

**Tri-County  
Behavioral Healthcare  
Board of Trustees  
Meeting**

**May 25, 2023**



Notice is hereby given that a regular meeting of the Board of Trustees of Tri-County Behavioral Healthcare will be held on Thursday, May 25, 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 - April 27, 2023**
  
- III. Program Presentation - Longevity Recognitions**
  
- IV. Program Presentation - Streamline Progress Report**
  
- V. Executive Director’s Report**
  - A. Comprehensive QM Audit
  - B. CSU Update
  - C. Cleveland Building Update
  - D. Legislative Update
  
- VI. Chief Financial Officer’s Report**
  - A. FY 2024 Budget
  - B. Update on HHSC MH Fiscal Compliance Desk Review
  - C. Texas Council Risk Management Fund Training & Board Meeting
  - D. FY 2023 Year End Budget Revision
  - E. County Annual Funding Requests
  
- VII. Program Committee**
  - Action Items
    - A. Approve New Mental Health Planning Network Advisory Committee Member..... 9
  
  - Information Items
    - B. Community Resources Report..... 10-13
    - C. Consumer Services Report for April 2023..... 14-16
    - D. Program Updates..... 17-22

**VIII. Executive Committee**

Information Items

- A. Personnel Report for April 2023 ..... 23-25  
B. Texas Council Risk Management Fund Claims Summary as of April 2023 ..... 26-27

**IX. Business Committee**

Action Items

- A. Approve April 2023 Financial Statements ..... 28-41  
B. Approve Recommendation from the Business Committee for FY 2023 Auditor and Direct Staff  
to Request an Audit Engagement Letter ..... 42  
C. Approve FY 2024-2025 Mental Health First Aid Grant Agreement,  
Contract No. HHS001335500037 ..... 43  
D. Approve FY 2023 Aspire Inpatient Hospital Contract Addendum No. 2 for up to \$250,000 ..... 44  
E. Approve FY 2023 Kingwood Pines Inpatient Hospital Contract Addendum No. 1  
for up to \$2,500,000 ..... 45  
F. Approve FY 2023 Sun Behavioral Houston Hospital Inpatient Psychiatric Services Contract  
Addendum No. 2 for up to \$200,000 in FY 2023 ..... 46

Information Items

- G. Consumer Foundation Board Meeting Update ..... 47  
H. Board of Trustees Unit Financial Statement for April 2023 ..... 48-49

**X. 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

April 27, 2023

### Board Members Present:

Patti Atkins  
Gail Page  
Morris Johnson  
Sharon Walker  
Richard Duren  
Tim Cannon  
Carl Williamson  
Tracy Sorensen

### Board Members Absent:

Jacob Paschal

### 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  
Kathy Foster, Director of IDD Provider Services  
Catherine Prestigiovanni, Director of Strategic Development  
Yolanda Gude, Director of IDD Authority Services  
Andrea Scott, Chief Nursing Officer  
Ashley Bare, HR Manager  
Darius Tuminas, Controller  
Tabatha Abbott, Manager of Accounting  
Ava Green, Executive Assistant

**Legal Counsel Present:** Mary Lou Flynn-Dupart, Jackson Walker LLP

**Sheriff Representatives Present:** None present

**Guests:** Mike Duncum, WhiteStone Realty Consulting

**Call to Order:** Board Chair, Patti Atkins, called the meeting to order at 10:11 a.m.

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

**Quorum:** There being eight (8) Board Members present, a quorum was established.

**Resolution #04-27-01**

**Motion Made By:** Tracy Sorensen

**Seconded By:** Gail Page, with affirmative votes by Tim Cannon, Carl Williamson, Morris Johnson, Sharon Walker and Richard Duren that it be...

**Resolved:**

That the Board approve the absence of Jacob Paschal.

**Resolution #04-27-02**

**Motion Made By:** Morris Johnson

**Seconded By:** Sharon Walker, with affirmative votes by Richard Duren, Gail Page, Tim Cannon, Tracy Sorensen and Carl Williamson that it be...

**Resolved:**

That the Board approve the minutes of the March 23, 2023 meeting of the Board of Trustees.

**Program Presentations:**

- Child and Youth Services-Porter, presented by Shannon Miller and Aydee Gonzalez
- Tri-County Building Updates presented by Mike Duncum with WhiteStone Realty Consulting

**Resolution #04-27-03**

**Motion Made By:** Gail Page

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

**Resolved:**

That the Board approve a Not to Exceed budget of \$200,000 for the improvements to the Child and Youth Expanded Services area at the Huntsville Facility.

**Resolution #04-27-04**

**Motion Made By:** Morris Johnson

**Seconded By:** Tracy Sorensen, with affirmative votes by Richard Duren, Gail Page, Tim Cannon, Sharon Walker and Carl Williamson that it be...

**Resolved:**

That the Board approve a Not to Exceed budget of \$115,202.44 for the roof replacement of the Psychiatric Emergency Treatment Center provided by Schulte Roofing.

### **Executive Director's Report:**

The Executive Director's report is on file.

- CSU Update
- ARPA Utilization Update
- Revised Cleveland Site Design
- Legislative Update

### **Chief Financial Officer's Report:**

The Chief Financial Officer's report is on file.

- FY 2022 HCS and MEI Cost Reports
- HHSC IDD Fiscal Monitoring Review
- HHSC MH Fiscal Compliance Desk Review
- Update of Request for Proposals for Auditors
- Update on Bank Account at First Financial Bank

### **PROGRAM COMMITTEE:**

#### **Resolution #04-27-05**

**Motion Made By:** Gail Page

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

#### **Resolved:**

That the Board approve Tri-County Behavioral Healthcare's response to the Peer Support Services recommendations.

The Community Resources Report was reviewed for information purposes only.

The Consumer Services Report for March 2023 was reviewed for information purposes only.

The Program Updates Report was reviewed for information purposes only.

### **EXECUTIVE COMMITTEE:**

The Personnel Report for March 2023 was reviewed for information purposes only.

The Texas Council Risk Management Fund Claims Summary as of March 2023 was reviewed for information purposes only.

**BUSINESS COMMITTEE:**

**Resolution #04-27-06**

**Motion Made By:** Morris Johnson

**Seconded By:** Richard Duren, with affirmative votes by Gail Page, Sharon Walker, Tracy Sorensen, Tim Cannon and Carl Williamson that it be...

**Resolved:**

That the Board approve the March 2023 Financial Statements.

**Resolution #04-27-07**

**Motion Made By:** Morris Johnson

**Seconded By:** Tracy Sorensen, with affirmative votes by Richard Duren, Gail Page, Tim Cannon, Sharon Walker and Carl Williamson that it be...

**Resolved:**

That the Board ratify Health and Human Services Commission Local Mental Health Authority Performance Agreement, Contract No. HHS001022200037, Amendment No. 3.

**Resolution #04-27-08**

**Motion Made By:** Morris Johnson

**Seconded By:** Richard Duren, with affirmative votes by Tracy Sorensen, Gail Page, Tim Cannon, Sharon Walker and Carl Williamson that it be...

**Resolved:**

That the Board approve HCBS-AMH Pre-engagement Services Contract, HHSC Contract No. HHS001326200036.

**Resolution #04-27-09**

**Motion Made By:** Morris Johnson

**Seconded By:** Tracy Sorensen, with affirmative votes by Richard Duren, Gail Page, Tim Cannon, Sharon Walker and Carl Williamson that it be...

**Resolved:**

That the Board the FY 2023 Aspire Inpatient Hospital Contract Addendum No. 1 for up to \$125,000.

**Resolution #04-27-10**

**Motion Made By:** Morris Johnson

**Seconded By:** Richard Duren, with affirmative votes by Tracy Sorensen, Gail Page, Tim Cannon, Sharon Walker and Carl Williamson that it be...

**Resolved:**

That the Board approve continued contract with Jackson Walker LLP for Legal Services.

The 2<sup>nd</sup> Quarter FY 2023 HUD Updates (Cleveland, Montgomery and Huntsville) were reviewed for information purposes only.

The Board of Trustees Unit Financial Statement for March 2023 was reviewed for information purposes only.

**The regular meeting of the Board of Trustees adjourned at 11:42 a.m.**

**Adjournment:**

**Attest:**

---

Patti Atkins  
Chair

Date

---

Jacob Paschal  
Secretary

Date



**Agenda Item:** Appoint New Mental Health Planning Network Advisory Committee Member

**Board Meeting Date**

May 25, 2023

**Committee:** Program

**Background Information:**

The Texas Health and Human Services contract requires that the Planning Network Advisory Committee "...be composed of at least nine members, fifty percent of whom shall be consumers or family members of consumers..." We currently have seven (7) MHPNAC vacancies to meet the nine.

Staff is recommending the appointment of the volunteer listed below to the Mental Health Planning Network Advisory Committee.

Cori Carter

- Family member
- Advocate

Ms. Carter has agreed to serve on the MHPNAC for the remainder of a two-year term which will expire August 31, 2023.

**Supporting Documentation:**

None

**Recommended Action:**

**Appoint Cori Carter as a New Mental Health Planning Network Advisory Committee Member to the Remainder of a Two-Year Term Which Expires August 31, 2023.**

**Agenda Item:** Community Resources Report

**Board Meeting Date:**

May 25, 2023

**Committee:** Program

**Background Information:**

None

**Supporting Documentation:**

Community Resources Report

**Recommended Action:**

**For Information Only**

# Community Resources Report

## April 28, 2023 – May 25, 2023

---

### Volunteer Hours:

Location	April
Conroe	82.5
Cleveland	0
Liberty	24
Huntsville	8.5
<b>Total</b>	<b>115</b>

