

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

**December 4, 2025**



Notice is hereby given that a regular meeting of the Board of Trustees of Tri-County Behavioral Healthcare will be held on Thursday, December 4, 2025. The Business Committee will convene at 9:30 a.m., the Program Committee will convene at 9:30 a.m. and the Board meeting will convene at 10:00 a.m. at 402 Liberty St., Cleveland, TX 77327. 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 - October 23, 2025**
  
- III. **Program Presentation - Life Skills Christmas Carolers**
  
- IV. **Presentation of Awards to Consumer Christmas Card Contest Winners**
  
- V. **Executive Director’s Report - Evan Roberson**
  - A. OBBBA Rural Healthcare Initiative
  - B. Montgomery County ARPA Program Closures
  - C. Texas Council PAC Discussions
  
- VI. **Chief Financial Officer’s Report - Millie McDuffey**
  - A. FY 2025 Audit Update
  - B. FY 2025 Public Health Provider - Charity Care Program - (PHP-CCP) Cost Report
  - C. FY 2025 Cost Accounting Methodology (CAM) Report
  - D. FY 2025 HCS and MEI Cost Reports
  
- VII. **Program Committee**
  - Information Items
  - A. Community Resources Report..... 7-10
  - B. Consumer Services Report for October 2025..... 11-13
  - C. Program Updates..... 14-19
  
- VIII. **Executive Committee**
  - Information Items
  - A. Personnel Report for October 2025..... 20-22
  - B. Texas Council Risk Management Fund Claims Summary as of October 2025..... 23-24

**IX. Business Committee**

Action Items

A. Approve October 2025 Financial Statements.....	25-38
B. Reappoint Independence Communities, Inc. Board of Directors.....	39
C. Reappoint Cleveland Supported Housing, Inc. Board of Directors.....	40
D. Reappoint Montgomery Supported Housing, Inc. Board of Directors.....	41
E. Reappoint Consumer Foundation Board of Directors.....	42
F. Approve Demolition of 612 Hwy 90, Liberty, TX.....	43
G. Approve Listing the 507 Bryant Road Building for Sale.....	44-45
H. Approve Changes to the Texas Council Risk Management Fun Interlocal Agreement.....	46-60

Information Items

I. Board of Trustees Unit Financial Statements for October 2025.....	61-62
J. Consumer Foundation Board Meeting Update.....	63

- X. Executive Session in compliance with Texas Government Code Section 551.071, Consultation with Attorney and 551.072 and Real Property - 612 Hwy 90 West, Liberty, TX 77575 and 507 Bryant Rd, Conroe, TX 77303.

Posted By:

Ava Green  
Executive Assistant

# Tri-County Behavioral Healthcare

P.O. Box 3067  
Conroe, TX 77305

## BOARD OF TRUSTEES MEETING

October 23, 2025

### Board Members Present:

Patti Atkins  
Gail Page  
Richard Duren  
Tim Cannon  
Carl Williamson

### Board Members Absent:

Morris Johnson  
Jacob Paschal  
Tracy Sorensen  
Sharon Walker

### Tri-County Staff Present:

Evan Roberson, Executive Director  
Millie McDuffey, Chief Financial Officer  
Sara Bradfield, Chief Operating Officer  
Tanya Bryant, Director of Quality Management and Support  
Kenneth Barfield, Director of Management Information Systems  
Stephanie Ward, Director of Adult Behavioral Health  
Melissa Zemencsik, Director of Child and Youth Behavioral Health  
Yolanda Gude, Director of IDD Authority Services  
Beth Dalman, Director of Crisis Access  
Andrea Scott, Director of Medical Operations  
Ashley Bare, HR Manager  
Star Peralta, Peer Support Specialist  
Ava Green, Executive Assistant

**Legal Counsel Present:** Jennifer Bryant, Jackson Walker LLP

**Sheriff Representatives Present:** Chief Deputy Joe Sclider Montgomery County Precinct 1 Constables Office

**Guest(s):** Scott Hayes and Mannix Smith, ISC Group, Inc.

**Call to Order:** Board Chair, Patti Atkins, called the meeting to order at 10:07 a.m.

**Public Comment:** No public comment.

**Quorum:** There being five (5) Board Members present, a quorum was established.

**Resolution #10-23-01**

**Motion Made By:** Richard Duren

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

**Resolved:**

That the Board approve the absence of Jacob Paschal, Tracy Sorensen, Sharon Walker and Morris Johnson.

**Resolution #10-23-02**

**Motion Made By:** Richard Duren

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

**Resolved:**

That the Board approve the minutes of the September 25, 2025 meeting of the Board of Trustees.

**Program Presentation:** 401(a) Retirement Plan Account Review presented by Scott Hayes and Mannix Smith from ISC Group, Inc.

**Program Presentation:** Longevity Recognitions

**Executive Director's Report:**

The Executive Director's report is on file.

- Rural Healthcare Initiative
- Texas Council Political Action Committee

**Chief Financial Officer's Report:**

The Chief Financial Officer's report is on file.

- FY 2025 Audit Update
- Public Health Provider – Charity Care Program (PHP-CPP) Cost Report
- HHSC MH Fiscal Monitoring Review – Initial Report of Findings – Management Team Response with Corrective Action Plan

**PROGRAM COMMITTEE:**

The Community Resources Report was reviewed for information purposes only.

The Consumer Services Report for September 2025 was reviewed for information purposes only.

The Program Updates Report was reviewed for information purposes only.

The Annual Corporate Compliance Report was reviewed for information purposes only.

**EXECUTIVE COMMITTEE:**

The Personnel Report for September 2025 was reviewed for information purposes only.

The Texas Council Risk Management Fund Claims Summary for September 2025 was reviewed for information purposes only.

The Board of Trustees Oaths of Office were reviewed for information purposes only.

The Board of Trustees Committee Appointments was reviewed for information purposes only.

**BUSINESS COMMITTEE:**

**Resolution #10-23-03**

**Motion Made By:** Richard Duren

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

**Resolved:**

That the Board approve the September 2025 Financial Statements.

**Resolution #10-23-04**

**Motion Made By:** Richard Duren

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

**Resolved:**

That the Board approve the Health and Human Services Grant Agreement, Contract No. HHS001609500037, Money Follows the Person Demonstration Grant.

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

The Board of Trustees Unit Financial Statement for September 2025 was reviewed for information purposes only.

**The regular meeting of the Board of Trustees adjourned at 11:20 a.m.**

**Adjournment:**

**Attest:**

---

Patti Atkins  
Chair

Date

---

Jacob Paschal  
Secretary

Date

**Agenda Item:** Community Resources Report

**Board Meeting Date:**

December 4, 2025

**Committee:** Program

**Background Information:**

None

**Supporting Documentation:**

Community Resources Report

**Recommended Action:**

**For Information Only**

# Community Resources Report

## October 24, 2025 – December 4, 2025

---

### Volunteer Hours:

Location	October
Conroe	118
Cleveland	4.5
Liberty	15.5
Huntsville	0
<b>Total</b>	<b>138</b>

### COMMUNITY ACTIVITIES

10/24/25	Adult MHFA for Lone Star College	Tomball
10/24/25	Behavioral Health Suicide Prevention Task Force (BHSP) - Addictions Workgroup - Virtual	Conroe
10/25/25	Cleveland ISD Trunk or Treat & Resource Fair	Cleveland
10/25/25	HEARTS Museum Trunk or Treat	Huntsville
10/28/25	Walker County Community Resource Coordination Group & Crisis Collaborative Meeting	Huntsville
10/28/25	Multisystemic Therapy Presentation for Montgomery County Probation Department	Conroe
10/28/25	Houston-Galveston Area Council Ombudsman - LIDDA Services Presentation - Virtual	Conroe
10/28/25	Ford Elementary Family Night	Conroe
10/29/25	Crisis Collaborative & Diversion Task Force Meeting	Conroe
10/29/25	Salvation Army Fall Festival	Conroe
10/30/25	ESC 4 School Safety Expo	Houston
10/30/25	Math-o-Ween Halloween Bash for San Jacinto Elementary	Grangerland
10/30/25	New Waverly ISD School Health Advisory Council	New Waverly
10/31/25	Walker County Juvenile Services Staffing	Huntsville
11/1/25	Youth MHFA for Community - Virtual	Conroe
11/1/25	Veterans Breakfast HEARTS Museum	Huntsville
11/4/25	Lone Star College Presentation - Intro to Human Services Class	The Woodlands
11/4/25	Emergency Montgomery County Community Resource Collaboration Group	Conroe
11/5/25	Montgomery County Child Crisis Collaborative	Conroe
11/5/25	AS+K Training for Montgomery County Women's Center	Conroe
11/6/25	Walker County Mental Health Collaborative	Huntsville
11/6/25	Cleveland Chamber of Commerce Luncheon	Cleveland
11/7/25	Youth MHFA for Hardin ISD	Hardin
11/7/25	Youth MHFA for Liberty ISD	Liberty
11/8/25	Out of the Darkness Walk	The Woodlands
11/8/25	Adult MHFA for Community - Virtual	Conroe



11/10/25	Adult MHFA for Lone Star College Montgomery Staff	Conroe
11/10/25	Behavioral Health Suicide Prevention Task Force Meeting – Neurodiversity/Special Needs Workgroup	Conroe
11/10/25	Lake Conroe Chamber of Commerce Monthly Luncheon	Conroe
11/10/25	Conroe Homeless Coalition	Conroe
11/11/25	DePelchin and DFPS Community Meeting	Conroe
11/11/25	Family & Community Coalition of East Texas	Conroe
11/11/25	Huntsville ISD School Health Advisory Council	Huntsville
11/12/25	Liberty ISD Student Health Advisory Committee	Liberty
11/12/25	Texas Children’s Crisis Planning Meeting	Conroe
11/12/25	DePelchin and DFPS Community Meeting	Conroe
11/13/25	Youth MHFA for Community	Conroe
11/13/25	Youth MHFA Conroe ISD	Conroe
11/14/25	Behavioral Health Suicide Prevention Task Force Meeting - Military Workgroup Meeting	Conroe
11/15/25	2 <sup>nd</sup> Annual Fall Festival - Backing the Brave	Magnolia
11/17/25	Behavioral Health Suicide Prevention Task Force Meeting - Major Mental Health Workgroup - Virtual	Conroe
11/18/25	Ribbon Cutting - Resilience Leadership Academy Sober High School	Conroe
11/18/25	Montgomery County Community Resource Collaboration Group	Conroe
11/18/25	Youth MHFA for Community	Conroe
11/18/25	Transition Parent Night at MSG Ramirez K-8 Cleveland ISD	Cleveland
11/19/25	New Waverly ISD School Health Advisory Council	New Waverly
11/19/25	Zero Suicide Joint Regional Community Meeting - Virtual	Conroe
11/20/25	Behavioral Health Suicide Prevention Task Force Meeting	Conroe
11/21/25	Tour of Cleveland Facility for Cleveland ISD School Counselors	Cleveland
11/24/25	AS+K Suicide Prevention Training for Community - Virtual	Conroe
11/25/25	Walker County Community Resource Collaborative Group & Crisis Collaborative Meeting	Huntsville
11/28/25	Walker County Juvenile Services Staffing	Huntsville
12/2/25	Youth MHFA for Community - Virtual	Conroe
12/3/25	Montgomery County Child Crisis Collaborative	Conroe

## UPCOMING ACTIVITIES

12/6/25	HEARTS Museum Veterans Breakfast	Huntsville
12/8/25	Conroe Homeless Coalition	Conroe
12/9/25	Youth MHFA for ESC 4 - Virtual	Conroe
12/9/25	Huntsville ISD School Health Advisory Council	Huntsville
12/13/25	Caney Creek Feeder Zone Health/Resource Fair	Conroe
12/16/25	Montgomery County Community Resource Collaboration Group	Conroe

12/17/25	Zero Suicide Joint Regional Community Meeting - Virtual	Conroe
12/19/25	Walker County Juvenile Services Staffing	Huntsville
12/31/25	Crisis Collaborate & Diversion Task Force Meeting	Conroe
1/5 – 1/6/26	Blended Youth MHFA - Sheldon ISD	Houston
1/12/26	Conroe Homeless Coalition	Conroe
1/13/26	Family & Community Coalition of East Texas	Conroe
1/14/26	Central Library Resource Group	Conroe
1/20/26	Liberty County Community Coalition - Virtual	Cleveland
1/21/26	Adult MHFA for Community - Virtual	Conroe
1/23/26	Behavioral Health Suicide Prevention Task Force Meeting - Addictions Workgroup - Virtual	Conroe
1/27/26	Adult MHFA for Community - Virtual	Conroe
1/28/26	Crisis Collaborative & Diversion Task Force Meeting	Conroe

**Agenda Item:** Consumer Services Report for October 2025

**Board Meeting Date:**

December 4, 2025

**Committee:** Program

**Background Information:**

None

**Supporting Documentation:**

Consumer Services Report for October 2025

**Recommended Action:**

**For Information Only**

## CONSUMER SERVICES REPORT

October 2025

	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	298	32	18	-	-	-	-	348
Youth Crisis Outreach Team (YCOT)	98	10	11	-	-	-	-	119
Crisis Hotline Served	378	43	36	-	-	-	-	457
Crisis Stabilization Unit	59	1	3	59	-	0	1	63
Crisis Stabilization Unit Bed Days	221	0	5	221	-	1	1	227
Adult Contract Hospital Admissions	25	6	2	25	-	1	5	33
Child and Youth Contract Hospital Admissions	8	4	2	6	2	4	0	14
Total State Hospital Admissions (Civil only)	1	0	0	1	0	0	0	1
<b>Routine Services, MH Adults/Children Served</b>								
Adult Levels of Care (LOC 1-5, EO, TAY)	1168	236	230	1168	-	139	97	1634
Adult Medication	889	172	182	865	-	125	71	1243
TCOOMMI (Adult Only)	85	31	6	885	-	6	25	122
Adult Jail Diversions	2	0	0	2	-	0	0	2
Child Levels of Care (LOC 1-5, EO, YC, YES)	751	108	109	494	257	68	40	968
Child Medication	252	23	35	173	86	16	0	310
Multisystemic Therapy (MST)	13	0	1	-	-	-	-	14
School Based Clinics	74	17	28	-	-	-	-	119
<b>Veterans Served</b>								
Veterans Served - Therapy	15	1	0	-	-	-	-	16
Veterans Served - Case Management	20	5	1	-	-	-	-	26
<b>Persons Served by Program, IDD</b>								
Number of New Enrollments for IDD	38	2	5	38	-	2	0	45
Service Coordination	892	102	95	892	-	57	45	1089
Individualized Skills and Socialization (ISS)	8	18	17	-	-	4	14	43
<b>Persons Enrolled in Programs, IDD</b>								
Center Waiver Services (HCS, Supervised Living)	31	16	19	31	-	4	12	66
<b>Substance Use Services, Adults and Youth Served</b>								
Youth Substance Use Disorder Treatment/COPSD	11	1	0	11	-	1	0	12
Adult Substance Use Disorder Treatment/COPSD	27	0	0	27	-	0	0	27

