

# Tri-County Behavioral Healthcare Board of Trustees Meeting

February 23, 2023



Notice is hereby given that a regular meeting of the Board of Trustees of Tri-County Behavioral Healthcare will be held on Thursday, February 23, 2023. The Business Committee will convene at 9:30 a.m., the Program Committee will convene at 9:30 a.m. and the Board meeting will convene at 10:00 a.m. at 233 Sgt. Ed Holcomb Blvd. S., Conroe, Texas. The public is invited to attend and offer comments to the Board of Trustees between 10:00 a.m. and 10:05 a.m. In compliance with the Americans with Disabilities Act, Tri-County Behavioral Healthcare will provide for reasonable accommodations for persons attending the Board Meeting. To better serve you, a request should be received with 48 hours prior to the meeting. Please contact Tri-County Behavioral Healthcare at 936-521-6119.

## **AGENDA**

- I. Organizational Items**
  - A. Chair Calls Meeting to Order
  - B. Public Comment
  - C. Quorum
  - D. Review & Act on Requests for Excused Absence
- II. Approve Minutes - January 26, 2023**
- III. Program Presentation - 401(a) Retirement Plan Account Review-Mannix Smith ISC Group, Inc.**
- IV. Executive Director's Report - Evan Roberson**
  - A. IDD Audits
  - B. Cleveland Updates
  - C. Legislative Updates
- V. Chief Financial Officer's Report - Millie McDuffey**
  - A. Cost Accounting Methodology (CAM)
  - B. Directed Payment Program Update
  - C. Charity Care Pool Update
  - D. Final Workers' Compensation Update for FY 2022
  - E. CFO Consortium Update
- VI. Program Committee**
  - Information Items**
    - A. Community Resources Report..... 10-13
    - B. Consumer Services Report for January 2023..... 14-16
    - C. Program Updates..... 17-22
- VII. Executive Committee**
  - Information Items**
    - A. Personnel Report for January 2023..... 23-25
    - B. Texas Council Risk Management Fund Claims Summary as of January 2023..... 26-27
    - C. Board of Trustees Appointment and Oath of Office..... 28-33

**VIII. Business Committee**

Action Items

- |  |       |
|--|-------|
| A. Approve January 2023 Financial Statements.....  | 34-47 |
| B. Approve FY 2023 Budget Revision.....  | 48-50 |
| C. Approve Revised Resolution to Open First Financial Bank Account.....  | 51    |
| D. Ratify HHSC Treatment Services Youth (TRY) Substance Use Disorder Services Contract No. HHS000663700100, Amendment No. 2..... | 52    |

Information Items

- |   |       |
|---|-------|
| E. 401(a) Retirement Plan Account Review.....                       | 53    |
| F. Board of Trustees Unit Financial Statement for January 2023..... | 54-55 |

**IX. 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

January 26, 2023

### Board Members Present:

Patti Atkins  
Jacob Paschal  
Morris Johnson  
Sharon Walker  
Tim Cannon  
Richard Duren  
Tracy Sorensen

### Board Members Absent:

Gail Page

### Tri-County Staff Present:

Evan Roberson, Executive Director  
Millie McDuffey, Chief Financial Officer  
Sara Bradfield, Chief Operating Officer  
Kenneth Barfield, Director of Information Management Systems  
Melissa Zemencsik, Director of Child and Youth Behavioral Health  
Tanya Bryant, Director of Quality Management and Support  
Catherine Prestigiovanni, Director of Strategic Development  
Stephanie Ward, Director of Adult Behavioral Health  
Yolanda Gude, Director of IDD Authority Services  
Beth Dalman, Program Director Crisis Services  
Tabatha Abbott, Cost Accountant  
Ava Green, Executive Assistant

### Legal Counsel Present:

Mary Lou Flynn-Dupart, Jackson Walker LLP

**Sheriff Representatives Present:** None present

**Guests:** Diane Terrell with Eide Bally LLP as well as Sgt. Mike Evans and Lt. Scott Spencer with the Montgomery County Sheriff's Office.

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

**Public Comment:** There was no public comment.

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

Cont.

**Resolution #01-26-01**

**Motion Made By:** Sharon Walker

**Seconded By:** Jacob Paschal, with affirmative votes by Tracy Sorensen, Tim Cannon, Richard Duren and Morris Johnson that it be...

**Resolved:**

That the Board approve the absence of Gail Page.

**Resolution #01-26-02**

**Motion Made By:** Morris Johnson

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

**Resolved:**

That the Board approve the minutes of the December 1, 2022 meeting of the Board of Trustees.

**Program Presentation:** Patti Atkins, Board Chair, suspended the Agenda at 10:05 a.m. to move to Business Committee Action Item VIII-C, Approve FY 2022 Independent Financial Audit. Diane Terrell, with Eide Bailly LLP, presented the results from the audit.

**Resolution #01-26-03**

**Motion Made By:** Morris Johnson

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

**Resolved:**

That the Board approve the FY 2022 Independent Financial Audit.

**Program Presentation:**

- Veterans Service Award presented to Shirley Uriostegui, Regional Veteran's Service Liaison

**Executive Director's Report:**

The Executive Director's report is on file.

- IDD Authority Audit
- HCBS Final Rule
- Pandemic Flexibilities
- Cleveland Facility Update
- Legislative Updates

**Chief Financial Officer's Report:**

The Chief Financial Officer's report is on file.

- FY 2023 1<sup>st</sup> Budget Revision
- Cost Accounting Methodology (CAM)
- FY 2022 HCS and MEI Cost Reports
- CFO Consortium

### **PROGRAM COMMITTEE:**

#### **Resolution #01-26-04**

**Motion Made By:** Jacob Paschal

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

#### **Resolved:**

That the Board approve the Mental Health Quality Management & Utilization Management Plan for FY 2022-2023.

The Community Resources Report was reviewed for information purposes only.

The Consumer Services Reports for November and December 2022 were reviewed for information purposes only.

The Program Updates Report was reviewed for information purposes only.

The FY 2023 Goals and Objectives Progress Report was reviewed for information purposes only.

The 1<sup>st</sup> Quarter FY 2023 Corporate Compliance and Quality Management Report was reviewed for information purposes only.

The 2<sup>nd</sup> Quarter FY 2023 Corporate Compliance Training was reviewed for information purposes only.

The ETBHN Regional Planning & Network Advisory Committee's LPND Review Report was reviewed for information purposes only.

### **EXECUTIVE COMMITTEE:**

The Personnel Reports for November and December 2022 were reviewed for information purposes only.

The Texas Council Risk Management Fund Claims Summary as of December 2022 was reviewed for information purposes only.

### **BUSINESS COMMITTEE:**

#### **Resolution #01-26-05**

**Motion Made By:** Morris Johnson

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

#### **Resolved:**

That the Board approve the November 2022 Financial Statements.

**Resolution #01-26-06**

**Motion Made By:** Morris Johnson

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

**Resolved:**

That the Board approve the December 2022 Financial Statements.

**Resolution #01-26-07**

**Motion Made By:** Richard Duren

**Seconded By:** Jacob Paschal, with affirmative votes by Sharon Walker, Tim Cannon and Tracy Sorensen that it be...

**Resolved:**

That the Board authorize staff to establish a new depository account with First Financial Bank and deposit a minimum of \$100,000 in this new account.

Morris Johnson abstained from voting on this agenda item.

**Resolution #01-26-08**

**Motion Made By:** Richard Duren

**Seconded By:** Tracy Sorensen, with affirmative votes by Sharon Walker, Tim Cannon and Jacob Paschal that it be...

**Resolved:**

That the Board hereby, in all respects, ratifies, confirms and approves Evan Roberson's execution of all financing documents needed to complete the purchase of 5.62 acres NW corner of Veterans Memorial Parkway and State Highway 30, Huntsville, Texas (the "Property") in an amount not to exceed \$854,125 at an interest rate not to exceed 5.5%, including, without limitation, granting a lien on the Property to secure the loan evidenced by the Note.

Morris Johnson abstained from voting on this agenda item.

**Resolution #01-26-09**

**Motion Made By:** Morris Johnson

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

**Resolved:**

That the Board ratify Health and Human Services Commission Contract No. HHS000994900001, Amendment No. 3, Intellectual and Developmental Disability Authority Services.

**Resolution #01-26-10**

**Motion Made By:** Morris Johnson

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

**Resolved:**

That the Board ratify HHSC Treatment Adult Services (TRA) Contract No. HHS000663700009, Amendment No. 2.

**Resolution #01-26-11**

**Motion Made By:** Morris Johnson

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

**Resolved:**

That the Board ratify HHSC Co-Occurring Mental Health (COPSD) Substance Use Disorder Services Contract No. HHS000886900001, Amendment No. 1.

**Resolution #01-26-12**

**Motion Made By:** Morris Johnson

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

**Resolved:**

That the Board ratify Health and Human Services Commission COVID-19 Supplemental Grant Program, Contract No. HHS0011084000037, Amendment No. 3.

**Resolution #01-26-13**

**Motion Made By:** Morris Johnson

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

**Resolved:**

That the Board approve a not to exceed remodel budget for the Crisis Stabilization Unit at the Psychiatric Emergency Center in the amount of \$400,000.

The Montgomery County Sheriff's Office Crisis Intervention Team Grant Update was reviewed for information purposes only.

The 1<sup>st</sup> Quarter FY 2023 Investment Report was reviewed for information purposes only.

The Board Unit Financial Statements for November and December 2022 were reviewed for information purposes only.

The HUD 811 Updates (Cleveland, Montgomery and Huntsville) 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 12:02 p.m.**

**Attest:**

Date \_\_\_\_\_

Date

<b>Agenda Item:</b> Community Resources Report  <b>Committee:</b> Program	<b>Board Meeting Date:</b>  February 23, 2023
<b>Background Information:</b>  None	
<b>Supporting Documentation:</b>  Community Resources Report	
<b>Recommended Action:</b>  <b>For Information Only</b>	

# Community Resources Report

## January 27, 2023 – February 23, 2023

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### Volunteer Hours:

Location	January
Conroe	117.75
Cleveland	0
Liberty	14.75
Huntsville	20.5
<b>Total</b>	<b>153</b>

### COMMUNITY ACTIVITIES:

1/27/23	Walker County Juvenile Services Staffing	Huntsville
1/27/23	Langetree Collaboration Meeting	Liberty
1/30/23	Mental Health First Aid – LoneStar College Tomball	Tomball
1/31/23	Huntsville ISD Student Health Advisory Committee – Virtual	Huntsville
1/31/23	Liberty County Community Resource Collaboration Group	Liberty
2/1/23	Partnership Meeting with Walker County EMS	Huntsville
2/1/23	Conroe Noon Lions Club Luncheon	Conroe
2/1/23	Montgomery County Community Resource Collaboration Group	Conroe
2/2/23	New Waverly ISD Student Health Advisory Committee	New Waverly
2/2/23	NAMI Greater Houston Advocacy Meeting	Houston
2/3/23	Willis ISD Director of Guidance & Counseling Meeting	Willis
2/4/23	HEARTS Museum Veteran Monthly Breakfast	Huntsville
2/6/23	Montgomery ISD Parent Night	Montgomery
2/7/23	Community Crisis Collaborative Sub Committee Group Meeting	Conroe
2/7/23	Narcan Workshop Community Training – Overdose Prevention and Distribution	Conroe
2/7/23	Veterans of Foreign Wars Monthly Meeting	Liberty
2/8/23	SHSU Intern Training Seminar – Autism Spectrum Disorder in Adulthood and Young Adults – Virtual	Conroe
2/8/23	Projects for Assistance in Transition from Homelessness (PATH) Meeting with Woodlands Presbyterian Church	The Woodlands
2/8/23	Conroe Noon Lions Club Luncheon	Conroe
2/8/23	Veterans Treatment Court – Montgomery County	Conroe
2/9/23	San Jacinto Elementary School Resource Night	Conroe
2/9/23	Behavioral Health Suicide Prevention Task Force – Major Mental Health Workgroup – Virtual	Conroe
2/10/23	Veterans Mental Health First Aid Training	Conroe
2/11/23	Veterans Breakfast – Hearts Museum	Huntsville
2/11/23	Cleveland Community Resource Fair	Cleveland
2/11/23	Military Connected Vision Board Workshop	The Woodlands

