

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

**August 29, 2024**



Notice is hereby given that a regular meeting of the Board of Trustees of Tri-County Behavioral Healthcare will be held on Thursday, August 29, 2024. The Business Committee will convene at 9:00 a.m., the Program Committee will convene at 9:30 a.m. and the Board meeting will convene at 10:00 a.m. at 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 - July 25, 2024**
  
- III. Program Presentation - Janet Payne’s Retirement Presentation**
  
- IV. Board Training - Multisystemic Therapy Program - Melissa Zemencsik and Lauren Prince**
  
- V. Executive Director’s Report - Evan Roberson**
  - A. Reduction in Force (RIF)
  - B. CSU Staffing
  - C. SB 26 Update
  - D. Diversion Center Discussions
  - E. SHSU Psychiatric Residency Program
  - F. Legislative Updates
  
- VI. Chief Financial Officer’s Report - Millie McDuffey**
  - A. FY 2024 Audit
  - B. FY 2025 Budget
  - C. CFO Consortium
  - D. Workers’ Compensation Audit
  - E. Streamline Healthcare Community Conference
  
- VII. Program Committee Information Items**
  - A. Community Resources Report..... 10-13
  - B. Consumer Services Report for July 2024..... 14-16
  - C. Program Updates..... 17-22

**VIII. Executive Committee**

Action Items

- A. Annual Election of FY 2025 Board Officers.....23
- B. Executive Director’s Evaluation, Compensation & Contract for FY 2025.....24

Information Items

- C. Personnel Report for July 2024.....25-27
- D. Texas Council Risk Management Fund Claims Summary as of July 2024.....28-29
- E. Texas Council Quarterly Board Meeting Update.....30

**IX. Business Committee**

Action Items

- A. Approve July 2024 Financial Statements.....31-44
- B. Approve FY 2024 Year End Budget Revision.....45-48
- C. Approve Proposed FY 2025 Operating Budget.....49-52
- D. Ratify Interlocal Cooperation Agreement with Gulf Bend Center for IDD Crisis Respite Services.....53-56
- E. Ratify Interlocal Cooperation Agreement with MHMR Authority of Brazos Valley for Mental Health First Aid.....57-59
- F. Ratify Health and Human Services Commission Contract No. HHS001333300037, Amendment No. 2, Local Intellectual and Developmental Disability Authority Services.....60
- G. Ratify the FY 2024 Kingwood Pines Inpatient Hospital Contract Addendum.....61
- H. Ratify the FY 2024 Woodland Springs Inpatient Hospital Contract Addendum.....62
- I. Approve the FY 2025 Lifetime Homecare Services Contract.....63
- J. Approve the FY 2025 RecessAbility, Inc. Contract.....64
- K. Approve the FY 2025 Avail Solutions, Inc. Contract.....65
- L. Approve the FY 2025 Kingwood Pines Inpatient Hospital Contract.....66
- M. Approve the FY 2025 Woodland Springs Inpatient Hospital Contract.....67
- N. Approve the FY 2025 Cypress Creek Inpatient Hospital Contract.....68
- O. Approve the FY 2025 Sun Behavioral Hospital Contract.....69
- P. Approve the FY 2025 Voyages Behavioral Health Hospital of Conroe Inpatient Psychiatric Hospital Contract.....70
- Q. Approve the FY 2025 Contract for James D. Phillips - Peace Officer.....71
- R. Approve the FY 2025 Contract for Ralph Horne - Peace Officer.....72
- S. Approve the FY 2025 Sergio’s Landscaping Contract.....73
- T. Approve the FY 2025 Crown Cleaning Services Contract.....74

Information Items

- U. Board of Trustees Unit Financial Statement for July 2024.....75-76
- V. Cleveland Building Updates.....77

**X. Executive Session in Compliance with Texas Government Code Section 551.071 - Consultation with Attorney; and Section 551.074 - Personnel, Executive Director Evaluation.**

Posted By:  
 Ava Green - Executive Assistant

**BOARD OF TRUSTEES MEETING**  
**July 25, 2024**

**Board Members Present:**

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

**Board Members Absent:**

Jacob Paschal  
Tracy Sorensen

**Tri-County Staff Present:**

Evan Roberson, Executive Director  
Millie McDuffey, Chief Financial Officer  
Yolanda Gude, Director of IDD Authority Services  
Sara Bradfield, Chief Operating Officer  
Kenneth Barfield, Director of Management Information Systems  
Kathy Foster, Director of IDD Provider Services  
Tanya Bryant, Director of Quality Management and Support  
Beth Dalman, Director of Crisis Access  
Stephanie Ward, Director of Adult Behavioral Health  
Melissa Zemencsik, Director of Child and Youth Behavioral Health  
Tabatha Abbott, Manager of Accounting  
Ashley Bare, HR Manager  
Ava Green, Executive Assistant

**Legal Counsel Present:** Jennifer Bryant, 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 10:06 a.m.

**Public Comment:** No public comment

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

**Resolution #07-25-01**

**Motion Made By:** Sharon Walker

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

**Resolved:**

That the Board approve the absence of Jacob Paschal and Tracy Sorensen.

**Resolution #07-25-02**

**Motion Made By:** Morris Johnson

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

**Resolved:**

That the Board approve the minutes of the May 23, 2024 meeting of the Board of Trustees.

**Program Presentation:** Essay Contest Winners

**Program Presentation:** Longevity Presentations

Richard Duren left the meeting at 10:34 a.m.

**Board Training:** Sequential Intercept Modeling Event Report

Patti Atkins, Board Chair, suspended the Agenda at 10:43 a.m. to move to Business Committee Information Item X. P., Cleveland Building Updates. Mike Duncum with WhiteStone Realty Consulting presented the update.

**Executive Director's Report:**

The Executive Director's report is on file.

- Hurricane Beryl Impacts
- Grant Update
- Children's Mental Health Strategic Plan
- Interim Legislative Hearings

**Chief Financial Officer's Report:**

The Chief Financial Officer's report is on file.

- FY 2025 Budget Preparation
- FY 2024 Year End Budget Revision
- FY 2024 Audit – New Principal Auditor – Tommy Nelson Retired
- Montgomery County Tri-County Tour for ARPA Funds – To See Use of Funds

## **PROGRAM COMMITTEE:**

The Community Resources Report was reviewed for information purposes only.

The Consumer Services Reports for May & June 2024 were reviewed for information purposes only.

The Program Updates Report was reviewed for information purposes only.

The FY 2024 Goals & Objectives Progress Report was reviewed for information purposes only.

The 3<sup>rd</sup> Quarter FY 2024 Corporate Compliance and Quality Management Report was reviewed for information purposes only.

The 4<sup>th</sup> Quarter FY 2024 Corporate Compliance Training was reviewed for information purposes only.

## **EXECUTIVE COMMITTEE:**

Board Chair Patti Atkins nominated Morris Johnson, Gail Page, Tracy Sorensen and Richard Duren to the Nominating Committee for the FY 2025 Board Officers. Morris Johnson was chosen as the Chair of this committee.

Board Chair Patti Atkins nominated Tim Cannon, Jacob Paschal, Sharon Walker and Carl Williamson to the Executive Director's Evaluation Committee. Tim Cannon was chosen as the Chair of this committee.

The Personnel Report for May through June 2024 was reviewed for information purposes only.

The Texas Council Risk Management Fund Claims Summary as of June 2024 was reviewed for information purposes only.

The Dates of Scheduled Board Meetings for calendar year 2025 was reviewed for information purposes only.

## **BUSINESS COMMITTEE:**

### **Resolution #07-25-03**

**Motion Made By:** Morris Johnson

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

### **Resolved:**

That the Board approve the May 2024 Financial Statements.

### **Resolution #07-25-04**

**Motion Made By:** Morris Johnson

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

### **Resolved:**

That the Board approve the June 2024 Financial Statements.

**Resolution #07-25-05**

**Motion Made By:** Morris Johnson

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

**Resolved:**

That the Board approve recommendation for FY 25 Employee Health Insurance, Basic Life/Accidental Death & Dismemberment, and Long-Term Disability Plans.

**Resolution #07-25-06**

**Motion Made By:** Morris Johnson

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

**Resolved:**

That the Board ratify HHSC Co-Occurring Mental Health (COPSD) Substance Use Disorder Services Contract No. HHS000886900001, Amendment No. 3.

**Resolution #07-25-07**

**Motion Made By:** Morris Johnson

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

**Resolved:**

That the Board ratify HHSC Mental Health Coordinated Specialty Care Grant Program Contract No. HHS001329300021, Amendment No. 1, First Episode Psychosis.

**Resolution #07-25-08**

**Motion Made By:** Morris Johnson

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

**Resolved:**

That the Board ratify HHSC FY 2025 Children's Autism Grant Program Contract No. HHS000693900003, Amendment No. 4.

**Resolution #07-25-09**

**Motion Made By:** Morris Johnson

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

**Resolved:**

That the Board ratify HHSC Disaster Crisis Counseling Grant Program (MH/DCCP) Contract No. HHS001453900037.

**Resolution #07-25-10**

**Motion Made By:** Morris Johnson

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

**Resolved:**

That the Board ratify the FY 2024 Voyages Behavioral Health Hospital of Conroe Inpatient Psychiatric Hospital Contract Addendum for a contract maximum of up to \$500,000.

**Resolution #07-25-11**

**Motion Made By:** Morris Johnson

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

**Resolved:**

That the Board ratify Health and Human Services Commission Contract No. HHS000231500002, Amendment No. 2, Projects for Assistance in Transition from Homelessness Grant Program (PATH).

**Resolution #07-25-12**

**Motion Made By:** Morris Johnson

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

**Resolved:**

That the Board approve an amendment to the FY 2024 Contract with Lifetime Homecare Services not to exceed contract maximum of \$170,000.

**Resolution #07-25-13**

**Motion Made By:** Morris Johnson

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

**Resolved:**

That the Board approve an amendment to the FY 2024 contract with TEAM Abilities not to exceed contract maximum of \$80,000.

The 3<sup>rd</sup> Quarter FY 2024 Investment Report was reviewed for information purposes only.

The Board Unit Financial Statements for May & June 2024 were reviewed for information purposes only.

The HUD 811 Updates (Montgomery, Huntsville & Cleveland) were reviewed for information purposes only.

The Consumer Foundation Board Meeting Update was reviewed for information purposes only.

The regular meeting of the Board of Trustees adjourned at 12:08 p.m.



**Adjournment:**

---

Patti Atkins                                  Date  
Chair

**Attest:**

---

Jacob Paschal                                  Date  
Secretary

**Agenda Item:** Community Resources Report

**Board Meeting Date:**

August 29, 2024

**Committee:** Program

**Background Information:**

None

**Supporting Documentation:**

Community Resources Report

**Recommended Action:**

**For Information Only**

# Community Resources Report

## July 26, 2024 – August 29, 2024

---

### Volunteer Hours:

Location	July
Conroe	81
Cleveland	8
Liberty	25.5
Huntsville	5
<b>Total</b>	<b>119.5</b>

### COMMUNITY ACTIVITIES

7/26/24	Food Security Workgroup UT Health Equity Collective - Virtual	Conroe
7/27/24	Lone Star Family Health Center Don't Miss the Bus Event	Conroe
7/27/24	Society of Samaritans FamFest Resource Fair	Magnolia
7/28/24	Behavioral Health Suicide Prevention Task Force Meeting - Major Mental Health	Conroe
7/30/24	AS+K Training for Motivation, Education & Training	Cleveland
7/30/24	Camp Valor Veterans Collaboration	Conroe
7/31/24	Montgomery County Community Crisis Collaborative	Conroe
7/31/24	Youth Mental Health First Aid for General Public	Conroe
7/31/24	Montgomery County Jail Veterans Dorm Anniversary Celebration	Conroe
7/31/24	Conroe Local Planning Meeting - Virtual	Conroe
8/1/24	Lynn Lucas Middle School Community Resource Fair	Willis
8/1/24	Liberty Local Planning Meeting	Liberty
8/1/24	Cleveland Local Planning Meeting	Cleveland
8/1/24	Youth Mental Health First Aid for General Public - Virtual	Conroe
8/1/24	Cleveland Chamber of Commerce Luncheon - New Cleveland Building Presentation	Cleveland
8/2/24	Project Healing Waters Fly Fishing	Conroe
8/5/24	Under Over Fellowship Collaboration	Conroe
8/5/24	Multisystemic Therapy Community Stakeholders Meeting	Conroe
8/6/24	Camp Valor Veterans Collaboration	Conroe
8/7/24	Montgomery County Child Crisis Collaborative	Conroe
8/7/24	Youth Mental Health First Aid for Montgomery ISD - Five Groups	Montgomery
8/7/24	Behavioral Health Suicide Prevention Task Force - Military Connected Subgroup Meeting	Cleveland
8/7/24	Youth Mental Health First Aid for Montgomery ISD - Four Groups	Montgomery
8/7/24	Montgomery County Hospital District - Diversion Center Discussion	Conroe

8/7/24	Huntsville Chamber of Commerce - Mental Health Panel	Huntsville
8/8/24	Youth Mental Health First Aid for Montgomery ISD - Three Groups	Montgomery
8/8/24	Counseling on Access to Lethal Means Training - Virtual	Conroe
8/10/24	Back to School Giveaway Event	Huntsville
8/12/24	Behavioral Health Suicide Prevention Task Force Meeting - Neurodiversity Workgroup	Conroe
8/12/24	Houser Elementary School Meet the Teacher	Conroe
8/13/24	Montgomery County Juvenile Probation Multisystemic Therapy Presentation	Conroe
8/13/24	Walker County Crisis Collaborative - Child & Adult	Huntsville
8/13/24	Camp Valor Veterans Collaboration	Conroe
8/13/24	Adult Mental Health First Aid Training for General Public - Virtual	Conroe
8/14/24	Montgomery County Veterans Treatment Court	Conroe
8/15/24	Behavioral Health Suicide Prevention Task Force Meeting	Conroe
8/16/24	Blended Youth Mental Health First Aid for Court Appointed Special Advocates of Montgomery County	Conroe
8/17/24	Adult Mental Health First Aid for Celebrate Recovery Mentors	Cleveland
8/20/24	Montgomery County Community Resource Collaboration Group	Conroe
8/21/24	Montgomery County Community Assistance Recovery Efforts and Services	Conroe
8/21/24	Montgomery County Hospital District Behavioral Health Meeting	Conroe
8/21/24	Zero Suicide Joint Regional Community Meeting - Virtual	Conroe
8/22/24	Behavioral Health Suicide Prevention Task Force Meeting	Conroe
8/23/24	Food Security Workgroup UT Health Equity Collective - Virtual	Conroe
8/23/24	Military Veteran Peer Network Mentor Meeting	Conroe
8/23/24	Salvation Army/PATH Meeting	Conroe
8/24/24	Youth Mental Health First Aid for General Public	Conroe
8/25/24	Montgomery County Overdose Prevention Endeavor Awareness Day	Tomball
8/25/24	Montgomery County Social Determinants of Health Collaborative	Conroe
8/26/24	Behavioral Health Suicide Prevention Task Force Meeting - Major Mental Health	Conroe
8/27/24	Camp Valor Veterans Collaboration	Conroe
8/27/24	Conroe ISD Resource Fair Presentation - Virtual	Conroe
8/28/24	Montgomery County Veterans Treatment Court	Conroe
8/28/24	Child Fatality Review Team Meeting	Conroe
8/28/24	Montgomery County Community Crisis Collaborative	Conroe
8/29/24	Youth Mental Health First Aid for Education Service Center Region 6	Conroe

8/29/24	Cleveland ISD School Counselor Multisystemic Therapy Presentation	Cleveland
---------	---	-----------