### COMMUNITY ACTIVITIES:

4/28/23	Creighton Elementary School Carnival Night	Conroe
4/28/23	Walker County Juvenile Services Staffing	Huntsville
4/29/23	KidzFest Booth	Conroe
4/29/23	Rural Veteran Round Up Resource Fair	Liberty
4/29/23	The Woodlands Get Ready Community Event	The Woodlands
4/29/23	"In a Different Key" Screening - Panel Participation at Lone Star College	The Woodlands
5/1/23	Del Webb Veteran Group Monthly Meeting	Conroe
5/2/23	Veterans of Foreign Wars Monthly Meeting	Liberty
5/2-5/4/23	Veteran Peer Service Coordinator Initial Training - Virtual	Conroe
5/3/23	Veterans Association Celebration at the Montgomery County Jail	Conroe
5/3/23	Adult Autism Program Community Meeting	Conroe
5/3/23	Emergency Montgomery County Community Resources Collaboration Group Staffing - Virtual	Conroe
5/3-5/4/23	McCullough 8 <sup>th</sup> Grade Mental Health Presentations	The Woodlands
5/4/23	Veterans Mental Health First Aid Training at the Military Museum	Huntsville
5/4/23	DPS Region 2 Full Scale Exercise Planning Meeting	Conroe
5/4/23	Liberty County Mental Health Issues Stakeholder Meeting	Liberty
5/8/23	Homeless Coalition Meeting	Conroe
5/9/23	Veteran Taskforce Meeting	Conroe
5/9/23	The Way Home - Coalition for the Homeless - Virtual	Houston
5/9/23	American Legion Monthly Meeting	Conroe
5/9-5/12/23	Montgomery County Family Coalition Training	Galveston
5/10/23	Montgomery County Community Crisis Collaborative Sub-Committee	Conroe
5/10/23	Conroe Noon Lions Club Luncheon	Conroe
5/10/23	Montgomery County Veteran Treatment Court	Conroe
5/11/23	Behavioral Health Suicide Prevention Task Force - Major Mental Health Workgroup - Virtual	Conroe
5/11/23	Civil Service Commissioners Meeting	Conroe

5/12/23	Montgomery County Community Crisis Collaborative Sub-Committee	Conroe
5/16/23	Montgomery County Community Resource Collaboration Group	Conroe
5/17/23	Huntsville ISD Student Threat Assessment Team Meeting	Huntsville
5/17/23	Conroe Noon Lions Club Luncheon	Conroe
5/17/23	New Eagle Night – Veterans Memorial Intermediate School	Grangerland
5/18/23	Behavioral Health Suicide Prevention Task Force	Conroe
5/18/23	Parent Resource Fair – Glen Loch Elementary	Conroe
5/20/23	Caregivers Conference - Interfaith of The Woodlands	The Woodlands
5/23/23	Liberty County Community Resource Collaboration Group	Liberty
5/23/23	Walker County Community Resource Collaboration Group	Huntsville
5/24/23	Conroe Noon Lions Club Luncheon	Conroe
5/24/23	Montgomery County Veteran Treatment Court	Conroe

### **UPCOMING ACTIVITIES:**

5/26/23	Walker County Juvenile Services Staffing	Huntsville
5/29/23	Memorial Day Veterans Memorial Event	Conroe
5/30/23	Behavioral Health Suicide Prevention Task Force First Responder Meeting - Virtual	Conroe
5/30/23	Walker County Community Resource Collaboration Group	Huntsville
5/30/23	Outpatient Competency Restoration (OCR)/State Hospital Forensic Admissions Review Meeting - Virtual	Conroe
5/31/23	Montgomery County Community Crisis Collaborative Team Meeting	Conroe
5/31/23	Montgomery County Big Picture 2.0 - What's Next?	Conroe
5/31/23	Conroe Noon Lions Club Luncheon	Conroe
6/6/23	Veterans of Foreign Wars Monthly Meeting	Liberty
6/7/23	Conroe Noon Lions Club	Conroe
6/8/23	Behavioral Health Suicide Prevention Task Force - Major Mental Health Workgroup - Virtual	Conroe
6/10/23	Woman Veterans Appreciation Day	Conroe
6/12/23	Conroe Homeless Coalition Meeting	Conroe
6/13/23	Crisis Emergency Response Team Mental Health Training	Conroe
6/13/23	American Legion Meeting	Conroe
6/14/23	Montgomery County Veterans Treatment Court	Conroe
6/14/23	Conroe Noon Lions Club Luncheon	Conroe
6/15/23	Behavioral Health Suicide Prevention Task Force	Conroe
6/20/23	Montgomery County Community Resource Collaboration Group	Conroe
6/21/23	Conroe Noon Lions Club Luncheon	Conroe
6/21-6/23/23	Texas Council of Community Centers Annual Conference	Houston
6/22/23	Women Veteran Appreciation Day Event	Liberty
6/27/23	Walker County Community Resource Collaboration Group	Huntsville

6/28/23	Montgomery County Community Crisis Collaborative Team Meeting	Conroe
6/28/23	Montgomery County Veterans Treatment Court	Conroe
6/28/23	North Houston Veteran Partnership	Conroe
6/28/23	Conroe Noon Lions Club Luncheon	Conroe
6/30/23	Walker County Juvenile Services Staffing	Huntsville

**Agenda Item:** Consumer Services Report for April 2023

**Board Meeting Date:**

May 25, 2023

**Committee:** Program

**Background Information:**

None

**Supporting Documentation:**

Consumer Services Report for April 2023

**Recommended Action:**

**For Information Only**

## CONSUMER SERVICES REPORT

April 2023

	MONTGOMERY COUNTY	PORTER	CLEVELAND	LIBERTY	WALKER COUNTY	TOTAL
<b>Crisis Services, MH Adults/Children</b>						
Persons Screened, Intakes, Other Crisis Services	594	19	57	29	66	765
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	53	0	4	2	6	65
Child and Youth Contract Hospital Admissions	1	0	1	0	0	2
Total State Hospital Admissions (Civil only)	0	0	0	0	0	0
<b>Routine Services, MH Adults/Children</b>						
Adult Levels of Care (LOC 1-4, FEP)	1145	0	135	110	146	1536
Adult Medication Services	887	0	101	90	140	1218
Child Levels of Care (LOC 1-4, YC, YES, TAY, RTC, FEP)	502	333	37	33	97	1002
Child Medication Services	226	82	17	7	19	351
TCOOMMI (Adult Only)	101	0	14	18	10	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	1	0	4
Service Coordination	609	0	21	29	66	725
<b>Persons Enrolled in Programs, IDD</b>						
Center Waiver Services (HCS, Supervised Living)	24	0	4	13	17	58
<b>Substance Use Services</b>						
Children and Youth Prevention Services	14	373	0	0	15	402
Youth Substance Use Disorder Treatment Services/COPSD	19	0	0	0	0	19
Adult Substance Use Disorder Treatment Services/COPSD	39	0	2	0	2	43

<b>Waiting/Interest Lists as of Month End</b>						
Home and Community Based Services Interest List	1746	0	157	134	202	<b>2239</b>
<b>SAMHSA Grant Served by County</b>						
SAMHSA CCBHC Served	90	14	54	3	22	<b>183</b>
SAMHSA CMHC Served	463	0	15	23	11	<b>512</b>
<b>April Served by Service Area</b>						
Adult Mental Health Services	1570	0	165	133	230	<b>2098</b>
Child Mental Health Services	679	363	65	39	113	<b>1259</b>
Intellectual and Developmental Disabilities Services	698	0	32	47	74	<b>851</b>
<b>Total Served by Service Area</b>	<b>2947</b>	<b>363</b>	<b>262</b>	<b>219</b>	<b>417</b>	<b>4208</b>
<b>March Served by Service Area</b>						
Adult Mental Health Services	1639	0	172	131	257	<b>2199</b>
Child Mental Health Services	648	348	67	40	113	<b>1216</b>
Intellectual and Developmental Disabilities Services	702	0	32	45	74	<b>853</b>
<b>Total Served by Service Area</b>	<b>2989</b>	<b>348</b>	<b>271</b>	<b>216</b>	<b>444</b>	<b>4268</b>



**Agenda Item:** Program Updates

**Board Meeting Date:**

May 25, 2023

**Committee:** Program

**Background Information:**

None

**Supporting Documentation:**

Program Updates

**Recommended Action:**

**For Information Only**

# Program Updates

## April 28, 2023 – May 25, 2023

---

### Crisis Services

1. In April, we provided a total of 344 crisis assessments: 37.2% of these were for involuntary clients and 25.9% were for youth. Of the total number of crisis assessments, 45.6% were with individuals who were new to the Tri-County system during the month of April.
2. Our three Crisis Intervention Teams (CIT) provided 173 services to 141 individuals in Montgomery county in the month of April. These services include triages, crisis relapse prevention, and crisis assessments in a variety of community settings. The goals for our teams are to respond to the individuals where they are and to divert individuals from the jail, the emergency rooms, and the PETC whenever possible and appropriate. Crisis mental health services can and should be provided in the community, outside of institutional settings.
3. In April, our two clinicians who partner with Conroe Police Department and the Director of Crisis Access attended the 2023 Texas CIT Conference held in Sugar Land, Texas. This conference not only provided us with a good deal of new information and ideas for expanding and improving our services, but also gave us an opportunity to meet Local Mental Health Authorities and law enforcement officers from around the state who are invested in the CIT model.
4. In the month of April, 82 individuals (79 adults and 3 youth) were provided with Tri-County funded hospital admissions: 59.8% were for Montgomery County residents, 11% of these were for residents of Walker County, and 12.2% were residents of Liberty County. The remaining 17% were for individuals who live in counties that are outside of the Tri-County service area. These 82 individuals utilized 575 days in private contract hospitals, with Liberty county residents experiencing the highest average length of stay per person.
5. We continue to have three positions open in Crisis Access: an MCOT night staff, an MCOT day staff, and a Crisis Coordinator/Supervisor position. We also have a vacant Support Services staff position that is scheduled from 12 p.m. to 9 p.m., Monday through Friday.

### MH Adult Services

1. We saw our highest volume of walk-ins this year at the Conroe clinic with 50 clients presenting in one week during April.
2. The Conroe Adult Outpatient team has seen an increase in applicants, resulting in hiring six new team members during the month of May. One internal staff was promoted to a supervisory role over the same team.
3. Three individuals successfully completed the Supported Housing program and are maintaining safe housing independently. They were all able to secure stable employment, save money, and build skills to help them maintain their housing at the end of the program.

4. We have added an additional field staff to the Cleveland location to help with the increase in LOC 1 clients. The staff has worked for the center previously at the PETC so comes with a strong background in crisis intervention and prevention. We anticipate continued growth once we move to a new building, and want to be proactive to minimize disruption in services.
5. The new Administrator of Rural Clinics has been meeting the local law enforcement officers in Liberty and Walker Counties to improve relationships and provide a firm point of contact for our three rural clinics.

### **MH Child and Youth Services**

1. We have filled the vacant Administrator of Child Mental Health Services in Liberty County, with a staff that brings many years of experience providing therapy and supervising mental health services. She is well respected across Child and Youth Services for her insight and her willingness to always step up when the team needs help.
2. Dr. Oyelakin, attending psychiatrist from UT Health Houston for the Community Psychiatry Workforce Expansion (CPWE) project, is starting with us in July. Her residents will be starting in September. She visited with our team on May 9<sup>th</sup> to get an overview of our Center, receive equipment, and start Center training. She and the project manager provided many compliments about our building and environment.
3. Due to success in hiring more C&Y Mental Health Specialists, we are seeing service provision measures for our caseload rise as each new hire is trained and assigned their new caseload.