<b>Waiting/Interest Lists as of Month End</b>								
Home and Community Based Services Interest List	2213	369	255	-	-	-	-	<b>2837</b>
<b>American Rescue Plan Act (ARPA) Funded Therapy</b>								
Expanded Therapy	63	9	0	55	8	7	2	<b>72</b>
After Hours Therapy	41	0	0	38	3	0	0	<b>41</b>
<b>September Served</b>								
Adult Mental Health	1626	278	234	1626	-	152	126	<b>2138</b>
Child Mental Health	975	136	124	672	303	90	46	<b>1235</b>
Intellectual and Developmental Disabilities	964	113	98	964	-	63	50	<b>1175</b>
<b>Total Served</b>	<b>3565</b>	<b>527</b>	<b>456</b>	<b>3262</b>	<b>303</b>	<b>305</b>	<b>222</b>	<b>4548</b>
<b>October Served</b>								
Adult Mental Health	1616	324	266	1616	-	178	146	<b>2206</b>
Child Mental Health	990	134	130	675	315	90	44	<b>1254</b>
Intellectual and Developmental Disabilities	1063	134	110	1063	-	72	62	<b>1307</b>
<b>Total Served</b>	<b>3669</b>	<b>592</b>	<b>506</b>	<b>3354</b>	<b>315</b>	<b>340</b>	<b>252</b>	<b>4767</b>

**Agenda Item:** Program Updates

**Board Meeting Date:**

December 4, 2025

**Committee:** Program

**Background Information:**

None

**Supporting Documentation:**

Program Updates

**Recommended Action:**

**For Information Only**

# Program Updates

## October 24, 2025 – December 4, 2025

---

### Crisis Services

1. During the month of October, 696 crisis services were provided to 406 individuals through all of our crisis services programs. Of these 696 crisis services, 288 were provided to youth (41.4%), primarily provided by YCOT staff. The location of the crisis service delivery was primarily at homes (32.8%), followed by PETC (31.3%) and Emergency Rooms/Medical Hospitals (23.6%). Community locations occurred with 10.1% of the crisis services and the combined total of jails, schools, and our three rural clinics accounted for only 2.2%. Residents of Montgomery county were the recipients of 79.5% of these services.
2. The Montgomery County Sheriff's Office (MCSO) Crisis Intervention Team program has been authorized for an additional year of funding through a grant secured by MCSO. In October, the two MCSO and one Conroe PD staff provided 91 crisis services to emergency calls in the community that were primarily dispatched through law enforcement and 9-1-1.
3. HHSC now requires us to provide continuity of care services for both civil and forensic State Hospital admissions, increasing the number of individuals significantly. We currently have five adults and two youth admitted to state hospital facilities on a civil commitment. There are 39 forensic patients admitted to state hospital facilities that we are currently serving, including two youth. The forensic commitments are almost exclusively for competency restoration however, two of those patients are committed for criminal court findings of Not Guilty by Reason of Insanity (NGRI). The majority of forensic patients are returned to jail upon release from the state hospital facility and we are finding it difficult to successfully connect these individuals to outpatient services upon their release.
4. Nine out of the 10 YCOT positions have been successfully filled and the program continues to grow. In October, YCOT Response and Stabilization teams provided 256 crisis services to 119 youth between the ages of 6 to 18. In FY26, HHSC has provided additional funding that will allow for the expansion of the YCOT team by four staff. This increase will allow for a team to be officed in the Cleveland Service Facility, significantly improving response times in Liberty and East Montgomery County.
5. Staffing shortages have continued to be a struggle in the crisis department in October and first part of November as we attempt to replace three MCOT staff, our Administrative Assistant, and a YCOT Clinician.

### MH Adult Services

1. The Conroe intake team has screened 292 individuals for services so far this Fiscal Year. We have had only a 7% no show rate for our same-day intakes in October. We track these closely, as we know easy, accessible entry to services is key to engaging this population.

2. The First Episode Psychosis program has added an adolescent to the program. The team is excited to reach young people to make a big impact and reach them and their families early on in their recovery journey.
3. Our Projects in Assisting Transition from Homelessness (PATH) Mental Health Specialist has served 50 individuals to date, speaking to the high need for services in the unhoused population. The PATH team has great relationships with community providers, who are able to work together to determine what type of community services each individual needs and to direct them to those resources.
4. We are pleased to announce that the Rural Clinics are now fully staffed.

## **MH Child and Youth Services**

1. The C&Y Team is undergoing significant transition due to the upcoming closure of the C&Y Porter Clinic and the resignation of two Conroe Team Leads. Eight of the QMHP positions currently in Porter are relocating to the Cleveland office to serve clients from Splendora, New Caney, and Porter. Four positions are moving to the Conroe office to continue serving clients from Grangerland. We are working closely with our client families to ensure a smooth and supportive transition.
2. Two new Multisystemic Therapists have completed training and are now being assigned clients. While most referrals are coming from the Montgomery County Juvenile Probation Department, several are also being referred from our existing C&Y caseloads.
3. We have received numerous compliments from C&Y client families about the new Cleveland building—particularly the playroom. Families are enthusiastic and enjoy visiting the new office. Additionally, Cleveland ISD school counselors recently toured the facility, giving us a great opportunity to showcase our services and introduce our staff.

## **Criminal Justice Services**

1. The Criminal Justice Services Department received funding to hire a licensed professional to help with linking youth in Juvenile Detention to appropriate services at Tri-County. The team has collaborated with HHSC and the Montgomery County Juvenile Detention Center to create a program that will be of most benefit to the people we serve. This has been a great opportunity to fortify connections with this community partner, allowing additional learning about each other's work and further helping to coordinate connection to care for the juvenile populations.
2. The Outpatient Competency Restoration (OCR) program was notified of a pending audit which is being conducted by a third party, Clover Educational Consulting Group. This consulting group is evaluating OCR programs in partnership with HHSC by conducting site visits to learn more about implementation of the program around the State.
3. OCR has received an updated reporting Form Z from HHSC that tracks individuals in the jails who have mental health history and the efforts of the Center to engage in forensic services.



## **Substance Use Disorder Services**

1. The Youth Substance Use Disorder (SUD) program continues to receive frequent referrals from Mosaics; a local resource who is working with youth in the court system and linking them to our services. We have received 30 referrals from Mosaics since the beginning of October.
2. Our Adult census is holding around 21 clients. We are on track to see more clients in quarter one of this year compared to quarter one of last year, with one fewer staff on the adult team.

## **IDD Services**

1. All three of our Individualized Skills and Socialization sites had unannounced audits in October. All three sites did very well with zero citations.
2. IDD Provider Services is preparing for the annual audit, which is expected to occur in November. Consistent with last year, advance notice of the audit will not be provided as it is intended to occur on an annual but unannounced basis.
3. A weekend relief position staff has been hired in Huntsville. The new staff will complete orientation and on-the-job training before being released to work independently at the house.
4. IDD Provider Services continues to search for a qualified LVN.
5. IDD Authority Services received approval of its plan to utilize remaining ARPA funding to support technology costs associated with LIDDA efficiencies within our electronic system. The Electronic Systems Project will allow for specific enhancements that align with our operational needs and objectives in SmartCare.
6. For the first time in over a year, IDD Non-Waiver Services, which encompasses our General Revenue (GR) and Community First Choice (CFC) program areas, is fully staff. We now have 11 IDD Non-Waiver Case Managers, five of whom are bilingual.

## **Support Services**

1. **Quality Management (QM):**
  - a. The Administrator of Quality Management is currently working through a Program Survey of Adult Level of Care 3 outpatient services to ensure adequate care, compliance with expectations and quality improvement as needed.
  - b. In addition to routine and ongoing quality assurance of documentation, staff reviewed 16 progress notes prior to billing to ensure compliance. Additional training and follow-up were provided to staff and supervisors as needed.
  - c. Staff prepared and submitted six record requests to six insurance companies totaling 65 charts, for records dating back to January 1, 2025 and continue to work on a record request on behalf of United Health Care for a Medicare risk adjustment review for 179 charts. As a part of these reviews, quality management staff review and follow up on any needed improvements to ensure provision of quality care.

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

- a. The Director of Quality Management & Support was invited to and began attending an external stakeholder group led by the HHSC UM Department, with the purpose of offering input and feedback to be considered in preparation for an update to the Texas Resilience and Recovery (TRR) UM Guidelines.
- b. UM staff reviewed 10% of all discharges for the months of October and provided feedback to staff and supervisors as needed for quality improvement.
- c. Staff reviewed all progress notes that utilized the COPSD Modifier for October and offered feedback to program staff as needed.
- d. Staff reviewed 10% of progress notes that utilized the MCOT Modifier in October to support continuous quality improvement.

## **3. Training:**

- a. The Training Department is working to fill one vacancy and is currently accepting applications for the Training Coordinator position with several applicants to date.
- b. The Administrator of Quality Management has attended Satori Alternatives in Managing Aggression (SAMA) training in order to serve as a backup trainer at the Center as needed.
- c. The new Clinical Trainer is scheduled to attend the Cardio Pulmonary Resuscitation (CPR) training and the Satori Alternatives in Managing Aggression (SAMA) training, both in December. Further training opportunities are being identified and will be scheduled accordingly.
- d. In an effort to encourage more School District staff to take Youth Mental Health First Aid (MHFA) or be recertified in Youth MHFA (motivated by HB3), the National Council for Mental Wellbeing rolled out a Youth MHFA Recertification pilot program in 2024 with 11 Texas Youth MHFA instructors invited to participate and offer the pilot course to school district staff. This year, nine additional Texas YMHA instructors were chosen to participate in the pilot program, and our MHFA Coordinator was one of the invited instructors.
- e. The MHFA Outreach Coordinator scheduled four MHFA trainings during the months of November and December to include both Hardin and Liberty ISDs, Lone Star College and has offered to assist Harris Center MHFA program with a training in Sheldon ISD.

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

- a. The Texas Veterans Commission has started sending lists of incarcerated veterans to the Peer Service Coordinators at each agency to track and provide resources to. With a three county footprint as large as ours, this task is keeping our Regional Veterans Services Liaison busy.
- b. There are currently 22 participants in the Montgomery County Veterans Treatment Court. During calendar year 2025, 20 participants successfully completed the roughly two-year intensive program.
- c. The Liberty County Veteran Treatment Court currently has six participants.

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

- a. The IDD PNAC met on November 5, 2025 and discussed Center Updates, financial information, performance measures to include Strategic Planning and CQI goals, and discussed strategies to grow membership.
- b. The IDD PNAC and MH PNAC had a combined face to face meeting on December 2, 2025.

**Agenda Item:** Personnel Report for October 2025

**Board Meeting Date:**

December 4, 2025

**Committee:** Executive

**Background Information:**

None

**Supporting Documentation:**

Personnel Report for October 2025

**Recommended Action:**

**For Information Only**

# Personnel Report

FY26 | October 2025



## OVERVIEW

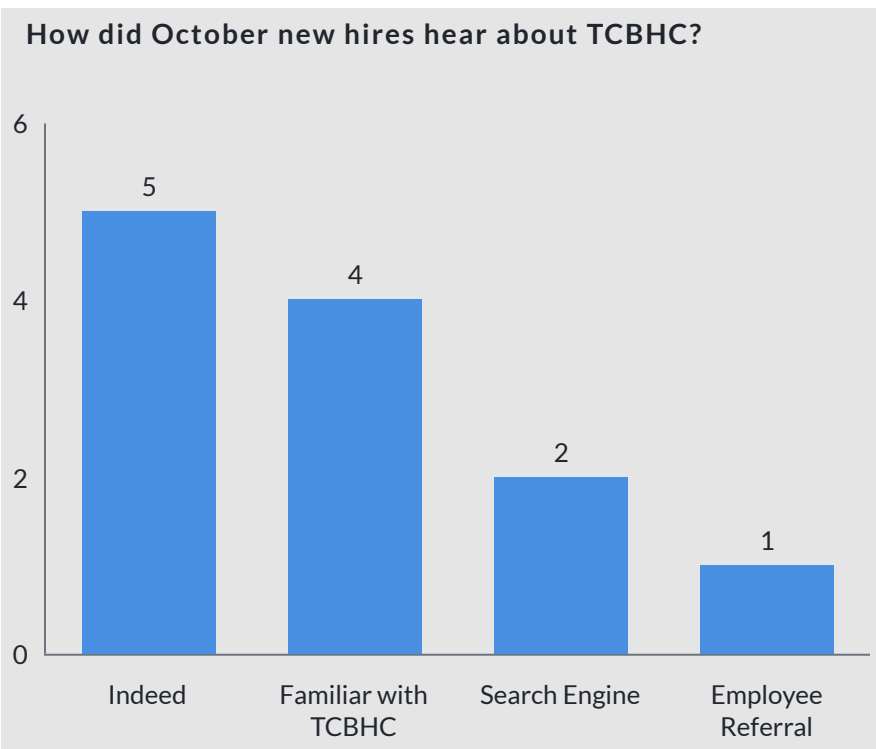
**NEW HIRES**  
October  
**12** POSITIONS  
YTD  
**22** POSITIONS