## **UPCOMING ACTIVITIES**

9/3/24	Camp Valor Veterans Collaboration	Conroe
9/4/24	Montgomery County Child Crisis Collaborative	Conroe
9/7/24	Helping Every American Remember Through Serving Museum Muster Festival	Huntsville
9/9/24	Behavioral Health Suicide Prevention Task Force Meeting - Neurodiversity Workgroup	Conroe
9/10/24	Veteran's Taskforce Meeting	Conroe
9/10/24	Walker County Crisis Collaborative - Child & Adult	Huntsville
9/10/24	Camp Valor Veterans Collaboration	Conroe
9/10/24	Houser Elementary School Open House	Conroe
9/11/24	Montgomery County Veteran Treatment Court	Conroe
9/17/24	Camp Valor Veterans Collaboration	Conroe
9/17/24	Youth Crisis Outreach Stakeholders Meeting	Conroe
9/19/24	Behavioral Health Suicide Prevention Task Force Meeting	Conroe
9/23/24	Behavioral Health Suicide Prevention Task Force Meeting - Major Mental Health	Conroe
9/24/24	Camp Valor Veterans Collaboration	Conroe
9/25/24	Montgomery County Veteran Treatment Court	Conroe
9/25/24	Montgomery County Community Crisis Collaborative	Conroe
9/28/24	Splendora ISD Transition and Resource Fair	Splendora
9/28/24	Adult Mental Health First Aid for General Public	Conroe

**Agenda Item:** Consumer Services Report for July 2024

**Board Meeting Date:**

August 29, 2024

**Committee:** Program

**Background Information:**

None

**Supporting Documentation:**

Consumer Services Report for July 2024

**Recommended Action:**

**For Information Only**

## CONSUMER SERVICES REPORT

July 2024

	MONTGOMERY COUNTY	LIBERTY COUNTY	WALKER COUNTY	CONROE CLINICS	PORTER CLINIC	CLEVELAND CLINIC	LIBERTY CLINIC	COUNTY TOTAL
<b>Crisis Services, MH Adults/Children Served</b>								
Crisis Assessments and Interventions	351	41	26	351	0	23	18	418
Crisis Hotline Served	348	60	28	-	-	-	-	436
Crisis Stabilization Unit	30	4	1	30	-	2	2	35
Crisis Stabilization Unit Bed Days	92	20	2	92	-	4	16	114
Adult Contract Hospital Admissions	71	7	3	71	-	5	2	81
Child and Youth Contract Hospital Admissions	13	0	1	13	0	0	0	14
Total State Hospital Admissions (Civil only)	0	0	0	0	0	0	0	0
<b>Routine Services, MH Adults/Children Served</b>								
Adult Levels of Care (LOC 1-5, EO, TAY)	968	153	87	968	-	86	67	1208
Adult Medication	978	160	128	956	-	108	74	1266
Child Levels of Care (LOC 1-5, EO, YC, YES)	593	75	75	430	163	45	30	743
Child Medication	241	23	32	167	80	17	0	296
School Based Clinics	97	16	23	-	-	-	-	136
TCOOMMI (Adult Only)	103	28	8	103	-	13	15	139
Adult Jail Diversions	2	0	0	2	-	0	0	2
<b>Veterans Served</b>								
Veterans Served - Therapy	33	0	2	-	-	-	-	35
Veterans Served - Case Management	45	0	2	-	-	-	-	47
<b>Persons Served by Program, IDD</b>								
Number of New Enrollments for IDD	24	0	2	24	-	0	0	26
Service Coordination	651	70	74	651	-	33	37	795
Individualized Skills and Socialization (ISS)	12	16	19	-	-	3	13	47
<b>Persons Enrolled in Programs, IDD</b>								
Center Waiver Services (HCS, Supervised Living)	27	15	18	27	-	6	9	60
<b>Substance Use Services, Adults and Youth Served</b>								
Children & Youth Prevention - # Attending Groups	0	0	0	-	-	-	-	0
Children & Youth Prevention - # Attending Other Activities	0	0	327	-	-	-	-	327
Youth Substance Use Disorder Treatment/COPSD	19	0	0	19	-	0	0	19
Adult Substance Use Disorder Treatment/COPSD	23	0	2	25	-	0	0	25

<b>Waiting/Interest Lists as of Month End</b>								
Home and Community Based Services Interest List	2016	336	233	-	-	-	-	<b>2585</b>
<b>American Rescue Plan Act (ARPA) Funded Therapy</b>								
Expanded Therapy	91	1	0	76	15	1	0	<b>92</b>
After Hours Therapy	96	0	0	91	5	0	0	<b>96</b>
<b>June Served</b>								
Adult Mental Health	1750	299	235	1750	-	175	124	<b>2284</b>
Child Mental Health	930	115	107	631	299	78	37	<b>1152</b>
Intellectual and Developmental Disabilities	837	110	88	837	-	53	57	<b>1035</b>
<b>Total Served</b>	<b>3517</b>	<b>524</b>	<b>430</b>	<b>3218</b>	<b>299</b>	<b>306</b>	<b>218</b>	<b>4471</b>
<b>July Served</b>								
Adult Mental Health	1657	269	194	1657	-	152	117	<b>2120</b>
Child Mental Health	846	106	105	582	264	75	31	<b>1057</b>
Intellectual and Developmental Disabilities	856	107	106	856	-	51	56	<b>1069</b>
<b>Total Served</b>	<b>3359</b>	<b>482</b>	<b>405</b>	<b>3095</b>	<b>264</b>	<b>278</b>	<b>204</b>	<b>4246</b>



**Agenda Item:** Program Updates

**Board Meeting Date:**

August 29, 2024

**Committee:** Program

**Background Information:**

None

**Supporting Documentation:**

Program Updates

**Recommended Action:**

**For Information Only**

# Program Updates

## July 26, 2024 – August 29, 2024

---

### Crisis Services

1. Our Director of Nurses at the Crisis Stabilization Unit has resigned and his last day will be September 13, 2024. The Assistant DON position is also currently vacant. In the interim, a Nurse Manager will be appointed at the CSU and this position will be supported by various administrative staff.
2. The Medbank Cubex arrived at the Crisis Stabilization Unit (CSU) July 11, 2024. Along with delivering the Cubex to the CSU, Becton, Dickinson & Company (BDX) also delivered two hard drives to the pharmacy and they will work with Genoa to set up installation, network setup and training for all staff. Start date will be August 30<sup>th</sup>, with staff training on the 29<sup>th</sup>. Securing the Cubex is a key step in getting our CSU census up because many of the persons served at the CSU require medication that cannot be kept in stock by Tri-County without this licensed device. Once we start utilizing the Cubex, our next step is to begin training staff for the admission of involuntary patients.
3. In the month of July, crisis staff provided 584 crisis services to 379 individuals, with 15% of those services provided to youth ages 7 to 17; 80% for residents of Montgomery county, 7% to residents of Liberty county, 4% to residents of Walker county, and 9% to individuals who reside outside of our catchment area. Of those total crisis services, the Crisis Intervention Teams completed 179 crisis services to 140 individuals in Montgomery county during the month of July.
4. With a combination of State Diversion funds and ARPA funds, we are nearing the \$6,000,000 mark for Tri-County funded hospital admissions in FY 2024, by far a record expenditure for our agency. The majority of these admissions continue to be individuals from Montgomery county, frequently assessed at hospital emergency departments, with a vast majority referred as involuntary and held by an Emergency Detention Order, Emergency Detention Warrant, or an Order of Protective custody established prior to our assessment.
5. We continue to hire staff for our state grant funded Youth Crisis Outreach Team Plus (YCOT+) program with 7 out of 10 positions filled. This pilot program has established goals that include diverting youth from emergency departments, criminal justice, and psychiatric hospitals by providing more intensive crisis response, crisis follow-up, and ongoing interventions for up to 90 days. We will plan a Board presentation on this program at an upcoming meeting. The target population for YCOT+ has been defined as youth ages 5 to 17 who are currently involved with or have been previously involved with Department of Family & Protective Services, who are at risk of losing their current placement or at risk of removal from the home. We will begin responding to calls on August 28<sup>th</sup> in all three counties but will be at reduced capacity until all positions are hired and trained. We are in the beginning phases of organizing a stakeholders' meeting for September 17, 2024.
6. Over the summer, the youth crisis collaborative meetings in Walker and Montgomery counties were paused. Our Montgomery County Child Crisis Collaborative will reconvene on September 4<sup>th</sup> and Walker County's Child Crisis Collaborative is scheduled for September 10<sup>th</sup>.

## **MH Adult Services**

1. We plan to hire two Advance Practice Registered Nurses (APRNs) to take the place of a psychiatrist that resigned and an APRN that is retiring.
2. The PATH team is gaining recognition in the community, as several local organizations have requested the team to provide psychoeducational groups at their facilities.
3. A 2020 study published by National Institute of Health reported 10%-30% of individuals diagnosed with Schizophrenia or Bipolar disorder were employed. 30% of our FEP participants are currently employed, with several other participants seeking education and employment opportunities with the help of the Supported Employment/Education Specialist.
4. The rural clinics saw an increase in crisis services following Hurricane Beryl which might suggest that the impacts the stress of the disaster took on the mental health of the community are significant.
5. Multiple departments within the Adult Behavioral Health team worked collaboratively to engage an individual into Court Ordered Outpatient Treatment. The Jail Liaison, Medical Director, ACT team, and Intake team have worked together to get the services set up for a high needs community member in Montgomery County.
6. The intake team celebrated one of the staff earning her full LPC licensure this month.
7. Adult field-based services in Conroe are facing a significant staff shortage, including two manager positions. We are hosting a job fair to attract new talent and leadership for the team.
8. The Supported Housing program assisted 38 clients in attaining or maintaining safe housing in FY 24, exceeding the annual target of 26 individuals served.

## **MH Child and Youth Services**

1. Our Multisystemic Therapy (MST) Program's Kick-off Meeting for community stakeholders on August 5<sup>th</sup> was well attended and received. Attendees included representatives from almost every school district in our catchment area, the juvenile probation departments in all three counties, and the Department of Family Protective Services (DFPS). We are already receiving referrals, and have hired and trained three therapists that will be providing MST next month. MST is an evidence-based intervention for youth at risk of severe consequences due to anti-social and/or delinquent behaviors and their families.
2. As a result of the loss of our Youth Substance Use Prevention grant, our Child and Youth Mental Health Services team is trying to attend all of the Back to School events that our former prevention team would have attended. The events are normally held in the evenings and weekends, so it challenges our resources, but participation in these events are critical for increasing awareness and outreach for our communities, as well as maintaining our positive relationships within the schools.
3. School has started again, so our Child and Youth Mental Health Specialists are diligently working with the schools in order to find ways to meet with students during the school day. This has become increasingly challenging over the past few years as many schools have space and staff resource limitations. It can take up to 30 to 45 minutes for them to pull a child from class or to identify a space for our meetings. We are resorting to checking students out of the school more often so that weekly services can be provided.

## **Criminal Justice Services**

1. TCOOMMI Program received feedback from the audit that occurred in June. While there were a few findings related to documentation timelines and hours of service provision, the auditor stated Tri-County has been the best program they have reviewed thus far.
2. The Outpatient Competency Restoration (OCR) program admitted two clients into the program recently.
3. The TCOOMMI team will be providing mental health training at the Montgomery County Probation office in September.
4. An ACT client is participating in Mental Health Treatment Court and has shown great improvement since completing residential substance use treatment and engaging in consistent outpatient mental health care. This individual has already phased up from Phase I to Phase II in the MHTC program.

## **Substance Use Disorder Services**

1. The Substance Use Department has offered the Administrator position to a current staff who was previously part of the Huntsville Co-Occurring Psychiatric and Substance Use Disorder program.
2. The SUD team is actively seeking a new Youth Counselor for FY 25.
3. Intakes for both adult and youth programming continue to lag, consistent with what other providers are reporting around our area.
4. Due to the end of the Youth Substance Use Prevention program at the end of this fiscal year, our last prevention activity was on August 13<sup>th</sup>. The schools and probation departments are voicing disappointment but understanding about the program's closure. All staff but one has found other positions, either externally or internally. The remaining prevention specialist will be going to back to school in October.

## **IDD Services**

1. IDD Provider Services continues to monitor the benefits through the Medicaid unwinding process to try and ensure that no additional clients lose their Medicaid. The week of August 5<sup>th</sup> we received notice that one of our clients who lost their Medicaid in November was reinstated. We were able to bill for all months with exception of May, as individual was over the income cap for the month. It is critical that payee monitor the monthly funds to ensure they do not exceed the cap of \$2,000.00.
2. IDD Provider Services is focused on filling vacant positions that are primarily in the Walker County area.
3. As of August 7, 2023, Tri-County IDD Authority Support Staff have contacted 66.7% of the individuals on our HCS and TxHmL Waiver Interest Lists (IL) for Montgomery, Walker and Liberty counties. So far, we have completed 1,726 of our 2,578 Biennial Interest List contacts, leaving 50 weeks left until Tri-County's target completion date of July 1, 2025. Biennial Interest List contacts are a contractual requirement, and at least 50% of the calls must be completed at the end of each FY. Statewide there are 124,001 individuals on the HCS Waiver IL and 111,849 on the TxHmL Waiver IL.

## **Support Services**

### **1. Quality Management (QM):**

- a. Staff conducted a series of MH Local Planning Meetings throughout the three county service area in order to solicit public feedback for the Fiscal Year 2024 – 2025 Planning Process. Suggestions from these meetings, in addition to local planning surveys and feedback from stakeholders throughout the year will be considered in the development of this plan.
- b. Staff assisted auditors with reviewing clinical charts needed as a part of the Blackburn Financial Audit on August 12, 2024.
- c. On August 1, 2024, we received the final report of acceptance from SUD Facility indicating that we have met the Corrective Action Plan put into place following the January 2023 audit.
- d. The Continuous Quality Improvement Committee met on August 16<sup>th</sup> to discuss the status of annual goals and to review all cause mortality in line with updated CCBHC expectations.

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

- a. The Administrator of Quality Management is currently conducting a Program Survey of the Utilization Management Department.
- b. Following EHR transition, staff have reviewed all overrides for FY 2024 to date for quality assurance purposes and reviewed ongoing processes in the August 28, 2024 Quality and Utilization Management meeting.
- c. Staff reviewed 10% of all discharges for the month of July.
- d. Staff reviewed all notes that utilized the COPSD modifier for the month of July and provided feedback as needed to program staff.
- e. Staff reviewed 10% of progress notes that utilized the MCOT modifier for the month of July, to ensure continuous quality improvement.
- f. Staff continue to meet regularly to monitor Contract Performance Measures and make adjustments to services as needed, if concerns are identified.

### **3. Training:**

- a. The Training Department has filled the vacant Training Coordinator Position.
- b. The Training Department continues to work with various departments on new hire schedules to ensure efficient onboarding when accommodations are needed.

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

- a. The Veteran Services Assistant completed their Peer Service Coordinator Certification in August.
- b. The Veterans Treatment Court program had four graduate and two join for the month of July and August.
- c. The Veterans team has been asked to participate in the Montgomery County Overdose Prevention Endeavor again this year.
- d. There has been an increase in the Veteran clients being seen for case management services for July and August. We have seen nine new clients for intakes and contacted 61 case management clients for follow-up. This has resulted in a

significant increase in case management services due the hard work of our new staff.

