

Tri-County Behavioral Healthcare Board of Trustees Meeting

April 22, 2021



Notice is hereby given that a regular meeting of the Board of Trustees of Tri-County Behavioral Healthcare will be held on Thursday, April 22, 2021.

The Business Committee will convene at 9:30 a.m., the Program Committee will convene at 9:30 a.m.

In accordance with section 418.016 of the Texas Government Code, Governor Abbott, as part of his Disaster Declaration related to COVID-19, has suspended various provisions of the Open Meetings Act including the requirement that government officials and members of the public be physically present at a specified meeting location for a Board meeting. In compliance with this suspended rule, the Tri-County Board of Trustees meeting will convene via teleconference at 10:00 a.m. at the number listed below. The public is invited to call and offer comments to the Board of Trustees between 10:00 a.m. and 10:05 a.m.

Teleconference Line: **800-719-7514**
Access Code: 963492
www.tcbhc.org/board-documents/
April 2021 Board Packet

In compliance with the Americans with Disabilities Act, Tri-County Behavioral Healthcare will provide for reasonable accommodations for persons attending the Board Meeting. To better serve you, a request should be received with 48 hours prior to the meeting. Please contact Tri-County Behavioral Healthcare at 936-521-6119.

AGENDA

- I. Organizational Items**
 - A. Chair Calls Meeting to Order
 - B. Public Comment
 - C. Quorum
 - D. Review & Act on Requests for Excused Absence
- II. Approve Minutes - March 25, 2021**
- III. Executive Director's Report - Evan Roberson**
 - A. Operational Updates
 - B. MH QM Audit Results
 - C. New Funding Opportunities
 - D. Legislative Updates
- IV. Chief Financial Officer's Report - Millie McDuffey**
 - A. FY 2021 Budget Process
 - B. Cost Reports Update
 - C. County Annual Funding Request
 - D. Fixed Asset Inventory

V. Program Committee

Information Items

- A. Community Resources Report.....Pages 8-11
B. Consumer Services Report for March 2021.....Pages 12-13
C. Program Updates.....Pages 14-19

VI. Executive Committee

Information Items

- A. Personnel Report for March 2021.....Pages 20-22
B. Texas Council Risk Management Fund Claims Summary for March 2021.....Pages 23-24

VII. Business Committee

Action Items

- A. Approve March 2021 Financial Statements.....Pages 25-37
B. Consider Selection of FY 2021 Auditor.....Page 38
C. Ratify HHSC Contract No. HHS000231500002, Amendment No. 1, PATH.....Page 39

Information Items

- D. HUD 811 Updates (Cleveland, Montgomery and Huntsville).....Pages 40-42
E. Board of Trustees Unit Financial Statements for March 2021.....Pages 43-44

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

Posted By:

Ava Green
Executive Assistant

Tri-County Behavioral Healthcare

P.O. Box 3067
Conroe, TX 77305

BOARD OF TRUSTEES MEETING

VIA TELECONFERENCE

March 25, 2021

Board Members Present:

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

Board Members Absent:

Janet Qureshi

Tri-County Staff Present:

Evan Roberson, Executive Director
Kenneth Barfield, Director of Management Information Systems
Sara Bradfield, Director of Adult Behavioral Health
Catherine Prestigiovanni, Director of Strategic Development
Darius Tuminas, Controller
Tabatha Abbott, Cost Accountant
Robyn Gould, Medicaid Transformation Waiver Team Lead
Ava Green, Executive Assistant

Via Teleconference:

Millie McDuffey, Chief Financial Officer
Tanya Bryant, Director of Quality Management and Support
Amy Foerster, Chief Compliance Officer
Kathy Foster, Director of IDD Provider Services
Kelly Shropshire, Director of IDD Authority Services
Mary Lou Flynn-Dupart, Legal Counsel

Sheriff Representatives Present:

Via Teleconference:
Lt. Keith DeHart, Walker County Sheriff's Office

Call to Order: Board Chair, Patti Atkins, called the meeting to order at 10:03 a.m. via teleconference.

Public Comment: Public Comment presented by John Nicks. Mr. Nicks requested that more financial information about the Center budget be placed on the website, including information about how much is state funding, what percentage goes to consumer care and what percent goes to fund administration. He further requested changes to the public information process including being able to request certain information via email and removal of the charge for public information requests. Mr. Nicks also requested that the discharge and appeals process be reviewed and modified.

Quorum: There being seven (7) Board Members present via teleconference, a quorum was established.

Resolution #03-25-01

Motion Made By: Jacob Paschal

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

Resolved:

That the Board excuse the absence of Janet Qureshi.

Resolution #03-25-02

Motion Made By: Morris Johnson

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

Resolved:

That the Board approve the minutes of the January 28, 2021 meeting of the Board of Trustees.

Program Presentations:

Patti Atkins, Board Chair, suspended the Agenda at 10:09 a.m. to move to Business Committee Information Item VIII-D, 401(a) Retirement Plan Account Review. Scott Hayes and Mannix Smith with ISC Group, Inc., presented the report.

Executive Director's Report:

The Executive Director's report is on file.

- COVID-19 Operational Updates
- 1115 Transition Plan
- IDD Authority Survey Results
- Mental Health QM Audit
- Hospitalization Costs
- Huntsville Facility
- Legislative Updates

Chief Financial Officer's Report:

The Chief Financial Officer's report is on file.

- FY 2020 CAM Cost Report
- Updated CCBHC Cost Report Submitted
- FY 2020 HCS and MEI Cost Report
- Days of Operation Ratio
- Budget Revisions
- CFO Consortium

PROGRAM COMMITTEE:

The Community Resources Report was reviewed for information purposes only.

The Consumer Services Reports for January and February 2021 were reviewed for information purposes only.

The Program Updates Report was reviewed for information purposes only.

The FY 2021 Goals and Objectives Progress Report was reviewed for information purposes only.

The 2nd Quarter FY 2021 Corporate Compliance and Quality Management Report was reviewed for information purposes only.

EXECUTIVE COMMITTEE:

The Personnel Report for January through February 2021 was reviewed for information purposes only.

The Texas Council Risk Management Fund Claims Summary as of February 2021 was reviewed for information purposes only.

BUSINESS COMMITTEE:

Resolution #03-25-03

Motion Made By: Morris Johnson

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

Resolved:

That the Board approve the January 2021 Financial Statements.

Resolution #03-25-04

Motion Made By: Morris Johnson

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

Resolved:

That the Board approve the February 2021 Financial Statements.

Resolution #03-25-05

Motion Made By: Morris Johnson

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

Resolved:

That the Board approve the FY 2021 Budget Revision.

The 2nd Quarter FY 2021 Investment Report was reviewed for information purposes only.

The Board of Trustees Unit Financial Statements for January and February 2021 were reviewed for information purposes only.

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

The regular meeting of the Board of Trustees adjourned at 11:10 a.m. to go into Executive Session in compliance with Texas Government Code Section 551.071, Consultation with Attorney.

The meeting of the Board of Trustees reconvened at 11:13 a.m. to go into Executive Session.

No action was taken from Executive Session.

The Executive Session of the Board of Trustees adjourned at 11:40 a.m.

Adjournment:

Attest:

Patti Atkins
Chair

Date

Jacob Paschal
Secretary

Date

Agenda Item: Community Resources Report Committee: Program	Board Meeting Date: April 22, 2021
Background Information: None	
Supporting Documentation: Community Resources Report	
Recommended Action: For Information Only	

Community Resources Report

March 26, 2021 – April 22, 2021

Volunteer Hours:

Location	March
Conroe	246.5
Cleveland	0
Liberty	4.5
Huntsville	8
Total	259.0

COMMUNITY ACTIVITIES:

3/26/21	ASK+ Veterans Community Training	Conroe
3/27/21	Warrior and Mini Event	Conroe
3/27/21	Vietnam Veterans Day Celebration	Huntsville
3/29/21	Spring Fest	Magnolia
3/31/21	Montgomery County Community Assistance Recovery Efforts and Services - Virtual	Conroe
3/31/21	Conroe Noon Lions Club Luncheon	Conroe
4/1/21	ExxonMobil Psychological Safety Meeting – Virtual	The Woodlands
4/1/21	Anderson Food Pantry Food Drive Event	Anderson
4/1/21	Veteran Spring Basket Giving	Montgomery
4/1/21	Liberty County Veteran Service Officer Meeting	Liberty
4/3/21	Health, Wellness, & Fitness Expo	The Woodlands
4/3/21	Veteran Breakfast Meeting	Huntsville
4/5/21	Fire Station #151 & #154 Outreach-Critical Incident Stress Management (CISM)	New Caney
4/5/21	Veteran Spouse Network Meeting – Virtual	Conroe
4/5/21	Montgomery County Homeless Coalition Board Meeting – Virtual	Conroe
4/5/21	Mayor Czajkoski's Homeless Taskforce Meeting	Conroe
4/5/21	Veterans 101 Community Resource Education	Conroe
4/6/21	Mental Health First Aid Networking Breakfast	Magnolia
4/7/21	Child Fatality Review Team - Virtual	Conroe
4/7/21	Conroe Noon Lions Club Luncheon	Conroe
4/8/21	Mental Health First Aid Networking Breakfast	Huntsville
4/8/21	Huntsville Chamber of Commerce Breakfast	Huntsville
4/8/21	Abundant Harvest Food Pantry Presentation	Spring
4/8/21	Lanetree Veteran Collaboration Meeting	Liberty
4/8/21	Behavioral Health Suicide Prevention Task Force Meeting – Severe Mental Illness Workgroup – Virtual	Conroe
4/8/21	Research Opportunity Planning Meeting with SHSU Students – Virtual	Huntsville

