

Pecan Valley Centers Board of Trustees

May 24, 2024
9:00 a.m. – 11:00 a.m.

MINUTES

Board Members

Elizabeth Lawrence, Chair	Parker County	Present
Edwin Seilheimer, Vice Chair	Hood County	Present
Carolyn Myres, Secretary	Johnson County	Present
Judge Brandon Huckabee	Erath County	Present
Dr. Reginald Hall	Erath County	Present
Christy Massey	Hood County	Present
Keith Scarbrough	Johnson County	Present
Lynn Waddy	Palo Pinto County	Absent
Rita Wade	Palo Pinto County	Absent
Jamie Bodiford	Parker County	Present
LaJean Heard	Somervell County	Absent

Ex-Officio Board Members

Sheriff Roger Deeds	Hood County	Present
Sheriff Alan West	Somervell County	Absent

Pecan Valley Centers Staff

Ruben DeHoyos	Associate Executive Director / C.O.O.
Wayne Vaughn	Chief Financial Officer
Diana Thompson	Chief of Behavioral Health Services
Rheanne Sullivan	Associate Chief of Mental Health Services
Mark Chavez	Director of IDD Authority Services
Jessica Thomas	Executive Assistant
Ben Bowen	IT Director & Systems Administrator
Sunny Armstrong	Contract & Compliance Officer
Susan Halydier	Quality Management Manager
Heather Herriage	Director of Human Resources

Visitors

None

OPENING:

Elizabeth Lawrence, Board Chair, called the meeting to order at 9:00 a.m.

ITEM 1: **ROLL CALL**

A quorum was present as eight board members were in attendance. One ex-officio board member was in attendance.

TAB 2: **PUBLIC COMMENT**

There were no public comments.

ITEM 3: **APPROVE MINUTES OF APRIL 26, 2024, MEETING**

Minutes from the April 26, 2024, meeting was reviewed before the meeting.

Edwin Seilheimer made the following Motion:

RESOLVED, THAT the Pecan Valley Centers Board of Trustees does hereby approve the minutes of the April 26, 2024, meeting.

Second by Keith Scarbrough

Approved unanimously

ITEM 4: **PROGRAM REPORTS – BEHAVIORAL HEALTH & INTELLECTUAL DEVELOPMENTAL DISABILITIES**

Diana Thompson, Chief of Behavioral Health Service, gave the Behavioral Health reports for April 2024.

Performance:

- Adult Mental Health Services target is 2,929. Pecan Valley Centers served 3424.
- Adult Service Provision for adults shows 73.6%.
- The Child & Youth Services target is 496. Pecan Valley served 573.
- Total Crisis Interventions were 214, with 10 admissions to Crisis Respite and 13 admissions into a State MH facility.

Programs:

- TCOOMMI has a target of 20 with a maximum of 25.
 - Intensive Case Managements (ICM) opened: 4
 - Intensive Case Management were served: 13
 - Continuity of Care (COC) was opened: 5
 - Continuity of Care were served: 3
- Mental Health First Aid (MHFA) has a target goal of 300 School District Employees and School Resource Officers / Employees of Institutes of Higher Learning.
 - Total individuals trained to date: 122
 - Scheduled classes: 11
- Texas Juvenile Justice Department Grant (TJJJD) target varies by county.
 - Juveniles served: 16

- Assisted Outpatient Treatment (AOT) has a target of 30 and covers Johnson and Parker counties.
 - Individuals served: 9
 - Pending: 1
 - Discharged: 2
- Outpatient Substance Use Disorder Program (SUD).
 - Adult admissions: 7
 - Youth admissions: 1
- Coordinated Specialty Care Early Onset (CSC-EO) has a target of 20 with a maximum of 30 and is for persons aged 15 to 30.
 - Individuals served: 16
 - Pending: 0
 - Discharged:
- Housing
 - Supported Housing Rental Assistance: 13
 - Tenant-Based Rental Assistance served: 31

Diana Thompson, Chief of Behavioral Health Service, gave the Veterans Services report for April 2024.

- Peer Services
 - Total served: 768
- Veterans Mental Health has a target of 100.
 - Served: 137
- Veterans General Assistance has a target of 160.
 - Served: 136
 - Grant year and funding began July 1, 2023, at \$300,000.00. YTD total expenditure is \$229,568.56.

PVC has received notification that both grants (Veterans Mental Health and General Assistance) have renewed for July 2024 – June 2025, for \$300k each.

Ruben DeHoyos, AED/COO, gave the IDD Report for April 2024.