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

- a. The IDD PNAC met on August 14<sup>th</sup> where they reviewed Center updates, program services, performance measures, financials and membership. The Committee continues to discuss efforts to assist individuals with maintaining benefits following previous discussions on this matter.
- b. The MH PNAC met on August 21<sup>st</sup> where they reviewed Center updates, program services, financials and discussed the results of public local planning meetings and surveys to date. The committee continues to focus on membership and is currently seeking four additional members at this time.

**6. Community Activities**

- a. The Executive Director presented an update on construction and design of the new Cleveland Service Facility to the Cleveland Chamber of Commerce. The presentation focused on services that will be provided in the facility and the anticipated timeline for completion. This presentation was attended by Board Trustee Carl Williamson.
- b. The Executive Director participated on a panel on mental health at the Huntsville Chamber of Commerce's Government subcommittee meeting. Other presenters at the meeting including the Huntsville Hospital Emergency Department, the Huntsville Fire Department and Lone Star Family Clinic.
- c. The Executive Director attended a meeting with the Montgomery County Hospital District along with Judge Wayne Mack to have an initial conversation about funding for a new Diversion Center. In addition to several MCHD staff, one of the MCHD Board Members also attended the meeting.

<p><b>Agenda Item:</b> Annual Election of FY 2025 Board Officers</p> <p><b>Committee:</b> Executive</p>	<p><b>Board Meeting Date</b></p> <p>August 29, 2024</p>
<p><b>Background Information:</b></p> <p>The By-laws for the Tri-County Board of Trustees require Board officers to be elected each fiscal year. Morris Johnson, Chair of the Nominating Committee, will present the slate of officers for election. Members of the Nominating Committee also include Gail Page, Tracy Sorensen and Richard Duren.</p>	
<p><b>Supporting Documentation:</b></p> <p>None</p>	
<p><b>Recommended Action:</b></p> <p><b>Elect Officers for FY 2025 Board of Trustees</b></p>	

**Agenda Item:** Executive Director’s Annual Evaluation, Compensation and Contract for FY 2025

**Board Meeting Date**

August 29, 2024

**Committee:** Executive

**Background Information:**

Annually, the Board of Trustees reviews the Executive Director’s performance and considers the terms of the contract and annual compensation. Performance evaluation surveys and a FY 2024 Progress Report on goals and objectives were distributed to all Trustees and members of the Management Team. The results of the surveys were compiled by Tim Cannon, Chair of the Evaluation Committee. Members of the Evaluation Committee also include Jacob Paschal, Sharon Walker and Carl Williamson.

**Supporting Documentation:**

None

**Recommended Action:**

**Review Executive Director’s Evaluation, Compensation and Contract Extension and Take Appropriate Action**



**Agenda Item:** Personnel Report for July 2024

**Board Meeting Date:**

August 29, 2024

**Committee:** Executive

**Background Information:**

None

**Supporting Documentation:**

Personnel Report for July 2024

**Recommended Action:**

**For Information Only**

# Personnel Report

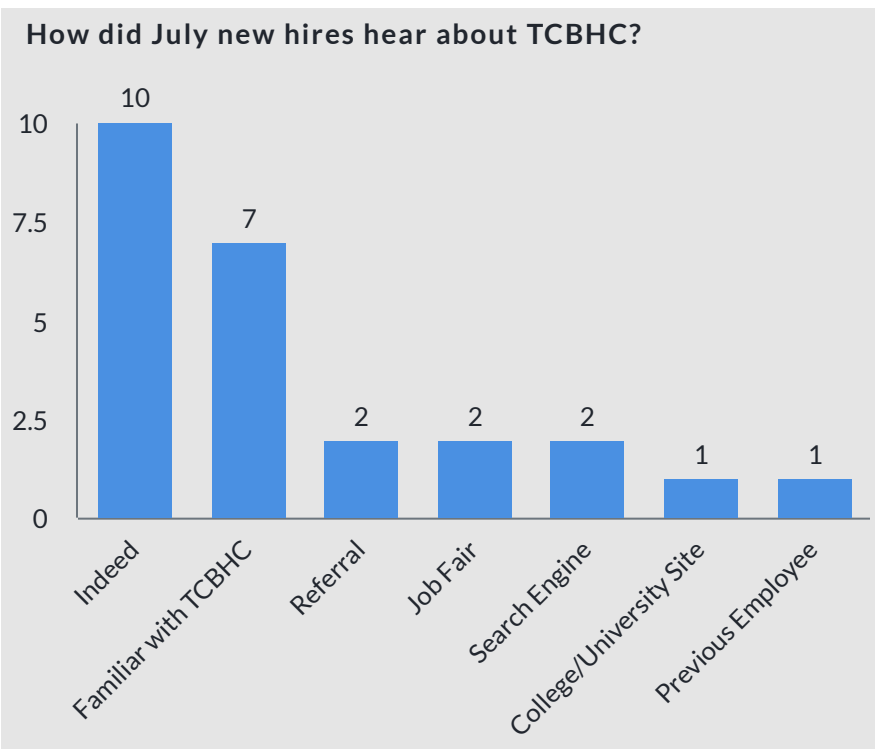
FY24 | July 2024



## OVERVIEW

<b>NEW HIRES</b> July <b>25</b> POSITIONS YTD <b>141</b> POSITIONS	<b>SEPARATIONS</b> July <b>13</b> POSITIONS YTD <b>142</b> POSITIONS	<b>Vacant Positions</b> <b>90</b> <b>Frozen Positions</b> <b>3</b>	<b>Newly Created Positions</b> <b>0</b> <b>Total Budgeted Positions</b> <b>485</b>
--	--	---	---

## RECRUITING



## APPLICANTS

July Total Applicants	301
YTD Applicants	4315

## CURRENT OPENINGS

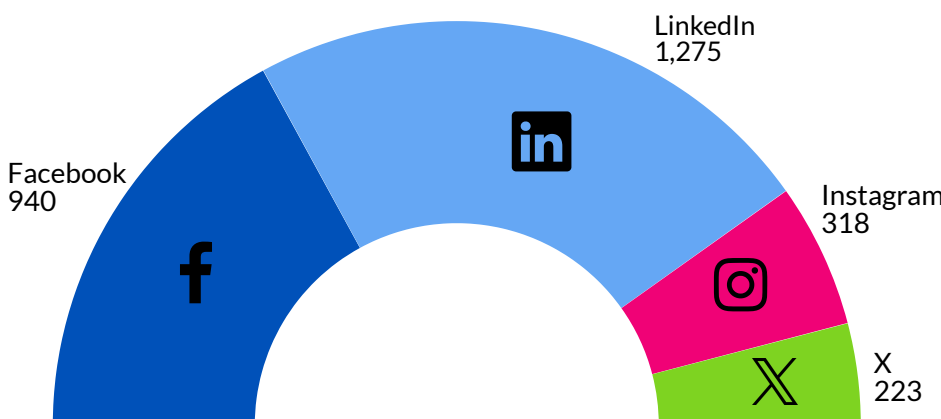
VACANCIES BY LOCATION

CONROE	66
PETC	9
CLEVELAND	6
PORTER	4
HUNTSVILLE	3
LIBERTY	2

## RECRUITING EVENTS

Houston Professional Networking Mixer	7/26/2024
---------------------------------------	-----------

## SOCIAL MEDIA FOLLOWERS



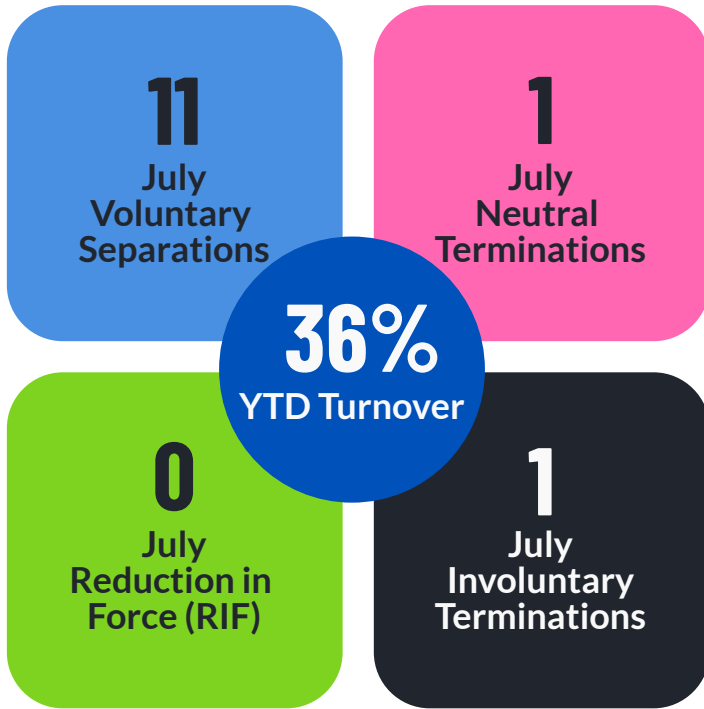
TOP 5 VACANCIES

Mental Health Specialist/Case Manager (Adult, IDD, Crisis and C&Y)	56
Direct Care Provider	8
Licensed Clinician	5
Program Support Services Asst	3
Registered Nurse	2

# Exit Data

FY24 | July 2024

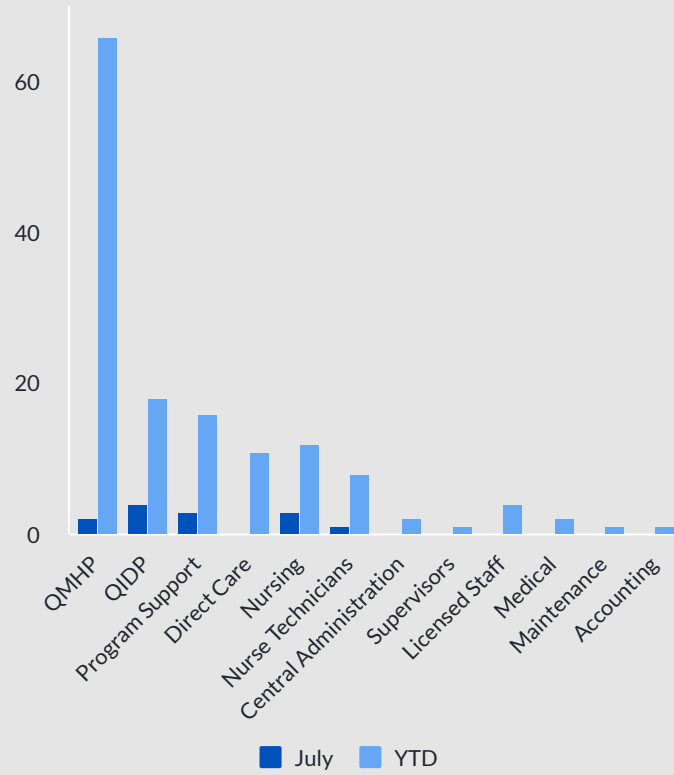
## Exit Stats at a Glance



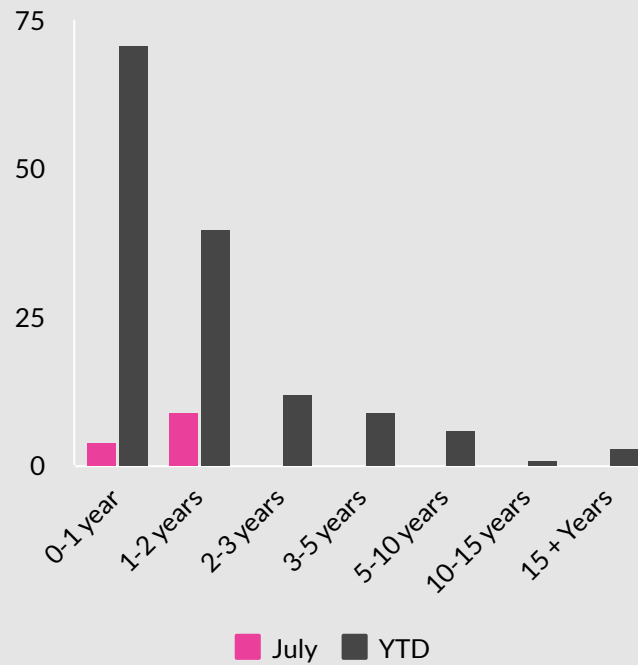
## YTD Top Reasons for Separations

- 1 Another Job
- 2 Involuntarily Terminated
- 3 Health
- 4 Better Pay
- 5 Return to School