4/10/21	Medical Outreach Day with Salvation Army and COVID-19 Team	Conroe
4/12/21	Military Veterans Peer Network Conference - Virtual	Conroe
4/12/21	Veteran Breakfast	Montgomery
4/12/21	Navy Service Reserve Recruiter Meeting	Conroe
4/13/21	Military Veterans Peer Network Conference - Virtual	Conroe
4/13/21	Splendora ISD Lead Counselor Coordination Meeting – Virtual	Splendora
4/13/21	Assisting Victims Escape Trafficking Meeting – Virtual	Conroe
4/13/21	Behavioral Health Suicide Prevention Task Force Meeting – Trauma & Grief Workgroup – Virtual	Conroe
4/14/21	Conroe Noon Lions Club Luncheon	Conroe
4/14/21	Veteran Mentor Jail Pod Call	Conroe
4/14/21	Veterans Treatment Court - Virtual	Conroe
4/14/21	Military Veterans Peer Network Conference - Virtual	Conroe
4/14/21	Montgomery County Veterans Treatment Court - Virtual	Conroe
4/14/21	HEARTs Veterans Museum Collaborative	Conroe
4/14/21	Huntsville ISD Student Health Advisory Council Meeting – Virtual	Huntsville
4/15/21	Montgomery County Homeless Coalition Community Meeting – Virtual	Conroe
4/15/21	Military Veterans Peer Network Conference - Virtual	Conroe
4/16/21	Veterans Mental Health First Aid at Hearts Museum	Huntsville
4/16/21	Military Veterans Peer Network Conference - Virtual	Conroe
4/17/21	Meals on Wheels 5K Event	Conroe
4/19/21	Youth Mental Health First Aid Willis ISD	Willis
4/19/21	HB19 Collaboration Meeting for Educational Service Center Region 4	Conroe
4/19/21	Veteran Spouse Networking Meeting – Virtual	Conroe
4/19/21	Symetria Recovery Veteran Meeting	Conroe
4/20/21	Military Veteran Peer Network Mentor Meeting	Huntsville
4/20/21	Montgomery County Community Resource Coordination Group Meeting- Virtual	Conroe
4/20/21	Expiration of Term of Service Sponsorship Meeting – Virtual	Conroe
4/20/21	Huntsville ISD Student Care Team – Virtual	Huntsville
4/20/21	Behavioral Health Suicide Prevention Task Force Meeting – Virtual	Conroe
4/21/21	Texas Veterans Commission Meeting – Virtual	Conroe
4/21/21	Conroe Noon Lions Club Luncheon	Conroe
4/21/21	Behavioral Health Suicide Prevention Task Force Meeting – Adult Workgroup – Virtual	Conroe
4/21/21	Behavioral Health Suicide Prevention Task Force Meeting – Neurodiversity/Special Needs Workgroup – Virtual	Conroe
4/21/21	Liberty Chamber of Commerce Luncheon	Liberty

UPCOMING ACTIVITIES:

4/23/21	Abundant Harvest Food Pantry Presentation	Spring
4/23/21	Conroe Noon Lions Club Luncheon	Conroe
4/23/21	Vet Fest Committee Meeting	Conroe
4/24/21	KidsFest	The Woodlands
4/27/21	CISD School Health Advisory Council Meeting Presentation – Virtual	Conroe
4/27/21	Veteran Treatment Court Mentor Meeting – Virtual	Conroe
4/27/21	Walker County Community Resource Coordination Group Meeting – Virtual	Huntsville
4/28/21	Liberty County Community Resource Coordination Group Meeting – Virtual	Liberty
4/28/21	Veteran Treatment Court – Virtual	Conroe
4/28/21	Veteran Mentor Jail Pod Meeting – Virtual	Conroe
5/3/21	Montgomery County Homeless Coalition Board Meeting	Conroe
5/5/21	Conroe Noon Lions Club Luncheon	Conroe
5/11/21	Assisting Victims Escape Trafficking Meeting – Virtual	Conroe
5/11/21	Splendora ISD Lead Counselor Coordination Meeting- Virtual	Splendora
5/11/21	Behavioral Health Suicide Prevention Task Force Meeting – Trauma & Grief Workgroup – Virtual	Conroe
5/12/21	Conroe Noon Lions Club Luncheon	Conroe
5/13/21	Huntsville Chamber of Commerce Breakfast	Huntsville
5/13/21	ExxonMobil Psychological Safety Presentation – Virtual	The Woodlands
5/18/21	Huntsville ISD Student Care Team Meeting – Virtual	Huntsville
5/18/21	Montgomery County Community Resource Coordination Group Meeting – Virtual	Conroe
5/19/21	Conroe Noon Lions Club Luncheon	Conroe
5/19/21	Behavioral Health Suicide Prevention Task Force Meeting – Neurodiversity/Special Needs – Virtual	Conroe
5/20/21	Huntsville ISD Leadership Meeting – Virtual	Huntsville
5/20/21	Montgomery County Homeless Coalition Community Meeting – Virtual	Conroe

Agenda Item: Consumer Services Report for March 2021 Committee: Program	Board Meeting Date: April 22, 2021
Background Information: None	
Supporting Documentation: Consumer Services Report for March 2021	
Recommended Action: For Information Only	

Consumer Services Report

March 2021

Consumer Services	Montgomery	Cleveland	Liberty	Walker	Total
Crisis Services, MH Adults/Children					
Persons Screened, Intakes, Other Crisis Services	793	72	43	72	980
Transitional Services (LOC 5)	0	0	0	0	0
Psychiatric Emergency Treatment Center (PETC) Served	71	4	4	5	84
Psychiatric Emergency Treatment Center (PETC) Bed Days	235	4	17	22	278
Adult Contract Hospital Admissions	23	0	2	3	28
Child and Youth Contract Hospital Admissions	7	0	1	0	8
Total State Hospital Admissions	0	0	0	0	0
Routine Services, MH Adults/Children					
Adult Service Packages (LOC 1-4, FEP)	1528	221	169	98	2016
Adult Medication Services	1020	110	73	103	1306
Child Service Packages (LOC 1-4, YC, YES, TAY, RTC, FEP)	935	68	35	76	1114
Child Medication Services	279	22	10	22	333
TCOOMMI (Adult Only)	103	17	8	11	139
Adult Jail Diversions	0	0	0	0	0
Persons Served by Program, IDD					
Number of New Enrollments for IDD Services	7	2	3	0	12
Service Coordination	771	39	48	75	933
Persons Enrolled in Programs, IDD					
Center Waiver Services (HCS, Supervised Living)	25	5	15	17	62
Substance Abuse Services					
Children and Youth Prevention Services	516	0	28	0	544
Youth Substance Abuse Treatment Services/COPSD	18	0	0	0	18
Adult Substance Abuse Treatment Services/COPSD	64	0	0	0	64
Waiting/Interest Lists as of Month End					
Adult Mental Health Services	9	0	0	0	9
Home and Community Based Services Interest List	1922	148	173	223	2466
March Served by County					
Adult Mental Health Services	2013	217	155	248	2633
Child Mental Health Services	1099	85	46	87	1317
Intellectual and Developmental Disabilities Services	828	44	60	80	1012
Total Served by County	3940	346	261	415	4962
March Served by Phone by County					
Adult Mental Health Services	1041	132	81	143	1397
Child Mental Health Services	735	62	35	66	898
Intellectual and Developmental Disabilities Services	815	44	57	79	995
Total Served by County	2591	238	173	288	3290
March Services by Phone by County					
Adult Mental Health Services	2056	236	147	275	2714
Child Mental Health Services	1549	116	74	191	1930
Intellectual and Developmental Disabilities Services	2977	153	210	328	3668
Total Served by County	6582	505	431	794	8312
February Served by County					
Adult Mental Health Services	1635	155	119	199	2108
Child Mental Health Services	945	87	36	78	1146
Intellectual and Developmental Disabilities Services	784	44	58	75	961
Total Served by County	3364	286	213	352	4215

Agenda Item: Program Updates	Board Meeting Date: April 22, 2021
Committee: Program	
Background Information: None	
Supporting Documentation: Program Updates	
Recommended Action: For Information Only	

Program Updates

March 26, 2021 – April 22, 2021

Crisis Services

1. We have had some turnover in nursing and nursing assistant roles in the Crisis Stabilization Unit program at the PETC. Current vacancies include: three RN's with one more becoming vacant on 4/25; two LVN positions; four vacant Psychiatric Nursing Assistant positions; and the bachelor's-level position responsible for conducting groups. In addition, there is one vacancy for a bachelor's-level position in the assessment staff who operate out of the front of the PETC building. We are getting applicants for most of the roles except for the bachelor's-level positions which are slow across the Center.
2. Staff from the Veteran's and Substance Use programs at the Sgt. Ed Holcomb building are coming over to provide group activities to the CSU clients.
3. Our contract hospital utilization remains high. From 9/1/20 through 4/1/21, there were 253 admissions with 2,505 bed-days, costing approximately \$1,503,000. That's about a 21% increase from last year, which was our highest hospital utilization in any Fiscal Year. A higher number of the contract bed admissions have been children and adolescents. At this pace, we will be almost \$800,000 short in funding for psychiatric beddays for the FY. Of course, the question will be if we can maintain this pace because typically the summer months are busiest for hospitalization and utilization actually increases.
4. We were recently advised by one of the Montgomery County Mental Health Constables that Conroe Regional Hospital ER is seeing so many individuals they are labeling as mental health cases that they are telling law enforcement and EMS they are on "mental health diversion" at times and encouraging them to take some cases to other emergency rooms or to the PETC.
5. Despite keeping two beds on the CSU open for potential isolation needs, which decreases our available beds from 16 to 14, the CSU utilization is up some from last year. Looking at 9/1/20 to 4/1/21, there were 504 admissions to the CSU. During the same time period last year, there were 489 admissions. It should be noted that we did decrease the available beds from 16 to 9 on 3/18/2020, which is toward the end of that time period and is the same day we closed the EOU. Overall, we are on pace to break the record for the number of admissions in a year which was 908 in FY 2018.

