

Pecan Valley Centers Board of Trustees

December 8, 2023
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	Absent
Keith Scarbrough	Johnson County	Present
Lynn Waddy	Palo Pinto County	Present
Rita Wade	Palo Pinto County	Present
Jamie Bodiford	Parker County	Present
Jill Power	Somervell County	Absent

Ex-Officio Board Members

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

Pecan Valley Centers Staff

Coke Beatty	Executive Director
Ruben DeHoyos	Associate Executive Director/COO
Wayne Vaughn	Chief Financial Officer
Diana Thompson	Chief of Mental Health Services
Rhea Sullivan	Associate Chief of Mental Health Services
Whitney Herrington	Associate Chief of Mental Health Services
Mark Chavez	Director of IDD Authority Services
Katie Polk	Director of IDD Provider Services
Casey McCarty	Controller
Heather Herriage	HR Manager
Josh Morrison	Veteran Services Program Manager
Jessica Thomas	Executive Assistant
Ben Bowen	Director of IT/Systems Administrator
Sunny Armstrong	Contracts and Compliance Officer

Visitors

No visitors

OPENING:

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

ITEM 1: **ROLL CALL**

A quorum was present as nine board members were in attendance, and 2 were absent. Two ex-officio board members were absent.

TAB 2: **PUBLIC COMMENT**

There were no public comments.

ITEM 3: **APPROVE MINUTES OF OCTOBER 27, 2023, MEETING**

Minutes from the October 27, 2023, meeting was reviewed before the meeting.

Carolyn Myres made the following Motion:

RESOLVED, THAT the Pecan Valley Centers Board of Trustees does hereby approve the minutes of the October 27, 2023, 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 Report.

- The target for Adult Mental Health Services is 2,929. Pecan Valley served 3325 in the month of October.
- Adult service provision for adults shows 78% in October.
- The target for Child & Youth Services is 496. Pecan Valley served 541 in the month of October.
- Family Partner measure met this month.
- Total Crisis interventions for the month of October were 207, with 8 admissions into Crisis Respite.
 - State hospital beds are opening, but strict criteria limits eligibility.
- TCOOMMI program has a target of 20 with a maximum of 25. For October, 2 Intensive Case Managements (ICM) were opened; 15 Intensive Case Management were served; 5 Continuity of Care (COC) was opened; and 9 Continuity of Care were served.
- Mental Health First Aid (MHFA) has a target goal of 300 School District Employees and School Resource Officers / Employees of Institutes of Higher Learning, trained in FY24. Total individuals trained in October is 3. Currently, 4 classes are scheduled for November.
- Texas Juvenile Justice Department Grant (TJJD) served 2 juveniles in October.
 - Youth are identified and referred by the juvenile probation department as individuals with potential need for services. Prior MH diagnosis is not necessary. PVC can evaluate to determine diagnosis and eligibility. Services are voluntary, and lack of commitment with family involvement is a barrier.
- Assisted Outpatient Treatment (AOT) covers Johnson and Parker counties. In October, 12 individuals were served, with 4 pending, and 0 discharged.

- Outpatient Substance Use Disorder Program (SUD) admits 9 adults and 0 youth in October.
- Coordinated Specialty Care Early Onset program is for persons aged 15 to 30. Target is 20 for this specialized service. 20 individuals were served, and 1 pending in October, with 2 discharged.
 - CSC-EO is expecting to receive additional funding and will expanding into Hood County.
- Supported Housing Rental Assistance served 12 in October. Tenant-Based Rental Assistance served 24 in October.

Josh Morrison, Veteran Services Program Manager, gave the Veterans Services report.

- Veterans MH performance measure is 84% met. Veterans General Assistance target is 160. As of September, 69 individuals have been served.
- Veteran's Services has a program currently running, called Trauma Reboot. It's a 12-week therapeutic, self-help program with curriculum for veterans and family members.

Ruben DeHoyos, AED/COO, gave the IDD Report.

- October IDD Authority Served
 - Authority contract measures: 84
 - Home and Community Based Service (HCS) Coordination: 421
 - Texas Home Living (TxHmL) Service Coordination: 30
 - Community First Choice (CFC) Intake Services: 15
 - PASRR New Alerts: 26
 - Determination of Intellectual Disability: 21
 - State Facility Report-Individuals in any State Supported Living Center: 51
 - IDD Crisis Services: 4
 - The Texas Law Enforcement Telecommunications System: 7
 - HC/TxHML Interest List regionwide: 1484
- October IDD Provider Served
 - Home and Community Based (HCS) 56
 - Texas Home Living Waiver (TxHmL) was 9
 - Intermediate Care Facility (ICF) [five homes / 30 beds]: 30
 - LSC/ISS daily census: 8
 - Vocational Apprenticeship Program: 7
- Due to lack of census, one of our ICF homes in Johnson County has closed. All other ICF homes are currently full.

