

**BEXAR COUNTY BOARD OF TRUSTEES FOR
MENTAL HEALTH MENTAL RETARDATION SERVICES d/b/a**

THE CENTER FOR HEALTH CARE SERVICES

Regular Board Meeting
Monday, November 30, 2009
3031 IH 10 West
San Antonio, Texas 78201
6:00 p.m.

TRUSTEES PRESENT: Margaret M. Vera, Chair
Rebecca G. Brown, Vice-Chair
Sam Williams, Jr., Secretary
Harry Griffin, Treasurer
Dianna M. Burns-Banks, M.D.
Mary Rose Brown
Richard P. Usatine, M.D.
Ruben D. Zamora

TRUSTEES ABSENT: Ted Terrazas

STAFF PRESENT: Leon Evans, President/Chief Executive Officer
Charles H. Boone, Chief Operating Officer
Mark A. Carmona, Chief Administrative Officer
A. Camis Milam, M.D., Chief Medical Officer
John A. Smith, General Counsel
Linda Rodriguez, Executive Assistant/Board Liaison
(Staff Attendance List on File)

GUESTS PRESENT: Stephanie Ryan, Contract Manager,
Texas Department of State Health Services

The regular meeting of the Bexar County Board of Trustees for Mental Health Mental Retardation Services d/b/a The Center for Health Care Services was held on Monday, November 30, 2009, at 3031 IH 10 West, San Antonio, Texas.

**CALL MEETING TO ORDER
CERTIFICATION OF QUORUM**

The meeting was called to order by Madame Chair Margaret Vera at 6:04 p.m., with the following trustees present: Ms. RG Brown, Drs. Burns-Banks and Usatine, and Messrs. Griffin and Zamora, thereby establishing a quorum.

INVOCATION – Invocation by Dr. Richard Usatine

PLEDGE OF ALLEGIANCE – Led by Ms. Margaret Vera

1. APPROVAL OF MINUTES

Mr. Griffin moved that the Board approve the following minutes as presented:

- Regular Board Meeting of August 31, 2009
- Regular Board Meeting of September 28, 2009
- Special-Called Board Meeting of October 7, 2009

Mr. Zamora seconded the motion; motion carried.

CITIZENS TO BE HEARD – No citizens presented to be heard.

IN RECOGNITION OF DR. ROBERT L. JIMENEZ, M.D., F.A.P.A., FOR HIS SERVICE TO THE CITIZENS OF BEXAR COUNTY

Ms. Vera presented Dr. Robert L. Jimenez with a plaque of appreciation for his dedication, leadership and commitment to the Center's mission. Ms. Vera stated that during his tenure as Board Chairman, Dr. Jimenez was responsible for many of the Center's accomplishments and successes, such as the integration of primary and behavioral health care, and the strengthening of the Center's relationship with the Bexar County legislative delegation, county commissioners, the University Health System as well as with other community leaders. Dr. Jimenez also recognized PTSD (Post Traumatic Stress Disorder) in military personnel and veterans and advocated at the national, state and local levels for veteran's mental health services.

Ms. Mary Rose Brown arrived at this time.

Board members individually spoke about their fascination and astonishment with Dr. Jimenez's vision and leadership. Dr. Usatine also announced that Dr. Jimenez had recently stepped up to the plate to be the Medical Director at Alpha Home which is a haven for indigent women who have urgent but unmet medical needs.

Mr. Sam Williams arrived at this time.

RE-NAMING OF THE RESTORATION CENTER TO THE DR. ROBERTO L. JIMENEZ RESTORATION CENTER

Ms. Vera announced that the board and staff had agreed to re-name the Restoration Center at 601 N. Frio "The Dr. Roberto Jimenez Restoration Center."

2. BOARD CHAIRMAN'S REPORT

- Announcement of the Chairman for the Board of Trustees' Faith-Based Initiatives Committee

Ms. Vera announced the appointment of Mr. Ruben Zamora to chair the Faith-Based Initiatives Committee. She reported that Mr. Zamora was already meeting with CHCS staff and officials from Our Lady of Guadalupe Catholic Church, which will be the first pilot location for this initiative.