MH Adult Services

1. The ACT team has been focusing on assisting all ACT clients who are interested in accessing the COVID vaccine by providing skills and supports necessary to register on waiting lists, track and monitor availability of the vaccine, and make appropriate plans and arrangements for receiving the vaccine when available.
2. The PATH team has identified a new target for completion of SOAR (SSI/SSDI Outreach, Access & Recovery) applications. SOAR is a fast-track system that allows greater access to benefits for homeless individuals. By establishing this expectation, the number of applications filed will be monitored to ensure eligible individuals are provided with the opportunity for filing.

3. Adult MH staff are being provided with several new trainings, including Supported Employment. Staff report that these trainings have been helpful and we are noticing a higher trend of this service being provided. Moving forward this will be an annual training, however coaching on these interventions will be offered monthly during supervision and monthly staff meetings to solidify learning.
4. The Huntsville MH Clinic has observed significant growth in requests for treatment in the last year, with a number of new residents seeking care in addition to many returning for treatment. We are evaluating staff needs for the Huntsville location.
5. The First Episode Psychosis Program has observed an increase in individuals requesting assistance in obtaining employment or education placement. The program has been able to provide the supports necessary to allow individuals to be successful in achieving these goals, recently helping a client enroll in a GED program with a format that meets her learning needs, as well as assisting another client in obtaining his first job.

MH Child and Youth Services

1. The demand for Child and Youth Outpatient Mental Health Services has increased over the pandemic. We are currently serving more children in a full level of care in C&Y than we ever have.
2. Our C&Y supervisors have been focused on recruiting and training new C&Y MH Specialists to keep up with the demand for services while regular employee turnover takes place.
3. We are wrapping up the school year by planning for how to provide services over the summer when access to clients is more challenging. Many of our clients do not have adequate connectivity for telehealth services or do not engage well unless face to face.

Criminal Justice Services

1. The TCOOMMI program has been granted a contract waiver, permitting a temporary exemption for target expectations related to caseload size. Due to COVID, many courts are unable to process cases, resulting in fewer referrals to the program.
2. Outpatient Competency Restoration continues to provide screening for the program in the jail, which allows individuals who have been deemed incompetent to stand trial and are scheduled for transfer to state hospitals opportunity to be served on an outpatient basis for competency restoration while awaiting trial. The program screened six people in the jail on the hospital wait list in March.
3. The Criminal Justice Administrator made a presentation to Walker County Probation in March with a goal of providing information regarding Tri-County's services including crisis, substance abuse and TCOOMMI programs to increase understanding of services in the community and provide a resource for connection to mental health and substance use disorder treatment.

Substance Use Disorder Services

1. The Substance Use Disorder Treatment program is working with IT to create an electronic referral form, designed to streamline the referral process, as well as provide staff with a mechanism for tracking and monitoring the outcome of the referral.

2. Requests for substance use treatment in March for Adult populations was consistent with last year. Reviewing data from the last year, it was determined that the program has not observed a decrease or an increase in the need for substance use services during COVID. The census remains healthy and caseloads are balanced across programs.
3. Requests for substance use disorder treatment for youth experienced an increase in March, with many of the referrals originating from the juvenile probation department. Despite this increase, the program Administrator and staff continue to explore ways to increase referrals both internally and from the community.
4. Our prevention specialists continue to receive compliments from the schools they are serving. One of our team members recently received special recognition from Tavola Elementary and New Caney ISD for his ability to engage students in prevention activities.
5. We have recently received very positive feedback from our HHS program specialist. He was impressed with our curriculum measures and stated that we are doing more than most other organizations.
6. The Prevention Team is focused on wrapping up the groups for the school year and developing prevention activities for the summer. We are also already talking to school administrators about an early start for groups for the 2021 – 2022 school year, so we have plenty of time to fit in as many groups as we can so we can meet the high demand for prevention services in our area.

IDD Services

1. The IDD Provider Department received results of the audit in January with one item out of compliance. There was an error in the item cited and we are still awaiting the corrected audit report so that we can finalize the required corrective action plan.
2. The IDD Provider Department continues to ensure compliance with COVID-19 requirements for Host Home and Supervised Living sites. HHSC has lifted some of the restrictions on consumers receiving home visits.
3. IDD Provider Department continues to work with consumers to obtain the vaccine. Over 60% of our consumers have received the vaccine so far and more are receiving it each week.
4. Consumers, families and providers are anxious for us to open our Day Hab sites.
5. IDD Authority administrators and other staff are working diligently to enroll individuals into HCS and TxHmL. We have received a large number of 'slots' and expect to receive more before the end of the year. Each enrollment has multiple steps and takes a significant amount of time to complete.
6. IDD Authority has had multiple vacancies this fiscal year. Vacancies make it difficult for all involved; especially for the individual's and caregivers that we serve.

Support Services

1. **Quality Management (QM):**
 - a. Staff participated in the HHSC Comprehensive Quality Management Audit from March 29th through April 5th. The exit meeting was held on April 5th and the preliminary report was very positive with only five findings for the Center.

- b. Staff conducted quality assurance reviews of outpatient and crisis service documentation and communicated feedback to supervisors as needed. A total of 60 progress notes were reviewed during this timeframe.
- c. Staff completed one record request from Medicare for records going back to January 2019.
- d. The Administrator of Quality Management began a Program Survey of the Substance Use Disorder Treatment (TRA/TRY) Department.
- e. Staff reviewed 70 progress notes containing the Co-Occurring Psychiatric and Substance Use Disorder (COPSD) modifier to ensure proper use and documentation for individuals indicating a need for Substance Use Disorder Intervention and provided additional training to staff as indicated.

2. Utilization Management (UM):

- a. The Junior Utilization Management (JUM) Committee continues to track and monitor the Center's performance data to ensure that required measures are met. Additionally, the JUM Committee continues to review the risk stratification tool on a weekly basis to assist in linking individuals identified as high risk to targeted support for ongoing care coordination.
- b. Staff reviewed 10% of all Center discharges to ensure appropriateness and that proper notifications were provided. Follow up with staff and managers is provided following each review to ensure appropriate follow up and continued training as needed.

3. Training:

- a. The Training Department launched the FY 20 Continuous Quality Improvement (CQI) Update and refresher training to ensure ongoing communication to staff related to the Center CQI program and goals.
- b. The Clinical Trainer is scheduled to complete the CPR Trainer Certification course on May 12, 2021. The Training department had been seeking a provider for several months but experienced delays due to COVID-19. Currently, our Training Coordinator and Administrator of Quality Management are certified as well.

4. Veteran Services and Veterans Counseling/Crisis:

- a. The Veteran staff have increased their presence in Liberty county and have begun offering face to face case management and therapy services through Langetree Duck Farm.
- b. The Veteran staff provided a Veteran Mental Health First Aid class in Conroe and Huntsville.
- c. The Military Veteran Peer Network Staff provided spring baskets to military personnel.
- d. The Veteran staff licensed counselor is now providing individual therapy in the veteran jail pod in Montgomery County.
- e. Staff are collaborating with the Salvation Army and Sam Houston State University Medical School to provide basic medical care, referral resources, and support for low-income and homeless individuals. This is a monthly event held at the Salvation Army and is open to the public.

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

- a. The IDD PNAC met on April 7, 2021 and reviewed program services and performance outcomes. The Committee currently has the required nine members following approval of the most recent member at the January 28th Board meeting. This meeting served as the IDD Local Planning meeting with the IDD PNAC members.
- b. The IDD PNAC was recently reviewed as a part of the IDD Local Authority Audit in January and was found to be in full compliance.

6. COVID-19 Team

- a. The COVID-19 Crisis Counseling Program has received an extension of services through January 31, 2022. In addition to managing COVID-19 related issues they have also added Winter Storm Uri. Tri-County will continue to cover the Brazos Valley MHMR and Texana Center's service area for the Crisis Counseling Program as a part of this extension.
- b. Individual requests for therapy continue to rise as do the number of phone calls staff are taking each week from individuals needing information and support on vaccines, managing stress fatigue and coping.

7. Community Resource and Development

- a. ExxonMobil reached out to the Strategic Development Director and requested a training for their North American staff on Psychological Safety. If all goes well they would like a second training to be provided to ExxonMobil worldwide employees, and would like quarterly mental health presentations.
- b. Mental Health First Aid has become very busy with over 20 trainings scheduled over the next few months.

