

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

August 29, 2019



Notice is hereby given that a regular meeting of the Board of Trustees of Tri-County Behavioral Healthcare will be held on Thursday, August 29, 2019. The Business Committee will convene at 9:00 a.m., the Program Committee will convene at 9:30 a.m. and the Board meeting will convene at 10:00 a.m. at 233 Sgt. Ed Holcomb Blvd S., Conroe, Texas. The public is invited to attend and offer comments to the Board of Trustees between 10:00 a.m. and 10:05 a.m. In compliance with the Americans with Disabilities Act, Tri-County Behavioral Healthcare will provide for reasonable accommodations for persons attending the Board Meeting. To better serve you, a request should be received with 48 hours prior to the meeting. Please contact Tri-County Behavioral Healthcare at 936-521-6119.

AGENDA

- I. Organizational Items**
 - A. Chair Calls Meeting to Order
 - B. Public Comment
 - C. Quorum
 - D. Review & Act on Requests for Excused Absence

- II. Approve Minutes - July 25, 2019**

- III. Executive Director’s Report - Evan Roberson**
 - A. Contract Updates
 - Tobacco Free Campus
 - PATH
 - B. Legislative Updates
 - HB 19
 - SB 633
 - New Funding and Targets
 - C. Cleveland Facility Updates

- IV. Chief Financial Officer’s Report - Millie McDuffey**
 - A. FY 2019 Audit
 - B. Update on Software Conversions
 - Financial Software - Blackbaud
 - HR/Payroll Software - DATIS
 - Budgeting Software - PowerPlan Advanced Budgeting
 - C. Workers’ Compensation Audit
 - D. Days of Operation as of July 31, 2019

- V. Program Committee**
 - Action Items
 - A. Approve Goals & Objectives for FY 2020 *Pages 10-23*
 - Information Items
 - B. Community Resources Report *Pages 24-26*
 - C. Consumer Services Report for July 2019 *Pages 27-28*
 - D. Program Updates *Pages 29-33*

VI. Executive Committee

Action Items

- A. Annual Election of FY 2020 Board Officers..... *Page 34*
- B. Executive Director's Evaluation, Compensation & Contract for FY 2020..... *Page 35*
- C. Cast Election Ballot for Texas Council Risk Management Fund Board of Trustees..... *Pages 36-38*

Information Items

- D. Personnel Report for July 2019..... *Pages 39-41*
- E. Texas Council Risk Management Fund Claims Summary for July 2019..... *Pages 42-43*
- F. Consider Dates of Scheduled Board Meetings for Next Year..... *Page 44*
- G. Texas Council Quarterly Board Meeting Verbal Update..... *Page 45*

VII. Business Committee

Action Items

- A. Approve July 2019 Financial Statements..... *Pages 46-59*
- B. Approve FY 2019 Year End Budget Revision..... *Pages 60-62*
- C. Approve Proposed FY 2020 Operating Budget..... *Pages 63-65*
- D. Approve HHSC Mental Health First Aid Grant Contract No. HHS000183000001, Amnd No. 2..... *Page 66*
- E. Approve HHSC Co-Occurring Mental Health (TCO) Substance Abuse Services Contract No. 2016-048317-005, Amendment No. 5..... *Page 67*
- F. Approve HHSC Contract No. HHS000539700102, Youth Prevention Selective..... *Page 68*
- G. Approve HHSC Contract No. HHS000539700051, Youth Universal Prevention..... *Page 69*
- H. Approve FY 2020 Bonds Janitorial Contract..... *Page 70*
- I. Approve FY 2020 Lifetime Homecare Services Contract..... *Page 71*
- J. Approve FY 2020 I Care ABA Therapy, LLC Contract..... *Page 72*
- K. Approve FY 2020 Contract for Dr. Jerri Sethna..... *Page 73*
- L. Approve FY 2020 Aspire Hospital, LLC Contract..... *Page 74*
- M. Approve FY 2020 Avail Solutions, Inc. Contract..... *Page 75*
- N. Approve FY 2020 Cypress Creek Hospital Contract..... *Page 76*
- O. Approve FY 2020 Kingwood Pines Hospital Contract..... *Page 77*
- P. Approve FY 2020 Baptist Hospitals of Southeast Texas Contract..... *Page 78*
- Q. Approve FY 2020 Woodland Springs Contract..... *Page 79*
- R. Discussion of Unresolved Building Issues at 233 Sgt. Ed Holcomb Blvd, South..... *Page 80*
- S. Independence Oaks Apartments..... *Page 81*

Information Items

- T. Board of Trustees Unit Financial Statement for July 2019..... *Pages 82-83*

VIII. Executive Session in Compliance with Texas Government Code Section 551.071, Consultation with Attorney; Section 551.072, Real Property & Section 551.074, Personnel: Executive Director Evaluation

Posted By:

Ava Green
Executive Assistant

Tri-County Behavioral Healthcare

P.O. Box 3067
Conroe, TX 77305

BOARD OF TRUSTEES MEETING

July 25, 2019

Board Members Present:

Gail Page
Jacob Paschal
Sharon Walker
Morris Johnson
Richard Duren

Board Members Absent:

Patti Atkins
Tracy Sorensen
Janet Qureshi

Tri-County Staff Present:

Evan Roberson, Executive Director
Millie McDuffey, Chief Financial Officer
Kenneth Barfield, Director of Management Info Systems
Catherine Prestigiovanni, Director of Strategic Development
Amy Foerster, Chief Compliance Officer
Ava Green, Executive Assistant
Jennifer Bryant, Legal Counsel

Call to Order: Board Vice-Chair, Gail Page, called the meeting to order at 10:00 a.m. at 233 Sgt. Ed Holcomb Blvd. S., Conroe, TX.

Public Comment: There was no public comment.

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

Resolution #07-19-01

Motion Made By: Sharon Walker

Seconded By: Jacob Paschal, with affirmative votes by Gail Page, Morris Johnson and Richard Duren that it be...

Resolved:

That the Board excuse the absence of Patti Atkins, Janet Qureshi and Tracy Sorensen.

Resolution #07-19-02

Motion Made By: Morris Johnson

Seconded By: Richard Duren, with affirmative votes by Gail Page, Sharon Walker, and Jacob Paschal that it be...

Resolved:

That the Board approve the minutes of the May 30, 2019 meeting of the Board of Trustees.

Program Presentation:

Longevity Recognition Presentations

Executive Director's Report:

The Executive Director's report is on file.

Chief Financial Officer's Report:

The Chief Financial Officer's report is on file.

PROGRAM COMMITTEE:

Resolution #07-19-03

Motion Made By: Jacob Paschal

Seconded By: Sharon Walker, with affirmative votes by Gail Page, Morris Johnson and Richard Duren that it be...

Resolved:

That the Board approve the IDD Local Plan.

Resolution #07-19-04

Motion Made By: Jacob Paschal

Seconded By: Sharon Walker, with affirmative votes by Gail Page, Morris Johnson and Richard Duren that it be...

Resolved:

That the Board approve the IDD Quality Management Plan.

The Community Resources Report was reviewed for information purposes only.

The Consumer Services Report for May and June 2019 was reviewed for information purposes only.

The Program Updates Report was reviewed for information purposes only.

The FY 2019 Goals and Objectives Progress Report was reviewed for information purposes only.

The 3rd Quarter FY 2019 Corporate Compliance and Quality Management Reports were reviewed for information purposes only.

The 4th Quarter FY 2019 Corporate Compliance Training was reviewed for information purposes only.

The Medicaid 1115 Transformation Waiver Project Status Report was reviewed for information purposes only.

EXECUTIVE COMMITTEE:

Board Vice-Chair, Gail Page, (after consultation with Board Chair, Patti Atkins) nominated Morris Johnson, Janet Qureshi and Jacob Paschal to the Nominating Committee for the FY 2020 Board Officers. Morris Johnson was chosen as the Chair of this committee.

Board Vice-Chair, Gail Page, (after consultation Board Chair, Patti Atkins) nominated Tracy Sorensen, Gail Page and Sharon Walker to the Executive Director's Evaluation Committee. Tracy Sorensen was chosen as the Chair of this committee.

Resolution #07-19-05

Motion Made By: Morris Johnson

Seconded By: Jacob Paschal, with affirmative votes by Gail Page, Sharon Walker and Richard Duren that it be...

Resolved:

That the Board approve revisions to Board Policy C.1, Board of Trustees By-Laws.

Resolution #07-19-06

Motion Made By: Jacob Paschal

Seconded By: Sharon Walker, with affirmative votes by Gail Page, Morris Johnson and Richard Duren that it be...

Resolved:

That the Board approve revisions to Board Policy G.2, Information Security and Privacy Standards.

The Personnel Report for May and June 2019 was reviewed for information purposes only.

The Texas Council Risk Management Fund Claims Summary for May and June 2019 was reviewed for information purposes only.

BUSINESS COMMITTEE:

Resolution #07-19-07

Motion Made By: Morris Johnson

Seconded By: Richard Duren, with affirmative votes by Sharon Walker, Gail Page and Jacob Paschal that it be...

Resolved:

That the Board approve the May 2019 Financial Statements.

Resolution #07-19-08

Motion Made By: Morris Johnson

Seconded By: Richard Duren, with affirmative votes by Sharon Walker, Gail Page and Jacob Paschal that it be...

Resolved:

That the Board approve the June 2019 Financial Statements.

Resolution #07-19-09

Motion Made By: Morris Johnson

Seconded By: Richard Duren, with affirmative votes by Sharon Walker, Gail Page and Jacob Paschal that it be...

Resolved:

That the Board approve the Auditor Engagement Letter from Eide Bailly, LLP for the FY 2019 Independent Financial Audit.

Resolution #07-19-10

Motion Made By: Morris Johnson

Seconded By: Richard Duren, with affirmative votes by Sharon Walker, Gail Page and Jacob Paschal that it be...

Resolved:

That the Board approve the recommendation for the FY 2020 Employee Health Insurance, Basic Life/Accidental Death & Dismemberment, and Long Term Disability Plans.

Resolution #07-19-11

Motion Made By: Morris Johnson

Seconded By: Richard Duren, with affirmative votes by Sharon Walker, Gail Page and Jacob Paschal that it be...

Resolved:

That the Board approve the Amendment to the Interlocal Agreement to participate in Texas Council Risk Management Fund's Minimum Contribution Plan for Worker's Compensation Coverage.

Resolution #07-19-12

Motion Made By: Morris Johnson

Seconded By: Richard Duren, with affirmative votes by Sharon Walker, Gail Page and Jacob Paschal that it be...

Resolved:

That the Board approve the FY 2019 Lifetime Homecare Services Contract Addendum for IDD Crisis Respite.

Resolution #07-19-13

Motion Made By: Morris Johnson

Seconded By: Richard Duren, with affirmative votes by Sharon Walker, Gail Page and Jacob Paschal that it be...

Resolved:

That the Board Ratify the Children's Autism Program Contract Amendment No. HHS000127500001.

Resolution #07-19-14

Motion Made By: Morris Johnson

Seconded By: Richard Duren, with affirmative votes by Sharon Walker, Gail Page and Jacob Paschal that it be...

Resolved:

That the Board approve the Community Mental Health Contract Program Contract No. HHS000149700014, Amendment No. 1.

Resolution #07-19-15

Motion Made By: Morris Johnson

Seconded By: Richard Duren, with affirmative votes by Sharon Walker, Gail Page and Jacob Paschal that it be...

Resolved:

That the Board approve the appointment of Mr. Matthew Blake to serve on the Tri-County Consumer Foundation Board of Directors for a term which will expire August 2021.

Resolution #07-19-16

Motion Made By: Morris Johnson

Seconded By: Richard Duren, with affirmative votes by Sharon Walker, Gail Page and Jacob Paschal that it be...

Resolved:

That the Board accept the Executive Director report on the next steps to resolving building issues at 233 Sgt. Ed Holcomb Blvd, South, Conroe, Texas.

Resolution #07-19-17

Motion Made By: Morris Johnson

Seconded By: Richard Duren, with affirmative votes by Sharon Walker, Gail Page and Jacob Paschal that it be...

Resolved:

That the Board accept the Executive Director report on Independence Oaks Apartments.

The Tri-County 2017 990 Tax Return prepared by Scott, Singleton, Fincher & Co, P.C., was reviewed for information purposes only.

The 3rd Quarter FY 2019 Investment Report was reviewed for information purposes only.

The Board of Trustees Unit Financial Report for May and June 2019 was reviewed for information purposes only.

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

The Tri-County Consumer Foundation Board Update was reviewed for information purposes only.