2/13/23	General Brainstorming on Adult Autism Spectrum Disorder Services with Parent Advocates	Conroe
2/13/23	Outreach Leadership Workgroup Meeting with the Harris County Coalition for the Homeless	Houston
2/13/23	Behavioral Healthcare Suicide Prevention Taskforce – Military Connected Subgroup Meeting	Conroe
2/13/23	Conroe Coalition for the Homeless Meeting	Conroe
2/13/23	Texas A&M Agrilife Extension – Liberty County Focus Group Meeting	Cleveland
2/14/23	Exercise and Eating Disorders: Helping Clients Return to Healthy Engagement with Exercise – Virtual by Dr. Jennifer Spillman	Conroe
2/14/23	Quarterly Veteran Taskforce Meeting	Conroe
2/14/23	American Legion Monthly Meeting	Conroe
2/15/23	Conroe Noon Lions Club Luncheon	Conroe
2/15/23	Behavioral Health Suicide Prevention Task Force Meeting – Neurodiversity/Special Needs Work Group – Virtual	Conroe
2/16/23	Behavioral Health Suicide Prevention Task Force Meeting	Conroe
2/16/23	Suicide Prevention Coordinator Meeting	Conroe
2/21/23	Montgomery County Community Resource Collaboration Group	Conroe
2/22/23	Care Navigator Training – Webinar	Conroe
2/22/23	Montgomery County Community Crisis Collaboration Team Meeting	Conroe
2/22/23	Veterans Treatment Court – Montgomery County	Conroe
2/22/23	Conroe Noon Lions Club Luncheon	Conroe

## UPCOMING ACTIVITIES:

2/24/23	Walker County Juvenile Services Staffing	Huntsville
2/25/23	Veterans Nature Event at Kelly's Pond	Huntsville
2/28/23	Walker County Community Resource Collaboration Group	Huntsville
2/28/23	Liberty County Mental Health Issues Workgroup	Liberty
3/1/23	Conroe Noon Lions Club Luncheon	Conroe
3/2/23	New Waverly ISD Student Health Advisory Committee	New Waverly
3/2/23	ASK+Training	Conroe
3/3/2023	Hope Rising – Out of the Belly of The Whale Conference	The Woodlands
3/7, 3/14 & 3/21/23	Third Annual HHS Office of Disability Prevention for Children Statewide Virtual Conference	Conroe
3/8/23	Conroe Noon Lions Club Luncheon	Conroe
3/9/23	Behavioral Health Suicide Prevention Task Force – Major Mental Health Workgroup	Conroe
3/9/23	Henry's Home – Veteran Mental Health Collaboration Efforts	Conroe

3/15/23	Behavioral Health Suicide Prevention Task Force Meeting – Neurodiversity/Special Needs Work Group – Virtual	Conroe
3/15/23	Texas Children’s Virtual Panel Presentation on the LIDDA Community Based Services	The Woodlands
3/15/23	Conroe Noon Lions Club Luncheon	Conroe
3/16/23	Behavioral Health Suicide Prevention Task Force Meeting	Conroe
3/21/23	Montgomery County Community Resource Collaboration Group	Conroe
3/22/23	Conroe Noon Lion Club Luncheon	Conroe
3/24/23	Leadership Education in Neurodevelopment & Related Disabilities (LEND) Seminar – Demystifying State Agencies – Dr. Maria Quintero-Conk Annual Lecture	Conroe
3/29/23	Montgomery County Community Crisis Collaborative Team Meeting	Houston
3/30/23	Magnolia ISD Resource Fair	Magnolia
3/31/23	Walker County Juvenile Services Staffing	Huntsville

<b>Agenda Item:</b> Consumer Services Report for January 2023  <b>Committee:</b> Program	<b>Board Meeting Date:</b>  February 23, 2023
<b>Background Information:</b>  None	
<b>Supporting Documentation:</b>  Consumer Services Report for January 2023	
<b>Recommended Action:</b>  <b>For Information Only</b>	

## CONSUMER SERVICES REPORT

January 2023

<b>Crisis Services, MH Adults/Children</b>	<b>MONTGOMERY COUNTY</b>	<b>PORTER</b>	<b>CLEVELAND</b>	<b>LIBERTY</b>	<b>WALKER COUNTY</b>	<b>TOTAL</b>
Persons Screened, Intakes, Other Crisis Services	619	25	52	32	63	791
Transitional Services (LOC 5)	0	0	0	0	0	0
Psychiatric Emergency Treatment Center (PETC) Served	0	0	0	0	0	0
Psychiatric Emergency Treatment Center (PETC) bed days	0	0	0	0	0	0
Adult Contract Hospital Admissions	51	0	5	1	6	63
Child and Youth Contract Hospital Admissions	1	1	0	0	0	2
Total State Hospital Admissions (Civil only)	1	0	0	0	1	2
<b>Routine Services, MH Adults/Children</b>						
Adult Levels of Care (LOC 1-4, FEP)	1191	0	164	116	115	1586
Adult Medication Services	962	0	113	80	138	1293
Child Levels of Care (LOC 1-4, YC, YES, TAY, RTC, FEP)	423	291	51	26	88	879
Child Medication Services	262	98	26	10	25	421
TCOOMMI (Adult Only)	107	0	11	12	13	143
Adult Jail Diversions	1	0	0	0	0	1
<b>Persons Served by Program, IDD</b>						
Number of New Enrollments for IDD Services	3	0	0	0	0	3
Service Coordination	565	0	23	41	43	672
<b>Persons Enrolled in Programs, IDD</b>						
Center Waiver Services (HCS, Supervised Living)	22	0	4	14	16	56
<b>Substance Use Services</b>						
Children and Youth Prevention Services	12	248	0	0	15	275
Youth Substance Use Disorder Treatment Services/COPSD	27	0	0	0	0	27
Adult Substance Use Disorder Treatment Services/COPSD	32	0	0	0	5	37

<b>Waiting/Interest Lists as of Month End</b>						
Home and Community Based Services Interest List	1734	0	133	156	200	<b>2223</b>
<b>SAMHSA Grant Served by County</b>						
SAMHSA CCBHC Served	104	21	42	6	10	<b>183</b>
SAMHSA CMHC Served	352	0	4	19	11	<b>386</b>
<b>January Served by Service Area</b>						
Adult Mental Health Services	1627	0	168	121	244	<b>2160</b>
Child Mental Health Services	628	315	92	36	94	<b>1165</b>
Intellectual and Developmental Disabilities Services	658	0	32	55	66	<b>811</b>
<b>Total Served by Service Area</b>	<b>2913</b>	<b>315</b>	<b>292</b>	<b>212</b>	<b>404</b>	<b>4136</b>
<b>December Served by Service Area</b>						
Adult Mental Health Services	1459	0	128	89	167	<b>1843</b>
Child Mental Health Services	537	308	71	28	90	<b>1034</b>
Intellectual and Developmental Disabilities Services	636	0	32	54	70	<b>792</b>
<b>Total Served by Service Area</b>	<b>2632</b>	<b>308</b>	<b>231</b>	<b>171</b>	<b>327</b>	<b>3669</b>



<b>Agenda Item:</b> Program Updates  <b>Committee:</b> Program	<b>Board Meeting Date:</b>  February 23, 2023
<b>Background Information:</b>  None	
<b>Supporting Documentation:</b>  Program Updates	
<b>Recommended Action:</b>  <b>For Information Only</b>	

# **Program Updates**

## **January 27, 2023 – February 23, 2023**

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### **Crisis Services**

1. Staff shortages have been reduced to three CIT staff positions: one Bachelor level QMHP to work with a Montgomery County Precinct 1 Mental Health Constable and two Master level QMHPs to work with Montgomery County Sheriff's Officers. We are excited to have these partnering opportunities with our local law enforcement agencies.
2. In January, we provided 349 crisis assessments, 35.2% of the total were for involuntary clients and 26.9% were for youth. Of the total number of crisis assessments, 43.8% were with individuals who were new to the Tri-County system. In Walker County, we provided 22 crisis services during the month of January; in Liberty county, 33 crisis services were entered.
3. In the month of January, 89 individuals were provided with Tri-County funded hospital admissions.
4. The Administrator of Crisis Services position has been filled by an internal staff.
5. On February 1<sup>st</sup>, we met with the Walker County Director of EMS Services and Dr. Kovar to improve communication between our agencies and better define which patients can be transported by EMS to the PETC for crisis services. We hope this is the beginning of a growing collaboration between Tri-County, first responders, and the behavioral/medical providers in Walker County.

### **MH Adult Services**

1. We have hired our last psychiatrist position and the new staff started on February 20, 2023. He has chosen to work a Monday – Thursday, 4 – 10s schedule. Evening clinic is very popular with our other two prescribers who work this schedule and often these appointments fill up early.
2. We have hired a new Peer Support Staff to the Adult Outpatient program to better support individuals from the perspective of someone who has their own lived experience with mental illness. We also sent one of our licensed staff to training to become a Peer Supervisor.
3. One Individual in Supported Housing was granted an extension for his eligibility in the program. Despite struggling with frequent episodes of psychosis, this individual has been able to secure a job and is working on learning how to budget so that he can afford his own apartment at the conclusion of the program.
4. One staff completed certification for Cognitive Behavioral Therapy to provide counseling to the individuals in First Episode Psychosis program.

## **MH Child and Youth Services**

1. We have hired a Child and Youth Advanced Practice Registered Nurse (APRN) that will work primarily in our rural clinics. She has practiced independently as a C&Y prescriber in Montana prior to moving back to Texas. She has also chosen to work a Monday – Thursday, 4 – 10s schedule and will start around May 1<sup>st</sup>.
2. Although we are building back up our school based team after a series of resignations for various reasons, the staff that remain are providing more services as they become more experienced in their roles. We have hired a new Bilingual C&Y MH Specialist to fill one of the vacancies. This hire will significantly help with coverage issues once she is trained.
3. Our C&Y MH Specialists in Conroe, Porter, and Huntsville are also ramping up services as more of them gain experience. Most of our C&Y MH Specialists have less than a year experience with many of them being brand new. Coverage is still sparse as we still need 23 more C&Y Specialists in Montgomery County, including two at our Porter site and two at our school-based sites. Supervisors are focusing on screening and interviewing applicants, but it is taking a while to recruit quality staff.
4. The need for wraparound services for kids continues to increase. We have seven youth waiting for wraparound due to a vacant Wraparound Case Manager position. Wraparound is the core service for the YES Waiver and the referrals keep coming. We are currently receiving about three calls from the YES Inquiry Line every week.

## **Criminal Justice Services**

1. The Outpatient Competency Restoration program is working to screen any person in the jail who has been deemed Incompetent to Stand Trial in an effort to pull people off of hospital waiting lists and get them into care.
2. The Montgomery County Jail Services Liaison provided services to 291 individuals in January.

## **Substance Use Disorder Services**

1. The SUD program is seeing an uptick in youth referrals for services. The team provided 13 youth intakes in the month of January. Referrals are mostly coming from probation and schools.
2. We have filled our last Prevention Specialist position. This has allowed us to start groups again in schools in time to complete them by the end of the school year. With the vacancies we have experienced in this program this school year, this team is working hard to meet the contracted measures now that we are fully staffed.
3. Our Prevention Manager has recently teamed up with Montgomery ISD for a Parent Night in which parents received the most up-to-date information about vaping and substance use trends. They were educated on the types of vapes, signs of vaping and drug use, and how to talk to their children about these topics.
4. Montgomery County Juvenile Probation is very pleased that we can now provide our vaping tobacco and marijuana presentations to families without using a translator now that we have a bilingual prevention specialist. More youth are vaping nicotine and

marijuana without fully understanding the legal and health consequences. It's vital that parents and caregivers receive this information as well.

## **IDD Services**

1. IDD Provider Services is preparing for the transition to HCBS. Day Hab will stop on February 28<sup>th</sup> and Individualized Skills and Socialization will begin March 1, 2023.
2. The HCS Program Director received less than a weeks' notice of auditors arriving on February 13<sup>th</sup>. Last audit was January 19<sup>th</sup> – 21<sup>st</sup>, 2021 so this audit covered two years of services.
3. IDD Authority Services will host HHSC's Employment First/Employment Services training on March 30, 2023. This training has not happened since 2019, and is taking place at 25 sites across the state. TCBHC requested to have the training at our Center, and HHSC agreed. This is a free one-day training opportunity in the support of individuals who have the goal of competitive and integrated employment in the community. With the very high turnover rates over the last several years, this training provides the opportunity to garner a basic understanding of Employment First/Employment Services, Benefits and Work Incentives, Job Coaching, Employment Readiness Skills, and Employer Relationships.
4. IDD Authority services is still in need of Service Coordinators as current staff continues to cover open caseloads. We will start recruiting for a Lead Service Coordinator this month, along with increasing efforts to hire a bilingual Service Coordinator. We are continuing to look at ways to attract talent, even as job duty expectations from HHCS become increasingly more complex.
5. On January 30, 2023, Texas Health and Human Services Commission notified Medicaid recipients that the Federal Government will end the continuous Medicaid coverage requirement on March 31, 2023. Medicaid recipients will need to have their eligibility redetermined. IDD Authority staff is following up with families to make sure they know to report any changes to their address, phone number, etc., by mail, by fax, or by calling 211, or logging on to [YourTexasBenefits.com](https://www.yourtexasbenefits.com).
6. On January 30, 2023, HHSC released an Information Letter notifying IDD LIDDAs and Providers that they will be extending the in-home day habilitation flexibility past the original deadline of January 31, 2023, and extending it through February 28, 2023, which marks the end of Day Habilitation services (will transition to Individualized Skills & Socialization on March 1, 2023). IDD Authority staff are working to ensure families still utilizing this service in this manner, are informed.