Coke suggests a Board presentation about the Vocational Apprenticeship Program.

Heather Herriage, HR Manager, presented the HR Update Report.

- Overall, hired staff outweighs termed staff for the year.
- Increased community involvement and partnerships with colleges and universities has improved hiring.

ITEM 5: QUARTERLY PNAC REPORT

Mark Chavez, Chief of IDD Services, reported that the Planning & Network Advisory Committee met this quarter, on November 2, 2023.

- No recommendations were made to present to the Board.

ITEM 6: **APPROVE MAY FINANCIAL STATEMENTS**

Wayne Vaughn, CFO, gave financial reports for October 2023

- The September financial was reviewed. On October 31, 2023, the Region has completed 17% of the fiscal year. Revenue percentages by fund sources range from 10% (Medicaid Waiver and ICF-MR Earnings) to 29% (Allocated Federal Funds). Total revenues earned equals 13% of the annual budget. Based on proposed budgeted expenditures, 14% of the budget has been expensed. Adult Mental Health Services are at 14% of budget. Children's Mental Health Services are at 13% of the budget. Mental Health Crisis Services are at 14% of budget. IDD Services are at 13% of budget. Both revenue and expenditures include cost avoidance amounts for PAP (Prescription Assistance Program) as required by HHSC. The budgeted amount is \$4,149,690 and through September the recorded PAP amount is \$883,929.

Through October 31, 2023, of the current fiscal year, total funding strategy amounted to \$5,006,417 for revenues and \$5,192,732 for expenditures. Local funds were used to fund various programs in compliance with contract requirements for required "local match" funds.

Based on activities through September, there are 247 days of operations in available cash.

Ed Seiheimer made the following Motion:

RESOLVED, THAT the Pecan Valley Centers Board of Trustees does approve the Financial Statements for October 2023.

Second by Carolyn Myres

Approved unanimously

A meeting to discuss PVC's fund balance will be scheduled with the Texas Council.

ITEM 7: **APPROVE BUDGET AMENDMENT RELATED TO WORKFORCE INCENTIVE**

Wayne Vaughn, CFO, presented the proposed budget amendment.

Budget amendment to assist with workforce.

- \$280k in salary increases for staff that had not had a previous increase.
- \$81k in fringe benefits

Board discussion shows strong agreement for PVC to increase wages, compensating IDD staff appropriately, until other funding is available to support the increase.

Ed Seilheimer made the following Motion:

RESOLVED, THAT the Pecan Valley Centers Board of Trustees does approve the Budget Amendment related to workforce incentives.

Second by Keith Scarbrough

Approved unanimously

ITEM 8: QUARTERLY CORPORATE COMPLIANCE REPORT

Sunny Armstrong, Contracts and Compliance Officer, gave a brief description of the format of the Corporate Compliance Report, and shared results of the report for FY24 Quarter 1.

- There were no recommendations for changes to the format of the report.
- There were no compliance issues at this time.

ITEM 9: BOARD POLICY REVIEW AND APPROVAL OF UPDATES

Review and date only:

- 2.05.07.00 – Board Travel
- 2.05.11.00 – Appointment of Executive Director

Approve recommendations to delete the following stand-alone policies, that have been included in the previously approved by-laws:

- 2.05.04.00 – Board Method of Communication with Staff
- 2.05.09.00 – Training of Board Membership
- 2.05.10.00 – Board Attendance

Approve recommendations to update Policy 2.05.12.00 – Absence of the Executive Director

- Section 1 and 2: Change the language from “written” to “an email” or “via email.”
- Section 3: Update staff titles to reflect current titles.
- Section 6: Change approved staff as acting Executive Director, and update authorization for Region checks up to \$25,000

Ed Seilheimer made the following Motion:

RESOLVED, THAT the Pecan Valley Centers Board of Trustees does approve recommendations to update policies.

Second by Carolyn Myres

Approved unanimously

ITEM 10: DISCUSSION OF EASTLAND COUNTY COURT OF APPEAL OPINION

Pecan Valley Centers had been notified of the Eastland County Court of Appeals ruling in favor of the Center.

ITEM 11: 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 12: 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 13: REAFFIRM DATE OF NEXT BOARD MEETING

- Next Board meeting will be held on January 26, 2024, at the Granbury Administration Office

Adjourned at 10:40 a.m.

Carolyn Myres – Secretary