 2012, and it appears we are now experiencing a slight increase in enrollment.

Support Information

- A. **Information Services:** New XenApps (Citrix) servers for Anasazi access were installed, setup and tested.
- B. **Quality Management:** Staff continues to work with Cypress Creek and Kingwood Pines hospitals to monitor the new Rusk diversion beds statement of work.
- C. **Veteran Affairs:** An Operation Resilient Families (ORF) weekend workshop was held in the Austin area. Tri-County's ORF trained volunteers facilitated the meeting which helps families cope with the impact of deployment in the military.
- D. **Mental Health Planning Network Advisory Committee (MHPNAC):** The MHPNAC reviewed comments from the Provider Network Development posting and participated in Mental Health Local Planning.
- E. **Regional Planning Network Advisory Committee (RPNAC):** The Regional Planning Network Advisory Committee met on September 24th in Lufkin to review Provider Network Development plans and Center budgets. Both items must be reviewed by PNAC to be in compliance with the ETBHN Centers DSHS performance contracts.

Community Activities

- A. Members of Tri-County staff attended the Chevron Phillips Montgomery County United Way Fair that was held on September 5th.

Agenda Item: Final FY 2012 Goals and Objectives Progress Report Committee: Program	Board Meeting Date September 27, 2012
Background Information: <p>The Board of Trustees and Leadership Team met on July 23, 2011 for the annual strategic planning retreat and to develop the goals for FY 2012. Goals were discussed and a consensus was reached. Subsequently, the Leadership Team developed objectives for each of the goals. These goals are in addition to the contractual requirements of the Center's contracts with the Department of State Health Services and the Department of Aging and Disability Services.</p> <p>The Board also requested that quarterly progress reports be presented as a "year-to-date summary".</p> <p>This is the final "year-to-date" progress report of the FY 2012 Goals and Objectives which provides a summary from September 1, 2011 through August 31, 2012.</p>	
Supporting Documentation: Final FY 2012 Goals and Objectives Progress Report	
Recommended Action: For Information Only	

FY 2012 Goals and Objectives

Final Year-to-Date Progress Report September 1, 2011 – August 31, 2012

GOAL #1

Provide Training and Education for Staff, Consumers/Clients, Community Stakeholders

Objective #1

Provide at least 6 education and professional development events for staff.

- Six training events were held in the first two quarters of the year.
- Prosumers, training for all staff on mental health recovery from a consumer's perspective, was held on March 29th and 30th.
- Managing Employee Performance training was provided to six mid-level managers.
- Collaborative Documentation Training for all staff was held from June 6-8th, 2012.
- Jon Stigliano, Strategic Solutions Group, presented training at the Leadership Forum on June 26th titled "Attracting, Hiring and Retaining "A" Players for Your Organization".

Objective #2

Develop and routinely distribute topical electronic bulletins for specific stakeholder groups, such as attorneys, judiciary and law enforcement and general stakeholder groups.

- Electronic bulletins were completed for all four quarters.

Objective #3

Develop and routinely distribute electronic bulletin for consumers/clients and families.

- Electronic bulletins were completed for all four quarters.

Objective #4

Submit at least 12 press releases to area newspapers.

- Four press releases were submitted to area newspapers during the 1st quarter. Topics included From the Heart kickoff, Helen Dishongh open house, Veteran's program, and the Burnham Golf Tournament check presentation.
- Two articles were submitted to local newspapers. Topics included March is IDD Month as well as information about the Outpatient Competency Restoration program.
- Four additional press releases were submitted to all local newspapers. Topics included May is Mental Health Month, Barbara Duren receiving the Frank M. Adams Award, Sharon Walker receiving the Woman of Distinction Award and the longevity presentation for Christine Charles.

- Two additional press releases were submitted to local newspapers. Topics included a wrap up of the Burnham Golf Tournament and clients participating in completing the artwork for the “Splash of Hope” fundraiser.

GOAL #2

Recruit and Retain Quality Staff

Objective #1

Analyze effectiveness of incentive plans, modify and implement as needed.

- Design changes have been made.
- Effective June 1st, 2012 the Centerwide Performance Incentive Plan was revised and implemented to provide incentives throughout the year to increase productivity.
- Center procedure for Performance Incentive Plans was modified and the Center achieved the requirements to give staff the year end incentive payment in August.

Objective #2

Enhance employee recognition through gift cards, merchant discounts and other methods.

- The VIP Team met to develop a recommendation to provide rewards and recognition.
- Several gift cards were received from area merchants and were distributed to staff.
- Anniversary photos were sent to area newspapers and many were published in the 2nd quarter.
- The VIP Team contacted merchants to obtain discount cards for employees for restaurants, work-out facilities and other activities.
- Effective June 1st, 2012, the VIP Team implemented several methods to recognize employees:
 - Above and Beyond recognition by peers;
 - Supervisor recognition for outstanding job performance for employee(s) or department; and
 - Implemented Shining Star Award and selected three employees during the 4th quarter for outstanding achievement or performance.

Objective #3

Analyze effectiveness of RN recruitment and retention strategies and modify as needed.

- Significant improvements were made and implemented in the 1st quarter and turnover has decreased.
- We considered additional improvements for possible implementation during the 2nd quarter.
- We have had more difficulties in filling vacant RN positions to work on nights and weekends. We will assess possible improvements needed.
- Modifications and improvements were made during the year and recruitment has improved with many good applicants. We have had turnover but are filling vacancies faster.

GOAL #3

Develop Additional Resources to Support Center Services

Objective #1

Streamline volunteer application and training process (in compliance with law and TAC).

- The volunteer application and training process has been streamlined in the new Volunteer Procedure that was completed.
- The volunteer application was added to the Tri-County website during the 3rd quarter.

Objective #2

Expand volunteer involvement in Center services and recognize them for the service.

- Splashtown staff assisted with From the Heart as did other family and friends.
- There was significant volunteer involvement in the first two quarters. ExxonMobil and United Way had about 60 volunteers complete a major landscape upgrade at our Riverpointe location.
- Contact was made to National Honor Society groups at local high schools with the hope of setting up projects during the summer months.
- Two high school students from Education for Tomorrow's Alliance participated in internships at the Administration and Riverpointe locations during the 3rd quarter.
- More contact was made to local high school honor societies to identify high school volunteers after the summer break.

Objective #3

Expand opportunities for interns and practicum students.

- We continue to receive interest from interns and practicum students. Expect increased interest when fall semester begins.
- We have had increased numbers of college graduate students doing internships, both in MH and IDD services. We are scheduled to continue nursing student internships with increased numbers planned in the future. We will have nursing students from Sam Houston State University and Lone Star College in FY 2013.

Objective #4

Write and submit at least 8 grant and/or contract proposals.

- Eight grants were submitted in FY 2012 for Tri-County Services.
- Funding was received from DSHS for Outpatient Competency Restoration; Montgomery County United way for Substance Abuse Treatment, Crisis Stabilization Unit Day Treatment and IDD Summer Camp and Respite; and, Junior League for Summer Camp.
- Applications were also submitted to Texas Department of Housing and Community Affairs, Meadows Foundation, Brown Foundation, Fondren Foundation and Houston Endowment for the Arts on behalf of Cleveland Supported Housing, Inc.

GOAL #4

Explore and Implement Additional Operational Efficiencies

Objective #1

Consolidate operations when efficiencies can be gained.

- An ETBHN planning meeting was held in early November. ETBHN teams looking at efficiency have not yet begun.

Objective #2

Automate additional processes and practices.

- Staff have been updating and organizing electronic forms for use on the agency Intranet.
- Scanning of clinical records are complete in Cleveland and are underway in Huntsville and Liberty. Plans for scanning of other paper documents are currently being made.
- The time clock is up and functioning at the PETC facility. The use of the time clock has decreased the time it takes to review and total timesheets for the payroll process.

Objective #3

Analyze electrical and utilities usage efficiencies.

- We have vacated two buildings in the Conroe area and consolidated services into other buildings that had available space. As a result of these changes, we have seen a significant decrease in our utility bills.