## **Support Services**

1. **Quality Management (QM):**
  - a. Staff prepared and submitted two record requests to an insurance company, totaling five charts, for records dating back to January 1, 2021.
  - b. In addition to routine and ongoing quality assurance of documentation, staff reviewed 30 progress notes, prior to billing, to ensure compliance. Additional training and follow up was provided with staff and supervisors when needed.
  - c. QM, along with IDD Authority and Human Resources staff, collated, reviewed and submitted Pre-Site documentation requested by HHSC in preparation for the upcoming IDD Authority Audit that was held on February 6-9<sup>th</sup>. In addition to a

review of service provision and Human Resource files, the QM Plan, Local Plan, Emergency Plan, PNAC functions and staff training will be reviewed as a part of this audit.

- d. QM staff conducted a phone survey to elicit feedback from individuals served related to their preferences and needs surrounding telehealth services. This survey was initiated as a part of the Center's efforts to identify and implement feasible changes in line with House Bill 4.
- e. The Administrator of QM is conducting a program survey of the Veterans services program through the month of February.

## **2. Utilization Management (UM):**

- a. Staff reviewed 10% of all Center discharges for December to ensure appropriateness and that proper notifications and appeals forms were provided. Follow up with staff was provided as needed to ensure quality improvement.
- b. Staff reviewed 46 notes that utilized the COPSD Modifier for quality assurance purposes.
- c. The Data Analyst who serves as a member of the SAMHSA Care Coordination Team has resigned due to relocation to Vermont. We are currently seeking a replacement for this position.

## **3. Training:**

- a. As required by our Mental Health Performance Contract, the training department is conducting the biannual Super User Training, where 40% of all staff who utilize the State assessment tools (Adult Needs and Strengths Assessment (ANSA) and Child and Adolescent Needs and Strengths Assessment (CANS)) are provided with additional training.
- b. The Diversity Workgroup presented a training on Cultural Humility to management level staff at the January Management Forum.

## **4. Veteran Services and Veterans Counseling/Case Management**

- a. We have had numerous interviews for our openings but either they have accepted another offer or cannot pass our testing or background check. We are finding that veterans are having a difficult time with the computer piece of our testing as this is something that many of them have never used or used only for social media activities.
- b. The department remains very busy with community activities throughout all three counties.
- c. Individual therapy continues to be highly requested with two therapists seeing 13 veterans via televideo and 11 more being seen in the Montgomery County and Liberty County Jail Pods.

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

- a. The MH PNAC is continuing to seek additional members to serve on the committee including individuals served, family members of individuals served and an individual who has experienced lived homelessness.
- b. The IDD Local Planning process was reviewed with the committee at the January meeting and the planning meeting is scheduled to take place in March.

## **6. Community Activities**

- a. The Director of Strategic Development met with Conroe City Councilman Todd Yancey and provided a tour of the agency. During the tour, Councilman Yancey and Catherine reached out to Senator Brandon Creighton who offered support of the agency and requested a follow-up phone call with Evan.
- b. Our new Mental Health First Aid Coordinator has been trained and has begun scheduling classes with area school districts and local agencies.

<b>Agenda Item:</b> Personnel Report for January 2023  <b>Committee:</b> Executive	<b>Board Meeting Date:</b>  February 23, 2023
<b>Background Information:</b>  None	
<b>Supporting Documentation:</b>  Personnel Report for January 2023	
<b>Recommended Action:</b>  <b>For Information Only</b>	

# Personnel Report

FY23 | January 2023



## OVERVIEW

### NEW HIRES

January

**11** POSITIONS

YTD

**67** POSITIONS

### SEPARATIONS

January

**10** POSITIONS

YTD

**47** POSITIONS

Vacant Positions

**94**

Frozen Positions

**23**

Newly Created Positions

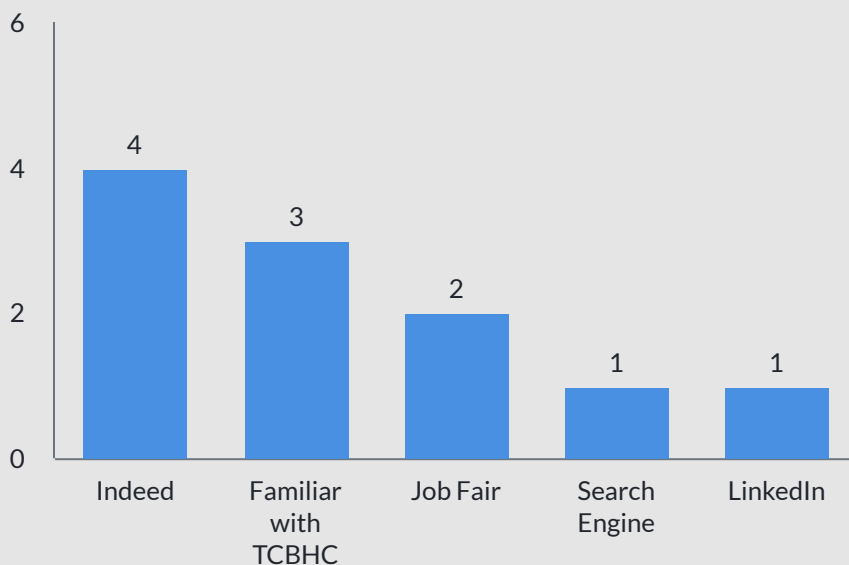
**3**

Total Budgeted Positions

**489**

## RECRUITING

How did last month's new hires hear about TCBHC?



## JOB FAIRS

Lake Conroe Chamber of Commerce



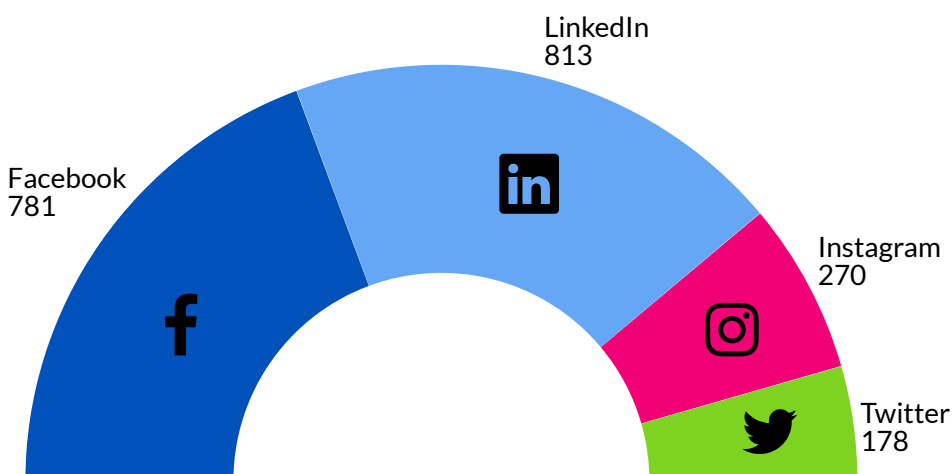
1/24/2023

Texas A&amp;M University



1/31/2023

## SOCIAL MEDIA FOLLOWERS



## APPLICANTS

January Total Applicants

337

YTD Applicants

1,314

## CURRENT OPENINGS

### VACANCIES BY LOCATION

CONROE*	66
PETC*	8
CLEVELAND	8
LIBERTY	5
HUNTSVILLE	5
PORTER	2

\*excludes frozen positions

### TOP 5 VACANCIES

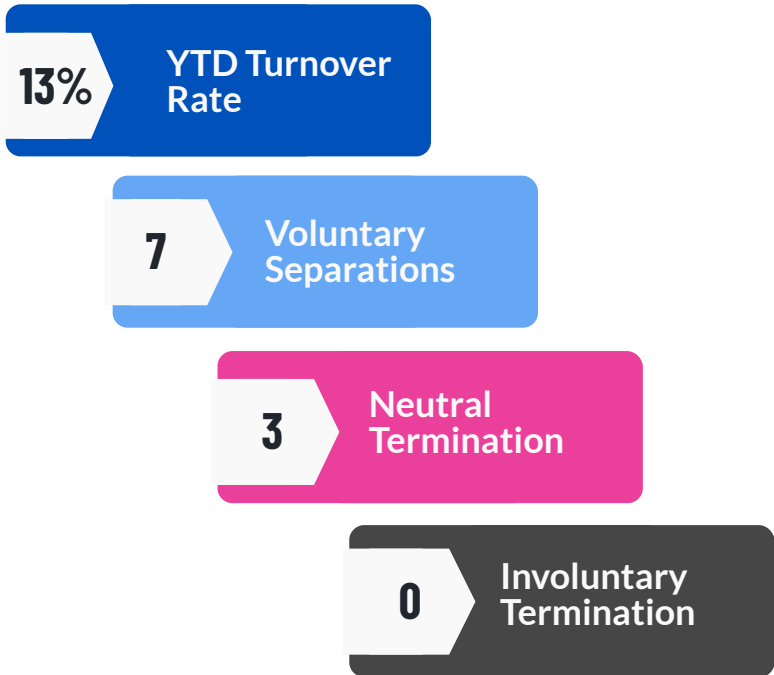
Mental Health Specialist/Case Manager (Adult, Crisis and C&Y)	48
Direct Care Provider	7
LVN	6
IDD Case Manager	4
Licensed Clinicians	4



# Exit Data

FY23 | January 2023

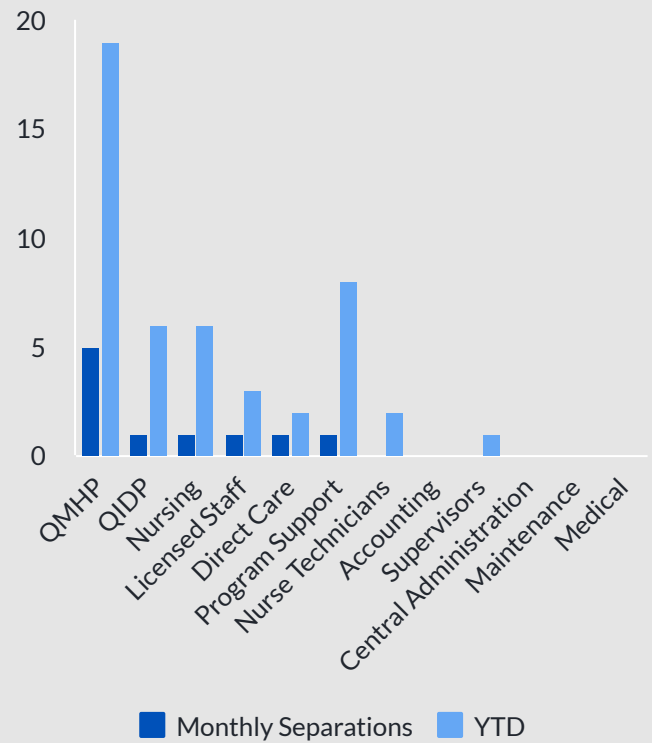
## Exit Stats at a Glance



## YTD Top Reasons for Separations

- 1 Better Pay
- 2 Another Job
- 3 Health
- 4 Neutral Termination
- 5 Personal/Family, includes Relocating