Agenda Item: Personnel Report for March 2021 Committee: Executive	Board Meeting Date: April 22, 2021
Background Information: None	
Supporting Documentation: Personnel Report for March 2021	
Recommended Action: For Information Only	

Personnel Report March 2021

Total Applications received in March = 129

Total New Hires for March = 8

Total New Hires Year to Date = 56

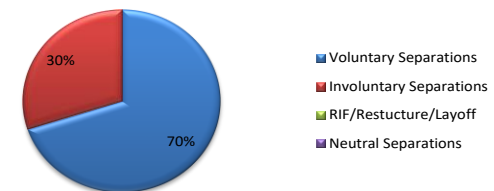
Total Budgeted FTE Positions = 436.75

Vacant FTE Positions = 67.7

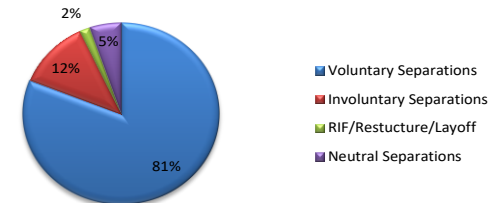
March Turnover - FY21 compared to FY20	FY21	FY20
Number of Active Employees	376	378
Number of Monthly Separations	10	9
Number of Separations YTD	58	58
Year to Date Turnover Rate	15%	15%
March Turnover Rate	3%	2%

Separations by Reason	March Separations	FY21 YTD
Better Pay	0	6
Commute	1	1
Death	0	1
Dissatisfaction with Supervisor/Job	0	0
Family	0	1
Another job	3	15
Lack of Opportunity for Advancement	1	1
Relocating	1	7
Retirement	0	2
Return to School	1	1
Schedule	0	1
Uncomfortable with Job Duties	0	4
Health	0	7
RIF/Restructure/Layoff	0	1
Neutral Termination	0	3
Involuntarily Terminated	3	7
Total Separations	10	58

March Voluntary, Involuntary, RIF/Restructure/Layoff and Neutral Separations



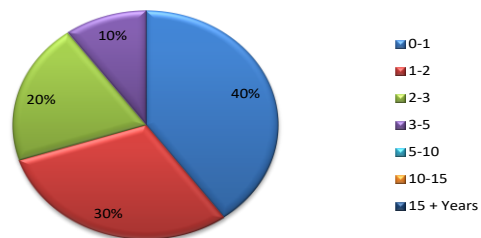
Year to Date Voluntary, Involuntary, RIF/REstructure/Layoff and Neutral Separations



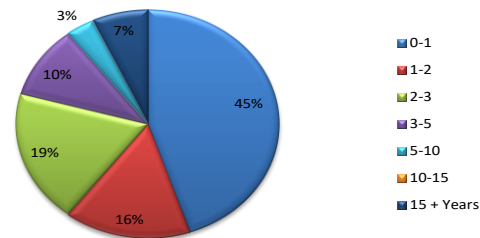
Management Team	# of Employees	Monthly Separations	Year to Date Separations	% March	% Year to Date
Evan Roberson	23	0	1	0%	4%
Millie McDuffey	33	0	6	0%	18%
Amy Foerster	5	0	1	0%	20%
Tanya Bryant	10	0	1	0%	10%
Sara Bradfield	99	2	7	2%	7%
Melissa Zemencsik	81	2	12	2%	15%
Catherine Prestigiovanni	19	0	3	0%	16%
PETC	43	3	15	7%	35%
Kelly Shropshire	36	3	9	8%	25%
Kathy Foster	19	0	3	0%	16%
Kenneth Barfield	8	0	0	0%	0%
Total	376	10	58		

Separation by EEO Category	# of Employees	Monthly Separations	Year to Date Separations	% March	% Year to Date
Supervisors & Managers	29	0	1	0%	3%
Medical (MD,DO, LVN, RN, APN, PA, Psychologist)	46	1	5	2%	11%
Professionals (QMHP)	124	4	21	3%	17%
Professionals (QIDP)	29	3	9	10%	31%
Licensed Staff (LCDC, LPC...)	27	0	2	0%	7%
Business Services (Accounting)	12	0	1	0%	8%
Central Administration (HR, IT, Executive Director)	18	0	1	0%	6%
Program Support(Financial Counselors, QA, Training, Med. Records)	56	0	7	0%	13%
Nurse Technicians/Aides	14	2	7	14%	50%
Service/Maintenance	7	0	1	0%	14%
Direct Care (HCS, Respite, Life Skills)	14	0	3	0%	21%
Total	376	10	58		

March Separations by Tenure

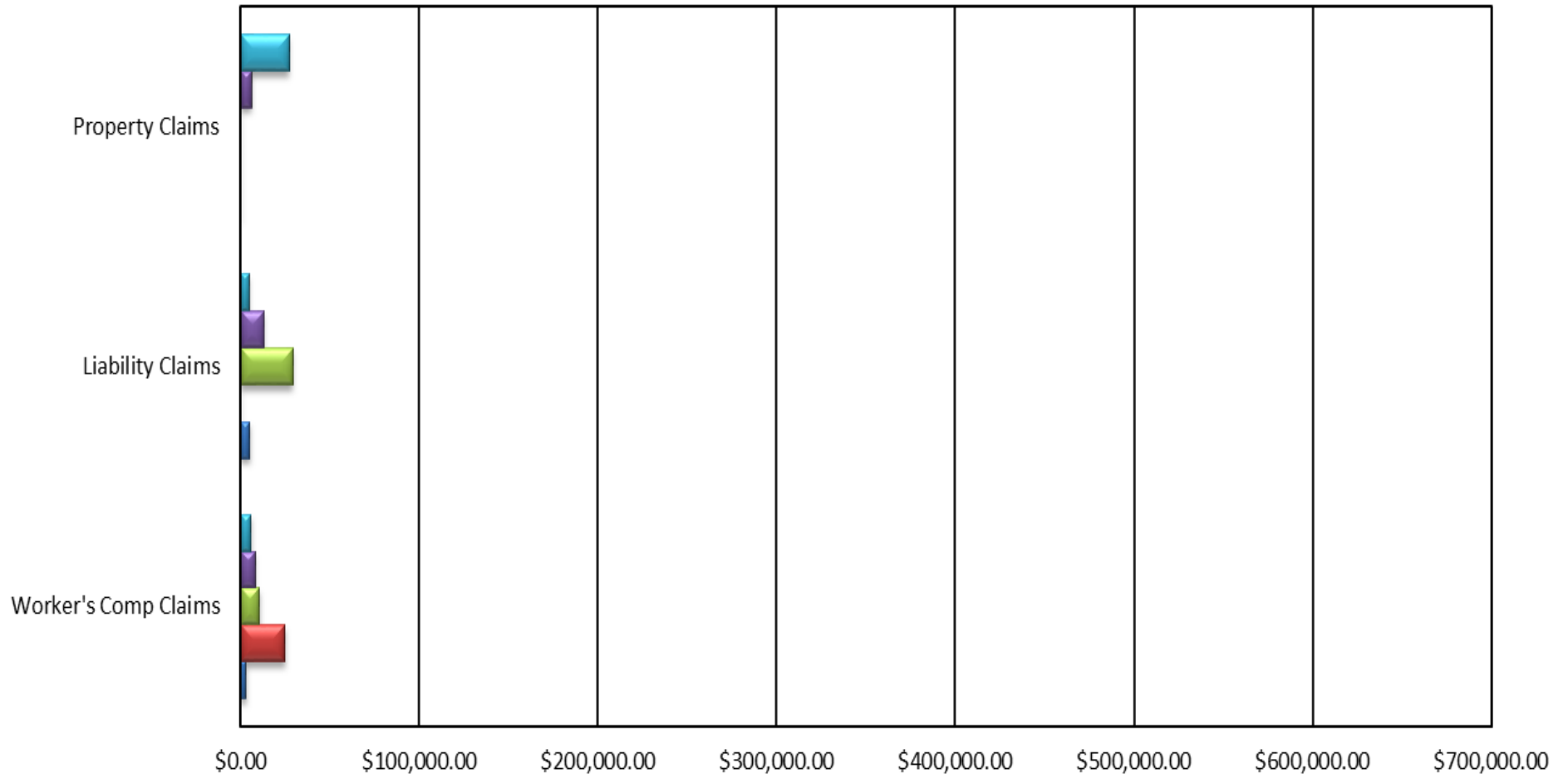


Year to Date Separations by Tenure



Agenda Item: Texas Council Risk Management Fund Claims Summary for March 2021 Committee: Executive	Board Meeting Date: April 22, 2021
Background Information: None	
Supporting Documentation: Texas Council Risk Management Fund Claims Summary for March 2021	
Recommended Action: For Information Only	

TCRMF Claims Summary March 2021



	Worker's Comp Claims	Liability Claims	Property Claims
2017	\$6,011.00	\$4,893.00	\$27,455.00
2018	\$8,202.00	\$13,108.00	\$6,126.00
2019	\$10,826.00	\$29,330.00	\$0.00
2020	\$25,047.00	\$0.00	\$0.00
2021	\$3,031.00	\$5,223.00	\$0.00

Agenda Item: Approve March 2021 Financial Statements	Board Meeting Date April 22, 2021
Committee: Business	
Background Information: None	
Supporting Documentation: March 2021 Financial Statements	
Recommended Action: Approve March 2021 Financial Statements	

March 2021 Financial Summary

Revenues for March 2021 were \$2,611,217, and operating expenses were \$2,537,800, resulting in a gain in operation of \$73,417. Capital Expenditures and Extraordinary Expenses for March were \$71,173, resulting in a gain of \$2,244. Total revenues were 83.13% of the monthly budgeted revenues, and total expenses were 88.73% of the monthly budgeted expenses (difference of 5.60%).

Year to date revenues are \$19,937,221, and operating expenses are \$18,660,922, leaving excess operating revenues of \$1,276,299. YTD Capital Expenditures and Extraordinary Expenses are \$1,007,198, resulting in a gain YTD of \$269,101. Total revenues are 99.94% of the YTD budgeted revenues, and total expenses are 99.82% of the YTD budgeted expenses (difference of .12%).