<p>Agenda Item: Review and Approve Goals and Objectives for FY 2020</p> <p>Committee: Program</p>	<p>Board Meeting Date</p> <p>August 29, 2019</p>
<p>Background Information:</p> <p>The Management Team met on August 9, 2019 for a Strategic Planning meeting. Subsequently, we have created a Strategic Plan for the Center that will be reviewed by the Board today. The goal of this meeting was to envision an ideal FY 2025 and then discuss how the Center could move toward this direction.</p> <p>The Management Team has proposed Goals and Objectives for FY 2020 as we have done in previous years for the Board to review and approve.</p>	
<p>Supporting Documentation:</p> <p>Strategic Plan which includes Goals and Objectives for FY 2020</p>	
<p>Recommended Action:</p> <p>Approve the Goals and Objectives for FY 2020</p>	

Introduction

The Management Team met on August 9, 2019 to review and update the five year strategic plan for the Center. The revised plan will go into effect after approval by the Board at the August Board meeting. The plan will be reviewed and modified annually by the Management Team with the goal of continued improvement and refinement of the Center mission and direction.

Executive Summary

Serving Liberty, Montgomery and Walker counties, Tri-County Behavioral Healthcare ('Tri-County' or the 'Center') again provided services to more people in Fiscal Year (FY) 2019 than at any time in the history of the Center. This growth, along with continued changes at both the state and local level, has highlighted the need for Center structures which need to be developed or further refined. The Management Team of Tri-County is made up of highly dedicated professionals that work tirelessly to improve the center, and because of their work much positive change has occurred at the Center in the last five years. Members, have been, and continue to be, committed to transform Tri-County into a system of care that will effectively and efficiently meet the needs of our community.

Management Team staff have identified long term goals in six areas of emphasis and have developed a corresponding list of Objectives for FY 2020.

Center Mission and Vision Statement

The Mission of Tri-County is to enhance the quality of life for those we serve and our communities by ensuring the provision of quality services for individuals with mental illness, substance abuse disorders and intellectual/developmental disabilities.

The Vision of Tri-County is to develop a mental health and developmental disability care system with adequate resources that ensures the provision of effective and efficient services to meet the needs of our community. To achieve this vision, we will partner with the community to: 1) expand the availability of new and existing resources; and, 2) assure the availability of technically and culturally competent staff.

Background

In response to legislation signed by President John F. Kennedy in 1963, Texas established Community Centers in 1965 to move persons from mental health and/or Intellectual/Developmental Disabilities from institutions to the community. Formed in 1983 by an interlocal agreement between Liberty, Montgomery and Walker counties, Tri-County is one of 39 Community Centers which provide mental health and IDD services to all 254 counties in the State of Texas. Tri-County is a 'Unit of Government'

as established by section 534 of the Texas Health and Safety Code and has also been designated as a non-profit organization by the Internal Revenue Service. Services provided to adults and children with mental illness and to individuals with intellectual and/or developmental disabilities are provided under contract with the Texas Health and Human Services Commission (HHSC) in the form of contracts as a Local Mental Health Authority (LMHA) and as a Local Intellectual and Developmental Disability Authority (LIDDA) or in the form of fee-for-service reimbursement from insurance companies. Under separate contract with the Health and Human Services Commission, Tri-County also provides services to Youth and Adults with Substance Use Disorders.

Centers are political subdivisions of the state. The responsibilities of Texas' 39 LMHA/LIDDAs, as established in state law, are twofold: planning and coordinating mental health policy and resources; and serving as a provider of last resort for community mental health services in their region. Individuals may come in contact with a Center through a crisis hotline, walk-in visits or through a referral from a community partner, such as a local jail or school. Based primarily on rules established by the Texas Health and Human Services Commission (HHSC), LMHA/LIDDAs serve the highest-need individuals suffering from serious mental illness.

In 2019, Tri-County was the 19th largest of the 39 Center in Texas.

It is important to note that while management and staff have developed a system which is seeing more persons than at any time in our history, there continue to be more persons in the community with qualifying diagnoses who are unserved than at any time in our history. In short, although staff have worked hard to remove barriers to care and while staff are stretched to provide this care, the community often sees deficiencies.

Funding

Texas has consistently funded community mental health and intellectual disability services at some of the lowest per capita rates in the United States. The most recent national data (2013) had Texas as 49 of 51 (Idaho/Puerto Rico) in funding for persons with mental illness, 47 of 50 in funding for persons with intellectual disabilities, and funding for persons with substance use disorders also at 49th (Wisconsin). Texas is among a minority of states that restricts access to public mental health services to adults with serious mental illness and children with serious emotional disturbance.

Complicating the funding picture, Tri-County was formed at a time where 'base funding' was less than it was for early Centers that were formed in the 1960s and 1970s and for centers formed in the late 1990s. The base funding that each LMHA receives is a result of historical allocations, including funds appropriated during the past decade for crisis program redesign and outpatient services. In addition to this lower base funding; Tri-County is also in a quickly growing service area with more persons who need access to services. While the service area experiences a large amount of upper income growth, the growth of persons that are below the poverty line and who are medically indigent is

also high. Tri-County remains near the bottom of Texas Centers in per capita funding for both mental illness and intellectual disabilities and is one of several LMHAs where General Revenue funds, on a per capita served basis, continues to decrease.

Federal and State General Revenue funding, often referred to as grant funding, has decreased significantly over the years as services have been transitioned into Managed Care. State General Revenue is used primarily to cover the cost of care for persons that are medically indigent. Unfortunately, most of the growth of persons served by Tri-County service has been growth for persons who are low income and uninsured or low income and marginally insured, especially for adults with mental illness.

A funding challenge facing Tri-County is the increasing number of individuals with private insurance. While some of these plans are associated with the Affordable Care Act and include high, up-front, payments that the individual seeking care cannot afford, even traditional insurance is a challenge for the agency as nearly 15% of the person seeking psychiatric care have insurance products which will only pay for a portion of the most expensive services (psychiatry and therapy) and which will not pay for other services that the individual needs to reach a state of wellness. In addition, as a provider of service, it is often difficult to get paid for private insurance claims and, in many cases cost sharing by persons with insurance goes unpaid.

The 1115 Medicaid Transformation Waiver Delivery System Reform Incentive Payment Program (1115 DSRIP) was designed to allow providers to develop system infrastructure as part of the Affordable Care Act expansion of Medicaid services. In Texas, 1115 DSRIP significantly expanded the ability of Local Mental Health Authorities (LMHAs) to meet the needs of persons with mental illness with 1115 DSRIP dollars representing 36% of the total of all LMHA budgets in Fiscal Year 2016. In Fiscal Year 2021, 1115 DSRIP funding will be eliminated and the impact of this lost funding will be significant. For Tri-County, approximately 4.4 million dollars will no longer be available for critical services.

Local Planning Feedback (Mental Health, FY 18)

In FY 18, Tri-County participated in our biennial Mental Health Local Planning. As a part of Local Planning, Tri-County sought feedback from stakeholders about services which are needed in our community. These stakeholders indicated need for the following services:

- Transportation services for low income clients (to facilitate treatment compliance);
- Substance abuse inpatient detoxification services (not available in our service area);
- MH Deputy programs (currently only available in Montgomery County);
- Jail Liaisons in all three counties (currently only in Montgomery County);

- Crisis Incident Response Team expansion (Conroe Police Department Pilot pairing an officer with a licensed clinician to respond to mental health calls-currently only available in the jurisdiction of CPD);
- Additional child inpatient hospital options (families want to place family members closer to home);
- Psychosocial rehab clubhouse (staff and peer-led services for adults with mental illness); and,
- Adult transitional housing (for persons coming out of hospitals who need additional stabilization before returning home).

Local Planning Feedback (Intellectual and Developmental Disability, FY 19)

In FY 19, Tri-County participated in our biennial Intellectual and Developmental Disability Local Planning. As a part of Local Planning, Tri-County sought feedback from stakeholders about services which are needed in our community. These stakeholders indicated need for the following services:

- Greater awareness about Intellectual and Developmental Disabilities (IDD), the needs of individuals, families and community organizations impacted by IDD and continued information on how to navigate the changing system of care.
- Need for more supports than are currently available. Feedback specifically cited the challenges with long interest lists for waivers, the need for additional respite and local transportation options as well as the need for increased funding to support the growing populations in all counties and the need to expand services in areas experiencing significant growth.
- The continued need for community collaboration and education surrounding available resources and how to access those resources for individuals with IDD including but not limited to, collaboration with local school systems to meet the needs of students with IDD and education on preparing for and navigating transitional stages of life.

There are limited services provided to persons or their families with Intellectual and Developmental Disabilities and many families are struggling to support their family member with the disability. This is complicated by the fact that many of these family members are aging and even though they are willing to take care of their loved one, are physically unable to do so. Services provided in the family home are, generally speaking, some of the best quality services which are available. They are also the least expensive for the tax payer. The Center needs to advocate for funding to develop or enhance systems which can support these natural systems of care.

Demand for Crisis Services

As is the case for all service lines, the demand for crisis services continues to increase. In addition to providing more services, the persons seeking services are more complex than they have been at any time in our history with many having co-occurring

substance use disorders and an increasing percentage being homeless. In addition to the persons Tri-County serves in crisis, all hospital emergency rooms and all law enforcement entities in our service area are reporting an increase in persons who are experiencing mental health and/or substance abuse crises.

In cooperation with the Montgomery County Public Health District, Tri-County opened an East County Crisis Expansion Center so that law enforcement and the county ambulance service can drop off persons in a mental health crisis for screening and return to duty. The goal is an "intercept 0" model (as describe by SAMHSA) which will provide diversion opportunities from Jail and Emergency Rooms. In addition, Tri-County applied for and was awarded additional funds from the state to provide additional psychiatric hospitalization.

Despite these efforts, Emergency Departments and law enforcement entities in the community continue to have more and more interactions with persons who have behavioral health problems.

School-Based Mental Health Clinic

Tri-County Behavioral Healthcare (Tri-County) and Conroe Independent School District (CISD) piloted school-based mental health clinics at Armstrong Elementary School (Kindergarten-4th grade) in Conroe and Grangerland Intermediate (5th and 6th grade) in Grangerland to test service designs which might be effective in meeting the needs of students in our three county service area. CISD was chosen as a partner because they were the first school district willing to partner with Tri-County to test these service designs. Armstrong Elementary and Grangerland Intermediate were chosen because they were schools with high behavioral health referrals, are low-income schools, and the students/families have real/perceived barriers accessing social services including mental health treatment.

Population Growth and Demographic Trends

Population Growth in our communities remains strong. From 2010 to 2015, Montgomery County grew 17%, Liberty County grew 5% and Walker County grew 3.6%. Montgomery County remains one of the fifty fastest growing counties in the United States and the fourth fastest growing county in Texas. The persons seen by Tri-County in FY 2019 were, younger, more Hispanic and more likely to be medically indigent than the persons served in FY 2018. Intellectual Disability services also continue to grow at a steady pace year over year.

North Liberty County has a large and growing Hispanic population which is settling in unincorporated 'subdivisions' in the county. These 'subdivisions' resemble the colonias that are found on the Texas/Mexico border with many families living in substandard housing. One of the middle schools (5th-6th grade) in Cleveland Independent School District estimated 100 new students a week in the 2018-2019 school year. A large

increase in Hispanic population in Liberty County is expected in the 2020 Census. According to the local schools, many of these student's parents are not citizens of the United States and primarily speak Spanish. Many of these students are not eligible for state Medicaid programs.

The three county service area has almost 41,000 Veterans, with 75% of those living in Montgomery County.

Growth Drivers

While population growth remains the most significant driver in year over year increase in demand for treatment services, there are some trends in the persons seeking treatment which are also driving demand. For Adults who are in a mental health crisis, it is estimated that at least 70% of persons presenting have a co-morbid or primary substance use disorder. The most commonly abused drugs by persons seeking treatment are methamphetamines, alcohol and marijuana. To this point at least, the three counties served have yet to experience the devastating impact of the Opioid crisis. While these persons often present in mental health crisis, the underlying cause is often related to the substances they have abused. It is important to note that there is no detoxification or residential substance abuse programs in these three counties and that the substance abuse treatment array is very limited for Medicaid-funded or low income persons. While the Center continues to treat these folks as co-morbid mental health patients, it is very difficult to address the co-morbid substance abuse without an adequate substance abuse treatment system.

For kids seeking mental health services, the most significant drivers are the adverse childhood experiences that the child has experienced. It can be very difficult to distinguish the behaviors associated with trauma from those commonly associated with Attention Deficit Hyperactivity Disorders and even Autism. While simulants can help children to focus in school, there is often a need for additional services to really uncover and deal with the causal factors associated with those symptoms. In addition, we are seeing an increase in the number of persons with Intellectual/Developmental Disabilities who are in crisis and often these crises are also driven by trauma.

Childhood trauma is often driven by behaviors associated the substance abuse of their caregivers and substance abuse is often driven by trauma and 'self-medication' of mental illness. These two issues are driving much of the need for care of the persons we serve.

CCBHC

The Excellence in Mental Health Act established a federal definition and criteria for Certified Community Behavioral Health Clinics (CCBHCs). These entities, a new provider type in Medicaid, are designed to provide a comprehensive range of mental health and substance use disorder services to vulnerable individuals. In return, CCBHCs may be

able to receive an enhanced Medicaid reimbursement rate based on their anticipated costs of expanding to meet the needs of these complex populations.