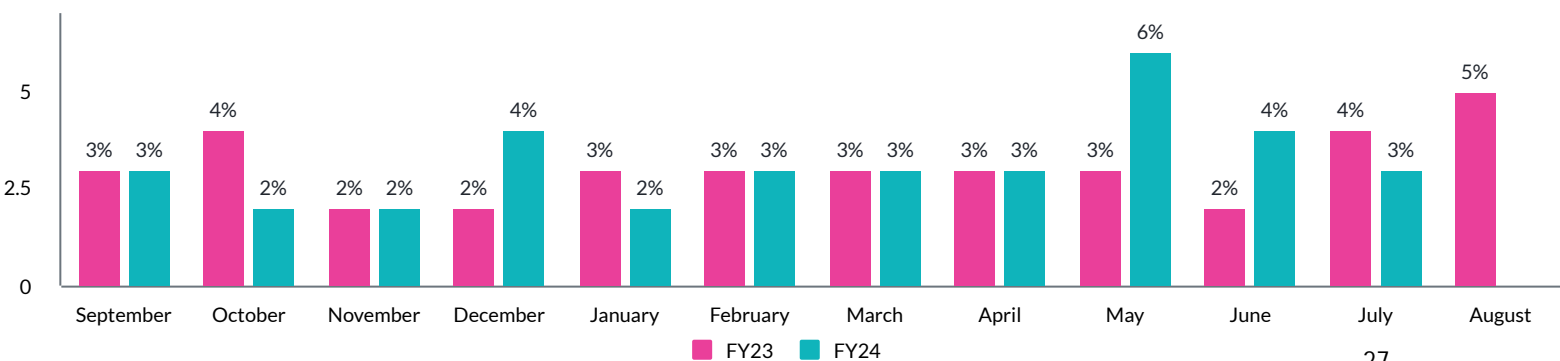
## Separations by Category



## Separations by Tenure



## Turnover Rate by Month



**Agenda Item:** Texas Council Risk Management Fund Claims Summary as of July 2024

**Board Meeting Date:**

August 29, 2024

**Committee:** Executive

**Background Information:**

None

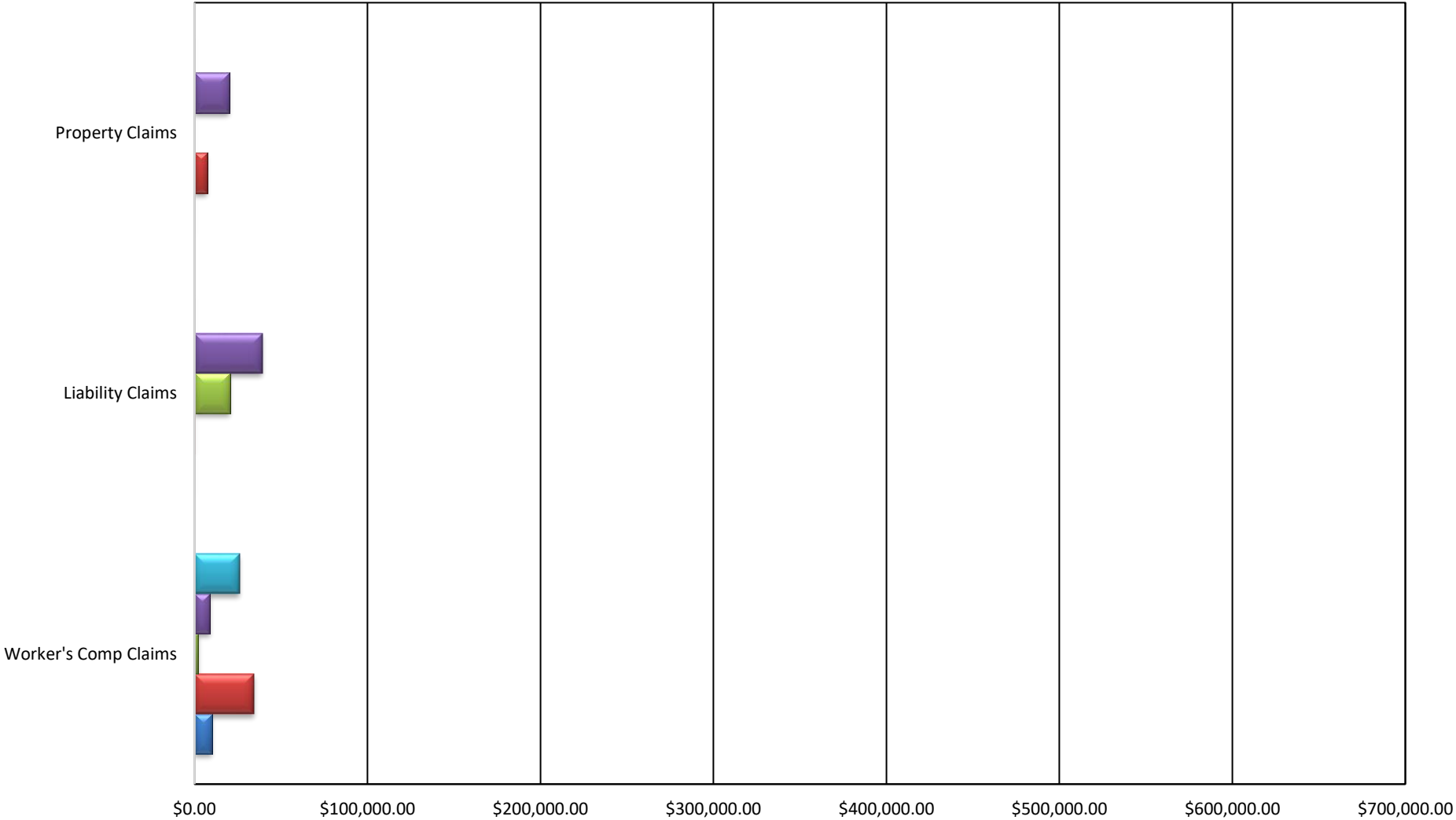
**Supporting Documentation:**

Texas Council Risk Management Fund Claims Summary as of July 2024

**Recommended Action:**

**For Information Only**

# TCRMF Claims Summary July 2024



	Worker's Comp Claims	Liability Claims	Property Claims
2020	\$26,111.00	\$0.00	\$0.00
2021	\$9,040.00	\$39,234.00	\$20,074.00
2022	\$2,215.00	\$20,538.00	\$0.00
2023	\$34,369.00	\$351.00	\$7,243.00
2024	\$10,101.00	\$0.00	\$0.00

**Agenda Item:** Texas Council Quarterly Board Meeting Update

**Board Meeting Date**

August 29, 2024

**Committee:** Executive

**Background Information:**

The Texas Council has requested that Center representatives give updates to Trustees regarding their quarterly Board meeting. A verbal update will be given by Sharon Walker.

**Supporting Documentation:**

Texas Council Staff Report

**Recommended Action:**

**For Information Only**

**Agenda Item:** Approve July 2024 Financial Statements

**Board Meeting Date**

August 29, 2024

**Committee:** Business

**Background Information:**

None

**Supporting Documentation:**

July 2024 Financial Statements

**Recommended Action:**

**Approve July 2024 Financial Statements**

**July  
2024 Financial Summary**

Revenues for July 2024 were \$3,706,320 and operating expenses were \$3,687,875 resulting in a gain in operations of \$18,446. Capital Expenditures and Extraordinary Expenses for July were \$158,075 resulting in a loss of \$139,629. Total revenues were 100.68% of the monthly budgeted revenues and total expenses were 104.64% of the monthly budgeted expenses (difference of -3.89%).

Year to date revenues are \$44,248,779 and operating expenses are \$43,458,322 leaving excess operating revenues of \$790,458. YTD Capital Expenditures and Extraordinary Expenses are \$1,890,003 resulting in a loss YTD of \$1,099,546. Total revenues are 98.44% of the YTD budgeted revenues and total expenses are 100.75% of the YTD budgeted expenses (difference of -2.31%).

**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>
Client Fees	-47,292	30,767	153.71%	78,059
Rental Income	168,935	212,269	79.58%	43,334
Title XIX Case Management - MH	470,297	550,051	85.50%	79,754
Title XIX Case Management - IDD	990,624	1,205,585	82.17%	214,962
Medicaid-Regular-Title XIX	410,828	468,071	87.77%	57,243
Title XIX Rehab	1,480,763	1,720,311	86.07%	239,548

**Client Fees** – We continue to review the billing system setup and various billing lines that tend to have uncollectible balances. We are close to the end of this fiscal year and anticipate having a cleaner year two of Streamline next year.

**Rental Income** – This line item reflects the rental space that has been vacated at the Porter building. Our tenants have moved out with many months of notice and left everything clean and orderly. We will have to decide if we will look for a new tenant or if we want to use that space for our own programs. To be determined.



**Title XIX Case Management MH, Title XIX Case Management IDD, Title XIX Rehab and Medicaid – Regular – Title XIX** – As you have heard for many months, these are our earned revenue lines. Adjustments were made during the mid-year revision but we continue to have more staff vacancies and therefore lower revenue than projected when fully staffed. These are the funds that are extremely important to the agency since they are the flexible funds and can be used for other areas throughout our agency. In addition to these challenges that we have previously mentioned, Hurricane Beryl created added barriers to service provision for one week of July.

**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 Repairs & Maintenance	326,815	302,993	107.86%	23,822
Principal and Interest – Bond 2024	247,894	0	0%	247,894
Payroll Fringe – Retirement	2,242,785	2,227,621	100.68%	15,164

**Building Repairs & Maintenance** – This line item is for the repair and maintenance of items at the existing buildings. This month we have again seen numerous A/C unit issues occur at the Conroe location. The cost to have a permanent solution is major and we are in the process of considering what direction we will take, and the timeline of a possible change.

**Principal and Interest – Bond 2024** – This is the monthly principal and interest payment on the Cleveland facility. This will be in the new budget going forward next year.

**Payroll Fringe – Retirement** – This line item is new to the narrative this month. We have seen a trend in the increase of staff contributions to the retirement fund. This causes an increased retirement expense for Tri-County with the match contributions up to 4.5%.

**TRI-COUNTY BEHAVIORAL HEALTHCARE  
GENERAL FUND BALANCE SHEET  
For the Month Ended July 2024**

<b>ASSETS</b>	<b>GENERAL FUND July 2024</b>	<b>GENERAL FUND June 2024</b>	<b>Increase (Decrease)</b>
<b>CURRENT ASSETS</b>			
Imprest Cash Funds	2,500	2,500	-
Cash on Deposit - General Fund	9,728,024	7,553,305	2,174,719
Accounts Receivable	4,699,594	3,614,895	1,084,699
Inventory	1,674	(960)	2,634
<b>TOTAL CURRENT ASSETS</b>	<b>14,431,792</b>	<b>11,169,740</b>	<b>3,262,052</b>
<b>FIXED ASSETS</b>	<b>24,400,583</b>	<b>24,400,583</b>	<b>-</b>
<b>OTHER ASSETS</b>	<b>223,102</b>	<b>254,599</b>	<b>(31,497)</b>
<b>TOTAL ASSETS</b>	<b>\$ 39,055,478</b>	<b>\$ 35,824,922</b>	<b>\$ 3,230,555</b>
<b>LIABILITIES, DEFERRED REVENUE, FUND BALANCES</b>			
<b>CURRENT LIABILITIES</b>	2,232,353	2,261,431	(29,078)
<b>NOTES PAYABLE</b>	802,466	802,466	-
<b>DEFERRED REVENUE</b>	5,150,418	1,757,322	3,393,096
<b>LONG-TERM LIABILITIES FOR</b>			
First Financial Conroe Building Loan	9,185,632	9,231,475	(45,843)
Guaranty Bank & Trust Loan	1,668,179	1,674,170	(5,991)
First Financial Huntsville Land Loan	800,974	804,176	(3,202)
Lease Liability	352,281	352,281	-
SBITA Liability	1,308,818	1,308,818	-
<b>EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR</b>			
General Fund	(1,099,546)	(959,917)	(139,629)
Debt Service Fund			
Capital Projects Fund			
<b>FUND EQUITY</b>			
<b>RESTRICTED</b>			
Net Assets Reserved for Debt Service	(12,007,066)	(12,062,105)	55,039
Reserved for Debt Retirement			-
<b>COMMITTED</b>			
Net Assets - Property and Equipment	23,091,764	23,091,764	-
Reserved for Vehicles & Equipment Replacement	613,712	613,712	-
Reserved for Facility Improvement & Acquisitions	777,499	777,499	-
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	67,833	61,667	6,166
Reserved for Insurance Deductibles	100,000	100,000	-
Reserved for Accrued Paid Time Off	(802,466)	(802,466)	-
<b>UNASSIGNED</b>			
Unrestricted and Undesignated	4,535,540	4,535,541	-
<b>TOTAL LIABILITIES/FUND BALANCE</b>	<b>\$ 39,055,478</b>	<b>\$ 35,824,922</b>	<b>\$ 3,230,555</b>

**TRI-COUNTY BEHAVIORAL HEALTHCARE  
CONSOLIDATED BALANCE SHEET  
For the Month Ended July 2024**

<b>ASSETS</b>	<b>General Operating Fund</b>	<b>Debt Fund</b>	<b>Service Fund</b>	<b>Capital Projects Fund</b>	<b>Government Wide May 2024</b>	<b>Memorandum Only  Final August 2023</b>
<b>CURRENT ASSETS</b>						
Imprest Cash Funds	2,500				2,500	2,100
Cash on Deposit - General Fund	9,728,024				9,728,024	7,455,394
Bond Reserve 2024			357,579		357,579	
Bond Fund 2024			198,316		198,316	-
Bank of New York - Capital Project Fund				8,060,683	8,060,683	
Accounts Receivable	4,699,594				4,699,594	4,917,356
Inventory	1,674				1,674	1,205
<b>TOTAL CURRENT ASSETS</b>	<b>14,431,792</b>		<b>555,895</b>	<b>8,060,683</b>	<b>23,048,370</b>	<b>12,376,055</b>
<b>FIXED ASSETS</b>	<b>24,400,583</b>				<b>24,400,583</b>	<b>24,400,583</b>
<b>OTHER ASSETS</b>	<b>223,102</b>				<b>223,102</b>	<b>223,016</b>
<b>Bond 2024 - Amount to retire bond</b>				<b>11,535,925</b>	<b>11,535,925</b>	
<b>Bond Discount 2024</b>				<b>384,075</b>	<b>384,075</b>	-
<b>Total Assets</b>	<b>\$ 39,055,478</b>	<b>\$ 555,895</b>	<b>\$ 19,980,683</b>	<b>\$ 59,592,055</b>	<b>\$ 36,999,654</b>	
<b>LIABILITIES, DEFERRED REVENUE, FUND BALANCES</b>						
<b>CURRENT LIABILITIES</b>	2,232,353				2,232,353	2,165,154
<b>BOND LIABILITIES</b>				11,920,000	11,920,000	
<b>NOTES PAYABLE</b>	802,466				802,466	802,466
<b>DEFERRED REVENUE</b>	5,150,418				5,150,418	407,578
<b>LONG-TERM LIABILITIES FOR</b>						
First Financial Conroe Building Loan	9,185,632				9,185,632	9,679,420
Guaranty Bank & Trust Loan	1,668,179				1,668,179	1,732,496
First Financial Huntsville Land Loan	800,974				800,974	828,926
Lease Liability	352,281				352,281	352,281
SBITA Liability	1,308,818				1,308,818	1,308,818
<b>EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR</b>						
General Fund	(1,099,546)				(1,099,546)	354,155
Debt Service Fund					-	
Capital Projects Fund					-	
<b>FUND EQUITY</b>						
<b>RESTRICTED</b>						
Net Assets Reserved for Debt Service - Restricted	(12,007,066)				(12,007,066)	(12,593,123)
Reserved for Debt Retirement					-	-
<b>COMMITTED</b>						
Net Assets - Property and Equipment - Committed	23,091,764				23,091,764	23,091,764
Reserved for Vehicles & Equipment Replacement	613,712				613,712	613,712
Reserved for Facility Improvement & Acquisitions	777,499				777,499	2,500,000
Reserved for Board Initiatives	1,500,000				1,500,000	1,500,000
Reserved for 1115 Waiver Programs	502,677				502,677	502,677
<b>ASSIGNED</b>						
Reserved for Workers' Compensation - Assigned	274,409				274,409	274,409
Reserved for Current Year Budgeted Reserve - Assigned	67,833				67,833	-
Reserved for Insurance Deductibles - Assigned	100,000				100,000	100,000
Reserved for Accrued Paid Time Off	(802,466)				(802,466)	(802,466)
<b>UNASSIGNED</b>						
Unrestricted and Undesignated	4,535,540	555,895		8,060,683	13,152,118	4,181,387
<b>TOTAL LIABILITIES/FUND BALANCE</b>	<b>\$ 39,055,478</b>	<b>\$ 555,895</b>	<b>\$ 19,980,683</b>	<b>\$ 59,592,055</b>	<b>\$ 36,999,654</b>	

**TRI-COUNTY BEHAVIORAL HEALTHCARE**  
**Revenue and Expense Summary**  
**For the Month Ended July 2024**  
**and Year To Date as of July 2024**

<b>INCOME:</b>	<b>MONTH OF July 2024</b>	<b>YTD July 2024</b>
	<u>                    </u>	<u>                    </u>
Local Revenue Sources	76,982	1,757,773
Earned Income	2,122,316	22,525,222
General Revenue - Contract	1,507,022	19,965,784
<b>TOTAL INCOME</b>	<b>\$ 3,706,320</b>	<b>\$ 44,248,779</b>
<b>EXPENSES:</b>		
Salaries	1,965,716	24,672,274
Employee Benefits	364,110	4,447,025
Medication Expense	46,412	560,349
Travel - Board/Staff	26,994	395,389
Building Rent/Maintenance	21,228	388,327
Consultants/Contracts	1,015,787	9,965,112
Other Operating Expenses	247,628	3,029,846
<b>TOTAL EXPENSES</b>	<b>\$ 3,687,875</b>	<b>\$ 43,458,322</b>
<b>Excess(Deficiency) of Revenues over Expenses before Capital Expenditures</b>	<b>\$ 18,445</b>	<b>\$ 790,458</b>
<b>CAPITAL EXPENDITURES</b>		
Capital Outlay - FF&E, Automobiles, Building	21,465	684,762
Capital Outlay - Debt Service	136,610	1,205,241
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$ 158,075</b>	<b>\$ 1,890,003</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>\$ 3,845,950</b>	<b>\$ 45,348,325</b>
<b>Excess (Deficiency) of Revenues and Expenses</b>	<b>\$ (139,630)</b>	<b>\$ (1,099,546)</b>

<b>Debt Service and Fixed Asset Fund:</b>		
Debt Service	136,610	1,205,241
<b>Excess (Deficiency) of Revenues over Expenses</b>	<b>136,610</b>	<b>1,205,241</b>