**SEPARATIONS**  
October  
**9** POSITIONS  
YTD  
**18** POSITIONS

**Vacant Positions**  
**60**  
**Frozen Positions**  
**28**

**Newly Created Positions**  
**0**  
**Total Budgeted Positions**  
**444**

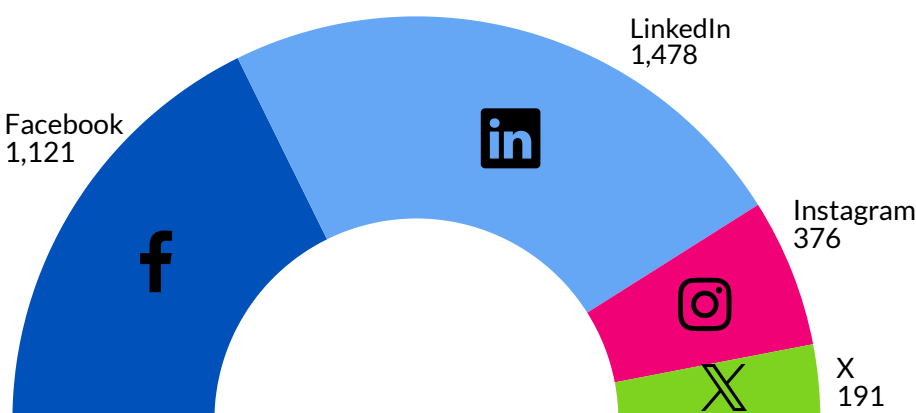
## RECRUITING



## RECRUITING EVENTS

N/A

## SOCIAL MEDIA FOLLOWERS



## APPLICANTS

October Total Applicants	209
YTD Applicants	470

## CURRENT OPENINGS

VACANCIES BY LOCATION

CONROE	45
PETC	6
PORTER	3
CLEVELAND	3
HUNTSVILLE	2
LIBERTY	1

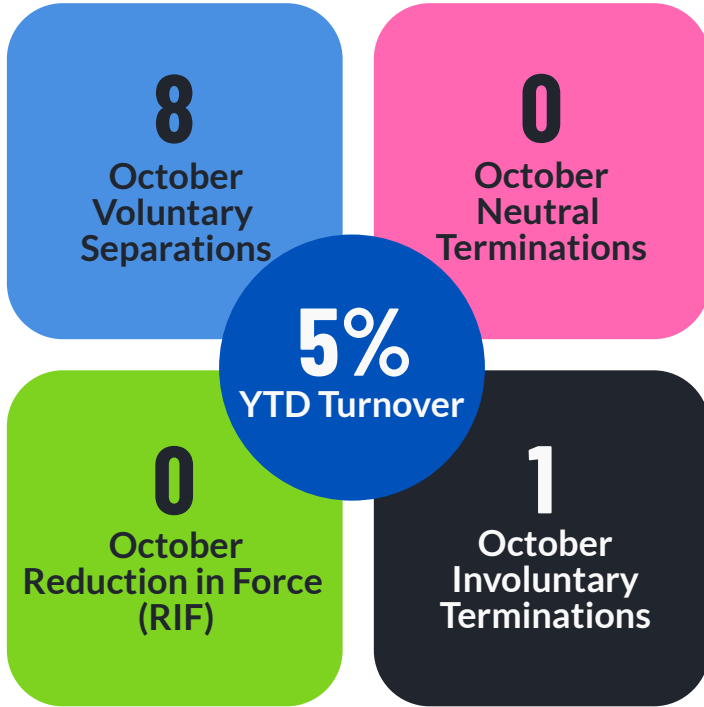
VACANCIES

Mental Health Specialist/Case Manager (Adult, IDD, Crisis and C&Y)	26
Licensed Clinician	9
Direct Care Provider	5
Peer Provider	2
Financial Specialist	2
Other	16

# Exit Data

FY26 | October 2025

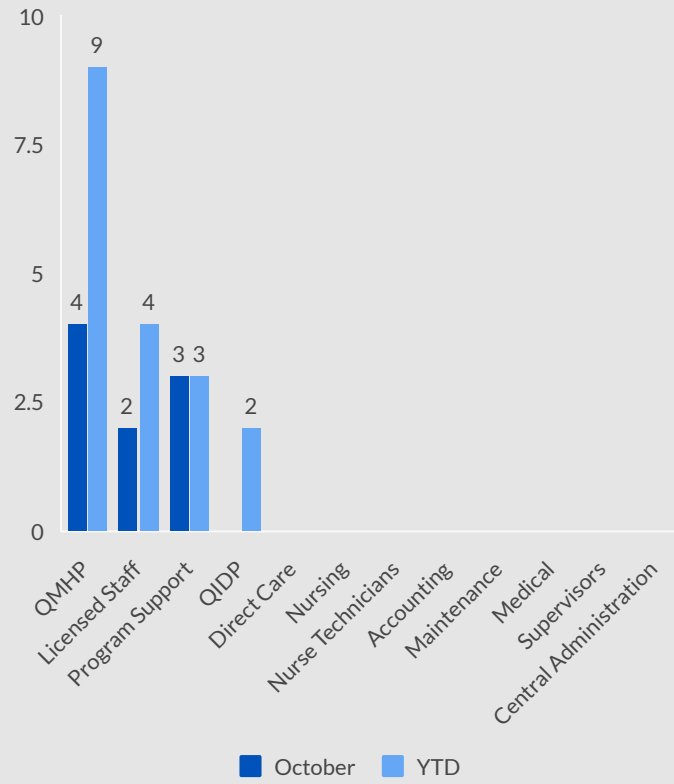
## Exit Stats at a Glance



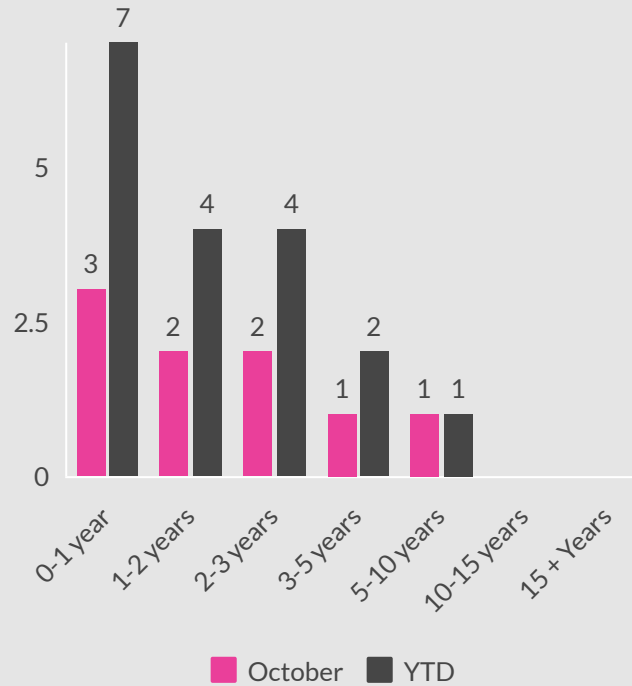
## YTD Top Reasons for Separations

- 1 Another Job
- 2 Personal/Family, includes Relocating
- 3 Immediate Resignation
- 4 Performance
- 5 Dissatisfaction with Job/Work Environment

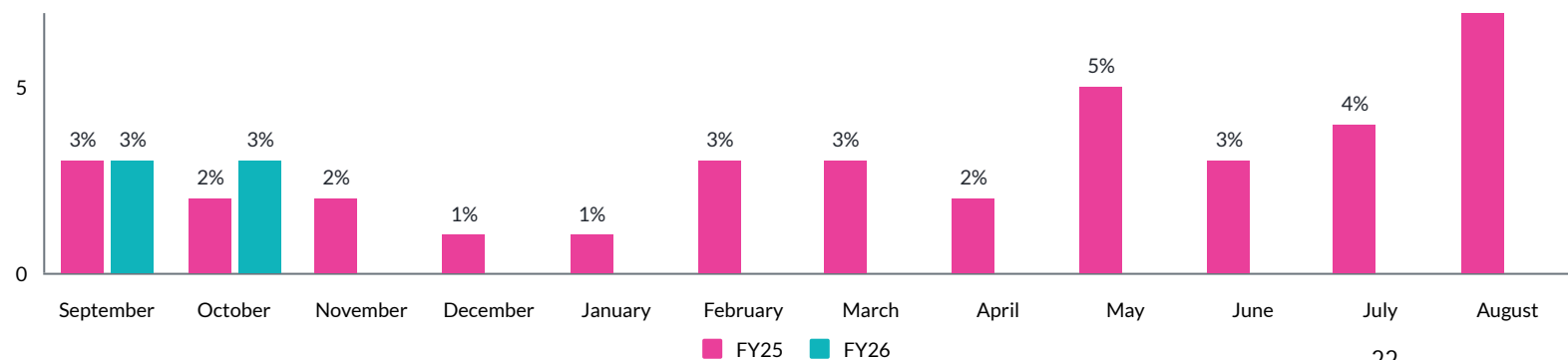
## Separations by Category



## Separations by Tenure



## Turnover Rate by Month



**Agenda Item:** Texas Council Risk Management Fund Claims Summary as of October 2025

**Board Meeting Date:**

December 4, 2025

**Committee:** Executive

**Background Information:**

None

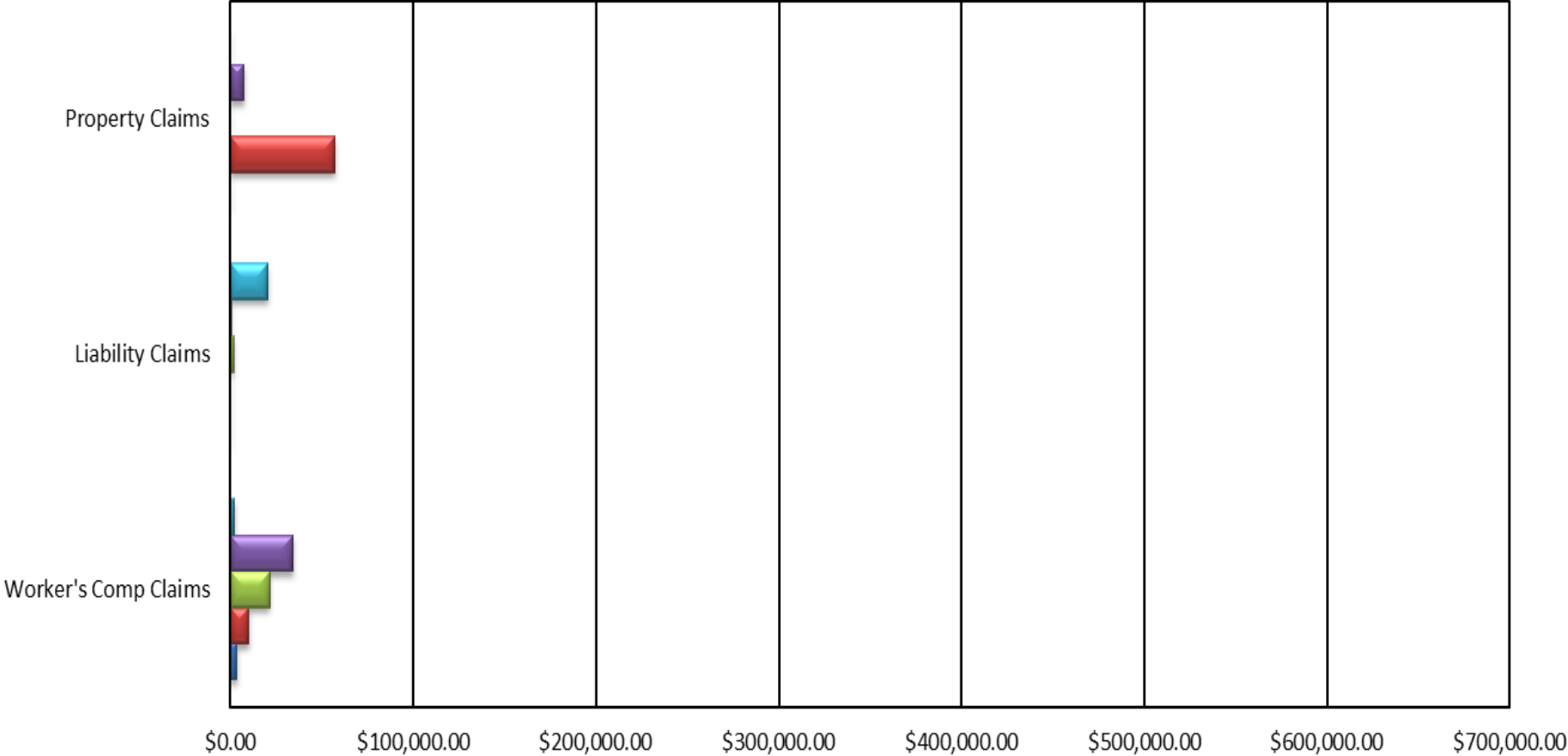
**Supporting Documentation:**

Texas Council Risk Management Fund Claims Summary as of October 2025

**Recommended Action:**

**For Information Only**

# TCRMF Claims Summary October 2025



	Worker's Comp Claims	Liability Claims	Property Claims
2022	\$2,215.00	\$20,538.00	\$0.00
2023	\$34,369.00	\$592.00	\$7,243.00
2024	\$21,338.00	\$1,820.00	\$0.00
2025	\$9,965.00	\$0.00	\$57,297.00
2026	\$3,588.00	\$0.00	\$0.00



<b>Agenda Item:</b> Approve October 2025 Financial Statements	<b>Board Meeting Date</b>  December 4, 2025
<b>Committee:</b> Business	
<b>Background Information:</b>  None	
<b>Supporting Documentation:</b>  October 2025 Financial Statements	
<b>Recommended Action:</b>  <b>Approve October 2025 Financial Statements</b>	

## October 2025 Financial Summary

Revenues for October 2025 were \$3,881,879 and operating expenses were \$3,593,977 resulting in a gain in operations of \$287,902. Capital Expenditures and Extraordinary Expenses for October were \$273,675 resulting in a gain of \$14,227. Total revenues were 100.63% of the monthly budgeted revenues and total expenses were 101.00% of the monthly budgeted expenses (difference of -.37%).

Year to date revenues are \$7,192,135 and operating expenses are \$6,703,640 leaving excess operating revenues of \$488,495. YTD Capital Expenditures and Extraordinary Expenses are \$468,821 resulting in a gain YTD of \$19,673. Total revenues are 99.27% of the YTD budgeted revenues and total expenses are 99.77% of the YTD budgeted expenses (difference of -.50%).

### **REVENUES**

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

<b>Revenue Source</b>	<b>YTD Revenue</b>	<b>YTD Budget</b>	<b>% of Budget</b>	<b>\$ Variance</b>
TITLE XIX Case Management MH	60,107	90,975	66.06%	30,869
Title XIX Rehab	307,499	381,222	80.66%	73,723
DPP Component 1	239,569	291,894	82.07%	52,325

**Title XIX Case Management MH** - This line item is only Case Management MH for this month. The majority of this variance is from the Child and Youth cost centers for the year to date. We have numerous vacancies in the C & Y cost centers and revenue will continue to be lower until we can get staff in those positions and trained.

**Title XIX Rehab** - This line item continues to be on our variance listing. It is a combination of adult and children's programs which are having staff shortages. For example, we currently do not have any ACT QMHP's, and then again in the C&Y area we have fairly large variances in the revenue lines. These trends will continue until we can recruit and train qualified staff.

**Directed Payment Program** – This line was budgeted based on the Texas Council model given to centers for calculating our projected revenue. At the CFO conference it was discussed that the Scorecard numbers are coming out for the months and they are coming in lower than the model had anticipated. The explanation received was still being attributed to the Medicaid unwinding. We don't think we have seen a

settling down as of this time for the Medicaid programs. We could continue to have variances in these programs that were not anticipated.