CCBHCs are responsible for directly providing (or contracting with partner organizations to provide) nine types of services, with an emphasis on the provision of 24-hour crisis care, utilization of evidence-based practices, care coordination and integration with physical health care.

The State of Texas has identified CCBHC as best practice for clinic design and will be working to leverage Medicaid funds for persons who are currently unfunded in the Community Center system. Tri-County will be working toward certification as a CCBHC in FY 2020 so that we are positioned to leverage this opportunity for an enhanced clinical design which will provide funding for deeper and more comprehensive services for persons in Montgomery, Liberty and Walker counties.

Future Visioning

As a part of our planning process, the Management Team spent considerable time over the last few years 'visioning' the ideal future for the Center. These visions are the ideal goals for the future of the work we do, short of a cure for the disorders; and, as such, these goals represent the long term goals for Center operations.

The following ideals have been endorsed by the Management Team:

Intellectual and Developmental Disability Services:

- Continue to advocate for full funding of all services that are needed by families;
- Creation of system navigators which guide families from contact with the Center;
- Changing terminology so that the community is clear about the terminology 'intellectual and developmental disabilities,' which includes use of stories to communicate about how these disorders effect families;
- Service offerings that have moved from what the state funds to services that truly meet the needs of those that contact us for services;
- Standardized whole person care;
- Proactive services are in place to prevent preventable conditions;
- Automation of processes to make the programs more efficient; and,
- Appropriate preparation for and response to the Centers for Medicare and Medicaid Services' 'Final Rule'.

Behavioral Health Services:

- We are a Certified Community Behavioral Health Clinic;
- We have achieved accreditation from one of the accrediting bodies, JACHO or CARF;

- Patient care is fully patient and family-centered, trauma informed and recovery based;
- Clinical protocols and evidence-based practices have been implemented which have led to a stable, predictable clinical system;
- Counseling available for everyone that wants or needs it;
- Program staff are trained in and are operating from evidence-based practices which have been clearly proceduralized;
- Fully integrated mental health and substance abuse treatment for those we serve;
- A children's service system has been developed that can expand as needed to meet community demand for services;
- The Center is recognized as a leader in inpatient psychiatric treatment;
- Crisis programs and tools are developed to meet community needs;
- The Center has developed partnerships with universities which maximize the use of interns for mental health treatment; and,
- The Center is a leader in the development of community focus groups that would address system needs for adults and children, outpatient and inpatient.

Development:

- Programs are developed that financial partners want to 'buy into';
- Community Partners ensure that we are always 'at the table' for important conversations about needed services;
- The Centers' Mission and Vision are understood by the community; and,
- Our actions have helped 'normalize' persons with mental illnesses, substance use disorders and or intellectual disabilities.

Support Services:

- Proactive training is in place to ensure staff are better trained and have a better understanding of required tasks;
- Center software systems are updated to meet Human Resources, Fiscal and Clinical needs;
- Technology is implemented which is cutting edge and customer endorsed;
- Consistent validation of Center processes via Accreditation;
- Leadership is developed to continue Component Unit Boards and advisory groups;
- Maximizing grant activities;
- A fund balance exists that supports flexibility and creativity;
- At least 90 days of operations is in reserves at all times; and,
- Revenue has been diversified to ensure Center viability.

Center Structure:

- The Center has professional facilities;
- There is a plan in place for debt retirement;
- Succession Plans have been identified and training is offered for those identified;
- A budget structure is in place which supports a more complex and refined Center operations.

SWOT Analysis

Strengths:

- Tri-County has always had a strong and consistent Board of Trustees that values the mission of the Center. This Board has successfully regenerated many times, including Board leadership, with no disruption to Center services. Board members are connected to the community and are advocates for the persons we serve.
- Our staff is very committed to the consumers and work that we do, including many whose families have been impacted by these disorders.
- The new facilities in Conroe and Liberty are significant improvements for both staff and service provision.
- Tri-County has been and continues to be in a solid fiscal position. As of the end of FY 2019, the Center had over 90 days of operations in the bank.
- Tri-County has a strong fiscal services department with experienced staff. We have been a participant in Managed Care billing since 2004 and have developed processes to ensure that we are paid by external payers. This billing expertise has become more important than ever with many service lines moving into managed care.
- The Center trade organization, the Texas Council of Community Centers, has a strong management team and represents the Centers well.
- Tri-County has improving relationships with our community which has been aided by intentional efforts to complete outreach, Mental Health First Aid training and 1115 Transformation Waiver funding which has allowed us to fill service gaps.
- Tri-County continues to have access to resources (e.g. inpatient hospitals, client respite) that are available in the greater Houston area which are not always available in other parts of the state. In addition to local resources, the Center has developed Crisis Stabilization and Extended Observation units to meet the needs of persons in crisis.
- We have seen significant improvement in our community relationships including local schools.

- Tri-County has placed many senior staff in leadership roles in state-level workgroups and committees. These opportunities allow staff to build relationships with state partners and to have the ability to influence decisions which impact the Center.
- Tri-County has a history of excellent audit findings including near perfect Fiscal audits in most years, perfect IDD Waiver Provider audits, superior scores on IDD Authority Audits, and outstanding TCOOMMI performance.
- The “Leadership Tri-County” courses are providing opportunities for staff leadership development.
- Tri-County is in a desirable part of the state to live and recruitment of staff is aided by our location.
- Tri-County commonly develops multidisciplinary teams to work on problems. These cross-functional teams allow staff to approach problems with multiple perspectives and this leads to more detailed planning.

Weaknesses

- For the last several years, the Center has struggled to find quality applicants. This has become more challenging, especially for entry level positions, as the economy is approaching full employment.
- Turnover in clinical staff, both mental health and intellectual disabilities, has heightened awareness of our need for more developed clinical protocols and more consistent training to lessen the impact of this turnover.
- The length of time to recruit staff has increased, especially in key leadership roles.
- While center staff has historically been able to ensure compliance with extensive state contracts and guidelines, they can struggle with rapid change.
- Health and Human Services turnover is significant and many of the leaders of the department struggle to support Center operations for which they have oversight responsibilities.
- Our IT Infrastructure, especially our software is at the end of life and needs to be replaced.
- State contract requirements are complex and continue to grow in complexity each year.
- Administrative structures have not grown as the Center has grown and most are stretched and struggle to be proactive.
- Succession planning for key positions throughout the Center is difficult with the turnover that we have experienced.
- We do not currently have a person or department dedicated to writing grants.

- Intellectual and Developmental Disability funding remains low and it is difficult to develop needed programs for the community.
- The Cleveland Service Facility is not meeting the needs of our staff.

Opportunities

- There is much opportunity with social media.
- There is opportunity to build on our School-based Mental Health clinics, including potential partnerships with Lone Star Family Health Clinic (FQHC).
- Stigma related to the services we provide seems to be decreasing.
- There are requests for the Center to meet more needs in the community, including lines of service which are outside of the Center's historical line of business (e.g. services in the jail/detention).
- The Center has the opportunity to be a leader in the discussion of issues related to mental illness or intellectual disabilities in our service area. More and more often, the Center is being invited into groups that are discussing the impact mental illness, suicide, intellectual disabilities, autism and other related issues. These community relationships can be leveraged for further growth.
- Leveraging new facilities to host and lead community collaborations.

Threats

- One significant threat is the pace of change for Community Centers like Tri-County. Staff are struggling to keep up with the demand for current services and the need to change how they deliver services.
- Increased contractual expectations from HHSC, especially for IDD Services.
- The growth of persons seeking our care who have private insurance which does not pay for the services that the individual needs.
- The Center needs to increase salaries and benefits to stay competitive in this employment market, but revenue is largely fixed.
- The Center struggles to help persons get Supplemental Security Income payments and the associated medical insurance.
- 1115 Transformation Waiver programs have added new resources to the Centers and these programs are well utilized. As a rule, these programs have become essential to our operations, but funding of these programs for the next two years comes with significant changes to operations. Without these programs, the agency would have a significant hole in the service array that is currently being offered and the community is not likely to understand a 'withdrawal' of these services.
- Currently, the Center has almost as much Pharmacy Assistance Program (PAP) value in free medications as we get for all Outpatient Mental Health General

Revenue from the state of Texas. These PAP values are supporting Adult Outpatient services in a significant way. Threats on the horizon to PAP include changes in the Texas Drug formulary (which would limit incentives for drug manufactures to provide these medications) and the lack of new medications being developed for psychiatric conditions (older medications become generic and fall off of PAP). Without PAP funds, MH Adult Outpatient services could change drastically.

- Growth in adult mental health services, required with new funding from the State of Texas in recent years, is almost entirely composed of persons who are medically indigent. Medically indigent persons tend to be more complex in presentation, and therefore are more expensive to serve.
- The Information Technology Infrastructure (both Software and Hardware) is, in many cases, beyond the 'end of life'. In addition, IT systems are changing faster than at any time in our history. There is a real threat associated with cyber security. Having up to date software is very important to minimize the risk of cyber-attack.
- The loss of institutional knowledge associated with turn-over remains a concern for the center. Services paid for with state funding are complex and require a level of experience for staff to be effect in providing these services or supports.
- Increased administrative requirements for all services being offered, especially those associated with IDD contracts, make it more difficult to be efficient in service provision. Each additional requirement has additional associated costs.
- As the population for our service area grows, so does the need for our services. While the Center desires to meet this demand for our services, resources to provide these services are limited.

Section 7: Fiscal Year 2020 Goals

The 'Future Visioning' section above represents the ideal five year goals for Tri-County as envisioned by the Management Team. Goals areas identified would serve as the overall goals for FY 2020.

Administrative Competence
Clinical Excellence
Community Connectedness
Fiscal Responsibility
Professional Facilities
Staff Development

Fiscal Year 2020 Objectives

Administrative Competence

Objective 1: Staff will implement electronic workflows for timesheets and budgeting by May 31, 2020.

Objective 2: All computers that are in use by staff for services will be converted to the Microsoft Windows 10 operating system and Microsoft Office 2019 software suite by March 31, 2020.

Clinical Excellence

Objective 1: Tri-County will submit documents to HHSC to be certified as a Certified Community Behavioral Health Clinic by June 30, 2020. Regular reports on progress will be made to the Board of Trustees.

Community Connectedness

Objective 1: The Tri-County Consumer Foundation will hold at least two fundraisers in FY 2020.

Objective 2: Tri-County will leverage social media to 'tell our story' in FY 2020 as evidenced by weekly social media posts about Tri-County and the services we offer.

Fiscal Responsibility

Objective 1: Staff will issue a Request for Proposals for Benefits Managers by February 29, 2020.

Professional Facilities

Objective 1: Staff will present a plan for a new facility in Cleveland, Texas for approval by the Board by February 29, 2020.

Staff Development

Objective 1: At least five current computer-based training courses will be converted to face-to-face training by May 31, 2020.

Objective 2: All staff will be trained in part two of the Trauma Informed Care training by August 31, 2020.

Closing Summary

Management Team staff have identified long term goals in six areas of emphasis and have developed a corresponding list of Objectives for FY 2020. These Goals and Objectives will be submitted for approval by the Board of Trustees at the August 29, 2019 Board meeting.