REVENUES

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

Revenue Source	YTD Revenue	YTD Budget	% of Budget	\$ Variance
Medicaid – Regular – Title XIX	255,606	281,568	90.78%	25,963

Medicaid - Regular – This line item continues to be trending way below normal. We adjusted it during the budget revision, and for the month of March we are showing the lowest revenue of the fiscal year. Part of this can be attributed to Spring Break, and we had several prescribers out during this month. This line has had the most ups and downs since COVID began, and I expect this trend will continue until things settle down.

EXPENSES

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

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

**TRI-COUNTY BEHAVIORAL HEALTHCARE
CONSOLIDATED BALANCE SHEET
For the Month Ended March 31, 2021**

	TOTALS COMBINED FUNDS March 2021	TOTALS COMBINED FUNDS February 2021	Increase (Decrease)
ASSETS			
CURRENT ASSETS			
Imprest Cash Funds	3,800	3,800	-
Cash on Deposit-General Fund	10,771,018	8,838,594	1,932,424
Cash on Deposit-Debt Fund			-
Accounts Receivable	2,360,663	2,736,012	(375,348)
Inventory	3,028	3,204	(176)
TOTAL CURRENT ASSETS	13,138,510	11,581,610	1,556,899
FIXED ASSETS	18,775,157	18,775,157	-
OTHER ASSETS	145,035	145,402	(367)
TOTAL ASSETS	\$ 32,058,703	\$ 30,502,170	\$ 1,556,534
LIABILITIES, DEFERRED REVENUE, FUND BALANCES			
CURRENT LIABILITIES	1,244,993	1,299,994	(55,001)
NOTES PAYABLE	719,395	719,395	-
DEFERRED REVENUE	2,231,264	628,140	1,603,123
LONG-TERM LIABILITIES FOR			
Line of Credit - Tradition Bank	-	-	-
Note Payable Prosperity Bank	-	-	-
First Financial loan tied to CD	-	-	-
First Financial Construction Loan	10,914,740	10,957,979	(43,240)
EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR			
General Fund	269,101	266,857	2,244
FUND EQUITY			
RESTRICTED			
Net Assets Reserved for Debt Service	(10,914,740)	(10,957,979)	43,239
Reserved for Debt Retirement			-
COMMITTED			
Net Assets-Property and Equipment	18,775,157	18,775,157	-
Reserved for Vehicles & Equipment Replacement	613,712	613,712	-
Reserved for Facility Improvement & Acquisitions	2,004,912	2,004,912	-
Reserved for Board Initiatives	1,500,000	1,500,000	-
Reserved for 1115 Waiver Programs	502,677	502,677	-
ASSIGNED			
Reserved for Workers' Compensation	274,409	274,409	-
Reserved for Current Year Budgeted Reserve	43,167	37,001	6,167
Reserved for Insurance Deductibles	100,000	100,000	-
Reserved for Accrued Paid Time Off	(719,395)	(719,395)	-
UNASSIGNED			
Unrestricted and Undesignated	4,499,311	4,499,311	-
TOTAL LIABILITIES/FUND BALANCE	\$ 32,058,702	\$ 30,502,170	\$ 1,556,533

**TRI-COUNTY BEHAVIORAL HEALTHCARE
CONSOLIDATED BALANCE SHEET
For the Month Ended March 31, 2021**

	General Operating Funds	Memorandum Only Final August 2020
ASSETS		
CURRENT ASSETS		
Imprest Cash Funds	3,800	3,900
Cash on Deposit-General Fund	10,771,018	9,613,744
Cash on Deposit-Debt Fund	-	-
Accounts Receivable	2,360,663	2,166,985
Inventory	3,028	3,732
TOTAL CURRENT ASSETS	13,138,510	11,788,361
FIXED ASSETS	18,775,157	18,775,157
OTHER ASSETS	145,035	169,253
	\$ 32,058,703	\$ 30,732,771
LIABILITIES, DEFERRED REVENUE, FUND BALANCES		
CURRENT LIABILITIES	1,244,993	1,542,782
NOTES PAYABLE	719,395	719,395
DEFERRED REVENUE	2,231,264	424,724
LONG-TERM LIABILITIES FOR		
Line of Credit - Tradition Bank	-	-
Note Payable Prosperity Bank	-	-
First Financial loan tied to CD	-	-
First Financial Construction Loan	10,914,740	11,200,154
EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR		
General Fund	269,101	849,344
FUND EQUITY		
RESTRICTED		
Net Assets Reserved for Debt service-Restricted	(10,914,740)	(11,200,154)
Reserved for Debt Retirement	-	-
COMMITTED		
Net Assets-Property and Equipment-Committed	18,775,157	18,775,157
Reserved for Vehicles & Equipment Replacement	613,712	613,712
Reserved for Facility Improvement & Acquisitions	2,004,912	2,500,000
Reserved for Board Initiatives	1,500,000	1,500,000
Reserved for 1115 Waiver Programs	502,677	502,677
ASSIGNED		
Reserved for Workers' Compensation-Assigned	274,409	274,409
Reserved for Current Year Budgeted Reserve -Assigned	43,167	-
Reserved for Insurance Deductibles-Assigned	100,000	100,000
Reserved for Accrued Paid Time Off	(719,395)	(719,395)
UNASSIGNED		
Unrestricted and Undesignated	4,499,311	3,649,967
TOTAL LIABILITIES/FUND BALANCE	\$ 32,058,702	\$ 30,732,771

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
For the Month Ended March 2021
and Year To Date as of March 2021

INCOME:	MONTH OF March 2021	YTD March 2021
Local Revenue Sources	90,726	1,502,343
Earned Income	1,103,078	7,558,231
General Revenue-Contract	1,417,413	10,876,647
TOTAL INCOME	\$ 2,611,217	\$ 19,937,221
EXPENSES:		
Salaries	1,496,893	11,339,648
Employee Benefits	339,402	2,420,696
Medication Expense	59,789	433,979
Travel-Board/Staff	12,989	73,954
Building Rent/Maintenance	18,212	134,765
Consultants/Contracts	405,424	2,843,712
Other Operating Expenses	205,090	1,414,167
TOTAL EXPENSES	\$ 2,537,800	\$ 18,660,922
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 73,417	\$ 1,276,299
CAPITAL EXPENDITURES		
Capital Outlay-FF&E, Automobiles, Building	1,506	519,514
Capital Outlay-Debt Service	69,667	487,685
TOTAL CAPITAL EXPENDITURES	\$ 71,173	\$ 1,007,198
GRAND TOTAL EXPENDITURES	\$ 2,608,973	\$ 19,668,120
Excess (Deficiency) of Revenues and Expenses	\$ 2,244	\$ 269,101

Debt Service and Fixed Asset Fund:		
Debt Service	69,667	487,685
Excess(Deficiency) of revenues over Expenses	69,667	487,685

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
Compared to Budget
Year to Date as of March 2021

	YTD March 2021	APPROVED BUDGET	Increase (Decrease)
INCOME:			
Local Revenue Sources	1,502,343	1,446,027	56,315
Earned Income	7,558,231	7,584,186	(25,955)
General Revenue-Contract	10,876,647	10,919,251	(42,603)
TOTAL INCOME	\$ 19,937,221	\$ 19,949,464	\$ (12,243)
EXPENSES:			
Salaries	11,339,648	11,335,825	3,823
Employee Benefits	2,420,696	2,437,881	(17,185)
Medication Expense	433,979	438,666	(4,687)
Travel-Board/Staff	73,954	81,483	(7,530)
Building Rent/Maintenance	134,765	124,945	9,820
Consultants/Contracts	2,843,712	2,864,599	(20,887)
Other Operating Expenses	1,414,167	1,412,770	1,397
TOTAL EXPENSES	\$ 18,660,922	\$ 18,696,169	\$ (35,247)
 Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	 \$ 1,276,299	 \$ 1,253,295	 \$ 23,004
 CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	519,514	520,630	(1,116)
Capital Outlay-Debt Service	487,685	487,690	(5)
TOTAL CAPITAL EXPENDITURES	\$ 1,007,198	\$ 1,008,320	\$ (1,121)
 GRAND TOTAL EXPENDITURES	 \$ 19,668,120	 \$ 19,704,489	 \$ (36,369)
 Excess (Deficiency) of Revenues and Expenses	 \$ 269,101	 \$ 244,975	 \$ 24,126

Debt Service and Fixed Asset Fund:			
Debt Service	487,685	487,690	(5)
Excess(Deficiency) of revenues over Expenses	487,685	487,690	(5)

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
Compared to Budget
For the Month Ended March 2021

INCOME:	MONTH OF March 2021	APPROVED BUDGET	Increase (Decrease)
Local Revenue Sources	90,726	917,234	(826,508)
Earned Income	1,103,078	849,710	253,368
General Revenue-Contract	1,417,413	1,374,063	43,350
TOTAL INCOME	\$ 2,611,217	\$ 3,141,007	\$ (529,790)
EXPENSES:			
Salaries	1,496,893	1,490,670	6,223
Employee Benefits	339,402	355,478	(16,076)
Medication Expense	59,789	47,667	12,123
Travel-Board/Staff	12,989	24,604	(11,615)
Building Rent/Maintenance	18,212	17,285	926
Consultants/Contracts	405,424	322,560	82,864
Other Operating Expenses	205,090	158,752	46,339
TOTAL EXPENSES	\$ 2,537,800	\$ 2,417,016	\$ 120,784
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 73,417	\$ 723,991	\$ (650,574)
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	1,506	453,630	(452,124)
Capital Outlay-Debt Service	69,667	69,670	(3)
TOTAL CAPITAL EXPENDITURES	\$ 71,173	\$ 523,300	\$ (452,126)
GRAND TOTAL EXPENDITURES	\$ 2,608,973	\$ 2,940,316	\$ (331,343)
Excess (Deficiency) of Revenues and Expenses	\$ 2,244	\$ 200,691	\$ (198,447)