- March IDD Authority Served
 - Authority contract measures: 117
 - Home and Community Based Service (HCS) Coordination: 421
 - Texas Home Living (TxHmL) Service Coordination: 34
 - Community First Choice (CFC) Intake Services: 11
 - PASRR New Alerts: 46
 - Determination of Intellectual Disability: 24
 - State Facility Report-Individuals in any State Supported Living Center: 51
 - IDD Crisis Services: 4
 - The Texas Law Enforcement Telecommunications System: 1
 - HC/TxHmL Interest List regionwide: 1579
- March IDD Provider Served
 - Home and Community Based (HCS): 55
 - HCS Group Homes: 8
 - Texas Home Living Waiver (TxHmL): 9
 - Intermediate Care Facility (ICF) [five homes / 30 beds]: 30
 - LSC/ISS daily census: 52
 - Vocational Apprenticeship Program: 6

- Quarterly PNAC Report – FY24 Q3
 - Recommendation to the Board: PVC should consider starting an IDD Peer Program

Heather Herriage, Director of Human Resources, gave the HR Report for April 2024.

- Total hires: 21
- Total terms: 9
- HR has been attending job fairs.
- HR has been working with high schools that have tech programs, such as CNA, to promote Direct Care positions.
 - Burleson HS is highly interested.
- A new notification system has been implemented to notify direct care staff of available shifts.

ITEM 5: APPROVE FEBRUARY FINANCIAL STATEMENTS

Wayne Vaughn, CFO, gave the Financial Report.

- The April financial was reviewed. On April 30, 2024, the Region has completed 67% of the fiscal year. Revenue percentages by fund sources range from 45% (Other Federal Funds) to 96% (Allocated Federal Funds). Total revenues earned equals 64% of the annual budget. Based on proposed budgeted expenditures, 61% of the budget has been expensed. Adult Mental Health Services are at 57% of budget. Children's Mental Health Services are at 57% of budget. Mental Health Crisis Services are at 85% of budget. IDD Services are at 57% of budget. Both revenue and expenditures include cost avoidance amounts for PAP (Prescription Assistance Program) as required by HHSC. The budgeted amount is \$6,109,503 and through February the recorded PAP amount is \$3,531,406.

Through April 30, 2024, of the current fiscal year, total funding strategy amounted to \$24,394,892 for revenues and \$23,377,946 for expenditures. Local funds were used to fund various programs in compliance with contract requirements for required "local match" funds.

Based on activities through April, there are 167 days of operations in available cash.

Edwin Seilheimer made the following Motion:

RESOLVED, THAT the Pecan Valley Centers Board of Trustees does approve the Financial Statements for April 2024.

Second by Keith Scarbrough

Approved unanimously

ITEM 6: APPROVE BOARD RESOLUTION TO TRANSFER FUNDS

Wayne Vaughn, CFO presented the Board Resolution to transfer \$500k from Capital Improvement Fund to General Operating Fund for the purchase of property.

Jamie Bodiford made the following Motion:

RESOLVED, THAT the Pecan Valley Centers Board of Trustees does approve the Resolution to Transfer Funds

Second by Edwin Seilheimer

Approved unanimously

ITEM 7: QUARTERLY EXTERNAL AUDIT REPORT

Sunny Armstrong, Contracts and Compliance Officer, gave Quarterly External Audit Report.

- Disability Rights of Texas performed a scheduled review of clients' banking accounts.
- HHSC performed a desk review based on the most recent health survey at Littlebrook Estates.
- HHSC performed a desk review based on the most recent health survey at Rolling Acres.
- Superior performed Q2 Managed Care Organization Audit.
- HHSC performed an annual health survey at Turkey Peak.
- HHSC performed an annual health survey at Highland Estates.

ITEM 8: APPROVE PURCHASE OF PLAT OF LAND FOR CONSTRUCTION AND USE OF GRANBURY CLINIC

Ruben DeHoyos requests approval of purchase of a plat of land for construction and use of new Granbury Clinic location:

- Address: 1210 2nd Street, Granbury, TX 76048
- Purchase Price: \$500,000.00
- Estimated Closing Date: 6/6/2024

Edwin Seilheimer made the following Motion:

RESOLVED, THAT the Pecan Valley Centers Board of Trustees does approve the Purchase of Plat of Land for Construction and Use of Granbury Clinic

Second by Carolyn Myres

Approved unanimously

ITEM 9: APPROVE PURCHASE OF PROPERTY FOR USE AS YOUTH CRISIS RESPITE

Ruben DeHoyos requests approval of purchase of property for use as Youth Crisis Respite.

- Address: 1410 Wendy Ln., Weatherford, TX 76086
- Purchase Price: \$528,000.00
- Estimated Closing Date: 6/4/2024

Christy Massey made the following Motion:

RESOLVED, THAT the Pecan Valley Centers Board of Trustees does approve the Purchase of Property for Use as Youth Crisis Respite

Second by Keith Scarbrough

Approved unanimously

ITEM 10: ACTIVITY SUMMARY

The Activity Summaries are provided to the Board to show the events that took place in the reported month(s). No action is required.

ITEM 11: PLANNING CALENDAR

The Annual Planning Calendar is provided to the Board to reference upcoming meetings and other noteworthy conferences for the calendar year. No action required.

ITEM 12: REAFFIRM DATE OF NEXT BOARD MEETING

- Next Board meeting will be held on June 28, 2024, at the Granbury Administration Office

Adjourned at 10:08 a.m.

Carolyn Myres – Secretary