Agenda Item: Community Resources Report	Board Meeting Date: August 29, 2019
Committee: Program	
Background Information: None	
Supporting Documentation: Community Resources Report	
Recommended Action: For Information Only	

Community Resources Report

July 26, 2019 – August 29, 2019

Volunteer Hours:

Location	July
Conroe	464.16
Cleveland	0
Liberty	6.5
Huntsville	16
Total	486.66

COMMUNITY ACTIVITIES:

7/26/19	United Way Executives Meeting	Houston
7/30/19	Conroe Noon Lions Board Workgroup	Conroe
7/30/19	Mentor Program Briefing at MCSO Jail	Conroe
7/31/19	Liberty County Mental Health Issues Workgroup	Liberty
7/31/19	Sam Houston State University – Psychology Intern Meeting	Huntsville
8/1/19	Cleveland Chamber of Commerce Luncheon	Cleveland
8/1/19	Lone Star Family Health Center – First Episode Psychosis Presentation	Conroe
8/2/19	Network of Victim Assistance (NOVA) meeting	Conroe
8/2/19	Burnham Golf Tournament	Liberty
8/2/19	New Caney ISD Counselor Meeting	New Caney
8/5/19	Orientation to Human Services (Eligibility and Tri-County Autism Program) - Lone Star College	Conroe
8/5/19	Montgomery County Homeless Coalition Board Meeting	Conroe
8/6/19	Sam Houston State University Counseling Center – First Episode Psychosis Presentation	Huntsville
8/6/19	Huntsville Memorial Hospital – First Episode Psychosis Presentation	Huntsville
8/7/19	Conroe Noon Lions Luncheon	Conroe
8/7/19	Cleveland Middle School Counselor Meeting	Cleveland
8/7/19-8/9/19	Annual IDD Crisis Seminar Moody Gardens	Galveston
8/8/19	Walker County Small Business Breakfast Meeting	Huntsville
8/8/19	Willis ISD Youth Mental Health First Aid Training	Willis
8/10/19	Stonebridge Church Food Pantry Ten Year Celebration	The Woodlands
8/13/19	Assisting Victims Escape & Resist Trafficking (AVERT)	The Woodlands
8/13/19	Family and Community Coalition of Montgomery County	Conroe
8/14/19	Conroe Noon Lions Board Meeting and Luncheon	Conroe
8/15/19	Montgomery County Homeless Coalition Meeting	Conroe
8/20/19	Veterans Taskforce Meeting	Conroe
8/20/19	Behavioral Health Suicide Prevention Taskforce – Veterans Work Group	Conroe
8/20/19	North Houston Networking Group	The Woodlands

8/20/19	Montgomery County Child Mental Health Coalition	Conroe
8/20/19	Montgomery County Community Resource Coordination Group	Conroe
8/20/19	Pre-Admission Screening & Resident Review (PASRR) Meeting – Habilitation Coordination Changes	Conroe
8/21/19	Presentation at MCSO for CIT Training – Military Culture	Conroe
8/21/19	Conroe Noon Lions Luncheon	Conroe
8/21/19	Liberty/Dayton Chamber of Commerce Meeting	Liberty
8/21/19	Cassidy Joined for Hope Suicide Awareness Event	Conroe
8/21/19	Walker County Community Resource Coordination Group	Huntsville
8/22/19	Workforce Solutions Meet & Greet Meeting	Conroe
8/22/19	Liberty County Health Coalition	Liberty
8/23/19	Youth Mental Health First Aid Training with Memorial Hermann Canopy Cancer Program	Spring
8/26/19	Military Veteran Peer Network (MVPN) Basic Training	Conroe
8/27/19	Consumer Directed Services Training for Service Coordinators	Conroe
8/28/19	Veterans Treatment Court	Conroe
8/28/19	Conroe Noon Lions Luncheon	Conroe

UPCOMING ACTIVITIES:

9/5/19	Cleveland Chamber of Commerce Luncheon	Cleveland
9/11/19	Liberty County Community Resource Coordination Group	Liberty
9/11/19	Family and Community Coalition of Montgomery County	Conroe
9/12/19	Walker County Small Business Breakfast Meeting	Huntsville
9/17/19	Montgomery County Child Mental Health Coalition	Conroe
9/17/19	Montgomery County Community Resource Coordination Group	Conroe
9/18/19	Conroe ISD Youth Mental Health First Aid Training	Conroe
9/19/19	Montgomery County Homeless Coalition Meeting	Conroe
9/24/19	Homeless Management Information Systems Forum at the Conroe Chamber of Commerce	Conroe
9/25/19	Walker County Community Resource Coordination Group	Huntsville
9/27/19	Magnolia ISD Youth Mental Health First Aid Training	Magnolia

<p>Agenda Item: Consumer Services Report for July 2019</p> <p>Committee: Program</p>	<p>Board Meeting Date:</p> <p>August 29, 2019</p>
<p>Background Information:</p> <p>None</p>	
<p>Supporting Documentation:</p> <p>Consumer Services Report for July 2019</p>	
<p>Recommended Action:</p> <p>For Information Only</p>	

Consumer Services Report July 2019

Consumer Services	Montgomery County	Cleveland	Liberty	Walker County	Total
Crisis Services, MH Adults/Children					
Persons Screened, Intakes, Other Crisis Services	606	46	36	53	741
Crisis and Transitional Services (LOC 0, LOC 5)	60	1	0	2	63
Psychiatric Emergency Treatment Center (PETC) Served	44	2	2	2	50
Psychiatric Emergency Treatment Center (PETC) Bed Days	145	5	8	7	165
East Montgomery County Crisis Service Admits	21	0	1	0	22
Contract Hospital Admissions	4	0	1	0	5
Diversion Admits	24	3	2	2	31
Total State Hospital Admissions	2	1	0	0	3
Routine Services, MH Adults/Children					
Adult Service Packages (LOC 1m,1s,2,3,4)	1226	154	123	110	1613
Adult Medication Services	988	120	85	75	1268
Child Service Packages (LOC 1-4 and YC)	631	59	28	89	807
Child Medication Services	224	22	11	33	290
TCOOMMI (Adult Only)	121	10	20	10	161
Adult Jail Diversions	2	0	0	0	2
Persons Served by Program, IDD					
Number of New Enrollments for IDD Services	10	0	0	0	10
Service Coordination	645	32	43	63	783
Persons Enrolled in Programs, IDD					
Center Waiver Services (HCS, Supervised Living)	23	3	13	20	59
Substance Abuse Services					
Children and Youth Prevention Services	0	0	0	0	0
Youth Substance Abuse Treatment Services/COPSD	8	0	0	0	8
Adult Substance Abuse Treatment Services/COPSD	53	0	0	1	54
Waiting/Interest Lists as of Month End					
Adult Mental Health Services	127	3	0	0	130
Home and Community Based Services Interest List	1761	135	158	203	2257
July Served by County					
Adult Mental Health Services	1665	189	142	169	2165
Child Mental Health Services	706	68	31	94	899
Intellectual and Developmental Disabilities Services	676	46	51	70	843
Total Served by County	3047	303	224	333	3907
June Served by County					
Adult Mental Health Services	1612	164	153	188	2117
Child Mental Health Services	734	76	30	90	930
Intellectual and Developmental Disabilities Services	673	47	56	74	850
Total Served by County	3019	287	239	352	3897
May Served by County					
Adult Mental Health Services	1772	180	154	207	2313
Child Mental Health Services	834	83	41	93	1051
Intellectual and Developmental Disabilities Services	668	48	58	72	846
Total Served by County	3274	311	253	372	4210

Agenda Item: Program Updates Committee: Program	Board Meeting Date: August 29, 2019
Background Information: None	
Supporting Documentation: Program Updates	
Recommended Action: For Information Only	

Program Updates

July 26, 2019 – August 29, 2019

Crisis Services

1. Referrals at the Porter location remain slow. We expect referrals to increase because we were seeing quite a few kids that were referred by the schools before they closed for the summer and we expect that trend to continue. We also have several ideas and plans to increase awareness of the services available at that location.
2. We started the summer with many less adults being hospitalized than has been our trend over the last few years, but we have seen the trend pick back up in the month of July with an average of 10.8 persons without insurance in the hospital each day.
3. We have three full-time positions currently available in Crisis Services, but have hired one full-time and two part-time positions that will start soon.

MH Adult Services

1. We have had an increase in number of individuals requesting services in all three rural locations over the last few months. In Huntsville, many of these referrals have private insurance.
2. There has been a slight increase in the number of individuals requesting treatment in Quarter Four, with 40 clients each requesting adult services each week, which is up from 36 clients in previous quarters. The counseling program remains consistently full and has observed an increase in interest for therapy over the last year and there is currently a large waiting list for this service.
3. The First Episode Psychosis program staff have completed contractually required training and have started taking clients. Initially, individuals identified for the program were current clients in other levels of care, which yielded several candidates. Moving forward, the program is marketing in the community to solicit external referrals, with focus on meetings with local schools, universities, and criminal justice entities. The team has also started marketing the program to local employers to provide education on mental health to reduce stigma and increase opportunities for program participants to return to work.
4. Outpatient Services is excited to welcome a new psychiatrist, Dr. Greene.
5. Outpatient Services is exploring ways to improve staff morale and retention by reviewing changes that can be made in the type of services being provided, such as group and individual skills training for those assigned to the lowest levels of care.
6. We have filled most all but one of the outpatient nursing positions.

MH Child and Youth Services

1. Child and Youth supervisors continue to focus on recruiting and training new skills trainers to keep up with the growing needs in both Conroe and Cleveland.
2. Our Conroe School-Based Team has been working closely with administrators at our new school sites, Ben Milam Elementary and Moorhead Junior High, to further develop our partnership and ensure successful implementation.

3. BridgeUp at the Menniger Clinic has awarded a Magic Grant to New Caney ISD, with \$10,000 allocated to Tri-County Behavioral Healthcare as a partner organization. This project will advance implementation of behavioral health services in the schools.

Criminal Justice Services

1. Our Criminal Justice Services Administrator has been asked to join the Montgomery County Behavioral Health and Suicide Prevention Community Task Force and will be working with the Training and Community Development work group. The focus of this group is to raise awareness of behavioral health and suicide in the community and hopes to promote education and prevention as well as increase community connection.
2. The Outpatient Competency Restoration program has diverted nine individuals from the jail or a contract hospital in FY19.

Substance Use Disorder Services

1. The Adult Substance Use program continues to grow, with the census and successful completion rates exceeding historical levels. In an effort to maintain this positive growth, the Adult and Youth programs are welcoming a new addition to the team with a part-time staff who will cover vacant caseloads as well as provide services to new clients joining the program to ensure that current staff caseloads do not exceed contract requirements.
2. It is anticipated that the Youth Substance Use program census will grow with the start of the new school year and there are already several new admissions scheduled.
3. The SUD program administrator met with a representative from the United Way to review their Year End report, which serves as an application for continued funding, with positive results. The programs were praised for efforts and outcomes in changing lives for those we serve.
4. The prevention specialists are starting groups in multiple schools and have almost completed scheduling groups to keep them busy throughout the remainder of the school year.
5. As usual at the start of the school year, we are experiencing a high number of requests for prevention services and are diligently working to use our resources wisely to meet as many requests as possible.
6. We have received word that our Youth Selective Substance Use Prevention contract will be renewed for the next five years and that we will also be awarded a Youth Universal Substance Use Prevention contract for the next five years. There is a lot of demand for substance use prevention services in the school and we are excited about these two grants.

IDD Services

1. IDD Authority Services will begin calling those on the HCS and TxHmL interest list in September. We have two years to contact all individuals on the interest list for our three counties. During this call, we are able to discuss the need for services if the individual is not in services already.

2. IDD Authority is working with an expert in IDD Trauma Informed Care to provide training in October. This presentation will be open to school districts, private providers, other Center staff, and our mental health and IDD providers. The training may be moved to Lone Star Convention Center to accommodate the
3. Our IDD Directors are exploring how future changes in the CMS 'Final Rule' may affect how we provide day program services, residential services, and service coordination.

Support Services

1. Quality Management (QM):

- a. Staff reviewed and submitted documents requested by the Health and Human Services (HHSC) QM Department due by August 14, 2019 in response to a notification of desk review of the HHSC QM Onsite Corrective Action Plan (CAP). The submission included evidence of trainings, sign in sheets, monthly quality assurance and updated audit tools and procedure as requested.
- b. The Administrator of QM conducted IDD audits in compliance with the Local Authority Audit CAP.
- c. Staff prepared requested records and participated in the Superior Health Plan Quarterly Onsite Audit on August 14, 2019.
- d. The Administrator of QM completed the Youth Prevention Services Program Survey.
- e. The Rights Protection Officer is participating in a complaint tracking pilot in preparation for new state reporting beginning FY 2020. Resolution details and timeframes as well as category of complaint are among the primary items being monitored at this time.

2. Utilization Management:

The Junior Utilization Management Team is awaiting the new HHSC contracts in anticipation of several changes to data measures which will require the team to modify and update several current reports.

3. Training:

Following the addition of several trainings in the past couple of years to the New Hire Orientation (NEO) process, including Trauma Informed Care and 90 day refresher training, staff continue to analyze the training process to determine if there are other ways we can support our new employees through additional trainings or adjustments to the current process.

4. Veteran Services:

- a. Three new staff have been hired into the Veteran Services Department. As you may recall we recently received a grant award to expand the services we are able to provide veterans.
- b. The former Veteran Services Liaison has graciously agreed to stay on with us in a part-time capacity in order to orient and train her replacement and has been actively working to introduce her into the Veterans Network prior to her departure.

Community Activities

1. The Burnham Golf Tournament was a great success. We had 120 players and 66 sponsors; and raised \$21,000.
2. Staff had two Youth Mental Health First Aid trainings at Willis Independent School District and one at Memorial Hermann Cancer Center. We will have six additional trainings in various schools and agencies before the end of the calendar year.
3. Staff will be participating in a community event on suicide awareness with Kim Hess; whose daughter committed suicide three years ago. It will be held at Montgomery County Public Health District's office.