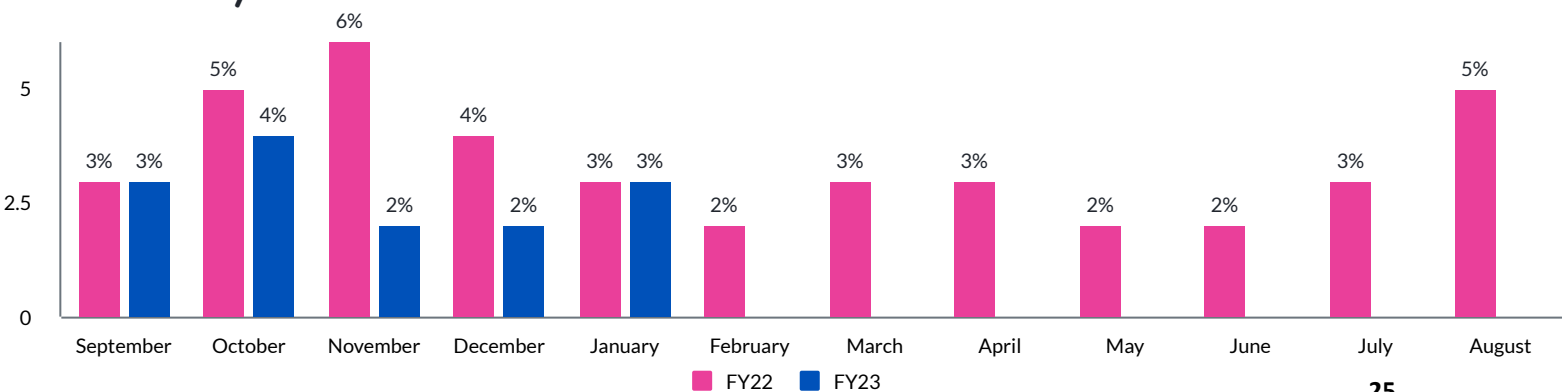
## Separations by Category



## Separations by Tenure

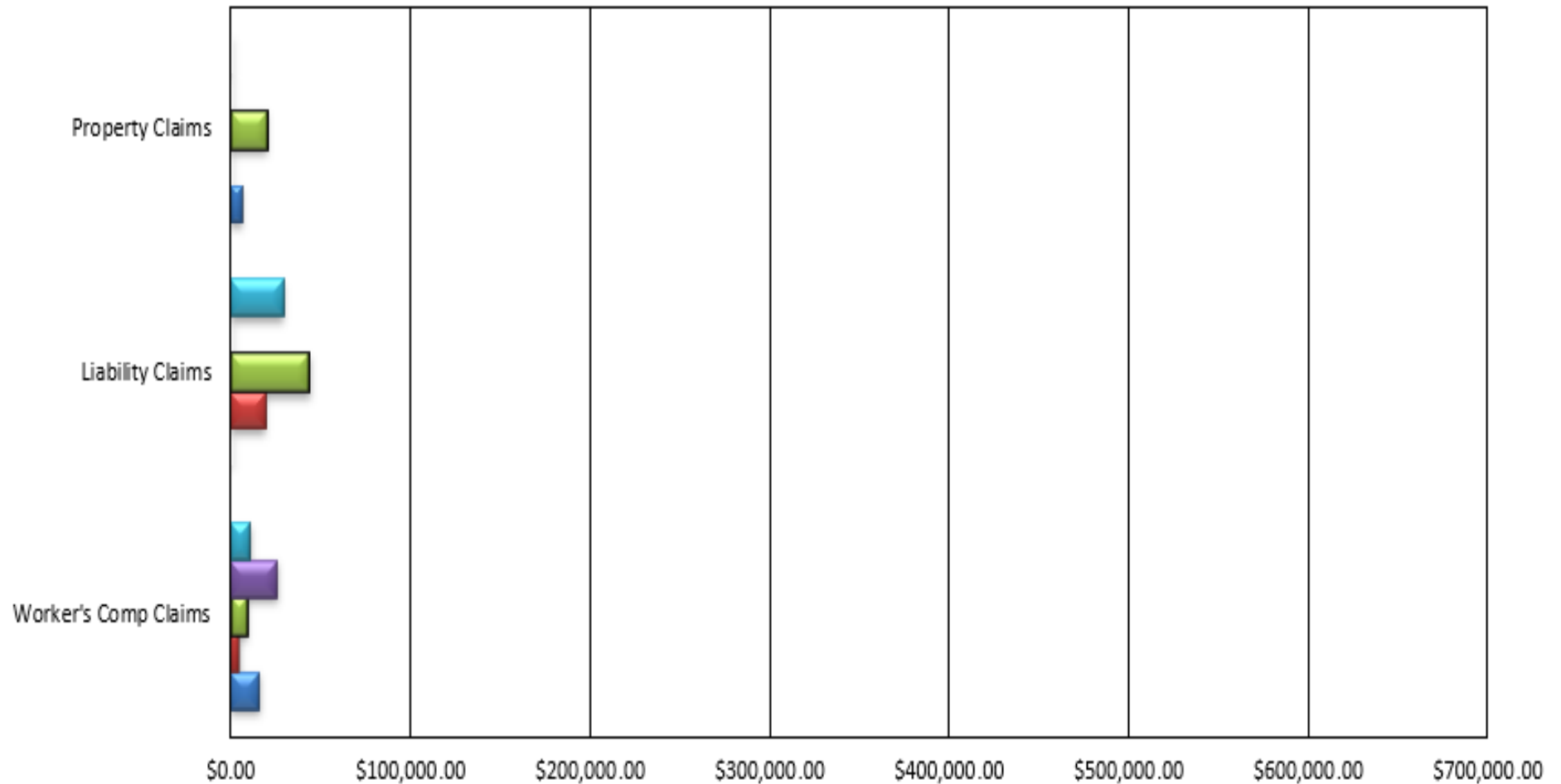


## Monthly Turnover Rates



<b>Agenda Item:</b> Texas Council Risk Management Fund Claims Summary as of January 2023  <b>Committee:</b> Executive	<b>Board Meeting Date:</b>  February 23, 2023
<b>Background Information:</b>  None	
<b>Supporting Documentation:</b>  Texas Council Risk Management Fund Claims Summary as of January 2023	
<b>Recommended Action:</b>  <b>For Information Only</b>	

## TCRMF Claims Summary January 2023



	Worker's Comp Claims	Liability Claims	Property Claims
2019	\$10,826.00	\$29,330.00	\$0.00
2020	\$26,111.00	\$0.00	\$0.00
2021	\$8,860.00	\$43,252.00	\$20,074.00
2022	\$4,619.00	\$19,417.00	\$0.00
2023	\$15,971.00	\$0.00	\$6,522.00

<p><b>Agenda Item:</b> Board Trustee Appointment and Oath of Office</p> <p><b>Committee:</b> Executive</p>	<p><b>Board Meeting Date</b></p> <p>February 23, 2023</p>
<p><b>Background Information:</b></p> <p>At their January 10, 2023 meeting, Liberty County Commissioners' Court appointed Reverend Carl Williamson, Pastor of Calvary Baptist Church in Cleveland, Texas to fill a remaining two-year term due expiring August 31, 2024.</p> <p>Mr. Williamson completed the training which is required before taking the oath of office on February 23, 2023.</p> <p>With Mr. Williamson's appointment, the Board of Trustees will be back up to nine members for the first time since December of 2016.</p> <p>Oath of Office will be taken at the Board meeting.</p>	
<p><b>Supporting Documentation:</b></p> <p>Liberty County Commissioner's Court Minutes from January 10, 2023.</p> <p>Oath of Office Recitation</p>	
<p><b>Recommended Action:</b></p> <p><b>Recite Oath of Office</b></p>	



## LIBERTY COUNTY COMMISSIONERS COURT

THE ATTACHED MINUTES, had at a REGULAR SESSION MEETING of the Commissioners Court of Liberty County, Texas, on TUESDAY, JANUARY 10, 2023, at 9:00 A.M., having been read by the Court, and with the following requested changes:

*None*

are hereby approved on this the 24th day of January, 2023.

Signed by:

JAY KNIGHT  
COUNTY JUDGE

Attested by:

LEE HAIDUSEK CHAMBERS  
LIBERTY COUNTY CLERK





LIBERTY COUNTY COMMISSIONERS COURT  
Regular Meeting of Commissioners Court  
January 10, 2023  
9:00 a.m.  
1923 Sam Houston St., Room 203 - Liberty, Texas 77575

1. CALL TO ORDER :

BE IT REMEMBERED that on TUESDAY, JANUARY 10, 2023, at 9:04 A.M., Judge Jay Knight called to order a REGULAR SESSION meeting of the Commissioners Court of Liberty County, Texas, with the following members present, to-wit:

Hon. Jay Knight, County Judge  
Hon. Bruce Karbowski, Commissioner, Precinct 1  
Hon. Greg Arthur, Commissioner, Precinct 2  
Hon. Leon Wilson, Commissioner, Precinct 4 (via Zoom)  
Hon. Lee Haidusek Chambers, County Clerk (*Ex-officio*)

Other elected officials and county department executives present:

Hon. Bobby Rader, Sheriff  
Hon. Matthew Poston, County Attorney  
Hon. Kim Harris, Treasurer  
Dwayne Gott, County Auditor  
Harold Seay, County Purchaser  
David Douglas, County Engineer  
Bill Hergemeuller, Fire Marshall

Having a quorum established, the Liberty County Commissioners Court considered the following matters:

2. PLEDGE TO THE U.S. FLAG AND TEXAS FLAG :

PLEDGE TO THE U.S. FLAG AND TEXAS FLAG LED BY LEE CHAMBERS.

3. INVOCATION :

PRAYER LED BY SHERIFF BOBBY RADER.

4. NOTICES AND PROCLAMATIONS :

NONE.

5. PUBLIC COMMENT :

NONE.

6. DECLARE CONFLICTS OF INTEREST :

NONE.



ABSENT FOR VOTE: David Whitmire  
THE MOTION PASSED.

25. COUNTY ATTORNEY MATTHEW POSTON

CONSIDER AND APPROVE INTERLOCAL AGREEMENT WITH THE CITY OF DAYTON REQUIRING ASSIGNMENT OF COUNTY EMPLOYEES TO THE TRASH COLLECTION SITE JOINTLY OWNED BY CITY OF DAYTON AND LIBERTY COUNTY AS WELL AS THE EQUAL PARTICIPATION OF BOTH THE CITY AND THE COUNTY IN THE COSTS OF REHABILITATING THE SITE.

LIBERTY COUNTY COMMISSIONERS COURT MOVED INTO AN EXECUTIVE SESSION TO CONSIDER THE REQUIREMENTS ON PERSONNEL AS AUTHORIZED UNDER GOVERNMENT CODE SECTION 551.0725.

MOTION TO AUTHORIZE THE LIBERTY COUNTY ATTORNEY TO NEGOTIATE WITH THE CITY OF DAYTON TO SEEK A RESOLUTION TO THE ISSUE REQUIRING ASSIGNMENT OF COUNTY EMPLOYEES TO THE TRASH COLLECTION SITE JOINTLY OWNED BY CITY OF DAYTON AND LIBERTY COUNTY, AS WELL AS THE EQUAL PARTICIPATION OF BOTH THE CITY AND THE COUNTY IN THE COSTS OF REHABILITATING THE SITE, AND PREPARE A NEW INTERLOCAL AGREEMENT IN ACCORDANCE BETWEEN THE CITY OF DAYTON AND LIBERTY COUNTY TO BENEFIT BOTH PARTIES.

COMMISSIONERS REQUESTED A SPECIAL-CALLED MEETING TO ADDRESS THE NEW AGREEMENT AS SOON AS POSSIBLE.

26. COUNTY JUDGE JAY KNIGHT

CONSIDER AND APPROVE THE APPOINTMENT OF REVEREND CARL WILLIAMSON TO THE BOARD OF TRUSTEES OF TRI-COUNTY BEHAVIORAL HEALTHCARE. REVEREND WILLIAMSON WILL BE FILLING THE TERM VACATED BY TRUSTEE CECIL McKNIGHT, DECEMBER 2016 AND HIS TERM WILL BE SET TO EXPIRE ON AUGUST 31, 2024

Agenda Attachments

1. 1-10-2023 item 8.26 tcbh.pdf

MOTION TO APPROVE THE APPOINTMENT OF REVEREND CARL WILLIAMSON TO THE BOARD OF TRUSTEES OF TRI-COUNTY BEHAVIORAL HEALTHCARE. REVEREND WILLIAMSON WILL BE FILLING THE TERM VACATED BY TRUSTEE CECIL McKNIGHT, DECEMBER 2016 AND HIS TERM WILL BE SET TO EXPIRE ON AUGUST 31, 2024.

MOTION BY: Greg Arthur  
SECONDED BY: Bruce Karbowski  
VOTED AYE: Bruce Karbowski, Greg Arthur, Leon Wilson  
VOTED NO: None  
ABSTAINED FROM VOTE: Jay Knight  
ABSENT FOR VOTE: David Whitmire  
THE MOTION PASSED.