### **Criminal Justice Services**

1. TCOOMMI Team Clinician provided mental health training to the Sheriff's office jail staff. The LPHA provided education and training to the staff on the services we provide at Tri-County, and how we assist individuals who are in the jails and court system. This was part of a 40-hour mental health training and was provided to 19 officers.
2. The Outpatient Competency Restoration Coordinator presented the program to a local defense attorney to share the benefits of the program and to increase referrals. This will hopefully lead to more awareness of the program among other defense attorneys to increase referrals.

### **Substance Use Disorder Services**

1. Our Huntsville clinic has had a lot of interest and participation in the substance use treatment program. This clinic provides individual substance use counseling to adults and youth with co-occurring mental health and substance use disorders.
2. We are starting to see a few cases of fentanyl use at our Conroe clinic.
3. The Prevention team partnered with Tri-County's Mental Health First Aid Coordinator, to participate in Conroe Kidzfest on April 29<sup>th</sup>. During the event, 1,005 kids and 825 adults visited the booth and participated in a fun activity. The kids were given prizes and anti-tobacco coloring sheets while the adults were given information about Tri-County

services. Kidzfest helped the prevention team reach the community and meet contract targets for activities.

4. Our SUD Prevention team is preparing for summer activities and are reaching out to local organizations such as Boys and Girls Club of Walker County and The Academy Daycare in Magnolia to conduct presentations and activities for both the youth and adults and discuss setting up prevention education groups for the youth at these organizations.
5. Our Prevention team is now fully staffed again. We hired a bilingual Prevention Specialist who is very excited to be a part of the team. She is working hard to help us translate presentations and activities for our Spanish speaking populations.

## **IDD Services**

1. IDD Authority received its FY 23 Corrective Action Plan (CAP) Acceptance Letter from Quality Management, Contract Accountability and Oversight (CAO) at HHSC, on April 24, 2023, for our HCS, TxHmL, GR/CFC, PASRR, and QM program areas. All deficiencies requiring corrections as a result of our FY 23 Audit will need to be completed by May 28, 2023.
2. On May 1, 2023, IDD Authority received official notification from Quality Management, Contract Accountability and Oversight (CAO) at HHSC containing our CCR (CAP Compliance Review) Self-Assessments (SA) spreadsheets.
  - a. The CCR will be conducted as a one-phase assessment of IDD Authority's approved CAPs.
  - b. IDD Authority must complete the CCR self-assessment(s) and provide a description of all specific, systemic, and monitoring corrections implemented and submit all evidence supporting specific corrections for each CAP.
  - c. The CCRSA spreadsheets are due by close of business on August 28, 2023.
3. Huntsville House Manager position is filled and the Weekend Relief position at this same home is scheduled to start on May 30<sup>th</sup>. We are looking forward to having both positions filled.
4. With ARPA funds, we have added a sign-on bonus of \$4.00 per hour worked for our Direct Care workers in IDD Providers services.
5. Individualized Skills and Socialization operations is a work in progress. One of the challenges has been new documentation requirements for services provided.

## **Support Services**

1. **Quality Management (QM):**
  - a. Staff received notification that the Veteran's Program Grant, reviewed by Be Well Texas, resulted in no findings.
  - b. Quality Management Staff participated in an update call related to Child and Youth Wraparound documentation submitted for the Independent Peer Review guided by HHSC and are currently awaiting results of the audit.
  - c. Quality Management Staff participated in the HHSC Comprehensive QM audit scheduled for May 15<sup>th</sup> – 19<sup>th</sup>, additional information will be provided at the board meeting.
  - d. The HHSC Youth Empowerment Services (YES) Waiver Audit entrance was held on May 22, 2023.

- e. In addition to routine and ongoing quality assurance of documentation, staff reviewed 25 progress notes prior to billing to ensure compliance. Additional training and follow-up was provided with staff and supervisors when needed.
- f. The Administrator of Quality Management has completed an internal Program Survey of the Veteran Services Program and is currently conducting Program Surveys on the First Episode Psychosis Program (FEP) and Projects for Assistance in Transition from Homelessness (PATH) programs.

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

- a. Staff reviewed 10% of all Center discharges for April to ensure appropriateness and that proper notification and appeal forms were provided. Follow-up with staff was provided as needed to ensure quality improvement.
- b. Staff reviewed 62 notes that utilized the COPSD Modifier and 86 notes that utilized the MCOT Modifier for quality assurance purposes.

**3. Training:**

- a. Staff conducted a training with UT Health Medical and Administrative staff on May 9<sup>th</sup>. This training is in preparation to have UT Health Medical Residents begin to see Child and Youth clients at Tri-County.
- b. The Clinical Trainer is currently reviewing New Hire Orientation training to ensure quality education related to CCBHC and Peer Providers. Should changes be recommended, current staff will also receive additional instruction.

**4. Veteran Services and Veterans Counseling/Crisis:**

- a. The department continues to have one veterans therapist position open, there have been no applications. The department director and department supervisor continue to provide therapy for veterans and their families.
- b. Staff attended the Montgomery County Family Coalition Training – the focus is community outreach to the Hispanic population.
- c. Staff participated in the “Rural Veteran Round Up Resource Fair”. Staff provided resources and education on the area veterans services.

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

- a. The IDD Local Plan is currently underway following several planning meetings and feedback obtained from the IDD PNAC in March and April. The Committee plans to meet in early June to review and discuss the draft IDD Local Plan.
- b. The Mental Health PNAC met on May 17<sup>th</sup> and is currently focused on increasing membership after several positions turned over in the past few months. The Committee has received and is processing a referral for one new potential member and is continuing to accept additional recommendations at this time. If anyone knows of an individual served or family member of an individual receiving mental health or substance use services at Tri-County who may be interested in serving on our MH PNAC please contact Tanya Bryant.

## **Community Activities**

1. Strategic Development Director was asked to present on "Fixed Versus Growth Mindset" to 1,200 eighth graders at McCullough Jr. High over a two day period.
2. Staff attended the Montgomery County Family Coalition Training, a four day training collaboration on increasing the Hispanic communities access to resources and services.

**Agenda Item:** Personnel Report for April 2023

**Board Meeting Date:**

May 25, 2023

**Committee:** Executive

**Background Information:**

None

**Supporting Documentation:**

Personnel Report for April 2023

**Recommended Action:**

**For Information Only**

# Personnel Report

FY23 | April 2023



## OVERVIEW

<b>NEW HIRES</b> April <b>11</b> POSITIONS YTD <b>114</b> POSITIONS	<b>SEPARATIONS</b> April <b>11</b> POSITIONS YTD <b>80</b> POSITIONS	Vacant Positions <b>97</b> Frozen Positions <b>0</b>	Newly Created Positions <b>2</b> Total Budgeted Positions <b>483</b>
---	--	---	---

## RECRUITING



## APPLICANTS

April Total Applicants	361
YTD Applicants	2387

## CURRENT OPENINGS

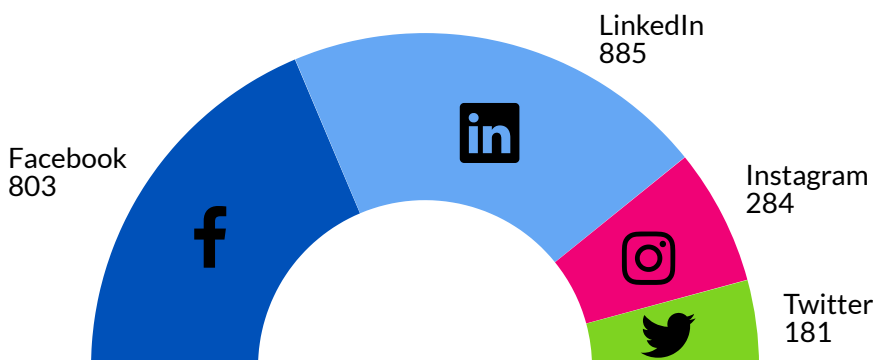
VACANCIES BY LOCATION

CONROE	53
PETC	20
CLEVELAND	11
HUNTSVILLE	5
LIBERTY	5
PORTER	3

## RECRUITING EVENTS

Texas Job Fair - Houston Area Universities	4/4/2023
PETC Job Fair	4/11/2023
Prairie View A&M University - Social Sciences Fair	4/18/2023
University of Houston - Social Science Career Mixer	4/20/2023
Prairie View A&M University - Psychology Club Q&A	4/26/2023

## SOCIAL MEDIA FOLLOWERS



TOP 5 VACANCIES

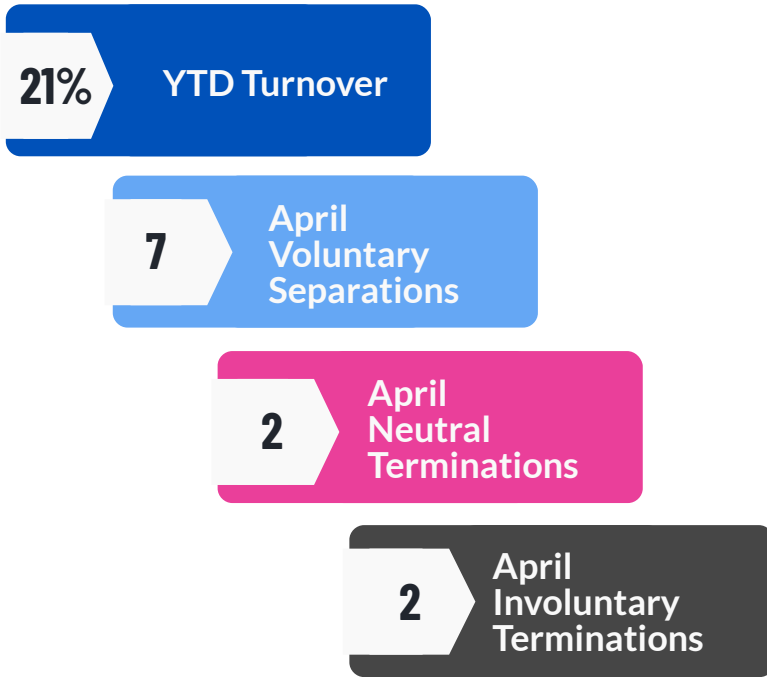
Mental Health Specialist/Case Manager (Adult, Crisis and C&Y)	37
Direct Care Provider	11
Licensed Clinician	7
Registered Nurse	6
Psychiatric Nursing Assistant	6