<p>Agenda Item: Annual Election of FY 2020 Board Officers</p> <p>Committee: Executive</p>	<p>Board Meeting Date</p> <p>August 29, 2019</p>
<p>Background Information:</p> <p>The By-laws for the Tri-County Board of Trustees require Board officers to be elected each fiscal year. Morris Johnson, Chair of the Nominating Committee, will present the slate of officers for election. Members of the Nominating Committee also include Janet Qureshi and Jacob Paschal.</p>	
<p>Supporting Documentation:</p> <p>None</p>	
<p>Recommended Action:</p> <p>Elect Officers for FY 2020 Board of Trustees</p>	

<p>Agenda Item: Executive Director’s Annual Evaluation, Compensation and Contract for FY 2020</p> <p>Committee: Executive</p>	<p>Board Meeting Date</p> <p>August 29, 2019</p>
<p>Background Information:</p> <p>Annually, the Board of Trustees reviews the Executive Director’s performance and considers the terms of the contract and annual compensation. Performance evaluation surveys and a FY 2019 Progress Report on goals and objectives were distributed to all Trustees and members of the Management Team. The results of the surveys were compiled by Tracy Sorensen, Chair of the Evaluation Committee. Members of the Evaluation Committee also include Gail Page and Sharon Walker.</p>	
<p>Supporting Documentation:</p> <p>None</p>	
<p>Recommended Action:</p> <p>Review Executive Director’s Evaluation, Compensation and Contract Extension and Take Appropriate Action</p>	

<p>Agenda Item: Cast Election Ballot for Texas Council Risk Management Fund Board of Trustees</p> <p>Committee: Executive</p>	<p>Board Meeting Date</p> <p>August 29, 2019</p>
<p>Background Information:</p> <p>The election process to fill the positions of the Board of Trustees in Places 1, 2 and 3 will be completed during the Texas Council Risk Management Fund Board Meeting on November 15th. Election ballots are due by Friday, October 25th.</p> <p>Only one (1) candidate can be selected for each of the three (3) places:</p> <ul style="list-style-type: none"> • Ms. Mary Lou Flynn-DuPart (Incumbent) • Mr. Steve Hipes (Incumbent) • Judge Dorothy Morgan (Incumbent) 	
<p>Supporting Documentation:</p> <p>Memorandum from the Texas Council Risk Management Fund Nominating Committee</p> <p>Election Ballot</p>	
<p>Recommended Action:</p> <p>Cast Election Ballot for the Texas Council Risk Management Fund Board of Trustees to Fill Places 1, 2 and 3</p>	



August 7, 2019

MEMORANDUM

To: Executive Directors
Member Centers, Texas Council Risk Management Fund

From: Nominating Committee

Subject: **Board of Trustees Election Ballot
Places 1, 2, and 3**

The election process for Places 1, 2, and 3 will be completed at the Annual Member Meeting of the Texas Council Risk Management Fund on November 15, 2019. Attached is the ballot indicating the eligible candidates for this election.

There are three Places with expiring terms and the Nominating Committee has prepared a ballot based on incumbent Board members. The nominees are as follows: Ms. Mary Lou Flynn-DuPart (Place 1), Mr. Steve Hipes (Place 2), and Judge Dorothy Morgan (Place 3).

Please return the election ballot by email, mail or fax so that it is received in the Fund's office **no later than Friday, October 25, 2019**. You may also vote in person at the Annual Member Meeting on November 15, 2019. The Annual Member Meeting will be held at 8:30 a.m. at the Double Tree Hotel located at 6505 N. Interstate 35, Austin, Texas, 78752.

If you have any questions, please contact Greg Womack (512) 427-2309. You may also dial toll free (800) 580-6467 x12309 or email: greg.womack@yorkrisk.com

cc: TCRMF Board of Trustees
Advisory Committee
Pam Beach



**TEXAS COUNCIL RISK MANAGEMENT FUND
BOARD OF TRUSTEES ELECTION BALLOT**

At the November 15, 2019, Annual Member Meeting of the Texas Council Risk Management Fund, elections will be held to fill the positions of Trustees in Places 1, 2, and 3 which are expiring. Each center may cast its ballot by email, mail or fax. Votes may also be cast in person at the Annual Member Meeting to be held on November 15, 2019, at 8:30 a.m. at the Double Tree Hotel located at 6505 N. Interstate 35, Austin, Texas, 78752.

Please vote for one candidate for each of the three places.

Place 1	<input type="checkbox"/>	Ms. Mary Lou Flynn-DuPart
Place 2	<input type="checkbox"/>	Mr. Steve Hipes
Place 3	<input type="checkbox"/>	Judge Dorothy Morgan

I certify that the above represents the Board of Trustees Election Ballot of the below named Texas Council Risk Management Fund member and that I am duly authorized to execute and deliver this ballot on behalf of the Center.

Name of Community Center

Signature of Authorized Representative

Date

**PLEASE COMPLETE AND EMAIL, MAIL OR FAX THIS BALLOT
NO LATER THAN October 25, 2019, TO:**

TEXAS COUNCIL RISK MANAGEMENT FUND
P.O. Box 26655, Austin, Texas 78755-0655
Fax Number (614) 956-2636 **Attention: Alicia Smith**
Email: alicia.smith@yorkrisk.com

Agenda Item: Personnel Report for July 2019	Board Meeting Date: August 29, 2019
Committee: Executive	
Background Information: None	
Supporting Documentation: Personnel Report July 2019	
Recommended Action: For Information Only	

Personnel Report July 2019

Total Applications received in July= 415

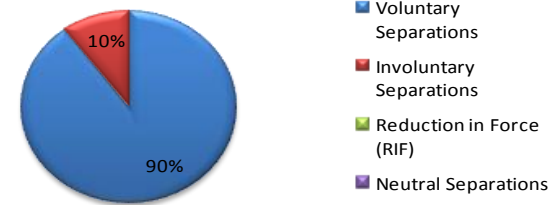
Total New Hires for the month of July= 3

Total New Hires Year to Date = 111

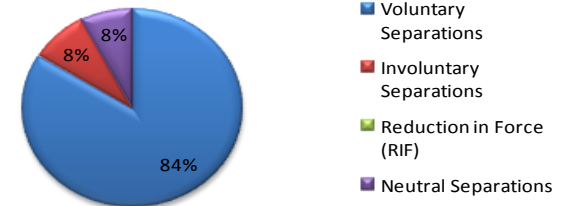
July Turnover - FY19 compared to FY18	FY19	FY18
Number of Active Employees	349	345
Number of Monthly Separations	10	15
Number of Separations YTD	105	106
Year to Date Turnover Rate	30%	31%
July Turnover Rate	3%	4%

Separations by Reason	July Separations	FY19 YTD
Retired	1	2
Involuntarily Terminated	1	10
Neutral Termination	0	8
Dissatisfied	0	5
Lack of Support from Administration	0	6
Micro-managing supervisor	0	0
Lack of growth opportunities/recognition	0	1
Difficulty learning new job	0	0
Co-workers	0	0
Work Related Stress/Environment	0	3
RIF	0	0
Deceased	0	0
Pay	1	1
Health	0	0
Family	0	5
Relocation	1	5
School	1	10
Personal	0	6
Unknown	3	11
New Job	2	32
Total Separations	10	105

July Voluntary, Involuntary, RIF and Neutral Separation

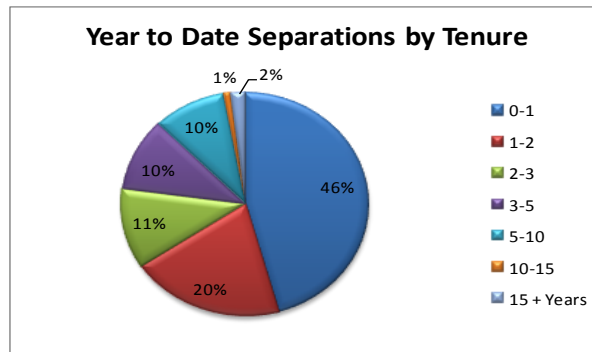
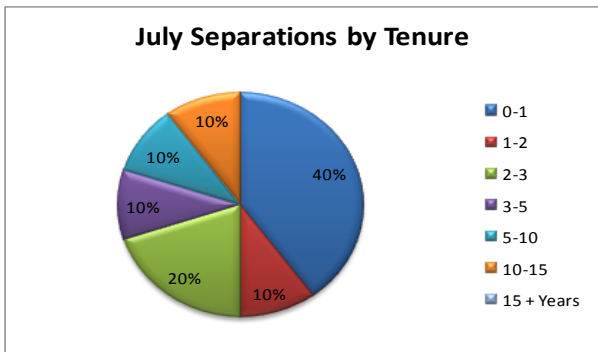


Year to Date Voluntary, Involuntary, RIF and Neutral Separations



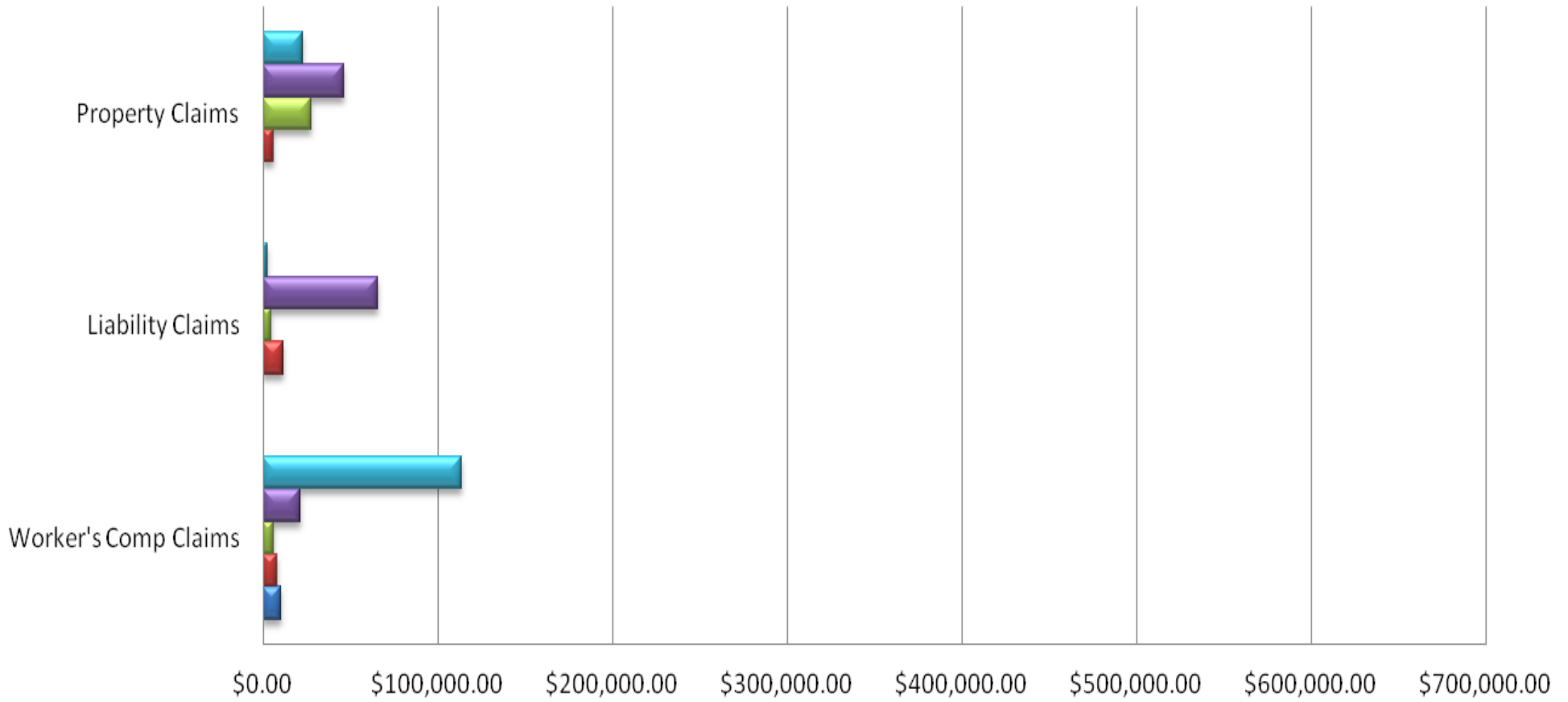
Management Team	# of Employees	Monthly Separations	Year to Date Separations	% July	% Year to Date
Evan Roberson	22	0	8	0%	36%
Millie McDuffey	36	1	4	3%	11%
Amy Foerster	5	0	0	0%	0%
Tanya Bryant	11	1	1	9%	9%
MH Adult	87	4	31	5%	36%
MH Child & Youth	58	2	30	3%	52%
Catherine Prestigiovanni	0	0	1	0%	50%
PETC	53	1	10	2%	19%
Kelly Shropshire	36	0	11	0%	31%
Kathy Foster	32	1	8	3%	25%
Kenneth Barfield	9	0	1	0%	11%
Total	349	10	105		

Separation by EEO Category	# of Employees	Monthly Separations	Year to Date Separations	% July	% Year to Date
Supervisors & Managers	25	0	6	0%	24%
Medical (MD,DO, LVN, RN, APN, PA, Psychologist)	47	0	16	0%	34%
Professionals (QMHP)	97	5	45	5%	46%
Professionals (QIDP)	30	0	10	0%	33%
Licensed Staff (LCDC, LPC...)	18	0	5	0%	28%
Business Services (Accounting)	14	0	1	0%	7%
Central Administration (HR, IT, Executive Director)	22	0	2	0%	9%
Program Support(Financial Counselors, QA, Training, Med. Records)	47	2	7	4%	15%
Nurse Technicians/Aides	15	1	4	7%	27%
Service/Maintenance	8	1	1	13%	13%
Direct Care (HCS, Respite, Life Skills)	26	1	8	4%	31%
Total	349	10	105		