27. COUNTY CLERK LEE CHAMBERS

CONSIDER AND APPROVE THE PURCHASE OF THE ONLINE NOTICE SOFTWARE, TEXTMYGOV, FOR USE IN CONJUNCTION WITH THE PROJECT BY THE COUNTY CLERK'S OFFICE TO PROVIDE ELECTRONIC NOTICE POSTINGS WITH ONLINE ACCESS AND WITH DIGITAL KIOSKS STATIONED IN THE COURTHOUSE. THE COST FOR THE PROGRAM IS \$12,500.00 PER YEAR TO BE PAID FROM THE COUNTY CLERK RECORDS MANAGEMENT FUND

LEE HAIDUSEK CHAMBERS  
LIBERTY COUNTY CLERK  
January 12, 2023



*Lee H Chambers*





# ADMINISTERING THE OATH OF OFFICE

I, \_\_\_\_\_,

do solemnly swear that I will faithfully execute the duties of the office of  
Trustee of Tri-County Behavioral Healthcare,

and will, to the best of my ability preserve, protect, and defend the  
Constitution and laws of the United States and of this State,

and I furthermore solemnly swear that I have not directly nor indirectly,  
paid, offered, or promised to pay,

contributed, nor promised to contribute any money, or valuable thing,

or promised any public office or employment, as a reward for the giving or  
withholding a vote to secure my appointment,

and further affirm that I, nor any company, association, or corporation  
of which I am an officer or principal,

will act as supplier of services or goods, nor bid or negotiate to supply such  
goods or services, for this Center,

so help me God.

<b>Agenda Item:</b> Approve January 2023 Financial Statements	<b>Board Meeting Date</b>  February 23, 2023
<b>Committee:</b> Business	
<b>Background Information:</b>  None	
<b>Supporting Documentation:</b>  January 2023 Financial Statements	
<b>Recommended Action:</b>  <b>Approve January 2023 Financial Statements</b>	

## January 2023 Financial Summary

Revenues for January 2023 were \$3,439,623 and operating expenses were \$3,216,453 resulting in a gain in operation of \$345,142. Capital Expenditures and Extraordinary Expenses for January were \$223,170 resulting in a gain of \$75,625. Total revenues were 98.93% of the monthly budgeted revenues and total expenses were 97.31% of the monthly budgeted expenses (difference of (1.62%).

Year to date revenues are \$17,538,592 and operating expenses are \$16,386,213 leaving excess operating revenues of \$1,152,379. YTD Capital Expenditures and Extraordinary Expenses are \$853,026 resulting in a gain YTD of \$299,352. Total revenues are 101.87% of the YTD budgeted revenues and total expenses are 100.90% of the YTD budgeted expenses (difference of .97%)

### **REVENUES**

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

<b>Revenue Source</b>	<b>YTD Revenue</b>	<b>YTD Budget</b>	<b>% of Budget</b>	<b>\$ Variance</b>
Title XIX Case Management IDD	475,551	555,733	85.57%	80,182
Title XIX Rehab	572,054	870,429	65.72%	298,374

**Title XIX Case Management IDD** – This line item is on the variance list due to staff vacancies. This line is being adjusted on the budget revision that is also in this board packet for approval.

**Title XIX Rehab** – We continue to see this line item for the current fiscal year. Same description with being understaffed and the time it takes to get new staff hired and trained before they start earning actual revenue. This is also being adjusted in the budget revision.

### **EXPENSES**

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

<b>Expense Source</b>	<b>YTD Expenses</b>	<b>YTD Budget</b>	<b>% of Budget</b>	<b>\$ Variance</b>
Building Repair & Maint.	104,882	89,093	117.72%	15,788
Contract Hospital – Adult	1,696,150	1,568,899	108.11%	127,250

Fixed Assets – Buildings	225,094	0	0%	225,094
Fixed Assets – Building Improvements	143,443	58,390	245.66%	85,053
Fixed Assets – Construction in Progress	32,173	0	0	32,173
Fixed Assets – Furniture & Equipment	13,022	375	347.25%	12,647

**Building Repairs & Maintenance** – This line item is for the HVAC Automation completed at the PETC clinic.

**Contract Hospital Adult** - This line item reflects the monthly cost for Contract Hospital Adults. This is more a budget timing issue instead of overspending and will be adjusted in the budget revision.

**Fixed Assets – Buildings** – This line item is the amount paid for the closing costs and the 20% down payment for the land purchased in Huntsville.

**Fixed Assets – Building Improvements** – This line item reflects the cost to date for renovating the front part of the Crisis facility. These renovations are to improve the health and safety of this location. This item was approved by the Board.

**Fixed Assets – Construction in Progress** – This line item is the amount paid so far for the Architect working on the Cleveland property design. This item is included in the budget revision.

**Fixed Assets – Furniture & Equipment** – This line item is for new furniture purchased for the PETC clinic and renovations that were completed.

**TRI-COUNTY BEHAVIORAL HEALTHCARE  
CONSOLIDATED BALANCE SHEET  
For the Month Ended January 2023**

<b>ASSETS</b>	<b>TOTALS COMBINED FUNDS January 2023</b>	<b>TOTALS COMBINED FUNDS December 2022</b>	<b>Increase (Decrease)</b>
<b>CURRENT ASSETS</b>			
Imprest Cash Funds	2,050	1,950	100
Cash on Deposit - General Fund	8,063,553	9,939,244	(1,875,691)
Cash on Deposit - Debt Fund			-
Accounts Receivable	6,902,569	6,167,729	734,840
Inventory	845	845	-
<b>TOTAL CURRENT ASSETS</b>	<b>14,969,017</b>	<b>16,109,768</b>	<b>(1,140,751)</b>
<b>FIXED ASSETS</b>	<b>21,041,617</b>	<b>21,041,617</b>	<b>-</b>
<b>OTHER ASSETS</b>	<b>203,623</b>	<b>248,077</b>	<b>(44,454)</b>
<b>TOTAL ASSETS</b>	<b>\$ 36,214,257</b>	<b>\$ 37,399,463</b>	<b>\$ (1,185,204)</b>
<b>LIABILITIES, DEFERRED REVENUE, FUND BALANCES</b>			
<b>CURRENT LIABILITIES</b>	<b>1,728,849</b>	<b>1,779,738</b>	<b>(50,889)</b>
<b>NOTES PAYABLE</b>	<b>694,011</b>	<b>694,011</b>	<b>-</b>
<b>DEFERRED REVENUE</b>	<b>3,627,918</b>	<b>4,756,097</b>	<b>(1,128,179)</b>
<b>LONG-TERM LIABILITIES FOR</b>			
First Financial Conroe Building Loan	9,984,208	10,030,183	(45,975)
Guaranty Bank & Trust Loan	1,772,568	1,778,145	(5,577)
<b>EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR</b>			
General Fund	299,352	223,727	75,625
<b>FUND EQUITY</b>			
<b>RESTRICTED</b>			
Net Assets Reserved for Debt Service	(11,756,775)	(11,808,328)	51,553
Reserved for Debt Retirement			-
<b>COMMITTED</b>			
Net Assets - Property and Equipment	21,041,618	21,041,618	-
Reserved for Vehicles & Equipment Replacement	613,711	613,711	-
Reserved for Facility Improvement & Acquisitions	1,830,052	1,917,982	(87,930)
Reserved for Board Initiatives	1,500,000	1,500,000	-
Reserved for 1115 Waiver Programs	502,677	502,677	-
<b>ASSIGNED</b>			
Reserved for Workers' Compensation	274,409	274,409	-
Reserved for Current Year Budgeted Reserve	30,833	24,667	6,166
Reserved for Insurance Deductibles	100,000	100,000	-
Reserved for Accrued Paid Time Off	(694,010)	(694,010)	-
<b>UNASSIGNED</b>			
Unrestricted and Undesignated	4,664,837	4,664,837	-
<b>TOTAL LIABILITIES/FUND BALANCE</b>	<b>\$ 36,214,257</b>	<b>\$ 37,399,463</b>	<b>\$ (1,185,205)</b>

**TRI-COUNTY BEHAVIORAL HEALTHCARE**  
**CONSOLIDATED BALANCE SHEET**  
For the Month Ended January 2023

	General Operating Funds	Memorandum Only  Final August 2022
<b>ASSETS</b>		
<b>CURRENT ASSETS</b>		
Imprest Cash Funds	2,050	1,750
Cash on Deposit - General Fund	8,063,553	5,629,875
Cash on Deposit - Debt Fund	-	-
Accounts Receivable	6,902,569	6,824,724
Inventory	845	1,649
<b>TOTAL CURRENT ASSETS</b>	<b>14,969,017</b>	<b>12,457,998</b>
<b>FIXED ASSETS</b>	<b>21,041,617</b>	<b>21,488,094</b>
<b>OTHER ASSETS</b>	<b>203,623</b>	<b>247,899</b>
	<b>-</b>	<b>-</b>
<b>Total Assets</b>	<b>\$ 36,214,258</b>	<b>\$ 34,193,991</b>
<b>LIABILITIES, DEFERRED REVENUE, FUND BALANCES</b>		
<b>CURRENT LIABILITIES</b>	1,728,849	2,029,164
<b>NOTES PAYABLE</b>	694,011	694,011
<b>DEFERRED REVENUE</b>	3,627,918	521,097
<b>LONG-TERM LIABILITIES FOR</b>		
First Financial Conroe Building Loan	9,984,208	10,202,342
Guaranty Bank & Trust Loan	1,772,568	1,800,620
Lease Liability		448,112
<b>EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR</b>		
General Fund	299,352	354,155
<b>FUND EQUITY</b>		
<b>RESTRICTED</b>		
Net Assets Reserved for Debt Service - Restricted	(11,756,775)	(12,451,074)
Reserved for Debt Retirement	-	-
<b>COMMITTED</b>		
Net Assets - Property and Equipment - Committed	21,041,618	21,488,094
Reserved for Vehicles & Equipment Replacement	613,711	613,712
Reserved for Facility Improvement & Acquisitions	1,830,052	2,500,000
Reserved for Board Initiatives	1,500,000	1,500,000
Reserved for 1115 Waiver Programs	502,677	502,677
<b>ASSIGNED</b>		
Reserved for Workers' Compensation - Assigned	274,409	274,409
Reserved for Current Year Budgeted Reserve - Assigned	30,833	-
Reserved for Insurance Deductibles - Assigned	100,000	100,000
Reserved for Accrued Paid Time Off	(694,010)	(694,010)
<b>UNASSIGNED</b>		
Unrestricted and Undesignated	4,664,837	4,310,682
<b>TOTAL LIABILITIES/FUND BALANCE</b>	<b>\$ 36,214,258</b>	<b>\$ 34,193,991</b>

**TRI-COUNTY BEHAVIORAL HEALTHCARE**  
**Revenue and Expense Summary**  
**For the Month Ended January 2023**  
**and Year To Date as of January 2023**

<b>INCOME:</b>	<b>MONTH OF January 2023</b>	<b>YTD January 2023</b>
Local Revenue Sources	424,732	2,429,858
Earned Income	1,792,025	8,112,597
General Revenue - Contract	1,222,866	6,996,137
<b>TOTAL INCOME</b>	<b>\$ 3,439,623</b>	<b>\$ 17,538,592</b>

<b>EXPENSES:</b>		
Salaries	1,666,625	9,195,121
Employee Benefits	329,462	1,707,970
Medication Expense	43,307	204,102
Travel - Board/Staff	24,575	144,037
Building Rent/Maintenance	26,569	128,356
Consultants/Contracts	796,003	3,552,091
Other Operating Expenses	329,912	1,454,536
<b>TOTAL EXPENSES</b>	<b>\$ 3,216,453</b>	<b>\$ 16,386,213</b>

<b>Excess(Deficiency) of Revenues over Expenses before Capital Expenditures</b>	<b>\$ 223,170</b>	<b>\$ 1,152,379</b>
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<b>CAPITAL EXPENDITURES</b>		
Capital Outlay - FF&E, Automobiles, Building	60,514	445,784
Capital Outlay - Debt Service	87,031	407,242
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$ 147,545</b>	<b>\$ 853,026</b>

<b>GRAND TOTAL EXPENDITURES</b>	<b>\$ 3,363,998</b>	<b>\$ 17,239,239</b>
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<b>Excess (Deficiency) of Revenues and Expenses</b>	<b>\$ 75,625</b>	<b>\$ 299,352</b>
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<b>Debt Service and Fixed Asset Fund:</b>		
Debt Service	87,031	407,242
<b>Excess (Deficiency) of Revenues over Expenses</b>	<b>87,031</b>	<b>407,242</b>

**TRI-COUNTY BEHAVIORAL HEALTHCARE**  
**Revenue and Expense Summary**  
**Compared to Budget**  
**Year to Date as of January 2023**