Agenda Item: Annual Planning Network Advisory Committee Reports Committee: Program	Board Meeting Date September 27, 2012
Background Information: According to their bylaws, both the Mental Health and Intellectual and Developmental Disabilities Planning Network Advisory Committees are required to make a written report to the Board that outlines the committees' activities for the year and reports on committee attendance. The end of FY 2012 marks the fifth year since we have separated our Planning Network Advisory Committee (PNAC) into Mental Health and Intellectual and Developmental Disabilities committees. Many of our committee members continue to serve on both PNACs, but we have also added members to each group that are primarily concerned with that group's focus. The attached reports on the two committees' activities are provided for your information.	
Supporting Documentation: Mental Health Planning Network Advisory Committee Annual Report Intellectual and Developmental Planning Network Advisory Committee Annual Report	
Recommended Action: For Information Only	

Mental Health Planning Network Advisory Committee

Annual Report

FY 2012

The Mental Health Planning Network Advisory Committee (MHPNAC) has been a valuable contributor to the local planning process each planning cycle. This year, the MHPNAC was involved in the discussion to move funds from crisis services to mental health adult services so persons could be moved off of the waiting list, and they participated in the development of the Provider Network Development Plan.

The MHPNAC decided on the following goal for FY 2012:

Goal 1: Increase the number of MHPNAC members by targeting community organizations for representatives which have not historically participated in PNAC.

- In August, the MHPNAC the Board appointed a new member from the Precinct 1 Constables office.

In FY 2012, the MHPNAC met four times and had an overall attendance of 53%.

We currently have six MHPNAC members. Staff needs to find three additional members to be in compliance with contract requirements.

In FY 2013, the MHPNAC will assist staff with the creation of the Consolidated Local Service Plan (CLSP) and will advise on the creation of the FY 13 Provider Network Development Request for Proposals.

**Intellectual and Developmental Disabilities
Planning Network Advisory Committee**

Annual Report

FY 2012

In FY 2012, the Intellectual and Developmental Disabilities Planning Network Advisory Committee (IDDPNAC) focused their attention on monitoring the impact of general revenue cuts to the IDD support services, the associated expansion of the Texas Home Living Program, and monitoring other Department of Aging and Disabilities program changes. The IDDPNAC viewed the DADS video "Direct Support: Working with People with Intellectual and Developmental Disabilities" and recommended that the video be made available for prospective employees at Tri-County who are interested in direct support. This video has been added to the Tri-County employment section of the website.

In FY 2012, the IDDPNAC set the following goals:

Goal 1: Recruit school employees as PNAC members so that more school staff are aware of Local Authority Services.

Goal 2: Community Outreach – Visit Community Providers and the State Living Center so that PNAC members have a better understanding of available resources in the community.

In FY 2012, the IDDPNAC met five times and had an overall attendance of 64%.

The IDDPNAC currently needs one additional member to be in compliance with contract requirements.

Agenda Item: 4 th Quarter FY 2012 Corporate Compliance and Quality Management Report Committee: Program	Board Meeting Date September 27, 2012
Background Information: The Department of State Health Services' Performance Contract has a requirement that the Quality Management Department provide "routine" reports to the Board of Trustees about "Quality Management Program activities." Although Quality Management Program activities have been included in the program updates, it was determined that it might be appropriate, in light of this contract requirement, to provide more details regarding these activities. Since the Corporate Compliance Program and Quality Management Program activities are similar in nature, the decision was made to incorporate the Quality Management Program activities into the Quarterly Corporate Compliance Report to the Board and to format this item similar to the program updates. The Corporate Compliance and Quality Management Report for the 4 th quarter of FY 2012 are included in this Board packet.	
Supporting Documentation: 4 th Quarter FY 2012 Corporate Compliance and Quality Management Report	
Recommended Action: For Information Only	

Corporate Compliance and Quality Management Report

4th Quarter, FY 2012

Corporate Compliance Activities

A. Key Statistics:

1. There were no Corporate Compliance investigations in the 4th Quarter of FY 2012.
2. A medical necessity audit was completed for mental health adult rehabilitation services.

B. Committee Activities

1. Compliance activities were reviewed for the 3rd and 4th quarter of FY 2012.
2. External audit activities were reviewed for the 3rd and 4th quarters of FY 2012.
3. The mental health adult rehabilitation medical necessity audit was reviewed.
4. Legal updates impacting compliance activities were discussed.

Quality Management Initiatives

A. Key Statistics:

1. Staff prepared a response to a medication review from DSHS.
2. One (1) Managed Care survey

B. Reviews/Audits:

1. QM Staff assisted the Administrator of Medication Services with a response to a Medication Prescribing which began in FY 2011.
2. A managed care organization audited records from 5 treatment sites. The average score for the audited sites was 97.6.
3. QM staff reviewed and submitted July performance indicators to DSHS in compliance with oversight responsibilities set forth in the State Hospital Diversion contract amendments.

C. Internal Programs Reviewed by Quality Management:

1. Monthly reviews of Quality Assurance of Progress notes and Treatment plans for a variety of programs were reviewed.
2. Eleven client charts were reviewed in preparation for a managed care audit.
3. The internal Program Review schedule is being revised for FY 2013.

Agenda Item: 1 st Quarter FY 2013 Corporate Compliance Training Committee: Program	Board Meeting Date September 27, 2012
Background Information: As part of the Center's Corporate Compliance Program, training is developed each quarter for distribution to staff by their supervisors. This training is included in the packet for ongoing education of the Tri-County Board of Trustees on Corporate Compliance issues.	
Supporting Documentation: 1 st Quarter FY 2013 Corporate Compliance Training	
Recommended Action: For Information Only	

Fraud-Related Provisions in the Affordable Care Act
Corporate Compliance Training
Quarter 1, FY 2013

There are many fraud-related provisions in the health reform legislation that appear to be here to stay. In fact, anti-fraud efforts are intended to serve as a source of revenue to finance a portion of the Affordable Care Act and it is likely that enforcement agencies will be under significant pressure to maximize recoveries from providers.

The Affordable Care Act includes the following new or strengthened abuse enforcement efforts:

- Provides an additional \$350 million in funding through fiscal year 2020 for the Health Care Fraud and Abuse Control Fund to pay for additional fraud and abuse enforcement activities.
- Expands the Recovery Audit Contractor program to Medicare Parts C and D as well as Medicaid.
- Amends the civil monetary penalty law in several instances to increase penalties and extend the scope of the law.
- Permits the Office of the Inspector General (OIG) to exclude individuals or entities from participation in Medicaid or Medicare programs.
- Requires the state to terminate Medicaid enrollment for any provider or supplier that has been excluded from Medicare or another state's Medicaid program.
- Extends all of the fraud and abuse provisions that protect government health care programs to apply to claims submitted to the health plans that participate in state health insurance exchanges.
- Writes into law that a violation of the Anti-Kickback Statute is a basis for False Claims Act liability.
- Requires providers and suppliers to report and return Medicare and Medicaid overpayments within 60 days or face steep penalties.

In addition to these new and/or strengthened provisions of the ACA, it is expected that mandatory compliance program content will be revised and 'core elements' of corporate compliance programs will be expanded.

Community Centers have been a low priority for contractors and state/federal investigators because they do not typically bill Medicare at a high level. However, as enforcement programs expand, intensify, and focus greater attention on Medicaid billing, Centers should continue taking proactive steps-including staff education and monitoring of claims-to prevent non-compliance and avoid potential government reviews.