<p>Agenda Item: Texas Council Risk Management Fund Claims Summary as of July 2019</p> <p>Committee: Executive</p>	<p>Board Meeting Date:</p> <p>August 29, 2019</p>
<p>Background Information:</p> <p>None</p>	
<p>Supporting Documentation:</p> <p>Texas Council Risk Management Fund Claims Summary as of July 2019</p>	
<p>Recommended Action:</p> <p>For Information Only</p>	

TCRMF Claims Summary July 2019



	Worker's Comp Claims	Liability Claims	Property Claims
2015	\$113,917.00	\$2,556.00	\$22,505.00
2016	\$21,176.00	\$65,795.00	\$46,114.00
2017	\$6,011.00	\$4,893.00	\$27,455.00
2018	\$8,191.00	\$11,838.00	\$6,126.00
2019	\$10,405.00	\$0.00	\$0.00

<p>Agenda Item: Dates of Scheduled Board Meetings for Calendar 2020</p> <p>Committee: Executive</p>	<p>Board Meeting Date:</p> <p>August 29, 2019</p>
<p>Background Information:</p> <p>Board meetings for 2020 are currently scheduled as follows:</p> <ul style="list-style-type: none"> • January 30, 2020 • February 27, 2020 • March 26, 2020 • April 23, 2020 • May 28, 2020 • July 23, 2020 • August 27, 2020 • September 24, 2020 • October 22, 2020 • November 19, 2020 	
<p>Supporting Documentation:</p> <p>None</p>	
<p>Recommended Action:</p> <p>For Information Only</p>	

<p>Agenda Item: Texas Council Quarterly Board Meeting Update</p> <p>Committee: Executive</p>	<p>Board Meeting Date</p> <p>August 29, 2019</p>
<p>Background Information:</p> <p>The Texas Council has requested that Center representatives give updates to Trustees regarding their quarterly Board meeting. A verbal update will be given by Sharon Walker.</p>	
<p>Supporting Documentation:</p> <p>Texas Council Staff Report</p>	
<p>Recommended Action:</p> <p>For Information Only</p>	

<p>Agenda Item: Approve July 2019 Financial Statements</p> <p>Committee: Business</p>	<p>Board Meeting Date</p> <p>August 29, 2019</p>
<p>Background Information:</p> <p>None</p>	
<p>Supporting Documentation:</p> <p>July 2019 Financial Statements</p>	
<p>Recommended Action:</p> <p>Approve July 2019 Financial Statements</p>	

July 2019 Financial Summary

Revenues for July 2019 were \$2,649,492 and operating expenses were \$2,530,572; resulting in a gain in operations of \$118,920. Capital Expenditures and Extraordinary Expenses for July were \$93,767; resulting in a gain of \$25,153. Total revenues were 103.04% of the monthly budgeted revenues and total expenses were 102.09% of the monthly budgeted expenses (difference of 1.32%).

Year to date revenues are \$28,175,367 and operating expenses are \$26,660,010; leaving excess operating revenues of \$1,515,357. YTD Capital Expenditures and Extraordinary Expenses are \$1,127,377; resulting in a gain YTD of \$387,980. Total revenues are 100.52% of the YTD budgeted revenues and total expenses are 99.20% of the YTD budgeted expenses (difference of 0.95%).

REVENUES

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

Revenue Source	YTD Revenue	YTD Budget	% of Budget	\$ Variance
Rehab – Title XIX	1,916,359	2,019,419	94.90%	103,060
SA Treatment Adult Services	76,836	125,340	61.0%	48,504
First Episode Psychosis	33,291	55,500	59.98%	22,209

Rehab – Title XIX – Rehab services continue to be under budget. We have seen larger than expected staff vacancies in these areas all year. The child and youth program came in right at budget, but the adult programs continue to struggle providing services with multiple vacancies. We are hopeful that this revenue line will increase next fiscal year due to the recently hired staff in these programs.

SA Treatment Adult Services – This program is funded through HHSC. We received an increase of \$61,233 for this program in April. We continue to provide services, but we have not received any payments from the contract amendment as of this date. We have been in contact with HHSC as to when we can expect payment but have not received an answer as of yet. Revenue will be recognized when the dollars are received.

First Episode Psychosis – The program started mid-year and has had a slow ramp up. The program is a cost reimbursement therefore the expenses are also low as an offset.

EXPENSES

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

Expense Source	YTD Expenses	YTD Budget	% of Budget	\$ Variance
Building Repair & Maintenance	270,315	212,700	127%	57,615
Contract - Clinical	772,232	722,955	107%	49,277
License Fees - Software	159,290	123,041	129%	36,249
Travel - Local	342,945	322,580	106%	20,365

Building Repair & Maintenance – This line item is over budget due to the installation of the two French drains that were installed at the Sgt. Ed Holcomb facility on the north and east side of the building. We are not expecting any other large repairs before the end of the year.

Contract – Clinical – This line item is over budget due to the use of contract doctors for coverage in our 1115 Integrated program and for psychiatry in Huntsville and Conroe location due to vacancies. This is offset by salary lapses.

License Fees – Software – This line has gone over budget due to the board approved purchase of the new software for Fiscal and HR/Payroll processes that are in the process of being implemented.

Travel – Local – The local travel line is over budget for the year. This was mainly due to an increase in the per mile reimbursement rate by the state of Texas which our rate for reimbursement is indexed to. We also had an increase in local miles driven for the year due to the Annual conference held in Houston. Consequently, attendee’s mileage was recorded in local rather than non-local.

**TRI-COUNTY BEHAVIORAL HEALTHCARE
CONSOLIDATED BALANCE SHEET
For the Month Ended July 31, 2019**

	TOTALS COMBINED FUNDS July 2019	TOTALS COMBINED FUNDS June 2019	Increase (Decrease)
ASSETS			
CURRENT ASSETS			
Imprest Cash Funds	3,640	3,640	-
Cash on Deposit-General Fund	11,154,669	9,309,888	1,844,781
Cash on Deposit-Debt Fund			-
Accounts Receivable	1,062,558	2,218,950	(1,156,392)
Inventory	4,695	4,750	(55)
TOTAL CURRENT ASSETS	12,225,561	11,537,227	688,334
FIXED ASSETS	20,867,904	20,867,904	-
OTHER ASSETS	145,846	108,041	37,805
TOTAL ASSETS	\$ 33,239,312	\$ 32,513,173	\$ 726,140
LIABILITIES, DEFERRED REVENUE, FUND BALANCES			
CURRENT LIABILITIES	1,058,271	1,099,654	(41,384)
NOTES PAYABLE	618,198	618,198	-
DEFERRED REVENUE	2,350,402	1,614,199	736,203
LONG-TERM LIABILITIES FOR			
Line of Credit - Tradition Bank	-	-	-
Note Payable Prosperity Bank	-	-	-
First Financial loan tied to CD	458,333	481,250	(22,917)
First Financial Construction Loan	11,713,515	11,752,830	(39,315)
EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR			
General Fund	387,980	362,827	25,153
FUND EQUITY			
RESTRICTED			
Net Assets Reserved for Debt Service	(12,171,848)	(12,234,080)	62,232
Reserved for Debt Retirement	-	-	-
COMMITTED			
Net Assets-Property and Equipment	20,867,904	20,867,904	-
Reserved for Vehicles & Equipment Replacement	678,112	678,112	-
Reserved for Facility Improvement & Acquisitions	2,500,000	2,500,000	-
Reserved for Board Initiatives	1,500,000	1,500,000	-
Reserved for 1115 Waiver Programs	502,677	502,677	-
ASSIGNED			
Reserved for Workers' Compensation	274,409	274,409	-
Reserved for Current Year Budgeted Reserve	67,833	61,666	6,167
Reserved for Insurance Deductibles	100,000	100,000	-
Reserved for Accrued Paid Time Off	(618,198)	(618,198)	-
UNASSIGNED			
Unrestricted and Undesignated	2,951,724	2,951,724	-
TOTAL LIABILITIES/FUND BALANCE	\$ 33,239,312	\$ 32,513,173	\$ 726,139

**TRI-COUNTY BEHAVIORAL HEALTHCARE
CONSOLIDATED BALANCE SHEET
For the Month Ended July 31, 2019**

	<u>General Operating Funds</u>	<u>Memorandum Only Final August 2018</u>
ASSETS		
CURRENT ASSETS		
Imprest Cash Funds	3,640	3,640
Cash on Deposit-General Fund	11,154,669	7,237,278
Cash on Deposit-Debt Fund	-	-
Accounts Receivable	1,062,558	2,007,331
Inventory	4,695	4,262
TOTAL CURRENT ASSETS	<u>12,225,561</u>	<u>9,252,511</u>
FIXED ASSETS	20,867,904	20,867,904
OTHER ASSETS	145,846	132,369
	<u>\$ 33,239,312</u>	<u>\$ 30,252,783</u>
LIABILITIES, DEFERRED REVENUE, FUND BALANCES		
CURRENT LIABILITIES	1,058,271	1,059,013
NOTES PAYABLE	618,198	618,198
DEFERRED REVENUE	2,350,402	(181,055)
LONG-TERM LIABILITIES FOR		
Line of Credit - Tradition Bank	-	-
Note Payable Prosperity Bank	-	-
First Financial loan tied to CD	458,333	710,417
First Financial Construction Loan	11,713,515	12,136,358
EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR		
General Fund	387,980	(479,439)
FUND EQUITY		
RESTRICTED		
Net Assets Reserved for Debt service-Restricted	(12,171,848)	(12,846,774)
Reserved for Debt Retirement	-	-
COMMITTED		
Net Assets-Property and Equipment-Committed	20,867,904	20,867,904
Reserved for Vehicles & Equipment Replacement	678,112	678,112
Reserved for Facility Improvement & Acquisitions	2,500,000	2,500,000
Reserved for Board Initiatives	1,500,000	1,500,000
Reserved for 1115 Waiver Programs	502,677	502,677
ASSIGNED		
Reserved for Workers' Compensation-Assigned	274,409	274,409
Reserved for Current Year Budgeted Reserve -Assigned	67,833	-
Reserved for Insurance Deductibles-Assigned	100,000	100,000
Reserved for Accrued Paid Time Off	(618,198)	(618,198)
UNASSIGNED		
Unrestricted and Undesignated	2,951,724	3,431,163
TOTAL LIABILITIES/FUND BALANCE	<u>\$ 33,239,312</u>	<u>\$ 30,252,783</u>

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
For the Month Ended July 2019
and Year To Date as of July 2019

INCOME:	MONTH OF July 2019	YTD July 2019
	<u> </u>	<u> </u>
Local Revenue Sources	115,622	1,649,259
Earned Income	1,180,397	11,803,635
General Revenue-Contract	1,353,472	14,722,474
TOTAL INCOME	\$ 2,649,492	\$ 28,175,367
EXPENSES:		
Salaries	1,426,153	16,168,202
Employee Benefits	279,156	3,102,933
Medication Expense	54,024	622,298
Travel-Board/Staff	37,674	426,239
Building Rent/Maintenance	82,579	351,666
Consultants/Contracts	413,617	3,726,197
Other Operating Expenses	237,368	2,262,474
TOTAL EXPENSES	\$ 2,530,572	\$ 26,660,010
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 118,920	\$ 1,515,357
CAPITAL EXPENDITURES		
Capital Outlay-FF&E, Automobiles, Building	281	96,505
Capital Outlay-Debt Service	93,486	1,030,872
TOTAL CAPITAL EXPENDITURES	\$ 93,767	\$ 1,127,377
GRAND TOTAL EXPENDITURES	\$ 2,624,339	\$ 27,787,387
Excess (Deficiency) of Revenues and Expenses	\$ 25,153	\$ 387,980

Debt Service and Fixed Asset Fund:		
Debt Service	93,486	1,030,872
Excess(Deficiency) of revenues over Expenses	93,486	1,030,872

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
Compared to Budget
Year to Date as of July 2019

	YTD July 2019	APPROVED BUDGET	Increase (Decrease)
INCOME:			
Local Revenue Sources	1,649,259	1,560,157	89,102
Earned Income	11,803,635	11,811,277	(7,642)
General Revenue-Contract	14,722,474	14,656,992	65,482
TOTAL INCOME	\$ 28,175,367	\$ 28,028,426	\$ 146,941
EXPENSES:			
Salaries	16,168,202	16,256,568	(88,366)
Employee Benefits	3,102,933	3,156,915	(53,982)
Medication Expense	622,298	613,159	9,139
Travel-Board/Staff	426,239	396,153	30,086
Building Rent/Maintenance	351,666	292,621	59,045
Consultants/Contracts	3,726,197	3,760,897	(34,700)
Other Operating Expenses	2,262,474	2,291,596	(29,122)
TOTAL EXPENSES	\$ 26,660,010	\$ 26,767,909	\$ (107,899)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 1,515,357	\$ 1,260,517	\$ 254,840
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	96,505	210,832	(114,327)
Capital Outlay-Debt Service	1,030,872	1,031,788	(916)
TOTAL CAPITAL EXPENDITURES	\$ 1,127,377	\$ 1,242,620	\$ (115,243)
GRAND TOTAL EXPENDITURES	\$ 27,787,387	\$ 28,010,529	\$ (223,142)
Excess (Deficiency) of Revenues and Expenses	\$ 387,980	\$ 17,897	\$ 370,083