# Exit Data

FY23 | April 2023

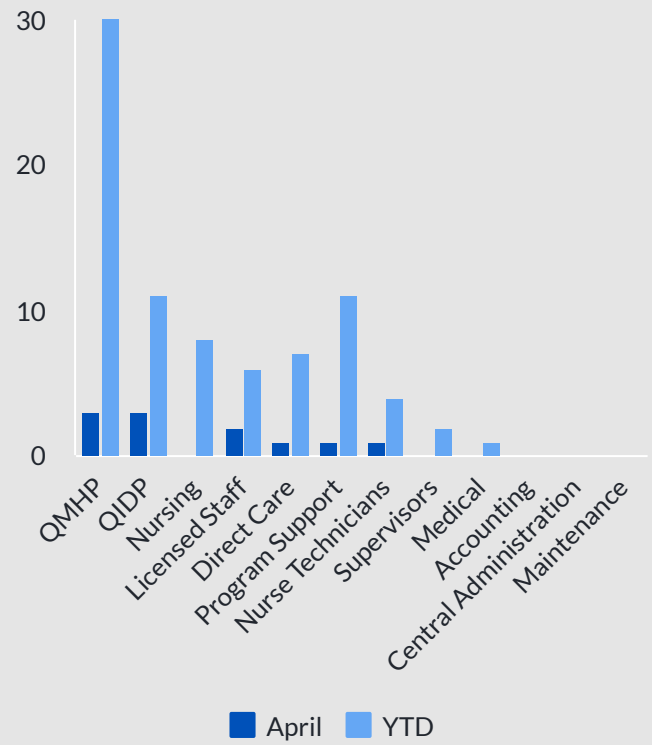
## Exit Stats at a Glance



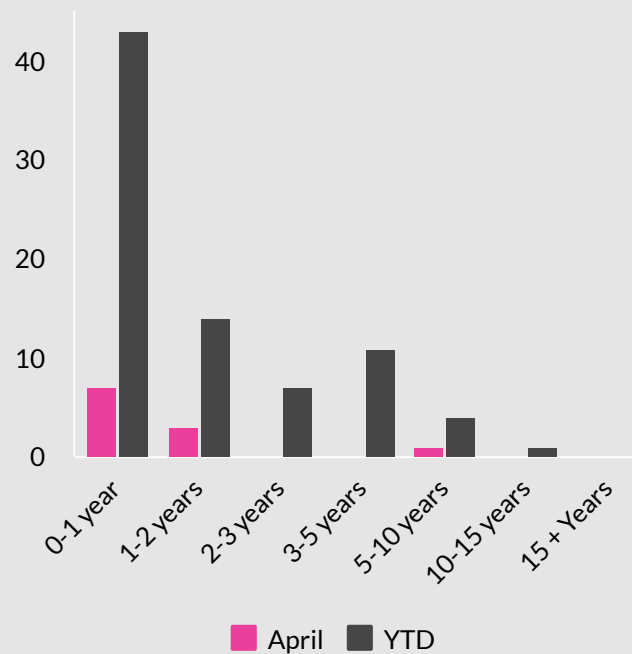
## YTD Top Reasons for Separations

- 1 Personal/Family, includes Relocating
- 2 Another Job
- 3 Better Pay
- 4 Neutrally Terminated
- 5 Involuntarily Terminated

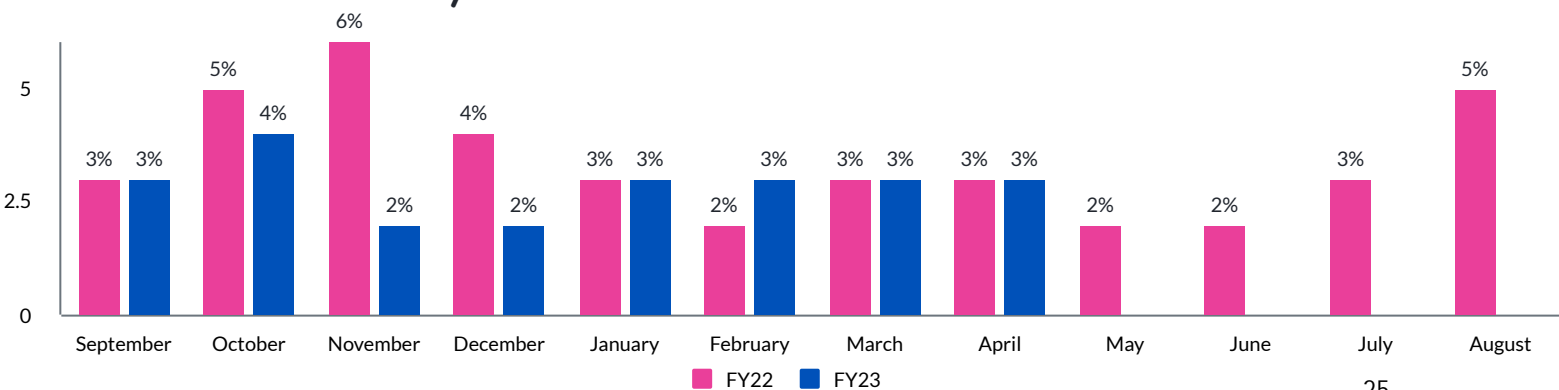
## Separations by Category



## Separations by Tenure



## Turnover Rate by Month



**Agenda Item:** Texas Council Risk Management Fund Claims Summary as of April 2023

**Board Meeting Date:**

May 25, 2023

**Committee:** Executive

**Background Information:**

None

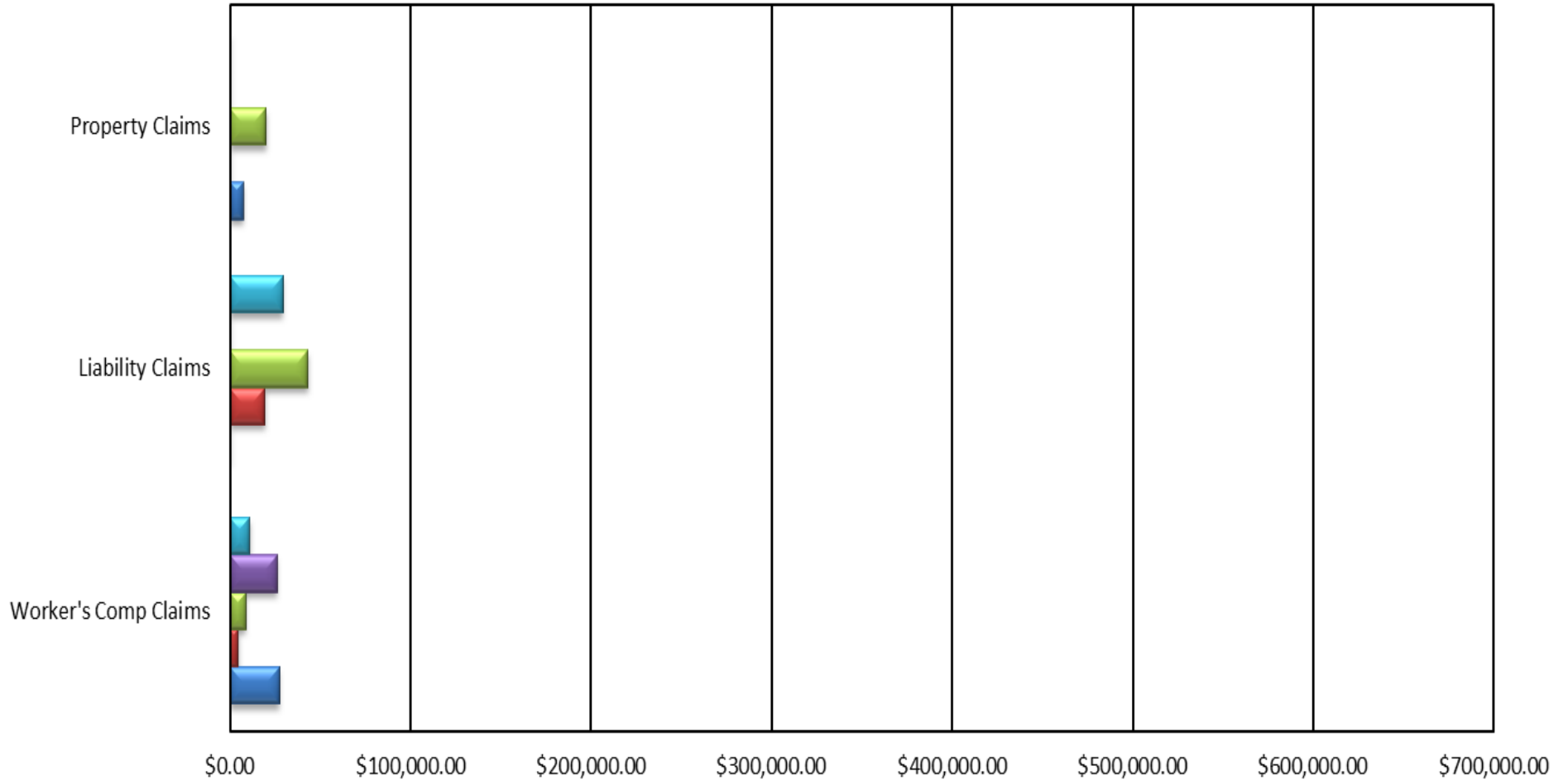
**Supporting Documentation:**

Texas Council Risk Management Fund Claims Summary as of April 2023

**Recommended Action:**

**For Information Only**

## TCRMF Claims Summary April 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	\$43,299.00	\$20,074.00
2022	\$4,638.00	\$19,417.00	\$0.00
2023	\$27,457.00	\$0.00	\$7,381.00

**Agenda Item:** Approve April 2023 Financial Statements

**Board Meeting Date**

May 25, 2023

**Committee:** Business

**Background Information:**

None

**Supporting Documentation:**

April 2023 Financial Statements

**Recommended Action:**

**Approve April 2023 Financial Statements**

## April 2023 Financial Summary

Revenues for April 2023 were \$3,539,555 and operating expenses were \$3,352,975 resulting in a gain in operation of \$186,582. Capital Expenditures and Extraordinary Expenses for April were \$275,752 resulting in a loss of \$89,170. Total revenues were 91.69% of the monthly budgeted revenues and total expenses were 94.01% of the monthly budgeted expenses (difference of -2.32%).