**TRI-COUNTY BEHAVIORAL HEALTHCARE**  
**Revenue and Expense Summary**  
**Compared to Budget**  
**Year to Date as of July 2024**

	YTD July 2024	APPROVED BUDGET	Increase (Decrease)
<b>INCOME:</b>			
Local Revenue Sources	1,757,773	1,817,085	(59,312)
Earned Income	22,525,222	23,136,234	(611,012)
General Revenue	19,965,784	19,994,541	(28,757)
<b>TOTAL INCOME</b>	<b>\$ 44,248,779</b>	<b>\$ 44,947,860</b>	<b>\$ (699,080)</b>
<b>EXPENSES:</b>			
Salaries	24,672,274	24,747,739	(75,465)
Employee Benefits	4,447,025	4,424,763	22,262
Medication Expense	560,349	560,634	(285)
Travel - Board/Staff	395,389	378,318	17,071
Building Rent/Maintenance	388,327	358,359	29,968
Consultants/Contracts	9,965,112	9,955,762	9,350
Other Operating Expenses	3,029,846	2,950,332	79,514
<b>TOTAL EXPENSES</b>	<b>\$ 43,458,322</b>	<b>\$ 43,375,908</b>	<b>\$ 82,413</b>
<b>Excess(Deficiency) of Revenues over Expenses before Capital Expenditures</b>	<b>\$ 790,458</b>	<b>\$ 1,571,952</b>	<b>\$ (781,493)</b>
<b>CAPITAL EXPENDITURES</b>			
Capital Outlay - FF&E, Automobiles, Building	684,762	676,430	8,331
Capital Outlay - Debt Service	1,205,241	957,347	247,894
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$ 1,890,003</b>	<b>\$ 1,633,777</b>	<b>\$ 256,225</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>\$ 45,348,325</b>	<b>\$ 45,009,685</b>	<b>\$ 338,638</b>
<b>Excess (Deficiency) of Revenues and Expenses</b>	<b>\$ (1,099,546)</b>	<b>\$ (61,825)</b>	<b>\$ (1,037,720)</b>

<b>Debt Service and Fixed Asset Fund:</b>			
Debt Service	1,205,241	957,347	247,894
<b>Excess(Deficiency) of Revenues over Expenses</b>	<b>1,205,241</b>	<b>957,347</b>	<b>247,894</b>

**TRI-COUNTY BEHAVIORAL HEALTHCARE**  
**Revenue and Expense Summary**  
**Compared to Budget**  
**For the Month Ended July 2024**

<b>INCOME:</b>	<b>MONTH OF July 2024</b>	<b>APPROVED BUDGET</b>	<b>Increase (Decrease)</b>
Local Revenue Sources	76,982	168,733	(91,751)
Earned Income	2,122,316	2,007,913	114,403
General Revenue-Contract	1,507,022	1,504,728	2,294
<b>TOTAL INCOME</b>	<b>\$ 3,706,320</b>	<b>\$ 3,681,374</b>	<b>\$ 24,945</b>
<b>EXPENSES:</b>			
Salaries	1,965,716	1,890,128	75,588
Employee Benefits	364,110	362,030	2,080
Medication Expense	46,412	44,921	1,491
Travel - Board/Staff	26,994	26,381	613
Building Rent/Maintenance	21,228	14,851	6,377
Consultants/Contracts	1,015,787	998,992	16,795
Other Operating Expenses	247,628	237,310	10,318
<b>TOTAL EXPENSES</b>	<b>\$ 3,687,875</b>	<b>\$ 3,574,613</b>	<b>\$ 113,264</b>
<b>Excess(Deficiency) of Revenues over Expenses before Capital Expenditures</b>	<b>\$ 18,445</b>	<b>\$ 106,761</b>	<b>\$ (88,319)</b>
<b>CAPITAL EXPENDITURES</b>			
Capital Outlay - FF&E, Automobiles, Building	21,465	16,333	5,131
Capital Outlay - Debt Service	136,610	87,031	49,579
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$ 158,075</b>	<b>\$ 103,364</b>	<b>\$ 54,710</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>\$ 3,845,950</b>	<b>\$ 3,677,977</b>	<b>\$ 167,973</b>
<b>Excess (Deficiency) of Revenues and Expenses</b>	<b>\$ (139,630)</b>	<b>\$ 3,397</b>	<b>\$ (143,026)</b>

<b>Debt Service and Fixed Asset Fund:</b>			
Debt Service	136,610	87,031	49,579
<b>Excess (Deficiency) of Revenues over Expenses</b>	<b>136,610</b>	<b>87,031</b>	<b>49,579</b>

**TRI-COUNTY BEHAVIORAL HEALTHCARE**  
**Revenue and Expense Summary**  
**With YTD July 2023 Comparative Data**  
**Year to Date as of July 2024**

<b>INCOME:</b>	<b>YTD July 2024</b>	<b>YTD July 2023</b>	<b>Increase (Decrease)</b>
Local Revenue Sources	1,757,773	2,786,578	(1,028,805)
Earned Income	22,525,222	23,377,110	(851,888)
General Revenue-Contract	19,965,784	17,252,731	2,713,053
<b>TOTAL INCOME</b>	<b>\$ 44,248,779</b>	<b>\$ 43,416,419</b>	<b>\$ 832,360</b>
<b>EXPENSES:</b>			
Salaries	24,672,274	21,809,720	2,862,554
Employee Benefits	4,447,025	3,967,335	479,690
Medication Expense	560,349	462,641	97,708
Travel - Board/Staff	395,389	365,687	29,702
Building Rent/Maintenance	388,327	442,037	(53,710)
Consultants/Contracts	9,965,112	7,721,318	2,243,794
Other Operating Expenses	3,029,846	3,034,467	(4,621)
<b>TOTAL EXPENSES</b>	<b>\$ 43,458,322</b>	<b>\$ 37,803,205</b>	<b>\$ 5,655,117</b>
<b>Excess(Deficiency) of Revenues over Expenses before Capital Expenditures</b>	<b>\$ 790,458</b>	<b>\$ 5,613,214</b>	<b>\$ (4,822,757)</b>
<b>CAPITAL EXPENDITURES</b>			
Capital Outlay - FF&E, Automobiles, Building	684,762	1,381,672	(696,910)
Capital Outlay - Debt Service	1,205,241	929,431	275,810
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$ 1,890,003</b>	<b>\$ 2,311,103</b>	<b>\$ (421,100)</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>\$ 45,348,325</b>	<b>\$ 40,114,308</b>	<b>\$ 5,234,017</b>
<b>Excess (Deficiency) of Revenues and Expenses</b>	<b>\$ (1,099,546)</b>	<b>\$ 3,302,111</b>	<b>\$ (4,401,657)</b>

<b>Debt Service and Fixed Asset Fund:</b>			
Debt Service	1,205,241	929,431	275,810
<b>Excess (Deficiency) of Revenues over Expenses</b>	<b>1,205,241</b>	<b>929,431</b>	<b>275,810</b>

**TRI-COUNTY BEHAVIORAL HEALTHCARE**  
**Revenue and Expense Summary**  
**With July 2023 Comparative Data**  
**For the Month ending July 2024**

<b>INCOME:</b>	<b>MONTH OF July 2024</b>	<b>MONTH OF July 2023</b>	<b>Increase (Decrease)</b>
Local Revenue Sources	76,982	(86,223)	163,205
Earned Income	2,122,316	1,669,008	453,308
General Revenue-Contract	1,507,022	1,754,585	(247,563)
<b>TOTAL INCOME</b>	<b>\$ 3,706,320</b>	<b>\$ 3,337,370</b>	<b>\$ 368,950</b>
Salaries	1,965,716	2,097,768	(132,052)
Employee Benefits	364,110	382,780	(18,670)
Medication Expense	46,412	43,834	2,578
Travel - Board/Staff	26,994	40,743	(13,749)
Building Rent/Maintenance	21,228	75,706	(54,478)
Consultants/Contracts	1,015,787	683,695	332,092
Other Operating Expenses	247,628	281,682	(34,054)
<b>TOTAL EXPENSES</b>	<b>\$ 3,687,875</b>	<b>\$ 3,606,208</b>	<b>\$ 81,667</b>
<b>Excess(Deficiency) of Revenues over Expenses before Capital Expenditures</b>	<b>\$ 18,445</b>	<b>\$ (268,838)</b>	<b>\$ 287,283</b>
<b>CAPITAL EXPENDITURES</b>			
Capital Outlay - FF&E, Automobiles, Building	21,465	197,681	(176,216)
Capital Outlay - Debt Service	136,610	87,031	49,579
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$ 158,075</b>	<b>\$ 284,713</b>	<b>\$ (126,637)</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>\$ 3,845,950</b>	<b>\$ 3,890,921</b>	<b>\$ (44,971)</b>
<b>Excess (Deficiency) of Revenues and Expenses</b>	<b>\$ (139,630)</b>	<b>\$ (553,552)</b>	<b>\$ 413,920</b>

<b>Debt Service and Fixed Asset Fund:</b>			
Debt Service	136,610	87,031	49,579
			-
<b>Excess (Deficiency) of Revenues over Expenses</b>	<b>136,610</b>	<b>87,031</b>	<b>49,579</b>



**TRI-COUNTY BEHAVIORAL HEALTHCARE**  
**Revenue and Expense Summary**  
**With June 2024 Comparative Data**  
**For the Month Ended July 2024**

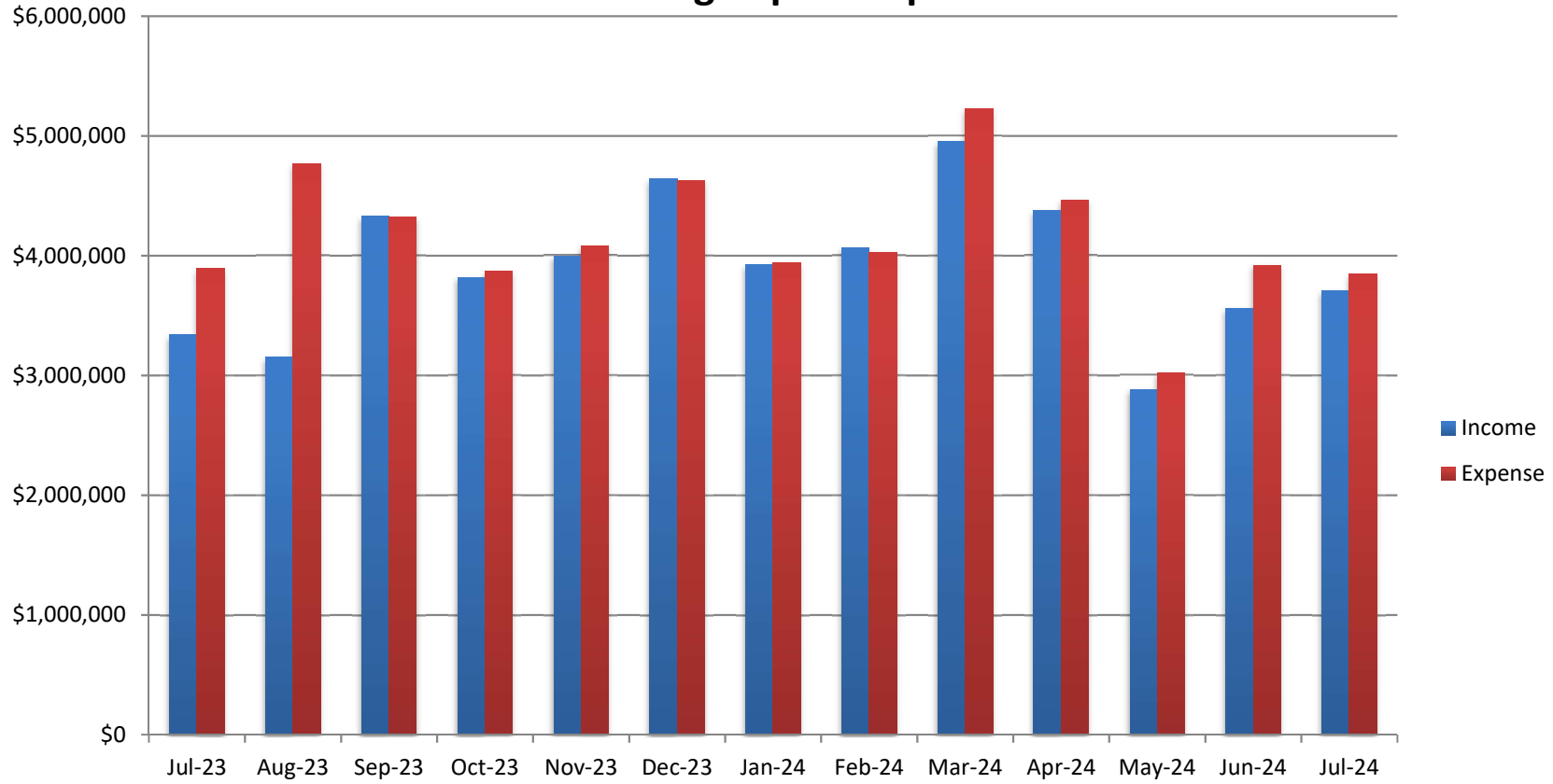
<b>INCOME:</b>	<b>MONTH OF July 2024</b>	<b>MONTH OF June 2024</b>	<b>Increase (Decrease)</b>
Local Revenue Sources	76,982	95,602	(18,620)
Earned Income	2,122,316	2,040,289	82,027
General Revenue-Contract	1,507,022	1,422,632	84,390
<b>TOTAL INCOME</b>	<b>\$ 3,706,320</b>	<b>\$ 3,558,523</b>	<b>\$ 147,797</b>
<b>EXPENSES:</b>			
Salaries	1,965,716	2,146,307	(180,591)
Employee Benefits	364,110	387,448	(23,338)
Medication Expense	46,412	52,941	(6,529)
Travel - Board/Staff	26,994	45,013	(18,019)
Building Rent/Maintenance	21,228	29,919	(8,691)
Consultants/Contracts	1,015,787	856,363	159,424
Other Operating Expenses	247,628	269,451	(21,823)
<b>TOTAL EXPENSES</b>	<b>\$ 3,687,875</b>	<b>\$ 3,787,442</b>	<b>\$ (99,567)</b>
<b>Excess(Deficiency) of Revenues over Expenses before Capital Expenditures</b>	<b>\$ 18,445</b>	<b>\$ (228,918)</b>	<b>\$ 247,364</b>
<b>CAPITAL EXPENDITURES</b>			
Capital Outlay - FF&E, Automobiles, Building	21,465	47,327	(25,862)
Capital Outlay - Debt Service	136,610	87,031	49,579
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$ 158,075</b>	<b>\$ 134,358</b>	<b>\$ 23,717</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>\$ 3,845,950</b>	<b>\$ 3,921,800</b>	<b>\$ (75,850)</b>
<b>Excess (Deficiency) of Revenues and Expenses</b>	<b>\$ (139,630)</b>	<b>\$ (363,277)</b>	<b>\$ 223,647</b>

<b>Debt Service and Fixed Asset Fund:</b>			
Debt Service	136,610	87,031	49,579
<b>Excess (Deficiency) of Revenues over Expenses</b>	<b>136,610</b>	<b>87,031</b>	<b>49,579</b>