**EXPENSES**

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

<b>Expense Source</b>	<b>YTD Expenses</b>	<b>YTD Budget</b>	<b>% of Budget</b>	<b>\$ Variance</b>
Fixed Assets – Construction in Progress	97,152	0	0	97,152

**Fixed Assets – Construction in Progress** – This line item is for things that are not paid for by the Bond financing. This month we have invoices that were submitted for the signage, flooring change order, elevator start-up payment, and outside cameras. We should be nearing the end of invoices on the Cleveland project.

**TRI-COUNTY BEHAVIORAL HEALTHCARE  
GENERAL FUND BALANCE SHEET  
For the Month Ended October 2025**

<b>ASSETS</b>	<b>GENERAL FUND October 2025</b>	<b>GENERAL FUND September 2025</b>	<b>Increase (Decrease)</b>
<b>CURRENT ASSETS</b>			
Imprest Cash Funds	2,555	2,550	5
Cash on Deposit - General Fund	2,631,952	4,967,701	(2,335,749)
Accounts Receivable	4,277,111	3,756,923	520,188
Inventory	1,416	199	1,217
<b>TOTAL CURRENT ASSETS</b>	<b>6,913,034</b>	<b>8,727,373</b>	<b>(1,814,339)</b>
<b>FIXED ASSETS</b>	<b>22,469,928</b>	<b>22,839,771</b>	<b>(369,843)</b>
<b>OTHER ASSETS</b>	<b>342,378</b>	<b>239,433</b>	<b>102,945</b>
<b>TOTAL ASSETS</b>	<b>\$ 29,725,340</b>	<b>\$ 31,806,577</b>	<b>\$ (2,081,237)</b>
<b>LIABILITIES, DEFERRED REVENUE, FUND BALANCES</b>			
<b>CURRENT LIABILITIES</b>	2,283,104	1,763,835	519,269
<b>NOTES PAYABLE</b>	770,448	770,448	-
<b>DEFERRED REVENUE</b>	(1,228,181)	779,730	(2,007,911)
<b>LONG-TERM LIABILITIES FOR</b>			
First Financial Conroe Building Loan	8,489,098	8,536,753	(47,655)
Guaranty Bank & Trust Loan	1,577,412	1,583,641	(6,229)
First Financial Huntsville Land Loan	743,768	746,869	(3,101)
Lease Liability	356,652	252,329	104,323
SBITA Liability	608,536	916,487	(307,951)
<b>EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR</b>			
General Fund	19,673	5,447	14,226
Debt Service Fund			
Capital Projects Fund			
<b>FUND EQUITY</b>			
<b>RESTRICTED</b>			
Net Assets Reserved for Debt Service	(11,775,466)	(12,036,080)	260,614
Reserved for Debt Retirement			-
<b>COMMITTED</b>			
Net Assets - Property and Equipment	22,469,927	22,839,771	(369,844)
Reserved for Vehicles & Equipment Replacement	613,712	613,712	-
Reserved for Facility Improvement & Acquisitions	2,348,448	2,475,586	(127,138)
Reserved for Board Initiatives	500,000	500,000	-
Reserved for 1115 Waiver Programs	-	-	-
<b>ASSIGNED</b>			
Reserved for Workers' Compensation	274,409	274,409	-
Reserved for Current Year Budgeted Reserve	12,333	80,167	(67,834)
Reserved for Insurance Deductibles	100,000	100,000	-
Reserved for Accrued Paid Time Off	(770,447)	(770,447)	-
<b>UNASSIGNED</b>			
Unrestricted and Undesignated	2,331,913	2,373,919	(42,006)
<b>TOTAL LIABILITIES/FUND BALANCE</b>	<b>\$ 29,725,340</b>	<b>\$ 31,806,577</b>	<b>\$ (2,081,237)</b>

**TRI-COUNTY BEHAVIORAL HEALTHCARE  
CONSOLIDATED BALANCE SHEET  
For the Month Ended October 2025**

<b>ASSETS</b>	<b>General Operating Fund</b>	<b>Debt Fund</b>	<b>Service Fund</b>	<b>Capital Projects Fund</b>	<b>Government Wide 2025</b>	<b>Memorandum Only Final August 2024</b>
<b>CURRENT ASSETS</b>						
Imprest Cash Funds	2,555				2,555	2,500
Cash on Deposit - General Fund	2,631,952				2,631,952	8,570,838
Bond Reserve 2024			734,109		734,109	
Bond Fund 2024			259,207		259,207	-
Bank of New York - Capital Project Fund				1,145,141	1,145,141	
Accounts Receivable	4,277,111				4,277,111	4,740,544
Inventory	1,416				1,416	978
<b>TOTAL CURRENT ASSETS</b>	<b>6,913,034</b>		<b>993,316</b>	<b>1,145,141</b>	<b>9,051,491</b>	<b>13,314,860</b>
<b>FIXED ASSETS</b>	<b>22,469,928</b>				<b>22,469,928</b>	<b>23,476,422</b>
<b>OTHER ASSETS</b>	<b>342,378</b>				<b>342,378</b>	<b>146,332</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>371,272</b>	<b>371,272</b>	-
<b>Total Assets</b>	<b>\$ 29,725,340</b>	<b>\$ 993,316</b>		<b>\$ 13,052,338</b>	<b>\$ 43,770,993</b>	<b>\$ 36,937,614</b>
<b>LIABILITIES, DEFERRED REVENUE, FUND BALANCES</b>						
<b>CURRENT LIABILITIES</b>	2,283,104				2,283,104	1,358,914
<b>BOND LIABILITIES</b>				11,907,197	11,907,197	
<b>NOTES PAYABLE</b>	770,448				770,448	785,852
<b>DEFERRED REVENUE</b>	(1,228,181)				(1,228,181)	4,426,569
<b>LONG-TERM LIABILITIES FOR</b>						
First Financial Conroe Building Loan	8,489,098				8,489,098	9,140,481
Guaranty Bank & Trust Loan	1,577,412				1,577,412	1,662,317
First Financial Huntsville Land Loan	743,768				743,768	790,544
Lease Liability	356,652				356,652	252,329
SBITA Liability	608,536				608,536	916,487
<b>EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR</b>						
General Fund	19,673				19,673	(2,350,420)
Debt Service Fund					-	
Capital Projects Fund					-	
<b>FUND EQUITY</b>						
<b>RESTRICTED</b>						
Net Assets Reserved for Debt Service - Restricted	(11,775,466)				(11,775,466)	(12,762,158)
Cleveland New Build - Bond	-	993,316		1,145,141	2,138,457	-
Reserved for Debt Retirement						-
<b>COMMITTED</b>						
Net Assets - Property and Equipment - Committed	22,469,927				22,469,927	23,476,422
Reserved for Vehicles & Equipment Replacement	613,712				613,712	613,712
Reserved for Facility Improvement & Acquisitions	2,348,448				2,348,448	2,500,000
Reserved for Board Initiatives	500,000				500,000	1,500,000
Reserved for 1115 Waiver Programs	-				-	502,677
<b>ASSIGNED</b>						
Reserved for Workers' Compensation - Assigned	274,409				274,409	274,409
Reserved for Current Year Budgeted Reserve - Assigned	12,333				12,333	-
Reserved for Insurance Deductibles - Assigned	100,000				100,000	100,000
Reserved for Accrued Paid Time Off	(770,447)				(770,447)	(785,852)
<b>UNASSIGNED</b>						
Unrestricted and Undesignated	2,331,913				2,331,913	4,535,331
<b>TOTAL LIABILITIES/FUND BALANCE</b>	<b>\$ 29,725,340</b>	<b>\$ 993,316</b>		<b>\$ 13,052,338</b>	<b>\$ 43,770,993</b>	<b>\$ 36,937,614</b>

**TRI-COUNTY BEHAVIORAL HEALTHCARE**  
**Revenue and Expense Summary**  
**For the Month Ended October 2025**  
**and Year To Date as of October 2025**

<b>INCOME:</b>	<b>MONTH OF October 2025</b>	<b>YTD October 2025</b>
	<u>                    </u>	<u>                    </u>
Local Revenue Sources	406,664	437,600
Earned Income	1,444,098	2,984,187
General Revenue - Contract	2,031,117	3,770,348
<b>TOTAL INCOME</b>	<b><u>\$ 3,881,879</u></b>	<b><u>\$ 7,192,135</u></b>
<b>EXPENSES:</b>		
Salaries	2,219,910	4,013,489
Employee Benefits	357,016	708,525
Medication Expense	40,104	79,459
Travel - Board/Staff	34,721	66,003
Building Rent/Maintenance	18,901	26,708
Consultants/Contracts	575,966	1,242,823
Other Operating Expenses	347,359	566,633
<b>TOTAL EXPENSES</b>	<b><u>\$ 3,593,977</u></b>	<b><u>\$ 6,703,640</u></b>
<b>Excess(Deficiency) of Revenues over Expenses before Capital Expenditures</b>	<b><u>\$ 287,902</u></b>	<b><u>\$ 488,495</u></b>
<b>CAPITAL EXPENDITURES</b>		
Capital Outlay - FF&E, Automobiles, Building	127,636	176,742
Capital Outlay - Debt Service	146,039	292,079
<b>TOTAL CAPITAL EXPENDITURES</b>	<b><u>\$ 273,675</u></b>	<b><u>\$ 468,821</u></b>
<b>GRAND TOTAL EXPENDITURES</b>	<b><u>\$ 3,867,652</u></b>	<b><u>\$ 7,172,461</u></b>
<b>Excess (Deficiency) of Revenues and Expenses</b>	<b><u>\$ 14,227</u></b>	<b><u>\$ 19,673</u></b>

<b>Debt Service and Fixed Asset Fund:</b>		
Debt Service	146,039	292,079
<b>Excess (Deficiency) of Revenues over Expenses</b>	<b><u>146,039</u></b>	<b><u>292,079</u></b>

**TRI-COUNTY BEHAVIORAL HEALTHCARE**  
**Revenue and Expense Summary**  
**Compared to Budget**  
**Year to Date as of October 2025**

	YTD October 2025	APPROVED BUDGET	Increase (Decrease)
<b>INCOME:</b>			
Local Revenue Sources	437,600	334,273	103,327
Earned Income	2,984,187	3,191,918	(207,731)
General Revenue	3,770,348	3,718,777	51,571
<b>TOTAL INCOME</b>	<b>\$ 7,192,135</b>	<b>\$ 7,244,968</b>	<b>\$ (52,833)</b>
<b>EXPENSES:</b>			
Salaries	4,013,489	4,023,268	(9,779)
Employee Benefits	708,525	791,129	(82,604)
Medication Expense	79,459	75,119	4,340
Travel - Board/Staff	66,003	67,414	(1,411)
Building Rent/Maintenance	26,708	39,023	(12,315)
Consultants/Contracts	1,242,823	1,259,780	(16,957)
Other Operating Expenses	566,633	561,896	4,737
<b>TOTAL EXPENSES</b>	<b>\$ 6,703,640</b>	<b>\$ 6,817,629</b>	<b>\$ (113,989)</b>
<b>Excess(Deficiency) of Revenues over Expenses before Capital Expenditures</b>	<b>\$ 488,495</b>	<b>\$ 427,339</b>	<b>\$ 61,156</b>
<b>CAPITAL EXPENDITURES</b>			
Capital Outlay - FF&E, Automobiles, Building	176,742	79,483	97,259
Capital Outlay - Debt Service	292,079	292,079	-
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$ 468,821</b>	<b>\$ 371,562</b>	<b>\$ 97,259</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>\$ 7,172,461</b>	<b>\$ 7,189,191</b>	<b>\$ (16,730)</b>
<b>Excess (Deficiency) of Revenues and Expenses</b>	<b>\$ 19,673</b>	<b>\$ 55,777</b>	<b>\$ (36,103)</b>
<b>Debt Service and Fixed Asset Fund:</b>			
Debt Service	292,079	292,079	-
<b>Excess(Deficiency) of Revenues over Expenses</b>	<b>292,079</b>	<b>292,079</b>	<b>-</b>

**TRI-COUNTY BEHAVIORAL HEALTHCARE**  
**Revenue and Expense Summary**  
**Compared to Budget**  
**For the Month Ended October 2025**

<b>INCOME:</b>	<b>MONTH OF October 2025</b>	<b>APPROVED BUDGET</b>	<b>Increase (Decrease)</b>
Local Revenue Sources	406,664	313,561	93,103
Earned Income	1,444,098	1,565,878	(121,780)
General Revenue-Contract	2,031,117	1,978,266	52,851
<b>TOTAL INCOME</b>	<b>\$ 3,881,879</b>	<b>\$ 3,857,705</b>	<b>\$ 24,174</b>
<b>EXPENSES:</b>			
Salaries	2,219,910	2,249,280	(29,370)
Employee Benefits	357,016	422,827	(65,811)
Medication Expense	40,104	37,559	2,545
Travel - Board/Staff	34,721	33,707	1,014
Building Rent/Maintenance	18,901	14,511	4,390
Consultants/Contracts	575,966	539,728	36,238
Other Operating Expenses	347,359	323,117	24,242
<b>TOTAL EXPENSES</b>	<b>\$ 3,593,977</b>	<b>\$ 3,620,730</b>	<b>\$ (26,752)</b>
<b>Excess(Deficiency) of Revenues over Expenses before Capital Expenditures</b>	<b>\$ 287,902</b>	<b>\$ 236,975</b>	<b>\$ 50,926</b>
<b>CAPITAL EXPENDITURES</b>			
Capital Outlay - FF&E, Automobiles, Building	127,636	62,608	65,027
Capital Outlay - Debt Service	146,039	146,039	-
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$ 273,675</b>	<b>\$ 208,647</b>	<b>\$ 65,027</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>\$ 3,867,652</b>	<b>\$ 3,829,377</b>	<b>\$ 38,275</b>
<b>Excess (Deficiency) of Revenues and Expenses</b>	<b>\$ 14,227</b>	<b>\$ 28,327</b>	<b>\$ (14,100)</b>
<b>Debt Service and Fixed Asset Fund:</b>			
Debt Service	146,039	146,039	-
<b>Excess (Deficiency) of Revenues over Expenses</b>	<b>146,039</b>	<b>146,039</b>	<b>-</b>



**TRI-COUNTY BEHAVIORAL HEALTHCARE**  
**Revenue and Expense Summary**  
**With YTD October 2024 Comparative Data**  
**Year to Date as of October 2025**