Agenda Item: Appoint Texas Council Representative and Alternate for FY 2013	Board Meeting Date
Committee: Executive	September 27, 2012
Background Information:	
<p>The representative attends the Texas Council of Community Centers, Inc. Board meetings on a quarterly basis and gives a verbal update to the Tri-County Board at their subsequent Board meetings. The alternate will attend the meeting and provide a report if the representative is unable to do so.</p>	
Supporting Documentation:	
None	
Recommended Action:	
Appoint Texas Council Representative and Alternate for FY 2013	

<p>Agenda Item: Executive Director Recruitment and Selection Process</p> <p>Committee: Executive</p>	<p>Board Meeting Date</p> <p>September 27, 2012</p>
<p>Background Information:</p> <p>The Executive Director position was posted on the Tri-County Services and Texas Council website on September 7th and was published in the major metropolitan papers on Sunday, September 9, 2012.</p> <p>The results of the posting notice and next steps will be discussed in executive session.</p>	
<p>Supporting Documentation:</p> <p>None</p>	
<p>Recommended Action:</p> <p>Discuss Recruitment and Selection Process and Take Action as Appropriate</p>	

<p>Agenda Item: Board of Trustees Reappointments and Oaths of Office</p> <p>Committee: Executive</p>	<p>Board Meeting Date</p> <p>September 27, 2012</p>
<p>Background Information:</p> <p>The Commissioners' Courts of their respective counties reappointed those Trustees whose terms expired August 31, 2012.</p> <p>Oaths of Office will be recited at the Board meeting.</p>	
<p>Supporting Documentation:</p> <p>Montgomery County Trustees – Copy of Minutes from Montgomery County Commissioners' Court Meeting</p> <p>Walker County Trustees – Letter from Walker County Judge Danny Pierce</p> <p>Liberty County Trustees – Letter from Liberty County Judge Craig McNair</p>	
<p>Recommended Action:</p> <p>Recite Oaths of Office</p>	

4. AGREEMENT APPROVED - OPERATION OF DIRECT CONNECTOR RAMPS - TXDOT

Motion by Commissioner Chance, seconded by Commissioner Rinehart, to approve an agreement between Montgomery County Toll Road Authority, the Federal Highway Administration, and the Texas Department of Transportation to operate the direct connector ramps at State Highway 242 and IH-45, as a value pricing project allowing MCTRA to use all revenues received from the operation of the toll facility for the operating costs of the project, as well as any debt service associated with this project. Motion carried.

MEETING OF MONTGOMERY COUNTY TOLL ROAD AUTHORITY ADJOURNED

MONTGOMERY COUNTY COMMISSIONERS' COURT RECONVENED

5. REAPPOINTMENTS APPROVED - BOARD OF TRUSTEES - TRI-COUNTY SERVICES - COUNTY JUDGE

Motion by Commissioner Chance, seconded by Commissioner Doyal, to approve reappointments to the Board of Trustees of Tri-County Services as follows:

- A. David Walker
- B. Janet Qureshi

Motion carried.

6. 2010 UASI-LETPA GRANT ADJUSTMENT NOTICE ACCEPTED - EMERGENCY MANAGEMENT

Motion by Commissioner Chance, seconded by Commissioner Doyal, to accept the 2010 UASI-LETPA grant adjustment notice from the Texas Department of Public Safety, and authorize Judge Sadler to execute the notice. The grant period has expired and this will release obligation of \$6516.59 of the grant funds allocated. Motion carried.

7a. BUDGET TRANSFERS APPROVED - REDISTRIBUTED FOR SALARIES - SHERIFF

Motion by Judge Sadler, seconded by Commissioner Chance, to approve the transfer of \$209,415.54 in excess funds within 80 budgeted jail positions to the Jail Funding Account, 5121-9999-99. The excess funds will be redistributed among Detention Officer and Clerk positions that are below 95% of the salary grade midpoint. Funds to be allocated as follows:

- | | | |
|----|---------------|--------------|
| A. | 5121-9999-99 | \$189,695.71 |
| B. | 5601-9999-99 | \$17,410.78 |
| C. | 560163-3940-1 | \$2309.05 |

Motion carried.

7b. BUDGET TRANSFERS APPROVED - REDISTRIBUTED FOR SALARIES - SHERIFF

Motion by Judge Sadler, seconded by Commissioner Chance, to approve the transfer of \$13,886.62 in excess funds within 6 budgeted Sheriff positions to the Sheriff's Funding Account, 5601-9999-99, to be redistributed among Clerk positions that are below 95% of the salary grade midpoint. Motion carried

OFFICE OF THE COUNTY JUDGE

DANNY PIERCE
Walker County Judge
(936) 436-4910
(936) 436-4914 FAX

Walker County Courthouse
1100 University Avenue
Huntsville, Texas 77340

September 7, 2012

Tri-County MHMR
P.O. Box 3067
Conroe, TX 77305

Dear Cindy:

The Walker County Commissioners' Court met during regular session on August 27, 2012. During this session it was unanimously approved to reappoint Mr. Len George to the Tri-County MHMR Board of Trustees. I would like to take this opportunity to give thanks to those who work so diligently for the betterment of Tri-County MHMR's clients. If I can be of further service please let me know.

Sincerely,

Danny Pierce
County Judge
Walker County

DP/sp

AUG 17 2012

CRAIG McNAIR
COUNTY JUDGE



1923 SAM HOUSTON
LIBERTY, TEXAS 77575

THE COUNTY OF LIBERTY
Est. 1836

August 15, 2012

Tri-County MHMR
Attn: Cindy Sill
P.O. Box 3067
Conroe, TX 77305

Re: Reappointment to Board of Trustees

Dear Ms. Sill:

Liberty County Commissioners Court reappointed Cecil McKnight and Patti Atkins to the Tri-County MHMR Services Board of Trustees on August 14, 2012.

If you have any questions, please contact my office. Thank you.

Sincerely,

Craig McNair
County Judge

CMN/dh



Agenda Item: Board of Trustees Committee Appointments Committee: Executive	Board Meeting Date September 27, 2012
Background Information: David Walker, Chairman of the Board, will appoint Committee members and their respective Chairs at the meeting.	
Supporting Documentation: None	
Recommended Action: For Information Only	

Agenda Item: Board of Trustees Attendance Analysis for FY 2012	Board Meeting Date
Committee:	September 27, 2012
Background Information:	
None	
Supporting Documentation:	
Board of Trustees Attendance Analysis	
Recommended Action:	
For Information Only	

Board of Trustees Attendance Analysis | FY 2012

Board Member	Regular Meetings	Attendance Percentage for Regular Meetings	Special Called Meetings	Attendance Percentage for Special Called Meetings	Total Attendance
Len George Chair	8/10	80%	0/1	0%	73%
David Walker Vice-Chair	8/10	80%	0/1	0%	73%
Brad Browder Secretary	8/10	80%	1/1	100%	82%
Morris Johnson	10/10	100%	1/1	100%	100%
Cecil McKnight	10/10	100%	1/1	100%	100%
Janet Qureshi	7/10	70%	0/1	0%	64%
Tracy Sorensen	8/10	80%	1/1	100%	82%
Sharon Walker	9/10	90%	1/1	100%	91%
Patti Atkins	9/10	90%	1/1	100%	91%

Summary of Attendance

	<u>2010</u>	<u>2011</u>	<u>2012</u>
Total Regular Meetings Held:	10	10	10
Average Attendance:	81%	90%	86%
Total Special Called Meetings Held:	1	1	1
Average Attendance:	78%	56%	67%
Total Number of Meetings Held:	11	11	11
Average Attendance:	81%	87%	84%
Average Number of Members Present:	7.09	7.81	7.70

NOTE: ALL ABSENCES LISTED ABOVE WERE EXCUSED

Agenda Item: Personnel Report for August 2012 Committee: Executive	Board Meeting Date September 27, 2012
Background Information: None	
Supporting Documentation: Personnel Report for August 2012	
Recommended Action: For Information Only	

TRI-COUNTY SERVICES PERSONNEL BOARD REPORT AUGUST 2012

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 Professionals	3	32	3	28	3	23		5	78	68	4%	41%
Qualified Developmental Disability Professionals (State Title)	1	5		3		3			12	10	0%	30%
Licensed Staff	1	5		4		2		2	17	14	0%	29%
Medical												
Physicians		3	1	3	1	3			7	4	25%	75%
Advanced Practice Nurses									2	2	0%	0%
RN's		1		2				2	11	8	0%	25%
LVN's		2		2		1		1	11	8	0%	25%
Techs/Aides												
MH		6		6		5		1	17	10	0%	60%
IDD	1	15	1	15	1	12		3	37	34	3%	44%
Supervisor/Manager												
MH			1	2	1	2			13	13	8%	15%
IDD		5	1	1					7	6	17%	17%
Program Support		4	1	6	1	4	1	3	39	35	3%	17%
Central Administration		1		3		3			18	18	0%	17%
Business Services									15	15	0%	0%
Maintenance/Janitorial/Lawn		1		1		1			22	20	0%	5%
GRAND TOTALS	6	80	8	76	7	59	1	17	306	265	3%	29%
Previous YTD											3%	26%