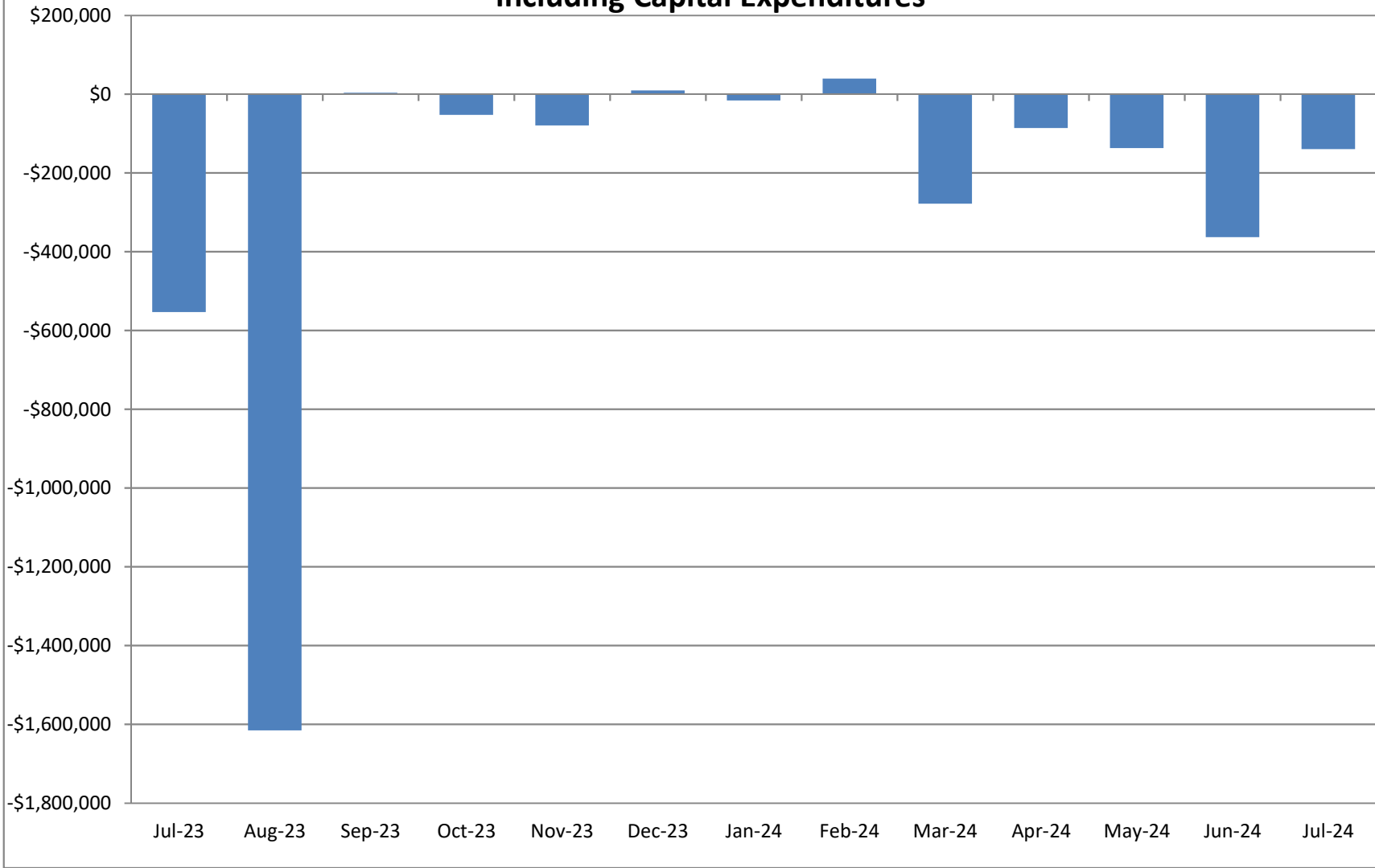
**TRI-COUNTY BEHAVIORAL HEALTHCARE**  
**Revenue and Expense Summary by Service Type**  
**Compared to Budget**  
**Year To Date as of July 2024**

	YTD Mental Health July 2024	YTD IDD July 2024	YTD Other Services July 2024	YTD Agency Total July 2024	YTD Approved Budget July 2024	Increase (Decrease)
<b>INCOME:</b>						
Local Revenue Sources	2,068,456	(189,142)	(121,542)	1,757,773	1,817,085	(59,312)
Earned Income	8,469,100	4,107,326	9,948,798	22,525,222	23,136,234	(611,012)
General Revenue-Contract	17,535,962	1,750,390	679,431	19,965,783	19,994,541	(28,757)
<b>TOTAL INCOME</b>	<b>28,073,519</b>	<b>5,668,574</b>	<b>10,506,687</b>	<b>44,248,779</b>	<b>44,947,860</b>	<b>(699,081)</b>
<b>EXPENSES:</b>						
Salaries	15,501,625	3,344,471	5,826,176	24,672,273	24,747,739	(75,466)
Employee Benefits	2,855,457	635,440	956,129	4,447,025	4,424,763	22,262
Medication Expense	494,662	(2,381)	68,068	560,349	560,634	(285)
Travel - Board/Staff	225,819	111,688	57,884	395,389	378,318	17,071
Building Rent/Maintenance	360,950	11,674	15,704	388,327	358,359	29,968
Consultants/Contracts	6,003,522	1,135,026	2,826,564	9,965,112	9,955,762	9,350
Other Operating Expenses	1,862,640	627,302	539,904	3,029,846	2,950,332	79,513
<b>TOTAL EXPENSES</b>	<b>27,304,675</b>	<b>5,863,220</b>	<b>10,290,429</b>	<b>43,458,322</b>	<b>43,375,908</b>	<b>82,414</b>
<b>Excess(Deficiency) of Revenues over Expenses before Capital Expenditures</b>	<b>768,844</b>	<b>(194,646)</b>	<b>216,258</b>	<b>790,457</b>	<b>1,571,952</b>	<b>(781,495)</b>
<b>CAPITAL EXPENDITURES</b>						
Capital Outlay - FF&E, Automobiles, Building	244,362	7,993	432,406	684,761	676,430	8,331
Capital Outlay - Debt Service	593,555	124,455	487,231	1,205,241	957,347	247,894
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>837,917</b>	<b>132,448</b>	<b>919,637</b>	<b>1,890,002</b>	<b>1,633,777</b>	<b>256,225</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>28,142,592</b>	<b>5,995,668</b>	<b>11,210,066</b>	<b>45,348,324</b>	<b>45,009,685</b>	<b>338,639</b>
<b>Excess (Deficiency) of Revenues and Expenses</b>	<b>(69,073)</b>	<b>(327,094)</b>	<b>(703,379)</b>	<b>(1,099,546)</b>	<b>(61,825)</b>	<b>(1,037,720)</b>
<b>Debt Service and Fixed Asset Fund:</b>						
Debt Service	837,917	132,448	919,637	1,890,002	1,633,777	256,225
<b>Excess (Deficiency) of Revenues over Expenses</b>	<b>837,917</b>	<b>132,448</b>	<b>919,637</b>	<b>1,890,002</b>	<b>1,633,777</b>	<b>256,225</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 2024 Year End Budget Revision

**Board Meeting Date**

August 29, 2024

**Committee:** Business

**Background Information:**

None

**Supporting Documentation:**

Summary

FY 2024 Year End Budget Revision

**Recommended Action:**

**Approve FY 2024 Year End Budget Revision**

**Tri-County Behavioral Healthcare**  
**Proposed FY 2024 REVISED YEAR-END BUDGET Compared to**  
**Current Approved FY 2024 Budget**

**Explanation of line items that have material changes over \$10,000 from Proposed FY 2024 REVISED YEAR-END BUDGET compared to the Current Approved FY 2024 Budget.**

**REVENUES:**

**Local Revenue** – This line item reflects an overall decrease. The majority of this decrease is from moving the proceeds from the Bond out of the General Fund into the Capital Projects Fund as directed by the auditors. We also had a decrease in rental income when our tenant moved out of the Porter facility. And the last line that had a decrease was client fees. On the positive side we did have an increase from the Bond proceeds for one-time expenses we incurred before the financing was in place for the Cleveland project.

**Earned Income** – This line item reflects an overall decrease. On the down side we have Case Management MH, Case Management IDD, Rehab Services, SAMHSA CCBHC and CMHC, Medicaid – PASRR, Medicaid – Regular, Youth Prevention, and over all the ARPA funding was slightly down. The ARPA funds are based on the calendar year and any unspent funds carry on into the new fiscal year. On the positive side we have an increase in the TCOOMMI program and we have new programs that started up towards the end of the fiscal year, HHSC Multisystemic Therapy (MST), HHSC YCOT and FEMA – Crisis Counseling Program.

**General Revenue** – This line has a large increase. The increase is mainly from the HHSC – CSU – one-time Legislative appropriation funding that we received in the session. We also received an adjustment to our contract amount for HHSC – First Episode Psychosis program.

**EXPENSES:**

**Salaries** – This line item reflects an overall increase. This increase is from the hiring of the new programs that started late this fiscal year, MST, YCOT and FEMA. We also started the Huntsville School Based Program that was staffed since the mid-year revision. We also have paid additional overtime for staff coverage, and ARPA After Hours Therapy has been higher than expected.

**Employee Benefits** – This line item has an overall increase based on the new programs started at year end and also the increased usage of health insurance and retirement contributions that we have seen towards the end of the fiscal year.

**Travel – Board/Staff** – This line item reflects an increase for the year based on mileage paid this fiscal year and also had an increase of out of town conferences for the year and the cost increases for hotel stays were up.

**Medication Expense** – This line item reflects a decrease based on year-to-date trends.

**Building Rent/Maintenance** – This line item has an increase for the fiscal year. We continue to have issues with Conroe air conditioning units that caused a good portion of the increase. But in general, the cost of building maintenance and repairs continue to increase.

**Consultants/Contracts** – This line item reflects an increase for various reasons. First, we continue to see an increase in the Contract Hospital amounts paid, this year it is the Child line that is over. And we have paid for Contract Doctors which is a lot more expensive than staff. We also had to pay for Contracted Services required for the new MST and YCOT contracts.

**Other Operating Expenses** – This line item reflects a slight increase due to the rising prices that we have seen across the board on most items.

**Capital Outlay-FF&E, Automobiles** – This line item reflects a decrease based on the transfer of the funds spent on the Cleveland project being transferred to the Capital Projects fund.

**Capital Outlay - Debt Service Bonds** – This line item reflects an increase based on the starting of the principal and interest payments for the Board approved 2024 Bonds.

**TRI-COUNTY BEHAVIORAL HEALTHCARE  
PROPOSED FY 2024 REVISED YEAR END BUDGET COMPARED TO  
CURRENT APPROVED FY 2024 BUDGET**

<b>INCOME:</b>	<b>PROPOSED FY 2024 REVISED YEAR END BUDGET</b>	<b>CURRENT APPROVED FY 2024 BUDGET</b>	<b>Increase (Decrease)</b>
Local Revenue Sources	\$ 1,786,818	\$ 3,108,717	\$ (1,321,899)
Earned Income	\$ 24,219,885	\$ 25,207,955	\$ (988,070)
General Revenue	\$ 21,259,526	\$ 20,622,463	\$ 637,063
<b>TOTAL INCOME</b>	<b>\$ 47,266,230</b>	<b>\$ 48,939,134</b>	<b>\$ (1,672,905)</b>
<b>EXPENSES:</b>			
Salaries	\$ 26,773,529	\$ 26,629,066	\$ 144,463
Employee Benefits	\$ 4,744,922	\$ 4,631,983	\$ 112,939
Travel-Board/Staff	\$ 424,517	\$ 404,700	\$ 19,817
Medication Expense	\$ 607,591	\$ 629,555	\$ (21,964)
Building Rent/Maintenance	\$ 430,033	\$ 370,310	\$ 59,723
Consultants/Contracts	\$ 10,788,118	\$ 10,367,519	\$ 420,599
Other Operating Expenses	\$ 3,321,763	\$ 3,307,291	\$ 14,472
<b>TOTAL EXPENSES</b>	<b>\$ 47,090,473</b>	<b>\$ 46,340,424</b>	<b>\$ 750,049</b>
<b>Excess (Deficiency) of Revenues over Expenses before Capital Expenditures</b>	<b>\$ 175,757</b>	<b>\$ 2,598,710</b>	<b>\$ (2,422,953)</b>
<b>CAPITAL EXPENDITURES</b>			
Capital Outlay - FF&E, Automobiles	\$ 699,762	\$ 2,233,447	\$ (1,533,685)
Capital Outlay - Debt Services Bonds	\$ 1,341,852	\$ 1,044,379	\$ 297,473
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$ 2,041,614</b>	<b>\$ 3,277,826</b>	<b>\$ (1,236,212)</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>\$ 49,132,087</b>	<b>\$ 49,618,250</b>	<b>\$ (486,163)</b>
<b>Excess (Deficiency) of Revenues and Expenses</b>	<b>\$ (1,865,858)</b>	<b>\$ (679,115)</b>	<b>\$ (1,186,743)</b>



<p><b>Agenda Item:</b> Approve Proposed FY 2025 Operating Budget</p> <p><b>Committee:</b> Business</p>	<p><b>Board Meeting Date</b></p> <p>August 29, 2024</p>
<p><b>Background Information:</b></p> <p>None</p>	
<p><b>Supporting Documentation:</b></p> <p>Copy of Proposed FY 2025 Operating Budget with Narrative of Increases or Decreases of More than \$10,000</p>	
<p><b>Recommended Action:</b></p> <p><b>Approve Proposed FY 2025 Operating Budget</b></p>	

**Tri-County Behavioral Healthcare**  
**Proposed FY 2025 BEGINNING BUDGET Compared to**  
**Current Approved FY 2024 Budget**

**Explanation of line items that have material changes over \$10,000 from Proposed FY 2025 BEGINNING BUDGET compared to the Current Approved FY 2024 Budget.**

**REVENUES:**

**Local Revenue** – This line item reflects a decrease from the FY 2024 year-end budget. This is mostly from the amount received from the Bond financing in FY 2024. We also had some reserve transfers last fiscal year for items not covered in financing. So now we start fresh with normal categories based on prior years actual trends.

**Earned Income** – This line item reflects a decrease. A good portion of this is from the ending of the Prevention and SAMHSA CCBHC-E and CMHC grants in FY 2024. We are also seeing a slow ramping down of the ARPA funds for FY 24, we will not be paying essential worker incentives after 12-31-24. This could further cause a negative impact on our lower paid staff. We do have a full year of the new programs MST, YCOT and the FEMA – CCP for however long this program will last. The other Medicaid earned revenue categories are higher than FY 24 trended, but that is all due to the inclusion of the vacant positions and the anticipation of filling said positions. Weekly revenue meetings will be started to track the status of these lines.

**General Revenue** – This line has an increase based on the remaining portion of the HHSC – CSU – one-time Legislative Appropriation.

**EXPENSES:**

**Salaries** – This line item reflects an overall decrease. It is lower with the ending of programs mentioned above. We start the year all over with the expectation that we will be hiring staff. We will be watching this line more closely in hopes that we can make changes if we see things starting to go in the wrong direction. We also have increases in this line for the new programs.

**Employee Benefits** – This line has a decrease based on all the program changes above.

**Travel – Board/Staff** – This line item reflects a decrease based on program changes above that used more mileage. Also, out of town travel decreases.

**Medication Expense** – This line item reflects an estimated decrease based current trends. But with medication we could have to pivot and increase depending upon pricing changes.

**Building Rent/Maintenance** – This line item is down for the start of this fiscal year. Last year had major elevator repairs and Conroe refresh charges that we do not anticipate repeating this fiscal year.

**Consultants/Contracts** – This line item reflects a decrease mainly due to the projected decreased use of Contract Hospitals based on funding and the CSU being open for the entire fiscal year.

**Other Operating Expenses** – This line item reflects an overall decrease. As we said in the prior Year End narrative all items and supplies have an increase so we are trying to be conservative in our purchases. We will analyze at mid-year and see how we are doing.