- 40th National Mental Health and Addictions Conference & Expo

Ms. Vera announced that the 40th Annual National Mental Health and Addictions Conference and Expo was scheduled to take place on March 15th – 17th, 2010 in Disney, Florida. To date, only four board members have confirmed attendance. She asked that any board members interested in attending contact Ms. Rodriguez so that she can make the necessary arrangements prior to the Super Saver discount date of December 16th.

- Report on Partnership with University Health System – *Mark Carmona*

Mr. Carmona reported that the Center is working with the University Health System (UHS) to relocate the Crisis Care Center currently located at the Brady Green Clinic to 601 N. Frio. Initially, UHS was going to build a medical complex which was going to include the Crisis Care Center. As discussions continued though, staff saw some program alignment opportunities between the Crisis Care Center and the Restoration Center which would provide some efficiencies. The methadone clinic currently located at 3031 IH 10 West would also be relocated to 601 N. Frio, expanding services at that location and providing easy access to other resources at the Haven for Hope Campus. However, in order to do that it is going to require some displacement of our current programs within the Restoration Center.

Staff is proposing to build additional space at that location. Current cost projections are estimated at \$3.5 million, which UHS has agreed to co-finance. UHS also conducted a study on parking which would've cost them approximately \$14 million to build. In addition, allowing them to use surface parking downtown will not require them to build parking facilities. Therefore, they are able to put that money back into clinical services. CHCS is looking to finance its' debt share from operations, the capital project improvement fund, and the sale of the 3031 IH 10 West building which is currently on the market.

3. **PRESIDENT/CHIEF EXECUTIVE OFFICER'S REPORT**

Ms. Martinez, CHCS Contracts Management Director, introduced Ms. Stephanie Ryan, Contract Manager for the Texas Department of State Health Services. Ms. Ryan briefly talked about her experience at the Department.

Mr. Boone reported that Ms. Ryan had previously visited with CHCS staff regarding crisis services and the performance targets, and will be visiting the Children's Services at 711 E. Josephine tomorrow as well as the Children's Mobile Outreach Team, Crisis Care Center, and the new Crisis Residential/Respite Unit recently opened at 7137 S.W. Military Drive.

- Cadillac Celebrates The Center for Health Care Services

Members of the board viewed a brief video sponsored by Cadillac, in which Mark Carmona, Chief Administrative Officer, talks about Project Cariño and Center services.

- Chief Medical Officer's Report – Dr. Camis Milam

Dr. Milam reported on the following:

- Shortage of physicians/nurses
- Possible physician recruitments
- Establishment of Behavioral Health Care Managers at the units to provide assistance with assessments and diagnosis. Project currently being piloted at the Northside Clinic with plans to roll-out at the larger clinics by year's end. Also working with CentroMed to establish the same at their facilities. As part of that collaborative initiative, the Center has agreed to fund one physician and two Behavioral Health Care Managers at their facilities for a period of one year.
- Distributed letter from the Behavioral Health Medical Director at the Texas Department of State Health Services (DSHS) regarding changes to New Generation Medications, specifically the removal of Seroquel from the Formulary.
- Reported that due to widespread abuse of benzodiazepines, more specifically alprazolam (Xanax), the Center's Medical Services Committee developed an internal policy providing guidelines on prescribing of these medications.

- Local Planning & Network Development (LPND) Report – Charles H. Boone/Cynthia Martinez

Mr. Boone gave a brief summary on the Local Planning & Network Development discussions and presentations to date. He stated that staff had been teleconferencing with DSHS officials on a weekly basis trying to work through some of the issues surrounding the pilot that the Center had proposed, which was basically to pay for outcomes instead of actual services. This was proposed in an effort to promote the integration of primary health care and behavioral health care. However, CHCS has been unable to satisfy the Department's concerns on several issues. They have requested that the Center do a small procurement based on the original plan. CHCS will be suggesting implementation of the proposed pilot on a smaller scale.

- Status Report on Crisis Services – Charles H. Boone

Mr. Boone reported that he and Mr. Carmona had been working to develop several marketing documents on the status of Behavioral Health Care in Bexar County, indicative of how jail diversion and crisis care services have blended within the community. The first draft paper was presented under this report (copy on file) which included a graphic chart of step-down options available to consumers.

- President/CEO's Report of Activities for the months of September/October 2009

Mr. Evans briefly reported on the following:

- The Center received licensure to become a Home Health Care Agency.
- The Center also received licensure to become a Child Placing Agency to provide Therapeutic Foster Care Services.