<p>Agenda Item: Approve 2nd Payment of Non-Refundable Option Money to the Property Owner for the Independence Oaks Project Site</p> <p>Committee: Business</p>	<p>Board Meeting Date</p> <p>September 27, 2012</p>
<p>Background Information:</p> <p>In September of 2010, the Board authorized the Executive Director to execute necessary documents related to securing property for the funding application for a HUD-811 site in Cleveland, Texas.</p> <p>After Board approval, Cindy Sill signed an Option to Purchase for a piece of property in Cleveland. The initial term of the Option would have expired June 30, 2012, but the Board Authorized Cindy Sill to extend the option for 3 months. An additional payment is due by September 30, 2012 to extend the option.</p> <p>According to the Option, "Purchaser may extend the term of this Option for up to four (4) additional periods of three (3) months each. Should Purchaser desire to so extend the term of this Option, Purchaser shall pay Seller the sum of Two Thousand Five Thousand and NO/100 Dollars (\$2,500.00) which must be paid on or before the expiration of the initial or extended term then in effect." These 'extension option fees' will apply toward the final purchase price but are not refundable if Cleveland Supported Housing, Inc. (CSHI) does not purchase the property for some reason.</p> <p>The Property Option was developed and approved by David Deaton of Jackson Walker.</p> <p>Staff is seeking Board approval for the use of Tri-County funds to pay these extension option fees as CSHI works toward Firm Commitment and eventual funding from HUD.</p>	
<p>Supporting Documentation:</p> <p>None</p>	
<p>Recommended Action:</p> <p>Approve 2nd Payment of Non-Refundable Option Money to the Property Owner for the Independence Oaks Project Site</p>	

<p>Agenda Item: Approve Recommendation to Declare Three (3) Vehicles as Surplus</p> <p>Committee: Business</p>	<p>Board Meeting Date</p> <p>September 27, 2012</p>
<p>Background Information:</p> <p>Staff have recommended that the 1996 Ford Ranger, 2001 Ford E150 Wheel Chair Van, and 1999 E350 15 Passenger Van be declared as surplus due to the age of the vehicles, high mileage, increased maintenance and repair costs, and safety.</p> <p>Vehicle Descriptions:</p> <ul style="list-style-type: none"> • 1996 Ford Ranger <ul style="list-style-type: none"> ○ License #08C-JC6 ○ Mileage as of August 31, 2012 – 253,696 • 2001 Ford E150 Wheel Chair Van <ul style="list-style-type: none"> ○ License #DKD-281 ○ Mileage as of August 31, 2012 – 251,054 • 1999 Ford E350 15 Passenger Van <ul style="list-style-type: none"> ○ License #851-TNC ○ Mileage as of August 31, 2012 – 293,874 	
<p>Supporting Documentation:</p> <p>None</p>	
<p>Recommended Action:</p> <p>Approve Recommendation to Declare 1996 Ford Ranger, 2001 Ford E150 Wheel Chair Van, and 1999 E350 15 Passenger Van as Surplus and Approve Sale to the Highest Bidder</p>	

Agenda Item: Review August 2012 Preliminary Financial Statements Committee: Business	Board Meeting Date September 27, 2012
Background Information: None	
Supporting Documentation: August 2012 Preliminary Financial Statements	
Recommended Action: Review August 2012 Preliminary Financial Statements for Information Only	

August 2012 Financial Summary

Revenues for August 2012 were \$2,409,703 and operating expenses were \$1,943,976 resulting in a gain in operations of \$465,727. Capital Expenditures and Extraordinary Expenses for August were \$237,593 resulting in a gain of \$228,134. Total revenues were 106.37% of the monthly budgeted revenues and total expenses were 129.15% of the monthly budgeted expenses.

Year to date revenues are \$22,911,963 and operating expenses are \$21,381,133 leaving excess operating revenues of \$1,530,830. YTD Capital Expenditures and Extraordinary Expenses are \$654,183 resulting in a gain YTD of \$876,646. Total revenues are 100.01% of the YTD budgeted revenues and total expenses are 99.36% of the YTD budgeted expenses.

REVENUES

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

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

EXPENSES

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

Expense Source	YTD Expenses	YTD Budget	% of Budget	\$ Variance
Building Repairs and Maint	294,464	268,440	109.69%	26,024
Contract Hospital - Adult	176,975	150,000	117.98%	26,975
Employee Criminal Checks	23,103	11,130	207.57%	11,973

Building Repairs & Maint – This line item reflects costs of maintaining our facilities in all three counties. We had adjusted for some year-end projects in budget revision but had additional expenses hit for other areas of maintenance that we had underestimated.

Contract Hospital – Adult – This line item reflects contract hospital expenses. In July, we received a contract revision from DSHS for Contract Hospital beds for RUSK Diversion and we estimated the amount that we would spend by year-end. The amount we actually used is higher than the estimate but we also have the revenue increase to offset the increased expenses.

Employee Criminal Checks – This line item reflects the cost of our annual background checks on all employees. The cost of this service has increased significantly since the prior year's checks and we did not anticipate this increase.

TRI-COUNTY SERVICES
CONSOLIDATED BALANCE SHEET
As of August 31, 2012
Preliminary

	TOTALS COMBINED FUNDS August 2012	TOTALS COMBINED FUNDS July 2012	Increase (Decrease)
ASSETS			
CURRENT ASSETS			
Imprest Cash Funds	6,017	6,117	(100)
Cash on Deposit-General Fund	6,197,688	7,314,531	(1,116,842)
Cash on Deposit-Debt Fund	392,788	392,788	-
Accounts Receivable	1,587,882	1,227,961	359,921
Inventory	34,775	35,013	(239)
TOTAL CURRENT ASSETS	8,219,150	8,976,411	(757,261)
FIXED ASSETS	6,386,044	6,386,044	-
OTHER ASSETS	37,074	24,365	12,709
TOTAL ASSETS	14,642,269	15,386,820	(744,551)
LIABILITIES, DEFERRED REVENUE, FUND BALANCES			
CURRENT LIABILITIES	1,234,236	1,188,054	46,181
NOTES PAYABLE	417,673	417,673	-
DEFERRED REVENUE	157,132	1,182,166	(1,025,034)
LONG-TERM LIABILITIES FOR			
Line of Credit - Tradition Bank	1,395,837	1,417,585	(21,748)
Bond Series 2004	820,000	820,000	-
EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR			
General Fund	876,646	648,512	228,134
Debt Service Fund	-	-	-
FUND EQUITY			
RESTRICTED			
Net Assets Reserved for Debt Service	(2,629,709)	(2,651,457)	21,748
Reserved for Debt Retirement	1,230,000	1,230,000	-
Reserved for Debt Service	-	-	-
COMMITTED			
Net Assets-Property and Equipment	6,386,044	6,386,044	-
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 Workers' Compensation	274,409	274,409	-
Reserved for Current Year Budgeted Reserve	73,999	67,832	6,167
Reserved for Insurance Deductibles	100,000	100,000	-
UNASSIGNED			
Unrestricted and Undesignated	1,039,334	1,039,334	-
TOTAL LIABILITIES/FUND BALANCE	14,642,269	15,386,820	(744,551)