Debt Service and Fixed Asset Fund:

Debt Service	1,030,872	1,031,788	(916)
Excess(Deficiency) of revenues over Expenses	1,030,872	1,031,788	(916)

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
Compared to Budget
For the Month Ended July 2019

INCOME:	MONTH OF July 2019	APPROVED BUDGET	Increase (Decrease)
Local Revenue Sources	115,622	123,920	(8,298)
Earned Income	1,180,397	1,092,977	87,420
General Revenue-Contract	1,353,472	1,354,343	(871)
TOTAL INCOME	\$ 2,649,492	\$ 2,571,240	\$ 78,252
EXPENSES:			
Salaries	1,426,153	1,460,317	(34,164)
Employee Benefits	279,156	285,381	(6,225)
Medication Expense	54,024	53,943	81
Travel-Board/Staff	37,674	35,869	1,805
Building Rent/Maintenance	82,579	18,597	63,982
Consultants/Contracts	413,617	381,606	32,011
Other Operating Expenses	237,368	205,733	31,635
TOTAL EXPENSES	\$ 2,530,572	\$ 2,441,446	\$ 89,126
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 118,920	\$ 129,794	\$ (10,874)
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	281	34,750	(34,469)
Capital Outlay-Debt Service	93,486	94,308	(822)
TOTAL CAPITAL EXPENDITURES	\$ 93,767	\$ 129,058	\$ (35,291)
GRAND TOTAL EXPENDITURES	\$ 2,624,339	\$ 2,570,504	\$ 53,835
Excess (Deficiency) of Revenues and Expenses	\$ 25,153	\$ 736	\$ 24,417

Debt Service and Fixed Asset Fund:

Debt Service	93,486	94,308	(822)
Excess(Deficiency) of revenues over Expenses	93,486	94,308	(822)

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
With July 2018 Comparative Data
Year to Date as of July 2019

INCOME:	<u>YTD July 2019</u>	<u>YTD July 2018</u>	<u>Increase (Decrease)</u>
Local Revenue Sources	1,649,259	1,122,945	526,314
Earned Income	11,803,635	11,103,748	699,887
General Revenue-Contract	14,722,474	14,813,667	(91,193)
TOTAL INCOME	<u>\$ 28,175,367</u>	<u>\$ 27,040,360</u>	<u>\$ 1,135,007</u>
EXPENSES:			
Salaries	16,168,202	15,540,274	627,928
Employee Benefits	3,102,933	3,064,462	38,471
Medication Expense	622,298	617,195	5,103
Travel-Board/Staff	426,239	406,968	19,271
Building Rent/Maintenance	351,666	232,598	119,068
Consultants/Contracts	3,726,197	3,638,617	87,580
Other Operating Expenses	2,262,474	2,172,052	90,422
TOTAL EXPENSES	<u>\$ 26,660,010</u>	<u>\$ 25,672,166</u>	<u>\$ 987,844</u>
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	<u>\$ 1,515,357</u>	<u>\$ 1,368,194</u>	<u>\$ 147,163</u>
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	96,505	226,112	(129,607)
Capital Outlay-Debt Service	1,030,872	851,241	179,631
TOTAL CAPITAL EXPENDITURES	<u>\$ 1,127,377</u>	<u>\$ 1,077,353</u>	<u>\$ 50,024</u>
GRAND TOTAL EXPENDITURES	<u>\$ 27,787,387</u>	<u>\$ 26,749,519</u>	<u>\$ 1,037,868</u>
Excess (Deficiency) of Revenues and Expenses	<u>\$ 387,980</u>	<u>\$ 290,842</u>	<u>\$ 97,139</u>

Debt Service and Fixed Asset Fund:

Debt Service	1,030,872	851,241	179,631
Excess(Deficiency) of revenues over Expenses	<u>1,030,872</u>	<u>851,241</u>	<u>179,631</u>

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
With July 2018 Comparative Data
For the Month Ended July 2019

INCOME:	MONTH OF July 2019	MONTH OF July 2018	Increase (Decrease)
Local Revenue Sources	115,622	99,115	16,507
Earned Income	1,180,397	952,612	227,785
General Revenue-Contract	1,353,472	1,512,892	(159,420)
TOTAL INCOME	\$ 2,649,492	\$ 2,564,619	\$ 84,873
Salaries	1,426,153	1,369,509	56,644
Employee Benefits	279,156	267,453	11,703
Medication Expense	54,024	57,251	(3,227)
Travel-Board/Staff	37,674	36,355	1,319
Building Rent/Maintenance	82,579	3,503	79,076
Consultants/Contracts	413,617	467,393	(53,776)
Other Operating Expenses	237,368	216,978	20,390
TOTAL EXPENSES	\$ 2,530,572	\$ 2,418,442	\$ 112,130
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 118,920	\$ 146,177	\$ (27,257)
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	281	11,033	(10,752)
Capital Outlay-Debt Service	93,486	93,996	(510)
TOTAL CAPITAL EXPENDITURES	\$ 93,767	\$ 105,029	\$ (11,262)
GRAND TOTAL EXPENDITURES	\$ 2,624,339	\$ 2,523,471	\$ 100,868
Excess (Deficiency) of Revenues and Expenses	\$ 25,153	\$ 41,148	\$ (15,995)
Debt Service and Fixed Asset Fund:			
Debt Service	93,486	93,996	(510)
Excess(Deficiency) of revenues over Expenses	93,486	93,996	(510)

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
With June 2019 Comparative Data
For the Month Ended July 2019

INCOME:	MONTH OF July 2019	MONTH OF June 2019	Increase (Decrease)
Local Revenue Sources	115,622	146,592	(30,970)
Earned Income	1,180,397	1,003,148	177,249
General Revenue-Contract	1,353,472	1,356,864	(3,392)
TOTAL INCOME	\$ 2,649,492	\$ 2,506,605	\$ 142,887
EXPENSES:			
Salaries	1,426,153	1,463,702	(37,549)
Employee Benefits	279,156	282,795	(3,639)
Medication Expense	54,024	63,319	(9,295)
Travel-Board/Staff	37,674	38,782	(1,108)
Building Rent/Maintenance	82,579	14,858	67,721
Consultants/Contracts	413,617	341,636	71,981
Other Operating Expenses	237,368	149,649	87,718
TOTAL EXPENSES	\$ 2,530,572	\$ 2,354,741	\$ 175,831
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 118,920	\$ 151,863	\$ (32,943)
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	281	3,675	(3,394)
Capital Outlay-Debt Service	93,486	93,559	(73)
TOTAL CAPITAL EXPENDITURES	\$ 93,767	\$ 97,235	\$ (3,468)
GRAND TOTAL EXPENDITURES	\$ 2,624,339	\$ 2,451,976	\$ 172,363
Excess (Deficiency) of Revenues and Expenses	\$ 25,153	\$ 54,629	\$ (29,476)

Debt Service and Fixed Asset Fund:

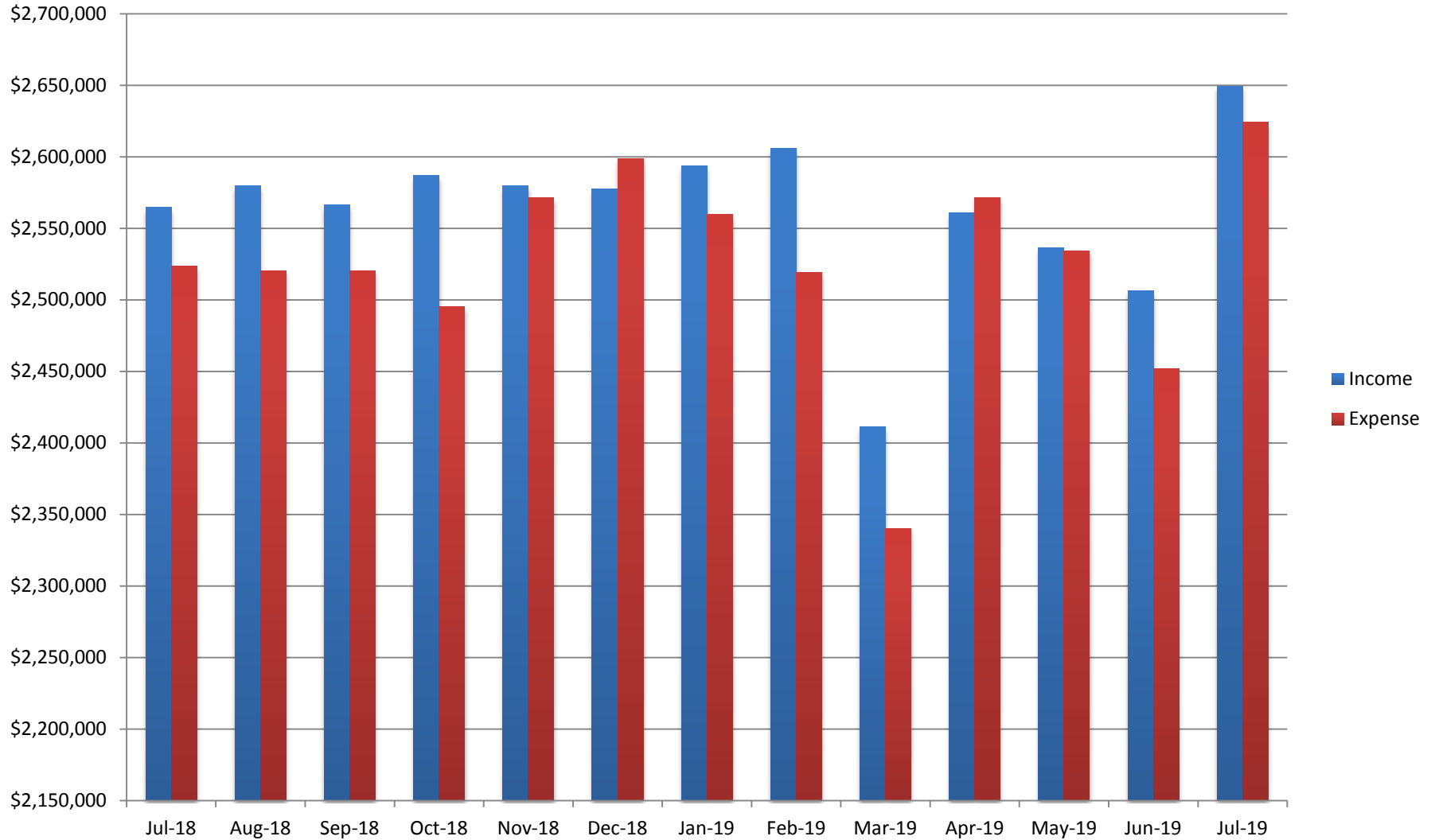
Debt Service	93,486	93,559	(73)
Excess(Deficiency) of revenues over Expenses	93,486	93,559	(73)

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary by Service Type
Compared to Budget
Year To Date as of July 2019