Debt Service and Fixed Asset Fund:			
Debt Service	69,667	69,670	(3)
Excess(Deficiency) of revenues over Expenses	69,667	69,670	(3)

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
With YTD March 2020 Comparative Data
Year to Date as of March 2021

INCOME:	YTD March 2021	YTD March 2020	Increase (Decrease)
Local Revenue Sources	1,502,343	998,432	503,911
Earned Income	7,558,231	7,643,993	(85,762)
General Revenue-Contract	10,876,647	9,957,863	918,784
TOTAL INCOME	\$ 19,937,221	\$ 18,600,288	\$ 1,336,933
EXPENSES:			
Salaries	11,339,648	10,704,666	634,982
Employee Benefits	2,420,696	2,180,271	240,425
Medication Expense	433,979	447,111	(13,132)
Travel-Board/Staff	73,954	242,016	(168,062)
Building Rent/Maintenance	134,765	187,003	(52,238)
Consultants/Contracts	2,843,712	2,574,654	269,058
Other Operating Expenses	1,414,167	1,450,450	(36,283)
TOTAL EXPENSES	\$ 18,660,922	\$ 17,786,169	\$ 874,751
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 1,276,299	\$ 814,119	\$ 462,182
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	519,514	235,777	283,737
Capital Outlay-Debt Service	487,685	652,982	(165,297)
TOTAL CAPITAL EXPENDITURES	\$ 1,007,198	\$ 888,759	\$ 118,439
GRAND TOTAL EXPENDITURES	\$ 19,668,120	\$ 18,674,928	\$ 993,192
Excess (Deficiency) of Revenues and Expenses	\$ 269,101	\$ (74,643)	\$ 343,743

Debt Service and Fixed Asset Fund:			
Debt Service	487,685	652,982	(165,297)
Excess(Deficiency) of revenues over Expenses	487,685	652,982	(165,297)

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
With March 2020 Comparative Data
For the Month Ended March 2021

INCOME:	MONTH OF March 2021	MONTH OF March 2020	Increase (Decrease)
Local Revenue Sources	90,726	130,687	(39,961)
Earned Income	1,103,078	963,714	139,364
General Revenue-Contract	1,417,413	1,344,115	73,298
TOTAL INCOME	\$ 2,611,217	\$ 2,438,516	\$ 172,701
Salaries	1,496,893	1,433,111	63,782
Employee Benefits	339,402	334,131	5,271
Medication Expense	59,789	62,846	(3,057)
Travel-Board/Staff	12,989	27,686	(14,697)
Building Rent/Maintenance	18,212	22,615	(4,403)
Consultants/Contracts	405,424	416,149	(10,725)
Other Operating Expenses	205,090	236,442	(31,352)
TOTAL EXPENSES	\$ 2,537,800	\$ 2,532,978	\$ 4,820
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 73,417	\$ (94,462)	\$ 167,881
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	1,506	6,192	(4,686)
Capital Outlay-Debt Service	69,667	93,125	(23,458)
TOTAL CAPITAL EXPENDITURES	\$ 71,173	\$ 99,317	\$ (28,144)
GRAND TOTAL EXPENDITURES	\$ 2,608,973	\$ 2,632,295	\$ (23,322)
Excess (Deficiency) of Revenues and Expenses	\$ 2,244	\$ (193,782)	\$ 196,025

Debt Service and Fixed Asset Fund:

Debt Service	69,667	93,125	(23,458)
Excess(Deficiency) of revenues over Expenses	69,667	93,125	(23,458)

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
With February 2021 Comparative Data
For the Month Ended March 2021

INCOME:	MONTH OF March 2021	MONTH OF February 2021	Increase (Decrease)
Local Revenue Sources	90,726	90,578	147
Earned Income	1,103,078	1,015,716	87,362
General Revenue-Contract	1,417,413	1,465,071	(47,658)
TOTAL INCOME	\$ 2,611,217	\$ 2,571,366	\$ 39,851
EXPENSES:			
Salaries	1,496,893	1,522,916	(26,023)
Employee Benefits	339,402	349,496	(10,094)
Medication Expense	59,789	52,085	7,704
Travel-Board/Staff	12,989	12,064	925
Building Rent/Maintenance	18,212	14,105	4,107
Consultants/Contracts	405,424	351,804	53,621
Other Operating Expenses	205,090	188,266	16,824
TOTAL EXPENSES	\$ 2,537,800	\$ 2,490,735	\$ 47,065
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 73,417	\$ 80,631	\$ (7,214)
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	1,506	1,856	(350)
Capital Outlay-Debt Service	69,667	69,667	-
TOTAL CAPITAL EXPENDITURES	\$ 71,173	\$ 71,523	\$ (350)
GRAND TOTAL EXPENDITURES	\$ 2,608,973	\$ 2,562,258	\$ 46,715
Excess (Deficiency) of Revenues and Expenses	\$ 2,244	\$ 9,108	\$ (6,864)

Debt Service and Fixed Asset Fund:			
Debt Service	69,667	69,667	-
Excess(Deficiency) of revenues over Expenses	69,667	69,667	-

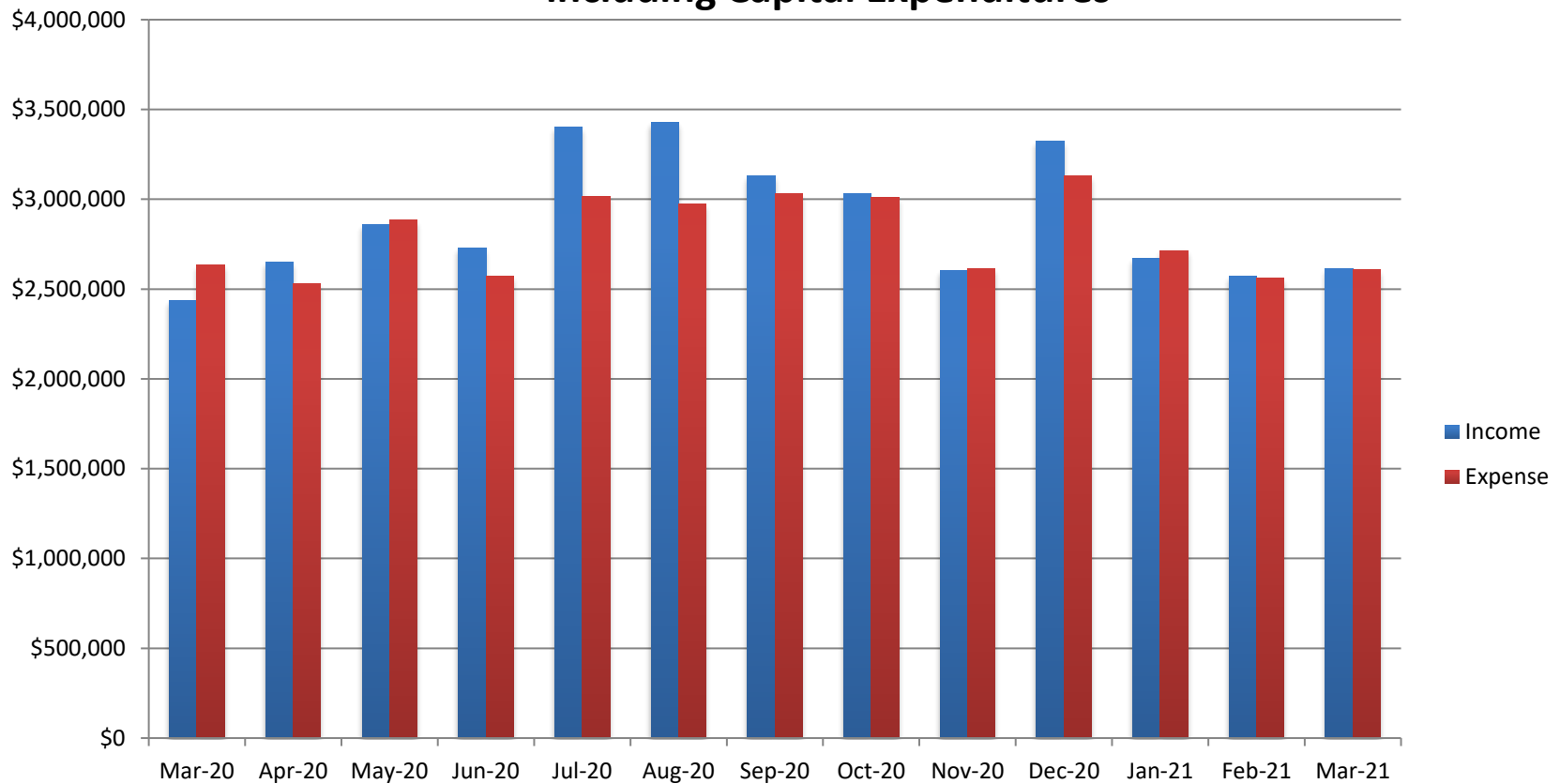
TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary by Service Type
Compared to Budget
Year To Date as of March 2021