TRI-COUNTY SERVICES
CONSOLIDATED BALANCE SHEET
As of August 31, 2012
Preliminary

TOTALS
Memorandum Only

	General Operating Funds	August 2012	FINAL August 2011
ASSETS			
CURRENT ASSETS			
Imprest Cash Funds	6,017	6,017	3,925
Cash on Deposit-General Fund	6,197,688	6,197,688	5,556,400
Cash on Deposit-Debt Fund	392,788	392,788	474,276
Accounts Receivable	1,587,882	1,587,882	1,468,854
Inventory	34,775	34,775	33,893
TOTAL CURRENT ASSETS	8,219,150	8,219,150	7,537,348
FIXED ASSETS	6,386,044	6,386,044	6,386,044
OTHER ASSETS	37,074	37,074	36,364
AMOUNT TO BE PROVIDED FOR THE RETIREMENT OF LONG TERM DEBT		-	1,647,673
TOTAL ASSETS	14,642,269	14,642,269	15,607,427
LIABILITIES, DEFERRED REVENUE, FUND BALANCES			
CURRENT LIABILITIES	1,234,236	1,234,236	1,081,898
NOTES PAYABLE	417,673	417,673	417,673
DEFERRED REVENUE	157,132	157,132	107,127
LONG-TERM LIABILITIES FOR			
Line of Credit - Tradition Bank	1,395,837	1,395,837	1,652,992
Bond Series 2004	820,000	820,000	1,230,000
EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR			
General Fund	876,646	876,646	860,675
Debt Service Fund	-	-	(3,229)
FUND EQUITY			
RESTRICTED			
Net Assets Reserved for Debt service-Restricted	(2,629,709)	(2,629,709)	(1,652,992)
Reserved for Debt Retirement	1,230,000	1,230,000	1,230,000
Reserved for Debt Service	-	-	477,505
COMMITTED			
Net Assets-Property and Equipment-Committed	6,386,044	6,386,044	6,386,044
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 Workers' Compensation-Assigned	274,409	274,409	274,409
Reserved for Current Year Budgeted Reserve -Assigned	73,999	73,999	-
Reserved for Insurance Deductibles-Assigned	100,000	100,000	-
UNASSIGNED			
Unrestricted and Undesignated	1,039,334	1,039,334	278,658
TOTAL LIABILITIES/FUND BALANCE	14,642,269	14,642,269	15,607,427

TRI-COUNTY SERVICES
Revenue and Expense Summary
For the Month Ended August 2012
and YTD as of August 2012
Preliminary

INCOME:	MONTH OF August 2012	YTD August 2012
Local Revenue Sources	134,885	1,816,264
Earned Income	847,121	9,488,874
General Revenue-Contract	1,427,697	11,606,825
TOTAL INCOME	2,409,703	22,911,963
EXPENSES:		
Salaries	1,170,457	11,418,048
Employee Benefits	99,232	2,132,842
Medication Expense	(136,671)	121,872
Travel-Board/Staff	36,262	368,551
Building Rent/Maintenance	66,784	312,922
Consultants/Contracts	457,085	4,675,728
Other Operating Expenses	250,826	2,351,170
TOTAL EXPENSES	1,943,976	21,381,133
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	465,727	1,530,830
CAPITAL EXPENDITURES		
Capital Outlay-FF&E, Automobiles, Building	200,795	213,813
Capital Outlay-Debt Service Bonds	36,798	440,370
TOTAL CAPITAL EXPENDITURES	237,593	654,183
GRAND TOTAL EXPENDITURES	2,181,568	22,035,316
Excess (Deficiency) of Revenues and Expenses	228,134	876,646

TRI-COUNTY SERVICES
Revenue and Expense Summary
Compared to Budgeted
Year to Date as of August 2012
Preliminary

	YTD August 2012	APPROVED BUDGET	Increase (Decrease)
INCOME:			
Local Revenue Sources	1,816,264	1,812,616	3,648
Earned Income	9,488,874	9,525,084	(36,210)
General Revenue-Contract	11,606,825	11,571,146	35,679
TOTAL INCOME	22,911,963	22,908,846	3,117
EXPENSES:			
Salaries	11,418,048	11,387,534	30,514
Employee Benefits	2,132,842	2,169,453	(36,611)
Medication Expense	121,872	123,273	(1,401)
Travel-Board/Staff	368,551	374,692	(6,141)
Building Rent/Maintenance	312,922	289,755	23,167
Consultants/Contracts	4,675,728	4,726,520	(50,792)
Other Operating Expenses	2,351,170	2,447,640	(96,470)
TOTAL EXPENSES	21,381,133	21,518,867	(137,734)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	1,530,830	1,389,979	140,851
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	213,813	219,962	(6,149)
Capital Outlay-Debt Service Bonds	440,370	443,898	(3,528)
TOTAL CAPITAL EXPENDITURES	654,183	663,860	(9,677)
GRAND TOTAL EXPENDITURES	22,035,316	22,182,727	(147,411)
Excess (Deficiency) of Revenues and Expenses	876,646	726,119	150,527

Debt Service and Fixed Asset Fund:

Bond Payments Receipts	440,370	443,898	(3,528)
Bond Payments Disbursements		-	-
Interest Income			
Excess(Deficiency) of revenues over Expenses	440,370	443,898	(3,528)

TRI-COUNTY SERVICES
Revenue and Expense Summary
Compared to Budget
For the Month Ended August 2012
Preliminary

INCOME:	MONTH OF August 2012	APPROVED BUDGET	Increase (Decrease)
Local Revenue Sources	134,885	271,125	(136,240)
Earned Income	847,121	653,270	193,851
General Revenue-Contract	1,427,697	1,340,981	86,716
TOTAL INCOME	2,409,703	2,265,376	144,327
EXPENSES:			
Salaries	1,170,457	1,049,882	120,575
Employee Benefits	99,232	19,991	79,241
Medication Expense	(136,671)	(211,310)	74,639
Travel-Board/Staff	36,262	19,460	16,802
Building Rent/Maintenance	66,784	58,341	8,443
Consultants/Contracts	457,085	336,174	120,911
Other Operating Expenses	250,826	184,434	66,392
TOTAL EXPENSES	1,943,976	1,456,972	487,004
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	465,727	808,404	(342,677)
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	200,795	194,709	6,086
Capital Outlay-Debt Service Bonds	36,798	37,451	(654)
TOTAL CAPITAL EXPENDITURES	237,593	232,160	5,433
GRAND TOTAL EXPENDITURES	2,181,568	1,689,132	492,436
Excess (Deficiency) of Revenues and Expenses	228,134	576,244	(348,110)

Debt Service and Fixed Asset Fund:

Bond Payments Receipts	36,798	37,451	(654)
Bond Payments Disbursements		-	-
Interest Income			
Excess(Deficiency) of revenues over Expenses	36,798	37,451	(654)

TRI-COUNTY SERVICES
Revenue and Expense Summary
With August 2011 Comparative Data
Year to Date as of August 2012
Preliminary

INCOME:	YTD August 2012	YTD August 2011	Increase (Decrease)
Local Revenue Sources	1,816,264	3,219,225	(1,402,961)
Earned Income	9,488,874	10,060,039	(571,165)
General Revenue-Contract	11,606,825	12,153,503	(546,678)
TOTAL INCOME	22,911,963	25,432,767	(2,520,804)
EXPENSES:			
Salaries	11,418,048	11,683,608	(265,560)
Employee Benefits	2,132,842	2,276,301	(143,459)
Medication Expense	121,872	393,974	(272,102)
Travel-Board/Staff	368,551	376,846	(8,295)
Building Rent/Maintenance	312,922	316,819	(3,897)
Consultants/Contracts	4,675,728	4,757,770	(82,042)
Other Operating Expenses	2,351,170	2,360,636	(9,466)
TOTAL EXPENSES	21,381,133	22,165,954	(784,821)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	1,530,830	3,266,813	(1,735,983)
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	213,813	1,906,229	(1,692,416)
Capital Outlay-Debt Service Bonds	440,370	458,238	(17,868)
TOTAL CAPITAL EXPENDITURES	654,183	2,364,467	(1,710,284)
GRAND TOTAL EXPENDITURES	22,035,316	24,530,421	(2,495,105)
Excess (Deficiency) of Revenues and Expenses	876,646	902,346	(25,700)

Debt Service and Fixed Asset Fund:

Bond Payments Receipts	440,370	458,238	(17,868)
Bond Payments Disbursements			-
Interest Income			-
Excess(Deficiency) of revenues over Expenses	440,370	458,238	(17,868)

TRI-COUNTY SERVICES
Revenue and Expense Summary
With August 2011 Comparative Data
For the Month August 2012
Preliminary