Year to date revenues are \$32,406,073 and operating expenses are \$26,441,639 leaving excess operating revenues of \$5,964,434. YTD Capital Expenditures and Extraordinary Expenses are \$1,592,574 resulting in a gain YTD of \$4,371,861. Total revenues are 99.66% of the YTD budgeted revenues and total expenses are 98.18% of the YTD budgeted expenses (difference of 1.48%)

### **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 MH	360,444	435,186	82.83%	74,741
Title XIX Rehab	998,135	1,096,172	91.06%	98,036

**Title XIX Case Management MH and Title XIX - Rehab** – As we have seen for the last couple of years these two earned revenue lines continue to trend well below historical trends that we saw prior to the start of COVID. Staff vacancies are decreasing in some program areas but the new staff are still in the ramp up and training phase and income is not being earned as of yet. It normally takes up to six months for new staff to get settled into the new positions and start revenue production.

### **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>
Fixed Assets – Furniture & Equipment	54,264	12,000	452.20%	42,264
Legal Fees	25,099	14,000	179.28%	11,099

License Fee – Software	548,017	526,890	104.00%	21,127
Travel – Local	219,419	204,446	107.32%	14,973

**Fixed Assets – Furniture & Equipment** – This line item is from the purchase of furniture for the Crisis building after the renovations were completed at the front of the PETC.

**Legal Fees** - This line item is trending higher due to needing additional legal services this year for property purchases and the many contracts for various projects occurring, such as Cleveland architect and the renovations at the PETC location.

**License Fee – Software** – This line item is due to additional programs that are associated with the implementation of our new clinical software, Streamline. The programs are required for integration to our existing systems, to be able to transition smoothly.

**Travel – Local** – This line item is higher than budgeted due to the increase in the mileage reimbursement rate that is indexed to the State of Texas mileage reimbursement rate. This was increased at mid-year.

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

<b>ASSETS</b>	<b>TOTALS COMBINED FUNDS April 2023</b>	<b>TOTALS COMBINED FUNDS March 2023</b>	<b>Increase (Decrease)</b>
<b>CURRENT ASSETS</b>			
Imprest Cash Funds	2,050	2,050	-
Cash on Deposit - General Fund	11,276,117	12,440,057	(1,163,940)
Cash on Deposit - Debt Fund			-
Accounts Receivable	7,603,549	8,038,311	(434,762)
Inventory	152	530	(378)
<b>TOTAL CURRENT ASSETS</b>	<b>18,881,868</b>	<b>20,480,948</b>	<b>(1,599,080)</b>
<b>FIXED ASSETS</b>	<b>21,487,943</b>	<b>21,487,943</b>	<b>-</b>
<b>OTHER ASSETS</b>	<b>301,347</b>	<b>285,056</b>	<b>16,291</b>
<b>TOTAL ASSETS</b>	<b>\$ 40,671,158</b>	<b>\$ 42,253,947</b>	<b>\$ (1,582,788)</b>
<b>LIABILITIES, DEFERRED REVENUE, FUND BALANCES</b>			
<b>CURRENT LIABILITIES</b>	1,947,802	1,772,296	175,506
<b>NOTES PAYABLE</b>	694,011	694,011	-
<b>DEFERRED REVENUE</b>	3,834,220	5,279,082	(1,444,862)
<b>LONG-TERM LIABILITIES FOR</b>			
First Financial Conroe Building Loan	9,844,768	9,890,617	(45,849)
Guaranty Bank & Trust Loan	1,755,288	1,760,899	(5,611)
Lease Liability	448,112	448,112	-
<b>EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR</b>			
General Fund	4,371,861	4,461,031	(89,170)
<b>FUND EQUITY</b>			
<b>RESTRICTED</b>			
Net Assets Reserved for Debt Service	(12,048,169)	(12,099,628)	51,459
Reserved for Debt Retirement			-
<b>COMMITTED</b>			
Net Assets - Property and Equipment	21,488,095	21,488,095	-
Reserved for Vehicles & Equipment Replacement	613,711	613,711	-
Reserved for Facility Improvement & Acquisitions	1,324,212	1,554,642	(230,430)
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	49,333	43,167	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>\$ 40,671,158</b>	<b>\$ 42,253,946</b>	<b>\$ (1,582,790)</b>

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

<b>ASSETS</b>	<b>General Operating Funds</b>	<b>Memorandum Only  Final August 2022</b>
<b>CURRENT ASSETS</b>		
Imprest Cash Funds	2,050	1,750
Cash on Deposit - General Fund	11,276,117	5,629,875
Cash on Deposit - Debt Fund	-	-
Accounts Receivable	7,603,549	6,824,724
Inventory	152	1,649
<b>TOTAL CURRENT ASSETS</b>	<b>18,881,868</b>	<b>12,457,998</b>
<b>FIXED ASSETS</b>	<b>21,487,943</b>	<b>21,488,094</b>
<b>OTHER ASSETS</b>	<b>301,347</b>	<b>247,899</b>
	-	-
<b>Total Assets</b>	<b>\$ 40,671,158</b>	<b>\$ 34,193,991</b>
<b>LIABILITIES, DEFERRED REVENUE, FUND BALANCES</b>		
<b>CURRENT LIABILITIES</b>	1,947,802	2,029,164
<b>NOTES PAYABLE</b>	694,011	694,011
<b>DEFERRED REVENUE</b>	3,834,220	521,097
<b>LONG-TERM LIABILITIES FOR</b>		
First Financial Conroe Building Loan	9,844,768	10,202,342
Guaranty Bank & Trust Loan	1,755,288	1,800,620
Lease Liability	448,112	448,112
<b>EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR</b>		
General Fund	4,371,861	354,155
<b>FUND EQUITY</b>		
<b>RESTRICTED</b>		
Net Assets Reserved for Debt Service - Restricted	(12,048,169)	(12,451,074)
Reserved for Debt Retirement	-	-
<b>COMMITTED</b>		
Net Assets - Property and Equipment - Committed	21,488,095	21,488,094
Reserved for Vehicles & Equipment Replacement	613,711	613,712
Reserved for Facility Improvement & Acquisitions	1,324,212	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	49,333	-
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>\$ 40,671,158</b>	<b>\$ 34,193,991</b>



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

<b>INCOME:</b>	<b>MONTH OF April 2023</b>	<b>YTD April 2023</b>
	<u>                    </u>	<u>                    </u>
Local Revenue Sources	173,457	2,705,373
Earned Income	1,749,934	18,117,200
General Revenue - Contract	1,616,164	11,583,501
<b>TOTAL INCOME</b>	<b>\$ 3,539,555</b>	<b>\$ 32,406,074</b>
<b>EXPENSES:</b>		
Salaries	1,804,102	14,951,644
Employee Benefits	341,234	2,772,647
Medication Expense	41,588	329,300
Travel - Board/Staff	38,117	246,439
Building Rent/Maintenance	37,341	249,831
Consultants/Contracts	753,910	5,633,839
Other Operating Expenses	336,681	2,257,940
<b>TOTAL EXPENSES</b>	<b>\$ 3,352,973</b>	<b>\$ 26,441,639</b>
<b>Excess(Deficiency) of Revenues over Expenses before Capital Expenditures</b>	<b>\$ 186,582</b>	<b>\$ 5,964,435</b>
<b>CAPITAL EXPENDITURES</b>		
Capital Outlay - FF&E, Automobiles, Building	188,720	924,237
Capital Outlay - Debt Service	87,032	668,337
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$ 275,752</b>	<b>\$ 1,592,574</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>\$ 3,628,725</b>	<b>\$ 28,034,213</b>
<b>Excess (Deficiency) of Revenues and Expenses</b>	<b>\$ (89,170)</b>	<b>\$ 4,371,861</b>

<b>Debt Service and Fixed Asset Fund:</b>		
Debt Service	87,032	668,337
<b>Excess (Deficiency) of Revenues over Expenses</b>	<b>87,032</b>	<b>668,337</b>

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

<b>INCOME:</b>	<b>YTD April 2023</b>	<b>APPROVED BUDGET</b>	<b>Increase (Decrease)</b>
Local Revenue Sources	2,705,373	2,652,953	52,420
Earned Income	18,117,200	18,261,453	(144,253)
General Revenue	11,583,500	11,603,152	(19,652)
<b>TOTAL INCOME</b>	<b>\$ 32,406,073</b>	<b>\$ 32,517,559</b>	<b>\$ (111,486)</b>
 <b>EXPENSES:</b>			
Salaries	14,951,644	15,485,654	(534,010)
Employee Benefits	2,772,647	2,866,151	(93,504)
Medication Expense	329,300	332,850	(3,550)
Travel - Board/Staff	246,439	232,585	13,854
Building Rent/Maintenance	249,830	239,089	10,741
Consultants/Contracts	5,633,839	5,645,573	(11,734)
Other Operating Expenses	2,257,940	2,175,996	81,944
<b>TOTAL EXPENSES</b>	<b>\$ 26,441,639</b>	<b>\$ 26,977,898</b>	<b>\$ (536,258)</b>
 <b>Excess(Deficiency) of Revenues over Expenses before Capital Expenditures</b>	<b>\$ 5,964,434</b>	<b>\$ 5,539,661</b>	<b>\$ 424,772</b>
 <b>CAPITAL EXPENDITURES</b>			
Capital Outlay - FF&E, Automobiles, Building	924,237	907,185	17,052
Capital Outlay - Debt Service	668,337	668,334	3
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$ 1,592,574</b>	<b>\$ 1,575,519</b>	<b>\$ 17,055</b>
 <b>GRAND TOTAL EXPENDITURES</b>	<b>\$ 28,034,213</b>	<b>\$ 28,553,417</b>	<b>\$ (519,203)</b>
 <b>Excess (Deficiency) of Revenues and Expenses</b>	<b>\$ 4,371,861</b>	<b>\$ 3,964,142</b>	<b>\$ 407,718</b>
 <b>Debt Service and Fixed Asset Fund:</b>			
Debt Service	668,337	668,334	3
<b>Excess(Deficiency) of Revenues over Expenses</b>	<b>668,337</b>	<b>668,334</b>	<b>3</b>