	YTD January 2023	APPROVED BUDGET	Increase (Decrease)
<b>INCOME:</b>			
Local Revenue Sources	2,429,858	1,967,321	462,537
Earned Income	8,112,597	8,243,034	(130,437)
General Revenue	6,996,137	7,005,524	(9,387)
<b>TOTAL INCOME</b>	<b>\$ 17,538,592</b>	<b>\$ 17,215,879</b>	<b>\$ 322,713</b>
<b>EXPENSES:</b>			
Salaries	9,195,121	9,421,173	(226,052)
Employee Benefits	1,707,970	1,763,105	(55,135)
Medication Expense	204,102	207,094	(2,992)
Travel - Board/Staff	144,037	142,865	1,172
Building Rent/Maintenance	128,356	110,000	18,356
Consultants/Contracts	3,552,091	3,548,371	3,720
Other Operating Expenses	1,454,536	1,404,817	49,719
<b>TOTAL EXPENSES</b>	<b>\$ 16,386,213</b>	<b>\$ 16,597,425</b>	<b>\$ (211,211)</b>
 <b>Excess(Deficiency) of Revenues over Expenses before Capital Expenditures</b>	 <b>\$ 1,152,379</b>	 <b>\$ 618,454</b>	 <b>\$ 533,924</b>
 <b>CAPITAL EXPENDITURES</b>			
Capital Outlay - FF&E, Automobiles, Building	445,784	87,432	358,352
Capital Outlay - Debt Service	407,242	400,261	6,981
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$ 853,026</b>	<b>\$ 487,693</b>	<b>\$ 365,333</b>
 <b>GRAND TOTAL EXPENDITURES</b>	 <b>\$ 17,239,239</b>	 <b>\$ 17,085,118</b>	 <b>\$ 154,122</b>
  <b>Excess (Deficiency) of Revenues and Expenses</b>	  <b>\$ 299,352</b>	  <b>\$ 130,761</b>	  <b>\$ 168,592</b>

<b>Debt Service and Fixed Asset Fund:</b>			
Debt Service	407,242	400,261	6,981
<b>Excess(Deficiency) of Revenues over Expenses</b>	<b>407,242</b>	<b>400,261</b>	<b>6,981</b>



**TRI-COUNTY BEHAVIORAL HEALTHCARE**  
**Revenue and Expense Summary**  
**Compared to Budget**  
**For the Month Ended January 2023**

<b>INCOME:</b>	<b>MONTH OF January 2023</b>	<b>APPROVED BUDGET</b>	<b>Increase (Decrease)</b>
Local Revenue Sources	424,732	383,810	40,922
Earned Income	1,792,025	1,877,671	(85,646)
General Revenue-Contract	1,222,866	1,215,295	7,571
<b>TOTAL INCOME</b>	<b>\$ 3,439,623</b>	<b>\$ 3,476,776</b>	<b>\$ (37,153)</b>

<b>EXPENSES:</b>			
Salaries	1,666,625	1,778,737	(112,112)
Employee Benefits	329,462	381,169	(51,707)
Medication Expense	43,307	44,419	(1,112)
Travel - Board/Staff	24,575	28,573	(3,998)
Building Rent/Maintenance	26,569	16,500	10,069
Consultants/Contracts	796,003	746,445	49,558
Other Operating Expenses	329,912	352,564	(22,652)
<b>TOTAL EXPENSES</b>	<b>\$ 3,216,453</b>	<b>\$ 3,348,408</b>	<b>\$ (131,953)</b>

<b>Excess(Deficiency) of Revenues over Expenses before Capital Expenditures</b>	<b>\$ 223,170</b>	<b>\$ 128,368</b>	<b>\$ 94,800</b>
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<b>CAPITAL EXPENDITURES</b>			
Capital Outlay - FF&E, Automobiles, Building	60,514	28,420	32,094
Capital Outlay - Debt Service	87,031	80,052	6,979
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$ 147,545</b>	<b>\$ 108,472</b>	<b>\$ 39,073</b>

<b>GRAND TOTAL EXPENDITURES</b>	<b>\$ 3,363,998</b>	<b>\$ 3,456,880</b>	<b>\$ (92,882)</b>
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<b>Excess (Deficiency) of Revenues and Expenses</b>	<b>\$ 75,625</b>	<b>\$ 19,896</b>	<b>\$ 55,727</b>
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<b>Debt Service and Fixed Asset Fund:</b>			
Debt Service	87,031	80,052	6,979
<b>Excess (Deficiency) of Revenues over Expenses</b>	<b>87,031</b>	<b>80,052</b>	<b>6,979</b>

**TRI-COUNTY BEHAVIORAL HEALTHCARE**  
**Revenue and Expense Summary**  
**With YTD January 2022 Comparative Data**  
**Year to Date as of January 2023**

<b>INCOME:</b>	<b>YTD January 2023</b>	<b>YTD January 2022</b>	<b>Increase (Decrease)</b>
Local Revenue Sources	2,429,858	1,022,320	1,407,538
Earned Income	8,112,597	6,109,008	2,003,589
General Revenue-Contract	6,996,137	8,896,945	(1,900,808)
<b>TOTAL INCOME</b>	<b>\$ 17,538,592</b>	<b>\$ 16,028,273</b>	<b>\$ 1,510,319</b>
<b>EXPENSES:</b>			
Salaries	9,195,121	8,418,246	776,875
Employee Benefits	1,707,970	1,631,999	75,971
Medication Expense	204,102	239,737	(35,635)
Travel - Board/Staff	144,037	89,610	54,427
Building Rent/Maintenance	128,356	90,558	37,798
Consultants/Contracts	3,552,091	2,980,876	571,215
Other Operating Expenses	1,454,536	1,040,261	414,275
<b>TOTAL EXPENSES</b>	<b>\$ 16,386,213</b>	<b>\$ 14,491,286</b>	<b>\$ 1,894,926</b>
<b>Excess(Deficiency) of Revenues over Expenses before Capital Expenditures</b>	<b>\$ 1,152,379</b>	<b>\$ 1,536,987</b>	<b>\$ (384,607)</b>
<b>CAPITAL EXPENDITURES</b>			
Capital Outlay - FF&E, Automobiles, Building	445,784	701,842	(256,058)
Capital Outlay - Debt Service	407,242	348,337	58,905
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$ 853,026</b>	<b>\$ 1,050,179</b>	<b>\$ (197,153)</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>\$ 17,239,239</b>	<b>\$ 15,541,465</b>	<b>\$ 1,697,774</b>
<b>Excess (Deficiency) of Revenues and Expenses</b>	<b>\$ 299,352</b>	<b>\$ 486,808</b>	<b>\$ (187,454)</b>

**Debt Service and Fixed Asset Fund:**

Debt Service	407,242	348,337	58,905
<b>Excess (Deficiency) of Revenues over Expenses</b>	<b>407,242</b>	<b>348,337</b>	<b>58,905</b>

**TRI-COUNTY BEHAVIORAL HEALTHCARE**  
**Revenue and Expense Summary**  
**With January 2022 Comparative Data**  
**For the Month ending January 2023**

<b>INCOME:</b>	<b>MONTH OF January 2023</b>	<b>MONTH OF January 2022</b>	<b>Increase (Decrease)</b>
Local Revenue Sources	424,732	583,306	(158,574)
Earned Income	1,792,025	1,070,316	721,709
General Revenue-Contract	1,222,866	1,758,112	(535,246)
<b>TOTAL INCOME</b>	<b>\$ 3,439,623</b>	<b>\$ 3,411,734</b>	<b>\$ 27,889</b>
Salaries	1,666,625	1,312,498	354,127
Employee Benefits	329,462	312,420	17,042
Medication Expense	43,307	44,640	(1,333)
Travel - Board/Staff	24,575	15,730	8,845
Building Rent/Maintenance	26,569	23,974	2,595
Consultants/Contracts	796,003	775,716	20,287
Other Operating Expenses	329,912	211,824	118,088
<b>TOTAL EXPENSES</b>	<b>\$ 3,216,453</b>	<b>\$ 2,696,803</b>	<b>\$ 519,651</b>
<b>Excess(Deficiency) of Revenues over Expenses before Capital Expenditures</b>	<b>\$ 223,170</b>	<b>\$ 714,931</b>	<b>\$ (491,762)</b>
<b>CAPITAL EXPENDITURES</b>			
Capital Outlay - FF&E, Automobiles, Building	60,514	607,241	(546,727)
Capital Outlay - Debt Service	87,031	69,667	17,364
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$ 147,545</b>	<b>\$ 676,908</b>	<b>\$ (529,363)</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>\$ 3,363,998</b>	<b>\$ 3,373,711</b>	<b>\$ (9,713)</b>
<b>Excess (Deficiency) of Revenues and Expenses</b>	<b>\$ 75,624</b>	<b>\$ 38,023</b>	<b>\$ 37,601</b>

**Debt Service and Fixed Asset Fund:**

Debt Service	87,031	69,667	17,364
<b>Excess (Deficiency) of Revenues over Expenses</b>	<b>87,031</b>	<b>69,667</b>	<b>17,364</b>

**TRI-COUNTY BEHAVIORAL HEALTHCARE**  
**Revenue and Expense Summary**  
**With December 2022 Comparative Data**  
**For the Month Ended January 2023**

<b>INCOME:</b>	<b>MONTH OF January 2023</b>	<b>MONTH OF December 2022</b>	<b>Increase (Decrease)</b>
Local Revenue Sources	424,732	668,294	(243,562)
Earned Income	1,792,025	1,587,442	204,583
General Revenue-Contract	1,222,866	1,437,446	(214,580)
<b>TOTAL INCOME</b>	<b>\$ 3,439,623</b>	<b>\$ 3,693,182</b>	<b>\$ (253,559)</b>
<b>EXPENSES:</b>			
Salaries	1,666,625	1,974,989	(308,364)
Employee Benefits	329,462	357,640	(28,178)
Medication Expense	43,307	38,550	4,757
Travel - Board/Staff	24,575	22,977	1,598
Building Rent/Maintenance	26,569	26,471	98
Consultants/Contracts	796,003	686,057	109,946
Other Operating Expenses	329,912	241,356	88,556
<b>TOTAL EXPENSES</b>	<b>\$ 3,216,453</b>	<b>\$ 3,348,040</b>	<b>\$ (131,587)</b>
<b>Excess(Deficiency) of Revenues over Expenses before Capital Expenditures</b>	<b>\$ 223,170</b>	<b>\$ 345,142</b>	<b>\$ (121,972)</b>
<b>CAPITAL EXPENDITURES</b>			
Capital Outlay - FF&E, Automobiles, Building	60,514	247,614	(187,100)
Capital Outlay - Debt Service	87,031	80,052	6,979
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$ 147,545</b>	<b>\$ 327,666</b>	<b>\$ (180,121)</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>\$ 3,363,998</b>	<b>\$ 3,675,706</b>	<b>\$ (311,708)</b>
<b>Excess (Deficiency) of Revenues and Expenses</b>	<b>\$ 75,624</b>	<b>\$ 17,475</b>	<b>\$ 58,149</b>

<b>Debt Service and Fixed Asset Fund:</b>			
Debt Service	87,031	80,052	6,979
<b>Excess (Deficiency) of Revenues over Expenses</b>	<b>87,031</b>	<b>80,052</b>	<b>6,979</b>