INCOME:	MONTH OF August 2012	MONTH OF August 2011	Increase (Decrease)
Local Revenue Sources	134,885	450,292	(315,407)
Earned Income	847,121	832,758	14,363
General Revenue-Contract	1,427,697	1,117,559	310,138
TOTAL INCOME	2,409,703	2,400,609	9,094
EXPENSES:			
Salaries	1,170,457	947,956	222,501
Employee Benefits	99,232	44,276	54,956
Medication Expense	(136,671)	24,529	(161,200)
Travel-Board/Staff	36,262	32,464	3,798
Building Rent/Maintenance	66,784	50,853	15,931
Consultants/Contracts	457,085	417,571	39,514
Other Operating Expenses	250,826	254,702	(3,876)
TOTAL EXPENSES	1,943,976	1,772,351	171,625
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	465,727	628,258	(162,531)
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	200,795	385,358	(184,563)
Capital Outlay-Debt Service Bonds	36,798	38,113	(1,316)
TOTAL CAPITAL EXPENDITURES	237,593	423,471	(185,878)
GRAND TOTAL EXPENDITURES	2,181,568	2,195,822	(14,254)
Excess (Deficiency) of Revenues and Expenses	228,134	204,787	23,347

Debt Service and Fixed Asset Fund:

Bond Payments Receipts	36,798	38,113	(1,316)
Bond Payments Disbursements			-
Interest Income			-
Excess(Deficiency) of revenues over Expenses	36,798	38,113	(1,316)

TRI-COUNTY SERVICES
Revenue and Expense Summary
With July 2012 Comparative Data
As of August 2012
Preliminary

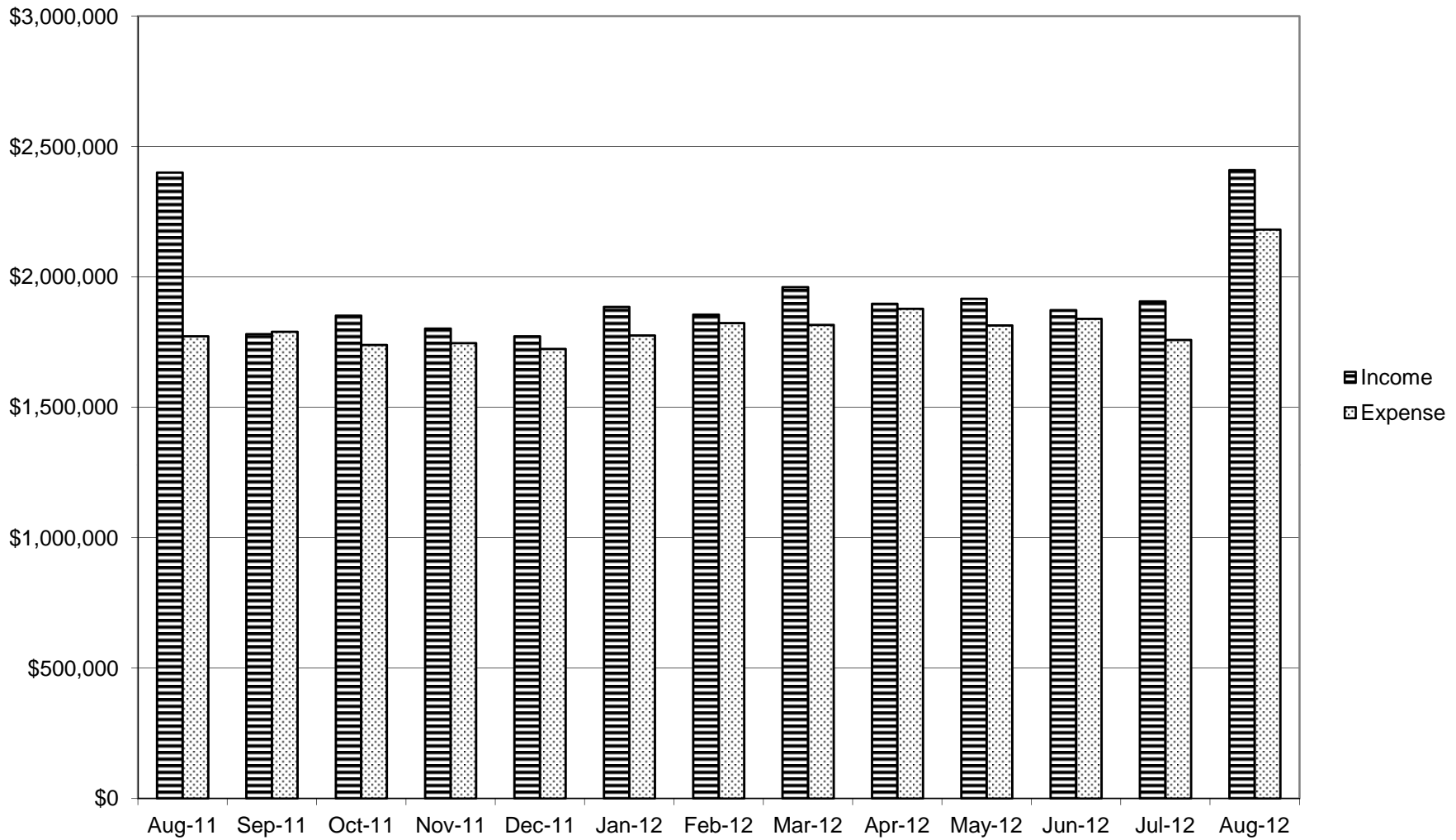
INCOME:	MONTH OF August 2012	MONTH OF July 2012	Increase (Decrease)
Local Revenue Sources	134,885	148,361	(13,476)
Earned Income	847,121	802,008	45,113
General Revenue-Contract	1,427,697	956,243	471,454
TOTAL INCOME	2,409,703	1,906,612	503,091
EXPENSES:			
Salaries	1,170,457	901,194	269,263
Employee Benefits	99,232	174,325	(75,093)
Medication Expense	(136,671)	31,192	(167,863)
Travel-Board/Staff	36,262	29,709	6,554
Building Rent/Maintenance	66,784	23,688	43,096
Consultants/Contracts	457,085	372,008	85,077
Other Operating Expenses	250,826	189,262	61,564
TOTAL EXPENSES	1,943,976	1,721,377	222,599
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	465,727	185,235	280,492
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	200,795	650	200,146
Capital Outlay-Debt Service Bonds	36,798	36,798	-
TOTAL CAPITAL EXPENDITURES	237,593	37,447	200,146
GRAND TOTAL EXPENDITURES	2,181,568	1,758,824	422,744
Excess (Deficiency) of Revenues and Expenses	228,134	147,787	80,347