<b>INCOME:</b>	<u>YTD October 2025</u>	<u>YTD October 2024</u>	<u>Increase (Decrease)</u>
Local Revenue Sources	437,600	194,954	242,646
Earned Income	2,984,187	3,986,514	(1,002,327)
General Revenue-Contract	3,770,348	3,102,083	668,265
<b>TOTAL INCOME</b>	<b>\$ 7,192,135</b>	<b>\$ 7,283,551</b>	<b>\$ (91,416)</b>
<b>EXPENSES:</b>			
Salaries	4,013,489	4,035,155	(21,666)
Employee Benefits	708,525	770,595	(62,070)
Medication Expense	79,459	92,354	(12,895)
Travel - Board/Staff	66,003	75,223	(9,220)
Building Rent/Maintenance	26,708	74,727	(48,019)
Consultants/Contracts	1,242,823	1,436,152	(193,329)
Other Operating Expenses	566,633	489,587	77,046
<b>TOTAL EXPENSES</b>	<b>\$ 6,703,640</b>	<b>\$ 6,973,793</b>	<b>\$ (270,153)</b>
<b>Excess(Deficiency) of Revenues over Expenses before Capital Expenditures</b>	<b>\$ 488,495</b>	<b>\$ 309,758</b>	<b>\$ 178,737</b>
<b>CAPITAL EXPENDITURES</b>			
Capital Outlay - FF&E, Automobiles, Building	176,742	36,349	140,393
Capital Outlay - Debt Service	292,079	257,079	35,000
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$ 468,821</b>	<b>\$ 293,428</b>	<b>\$ 175,393</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>\$ 7,172,461</b>	<b>\$ 7,267,221</b>	<b>\$ (94,760)</b>
<b>Excess (Deficiency) of Revenues and Expenses</b>	<b>\$ 19,673</b>	<b>\$ 16,330</b>	<b>\$ 3,344</b>

<b>Debt Service and Fixed Asset Fund:</b>			
Debt Service	292,079	257,079	292,079
<b>Excess (Deficiency) of Revenues over Expenses</b>	<b>292,079</b>	<b>257,079</b>	<b>292,079</b>

**TRI-COUNTY BEHAVIORAL HEALTHCARE**  
**Revenue and Expense Summary**  
**With October 2024 Comparative Data**  
**For the Month ending October 2025**

<b>INCOME:</b>	<b>MONTH OF October 2025</b>	<b>MONTH OF October 2024</b>	<b>Increase (Decrease)</b>
Local Revenue Sources	406,664	80,268	326,396
Earned Income	1,444,098	2,062,735	(618,637)
General Revenue-Contract	2,031,117	1,513,098	518,019
<b>TOTAL INCOME</b>	<b>\$ 3,881,879</b>	<b>\$ 3,656,101</b>	<b>\$ 225,778</b>
Salaries	2,219,910	2,015,852	204,058
Employee Benefits	357,016	383,586	(26,570)
Medication Expense	40,104	44,670	(4,566)
Travel - Board/Staff	34,721	43,283	(8,562)
Building Rent/Maintenance	18,901	55,920	(37,019)
Consultants/Contracts	575,966	705,324	(129,358)
Other Operating Expenses	347,359	254,829	92,530
<b>TOTAL EXPENSES</b>	<b>\$ 3,593,977</b>	<b>\$ 3,503,465</b>	<b>\$ 90,513</b>
<b>Excess(Deficiency) of Revenues over Expenses before Capital Expenditures</b>	<b>\$ 287,902</b>	<b>\$ 152,636</b>	<b>\$ 135,265</b>
<b>CAPITAL EXPENDITURES</b>			
Capital Outlay - FF&E, Automobiles, Building	127,636	11,055	116,581
Capital Outlay - Debt Service	146,039	128,539	17,500
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$ 273,675</b>	<b>\$ 139,594</b>	<b>\$ 134,081</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>\$ 3,867,652</b>	<b>\$ 3,643,059</b>	<b>\$ 224,593</b>
<b>Excess (Deficiency) of Revenues and Expenses</b>	<b>\$ 14,227</b>	<b>\$ 13,042</b>	<b>\$ 1,184</b>

<b>Debt Service and Fixed Asset Fund:</b>			
Debt Service	146,039	128,539	146,039
<b>Excess (Deficiency) of Revenues over Expenses</b>	<b>146,039</b>	<b>128,539</b>	<b>146,039</b>

**TRI-COUNTY BEHAVIORAL HEALTHCARE**  
**Revenue and Expense Summary**  
**With September 2025 Comparative Data**  
**For the Month Ended October 2025**

<b>INCOME:</b>	<u>MONTH OF October 2025</u>	<u>MONTH OF September 2025</u>	<u>Increase (Decrease)</u>
Local Revenue Sources	406,664	30,936	375,728
Earned Income	1,444,098	1,540,089	(95,991)
General Revenue-Contract	2,031,117	1,739,230	291,887
<b>TOTAL INCOME</b>	<b><u>\$ 3,881,879</u></b>	<b><u>\$ 3,310,255</u></b>	<b><u>\$ 571,624</u></b>
<b>EXPENSES:</b>			
Salaries	2,219,910	1,793,579	426,331
Employee Benefits	357,016	351,509	5,507
Medication Expense	40,104	39,355	749
Travel - Board/Staff	34,721	31,282	3,439
Building Rent/Maintenance	18,901	7,807	11,094
Consultants/Contracts	575,966	666,857	(90,891)
Other Operating Expenses	347,359	219,274	128,085
<b>TOTAL EXPENSES</b>	<b><u>\$ 3,593,977</u></b>	<b><u>\$ 3,109,663</u></b>	<b><u>\$ 484,314</u></b>
<b>Excess(Deficiency) of Revenues over Expenses before Capital Expenditures</b>	<b><u>\$ 287,902</u></b>	<b><u>\$ 200,592</u></b>	<b><u>\$ 87,310</u></b>
<b>CAPITAL EXPENDITURES</b>			
Capital Outlay - FF&E, Automobiles, Building	127,636	49,106	78,530
Capital Outlay - Debt Service	146,039	146,039	-
<b>TOTAL CAPITAL EXPENDITURES</b>	<b><u>\$ 273,675</u></b>	<b><u>\$ 195,145</u></b>	<b><u>\$ 78,530</u></b>
<b>GRAND TOTAL EXPENDITURES</b>	<b><u>\$ 3,867,652</u></b>	<b><u>\$ 3,304,808</u></b>	<b><u>\$ 562,844</u></b>
<b>Excess (Deficiency) of Revenues and Expenses</b>	<b><u>\$ 14,227</u></b>	<b><u>\$ 5,447</u></b>	<b><u>\$ 8,780</u></b>
<b>Debt Service and Fixed Asset Fund:</b>			
Debt Service	146,039	146,039	-
<b>Excess (Deficiency) of Revenues over Expenses</b>	<b><u>146,039</u></b>	<b><u>146,039</u></b>	<b><u>-</u></b>

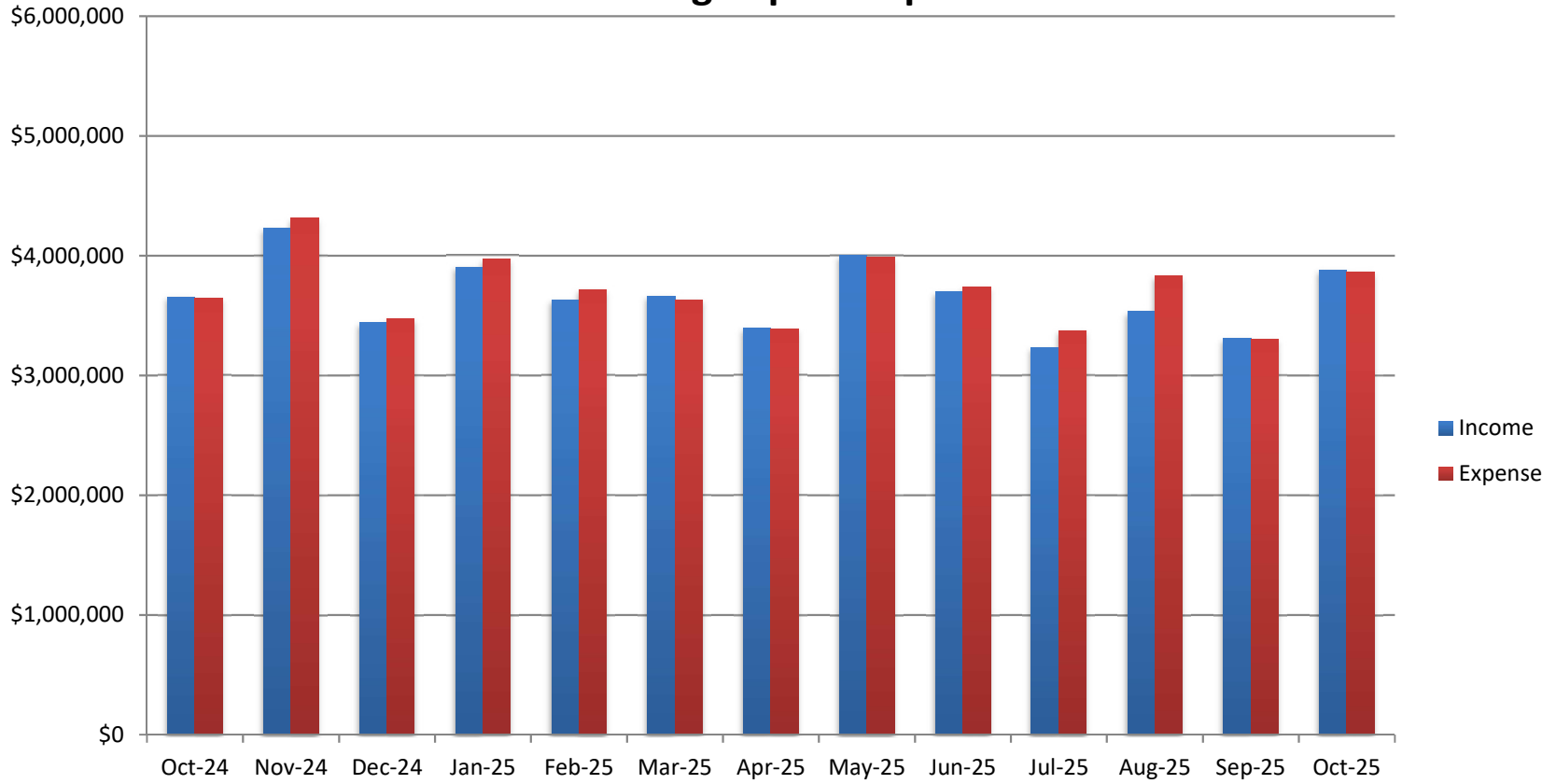
**TRI-COUNTY BEHAVIORAL HEALTHCARE**  
**Revenue and Expense Summary by Service Type**  
**Compared to Budget**  
**Year To Date as of October 2025**

	YTD Mental Health October 2025	YTD IDD October 2025	YTD Other Services October 2025	YTD Agency Total October 2025	YTD Approved Budget October 2025	Increase (Decrease)
<b>INCOME:</b>						
Local Revenue Sources	156,398	96,776	184,427	437,601	334,273	(103,328)
Earned Income	1,500,460	831,952	651,774	2,984,186	3,191,918	207,731
General Revenue-Contract	3,330,759	321,279	118,309	3,770,348	3,718,777	(51,571)
<b>TOTAL INCOME</b>	<b>4,987,617</b>	<b>1,250,007</b>	<b>954,510</b>	<b>\$ 7,192,136</b>	<b>7,244,968</b>	<b>\$ 52,833</b>
<b>EXPENSES:</b>						
Salaries	2,840,565	691,011	481,912	4,013,489	4,023,268	(9,779)
Employee Benefits	491,472	134,353	82,700	708,525	791,129	(82,604)
Medication Expense	75,564		3,895	79,459	75,119	4,340
Travel - Board/Staff	40,041	21,973	3,989	66,003	67,414	(1,411)
Building Rent/Maintenance	17,102	6,681	2,926	26,710	39,022	(12,312)
Consultants/Contracts	872,744	259,914	110,165	1,242,823	1,259,780	(16,957)
Other Operating Expenses	375,803	114,371	76,458	566,633	561,896	4,737
<b>TOTAL EXPENSES</b>	<b>4,713,292</b>	<b>1,228,303</b>	<b>762,045</b>	<b>\$ 6,703,642</b>	<b>6,817,629</b>	<b>\$ (113,989)</b>
<b>Excess(Deficiency) of Revenues over Expenses before Capital Expenditures</b>	<b>\$ 274,325</b>	<b>\$ 21,704</b>	<b>\$ 192,465</b>	<b>\$ 488,494</b>	<b>\$ 427,339</b>	<b>\$ (61,156)</b>
<b>CAPITAL EXPENDITURES</b>						
Capital Outlay - FF&E, Automobiles, Building	51,339	14,088	111,317	176,745	79,483	97,260
Capital Outlay - Debt Service	118,363	31,331	142,385	292,079	292,079	-
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>169,702</b>	<b>45,419</b>	<b>253,702</b>	<b>\$ 468,824</b>	<b>371,562</b>	<b>\$ 97,260</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>\$ 4,882,994</b>	<b>\$ 1,273,722</b>	<b>\$ 1,015,747</b>	<b>\$ 7,172,466</b>	<b>\$ 7,189,191</b>	<b>\$ (16,729)</b>
<b>Excess (Deficiency) of Revenues and Expenses</b>	<b>\$ 104,623</b>	<b>\$ (23,715)</b>	<b>\$ (61,237)</b>	<b>\$ 19,673</b>	<b>\$ 55,776</b>	<b>\$ 36,103</b>
<b>Debt Service and Fixed Asset Fund:</b>						
Debt Service	118,363	31,331	142,385	292,079	292,079	-
<b>Excess (Deficiency) of Revenues over Expenses</b>	<b>\$ 118,363</b>	<b>\$ 31,331</b>	<b>\$ 142,385</b>	<b>\$ 292,079</b>	<b>\$ 292,079</b>	<b>\$ -</b>