	YTD Mental Health March 2021	YTD IDD March 2021	YTD Other Services March 2021	YTD Agency Total March 2021	YTD Approved Budget March 2021	Increase (Decrease)
INCOME:						
Local Revenue Sources	1,510,742	(303,510)	295,110	1,502,343	1,446,027	56,316
Earned Income	2,647,238	2,432,849	2,478,144	7,558,231	7,584,186	(25,955)
General Revenue-Contract	9,227,950	883,737	764,960	10,876,647	10,919,251	(42,604)
TOTAL INCOME	\$ 13,385,930	\$ 3,013,076	\$ 3,538,214	\$ 19,937,221	\$ 19,949,464	\$ (12,243)
EXPENSES:						
Salaries	7,471,371	1,576,324	2,291,953	11,339,648	11,335,825	3,823
Employee Benefits	1,579,804	343,868	497,025	2,420,696	2,437,881	(17,185)
Medication Expense	349,570		84,409	433,979	438,666	(4,687)
Travel-Board/Staff	61,316	905	11,732	73,954	81,483	(7,529)
Building Rent/Maintenance	109,095	5,556	20,115	134,765	124,945	9,820
Consultants/Contracts	2,063,194	595,636	184,882	2,843,712	2,864,599	(20,887)
Other Operating Expenses	913,799	276,527	223,841	1,414,167	1,412,770	1,397
TOTAL EXPENSES	\$ 12,548,149	\$ 2,798,816	\$ 3,313,957	\$ 18,660,922	\$ 18,696,169	\$ (35,248)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 837,781	\$ 214,260	\$ 224,257	\$ 1,276,299	\$ 1,253,295	\$ 23,005
CAPITAL EXPENDITURES						
Capital Outlay-FF&E, Automobiles	342,002	80,745	96,766	519,514	520,630	(1,116)
Capital Outlay-Debt Service	326,749	73,153	87,783	487,685	487,690	(5)
TOTAL CAPITAL EXPENDITURES	\$ 668,751	\$ 153,898	\$ 184,549	\$ 1,007,199	\$ 1,008,320	\$ (1,121)
GRAND TOTAL EXPENDITURES	\$ 13,216,900	\$ 2,952,714	\$ 3,498,506	\$ 19,668,121	\$ 19,704,489	\$ (36,369)
Excess (Deficiency) of Revenues and Expenses	\$ 169,030	\$ 60,362	\$ 39,708	\$ 269,101	\$ 244,975	\$ 24,126
Debt Service and Fixed Asset Fund:						
Debt Service	326,749	73,153	87,783	487,685	487,690	(160,941)
Excess (Deficiency) of Revenues over Expenses	326,749	73,153	87,783	487,685	487,690	(160,941)

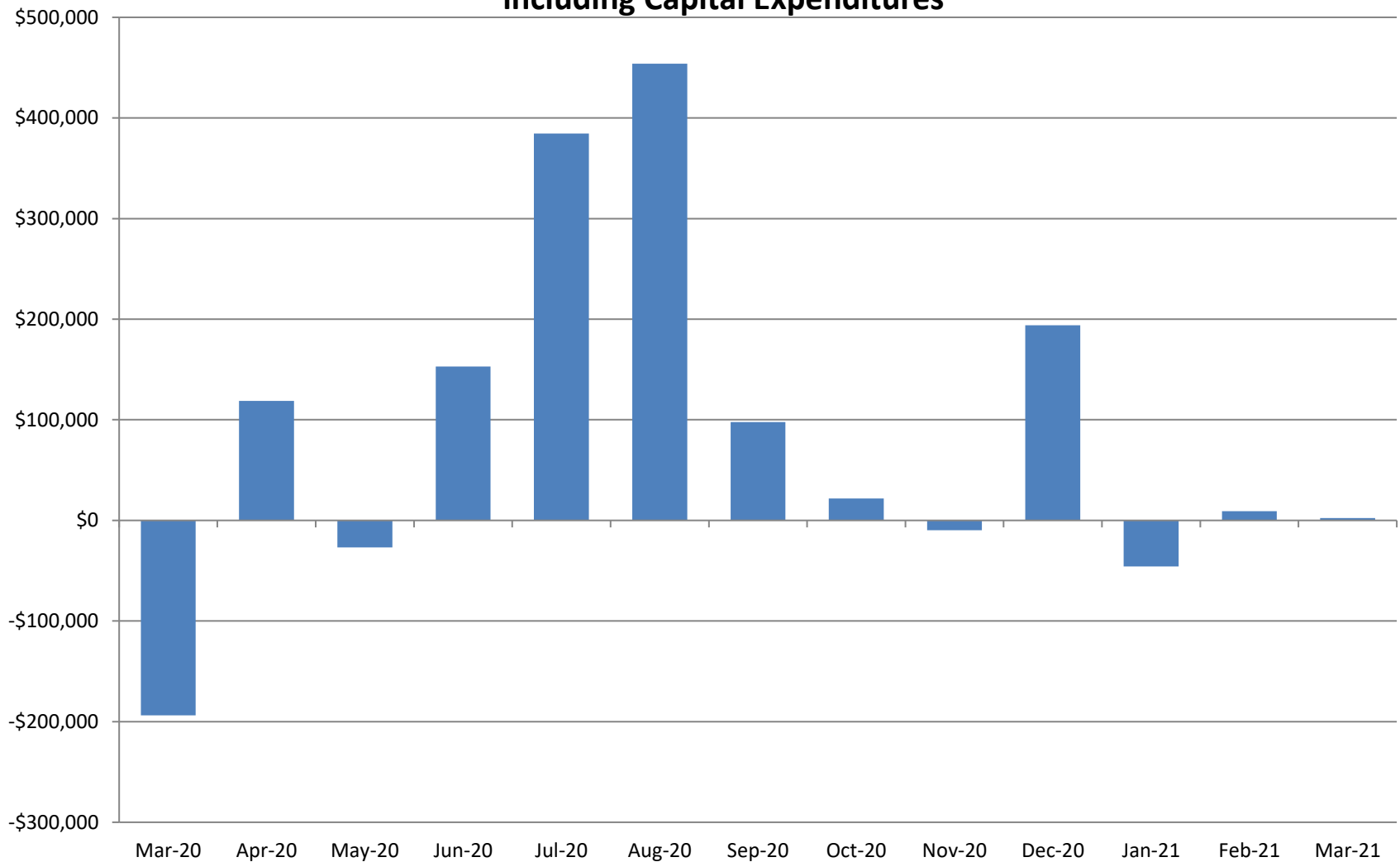
TRI-COUNTY BEHAVIORAL HEALTHCARE

Income and Expense

including Capital Expenditures



TRI-COUNTY BEHAVIORAL HEALTHCARE
Income after Expense
including Capital Expenditures



Agenda Item: Consider Selection of FY 2021 Auditor

Board Meeting Date

April 22, 2021

Committee: Business

Background Information:

Each year, Tri-County Behavioral Healthcare is required to select an outside auditor for our financial audit. We have previously used the following auditors:

FY 1992	Pircher and Co.
FY 1988 - 1993	Kenneth Davis
FY 1999	Vetter & Taboada, P.C.
FY 2000 - 2003	David N. Miller, LLP
FY 2004 - 2006	McConnell & Jones, LLP
FY 2007 - 2010	David N. Miller, LLP
FY 2011 - 2012	Carlos Taboada & Company, P.C.
FY 2013 - 2018	Scott, Singleton, Fincher & Co, P.C.
FY 2019 – 2020	Eide Bailly LLP

The FY 2021 HHSC Performance Contracts state that the center shall “engage the same audit firm for no more than any six (6) consecutive years from the initial date of engagement.”

This would be our third year with Eide Bailly LLP, if selected. The second year went very smoothly and we hope to continue with Eide Bailly LLP since it is difficult and very time consuming to transition to a new auditing firm.

Supporting Documentation:

None

Recommended Action:

Direct Staff to Solicit an Audit Engagement Letter from Eide Bailly LLP or Solicit Proposals for FY 2021 Independent Financial Audit Services

Agenda Item: Ratify Health and Human Service Commission Contract No. HHS000231500002, Amendment No. 1, Projects for Assistance in Transition from Homelessness Grant Program (PATH) Committee: Business	Board Meeting Date April 22, 2021
Background Information: <p>The Projects for Assistance in Transition from Homelessness (PATH) program is our outreach program to homeless populations with Severe Mental Illness who are not currently connected to mainstream mental health services, primary healthcare and/or substance abuse service systems. We have two staff in Montgomery County that work with these individuals in the community. We have been a recipient of the program since 2006. The grant has been awarded by the Texas Health and Human Services Commission, but is ultimately funded by a federal Substance Abuse and Mental Health Services Administration grant program.</p> <p>This contract amendment added \$1,198 in funding for required training and included changes to the reporting for the program.</p> <p>PATH has undergone a series of reviews by the Federal Office of the Inspector General and we expect that we may see further changes in this program in the next few months related to data management and reporting.</p>	
Supporting Documentation: <p>The contract amendment is available for review.</p>	
Recommended Action: Ratify Health and Human Service Commission Contract No. HHS000231500002, Amendment No. 1, Projects for Assistance in Transition from Homelessness Grant Program (PATH)	

Agenda Item: HUD 811 Update Committee: Business	Board Meeting Date April 22, 2021
Background Information: As you are aware our HUD 811 housing projects are funded with the expectation that they remain viable for the next forty (40) years. Once this time period is met, HUD considers the program obligation met (i.e. loan paid in full). Each of the Housing Boards is appointed by the Board of Trustees and each organization is a component unit of Tri-County Behavioral Healthcare. As a Liaison to these projects, Tri-County has established a quarterly reporting mechanism to keep the Board of Trustees updated on the status of these projects.	
Supporting Documentation: Second Quarter FY 2021 HUD 811 Report	
Recommended Action: For Information Only	

2nd Quarter FY 2021 HUD 811 Report

The property management agent continues to follow direction from the Centers for Disease Control and the Department of Housing and Urban Development regarding safety precautions related to the COVID-19 pandemic and continues to report that the maintenance technician hired to split time between all three properties is consistently conducting quality work.