- He was invited to participate in a symposium in Washington, D.C. in November, titled Fostering System Reform for Persons with Serious Mental Illness. This national action meeting provided an opportunity for the mental health community to come together and make its views known to those who are undertaking National Health Reform and those who are planning an anticipated White House Conference on Mental Health and Neuroscience.
 - The Center also co-hosted the NACo Jail Diversion Forum here in San Antonio in October where Assistant Police Chief Harry Griffin was a guest speaker. This was a national forum which was well attended, with tours to Center programs provided (i.e., Jail Diversion, Crisis Care Center, and The Restoration Center).
 - The NACo Justice and Public Safety Committee will also be holding their Annual Retreat in San Antonio on January 20-23rd. This year, the committee leadership has chosen to dedicate this retreat to intergovernmental and interagency reforms for community corrections, re-entry, reinvestment and public safety.
 - He has also been appointed to serve as chairman of the NACo Behavioral Health Subcommittee of the Health Care Steering Committee.
 - He presented in Indiana, Indianapolis and Boise, Idaho during the months of October and November in regards to Improving Mental Health and Criminal Justice Outcomes as part of the Lilly Community Conversations Program.
 - The Center will also be hosting the 1st International Crisis Intervention Training (CIT) Conference to be held in San Antonio on June 1st – 3rd, 2010.
- Contracts executed by the President/CEO over \$50,000 and under \$100,000 for the months of September/October 2009
 - Human Resources Quarterly Turnover/Personnel Action Summary for the months of September/October 2009

CONSENT AGENDA

Ms. Vera requested that item 4.4 and 4.5 be pulled from the Consent Agenda for individual consideration. Dr. Burns-Banks also requested that item 4.8 be pulled for individual consideration. Ms. Rebecca Brown moved that the Consent Agenda be approved as amended. Mr. Williams seconded the motion; motion carried

4. PLANNING & OPERATIONS COMMITTEE REPORT *(Dr. Dianna Burns-Banks, Chair)*

1. Ratification of the FY 2010 Contract Amendment with the Department of Assistance and Rehabilitative Services (DARS) for Early Childhood Intervention Services *(Cynthia Martinez)*
2. Ratification of the FY 2010 Contract Renewal with the Department of State Health Services (DSHS) for Projects for Assistance in Transition from Homeless (PATH) Services *(Cynthia Martinez)*
3. Ratification of the FY 2010 Contract Renewal with the Department of State Health Services (DSHS) for Mental Health Services *(Cynthia Martinez)*

6. Ratification of the Contract with Accord Medical Management LP (Nix) for the Provision of Inpatient Psychiatric Treatment Services for Adults and Children (*Cynthia Martinez*)
7. Approval of the Contract Renewal with Gustavo Martinez, Ph.D., LCSW, DABPS, ACFE d/b/a Interventions International for the Provision of Project Evaluation Services to Project Cariño (*Kathryn Jones*)
9. Approval of the Membership Re-appointments to the Behavioral Health Planning and Network Advisory Committee (BHPNAC) (*Charles H. Boone*)
10. Approval of Participation in the Special Nutrition Program through the Child and Adult Care Food Program (CACFP) (*Doreen Vernon*)

5. FINANCE COMMITTEE REPORT (*Harry Griffin, Chair*)

1. Approval of the Proposed Contract with Excelenet, Inc. d/b/a CityNAP for the Center's Data Center Infrastructure Facility (*Paul Sisler*)
2. Approval of the Texas Procurement and Support Services (TPASS) Lease Agreements with Xerox Corporation for Utilization of Copier Equipment for a Period of Sixty Months (*Cynthia Martinez*)

The Board discussed the following items at this time:

- 4.4 Approval of the Contract with The Wood Group (TWG) for the Provision of Adult Crisis Residential Services and Adult Crisis Respite Services (*Charles H. Boone*)

Dr. Burns-Banks stated that there had been quite a bit of discussion concerning this contract at the committee level and asked Mr. Boone to summarize those discussions for the full board.

Upon discussion, Ms. Rebecca Brown moved that the Board of Trustees approve the contract with The Wood Group (TWG) for the provision of Adult Crisis Residential Services and Adult Crisis Respite Services in accordance with the recommendation of the committee.