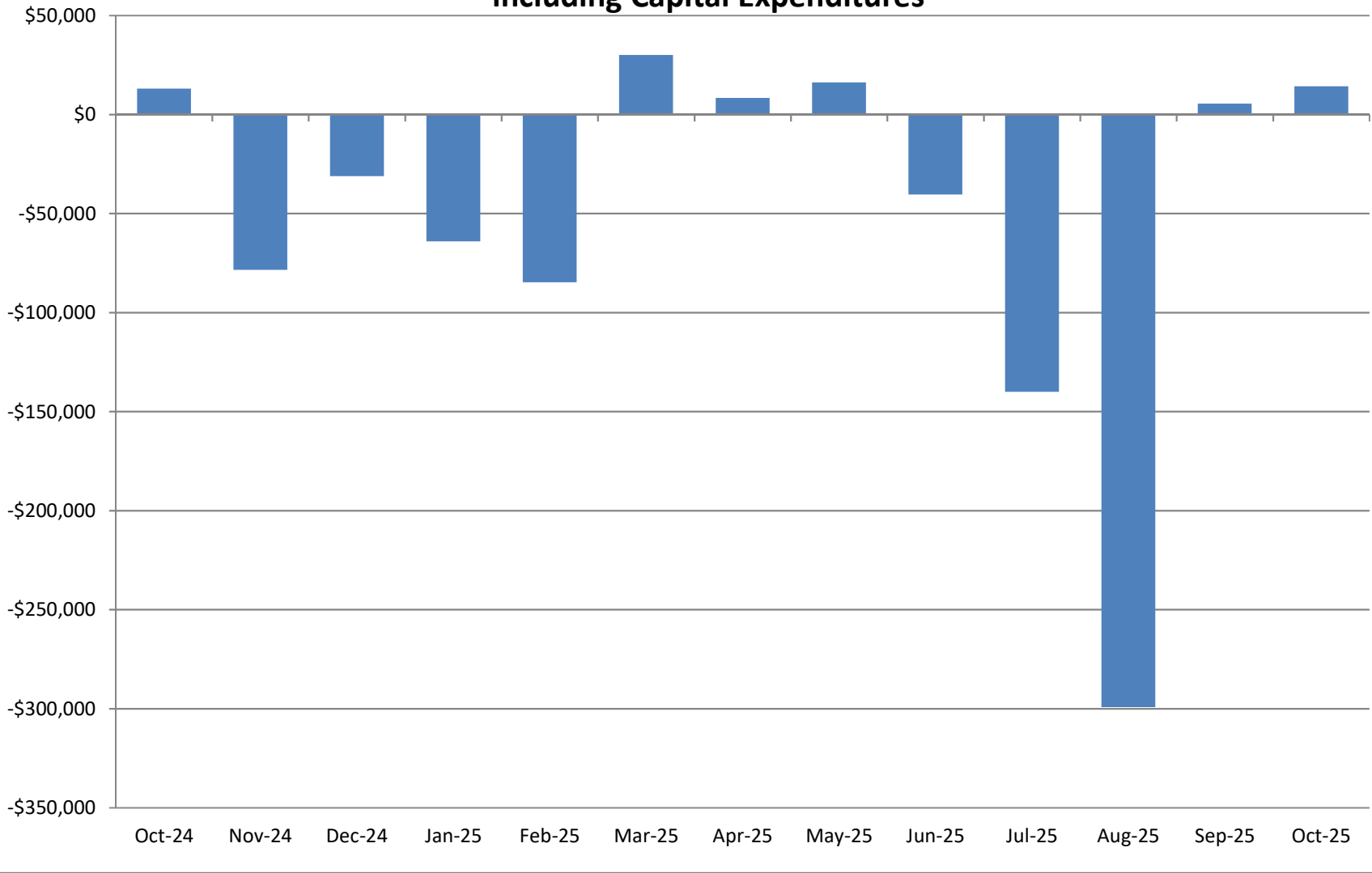
# TRI-COUNTY BEHAVIORAL HEALTHCARE

## Income and Expense

### Including Capital Expenditures



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



**Agenda Item:** Reappoint Independence Communities, Inc.  
Board of Directors

**Board Meeting Date:**

December 4, 2025

**Committee:** Business

**Background Information:**

Mr. Morris Johnson, Ms. Cynthia Cunningham, and Ms. Diane Balderas serve on the Independence Communities, Inc. Board and have a term expiring in January 2026.

Mr. Morris Johnson, Ms. Cynthia Cunningham, and Ms. Diane Balderas have been contacted and are willing to serve an additional two-year term, which would expire in January 2028.

**Supporting Documentation:**

None

**Recommended Action:**

**Reappoint Mr. Morris Johnson, Ms. Cynthia Cunningham, and Ms. Diane Balderas to Serve on the Independence Communities, Inc. Board of Directors for an Additional Two-Year Term Expiring in January 2028**

**Agenda Item:** Reappoint Cleveland Supported Housing, Inc.  
Board of Directors

**Board Meeting Date:**

December 4, 2025

**Committee:** Business

**Background Information:**

Ms. Christine Shippey and Ms. Susan Bergman serve on the Cleveland Supported Housing, Inc. Board and have terms expiring in January 2026.

Ms. Shippey and Ms. Bergman have been contacted and are willing to serve an additional two-year term, which would expire in January 2028.

**Supporting Documentation:**

None

**Recommended Action:**

**Reappoint Ms. Shippey and Ms. Bergman to Serve on the Cleveland Supported Housing, Inc. Board of Directors for an Additional Two-Year Term Expiring in January 2028**



**Agenda Item:** Reappoint Montgomery Supported Housing, Inc.  
Board of Directors

**Board Meeting Date:**

December 4, 2025

**Committee:** Business

**Background Information:**

Ms. Patricia Freeman serves on the Montgomery Supported Housing, Inc. Board and has a term expiring in January 2026.

Ms. Freeman has been contacted and is willing to serve an additional two-year term, which would expire in January 2028.

**Supporting Documentation:**

None

**Recommended Action:**

**Reappoint Ms. Freeman to Serve on the Montgomery Supported Housing, Inc. Board of Directors for an Additional Two-Year Term Expiring in January 2028**

**Agenda Item:** Reappoint Tri-County's Consumer Foundation Board of Directors

**Board Meeting Date**

December 4, 2025

**Committee:** Business

**Background Information:**

According to the bylaws for Tri-County's Consumer Foundation (TCCF), one-half of the members are to be reappointed by the Board of Trustees every year, for two-year terms. There is no limit on the number of terms that a member can serve.

Each of the following members has an expiring term and has been contacted to see if they would like to continue their term. They have agreed to continue serving on Tri-County's Consumer Foundation Board for an additional two-year term which will expire on January 2028.

- Richard Duren
- Matthew Blake
- Lynn Carr

**Supporting Documentation:**

None

**Recommended Action:**

**Reappoint Richard Duren, Matthew Blake, and Lynn Carr to Tri-County's Consumer Foundation Board of Directors for an Additional Two-Year Term Expiring on January 2028**

**Agenda Item:** Approve Demolition of 612 Hwy 90, Liberty Texas

**Board Meeting Date:**

December 4, 2025

**Committee:** Business

**Background Information:**

Tri-County owns a building on Highway 90 in Liberty that previously housed mental health services prior to consolidation at the 2000 Panther Lane location in 2015. The facility was already in poor condition at the time of relocation and has continued to deteriorate since.

Liability insurance costs for vacant properties have risen significantly, with the current annual premium quoted at \$22,288.79 for this building. Despite being listed for sale for several years, there has been no buyer interest, and staff believe the property would be difficult to sell in its current state.

Staff have requested quotes for the demolition of the facility and after making several attempts and we received one bid in the amount of \$32,000. Due to the nature of this type of work, staff are requesting a not to exceed approval of \$35,000.

**Supporting Documentation:**

None

**Recommended Action:**

**Approve Demolition of 612 Hwy 90, Liberty Texas at a Not-To-Exceed Cost of \$35,000**

**Agenda Item:** Approve Listing the 507 Bryant Road Building for Sale

**Board Meeting Date:**

December 4, 2025

**Committee:** Business

**Background Information:**

Tri-County owns a warehouse building on Bryant Road in north Conroe that houses archives and the maintenance department (3 persons). At one time this facility housed the lawn crew and significantly more equipment and supplies.

After reviewing the current utilization of the facility, it was determined that we have a lot of unused space, that much of the currently utilized space is being used to store items which are no needed and that these staff could consolidate into one of our other facilities.

We have not had the facility appraised, but we have received a realtor opinion on the value of the property, attached.

**Supporting Documentation:**

Realtor Opinion on 507 Bryant Road

**Recommended Action:**

**Approve Listing the 507 Bryant Road Building for Sale and Authorize the Executive Director to Execute any Necessary Documents**

# Realtor Opinion on 507 Bryant Road

## **Key Property Observations:**

- Constructed in 1982 (~43 years old), with mostly original interior finishes.
- Several significant deferred maintenance items, including:
  - Cracked flooring
  - Roof leaks
  - Evidence of a dead animal in the ceiling/crawl space
  - Interior areas requiring significant renovation

Overall, the building falls into a 'value-add' condition category, with most buyers anticipating fairly substantial repair and update costs.

## **Current Market Pricing Outlook:**

After reviewing comparable industrial and flex properties in the Conroe market and adjusting for age, condition, and location, the estimated value range is:

**Low:** ~\$900,000 (\$75/SqFt)

**Likely Market Value:** \$1.0M–\$1.1M

**Upper End:** ~\$1.2M (\$100/SqFt).

A reasonable listing strategy would be to position the property around \$1.10M–\$1.15M, which aligns with market expectations while providing room for negotiation.

**Agenda Item:** Approve Changes to the Texas Council Risk Management Fund Interlocal Agreement

**Board Meeting Date:**

December 4, 2025

**Committee:** Business

**Background Information:**

Most of the Centers in Texas participate in the Texas Council Risk Management Fund to insure Center property, workman’s compensation and personal liability. An insurance fund pools participating Center funds to pay claims and purchase reinsurance for large claim coverage. One of Tri-County’s Board members, William E. Hall, was a driving force in creating TCRMF because Centers were having such a difficult time finding affordable insurance.

Attached you will see a letter from current Program Executive, Greg Womack, explaining the reason for the changes. In summary, the changes will end the practice of refunding cash to Centers who leave the fund and have a net positive position. I am also attaching a redline copy of the changes to the Interlocal Agreement.

The summary of these changes, from Greg’s letter is below:

“In order to thrive in the future, the Fund Board and Advisory Committee, during its strategic planning session in May, reached the conclusion that the Fund must change its policy regarding the treatment of net position when a member leaves the Fund. Specifically, the Board and Advisory is ending the practice of returning a positive net position to a departing member or requiring the departing member to repay a negative net position. In short, related to this issue, the Fund would operate like any other insurer or governmental risk pool upon termination of membership. Otherwise, the Fund’s financial risk and exposure is simply too great.”

Note: Former Tri-County Board Attorney, Mary Lou Flynn-Dupart, is the Board Chair for the Fund.

**Supporting Documentation:**

Letter from Greg Womack  
Red-line copy of changes to the Interlocal Agreement

**Recommended Action:**

**Approve Changes to the Texas Council Risk Management Fund Interlocal Agreement**



November 17, 2025

TCRMF Member Executive Directors/Chief Executive Officers:

The Fund has proven to be a valued resource for community centers for over 35 years. The Fund has expanded and evolved based on the needs of its members. Community center executive staff and trustees have directly guided the Fund's evolution. The Fund is committed to further evolution as a valued and trusted partner of community centers for many years to come.

In order to thrive in the future, the Fund Board and Advisory Committee, during its strategic planning session in May, reached the conclusion that the Fund must change its policy regarding the treatment of net position when a member leaves the Fund. Specifically, the Board and Advisory is ending the practice of returning a positive net position to a departing member or requiring the departing member to repay a negative net position. In short, related to this issue, the Fund would operate like any other insurer or governmental risk pool upon termination of membership. Otherwise, the Fund's financial risk and exposure is simply too great.

One step in the process is to have members execute an amended and restated interlocal agreement. The revisions to the interlocal agreement are summarized as follows: (1) removes reference to group health benefits; (2) amends the processes in the event of termination of the Agreement; and (3) makes updates throughout to reflect current practices and terminology. For ease of reference, we have included the redline/strikeout version reflecting the changes. The revised interlocal agreement will be effective March 1, 2026.

At their February 2026 Board Training session, the Board will discuss a one-time contribution credit to members for their 2026-27 renewal in consideration for implementing this change. It is anticipated that the parameters of the credit will be finalized at the February 2026 Board meeting.

We ask that you execute and return the revised interlocal agreement by January 16, 2026. If you are unable to meet this date due to the timing of your Board meetings, please let me know by when the Fund can expect receipt. Executed interlocals should be returned to Kathy Hulse at [Kathy.hulse@sedgwick.com](mailto:Kathy.hulse@sedgwick.com).

Please let me know if you have any questions on this matter. As always, we appreciate your support of the Fund.

A handwritten signature in blue ink, appearing to read "Gregory W. Womack".

Gregory W. Womack  
Program Executive

## TEXAS COUNCIL RISK MANAGEMENT FUND

### ~~Third~~Fourth Amendment and Restatement of Interlocal Agreement

This contract and Amendment and Restatement of Interlocal Agreement (together with the Coverage Document, the Declarations of Coverage, and any amendments to this Agreement, the "Agreement") is entered into by and between the Texas Council Risk Management Fund (the "Fund") and the undersigned public entity of the State of Texas (the "Member") for the purpose of providing the statutory benefits prescribed by Chapter 504 of the Labor Code, V.T.C.A., Workers' Compensation Insurance Coverage For Employees of Political Subdivisions; and providing coverage against certain liability and property risks which are inherent in operating a local government entity.

#### WITNESSETH:

The undersigned Member entered into the original Interlocal Agreement with the Fund, effective as of the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

The purpose of this ~~Third~~Fourth Amendment and Restatement of Interlocal Agreement is to: (1) remove reference to group health benefits; (2) amend the processes in the event of termination of the Agreement; and (3) make updates throughout to reflect current practices and terminology. ~~reflect the merger of separate trusts for workers' compensation, liability, property, and group health benefits into a single "Self Insurance Trust."~~

The above referenced changes clarify existing practices of the Fund based upon previous Board action. This acknowledgment of previous Board action confirms the language of the original Amendment and Restatement of Interlocal Agreement which binds the members to adopt, approve, and abide by the Bylaws and Declarations of Trust and any amendments thereto and further binds members to agree that the Board is responsible for the administration of the Trust Funds in accordance with the Bylaws.

This ~~Third~~Fourth Amendment and Restatement of Interlocal Agreement addresses changes to the ~~original-Third~~ Amendment and Restatement of Interlocal Agreement and does not negate any existing Amendments to the Interlocal Agreement, except to the extent they may be inconsistent with this Agreement.