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

<b>INCOME:</b>	<b>MONTH OF April 2023</b>	<b>APPROVED BUDGET</b>	<b>Increase (Decrease)</b>
Local Revenue Sources	173,457	167,079	6,378
Earned Income	1,749,933	2,227,216	(477,283)
General Revenue-Contract	1,616,164	1,465,988	150,176
<b>TOTAL INCOME</b>	<b>\$ 3,539,554</b>	<b>\$ 3,860,284</b>	<b>\$ (320,730)</b>
<b>EXPENSES:</b>			
Salaries	1,804,102	2,007,279	(203,177)
Employee Benefits	341,234	377,262	(36,028)
Medication Expense	41,588	42,919	(1,331)
Travel - Board/Staff	38,117	30,573	7,544
Building Rent/Maintenance	37,340	26,038	11,302
Consultants/Contracts	753,910	749,916	3,994
Other Operating Expenses	336,681	324,962	11,719
<b>TOTAL EXPENSES</b>	<b>\$ 3,352,972</b>	<b>\$ 3,558,950</b>	<b>\$ (205,977)</b>
<b>Excess(Deficiency) of Revenues over Expenses before Capital Expenditures</b>	<b>\$ 186,582</b>	<b>\$ 301,334</b>	<b>\$ (114,753)</b>
<b>CAPITAL EXPENDITURES</b>			
Capital Outlay - FF&E, Automobiles, Building	188,720	213,920	(25,200)
Capital Outlay - Debt Service	87,031	87,031	(0)
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$ 275,751</b>	<b>\$ 300,950</b>	<b>\$ (25,200)</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>\$ 3,628,723</b>	<b>\$ 3,859,900</b>	<b>\$ (231,177)</b>
<b>Excess (Deficiency) of Revenues and Expenses</b>	<b>\$ (89,170)</b>	<b>\$ 383</b>	<b>\$ (89,552)</b>

<b>Debt Service and Fixed Asset Fund:</b>			
Debt Service	87,031	87,031	(0)
<b>Excess (Deficiency) of Revenues over Expenses</b>	<b>87,031</b>	<b>87,031</b>	<b>(0)</b>

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

<b>INCOME:</b>	<b>YTD April 2023</b>	<b>YTD April 2022</b>	<b>Increase (Decrease)</b>
Local Revenue Sources	2,705,373	1,728,282	977,091
Earned Income	18,117,200	10,407,742	7,709,458
General Revenue-Contract	11,583,500	13,356,525	(1,773,025)
<b>TOTAL INCOME</b>	<b>\$ 32,406,073</b>	<b>\$ 25,492,548</b>	<b>\$ 6,913,524</b>
<b>EXPENSES:</b>			
Salaries	14,951,644	13,349,018	1,602,626
Employee Benefits	2,772,647	2,519,275	253,372
Medication Expense	329,300	382,054	(52,754)
Travel - Board/Staff	246,439	162,417	84,022
Building Rent/Maintenance	249,830	150,999	98,831
Consultants/Contracts	5,633,839	4,972,226	661,613
Other Operating Expenses	2,257,940	1,717,580	540,360
<b>TOTAL EXPENSES</b>	<b>\$ 26,441,639</b>	<b>\$ 23,253,568</b>	<b>\$ 3,188,070</b>
<b>Excess(Deficiency) of Revenues over Expenses before Capital Expenditures</b>	<b>\$ 5,964,434</b>	<b>\$ 2,238,980</b>	<b>\$ 3,725,454</b>
<b>CAPITAL EXPENDITURES</b>			
Capital Outlay - FF&E, Automobiles, Building	924,237	1,048,655	(124,418)
Capital Outlay - Debt Service	668,337	588,495	79,842
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$ 1,592,574</b>	<b>\$ 1,637,150</b>	<b>\$ (44,576)</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>\$ 28,034,213</b>	<b>\$ 24,890,718</b>	<b>\$ 3,143,495</b>
<b>Excess (Deficiency) of Revenues and Expenses</b>	<b>\$ 4,371,861</b>	<b>\$ 601,830</b>	<b>\$ 3,770,030</b>

<b>Debt Service and Fixed Asset Fund:</b>			
Debt Service	668,337	588,495	79,842
<b>Excess (Deficiency) of Revenues over Expenses</b>	<b>668,337</b>	<b>588,495</b>	<b>79,842</b>

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

<b>INCOME:</b>	<b>MONTH OF April 2023</b>	<b>MONTH OF April 2022</b>	<b>Increase (Decrease)</b>
Local Revenue Sources	173,457	328,769	(155,312)
Earned Income	1,749,934	1,502,522	247,412
General Revenue-Contract	1,616,164	1,510,729	105,435
<b>TOTAL INCOME</b>	<b>\$ 3,539,555</b>	<b>\$ 3,342,019</b>	<b>\$ 197,535</b>
Salaries	1,804,102	1,837,642	(33,540)
Employee Benefits	341,234	253,451	87,783
Medication Expense	41,588	45,893	(4,305)
Travel - Board/Staff	38,117	29,144	8,973
Building Rent/Maintenance	37,341	7,938	29,403
Consultants/Contracts	753,910	681,373	72,537
Other Operating Expenses	336,681	264,507	72,174
<b>TOTAL EXPENSES</b>	<b>\$ 3,352,973</b>	<b>\$ 3,119,948</b>	<b>\$ 233,025</b>
<b>Excess(Deficiency) of Revenues over Expenses before Capital Expenditures</b>	<b>\$ 186,582</b>	<b>\$ 222,071</b>	<b>\$ (35,490)</b>
<b>CAPITAL EXPENDITURES</b>			
Capital Outlay - FF&E, Automobiles, Building	188,720	111,910	76,810
Capital Outlay - Debt Service	87,032	80,053	6,979
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$ 275,752</b>	<b>\$ 191,962</b>	<b>\$ 83,789</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>\$ 3,628,725</b>	<b>\$ 3,311,911</b>	<b>\$ 316,814</b>
<b>Excess (Deficiency) of Revenues and Expenses</b>	<b>\$ (89,170)</b>	<b>\$ 30,108</b>	<b>\$ (119,279)</b>

<b>Debt Service and Fixed Asset Fund:</b>			
Debt Service	87,032	80,053	6,979
			-
<b>Excess (Deficiency) of Revenues over Expenses</b>	<b>87,032</b>	<b>80,053</b>	<b>6,979</b>

**TRI-COUNTY BEHAVIORAL HEALTHCARE**  
**Revenue and Expense Summary**  
**With March 2023 Comparative Data**  
**For the Month Ended April 2023**

<b>INCOME:</b>	<b>MONTH OF April 2023</b>	<b>MONTH OF March 2023</b>	<b>Increase (Decrease)</b>
Local Revenue Sources	173,457	100,746	72,711
Earned Income	1,749,934	6,352,824	(4,602,890)
General Revenue-Contract	1,616,164	1,657,651	(41,487)
<b>TOTAL INCOME</b>	<b>\$ 3,539,555</b>	<b>\$ 8,111,221</b>	<b>\$ (4,571,666)</b>
<b>EXPENSES:</b>			
Salaries	1,804,102	2,219,234	(415,132)
Employee Benefits	341,234	389,916	(48,682)
Medication Expense	41,588	42,244	(656)
Travel - Board/Staff	38,117	34,427	3,690
Building Rent/Maintenance	37,341	41,082	(3,741)
Consultants/Contracts	753,910	651,098	102,812
Other Operating Expenses	336,681	249,876	86,805
<b>TOTAL EXPENSES</b>	<b>\$ 3,352,973</b>	<b>\$ 3,627,877</b>	<b>\$ (274,904)</b>
<b>Excess(Deficiency) of Revenues over Expenses before Capital Expenditures</b>	<b>\$ 186,582</b>	<b>\$ 4,483,344</b>	<b>\$ (4,296,762)</b>
<b>CAPITAL EXPENDITURES</b>			
Capital Outlay - FF&E, Automobiles, Building	188,720	211,348	(22,628)
Capital Outlay - Debt Service	87,032	87,031	1
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$ 275,752</b>	<b>\$ 298,379</b>	<b>\$ (22,627)</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>\$ 3,628,725</b>	<b>\$ 3,926,256</b>	<b>\$ (297,531)</b>
<b>Excess (Deficiency) of Revenues and Expenses</b>	<b>\$ (89,170)</b>	<b>\$ 4,184,964</b>	<b>\$ (4,274,135)</b>

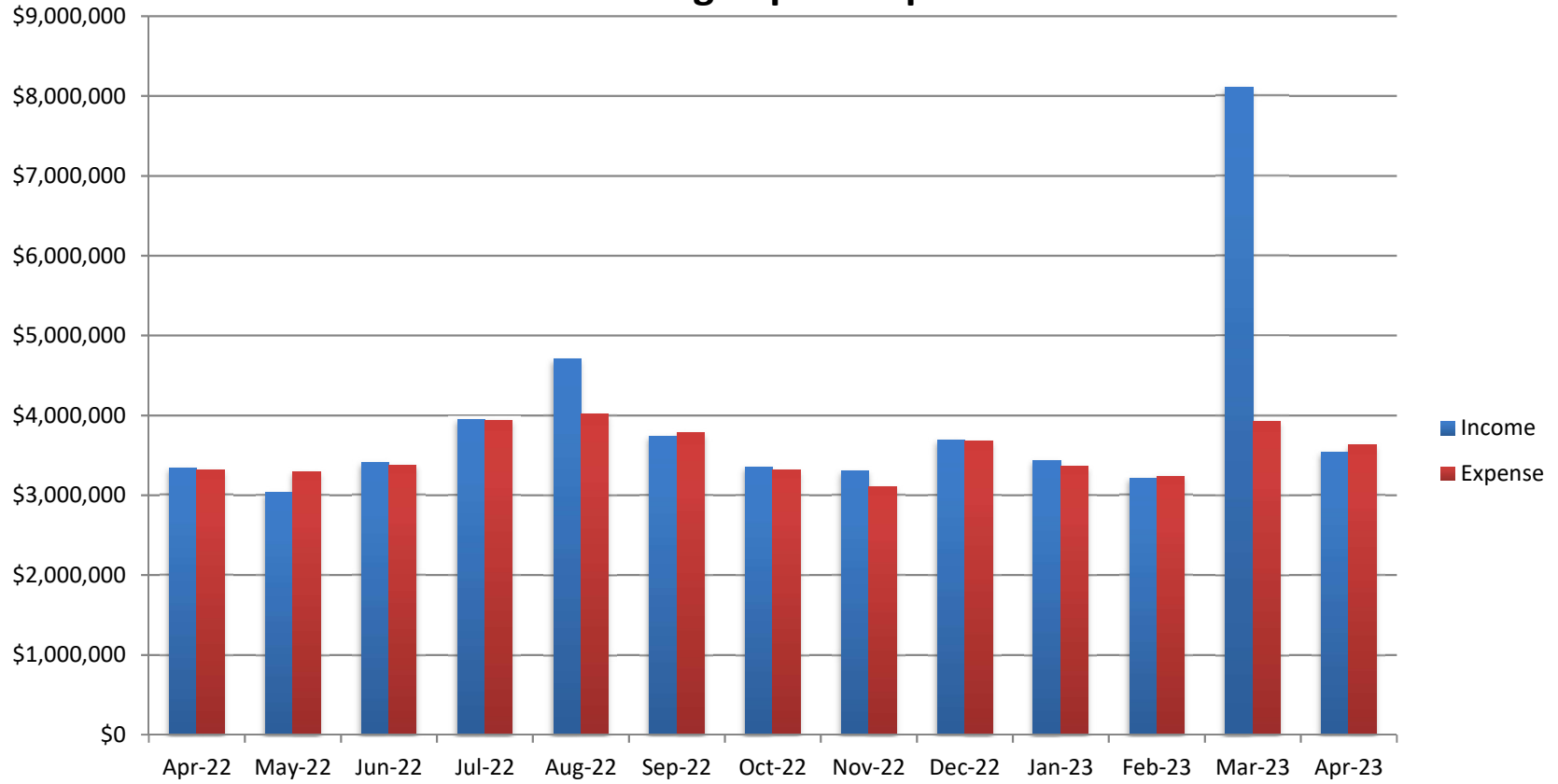
<b>Debt Service and Fixed Asset Fund:</b>			
Debt Service	87,032	87,031	1
<b>Excess (Deficiency) of Revenues over Expenses</b>	<b>87,032</b>	<b>87,031</b>	<b>1</b>