**Capital Outlay-FF&E, Automobiles** – This line item reflects an overall decrease. We are back to the normal annual purchases for computers.

**Capital Outlay - Debt Service Bonds** – This line has an increase for the addition of the full year of 2024 Bond payments.

**TRI-COUNTY BEHAVIORAL HEALTHCARE  
PROPOSED FY 2025 BEGINNING BUDGET COMPARED TO  
CURRENT APPROVED FY 2024 BUDGET**

<b>INCOME:</b>	<b>PROPOSED FY 2025 BEGINNING BUDGET</b>	<b>CURRENT APPROVED FY 2024 BUDGET</b>	<b>Increase (Decrease)</b>
Local Revenue Sources	\$ 1,097,297	\$ 1,786,818	\$ (689,521)
Earned Income	\$ 22,274,743	\$ 24,219,885	\$ (1,945,142)
General Revenue	\$ 22,451,530	\$ 21,259,526	\$ 1,192,004
<b>TOTAL INCOME</b>	<b>\$ 45,823,570</b>	<b>\$ 47,266,230</b>	<b>\$ (1,442,659)</b>
<b>EXPENSES:</b>			
Salaries	\$ 26,088,698	\$ 26,773,529	\$ (684,831)
Employee Benefits	\$ 4,604,817	\$ 4,744,922	\$ (140,105)
Travel-Board/Staff	\$ 396,620	\$ 424,517	\$ (27,897)
Medication Expense	\$ 578,238	\$ 607,591	\$ (29,353)
Building Rent/Maintenance	\$ 291,802	\$ 430,033	\$ (138,231)
Consultants/Contracts	\$ 9,016,143	\$ 10,788,118	\$ (1,771,975)
Other Operating Expenses	\$ 3,104,777	\$ 3,321,763	\$ (216,986)
<b>TOTAL EXPENSES</b>	<b>\$ 44,081,095</b>	<b>\$ 47,090,473</b>	<b>\$ (3,009,378)</b>
<b>Excess (Deficiency) of Revenues over Expenses before Capital Expenditures</b>	<b>\$ 1,742,475</b>	<b>\$ 175,757</b>	<b>\$ 1,566,718</b>
<b>CAPITAL EXPENDITURES</b>			
Capital Outlay - FF&E, Automobiles	\$ 200,000	\$ 699,762	\$ (499,762)
Capital Outlay - Debt Services Bonds	\$ 1,542,475	\$ 1,341,852	\$ 200,623
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$ 1,742,475</b>	<b>\$ 2,041,614</b>	<b>\$ (299,139)</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>\$ 45,823,570</b>	<b>\$ 49,132,087</b>	<b>\$ (3,308,517)</b>
<b>Excess (Deficiency) of Revenues and Expenses</b>	<b>\$ -</b>	<b>\$ (1,865,858)</b>	<b>\$ 1,865,858</b>

**Agenda Item:** Ratify Interlocal Cooperation Agreement with Gulf Bend Center for IDD Crisis Respite Services

**Board Meeting Date**

August 29, 2024

**Committee:** Business

**Background Information:**

The Health and Human Services Commission (HHSC) encourages Community Centers to transfer funds between themselves via interlocal agreement for certain budget lines rather than having unspent funds. This is especially important for funding that was specifically allocated by the legislature for a particular need in the community. The message that we want to avoid sending to the Legislature is that these funds are not needed. As a governmental entity we can transfer funds to other governmental entities via interlocal agreement as defined in Title 7, Chapter 791 of the Texas Government Code.

The attached Interlocal Agreement is between Gulf Bend Center (Victoria) and Tri-County. Tri-County is receiving \$14,000 from Gulf Bend to meet IDD Crisis Respite needs in FY 2024.

Due to the timing of agreement, Evan Roberson sought approval from Chair Patti Atkins to sign the agreement before the Board meeting for ratification at the Board meeting.

**Supporting Documentation:**

Interlocal Cooperation Agreement with Gulf Bend Center

**Recommended Action:**

**Ratify Interlocal Cooperation Agreement with Gulf Bend Center for IDD Crisis Respite Services in the amount of \$14,000**



# Gulf Bend Center

IMPROVING LIFE THROUGH RECOVERY.

## INTERLOCAL COOPERATION AGREEMENT TRI-COUNTY BEHAVIORAL HEALTHCARE AND GULF BEND CENTER IDD CRISIS RESPITE SERVICES

This INTERLOCAL COOPERATION AGREEMENT (Agreement) is entered into between the agencies shown as "Contracting Parties", pursuant to the authority granted and in compliance with the provisions of the Local Intellectual and Developmental Disability Authority Performance Contract (Performance Contract) pursuant to the provisions of the Interlocal Cooperative Act Chapter 791 of the Texas Government Code.

### I. CONTRACTING PARTIES:

Tri-County Behavioral Healthcare (TCBHCC)  
Gulf Bend Center (GBC)

### II. PURPOSE

The purpose of this Agreement is to set forth terms by which GBC will provide funding for IDD Crisis Respite Services as directed and overseen by TCBHC. The funding provided by GBC is received through GBC's Performance Contract for fiscal year 2024.

### III. RESPONSIBILITIES

#### TCBHCC

- a. Assess consumer needs in accordance with TCBHC's Performance Contract requirements to determine if IDD Crisis Respite services are deemed necessary.
- b. Find respite placement for consumers and coordinate care.
- c. Notify GBC of contracted respite care placement – including consumer name, facility, length of stay.
- d. Remit respite facility invoicing related to crisis respite services to GBC:  
Mendy5344@gulfbend.org
- e. Comply with all reporting responsibilities as directed in TCBHC's Performance Contract.

#### GBC

- a. Pay invoice received by TCBHC directly to crisis respite facility within 30 days of receipt.
- b. Notify TCBHC of payment remitted.
- c. Comply with all reporting responsibilities as directed in GBC's Performance Contract.

**IV. CONTRACT AMOUNT**

The total amount of this Contract will not exceed \$14,000.

**V. TERM OF CONTRACT**

This agreement is to begin August 1, 2024 and will terminate on August 31, 2024.

**VI. TERMINATION OF CONTRACT**

Either party may terminate this contract for any reason, without cause, and at any time by furnishing to the other party prior written notice. Upon termination, GBC shall be obligated to any outstanding invoices for services performed by TCBHC prior to termination date. Neither party shall be entitled to any other compensation based on this contract.

THE UNDERSIGNED CONTRACTING PARTIES do hereby certify that:

- 1) the services specified above are necessary and essential for activities that are properly within the statutory functions and programs of the effected agencies,
- 2) the proposed arrangements serve the interest of efficient and economical administration,
- 3) nothing in the performance of this Agreement shall impose nor is it intended to create any liability for claims against any party hereto other than claims for which the Texas Tort Claims Act may impose liability. Further nothing in the entering into this agreement nor in its performance shall waive or is intended to waive the parties' governmental immunity or any of the protection from liability or suit associated therewith.

This Agreement shall be considered executed upon the last date signed below.

Tri-County Behavioral Healthcare

Gulf Bend Center

\_\_\_\_\_

\_\_\_\_\_

RECEIVING AGENCY

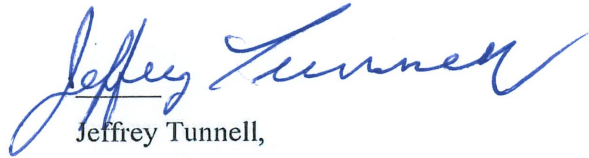


Evan Roberson  
Executive Director

Date

Tri-County Behavioral Healthcare

PERFORMING AGENCY



Jeffrey Tunnell,  
Executive Director

Date

Gulf Bend Center



**Agenda Item:** Ratify Interlocal Cooperation Agreement with MHMR Authority of Brazos Valley for Mental Health First Aid

**Board Meeting Date**

August 29, 2024

**Committee:** Business

**Background Information:**

The Health and Human Services Commission (HHSC) encourages Community Centers to transfer funds between themselves via interlocal agreement for certain budget lines rather than having unspent funds. This is especially important for funding that was specifically allocated by the legislature for a particular need in the community. The message that we want to avoid sending to the Legislature is that these funds are not needed. As a governmental entity we can transfer funds to other governmental entities via interlocal agreement as defined in Title 7, Chapter 791 of the Texas Government Code.

The attached Interlocal Agreement is between MHMR Authority of Brazos Valley (Bryan) and Tri-County where Tri-County is giving \$8,000 to Brazos Valley to pay for Mental Health First Aid training in FY 2024.

Due to the timing of agreement, Evan Roberson sought approval from Chair Patti Atkins to sign the agreement before the Board meeting for ratification at the Board meeting.

**Supporting Documentation:**

Interlocal Cooperation Agreement with MHMR Authority of Brazos Valley

**Recommended Action:**

**Ratify Interlocal Cooperation Agreement with MHMR Authority of Brazos Valley for Mental Health First Aid in the amount of \$8,000**

**INTERLOCAL COOPERATION AGREEMENT**  
**BETWEEN THE BOARDS OF**  
**TRI-COUNTY BEHAVIORAL HEALTHCARE**  
**AND**  
**MHMR AUTHORITY OF BRAZOS VALLEY**

This INTERLOCAL AGREEMENT is entered into by and between the Local Mental Health Authorities of Tri-County Behavioral Healthcare and the MHMR Authority of Brazos Valley in compliance with Title 7, Chapter 791 of the Texas Government Code for the provision of funding of the Mental Health First Aid program.

**I. PARTIES:**

Receiving Agency: Tri-County Behavioral Healthcare (“Tri-County”)  
Performing Agency: MHMR Authority of Brazos Valley (“MHMRBV”)

**II. STATEMENT OF SERVICES TO BE PERFORMED:**

Performing Agency agrees to provide the following services to the Receiving Agency:

Mental Health First Aid (“MHFA”) Training in accordance with HHSC and National Council for Behavioral Health guidelines.

**III. REIMBURSEMENT:**

In consideration of the delivery of services as described above, Receiving Agency agrees to reimburse Performing Agency a fee of \$100 per person attending the training (“trainees” or “participants”).

**IV. INTERLOCAL AGREEMENT VALUE:**

The total amount reimbursed by Tri-County to MHMRBV via this INTERLOCAL AGREEMENT will not exceed \$8,000.00.

**V. PAYMENT OF SERVICES:**

Payment for services performed shall be made payable to MHMR Authority of Brazos Valley. An invoice will be emailed to the Tri-County MHFA Outreach Worker Brittney Chapa at [BrittneyC@tcbhc.org](mailto:BrittneyC@tcbhc.org).

**VI. REQUIREMENTS OF CONTRACT:**

A) Requirements of Performing Agency:

1. Purchase all MHFA Training participant material and supplies.
2. Provide MHFA Training courses, as scheduled.
3. Report number of training participants to TCBHC.

B) Requirements of Receiving Agency:

1. Submit number of training attendees to HHSC for reimbursement.
2. Upon receiving payment from HHSC, TCBHC shall remit payment to Performing Agency at the contracted rate within 30 days of invoicing.

**VII. TERM OF AGREEMENT:**

This agreement is to begin August 1, 2024 and will terminate on August 31, 2024. Any extensions will be by mutual written agreement between both Parties.

**VIII. TERMINATION OF AGREEMENT:**

Either party may terminate this INTERLOCAL AGREEMENT for any reason, without cause, and at any time by furnishing to the other party prior written notice. Upon termination, Receiving Agency shall be obligated to compensate Performing Agency for any services performed and payments earned hereunder up to the date of termination. Performing Agency shall be obligated to provide services until the date of termination. Neither party shall be entitled to any other compensation based on this contract.

THE UNDERSIGNED PARTIES do hereby certify that:

- (1) the services specified above are necessary and essential for activities that are properly within the statutory functions and programs of the effected agencies,
- (2) the proposed arrangements serve the interest of efficient and economical administration,
- (3) nothing in the performance of this Agreement shall impose nor is it intended to create any liability for claims against any party hereto other than claims for which the Texas Tort Claims Act may impose liability. Further nothing in the entering into this agreement nor in its performance shall waive or is intended to waive the parties' governmental immunity or any of the protections from liability or suit associated therewith.

RECEIVING AGENCY AND ITS AGENT further certify that it has the authority to contract for the above service by authority granted in Chapter 534 of the Texas State Health and Safety Code Annotated, as amended.

PERFORMING AGENCY AND ITS AGENT further certify that it has the authority to perform the services contracted for by authority granted in Title 7, Texas Health and Safety Code and the current Appropriations Act.

This Agreement shall be considered executed upon the last date signed below.

**RECEIVING AGENCY**  
**TRI-COUNTY BEHAVIORAL HEALTHCARE**

\_\_\_\_\_  
Signature  
**Evan Roberson, Executive Director**  
Printed Name and Title

\_\_\_\_\_  
8 | 21 | 2024  
Date Signed

**PERFORMING AGENCY**  
**MHMR AUTHORITY OF BRAZOS VALLEY**

\_\_\_\_\_  
Signature  
**Bill Kelly, Executive Director**  
Printed Name and Title

\_\_\_\_\_  
Date Signed

**Agenda Item:** Ratify Health and Human Services Commission Contract No. HHS001333300037, Amendment No. 2, Local Intellectual and Developmental Disability Authority Services

**Board Meeting Date**

August 29, 2024

**Committee:** Business

**Background Information:**

The Health and Human Services Local Intellectual and Developmental Disability Performance Contract is the contract for all IDD Authority (LIDDA) services, including:

- Eligibility Determination;
- State Supported Living Center Admission and Continuity of Care services;
- Service Coordination;
- Maintenance of the TxHmL and HCS Interest lists;
- Permanency Planning;
- IDD Crisis Intervention and Crisis Respite;
- Enhanced Community Coordination;
- PreAdmission and Resident Review (PASRR); and
- Habilitation Coordination.

This is the second amendment to the contract that went into effect on September 1, 2023 and terminates on August 31, 2025. The total funding remains unchanged.

This contract includes a variety of small changes to contract requirements, including more clarity on required training for staff, the role of the LIDDA in a situation where a current IDD provider in the community has their contract 'decertified' and responding to notifications of potential threats to health and safety.

The Executive Director has signed this contract in advance of the Board meeting to prevent a delay in contract funding.

**Supporting Documentation:**

Contract will be available for review at the Board meeting.

**Recommended Action:**

**Ratify Health and Human Services Commission Contract No. HHS001333300037, Amendment No. 2, Local Intellectual and Developmental Disability Authority Services**

**Agenda Item:** Ratify the FY 2024 Kingwood Pines Inpatient Hospital Contract Addendum

**Board Meeting Date**

August 29, 2024

**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 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.

The Board-approved contract maximum between Tri-County Behavioral Healthcare and Kingwood Pines Hospital for FY 2024 was \$2,000,000, but due to problems with admissions at one of our other contract hospitals, this amount needed to be increased by \$300,000.

The problems with admission were unexpected and resulted in need for approval of the new contract maximum before the August Board meeting, so Evan Roberson sought approval of the contract addendum from Board Chair Patti Atkins and this addendum needs to be ratified today.

**Supporting Documentation:**

Contract Available for Review.

**Recommended Action:**

**Ratify the FY 2024 Kingwood Pines Hospital Contract Addendum for an Additional \$300,000 for not to exceed contract total of 2,300,000**

**Agenda Item:** Ratify the FY 2024 Woodland Springs Inpatient Hospital Contract Addendum

**Board Meeting Date**

August 29, 2024

**Committee:** Business

**Background Information:**

Tri-County Behavioral Healthcare utilizes Woodland Springs Hospital for inpatient psychiatric services when clients need a higher level of care. Woodland Springs Hospital, which is located in South Montgomery County, provides inpatient psychiatric care for both adult and youth populations.