The undersigned Member, in accordance with Chapter 504 of the Labor Code, V.T.C.A. (Workers' Compensation Insurance Coverage For Employees of Political Subdivisions); Chapter 791 of the Government Code, V.T.C.A. (Interlocal Cooperation Contracts); Chapter 534 of the Health and Safety Code, V.T.C.A. (Community Services); Article 715c, V.T.C.S.; and Attorney General Opinion MW-347 (1981) (which provide the legal authorization for political subdivisions to form a joint self-insurance fund), and in consideration of other members executing like agreements, does hereby agree to be a self-insured member of the Fund. The conditions of membership agreed upon by and between the parties are as follows:



## 1 Definition of Terms Used in this Agreement

- 1.1. Agreement Period. The continuous period since the Member first became a member of the Fund, exclusive of any period or periods of time therein that the member did not participate as a member of the Fund.
- 1.2. Beneficiary. A beneficiary of the Self-Insurance Trust established in the Bylaws.
- 1.3. Board. The Board of the Trustees of the Fund.
- 1.4. Bylaws. The Bylaws and Declarations of Trust of the Fund.
- 1.5. Coverage Document. The document that sets forth in detail the exact coverage provided.
- 1.6. Declarations of Coverage. The specific indication of the coverages, limits, deductibles, contributions and special provisions elected by the member. The Declarations of Coverage may be modified by issuance of an amendatory Declaration of Coverage.
- 1.7. Experience Modifier. The factor based on the Member's loss experience and applied to the Manual Premium to arrive at the Standard Premium.
- 1.8. Fund Contact Person. The person appointed by the Member to communicate with the Fund pursuant to section 13 herein.
- 1.9. Fund ~~Contract~~ Administrator. ~~JI Specialty Services, Inc.~~ [Sedgwick Claims Management Services, Inc.](#)
- 1.10. Fund Modifier. The percentage figure that is applied to the Standard Premium by the Fund to reflect the savings to the Member by entering into the Agreement.
- 1.11. Fund Year. September 1 through August 31.
- 1.12. Manual Premium. The rate that is determined by applying Manual Rates to the Member's exposures.
- [1.13.](#) Manual Rates. For workers' compensation, liability and property coverages, the applicable rates or rating mechanisms approved by the Board.
- ~~1.13.~~[1.14.](#) Member. [As such term is used and described in Article III of the Bylaws.](#)

~~1.14.~~1.15. ~~Members' Equity~~ Net Position. The amount representing total assets less total liabilities on the Fund's financial statements prepared under generally accepted accounting principles ~~and as described in Section 18.3 below~~.

~~1.15.~~1.16. Premium and Contribution. These terms are used interchangeably in this Agreement and refer to the amount owing annually by the Member under this Agreement calculated in accordance with section 7 hereof.

~~1.16.~~1.17. Reimbursable Deductible. The amount chosen by the Member to apply to the first moneys paid by the Self-Insurance Trust Account in satisfaction of a claim against the Member. The Member, upon notification of the action taken, shall promptly reimburse the Self-Insurance Trust Account for all or such part of the Reimbursable Deductible as has been paid by said Trust Account plus interest thereon at the lesser rate of 10% per annum or the maximum rate allowed by law from the date of payment by the Trust Account to the date of repayment by the Member to the Trust Account. If the Member has established a Reimbursable Deductible Account with said Trust Account, reimbursement of the Trust Account shall be made immediately from the Member's Reimbursable Deductible Account to the extent funds are available therein. In such event, the Member shall be promptly notified of such reimbursement and shall promptly restore its Reimbursable Deductible Account. The Trust Account's obligation to pay claims shall be limited to the liability stated in the Declarations of Coverage or amendments to this Agreement, less the stated Reimbursable Deductible.

~~1.17.~~1.18. Reimbursable Deductible Account. The account established on behalf of a Member to reimburse the Trust Account for payment of any Reimbursable Deductible.

~~1.18.~~1.19. Member Distributions. Those amounts authorized by the Board to be distributed to Beneficiaries, as set forth in section 18 hereof.

~~1.19.~~1.20. Reserve for Rate Stabilization. That portion of ~~Members' Equity~~Net Position not otherwise designated by the Board pursuant to section 18 hereof.

~~1.20.~~1.21. Self-Insurance Trust Account. Also referred to as Trust Account. The trust fund created by the Board under the Bylaws for the purpose of holding in trust for the benefit of Fund members purchasing coverage against workers' compensation, liability, or property ~~or group health benefits~~ risks pursuant to this Agreement moneys dedicated solely to the payment of such claims, which shall be used only to pay the claims and losses arising from, to pay the operating and maintenance expense of, to establish a prudent level of reserves and surplus for, to pay debt service on, and to expand capacity to retain risks of the coverages offered under this Agreement.

~~1.21.~~1.22. Administrative Services Agreement~~Contract~~. The contract between the Fund and the Fund ~~Contract~~ Administrator governing the provision to Fund

members of loss control services and various other service associated with the operation of the Fund.

~~1.22.~~1.23. Standard Premium. The rate that is determined by applying the Experience Modifier of the Member to the Manual Premium.

Any reference at any time in this Agreement to an insurance term not ordinarily a part of self-insurance shall be deemed to be for convenience only and shall not be construed as being contrary to the self-insurance concept, except where the context clearly indicates no other possible interpretation, such as, but not limited to, references to "reinsurance."

## 2. Coverage Terms and Conditions

- 2.1. In consideration of the execution of this Agreement by and between the Member and the Fund and of the Contributions of the Member, the insurance elected by the Member is afforded according to the terms of the Coverage Document. The Member's Contributions shall be payable from its current revenues. The affirmative declaration of Contributions and limits of liability in the Declarations of Coverage determines the applicability of the Coverage Document.
- 2.2. The Member agrees to adopt and accept the coverages, provisions, terms, conditions, exclusions and limitations as further provided for in the Coverage Document or as specifically modified by the Member's Declarations of Coverage or by subsequent amendment to the Coverage Document. The Board may change the Coverage Document from time to time as necessary to obtain or retain reinsurance for the Fund. Each Member shall be promptly notified of any change in the Coverage Document. This Agreement shall be construed to incorporate the Coverage Document, Declarations of Coverage and any addenda to this Agreement whether or not physically attached hereto. To the extent that this Agreement differs in any particular from the Coverage Document or Declarations of Coverage, the Coverage Document or Declarations of Coverage shall control.

## 3. Board Obligations

- 3.1. The Board, acting through its agents and contracted staff, is responsible for the administration of all Fund business on behalf of Fund members. The Board shall also serve as trustee for the Self-Insurance Trust Account and in such capacity, and acting through its agents and contracted staff, the Board is responsible for the administration of the ~~Trust Fund~~Self-Insurance Trust Account for the benefit of Beneficiaries and in accordance with the Bylaws.

## 4. Trust Account

- 4.1. Self-Insurance Trust Account. The Member hereby transfers to the Self-Insurance Trust Account all Premiums and Contributions made pursuant to this Agreement for the purpose of obtaining coverage against workers' compensation, liability, and property, ~~and group health benefits~~ risks, together with any other Premiums and

Contributions that may be made for the same purpose in the future. By this transfer, the Member becomes a Beneficiary of the Self-Insurance Trust Account. The Self-Insurance Trust Account shall be held, administered, and distributed for the sole benefit of the Beneficiaries of the Self-Insurance Trust Account and according to the terms of this Agreement and the Bylaws. The rights of the Beneficiary are limited to the Self-Insurance Trust Account, and no such Beneficiary shall have recourse to any other assets or property of the Fund.

## 5. No Waiver of Immunity

- 5.1 The Member agrees that its participation, if any, in the Self-Insurance Trust Account does not now and will not in the future waive any of the immunities that its officers or its employees now or may in the future possess. In regard to this agreement of non-waiver, the Member specifically recognizes the Texas Tort Claims Act and its application to certain governmental functions, as well as its monetary limitations. The Member agrees that by executing this Agreement it does not agree to expand those limitations or waive those immunities.

## 6. Term and Termination of the Agreement

- 6.1 Term. The term of this Agreement and the self-insurance provided to the Member shall be continuous commencing 12:01 a.m. on the date designated in this Agreement until terminated as provided below.
- 6.2 Termination By Member. The Member may terminate this Agreement at the end of any Fund Year by giving the Board sixty (60) days written notice of its intent to terminate, except that the Member may terminate this Agreement on less than sixty (60) days notice if the reason for the termination is a change by the Fund in the Member's Contributions, provided that (i) no such termination shall be effective prior to the date that written notice of termination is actually received in the designated offices of the Fund and (ii) the Member agrees that it is liable for and shall pay any Premium earned pro rata through the date of the termination of the Agreement, as well as any Reimbursable Deductibles. A Member that terminates this Agreement forfeits any interest income allocation or distribution, but remains eligible for Member Distributions as outlined in section 18 herein. In the event of termination by the member, the terminated member shall not be eligible to re-join the Fund for a waiting period of five years from the effective date of the member's termination. The five-year waiting period may be waived by a majority vote of the Fund Board.
- 6.3 Termination By Fund. The Fund may terminate this Agreement as follows:
- 6.3.1 In the event the Member fails or refuses to make the payments of Contributions as herein provided, the Fund may terminate this Agreement by giving ten (10) days written notice;

- 6.3.2 In the event the Member fails or refuses to follow loss control recommendations made by the Board or the Fund ~~Contract~~ Administrator in accordance with section 12 hereof, after any appeal thereof made in strict conformance with the Bylaws, the Fund may, in its sole discretion, terminate this Agreement effective immediately; in which event the Fund shall give the Member prompt written notice of such termination; and
- 6.3.3 In the event the Member fails or refuses to comply with any agreement or undertaking on its part set forth in this Agreement (other than those described in clauses 6.3.1 or 6.3.2 above), the Fund may terminate this Agreement by giving sixty (60) days written notice.

In the case of any termination by the Fund, the Member agrees that it (i) shall not be entitled to a refund of any amount of its Contribution, (ii) is liable for and shall pay any Reimbursable Deductibles, and (iii) forfeits its right to any interest income distribution and to Member Distributions. ~~as outlined in section 18 herein.~~

#### 6.4 Process in the Event of Termination. In the case of any termination:

- 6.4.1 With respect to claims processing, the Self-Insurance Trust Account shall continue to service any claim pending after the effective date of termination of the Agreement ~~unless, with the concurrence of the Fund, the Member specifically assumes such servicing and makes provision to indemnify the Self-Insurance Trust Account from loss by taking over the servicing of the claim. This paragraph shall not relieve the terminated Member of its obligation to reimburse the Fund for any deficit or to replenish its account. The Fund shall not be liable to make any payment on behalf of the terminated Member if the Member fails to make the required reimbursement or replenish its account.~~
- 6.4.2 The terminated Member will continue to cooperate with the Fund in all matters related to the handling of claims. ~~Applicable provisions of this Agreement, the Bylaws and the Coverage Documents will continue to apply.~~
- 6.4.3 No investment income will be credited to a terminated Member.
- ~~6.4.4 With respect to the financial responsibility for its own losses, the terminated Member shall be responsible for the ultimate payment of losses and associated expenses related to all claims incurred. Should the terminated Member's account not be sufficient to cover its ultimate losses and expenses, then the terminated Member will be responsible for replenishing its account.~~
- ~~6.4.5 If the Member has a deficit position, the Member shall be required to reimburse the Fund for its own deficit. The distribution of assets in an amount equal to reserves and excess funds, if any, to a terminated Member~~

~~shall be offset by any deficit that the Member has in the Self-Insurance Trust Account.~~

6.4.64 The terminated Member will not be entitled to offset any excess funds against unpaid Contributions and shall be liable for any earned but unpaid Contributions as of the date of termination. In addition, the terminated Member shall be responsible for the payment of all collection fees incurred by the Fund (including attorneys' fees) in the collection of any amounts owed to the Fund by the terminated Member. Any contributions or other monies owed to the Fund that are not paid within thirty (30) days of their due date shall accrue interest at the rate as set forth in the Fund's Financial Management Policy in existence at the time of the termination.

~~6.4.7 The terminated Member may not withdraw any assets reserved for any claims that are being paid from the Self-Insurance Trust Account or that will need to be paid in the future from the Self-Insurance Trust Account.~~

## 7. Member Contributions.

- 7.1 Exposure Update and Calculation of Annual Contribution. Annually, the Member shall submit to the Fund the appropriate exposure information for the exact types of self-insurance purchased through the Fund. (This shall include, but not be strictly limited to, the premium worksheet, risk exposure questionnaire and any other forms [or exposure information](#) that may be required by the Fund.) The Manual Rates for each line of coverage as approved by the Board shall be applied to the Member's exposures to arrive at a Manual Premium. If the ~~Fund Member~~ has established through experience an Experience Modifier [for the Member](#), then the Experience Modifier of the Member shall be applied to the Manual Premium to arrive at the Standard premium to be paid by the Member. Any adjustment for the Reimbursable Deductible shall be applied to the Standard Premium. The Fund Modifier shall then be applied to the Standard Premium to produce the annual Contribution that the Member shall pay to the Fund.
- 7.2 Payment of Annual Contribution. The Member agrees to pay the annual Contribution in accordance with the Fund's payment plan(s) in effect for each Fund Year; provided if the Member joins the Fund after the beginning of a current Fund Year, the amount of annual Contribution due shall be pro rated according to the number of days remaining in the current Fund Year. If legal fees and costs are incurred in the collection of the amounts owed, including Reimbursable Deductibles, the Member agrees to pay such fees and costs.
- 7.3 Member Obligations. The Member's Contributions shall be limited to the amount calculated under this Agreement. The Member shall be under no obligation to the Fund or its creditors other than the obligation to pay Contributions. Furthermore, the Member shall have no liability to the creditors of the Fund or of the Self-Insurance Trust Account.

- 7.4 Reimbursable Deductible. In addition to Contributions, the Member may elect, or the Fund may require the Member, to establish a Reimbursable Deductible Account for the Member in an amount sufficient to pay the reasonably anticipated Reimbursable Deductible amounts to be paid by the Self-Insurance Trust Account over any ninety (90) day period. ~~Monies in a Member's Reimbursable Deductible Account shall be invested by the Fund in a manner consistent with the Fund's overall investment strategy. Any investment earnings shall accrue to the benefit of the Member and, to the extent not required at the end of a Fiscal Year, be paid to such Member.~~

## **8. Continuous Coverage**

- 8.1 The parties to this Agreement intend that the Member's coverages under this Agreement shall remain in full force and effect from Fund Year to Fund Year, subject to the terms, conditions and limitations that the Fund may impose to protect the solvency of the Self-Insurance Trust Account and to comply with reinsurance requirements, until notice of termination is given as herein provided. In recognition of the Member's need for the earliest possible information concerning the Contribution required for any new Fund Year, the Fund will endeavor to provide this information as soon as possible before the beginning of each new Fund Year.

## **9. Worksheets, Declarations of Coverage, and Related Documentation**

- 9.1 Annually, the Fund shall provide the Member with premium worksheets, Declarations of Coverage, and any amendments that determine the applicability of the Fund self-insurance. Such worksheets, Declarations of Coverage and amendments shall include, but not be limited to, the coverage period which shall be the applicable Fund Year, limits, Reimbursable Deductibles, Contributions, special provisions and limitations. Changes made during the Fund Year, whether requested by the Member or required by the Fund, will be handled by amendment to the appropriate document.