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

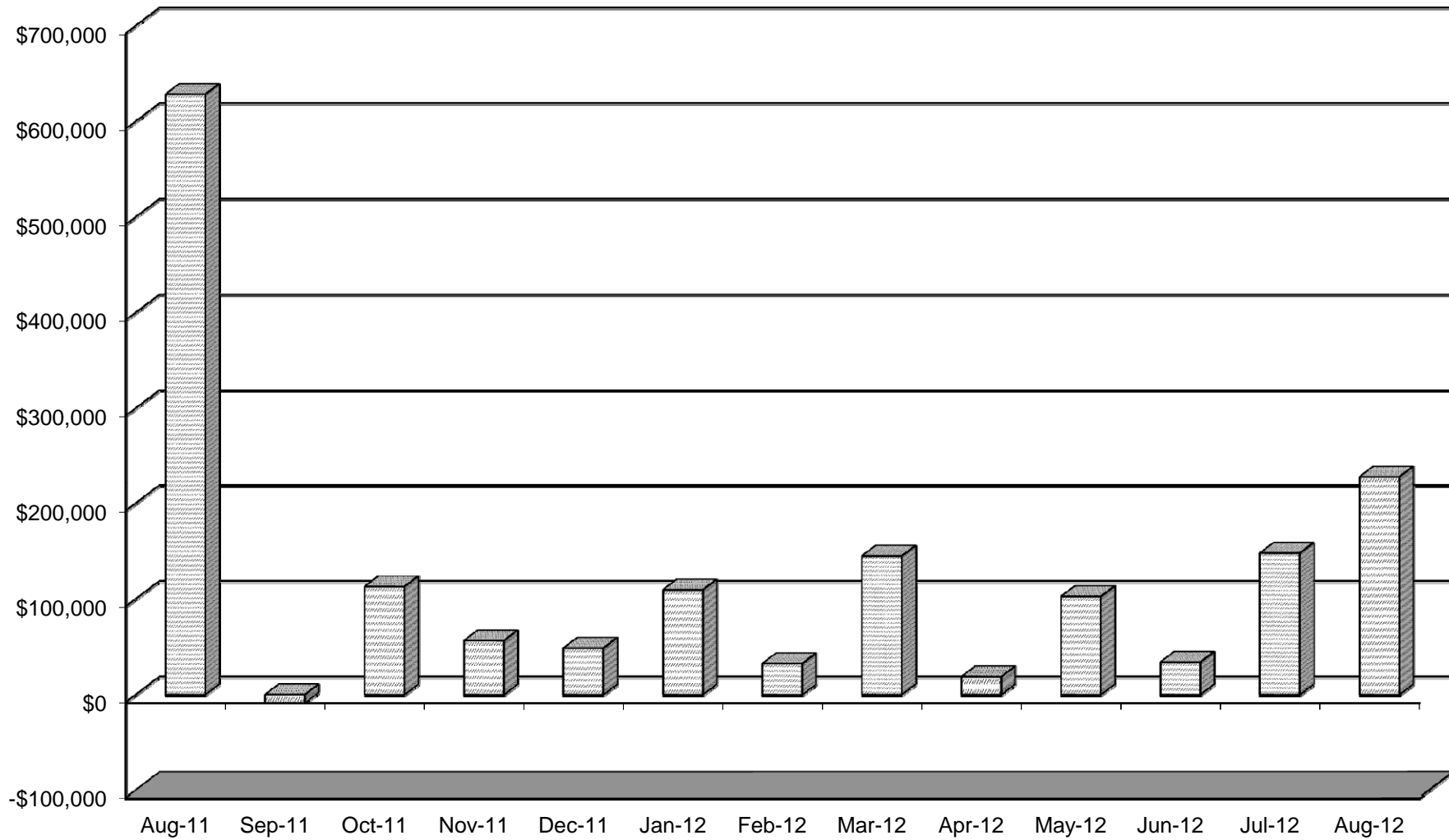
TRI-COUNTY SERVICES
Revenue and Expense Summary by Service Type
Compared to Budget
As of YTD Ended August 2012
Preliminary

	YTD Mental Health August 2012	YTD IDD August 2012	YTD Other Services August 2012	YTD Agency Total August 2012	YTD Approved Budget August 2012	Increase (Decrease)
INCOME:						
Local Revenue Sources	1,367,524	109,489	339,252	1,816,264	1,812,616	3,648
Earned Income	2,317,484	5,990,003	1,181,386	9,488,874	9,517,584	(28,710)
General Revenue-Contract	10,350,698	1,256,127	-	11,606,825	11,571,146	35,679
TOTAL INCOME	14,035,706	7,355,619	1,520,638	22,911,963	22,901,346	10,617
EXPENSES:						
Salaries	8,296,740	2,181,002	940,307	11,418,048	11,427,534	(9,486)
Employee Benefits	1,520,678	434,071	178,094	2,132,842	2,169,453	(36,611)
Medication Expense	121,655	-	217	121,872	123,273	(1,401)
Travel-Board/Staff	240,834	92,095	35,622	368,551	374,692	(6,141)
Building Rent/Maintenance	209,179	81,117	22,626	312,922	289,755	23,167
Consultants/Contracts	881,343	3,714,772	79,614	4,675,728	4,726,520	(50,792)
Other Operating Expenses	1,557,643	512,524	281,002	2,351,170	2,447,640	(96,470)
TOTAL EXPENSES	12,828,072	7,015,581	1,537,482	21,381,133	21,558,867	(177,734)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	1,207,634	340,038	(16,844)	1,530,830	1,342,479	188,351
CAPITAL EXPENDITURES						
Capital Outlay-FF&E, Automobiles	152,511	44,955	16,347	213,813	219,962	(6,149)
Capital Outlay-Debt Service Bonds	276,476	117,873	46,021	440,370	443,898	(3,528)
TOTAL CAPITAL EXPENDITURES	428,987	162,828	62,368	654,182	663,860	(9,677)
GRAND TOTAL EXPENDITURES	13,257,059	7,178,409	1,599,850	22,035,315	22,222,727	(187,411)
Excess (Deficiency) of Revenues and Expenses	778,647	177,210	(79,212)	876,646	678,619	198,028
Debt Service and Fixed Asset Fund:						
Bond Payments Receipts	276,476	117,873	46,021	440,370	443,898	(167,422)
Bond Payments Disbursements	-	-	-	-	-	-
Interest Income	-	-	-	-	-	-
Excess(Deficiency) of revenues over Expenses	276,476	117,873	46,021	440,370	443,898	(167,422)

TRI-COUNTY SERVICES Income and Expense



TRI-COUNTY SERVICES
Income after Expense



Agenda Item: 4 th Quarter FY 2012 Quarterly Investment Report Committee: Business	Board Meeting Date September 27, 2012
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 Augst 31, 2012

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	(\$11,787.93)	(\$2,400.35)	\$945.24
Accrual of Interest Income	12,939,651.95	9,860,484.92	8,851,455.26
Interest and Management Fees Payable	(1,748,338.96)	(1,683,319.69)	(1,578,420.75)
Payable for Investments Purchased	0.00	(205,138,389.00)	0.00
Repurchase Agreements	8,405,369,000.00	8,555,683,500.00	8,108,834,000.00
Mutual Fund Investments	0.00	0.00	0.00
Government Securities	6,418,543,534.09	6,330,145,932.58	5,427,416,693.20
U.S. Treasury Bills	0.00	0.00	0.00
U.S. Treasury Notes	400,382,900.00	100,152,300.00	100,035,200.00
TOTAL	\$15,235,474,959.15	\$14,789,018,108.46	\$13,643,559,872.95

Book Value for the Period

Type of Asset	Beginning Balance	Ending Balance
Uninvested Balance	\$781.40	\$945.24
Accrual of Interest Income	8,435,159.60	8,851,455.26
Interest and Management Fees Payable	(1,694,987.80)	(1,578,420.75)
Payable for Investments Purchased	(50,000,000.00)	0.00
Repurchase Agreements	8,828,049,000.00	8,108,834,000.00
Mutual Fund Investments	0.00	0.00
Government Securities	6,405,855,754.65	5,426,624,750.13
U.S. Treasury Bills	0.00	0.00
U.S. Treasury Notes	400,736,525.57	100,046,380.34
TOTAL	\$15,591,382,233.42	\$13,642,779,110.22

Portfolio by Maturity as of August 31, 2012

1 to 7 days	8 to 90 day	91 to 180 days	181 + days
69.00%	16.8%	7.2%	7.0%

Portfolio by Type of Investments as of August 31, 2012

Agencies	Mutual Funds	Repurchase Agreements	Treasuries
39.8%	None	59.5%	0.7%

SUMMARY INFORMATION

On a simple daily basis, the monthly average yield was 0.14% for June, 0.13% for July and 0.13% 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, 2012 was 38 days.

The net asset value as of August 31, 2012 was 1.00006.

The total amount of interest distributed to participants during the period was (\$116,737.21).

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 Poor's.

During the reporting period, the total number of participants has increased to 2,271.

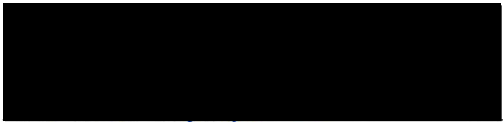
Funds assets are safe kept at the State Street Bank in the name of TexPool in a custodial account.