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

	YTD Mental Health April 2023	YTD IDD April 2023	YTD Other Services April 2023	YTD Agency Total April 2023	YTD Approved Budget April 2023	Increase (Decrease)
<b>INCOME:</b>						
Local Revenue Sources	2,244,688	131,576	329,108	2,705,372	2,652,953	52,419
Earned Income	6,901,790	3,210,312	8,005,098	18,117,200	18,261,453	(144,253)
General Revenue-Contract	9,932,797	1,196,566	454,137	11,583,500	11,603,152	(19,652)
<b>TOTAL INCOME</b>	<b>19,079,275</b>	<b>4,538,454</b>	<b>8,788,343</b>	<b>\$ 32,406,071</b>	<b>\$ 32,517,558</b>	<b>\$ (111,485)</b>
<b>EXPENSES:</b>						
Salaries	9,155,130	2,283,854	3,512,658	14,951,642	15,485,654	(534,012)
Employee Benefits	1,740,280	439,687	592,679	2,772,648	2,866,151	(93,503)
Medication Expense	279,739	-	49,561	329,300	332,850	(3,550)
Travel - Board/Staff	127,130	76,103	43,207	246,440	232,585	13,855
Building Rent/Maintenance	233,479	5,840	10,511	249,830	239,089	10,741
Consultants/Contracts	2,249,795	709,563	2,674,482	5,633,840	5,645,573	(11,733)
Other Operating Expenses	1,274,791	502,298	480,851	2,257,940	2,175,996	81,944
<b>TOTAL EXPENSES</b>	<b>15,060,345</b>	<b>4,017,345</b>	<b>7,363,949</b>	<b>\$ 26,441,638</b>	<b>\$ 26,977,898</b>	<b>\$ (536,259)</b>
<b>Excess(Deficiency) of Revenues over Expenses before Capital Expenditures</b>	<b>4,018,930</b>	<b>521,109</b>	<b>1,424,394</b>	<b>\$ 5,964,433</b>	<b>\$ 5,539,660</b>	<b>\$ 424,774</b>
<b>CAPITAL EXPENDITURES</b>						
Capital Outlay - FF&E, Automobiles, Building	720,831	71,504	131,902	924,239	907,184	17,052
Capital Outlay - Debt Service	387,635	100,251	180,451	668,337	668,334	3
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>1,108,466</b>	<b>171,755</b>	<b>312,353</b>	<b>\$ 1,592,574</b>	<b>\$ 1,575,518</b>	<b>\$ 17,055</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>16,168,811 ##</b>	<b>4,189,100 ##</b>	<b>7,676,302</b>	<b>\$ 28,034,212</b>	<b>\$ 28,553,416</b>	<b>\$ (519,204)</b>
<b>Excess (Deficiency) of Revenues and Expenses</b>	<b>2,910,463</b>	<b>349,354</b>	<b>1,112,041</b>	<b>\$ 4,371,861 #</b>	<b>\$ 3,964,141</b>	<b>\$ 407,718</b>
<b>Debt Service and Fixed Asset Fund:</b>						
Debt Service	1,108,466	171,755	312,353	1,592,574	1,575,518	17,055
<b>Excess (Deficiency) of Revenues over Expenses</b>	<b>1,108,466</b>	<b>171,755</b>	<b>312,353</b>	<b>1,592,574</b>	<b>1,575,518</b>	<b>17,055</b>

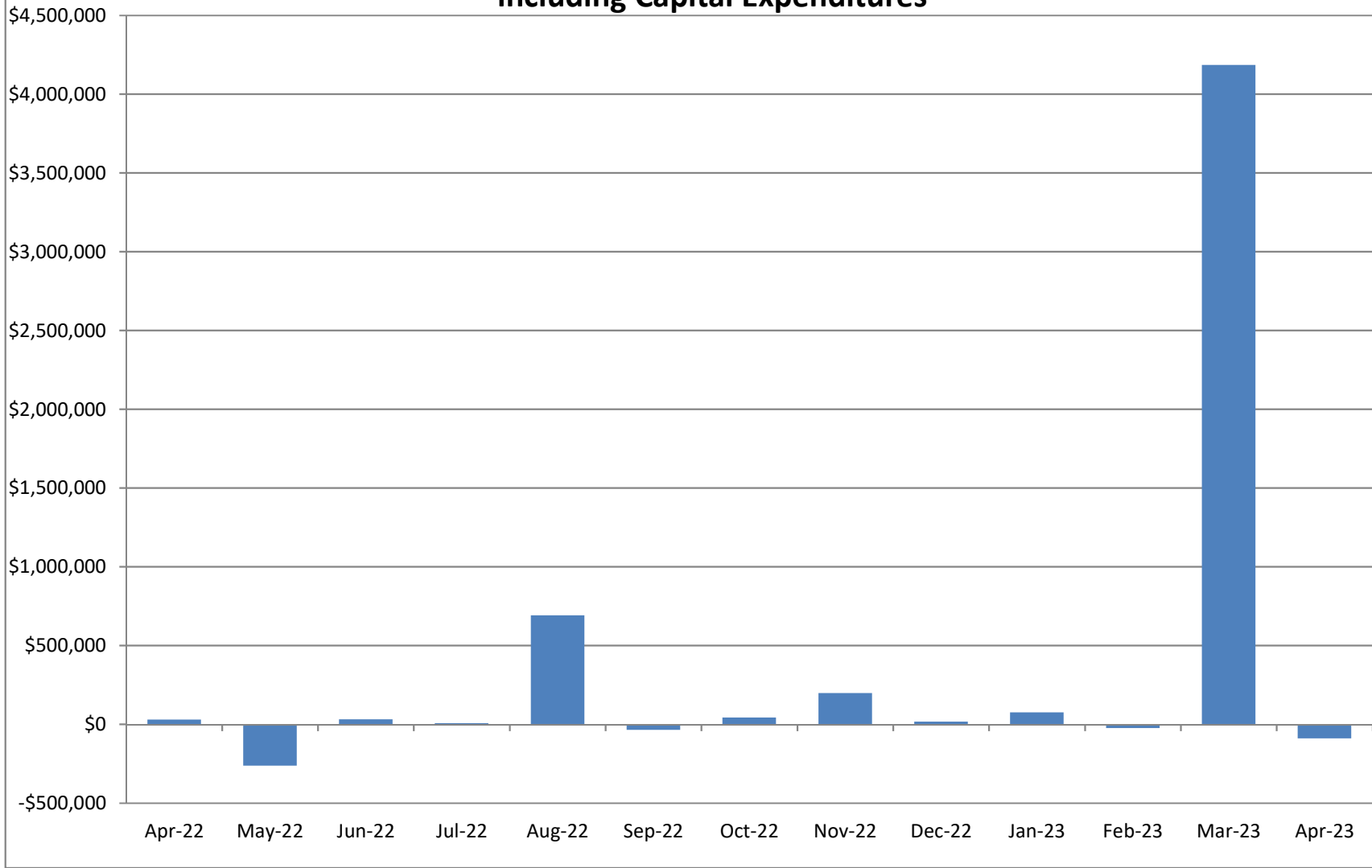
# TRI-COUNTY BEHAVIORAL HEALTHCARE

## Income and Expense including Capital Expenditures





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



**Agenda Item:** Approve Recommendation from the Business Committee for FY 2023 Auditor and Direct Staff to Request an Audit Engagement Letter

**Board Meeting Date**

May 25, 2023

**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 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 – 2022	Eide Bailly, LLP

The FY 2022 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.”

We have been with Eide Bailly, LLP since FY 2019. At the March Board meeting staff received approval to solicit proposals for the FY 23 audit services and the completion of the 990 Tax Return.

Proposals were received from seven audit firms and were presented to the Business Committee today to make a recommendation.

**Supporting Documentation:**

Final Audit Scoring will be provided at the Board Meeting

**Recommended Action:**

**Approve Recommendation from the Business Committee for FY 2023 Auditor and Direct Staff to Request an Audit Engagement Letter**

**Agenda Item:** Approve FY 2024-2025 Mental Health First Aid Grant Agreement, Contract No. HHS001335500037

**Board Meeting Date**

May 25, 2023

**Committee:** Business

**Background Information:**

Tri-County Behavioral Healthcare has contracted with the Health and Human Services Commission for the Mental Health First Aid (MHFA) program for many years. The MHFA program provides training to public school district employees, public school resource officers, higher education employees and other organizations working with youth; as a preventative measure to assist in early identification of children at risk of social-emotional disorders. All trainings are taught by certified Mental Health First Aid instructors.

Tri-County has eight certified Youth Mental Health First Aid instructors, one certified Adult Mental Health First Aid instructor and five certified in both Youth and Adult Mental Health First Aid. Per HHSC's requirement, each trainer must provide a minimum of three trainings per year to school districts and other organizations and individuals linked to youth within the Tri-County service area. Tri-County has conducted 33 trainings in the community in FY 2023 to date.