## **10. Exposure Audits**

- 10.1 At the end of each Fund Year, the Fund shall have the right to audit, through self-audit forms to be completed by the Member or through the use of a field auditor at the Fund's discretion, the exposure basis for each line of coverage that was reported at the beginning of the Fund Year. The results of any such audit may result in a Premium adjustment.

## **11. Protection From Catastrophic Losses**

- 11.1 The Board, in its capacity as trustee for the Self-Insurance Trust Account, shall endeavor to maintain adequate protection from catastrophic losses and to maintain aggregate protection, as available, to protect the financial integrity of the Trust

Account. Notwithstanding the foregoing, it is agreed that the Board shall have the right to adjust the financial protection outlined above and/or amend such protection in accordance with the availability on reasonable terms of such protection or as it deems necessary to maintain the fiscal soundness of the Self-Insurance Trust Account at the beginning of or during any Fund Year.

## 12. Loss Control Recommendations

12.1 The Fund has contracted to supply loss control services to Fund members to assist them in following a plan of loss control that may decrease losses. The Fund ~~Contract~~ Administrator shall supply those services set forth in the Administrative Services Agreement ~~Contract~~ entered into by and between the Fund ~~Contract~~ Administrator and the Fund on behalf of the Member. The Member agrees that it will cooperate in instituting any and all reasonable loss control recommendations made for the purpose of eliminating or minimizing hazards that might contribute to losses. -In the event that the recommendations submitted by the Board or by the Fund ~~Contract~~ Administrator on behalf of the Fund seem unreasonable, the Member has a right to appeal their imposition in the manner set forth in the Bylaws. In the event the Member fails or refuses to follow such final, non-appealable recommendations, the Board may, in its sole discretion, terminate this Agreement effective immediately.

12.1.1 No Warranty. Any safety regulations or loss control precautions or guidelines recommended by the Board or by the Fund ~~Contract~~ Administrator are recommended solely for the purpose of reducing claims, making underwriting determinations, and reducing the Member's losses under this Agreement. Such recommendations are not made by the Board, the Fund or the Fund ~~Contract~~ Administrator on behalf of or for the benefit of the Member or any other person, and such recommendations do not determine or warrant the safety of any property or operations of the Member, nor do they in any other manner benefit any other person.

## 13. Member Representatives

~~13.1 Election of Trustees. The member agrees that it will appoint a member's Trustee and Alternate by resolution of the Community Center Board of Trustees to serve as a voting representative for the election of Fund Board of Trustees and for other purposes of this Agreement.~~

13.2<sup>1</sup> Fund Contact Person. The Member agrees that it will appoint, ~~by resolution of the Community Center Board of Trustees,~~ a Fund Contact Person and alternate of upper administrative rank, and that the Fund shall not be required to contact any other individual. Any notice to or any agreements with the Fund Contact Person shall be binding upon the Member. The Fund Contact Person, or his or her designee, shall serve as a voting representative on behalf of the member for the election of the Fund Board of Trustees and for other purposes of this Agreement. The Member reserves



the right to change the Fund Contact Person from time to time by giving written notice to the Fund.

#### 14. Claims

- 14.1 The Board, in its capacity as trustee for the Self-Insurance Trust Account and acting through its Fund ~~Contract~~ Administrator, agrees to handle any and all claims after notice has been given, and take any procedural measures necessary to providing a defense for workers' compensation and liability coverages. The Member hereby appoints the Fund ~~Contract~~ Administrator as its agent to act in all matters pertaining to processing and handling of claims and shall cooperate fully in supplying any information needed or helpful in such defense. The Board, in its capacity as trustee for the Self-Insurance Trust Account, shall be responsible for seeing that all negotiations are carried on within authority previously granted to the Fund ~~Contract~~ Administrator on behalf of the Trust Account. If a personal appearance by a representative of the Member or the Member's employee is necessary, the expense of this appearance will not be borne by the Self-Insurance Trust Account. The Fund ~~Contract~~ Administrator will retain and supervise legal counsel necessary for the prosecution and defense of any litigation on behalf of and at the expense of the Self-Insurance Trust Account. All decisions on individual cases shall be made by the Board in its capacity as trustee for the Self-Insurance Trust Account through the Fund ~~Contract~~ Administrator, which includes the decision to appeal or not to appeal. However, the Member shall have the right in any case involving itself and/or one of its officials or employees to consult with the Board as trustee of the Self-Insurance Trust Account on any decision made by the Fund ~~Contract~~ Administrator. If the Member does not agree with the Fund ~~Contract~~ Administrator's handling of any claim, it may appeal to the Board. The Board shall hear the objections of the Member at its next regularly scheduled meeting or at a special meeting and its decision will be final and binding on all parties. Any suit brought or defended by the Board in its capacity as trustee of the Self-Insurance Trust Account shall be in the name of the Member and/or its officials and/or employees. Notwithstanding any provisions of this paragraph, all reports and filings required by any law will be the responsibility of the Member. There shall be supplied at least quarterly to the Member a computer printout providing a statement of claims, claims status, and activity report cumulative for each Fund Year.

#### 15. Compliance with Bylaws

- 15.1 The Member acknowledges that it has received a copy of the Bylaws and does hereby concur with the establishment of the Fund and adopt, approve and agree to abide by the Bylaws and any amendments thereto.

**16. Annual Audit of Trust Account**

- 16.1 The Board, in its capacity as trustee for the Self-Insurance Trust Account, agrees that all Trust Account transactions will be annually audited by a nationally recognized certified public accounting firm.

**17. Tax Filings**

- 17.1 The Fund is responsible for the filing of all necessary tax forms used in connection with the operation of the Fund with the Internal Revenue Service.

**18. Self-Insurance, Reserves, and ~~Members' Equity~~ Net Position**

- 18.1 Self-Insurance. As the trustee of the Self-Insurance Trust Account, the Board shall primarily and constantly keep foremost in its deliberations and decisions in operating the Self-Insurance Trust Account that each of the participating Fund members is a "self-insured." At least annually, the Board shall carefully review, study and consider the actual claims or loss experience (including reserves for future claims payments) of each of the Fund members, the Experience Modifier developed or earned by each of the Fund members, the pro rata savings to the Self-Insurance Trust Account resulting from overall loss experience attributed to each Fund member, and the pro rata portion of the cost of all catastrophic loss protection reinsurance and aggregate stop loss reinsurance allocated to each Fund member as well as the pro rata allocation, as determined by the Board, of the other and necessary administrative expenses of the Self-Insurance Trust Account, in order reasonably to determine the actual pro rata cost, expense and loss experience of each Fund member in order to maintain as nearly as possible an equitable and reasonable "self-insurance" administration of the Self-Insurance Trust Account as applied to each Fund member.

- 18.2. Loss Reserves. The Board, in its capacity as trustee for the Self-Insurance Trust Account, shall maintain case reserves and supplemental reserves recorded in accordance with generally accepted accounting principles, taking into account actuarial, historical, and other data designed to measure claims development and claims incurred but not yet reported, so that funds will be available to meet these claims as they become due.

- 18.3. ~~Members' Equity~~ Net Position. The Board, in its capacity as trustee for the Self-Insurance Trust Account, shall determine its total ~~Members' Equity-Net Position~~ at the close of each Fund Year to be calculated in accordance with the Board Policy on Determination of Net Position (4.06 as amended).

- 18.3.1 The Board shall then annually review such Trust Account's total ~~Members' Equity-Net Position~~ and designate a portion thereof as set aside for unexpected adverse claim loss development and rate stabilization. The

purpose of this designated ~~equity~~ Net Position is to further ensure the financial stability of the Trust Account.

18.3.2 The Board, in its capacity as trustee for the Self-Insurance Trust Account, may also designate a portion(s) of ~~Members' Equity~~ Net Position for recurring program expenses and other purposes consistent with the Fund's mission statement, values, and strategic plans. For example, the Board reserves the right to designate a portion of ~~Members' Equity~~ Net Position for self-funding excess and/or aggregate reinsurance protection, if such protection is not available or is not cost effective.

18.3.3 Remaining ~~Members' Equity~~ Net Position shall be used as a Reserve for Rate Stabilization. The Board may use a portion of the Reserve for Rate Stabilization each year to offset Member contributions. The Board will set the amount anticipated to be used for Rate Stabilization, if any, each Fund Year. ~~either distributed currently to Beneficiaries and/or designated as a Reserve for Rate Stabilization, to be returned to Beneficiaries over such time period as considered appropriate by the Board. Each Beneficiary's portion of Member Distributions shall be determined by the Board. It is anticipated that the Reserve for Rate Stabilization would be released for distributions to members over a multi-year period, as such reserve is determined by the Board to be no longer needed~~

18.3.4 This annual review and designation of ~~Members' Equity~~ Net Position shall be done on an annual basis and is subject to change from year to year.

## 19. Dissolution

19.1 The Self-Insurance Trust Account may be dissolved at any time a majority of the members of the Board resolves that such Trust Account be dissolved. Furthermore, the Self-Insurance Trust Account shall be dissolved when there are fewer than two Members wishing to continue as Beneficiaries of the Trust Account.

19.2 After all liabilities have been identified and resolved to the Board's satisfaction, any remaining funds will be distributed to Members in a positive Net Position at the time of dissolution.

**TO BE COMPLETED BY THE FUND MEMBER:**

MEMBER'S FUND CONTACT PERSON (See Section 13):

Name of Public Entity \_\_\_\_\_

Contact Name \_\_\_\_\_

Title \_\_\_\_\_

Mailing Address \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_

Phone Number \_\_\_\_\_

\_\_\_\_\_  
Signature of Authorized Member Official

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**TO BE COMPLETED BY THE FUND:**

Effective Date of this Agreement \_\_\_\_\_

Entity Name \_\_\_\_\_

Contract Number \_\_\_\_\_

\_\_\_\_\_  
Signature of Authorized Fund Official

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**Agenda Item:** Board of Trustees Unit Financial Statements as of October 2025

**Board Meeting Date**

December 4, 2025

**Committee:** Business

**Background Information:**

None

**Supporting Documentation:**

October 2025 Board of Trustees Unit Financial Statements

**Recommended Action:**

**For Information Only**

**Unit Financial Statement**

FY 2026  
October 31, 2025

	October 2025 Budget	October 2025 Actual	Variance	YTD Budget	YTD Actual	Variance	Percent	Budget
<b>Revenues</b>								
Allocated Revenue	\$ 2,237	\$ 2,237	\$ -	\$ 4,474	\$ 4,474	\$ -	100%	\$ 26,845
<b>Total Revenue</b>	\$ 2,237	\$ 2,237	\$ -	\$ 4,474	\$ 4,474	\$ -	100%	\$ 26,845
<b>Expenses</b>								
Insurance-Worker Compensation	\$ -	\$ 1	\$ (1)	\$ -	\$ 3	\$ (3)	0%	\$ -
Legal Fees	\$ 1,500	\$ 1,500	\$ -	\$ 3,000	\$ 3,000	\$ -	100%	\$ 18,000
Training	\$ 187	\$ -	\$ 187	\$ 374	\$ -	\$ 374	0%	\$ 2,245
Travel - Non-local mileage	\$ 146	\$ -	\$ 146	\$ 292	\$ -	\$ 292	0%	\$ 1,750
Travel - Non-local Hotel	\$ 375	\$ -	\$ 375	\$ 750	\$ -	\$ 750	0%	\$ 4,500
Travel - Meals	\$ 29	\$ -	\$ 29	\$ 58	\$ -	\$ 58	0%	\$ 350
<b>Total Expenses</b>	\$ 2,237	\$ 1,501	\$ 736	\$ 4,474	\$ 3,003	\$ 1,471	67%	\$ 26,845
<b>Total Revenue minus Expenses</b>	\$ -	\$ 736	\$ (736)	\$ -	\$ 1,471	\$ (1,471)	33%	\$ -

<b>Agenda Item:</b> Tri-County’s Consumer Foundation Board Update  <b>Committee:</b> Business	<b>Board Meeting Date</b>  December 4, 2025
<b>Background Information:</b>  The Tri-County Consumer Foundation Board of Directors met on November 21, 2025. The Board accepted the financial statements through September of 2025 and approved a spending limit for the 4 <sup>th</sup> quarter of calendar year 2025.  3 <sup>rd</sup> Quarter Updates: <ul style="list-style-type: none"> <li>• Review of Fundraising activities in the 3<sup>rd</sup> quarter including parking space auctions and themed basket sales.</li> <li>• Review of fundraising ideas for the upcoming year.</li> <li>• Total expenditures for the 3<sup>rd</sup> quarter were \$3,162.06.</li> <li>• The Board continues to seek a new President and additional Board Directors.</li> </ul> The Foundation currently has \$39,761 in the bank.  The next meeting of the Foundation Board is scheduled for Friday, January 9 <sup>th</sup> .	
<b>Supporting Documentation:</b>  None	
<b>Recommended Action:</b>  <b>For Information Only</b>	

# UPCOMING MEETINGS

---

## **January 29, 2026 – Board Meeting**

- Approve Minutes from December 4, 2025 Board Meeting
- Community Resources Report
- Consumer Services Report for November and December 2025
- Program Updates
- FY 2026 Goals & Objectives Progress Report First Quarter
- 1<sup>st</sup> Quarter FY 2026 Corporate Compliance and Quality Management Report
- 2<sup>nd</sup> Quarter FY 2026 Corporate Compliance Training
- Personnel Report for November and December 2025
- Texas Council Risk Management Fund Claims Summary for November and December 2025
- Texas Council Quarterly Board Meeting Update
- Approve Financial Statements for November and December 2025
- Approve FY 2025 Independent Financial Audit
- 1<sup>st</sup> Quarter FY 2026 Investment Report
- Board of Trustees Unit Financial Statement as of November and December 2025
- HUD 811 Updates
- Final Cleveland Building Project Summary

## **February 26, 2026 – Board Meeting**

- Approve Minutes from January 29, 2026 Board Meeting
- Longevity Recognition Presentations
- Community Resources Report
- Consumer Services Report for January 2026
- Program Updates
- Personnel Report for January 2026
- Texas Council Risk Management Fund Claims Summary as of January 2026
- Approve Financial Statements for January 2026
- Board of Trustees Unit Financial Statement as of January 2026
- 401 (a) Account Review



### Tri-County Behavioral Healthcare Acronyms

Acronym	Name
1115	Medicaid 1115 Transformation Waiver
AAIDD	American Association on Intellectual and Developmental Disabilities
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
ASD	Autism Spectrum Disorder
ASH	Austin State Hospital
ATC	Attempt to Contact
BCBA	Board Certified Behavior Analyst
BHSP	Behavioral Health Suicide Prevention
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 Behavioral 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
FT	Family Therapy
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)
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
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
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 Access 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

Updated 11/17/25