The Board-approved contract maximum between Tri-County Behavioral Healthcare and Woodlands Springs Hospital for FY 2024 was \$1,750,000, but due to problems with admissions at one of our other contract hospitals, this amount needed to be increased by \$300,000.

The problems with admission were unexpected and resulted in need for approval of the new contract maximum before the August Board meeting, so Evan Roberson sought approval of the contract addendum from Board Chair Patti Atkins and this addendum needs to be ratified today.

**Supporting Documentation:**

Contract Available for Review.

**Recommended Action:**

**Ratify the FY 2024 Woodland Springs Inpatient Hospital Contract Addendum for an Additional \$300,000 for not to exceed contract total of 2,050,000**

**Agenda Item:** Approve the FY 2025 Lifetime Homecare Services Contract

**Board Meeting Date:**

August 29, 2024

**Committee:** Business

**Background Information:**

Health and Human Services Commission (HHSC) requires each Center to provide or contract for out-of-home crisis respite services for persons with Intellectual and Developmental Disabilities. Crisis respite is a short-term service provided in a 24-hour supervised environment for individuals demonstrating a crisis that cannot be stabilized in their home. This service is designed to assist someone in maintaining community living in the least restrictive environment possible. HHSC provides funding for this service.

The need for crisis respite grows each year and so does the complexity of individuals who are placed.

The out-of-home crisis respite is required to be provided in a setting which is licensed by HHSC. Lifetime Homecare Services is a Home and Community-based Services (HCS) provider that is willing to utilize space in their licensed homes for IDD crises.

Lifetime Homecare Services receives \$2,000 per month to ensure space is available in their homes along with trained staff. When an individual is admitted to crisis respite, they receive an additional \$300 per day which includes day habilitation services.

The contract with Lifetime Homecare Services for FY 2025 is \$140,000.

**Supporting Documentation:**

Contract Available for Review at the Board Meeting

**Recommended Action:**

**Approve the FY 2025 Lifetime Homecare Services Contract for IDD Crisis Respite Services for up to \$140,000**

**Agenda Item:** Approve the FY 2025 RecessAbility, Inc. Contract

**Board Meeting Date:**

August 29, 2024

**Committee:** Business

**Background Information:**

RecessAbility, Inc. is one of our primary providers for Youth Empowerment Services (YES) Waiver ancillary services. They are a licensed provider of Animal-Assisted Therapy, Art Therapy, Music Therapy, Recreational Therapy, Non-medical Transportation and Community Living Supports. YES Waiver requires us to have these services available as a part of the Wraparound Treatment Planning process.

The RecessAbility, Inc. contract for FY 2025 is for \$85,000, same amount as in FY 2024.

**Supporting Documentation:**

Contract Available for Review

**Recommended Action:**

**Approve the FY 2025 RecessAbility, Inc. Contract for up to \$85,000**



**Agenda Item:** Approve the FY 2025 Avail Solutions, Inc. Contract

**Board Meeting Date**

August 29, 2024

**Committee:** Business

**Background Information:**

Avail Solutions, Inc. has conducted crisis hotline assessment services for many years for Tri-County Behavioral Healthcare. They are the major contract provider of crisis hotline services for community centers in Texas. They answer the crisis hotline 24 hours per day, seven days per week and have bilingual Spanish speaking staff available at all times. When a face-to-face crisis assessment is required, they contact our Center staff to conduct the assessment.

The total contract amount for FY 2025 is \$75,600, an increase of \$3,600 from FY 2024.

**Supporting Documentation:**

Contract Available for Review.

**Recommended Action:**

**Approve the FY 2025 Avail Solutions, Inc. Contract for Crisis Hotline Assessment Services**

**Agenda Item:** Approve the FY 2025 Kingwood Pines Inpatient Hospital Contract

**Board Meeting Date**

August 29, 2024

**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 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.

The Kingwood Pines contract for FY 2025 inpatient hospital beds has a contract maximum of \$2,000,000. This figure is consistent with utilization trends observed in FY 2024.

**Supporting Documentation:**

Contract Available for Review.

**Recommended Action:**

**Approve the FY 2025 Kingwood Pines Hospital Contract for Inpatient Psychiatric Services for up to \$2,000,000**

**Agenda Item:** Approve the FY 2025 Woodland Springs Inpatient Hospital Contract

**Board Meeting Date**

August 29, 2024

**Committee:** Business

**Background Information:**

Tri-County Behavioral Healthcare utilizes Woodland Springs Hospital for inpatient psychiatric services when clients need a higher level of care. Woodland Springs Hospital, which is located in South Montgomery County, provides inpatient psychiatric care for both adult and youth populations.

The Woodland Springs contract for FY 2025 inpatient hospital beds is \$1,750,000. This figure is consistent with utilization trends observed in FY 2024.

**Supporting Documentation:**

Contract Available for Review.

**Recommended Action:**

**Approve the FY 2025 Woodland Springs Inpatient Hospital Contract for up to \$1,750,000**

**Agenda Item:** Approve the FY 2025 Cypress Creek Inpatient Hospital Contract

**Board Meeting Date**

August 29, 2024

**Committee:** Business

**Background Information:**

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

The Cypress Creek contract for FY 2025 inpatient hospital beds has a contract maximum of \$1,500,000. This figure is consistent with utilization trends observed in FY 2024.

**Supporting Documentation:**

Contract Available for Review.

**Recommended Action:**

**Approve the FY 2025 Cypress Creek Hospital Contract for Inpatient Psychiatric Services for up to \$1,500,000**

**Agenda Item:** Approve FY 2025 Sun Behavioral Hospital Contract

**Board Meeting Date**

August 29, 2024

**Committee:** Business

**Background Information:**

Tri-County Behavioral Healthcare established a contract with Sun Behavioral Hospital in Houston for inpatient psychiatric services, primarily for children (specifically children 11 and under), when the hospitals in our service area do not have capacity. This hospital also serves youth (12-17) and adults.

The Sun Behavioral contract for FY 2025 inpatient hospital beds is \$100,000. (a decrease of \$50,000 from FY 2024).

**Supporting Documentation:**

Contract Available for Review at the Board Meeting.

**Recommended Action:**

**Approve FY 2025 Sun Behavioral Inpatient Psychiatric Services Contract in the amount of \$100,000**

**Agenda Item:** Approve the FY 2025 Voyages Behavioral Health Hospital of Conroe Inpatient Psychiatric Hospital Contract

**Board Meeting Date**

August 29, 2024

**Committee:** Business

**Background Information:**

Voyages Behavioral Health Hospital of Conroe is a psychiatric hospital located on South Loop 336, west of I-45 in Conroe. It is approximately two miles from the Psychiatric Emergency Treatment Facility.

Voyages is a "full-service behavioral health hospital" with a primary focus on persons who are 50 years old or older who have "complex medical challenges." In addition to this primary focus on seniors, Voyages has opened a unit that will serve Adults with Severe and Persistent Mental Illness.

This hospital has become popular with law enforcement because its proximity to Conroe results in a shorter transport time of persons needing a psychiatric bed. Based on FY 24 utilization, we are establishing the contract maximum at \$1,000,000 in FY 25.

Contract Available for Review

**Recommended Action:**

**Approve the FY 2025 Voyages Behavioral Health Hospital of Conroe Inpatient Psychiatric Hospital Contract for up to \$1,000,000**

**Agenda Item:** Approve the FY 2025 Contract for James D. Phillips  
– Peace Officer

**Board Meeting Date**

August 29, 2024

**Committee:** Business

**Background Information:**

Tri-County Behavioral Healthcare contracts with licensed Peace Officers at the PETC to ensure that we can receive Emergency Detention Orders/Warrants from other law enforcement entities. These officers are scheduled to be on site 24/7.

James D. Phillips has always worked a significant number of hours at the PETC. His contract maximum allowance for Peace Officer services in FY 2025 is \$55,000.

**Supporting Documentation:**

Contract Available for Review.

**Recommended Action:**

**Approve contract maximum for James D. Phillips in FY 2025 for \$55,000 for on-site Peace Officer services at the PETC**

**Agenda Item:** Approve the FY 2025 Contract for Ralph Horne – Peace Officer

**Board Meeting Date**

August 29, 2024

**Committee:** Business

**Background Information:**

Tri-County Behavioral Healthcare contracts with licensed Peace Officers at the PETC to ensure that we can receive Emergency Detention Orders/Warrants from other law enforcement entities. These officers are scheduled to be on site 24/7.

Ralph Horne has always worked a significant number of hours at the PETC. His contract allowance for Peace Officer services for FY 2025 is \$58,000.

**Supporting Documentation:**

Contract Available for Review.

**Recommended Action:**

**Approve FY 2025 Contract for Ralph Horne for \$58,000 for on-site Peace Officer services at the PETC**



**Agenda Item:** Approve the FY 2025 Sergio's Landscaping Contract

**Board Meeting Date**

August 29, 2024

**Committee:** Business

**Background Information:**

Sergio's Landscaping provides lawn services at all locations, with the exception of Liberty, as well as irrigation services at Sgt Ed, PETC and Porter.

The FY 2025 contract has no changes from the previous year.

The total annual FY 2025 contract is \$73,920.

**Supporting Documentation:**

Contract Available for Review at the Board Meeting

**Recommended Action:**

**Approve the FY 2025 Sergio's Landscaping Contract in the amount of \$73,920**

**Agenda Item:** Approve the FY 2025 Crown Cleaning Services Contract

**Board Meeting Date**

August 29, 2024

**Committee:** Business

**Background Information:**

Crown Cleaning Services provides janitorial services for all sites, with the exception of Liberty.

The FY 2025 contract has no changes from the previous year.

The total FY 2025 contract is \$247,140.

**Supporting Documentation:**

Contract Available for Review at the Board Meeting

**Recommended Action:**

**Approve the FY 2025 Crown Cleaning Services Contract in the amount of \$247,140**

**Agenda Item:** Board of Trustees Unit Financial Statements as of July 2024

**Board Meeting Date**

August 29, 2024

**Committee:** Business

**Background Information:**

None

**Supporting Documentation:**

July 2024 Board of Trustees Unit Financial Statements

**Recommended Action:**

**For Information Only**

**Unit Financial Statement**

FY 2024  
July 31, 2024

	July 2024 Budget	July 2024 Actual	Variance	YTD Budget	YTD Actual	Variance	Percent	Budget
<b>Revenues</b>								
Allocated Revenue	\$ 2,005	\$ 2,005	\$ -	\$ 22,060	\$ 22,060	\$ -	100%	\$ 24,065
<b>Total Revenue</b>	\$ 2,005	\$ 2,005	\$ -	\$ 22,060	\$ 22,060	\$ -	100%	\$ 24,065
<b>Expenses</b>								
Advertising-Public Awareness	\$ -	\$ -	\$ -	\$ -	\$ 24	\$ (24)	0%	\$ -
Food Items	\$ -	\$ -	\$ -	\$ -	\$ 172	\$ (172)	0%	\$ -
Insurance-Worker Compensation	\$ 5	\$ 3	\$ 2	\$ 60	\$ 28	\$ 32	47%	\$ 65
Legal Fees	\$ 1,500	\$ 1,500	\$ -	\$ 16,500	\$ 16,500	\$ -	100%	\$ 18,000
Training	\$ 167	\$ -	\$ 167	\$ 1,833	\$ 2,415	\$ (582)	132%	\$ 2,000
Travel - Non-local mileage	\$ 37	\$ -	\$ 37	\$ 412	\$ 777	\$ (365)	189%	\$ 450
Travel - Non-local Hotel	\$ 250	\$ -	\$ 250	\$ 2,750	\$ 3,114	\$ (364)	113%	\$ 3,000
Travel - Meals	\$ 46	\$ -	\$ 46	\$ 504	\$ 262	\$ 243	52%	\$ 550
<b>Total Expenses</b>	\$ 2,005	\$ 1,503	\$ 502	\$ 22,060	\$ 23,292	\$ (1,232)	106%	\$ 24,065
<b>Total Revenue minus Expenses</b>	\$ 0	\$ 502	\$ (502)	\$ -	\$ (1,232)	\$ 1,232	-6%	\$ -

**Agenda Item:** Cleveland Building Updates

**Board Meeting Date:**

August 29, 2024

**Committee:** Business

**Background Information:**

The Board has approved the construction of a 36,000 sq. ft. facility at 402 Liberty Street in Cleveland, Texas to meet program needs, and has contracted with Mike Duncum of WhiteStone Realty Consulting to serve as construction manager for the project.

Mike will provide regular updates on the Cleveland project at scheduled Board meetings until the project is completed.

**Supporting Documentation:**

**None**

**Recommended Action:**

**For Information Only**

# UPCOMING MEETINGS

---

## **September 26, 2024 – Board Meeting**

- Approve Minutes from August 29, 2024 Board Meeting
- Approve FY 2025 Goals and Objectives
- Community Resources Report
- Consumer Services Report for August 2024
- Program Updates
- Annual PNAC Reports
- FY 2024 Goals & Objectives Progress Report 4<sup>th</sup> Quarter
- 4<sup>th</sup> Quarter FY 2024 Corporate Compliance and Quality Management Report
- Annual Corporate Compliance Report and 1<sup>st</sup> Quarter FY 2025 Corporate Compliance Training
- Appoint Texas Council Representative and Alternate for FY 2025
- Board of Trustees Reappointments and Oaths of Office
- Analysis of Board Members Attendance for FY 2024 Regular and Special Called Board Meetings
- Personnel Report for August 2024
- Texas Council Risk Management Fund Claims Summary for August 2024
- Approve FY 2025 Dues Commitment and Payment Schedule for Texas Council
- Texas Council Risk Management Fund Board of Trustees Election
- Review Preliminary August 2024 Financial Statements
- 4<sup>th</sup> Quarter FY 2024 Investment Report
- Board of Trustees Unit Financial Statement for August 2024
- Reappoint Foundation Board Members

## **October 24, 2024 – Board Meeting**

- Approve Minutes from September 26, 2024 Board Meeting
- Longevity Recognitions
- Community Resources Report
- Consumer Services Report for September 2024
- Program Updates
- Board of Trustees Oaths of Office (any not present in September)
- Personnel Report for September 2024
- Texas Council Risk Management Fund Claims Summary for September 2024
- Approve September 2024 Financial Statements
- Approve Check Signers
- Board of Trustees Unit Financial Statement for September 2024
- HUD 811 Updates – Montgomery, Cleveland and Huntsville
- Consumer Foundation 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
ATC	Attempt to Contact
BCBA	Board Certified Behavior Analyst
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
CAS	Crisis Access Services
CBT	Computer Based Training & Cognitive Based Therapy
CC	Corporate Compliance
CCBHC	Certified Community Behavioral Health Clinic
CCP	Charity Care Pool
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
CIT	Crisis Intervention Team
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
DID	Determination of Intellectual Disability

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
DUNN	Dunn Behavioral Health Science Center at UT Houston
Dx	Diagnosis
EBP	Evidence Based Practice
ECI	Early Childhood Intervention
EDO	Emergency Detention Order
EDW	Emergency Detention Warrant (Judge or Magistrate Issued)
EHR	Electronic Health Record
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.
MST	Multisystemic Therapy
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
OPC	Order for Protective Custody
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)
PCB	Private Contract Bed
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
RP	Recovery Plan
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
YCOT	Youth Crisis Outreach Team
YES	Youth Empowerment Services
YMHFA	Youth Mental Health First Aid
YPS	Youth Prevention Services
YPU	Youth Prevention Selective

Updated June 14, 2024