Dr. Usatine seconded the motion; motion carried.

- 4.5. Approval of the Contract with The Wood Group (TWG) for Adult Outpatient Competency Restoration Residential Services, Adult Crisis Respite Services and Adult Transitional Residential Services (*Charles H. Boone*)

Ms. Rebecca Brown moved that the Board of Trustees approve the contract with The Wood Group (TWG) for the provision of Adult Outpatient Competency Restoration Residential Services, Adult Crisis Respite Services, and Adult Transitional Residential Services in accordance with the recommendation of the committee. Dr. Usatine seconded the motion; motion carried.

Mr. Boone added that in concurrence with the committee, he would be providing a continuous census report which he and Dr. Milam are working on developing. The report will include length of stay, discharge/linkage into the community, etc.

Upon further discussion and clarification regarding the motions stated and approved, Ms. Vera moved that the previous two motions (4.4. and 4.5) be amended to state that the Board of Trustees authorize the President/CEO to move forward in signing both contracts based on the discussions and terms discussed at this meeting and subject to legal review.

Ms. Rebecca Brown moved to accept the friendly amendment to both her previous motions as stated; Dr. Usatine seconded the motion. The motion carried with Mr. Williams abstaining.

4.8 Approval of the Contract Amendment with Dependable Health Services for the Provision of Nursing and Emergency Medical Technician (EMT) Services at the Sobering Unit of the Public Safety Unit at 601 N. Frio (*Kathryn Jones*)

Upon discussion, Ms. Rebecca Brown moved that the Board of Trustees approve the contract amendment with Dependable Health Services for the provision of Nursing and Emergency Medical Technician (EMT) Services at the Sobering Unit of the Public Safety Unit at 601 N. Frio as presented.

Dr. Usatine seconded the motion; motion carried.

INDIVIDUAL ITEMS FOR REPORT, DISCUSSION & APPROPRIATE ACTION

6. PLANNING & OPERATIONS COMMITTEE (*Dr. Dianna Burns-Banks, Chair*)

1. Approval of the Agreement Renewal with UT Medicine San Antonio for the Provision of Outpatient Psychiatric Services (*Cynthia Martinez*)

Ms. Rebecca Brown moved that the Board of Trustees approve the Agreement Renewal with UT Medicine San Antonio for the provision of Outpatient Psychiatric Services as presented.

Mr. Williams seconded the motion; motion carried. (Let it be noted that Dr. Usatine had stepped out of the meeting during this motion).

2. Approval of the Role of the Planning & Operations Committee of the Board of Trustees to Provide Review and Oversight, and to Recommend Action as needed to the Board of Trustees in Support of the Operations of the Center's Home Health Enterprise (*Charles H. Boone*)

Mr. Williams moved that the Board of Trustees approve the recommendation of the Planning and Operations Committee to authorize the committee to perform review and oversight, and to recommend action as needed to the Board of Trustees in support of the operations of the Center's Home Health Enterprise. Ms. Rebecca Brown seconded the motion; motion carried.

7. **FINANCE COMMITTEE** (*Harry Griffin, Chair*)

1. Report on the Selection of Investment Funds for the Center's 457(b) Retirement Plan and Authorization for Frost Bank to add the Selected Funds to the Center's 457(b) Plan (*Mark Carmona*)

That the Board of Trustees receives an informational report on the selection of the following Investment Funds for the Center's 457(b) Retirement Plan and authorization approved by the Finance Committee for the representatives from Frost Bank, the Center's contracted professional investment services firm, to take the necessary actions to revise the Center's 457(b) Retirement Plan funds to include the following:

- American Funds EuroPacific Growth (Existing Option)
 - American Funds Fundamental Investors (Existing Option)
 - American Funds New Perspective (Existing Option)
 - American Funds Small Cap World (Existing Option)
 - Frost Dividend Value Equity (Replaces American Funds Washington Mutual)
 - Frost Low Duration Bond (New Option)
 - Harbor Capitol Appreciation Institutional (New Option)
 - PIMCO Total Return (Replaces American Funds Intern Bond Fund of America)
 - Royce Low Priced Stock Svc (New Option)
 - Vanguard Life Strategy Conservative Growth (New Option)
 - Vanguard Life Strategy Growth (New Option)
 - Vanguard Life Strategy Moderate Growth (Replaces American Funds Inc Fund of America)
 - Vanguard Mid Capitalization Index (New Option)
2. Approval of a Board Resolution Restating the Center's 401(a) and 457(b) Retirement Plans (*Mark Carmona*)

Mr. Williams moved that the Board of Trustees approve a Board Resolution Restating the Center's 401(a) and 457(b) Retirement Plans.