For FY 2024, we will have up to \$75,000 to reimburse the center for training provided to educators which is unchanged from FY 2023. The Center is reimbursed \$100 for each educator that is trained, but many of the persons trained are not persons for which we receive reimbursement so the money is essentially used to cover the cost of MHFA program supplies for our Center (including participant books). The contract also covers the cost of a Mental Health First Aid staff that oversees the program. The total contract amount is \$164,100.

**Supporting Documentation:**

Contract available for review.

**Recommended Action:**

**Approve FY 2024-2025 Mental Health First Aid Grant Agreement, Contract No. HHS001335500037**

**Agenda Item:** Approve FY 2023 Aspire Inpatient Hospital Contract Addendum No. 2 for up to \$250,000

**Board Meeting Date**

May 25, 2023

**Committee:** Business

**Background Information:**

Tri-County Behavioral Healthcare utilizes Aspire Hospital in Conroe for inpatient psychiatric services. Aspire is also licensed as a medical hospital and specializes in serving persons with complicated medical needs in addition to psychiatric needs.

Utilization of Aspire has increased in FY 2023 due to difficulty finding beds at other area hospitals. In addition, Aspire has been more willing to admit persons needing hospitalization on the weekends. Staff are requesting that this contract be increased from a contract maximum of \$125,000 to a contract maximum of \$250,000. If approved, this contract amendment would not impact the overall budget for psychiatric hospitalization for FY 2023.

Overall, psychiatric hospitalizations are up in our community. It is difficult to know what the impact of opening the Crisis Stabilization Unit will be on the number of hospitalizations, but we anticipate that we will use less of these days. We have the funds to support this contract increase, but may have to adjust the budget for private hospitalization in the next budget revision if these trends continue.

**Supporting Documentation:**

Contract Addendum Available for Review.

**Recommended Action:**

**Approve FY 2023 Aspire Inpatient Hospital Contract Addendum No. 2 for up to \$250,000**

**Agenda Item:** Approve FY 2023 Kingwood Pines Inpatient Hospital Contract Addendum No. 1 for up to \$2,500,000

**Board Meeting Date**

May 25, 2023

**Committee:** Business

**Background Information:**

Tri-County Behavioral Healthcare utilizes Kingwood Pines Hospital for inpatient psychiatric services when clients need a higher level of care. Kingwood Pines Hospital, which is located in Northeast Houston, provides inpatient psychiatric care for both adult and youth populations.

Kingwood Pines Hospital is unique in that it not only serves adults and youth but children under the age of 12. In the last few years, hospital level of care need for children under 12 in our catchment area has continued to increase.

In FY 2023, two of our larger psychiatric hospitals have not had capacity for our clients and therefore, we have been using Kingwood Pines at an accelerated rate.

The Kingwood Pines contract for FY 2023 inpatient hospital beds is currently \$1,300,000 but, based on utilization staff are requesting that this contract be increased to \$2,500,000.

Overall, psychiatric hospitalizations are up in our community. It is difficult to know what the impact of opening the Crisis Stabilization Unit will be on the number of hospitalizations, but we anticipate that we will use less of these days. We have the funds to support this contract increase, but may have to adjust the budget for private hospitalization in the next budget revision if these trends continue.

**Supporting Documentation:**

Contract Available for Review.

**Recommended Action:**

**Approve FY 2023 Kingwood Pines Inpatient Hospital Contract Addendum No. 1 for up to \$2,500,000**

**Agenda Item:** Approve FY 2023 Sun Behavioral Houston Hospital Inpatient Psychiatric Services Contract Addendum No. 2 for up to \$200,000 in FY 2023

**Board Meeting Date**

May 25, 2023

**Committee:** Business

**Background Information:**

Tri-County Behavioral Healthcare established a contract with Sun Behavioral Houston Hospital for inpatient psychiatric services, primarily for children (specifically children 11 and under), when our only current contractor for this age group was on an administrative hold from the Centers for Medicare and Medicaid Services (CMS). This hospital also serves youth (12-17) and adults.

The Sun Behavioral Houston Hospital contract for FY 2023 inpatient hospital beds was initially set up at \$40,000 and was increased to \$150,000 in March, but due to increased utilization there is a need to increase the contract maximum again to \$200,000.

This change in hospital utilization does not require a change in the Center budget for contracted psychiatric beddays.

Overall, psychiatric hospitalizations are up in our community. It is difficult to know what the impact of opening the Crisis Stabilization Unit will be on the number of hospitalizations, but we anticipate that we will use less of these days. We have the funds to support this contract increase, but may have to adjust the budget for private hospitalization in the next budget revision if these trends continue.

**Supporting Documentation:**

Contract Addendum Available for Review at the Board Meeting.

**Recommended Action:**

**Approve FY 2023 Sun Behavioral Houston Hospital Inpatient Psychiatric Services Contract Addendum No. 2 for up to \$200,000 in FY 2023**

<p><b>Agenda Item:</b> Tri-County Consumer Foundation Board Update</p> <p><b>Committee:</b> Business</p>	<p><b>Board Meeting Date</b></p> <p>May 25, 2023</p>
<p><b>Background Information:</b></p> <p>Tri-County Consumer Foundation Board of Directors met on April 28, 2023 where the financial statements were accepted through March 31, 2023, and the spending amount was set for Q2 FY 2023. The Board reviewed their 2023 fundraiser ideas including a crawfish boil and the 3<sup>rd</sup> Annual Fall Festival-Golf Ball Drop. The board decided against the crawfish boil as it was not worth the expense if enough people did not attend and the level of competition with area businesses right now is very high. Board Director, Roger Puccio-Johnson, reported he had not had the opportunity to follow-up with his golf course regarding the Golf Ball Drop, but would get back to everyone at some point in the near future.</p> <p>The board also reviewed our 2023 Tri-County Consumer Foundation Cookbook and were impressed. To date we have sold 51 cookbooks totaling \$1,260.</p> <p>Six applications were approved by the board during the last quarter, totaling \$3,624.42.</p>	
<p><b>Supporting Documentation:</b></p> <p>None</p>	
<p><b>Recommended Action:</b></p> <p><b>For Information Only</b></p>	

**Agenda Item:** Board of Trustees Unit Financial Statement as of April 2023

**Board Meeting Date**

May 25, 2023

**Committee:** Business

**Background Information:**

None

**Supporting Documentation:**

April 2023 Board of Trustees Unit Financial Statement

**Recommended Action:**

**For Information Only**



**Unit Financial Statement**

FY 2023  
April 30, 2023

	April 2023 Budget	April 2023 Actual	Variance	YTD Budget	YTD Actual	Variance	Percent	Budget
Revenues								
Allocated Revenue	\$ 1,927	\$ 1,927	\$ -	\$ 15,416	\$ 15,416	\$ -	100%	\$ 23,125
<b>Total Revenue</b>	<b>\$ 1,927</b>	<b>\$ 1,927</b>	<b>\$ -</b>	<b>\$ 15,416</b>	<b>\$ 15,416</b>	<b>\$ -</b>	<b>100%</b>	<b>\$ 23,125</b>
Expenses								
Insurance-Worker Compensation	\$ 13	\$ 5	\$ 8	\$ 100	\$ 35	\$ 65	35%	\$ 150
Legal Fees	\$ 1,500	\$ -	\$ 1,500	\$ 12,000	\$ 6,000	\$ 6,000	50%	\$ 18,000
Training	\$ 75	\$ -	\$ 75	\$ 600	\$ 100	\$ 500	17%	\$ 900
Travel - Local	\$ 42	\$ -	\$ 42	\$ 333	\$ -	\$ 333	0%	\$ 500
Travel - Non-local mileage	\$ 35	\$ -	\$ 35	\$ 283	\$ 424	\$ (141)	150%	\$ 425
Travel - Non-local Hotel	\$ 217	\$ -	\$ 217	\$ 1,733	\$ 604	\$ 1,129	35%	\$ 2,600
Travel - Meals	\$ 46	\$ -	\$ 46	\$ 367	\$ -	\$ 367	0%	\$ 550
<b>Total Expenses</b>	<b>\$ 1,927</b>	<b>\$ 5</b>	<b>\$ 1,922</b>	<b>\$ 15,416</b>	<b>\$ 7,163</b>	<b>\$ 8,253</b>	<b>46%</b>	<b>\$ 23,125</b>
<b>Total Revenue minus Expenses</b>	<b>\$ (0)</b>	<b>\$ 1,922</b>	<b>\$ (1,922)</b>	<b>\$ -</b>	<b>\$ 8,253</b>	<b>\$ (8,253)</b>	<b>54%</b>	<b>\$ -</b>

# UPCOMING MEETINGS

---

## **June 2023 – No Board Meeting**

### **July 27, 2023 – Board Meeting**

- Approve Minutes from May 25, 2023 Board Meeting
- Community Resources Report
- Consumer Services Report for May and June 2023
- Program Updates
- FY 2023 Year to Date Goals & Objectives Progress Report
- 3<sup>rd</sup> Quarter FY 2023 Corporate Compliance & Quality Management Report
- 4<sup>th</sup> Quarter FY 2023 Corporate Compliance Training
- Appoint Nominating Committee for FY 2024 Board Officers
- Appoint Executive Director Evaluation Committee
- Personnel Report for May and June 2023
- Texas Council Risk Management Fund Claims Summary for May and June 2023
- Approve Financial Statements for May and June 2023
- 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 2021 990 Tax Return Prepared by Eide Bailly LLP
- 3<sup>rd</sup> Quarter FY 2023 Investment Report
- Board of Trustees Unit Financial Statement as of May and June 2023
- Tri-County Consumer Foundation Board Update
- HUD 811 – Cleveland, Montgomery & Huntsville Updates

### **August 31, 2023 – Board Meeting**

- Approve Minutes from July 27, 2023 Board Meeting
- Approve Goals and Objectives for FY 2024
- Community Resources Report
- Consumer Services Report for July 2023
- Program Updates
- Annual Election of FY 2024 Board Officers
- Executive Director's Evaluation, Compensation & Contract for FY 2024
- Nominations for the Texas Council Risk Management Fund's Board of Trustees
- Personnel Report for July 2023
- Texas Council Risk Management Fund Claims Summary for July 2023
- Texas Council Quarterly Board Meeting Verbal Update
- Approve July 2023 Financial Statements
- Approve FY 2023 Year End Budget Revision
- Approve Proposed FY 2024 Operating Budget
- Approve FY 2024 Dues Commitment & Payment Schedule for the Texas Council
- Board of Trustees Unit Financial Statement for July 2023

### 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

Updated January 2023