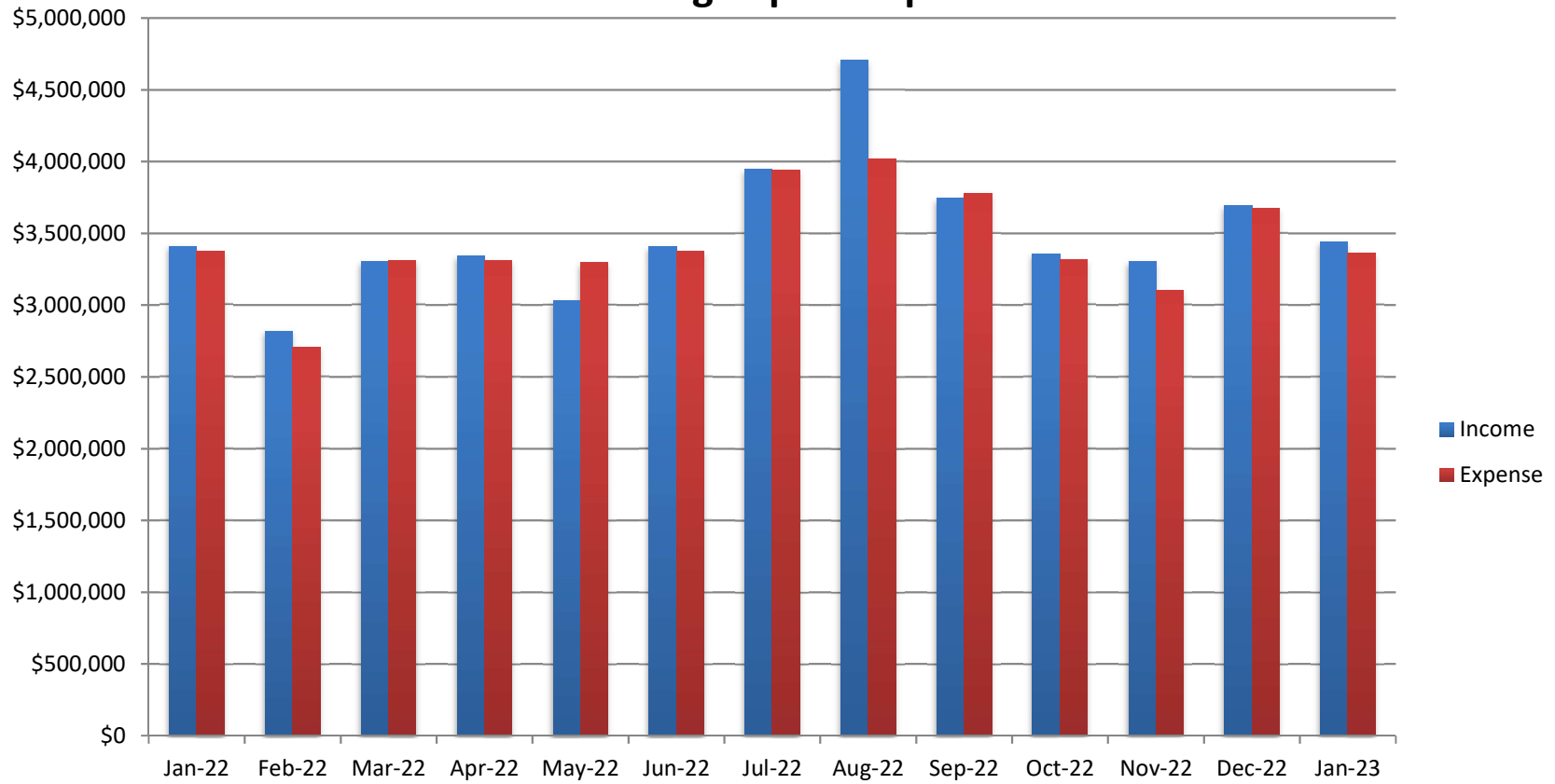
**TRI-COUNTY BEHAVIORAL HEALTHCARE**  
**Revenue and Expense Summary by Service Type**  
**Compared to Budget**  
**Year To Date as of January 2023**

	YTD Mental Health January 2023	YTD IDD January 2023	YTD Other Services January 2023	YTD Agency Total January 2023	YTD Approved Budget January 2023	Increase (Decrease)
<b>INCOME:</b>						
Local Revenue Sources	1,609,052	206,742	614,064	2,429,858	1,967,321	462,537
Earned Income	1,981,103	1,533,598	4,597,895	8,112,596	8,243,034	(130,438)
General Revenue-Contract	5,902,527	713,469	380,141	6,996,137	7,005,524	(9,387)
<b>TOTAL INCOME</b>	<b>9,492,682</b>	<b>2,453,809</b>	<b>5,592,100</b>	<b>\$ 17,538,591</b>	<b>\$ 17,215,879</b>	<b>\$ 322,713</b>
<b>EXPENSES:</b>						
Salaries	5,127,370	1,402,981	2,664,771	9,195,122	9,421,172	(226,050)
Employee Benefits	988,651	270,321	448,997	1,707,969	1,763,105	(55,136)
Medication Expense	173,340	-	30,763	204,103	207,094	(2,991)
Travel - Board/Staff	69,283	45,240	29,513	144,036	142,865	1,171
Building Rent/Maintenance	112,315	2,669	13,371	128,355	110,000	18,355
Consultants/Contracts	1,228,994	450,900	1,872,197	3,552,091	3,548,371	3,720
Other Operating Expenses	773,181	316,620	364,734	1,454,535	1,404,817	49,718
<b>TOTAL EXPENSES</b>	<b>8,473,134</b>	<b>2,488,731</b>	<b>5,424,346</b>	<b>\$ 16,386,213</b>	<b>\$ 16,597,425</b>	<b>\$ (211,211)</b>
<b>Excess(Deficiency) of Revenues over Expenses before Capital Expenditures</b>	<b>1,019,548</b>	<b>(34,921)</b>	<b>167,753</b>	<b>\$ 1,152,378</b>	<b>\$ 618,454</b>	<b>\$ 533,924</b>
<b>CAPITAL EXPENDITURES</b>						
Capital Outlay - FF&E, Automobiles, Building	306,722	44,672	94,388	445,782	87,431	358,351
Capital Outlay - Debt Service	211,766	61,086	134,390	407,242	400,261	6,981
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>518,488</b>	<b>105,758</b>	<b>228,778</b>	<b>\$ 853,026</b>	<b>\$ 487,693</b>	<b>\$ 365,332</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>8,991,622 ##</b>	<b>2,594,489 ##</b>	<b>5,653,124</b>	<b>\$ 17,239,239</b>	<b>\$ 17,085,118</b>	<b>\$ 154,121</b>
<b>Excess (Deficiency) of Revenues and Expenses</b>	<b>501,059</b>	<b>(140,679)</b>	<b>(61,023)</b>	<b>\$ 299,352 #</b>	<b>\$ 130,761</b>	<b>\$ 168,591</b>
<b>Debt Service and Fixed Asset Fund:</b>						
Debt Service	518,488	105,758	228,778	853,026	487,693	365,335
		-	-	-		-
<b>Excess (Deficiency) of Revenues over Expenses</b>	<b>518,488</b>	<b>105,758</b>	<b>228,778</b>	<b>853,026</b>	<b>487,693</b>	<b>365,335</b>

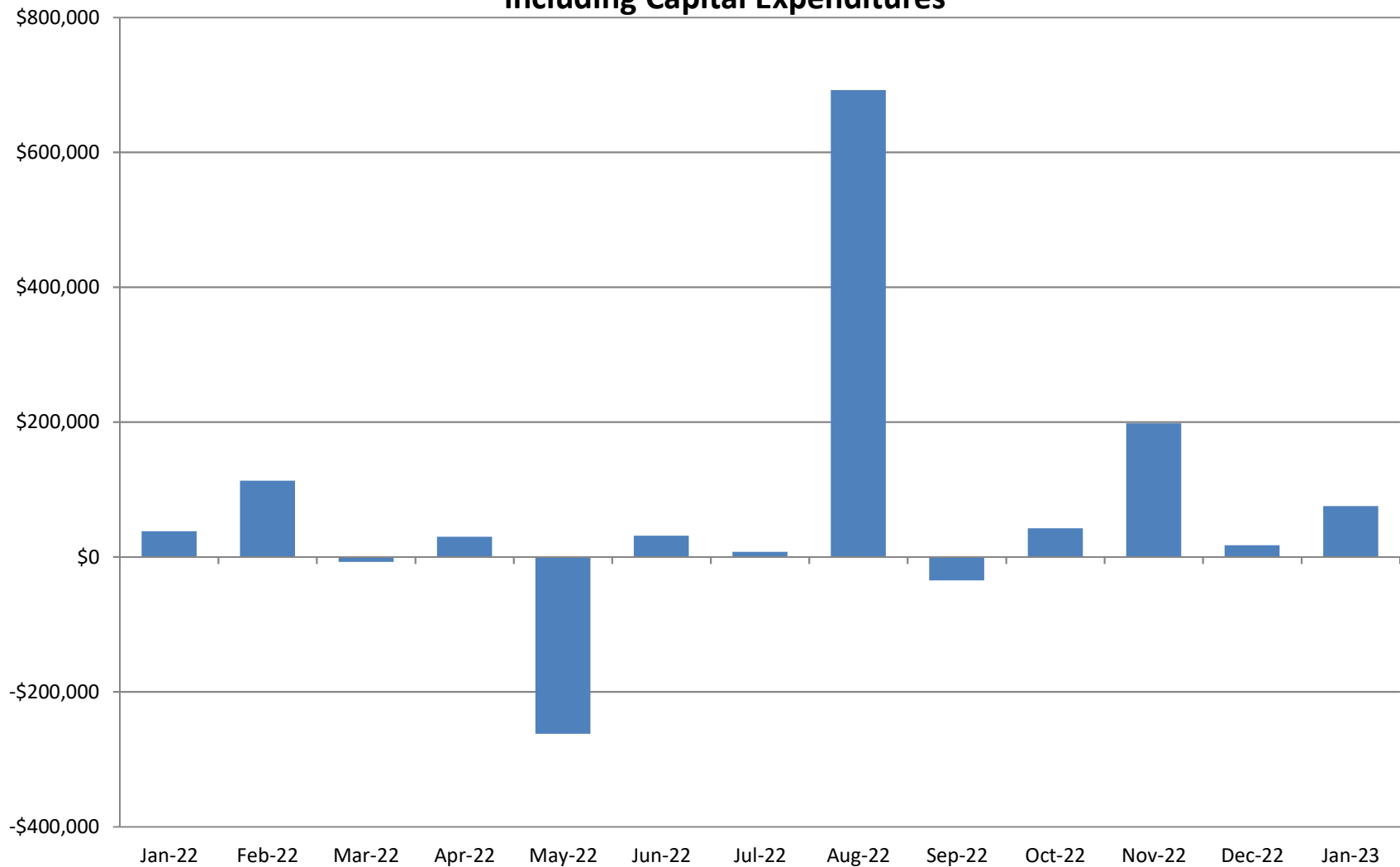
# TRI-COUNTY BEHAVIORAL HEALTHCARE

## Income and Expense

### including Capital Expenditures



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



**Agenda Item:** Approve FY 2023 Budget Revision

**Board Meeting Date**

February 23, 2023

**Committee:** Business

**Background Information:**

Periodically, throughout the budget year, we adjust the budget for changes to funding or other scenarios that may have changed from the initial budget process.

This fiscal year has more moving parts than most budget years with additional funding from Montgomery County ARPA funds that was awarded after the beginning of the fiscal year. These funds are for multiple programs but the largest being the CSU which will be reopened later this spring. ARPA funding is also to be used for hospitalization costs which are likely to increase as the year continues, and will also continue to fund the Porter Children's clinic. Walker County ARPA funds were adjusted through August 2023.

We also have the two programs that are in the 1115 Waiver, the DPP and the CCP which we will receive our 1st year payment this spring. For the DPP we will receive the Year 1 reconciliation and we have adjusted our Year 2 revenue projections based on actual payments so far this year and trended for the remaining part of the fiscal year.

The last positive item on the revenue side was the award after the start of the year for the UTSA Veteran's Services Program which we heard about at the last board meeting.

For Case Management IDD and Rehab Services, which are revenue generating programs we have reduced the year to date deficits and adjusted the annual projections based on our continued struggles with hiring qualified staff.

And finally, we have put in the official budget items that have been approved at prior board meetings to be paid for from budget reserves such as the front of the PETC renovations and the balance of the Liberty safety renovations. We have also added in the amount to proceed with the Cleveland Facility with the Architect contract being completed.

On the Expense side most of the changes are for adding the ARPA programs through to the end of the fiscal year. We have also adjusted areas that are trending different than originally budgeted, this would include payroll and fringe.

Expenses such as the Architect Contract mentioned above from reserves is on the expense side, but is also to work towards completing one of our Board goals this fiscal year. We also have money included in this budget revision for the board goal of the "Refreshing of Sgt. Ed Holcomb" building. You will be seeing activity occurring in and around this location over the next few months, such as the parking lot cleaning that occurred last week.

**Supporting Documentation:**

FY 2023 Budget Revision and Narrative

**Recommended Action:**

**Approve FY 2023 Budget Revision**



**Tri-County Behavioral Healthcare**  
**Proposed FY 2023 REVISED BUDGET Compared to**  
**Current Approved FY 2023 Budget**

**Explanation of line items that have material changes over \$10,000 from Proposed FY 2023 REVISED BUDGET compared to the Current Approved FY 2023 Budget.**

**REVENUES:**

**Local Revenue** – This line item reflects an overall increase with the majority being transfer from reserves for past approved projects and also includes the amount needed for the Cleveland project.