The Cleveland Supported Housing, Inc. Board (CSHI)

The CSHI Board held their annual meeting on April 6, 2021 where they reviewed financial statements, project status reports, elected officers and approved the electronic filing of the FY 2020 Annual Audit with HUD. There are currently three approved applicants on the one-bedroom waiting list and one vacancy has occurred since the last Board meeting. The property is currently marketing the two-bedroom for lease.

The property manager reports that units were in good condition during the most recent unit inspections this past December.

The property experienced minor damage during Winter Storm Uri with no internal damage to the units. The primary damage was related to a crack in the backflow valve for the irrigation system which was repaired at a cost of \$1850.00. Prior to the freeze, the property had the fire alarm company come and turn off the water to the sprinklers and drain the pipes to prevent damage. Following the storm, the company discovered a leak on the back porch area of the community room. Repairs have been ordered and are currently pending.

The CSHI Board currently has three members which is the minimum membership allowable per the bylaws. For this reason, we are actively seeking recommendations for additional membership as they become available. Please contact Tanya with any potential leads.

The Montgomery Supported Housing, Inc. Board (MSHI)

The MSHI Board held their annual meeting on April 6, 2021 where the Board reviewed financial statements, project status reports, elected officers and approved the filing of the FY 2020 Annual Audit with HUD. The property is currently at 100% occupancy with four people on the waiting list.

We are pleased to report that the property held up well during Winter Storm Uri with no major damage. The property reported five inches of snow on the ground during the storm and experienced some rolling blackouts. Two power supply batteries went out in the main panel of the fire water sprinkler system and were replaced on February 23rd.

The MSHI Board currently has four members and is currently pursuing a few leads for potential new members.

The Independence Communities, Inc. Board (ICI)

The ICI Board held their annual meeting on April 6, 2021 where they reviewed financial statements, project status reports, elected officers, approved the renewal of Directors and Officers Insurance, and approved the filing of the FY 2020 audit with HUD. The property is currently at 100% occupancy with no move-outs since the last meeting. The property currently has three approved applications on the one-bedroom waiting list and one on the two-bedroom waiting list.

Following repairs to the roof after damage due to a hail storm in 2020, the property has unfortunately sustained additional damage during Winter Storm Uri related to the water lines on the HVAC units freezing and splitting. A total of nine units flooded to some extent, several with ceiling collapses, requiring complete flooring replacements in some units. No residents were hurt during the event and all are back in their units with the exception of two residents who are currently in rehab facilities unrelated to this event. MDP Management has notified HUD of the damage and has accessed reserve for replacement funds to begin repairs while the insurance claim is in process. In spite of the shortage of contractors following the storm, the property manager was able to find a local company that was able to prioritize our apartments and responded very quickly. There was no other external damage identified on the property.

The Board currently has four members and is open to recommendations for additional members at this time.

Agenda Item: Board of Trustees Unit Financial Statements as of March 2021 Committee: Business	Board Meeting Date April 22, 2021
Background Information: None	
Supporting Documentation: March 2021 Board of Trustees Unit Financial Statements	
Recommended Action: For Information Only	

Unit Financial Statement

March 2021

	March 2021 Actuals	March 2021 Budgeted	Variance	YTD Actual	YTD Budget	Variance	Percent	Budget
Revenues								
Allocated Revenue	\$ 1,714.58	\$ 1,714.58	\$ -	\$ 10,852.04	\$ 10,852.04	\$ -	100.00%	\$ 19,425.00
Total Revenue	\$ 1,714.58	\$ 1,714.58	\$ -	\$ 10,852.04	\$ 10,852.04	\$ -	100.00%	\$ 19,425.00
Expenses								
Insurance-Worker Compensation	\$ 5.95	\$ 8.33	\$ (2.38)	\$ 37.18	\$ 58.31	\$ (21.13)	63.76%	\$ 100.00
Legal Fees	\$ 1,500.00	\$ 1,500.00	\$ -	\$ 9,000.00	\$ 10,500.00	\$ (1,500.00)	85.71%	\$ 18,000.00
Supplies-Office	\$ -	\$ 14.62	\$ (14.62)	\$ 12.00	\$ 101.87	\$ (89.87)	0.00%	\$ 175.00
Travel - Local	\$ -	\$ 58.33	\$ (58.33)	\$ -	\$ 58.33	\$ (58.33)	0.00%	\$ 350.00
Travel - Non-local Hotel	\$ -	\$ 133.33	\$ (133.33)	\$ -	\$ 133.33	\$ (133.33)	0.00%	\$ 800.00
Total Expenses	\$ 1,505.95	\$ 1,714.61	\$ (208.66)	\$ 9,049.18	\$ 10,851.84	\$ (1,802.66)	83.39%	\$ 19,425.00
Total Revenue minus Expenses	\$ 208.63	\$ (0.03)	\$ 208.66	\$ 1,802.86	\$ 0.20	\$ 1,802.66	16.61%	\$ -

UPCOMING MEETINGS

May 27, 2021 – Board Meeting

- Annual Board and Management Team Training
- Approve Minutes from April 22, 2021 Board Meeting
- Community Resources Report
- Consumer Services Report for April 2021
- Program Updates
- Personnel Report for April 2021
- Texas Council Risk Management Fund Claims Summary as of April 2021
- Approve Financial Statements for April 2021
- Approve FY 2021 Auditor Engagement Letter
- Texas Council Quarterly Board Meeting Update
- Board of Trustees Unit Financial Statement as of April 2021

June 2021 – No Board Meeting

July 29, 2021 – Board Meeting

- Approve Minutes from May 27, 2021 Board Meeting
- Community Resources Report
- Consumer Services Report for May and June 2021
- Program Updates
- FY 2021 Goals & Objectives Progress Report Year to Date
- 3rd Quarter FY 2021 Corporate Compliance & Quality Management Report
- 4th Quarter FY 2021 Corporate Compliance Training
- Medicaid 1115 Transformation Waiver Project Status Report
- Appoint Nominating Committee for FY 2022 Board Officers
- Appoint Executive Director Evaluation Committee
- Personnel Report for May and June 2021
- Texas Council Risk Management Fund Claims Summary for May and June 2021
- Approve Financial Statements for May and June 2021
- Approve Recommendation for Tri-County Employee Health Insurance & Ancillary Plans
- Approve Participation in TCRMF Minimum Contribution Plan for Worker's Compensation Coverage
- Review Tri-County's FY 2019 990 Tax Return Prepared by Eide Bailly LLP
- 3rd Quarter FY 2021 Investment Report
- Board of Trustees Unit Financial Statement as of May and June 2021
- Tri-County Consumer Foundation Board Update
- HUD 811 – Cleveland, Montgomery & Huntsville Updates

Tri-County Behavioral Healthcare Acronyms

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

DUA	Data Use Agreement
Dx	Diagnosis
EBP	Evidence Based Practice
ECI	Early Childhood Intervention
EHR	Electronic Health Record
EOU	Extended Observation Unit
ETBHN	East Texas Behavioral Healthcare Network
EVV	Electronic Visit Verification
FDA	Federal Drug Enforcement Agency
FEMA	Federal Emergency Management Assistance
FEP	First Episode Psychosis
FLSA	Fair Labor Standards Act
FMLA	Family Medical Leave Act
FTH	From the Heart
FY	Fiscal Year
HCBS-AMH	Home and Community Based Services - Adult Mental Health
HCS	Home and Community-based Services
HHSC	Health & Human Services Commission
HIPAA	Health Insurance Portability & Accountability Act
HR	Human Resources
HUD	Housing and Urban Development
ICAP	Inventory for Client and Agency Planning
ICF-IID	Intermediate Care Facility - for Individuals w/Intellectual Disabilities
ICI	Independence Communities, Inc.
ICM	Intensive Case Management
IDD	Intellectual and Developmental Disabilities
IDD PNAC	Intellectual and Developmental Disabilities Planning Network Advisory Committee
IHP	Individual Habilitation Plan
IMR	Illness Management and Recovery
IP	Implementation Plan
IPE	Initial Psychiatric Evaluation
IPP	Individual Program Plan
ITP	Individual Transition Planning (schools)
JDC	Juvenile Detention Center
JUM	Junior Utilization Management Committee
LAR	Legally Authorized Representative
LBHA	Local Behavioral Health Authority
LCDC	Licensed Chemical Dependency Counselor
LCSW	Licensed Clinical Social Worker
LIDDA	Local Intellectual & Developmental Disabilities Authority
LMC	Leadership Montgomery County
LMHA	Local Mental Health Authority
LMSW	Licensed Master Social Worker
LMFT	Licensed Marriage and Family Therapist
LOC	Level of Care (MH)
LOC-TAY	Level of Care - Transition Age Youth
LON	Level Of Need (IDD)
LOSS	Local Outreach for Suicide Survivors
LPHA	Licensed Practitioner of the Healing Arts
LPC	Licensed Professional Counselor
LPC-S	Licensed Professional Counselor-Supervisor
LPND	Local Planning and Network Development
LSFHC	Lone Star Family Health Center
LTD	Long Term Disability
LVN	Licensed Vocational Nurse
MAC	Medicaid Administrative Claiming
MCHC	Montgomery County Homeless Coalition
MCHD	Montgomery County Hospital District

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

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

Updated 8/5/2020