Ms. Rebecca Brown seconded the motion; motion carried.

3. Approval of a Board Resolution to contract with TD Ameritrade as Custodian for the 401(a) and 457(b) Retirement Plans; and Execution of Required Paperwork (*Mark Carmona*)

Mr. Williams moved that the Board of Trustees approve a Board Resolution to contract with TD Ameritrade as the custodian for the 401(a) and 457(b) Retirement Plans and to execute the required paperwork for submission to the Board of Trustees for approval.

Ms. Rebecca Brown seconded the motion; motion carried.

4. Review and Acceptance of the Center's Financial Statements for the Period Ending October 31, 2009 (*Robert Guevara*)

Mr. Guevara reported that the Center had ended the month of October 2009 with a negative contribution to fund balance of (\$224,591); which resulted in a year-to-date negative operational fund balance of (\$273,591). However, with the unrecognized General Revenue of \$176,411; savings on the New Generation Medications of \$146,921; and unspent funds in the Capital Project Funds of \$49,112; the Center is currently in a positive financial position of \$98,852.

Services revenues for the month of October were reported at \$856,087 compared to a monthly budget of \$844,820. Due to the FMAP increase and 100% payment of Rehab and Case Management revenue, additional revenue earned will need to be offset with a State-match recoupment. DSHS is currently working on a report which will indicate what that recoupment will be. However, \$322,006 has been reserved for this recoupment. Overall, the Center had a good start this fiscal year.

He reported that there were three programs which his department would be meeting with to look at possible realignments: Substance Abuse, Long Term Care Services, and the Healthy Solutions Program.

Investments in TexPool were reported to have a beginning balance of \$7,593,838 and an ending balance of \$5,994,871 for a net decrease of \$1,598,967. Interest earned for the month was \$1,233 for an average yield of .2095%.

Upon conclusion, Mr. Zamora moved for acceptance of the Center's Financial Statements as presented for the month of October 2009, subject to audit.

Dr. Usatine seconded the motion; motion carried.

REPORT FROM MR. SAM WILLIAMS, JR., ON THE ACTIVITIES OF THE TEXAS COUNCIL OF COMMUNITY MHMR CENTERS, INC. BOARD

Mr. Williams reported that there is a meeting next week but it is a committee meeting.

EXECUTIVE SESSION (Closed) – No Executive Session was held at this time.

Executive Session Deliberation per Texas Government Code, Section:

551.071 (Consultation with General Counsel): Advice on matters in which the duty of the General Counsel to the Center under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 552 of the Texas Government Code.

OPEN SESSION

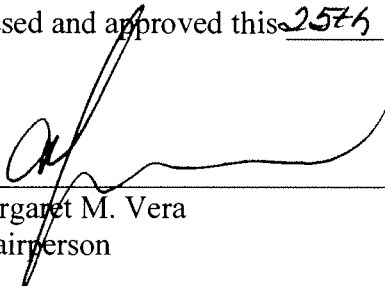
Discussion and Appropriate Action regarding items discussed in Closed Session

ADJOURNMENT


At the request of Ms. Rebecca Brown and in regards to the annual performance review of the President/CEO, Ms. Vera appointed the following to a Personnel Ad Hoc Committee for the purpose of reviewing the President/CEO's performance evaluation for CY 2009, goals for CY 2010, and compensation plan: Ms. Rebecca Brown, Chair; and members Ms. Mary Rose Brown and Harry Griffin. The committee will review and submit its' recommendations to the full board at the January 25, 2010 meeting.

There being no further business to discuss, Mr. Griffin moved for adjournment at 9:35 p.m., Dr. Burns-Banks seconded the motion, and the meeting was adjourned at this time.

Passed and approved this 25th day of January, 2010.



Margaret M. Vera
Chairperson



Sam Williams, Jr.
Secretary