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 Sill
Executive Director / Investment Officer


Date

**TRI-COUNTY SERVICES
QUARTERLY INTEREST EARNED REPORT
FISCAL YEAR 2012
AS OF AUGUST 2012**

BANK NAME	INTEREST EARNED				
	1st QTR.	2nd QTR.	3rd QTR.	4th QTR.	YTD TOTAL
Alliance Bank - Central Texas CD-3/29/12			\$ 455.67	\$ 658.19	\$ 1,113.86
Citizens 1st Bank CD-3/30/12			\$ 211.58	\$ 310.55	\$ 522.13
First Liberty National Bank	\$ 24.23	\$ 24.61	\$ 25.16	\$ 21.16	\$ 95.16
First Liberty National Bank CD-5/1/12			\$ 184.93	\$ 560.96	\$ 745.89
JP Morgan Chase (HBS)	\$ 527.60	\$ 2,042.19	\$ 1,514.17	\$ 1,328.68	\$ 5,412.64
Prosperity Bank	\$ 11.85	\$ 11.37	\$ 11.65	\$ 11.74	\$ 46.61
TexPool Participants	\$ 155.72	\$ 141.47	\$ 194.27	\$ 222.83	\$ 714.29
Redeemed 10/21/11 Hillcrest Bank	\$ 392.70	\$ -			\$ 392.70
Tradition Bank	\$ 9,843.98	\$ 10,059.82	\$ 9,633.63	\$ 9,572.33	\$ 39,109.77
Total Earned	\$ 10,956.08	\$ 12,279.46	\$ 12,231.07	\$ 12,686.44	\$ 48,153.05

Agenda Item: August 2012 Board of Trustees' Unit Financial Statement	Board Meeting Date
Committee: Business	September 27, 2012
Background Information:	
None	
Supporting Documentation:	
August 2012 Board of Trustees' Unit Financial Statement	
Recommended Action:	
For Information Only	

Unit Financial Statement

FY 2012

	August 12 Actuals	August 12 Budgeted	Variance	YTD Actual	YTD Budget	Variance	Percent	Budget
Revenues								
80103998 Allocated Revenue	\$ 2,804.00	\$ 2,804.00	\$ -	\$ 33,645.00	\$ 33,645.00	\$ -	100.00%	\$ 33,645.00
Total Revenue	\$ 2,804.00	\$ 2,804.00	\$ -	\$ 33,645.00	\$ 33,645.00	\$ -	100.00%	\$ 33,645.00
Expenses								
80105030 Application Fees	\$ -	\$ -	\$ -	\$ 4.50	\$ -	\$ 4.50	0.00%	\$ -
80105275 Food Items	\$ 613.84	\$ 183.00	\$ 430.84	\$ 2,253.12	\$ 2,200.00	\$ 53.12	102.41%	\$ 2,200.00
80105320 Insurance-Worker Compensation	\$ 12.39	\$ 18.00	\$ (5.61)	\$ 156.60	\$ 220.00	\$ (63.40)	71.18%	\$ 220.00
80105388 Legal Fees	\$ 1,500.00	\$ 1,500.00	\$ -	\$ 18,000.00	\$ 18,000.00	\$ -	100.00%	\$ 18,000.00
80105415 Miscellaneous Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -
80105605 Postage-Express Mail	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -
80105715 Supplies - Office	\$ 23.99	\$ 15.00	\$ 8.99	\$ 99.60	\$ 180.00	\$ (80.40)	55.33%	\$ 180.00
80105750 Training	\$ -	\$ (1,431.00)	\$ 1,431.00	\$ 1,590.00	\$ 2,625.00	\$ (1,035.00)	60.57%	\$ 4,425.00
80105755 Travel - Local	\$ 77.77	\$ 100.00	\$ (22.23)	\$ 904.89	\$ 1,200.00	\$ (295.11)	75.41%	\$ 1,200.00
80105757 Travel - Non-local Mileage/Air	\$ 150.38	\$ 167.00	\$ (16.62)	\$ 2,270.81	\$ 2,001.00	\$ 269.81	113.48%	\$ 2,001.00
80105758 Travel - Non-local Hotel	\$ 358.00	\$ 377.00	\$ (19.00)	\$ 3,274.23	\$ 4,519.00	\$ (1,244.77)	72.45%	\$ 4,519.00
80105759 Travel - Meals	\$ 71.49	\$ 75.00	\$ (3.51)	\$ 491.36	\$ 900.00	\$ (408.64)	54.60%	\$ 900.00
Total Expenses	\$ 2,807.86	\$ 1,004.00	\$ 1,803.86	\$ 29,045.11	\$ 31,845.00	\$ (2,799.89)	91.21%	\$ 33,645.00
Total Revenue minus Expenses	\$ (3.86)	\$ 1,800.00	\$ (1,803.86)	\$ 4,599.89	\$ 1,800.00	\$ 2,799.89	8.79%	\$ -

Agenda Item: Montgomery Supported Housing, Inc. Quarterly Update Committee: Business	Board Meeting Date September 27, 2012
Background Information: <p>The Montgomery Supported Housing, Inc. (MSHI) Board met on June 29, 2012. In this meeting, the Board reviewed the annual Form 990 tax return and heard detailed updates on project operations from McDougal Property Management.</p> <p>At the meeting, the MSHI Board also approved a bid for the installation of a landscape sprinkler system at Independence Place. As the Tri-County Board will remember, MSHI had to remove the installation of the sprinkler system from the construction plans after running into unexpected expense associated with the installation of electrical service at the site. MSHI has more than enough funds in the Reserve for Replacement account to pay for the sprinkler system, but is still awaiting approval from HUD to spend funds from this account.</p> <p>Although there continues to be some growing pains at Independence Place that McDougal advised the MSHI Board about, the project continues to stabilize.</p> <p>The apartments remain full and there are 12 approved individuals on the waiting list. In addition, there are approximately 25 additional applications which are being processed by McDougal staff.</p>	
Supporting Documentation: None	
Recommended Action: For Information Only	

Agenda Item: Cleveland Supported Housing, Inc. Quarterly Update Committee: Business	Board Meeting Date September 27, 2012
Background Information: <p>The Cleveland Supported Housing, Inc. (CSHI) Board had a meeting by phone on August 29th to approve the submission of three foundation grants which had been prepared by Tri-County staff. The grants to the Meadows, Fondren and Brown foundations were for \$500,000 combined. In addition, Tri-County staff has submitted a pre-application to Houston Endowment, Inc. requesting assistance in the amount of \$200,000. We should hear within three weeks whether a full application will be requested by them.</p> <p>Staff has had some conversation with HUD regarding our progress toward the Firm Commitment application. HUD understands that we need to find additional funding, but they are also pressuring CSHI to move forward with Firm Commitment process. Staff has provided HUD with a detailed budget estimate for the project. If HUD chooses, they may provide the necessary amendment funds for the project and CSHI could move quickly toward Firm Commitment and Initial Closing. Staff are also working with CSHI architects and a general contractor to find potential savings in the site design which might lower the overall cost of the units.</p> <p>Staff has received word that the City of Cleveland will allow the project to have site access from the city road that runs to the east of the site, Sleepy Hollow, instead of making a curb cut off of Highway 321. This should save the project some expense and will allow for more aesthetic site design.</p>	
Supporting Documentation: None	
Recommended Action: For Information Only	

UPCOMING MEETINGS

October 25th, 2012 – Board Meeting

- Approve Minutes from September 27, 2012 Board Meeting
- Community Resources Report for September 2012
- Consumer Services Report for September 2012
- Program Updates for September 2012
- Personnel Report for September 2012
- Program Presentation – Outpatient Competency Restoration
- Approve September 2012 Financial Statements
- 401(a) Account Review
- Board of Trustees' Unit Financial Statement for September 2012
- Other Business Committee Issues

November – No Board Meeting – Thanksgiving Holiday

December 13th, 2012 – Board Meeting

- Program Presentation – Life Skills Christmas Carolers
- Longevity Recognition Presentations
- Approve Minutes from October 25, 2012 Board Meeting
- Community Resources Report for October & November 2012
- Consumer Services Report for October 2012
- Program Updates for October 2012
- Personnel Report for October 2012
- Approve October 2012 Financial Statements
- Reappoint Independence Communities, Inc. Board of Directors
- Reappoint Montgomery Supported Housing, Inc. Board of Directors
- Reappoint Cleveland Supported Housing, Inc. Board of Directors
- Board of Trustees' Unit Financial Statement for October 2012
- Montgomery Supported Housing, Inc. Quarterly Update
- Cleveland Supported Housing, Inc. Quarterly Update
- Other Business Committee Issues