**Earned Income** – This line has a large amount in funding from Montgomery County ARPA and also our first year of Charity Care Pool (CCP). We also have an increase in the DPP projections for this fiscal year. On the down side we have reduced the revenue projections for both Case Management IDD and Rehab Services due to positions being vacant.

**General Revenue** – This variance is less than \$10,000.

**EXPENSES:**

**Salaries** – This line item reflects an overall increase mainly due to the reopening of the CSU program. We have recalculated our projected lapse which has a reduction in some payroll lines.

**Employee Benefits** – This line is the same as the payroll above. The fringe associated with the CSU positions.

**Travel – Board/Staff** – This line reflects a small amount of travel increase projected for the remaining part of the year.

**Medication Expense** – This line reflects the medication expense projected for the CSU opening.

**Building Rent/Maintenance** – This line item reflects the projected cost of building expenses mostly related to facility maintenance and refreshing of the Conroe facility.

**Consultants/Contracts** – This line item reflects an overall increase with the reopening of the CSU and the contractors needed for cleaning, linens, peace officers and medical care. This also reflects the additional ARPA funds for contract hospital beds.

**Other Operating Expenses** – And keeping with the trend with this line being positive and reflects all the other costs associated with operating the CSU, such as insurance, food, supplies, utilities and labs.

**Capital Outlay-FF&E, Automobiles** – This line item reflects the building renovations to be completed at the PETC to get the CSU reopened. It also includes the funds for the Cleveland Construction in progress for the Architect work being completed.

**Capital Outlay - Debt Service Bonds** – This line item reflects the loan for the Huntsville property that we purchased in December.

**TRI-COUNTY BEHAVIORAL HEALTHCARE  
PROPOSED FY 2023 REVISED BUDGET COMPARED TO  
CURRENT APPROVED FY 2022 BUDGET**

	<b>PROPOSED FY 2023 REVISED BUDGET</b>	<b>CURRENT APPROVED FY 2023 BUDGET</b>	<b>Increase (Decrease)</b>
<b>INCOME:</b>			
Local Revenue Sources	\$ 2,700,672	\$ 1,518,858	\$ 1,181,814
Earned Income	\$ 27,409,658	\$ 18,713,153	\$ 8,696,505
General Revenue	\$ 18,898,396	\$ 18,901,704	\$ (3,308)
<b>TOTAL INCOME</b>	<b>\$ 49,008,726</b>	<b>\$ 39,133,715</b>	<b>\$ 9,875,011</b>
<b>EXPENSES:</b>			
Salaries	\$ 24,014,784	\$ 23,573,972	\$ 440,812
Employee Benefits	\$ 4,703,511	\$ 4,290,640	\$ 412,871
Travel-Board/Staff	\$ 354,877	\$ 342,877	\$ 12,000
Medication Expense	\$ 643,025	\$ 533,025	\$ 110,000
Building Rent/Maintenance	\$ 750,801	\$ 198,001	\$ 552,800
Consultants/Contracts	\$ 8,419,333	\$ 6,115,287	\$ 2,304,046
Other Operating Expenses	\$ 3,181,093	\$ 2,830,176	\$ 350,917
<b>TOTAL EXPENSES</b>	<b>\$ 42,067,424</b>	<b>\$ 37,883,978</b>	<b>\$ 4,183,446</b>
<b>Excess (Deficiency) of Revenues over Expenses before Capital Expenditures</b>	<b>\$ 6,941,302</b>	<b>\$ 1,249,737</b>	<b>\$ 5,691,565</b>
<b>CAPITAL EXPENDITURES</b>			
Capital Outlay - FF&E, Automobiles	\$ 1,663,124	\$ 341,030	\$ 1,322,094
Capital Outlay - Debt Services Bonds	\$ 1,016,462	\$ 908,707	\$ 107,755
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$ 2,679,586</b>	<b>\$ 1,249,737</b>	<b>\$ 1,429,849</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>\$ 44,747,010</b>	<b>\$ 39,133,715</b>	<b>\$ 5,613,295</b>
<b>Excess (Deficiency) of Revenues and Expenses</b>	<b>\$ 4,261,716</b>	<b>\$ -</b>	<b>\$ 4,261,716</b>

<b>Agenda Item:</b> Approve Revised Resolution to Open First Financial Bank Account  <b>Committee:</b> Business	<b>Board Meeting Date</b>  February 23, 2023
<b>Background Information:</b>  As a part of the financing of the new Huntsville property purchased in December, First Financial Bank is requiring us to open a bank account with them. In January, the Board approved the following resolution:  <div style="display: flex; justify-content: space-between;"> <div style="width: 35%;"> <b>Resolution #01-26-07</b> </div> <div style="width: 65%;"> <b>Motion Made By:</b> Richard Duren  <b>Seconded By:</b> Jacob Paschal, with affirmative votes by Sharon Walker, Tim Cannon and Tracy Sorensen that it be... </div> </div> <div style="display: flex; justify-content: space-between;"> <div style="width: 35%;"> <b>Resolved:</b> </div> <div style="width: 65%;"> That the Board authorize staff to establish a new depository account with First Financial Bank and deposit a minimum of \$100,000 in this new account. </div> </div> First Financial has now indicated that they need this motion to indicate "designated signers and titles to be named in the minutes. This allows us to create the signature card and resolution with the correct signers according to the minutes approved by the board."  The Executive Director and Chief Financial Officer are typically the staff signers on these types of accounts, but the Board can add additional staff.	
<b>Supporting Documentation:</b>  None	
<b>Recommended Action:</b>  <b>Authorize the Executive Director, Evan Roberson and the Chief Financial Officer, Millie McDuffey to be designated signers for a bank account at First Financial Bank in Conroe.</b>	

<p><b>Agenda Item:</b> Ratify HHSC Treatment Services Youth (TRY) Substance Use Disorder Services Contract No. HHS000663700100, Amendment No. 2</p> <p><b>Committee:</b> Business</p>	<p><b>Board Meeting Date</b></p> <p>February 23, 2023</p>
<p><b>Background Information:</b></p> <p>The HHSC Treatment Services Youth (TRY) contract provides funds for Youth Substance Use Disorder Treatment.</p> <p>This contract amendment includes changes to the contract terms and conditions. There is no change in funding associated with this contract. None of the changes in the Statement of Work appear to be significant for program operations.</p> <p>HHSC needed to process this contract before the Board meeting so Evan Roberson signed the contract for ratification by the Board.</p>	
<p><b>Supporting Documentation:</b></p> <p>Contract Available for Review.</p>	
<p><b>Recommended Action:</b></p> <p><b>Ratify HHSC Treatment Services Youth (TRY) Substance Use Disorder Services Contract No. HHS000663700100, Amendment No. 2</b></p>	

<b>Agenda Item:</b> 401(a) Retirement Plan Account Review  <b>Committee:</b> Business	<b>Board Meeting Date:</b>  February 23, 2023
<b>Background Information:</b>  A representative from ISC Group will present an update of the 401(a) Retirement Plan account activity and will provide a forecast for the future.	
<b>Supporting Documentation:</b>  Information to be Distributed for Review at the Board Meeting	
<b>Recommended Action:</b>  <b>For Information Only</b>	

<b>Agenda Item:</b> Board of Trustees Unit Financial Statements as of January 2023  <b>Committee:</b> Business	<b>Board Meeting Date</b>  February 23, 2023
<b>Background Information:</b>  None	
<b>Supporting Documentation:</b>  January 2023 Board of Trustees Unit Financial Statements	
<b>Recommended Action:</b>  <b>For Information Only</b>	

## Unit Financial Statement

FY 2023

January 31, 2023

	January 2023 Budget	January 2023 Actual	Variance	YTD Budget	YTD Actual	Variance	Percent	Budget
Revenues								
Allocated Revenue	\$ 1,927	\$ 1,927	\$ -	\$ 9,635	\$ 9,635	\$ -	\$ 1	\$ 23,125
Total Revenue	\$ 1,927	\$ 1,927	\$ -	\$ 9,635	\$ 9,635	\$ -	\$ 1	\$ 23,125
Expenses								
Insurance-Worker Compensation	\$ 13	\$ 6	\$ 6	\$ 63	\$ 21	\$ 42	\$ 3	\$ 150
Legal Fees	\$ 1,500	\$ -	\$ 1,500	\$ 7,500	\$ 6,000	\$ 1,500	\$ 1	\$ 18,000
Training	\$ 75	\$ -	\$ 75	\$ 375	\$ -	\$ 375	\$ -	\$ 900
Travel - Local	\$ 42	\$ -	\$ 42	\$ 208	\$ -	\$ 208	\$ -	\$ 500
Travel - Non-local mileage	\$ 35	\$ 217	\$ (182)	\$ 177	\$ 424	\$ (247)	\$ 0	\$ 425
Travel - Non-local Hotel	\$ 217	\$ 330	\$ (113)	\$ 1,083	\$ 604	\$ 479	\$ 2	\$ 2,600
Travel - Meals	\$ 46	\$ -	\$ 46	\$ 229	\$ -	\$ 229	\$ -	\$ 550
Total Expenses	\$ 1,927	\$ 553	\$ 1,374	\$ 9,635	\$ 7,049	\$ 2,586	\$ 1	\$ 23,125
Total Revenue minus Expenses	\$ (0)	\$ 1,374	\$ (1,374)	\$ 0	\$ 2,586	\$ (2,586)	\$ -	\$ -

# UPCOMING MEETINGS

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## **March 23, 2023 – Board Meeting**

- Approve Minutes from February 23, 2023 Board Meeting
- Community Resources Report
- Consumer Services Report for February 2023
- Program Updates
- FY 2023 Goals and Objectives Progress Report
- 2<sup>nd</sup> Quarter FY 2023 Investment Report
- 2<sup>nd</sup> Quarter FY 2023 Corporate Compliance and Quality Management Report
- 3<sup>rd</sup> Quarter FY 2023 Corporate Compliance Training
- Personnel Report for February 2023
- Texas Council Risk Management Fund Claims Summary as of February 2023
- Approve Financial Statements for February 2023
- Board of Trustees Unit Financial Statement as of February 2023
- HUD 811 Updates (Cleveland, Montgomery and Huntsville)

## **April 27, 2023– Board Meeting**

- Approve Minutes from March 23, 2023 Board Meeting
- Community Resources Report
- Consumer Services Report for March 2023
- Program Updates
- Program Presentation – Annual Board and Management Team Training
- Personnel Report for March 2023
- Texas Council Risk Management Fund Claims Summary as of March 2023
- Approve Financial Statements for March 2023
- Board of Trustees Unit Financial Statement as of March 2023
- Consider Selection of FY 2023 Auditor
- Texas Council Quarterly Board Meeting Update



### Tri-County Behavioral Healthcare Acronyms

Acronym	Name
1115	Medicaid 1115 Transformation Waiver
AAIDD	American Association on Intellectual and Developmental Disabilities
AAS	American Association of Suicidology
ABA	Applied Behavioral Analysis
ACT	Assertive Community Treatment
ADA	Americans with Disabilities Act
ADD	Attention Deficit Disorder
ADHD	Attention Deficit Hyperactivity Disorder
ADL	Activities of Daily Living
ADRC	Aging and Disability Resource Center
AMH	Adult Mental Health
ANSA	Adult Needs and Strengths Assessment
AOP	Adult Outpatient
APM	Alternative Payment Model
APRN	Advanced Practice Registered Nurse
APS	Adult Protective Services
ARDS	Assignment Registration and Dismissal Services
ASH	Austin State Hospital
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 Use Disorders
COVID-19	Novel Corona Virus Disease - 2019
CPS	Child Protective Services
CPT	Cognitive Processing Therapy
CRCG	Community Resource Coordination Group
CSC	Coordinated Specialty Care
CSHI	Cleveland Supported Housing, Inc.
CSU	Crisis Stabilization Unit
DADS	Department of Aging and Disability Services
DAHS	Day Activity and Health Services Requirements
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
DPP-BHS	Directed Payment Program - Behavioral Health Services

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
IPC	Individual Plan of Care
IPE	Initial Psychiatric Evaluation
IPP	Individual Program Plan
ISS	Individualized Skills and Socialization
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
MAT	Medication Assisted Treatment
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
PHP-CCP	Public Health Providers - Charity Care Pool
PNAC	Planning Network Advisory Committee
PPB	Private Psychiatric Bed
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 Correctional 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
TMHP	Texas Medicaid & Healthcare Partnership
TP	Treatment Plan
TRA	Treatment Adult Services (Substance Use Disorder)
TRR	Texas Resilience and Recovery
TxHmL	Texas Home Living
TRY	Treatment Youth Services (Substance Use Disorder)
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

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