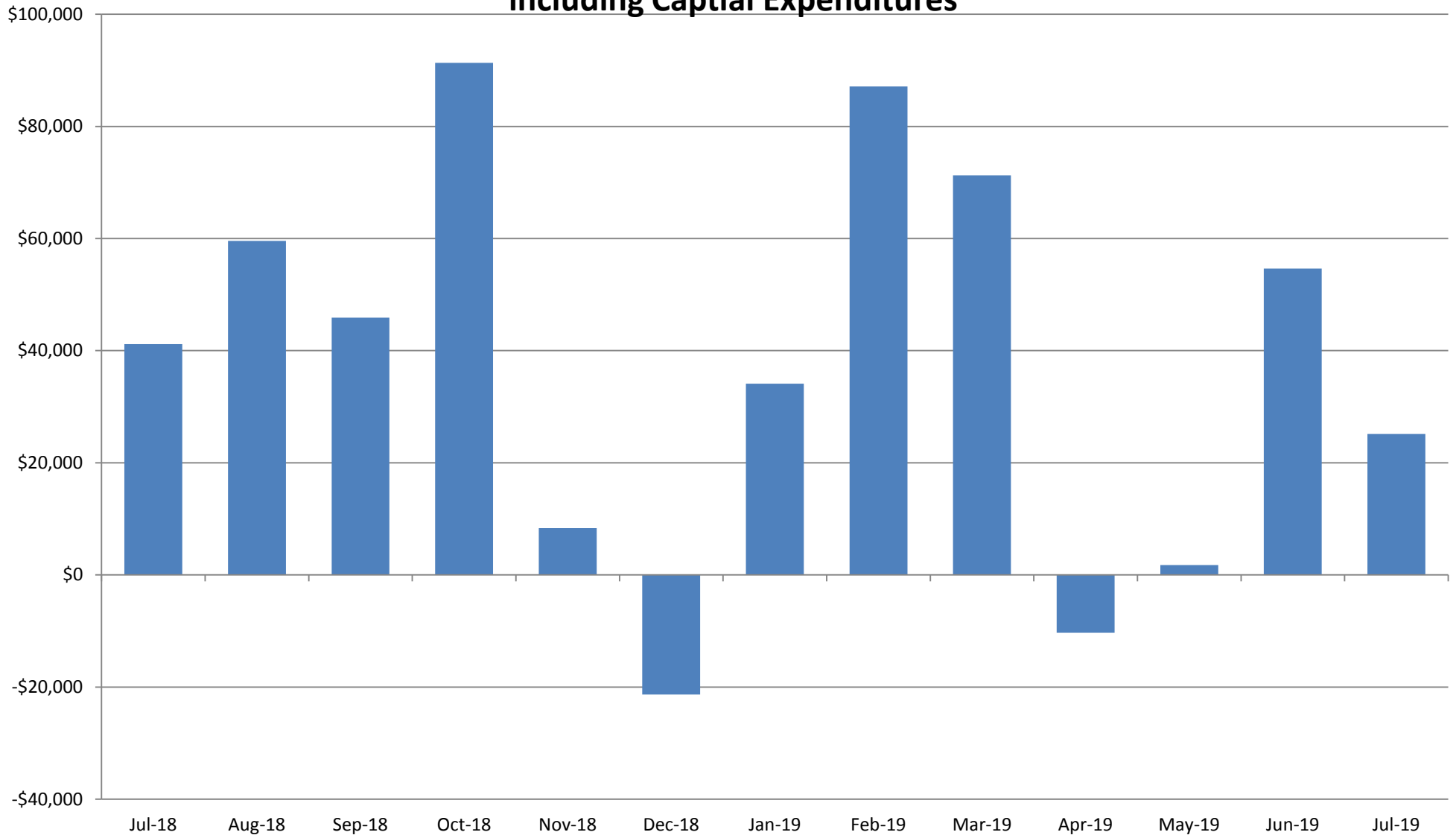
	YTD Mental Health July 2019	YTD IDD July 2019	YTD Other Services July 2019	YTD Agency Total July 2019	YTD Approved Budget July 2019	Increase (Decrease)
INCOME:						
Local Revenue Sources	1,653,214	(164,920)	160,965	1,649,259	1,560,157	89,102
Earned Income	4,892,337	3,695,214	3,216,085	11,803,635	11,811,277	(7,642)
General Revenue-Contract	12,428,700	1,745,044	548,729	14,722,474	14,656,992	65,482
TOTAL INCOME	\$ 18,974,251	\$ 5,275,338	\$ 3,925,779	\$ 28,175,368	\$ 28,028,426	\$ 146,942
EXPENSES:						
Salaries	10,952,024	2,859,517	2,356,662	16,168,202	16,256,568	(88,366)
Employee Benefits	2,060,658	585,917	456,357	3,102,933	3,156,915	(53,982)
Medication Expense	484,196	-	138,102	622,298	613,159	9,139
Travel-Board/Staff	244,918	131,623	49,699	426,239	396,153	30,086
Building Rent/Maintenance	312,136	23,908	15,623	351,666	292,621	59,045
Consultants/Contracts	2,479,019	1,032,443	214,735	3,726,197	3,760,897	(34,700)
Other Operating Expenses	1,455,437	530,021	284,890	2,262,474	2,291,596	(29,122)
TOTAL EXPENSES	\$ 17,988,388	\$ 5,163,429	\$ 3,516,068	\$ 26,660,009	\$ 26,767,909	\$ (107,900)
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 985,863	\$ 111,909	\$ 409,711	\$ 1,515,359	\$ 1,260,517	\$ 254,842
CAPITAL EXPENDITURES						
Capital Outlay-FF&E, Automobiles	99,270	(382)	(2,385)	96,505	210,832	(114,327)
Capital Outlay-Debt Service	700,030	195,597	135,245	1,030,872	1,031,788	(916)
TOTAL CAPITAL EXPENDITURES	\$ 799,300	\$ 195,215	\$ 132,860	\$ 1,127,377	\$ 1,242,620	\$ (115,243)
GRAND TOTAL EXPENDITURES	\$ 18,787,688	\$ 5,358,644	\$ 3,648,928	\$ 27,787,386	\$ 28,010,529	\$ (223,143)
Excess (Deficiency) of Revenues and Expenses	\$ 186,563	\$ (83,306)	\$ 276,851	\$ 387,980	\$ 17,897	\$ 370,085
Debt Service and Fixed Asset Fund:						
Debt Service	700,030	195,597	135,245	1,030,872	1,031,788	(331,758)
		-	-	-	-	-
Excess(Deficiency) of revenues over Expenses	700,030	195,597	135,245	1,030,872	1,031,788	(331,758)

TRI-COUNTY BEHAVIORAL HEALTHCARE

Income and Expense including Capital Expenditures



TRI-COUNTY BEHAVIORAL HEALTHCARE
Income after Expense
including Capital Expenditures



<p>Agenda Item: Approve FY 2019 Year End Budget Revision</p> <p>Committee: Business</p>	<p>Board Meeting Date</p> <p>August 29, 2019</p>
<p>Background Information:</p> <p>None</p>	
<p>Supporting Documentation:</p> <p>Summary</p> <p>FY 2019 Year End Budget Revision</p>	
<p>Recommended Action:</p> <p>Approve FY 2019 Year End Budget Revision</p>	

**Tri-County Behavioral Healthcare
Proposed FY 2019 Revised Year End Budget Compared to
Current Approved FY 2019 Beginning Budget**

Explanation of line items that have material changes over \$10,000 from Proposed FY 2019 Revised Year End Budget compared to the Current Approved FY 2019 Budget.

REVENUES:

Local Revenue – This line item reflects an overall increase based on several local sources. In May, we received a refund of Patient Assistant funds from ETBHN and trended higher on our CHIP income. This line also had a decrease in the Public Health line that matches funds for the East Montgomery County Crisis Clinic. The clinic had a delayed start so not all funds were expended.

Earned Income – This line item reflects a decrease. We have several accounts that trended lower throughout the year mainly due to staff vacancies such as the Medicaid Case Management MH and Rehab Services. We have a couple of other cost reimbursement programs that also have reductions such as Outpatient Competency Restoration Program and the HHSC 292 side of the East Montgomery County Crisis Clinic. Programs such as TCOOMMI, MAC and Medicaid PASRR services had slight increases.

General Revenue – This line item reflects a decrease based on a couple of areas. We received a new contract for First Episode Psychosis late in the year and the program is just now ramping up. We also received an increase in MH First Aid funding that we were unable to use the entire amount this fiscal year.

EXPENSES:

Salaries – This line shows a decrease in salaries based on actual wages through the end of August.

Employee Benefits – This line item reflects an overall decrease based on the year's vacant positions and forfeiture calculations from staff terminations.

Travel – Board/Staff – This line item reflects a slight increase based on the mileage rate increase and staff travel trends.

Medication Expense – This line item is slightly higher based on current year trends on medication expense.

Building Rent/Maintenance – This line item reflects an increase based on the expenses related to the Conroe building drainage study and repairs.

Consultants/Contracts – Variance under \$10,000.

Other Operating Expenses – This line item is coming in slightly lower based on the yearly spending.

Capital Outlay-FF&E, Automobiles – This line item reflects a slight decrease based on the actual amount spent at year end for computers.

Capital Outlay - Debt Service Bonds – Variance under \$10,000.

**TRI-COUNTY BEHAVIORAL HEALTHCARE
PROPOSED FY 2019 REVISED YEAR END BUDGET COMPARED TO
CURRENT APPROVED FY 2019 BUDGET**

	PROPOSED FY 2019 REVISED BUDGET	CURRENT APPROVED FY 2019 BUDGET	Increase (Decrease)
INCOME:			
Local Revenue Sources	\$ 1,780,234	\$ 1,723,727	\$ 56,507
Earned Income	\$ 12,820,568	\$ 13,082,106	\$ (261,538)
General Revenue	\$ 15,935,759	\$ 15,958,845	\$ (23,086)
TOTAL INCOME	\$ 30,536,561	\$ 30,764,678	\$ (228,117)
EXPENSES:			
Salaries	\$ 17,645,207	\$ 17,753,586	\$ (108,379)
Employee Benefits	\$ 3,278,800	\$ 3,399,269	\$ (120,469)
Travel-Board/Staff	\$ 464,200	\$ 427,647	\$ 36,553
Medication Expense	\$ 680,000	\$ 653,202	\$ 26,798
Building Rent/Maintenance	\$ 383,248	\$ 308,868	\$ 74,380
Consultants/Contracts	\$ 4,206,811	\$ 4,210,322	\$ (3,511)
Other Operating Expenses	\$ 2,420,458	\$ 2,450,810	\$ (30,352)
TOTAL EXPENSES	\$ 29,078,724	\$ 29,203,704	\$ (124,980)
Excess (Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 1,457,837	\$ 1,560,974	\$ (103,137)
CAPITAL EXPENDITURES			
Capital Outlay - FF&E, Automobiles	\$ 264,539	\$ 293,302	\$ (28,763)
Capital Outlay - Debt Services Bonds	\$ 1,126,096	\$ 1,126,096	\$ -
TOTAL CAPITAL EXPENDITURES	\$ 1,390,635	\$ 1,419,398	\$ (28,763)
GRAND TOTAL EXPENDITURES	\$ 30,469,359	\$ 30,623,102	\$ (153,743)
Excess (Deficiency) of Revenues and Expenses	\$ 67,202	\$ 141,576	\$ (74,374)

<p>Agenda Item: Approve Proposed FY 2020 Operating Budget</p> <p>Committee: Business</p>	<p>Board Meeting Date</p> <p>August 29, 2019</p>
<p>Background Information:</p> <p>None</p>	
<p>Supporting Documentation:</p> <p>Copy of Proposed FY 2020 Operating Budget with Narrative of Increases or Decreases of More than \$10,000</p>	
<p>Recommended Action:</p> <p>Approve Proposed FY 2020 Operating Budget</p>	

**Tri-County Behavioral Healthcare
Proposed FY 2020 Beginning Budget Compared to
Current Approved FY 2019 Beginning Budget**

Explanation of line items that have material changes over \$10,000 from Proposed FY 2020 Beginning Budget compared to the Current Approved FY 2019 Budget.

REVENUES:

Local Revenue – Variance under \$10,000.

Earned Income – This line item reflects an overall increase. We have two new programs we have been awarded starting this fiscal year. They are the Youth Universal Prevention program and the Texas Veterans Commission grant. In addition, we hope to fill the vacant positions for the other revenue generating programs and all the cost reimbursement programs starting at full budget.

General Revenue – This line item reflects an increase based on a recent increase to the MH First Aid Contract and the full year of First Episode Psychosis.

EXPENSES:

Salaries – This line item shows an increase to the salary lines due to additional positions being added for the new programs as well as a large number of vacant positions during FY 2019.

Employee Benefits – This line item shows an increase for the fringe associated with the above referenced beginning salary budget amount.

Travel – Board/Staff – This line item reflects an increase based on a higher reimbursement rate and also projected increase in the number of staff traveling. The 2020 National Conference will be held in Texas which will give us an opportunity to send more staff without incurring airfare.

Medication Expense – This line item is slightly higher based on current year trends on medication costs.

Building Rent/Maintenance – This line item reflects a decrease based on the one-time building expense related to the Conroe building drainage study and repairs at the PETC that were paid in FY 2019.

Consultants/Contracts – Variance under \$10,000.

Other Operating Expenses – This line item is slightly higher based on operational needs projected for the fiscal year.

Capital Outlay-FF&E, Automobiles – This item reflects the projected computer and technology purchases planned for FY 2020.

Capital Outlay - Debt Service Bonds – Variance under \$10,000.

**TRI-COUNTY BEHAVIORAL HEALTHCARE
PROPOSED FY 2020 BEGINNING BUDGET COMPARED TO
CURRENT APPROVED FY 2019 BUDGET**

	PROPOSED FY 2020 BEGINNING BUDGET	CURRENT APPROVED FY 2019 BUDGET	Increase (Decrease)
INCOME:			
Local Revenue Sources	\$ 1,772,096	\$ 1,780,234	\$ (8,138)
Earned Income	\$ 13,909,084	\$ 12,820,568	\$ 1,088,516
General Revenue	\$ 16,247,721	\$ 15,935,759	\$ 311,962
TOTAL INCOME	\$ 31,928,901	\$ 30,536,561	\$ 1,392,340
EXPENSES:			
Salaries	\$ 18,979,585	\$ 17,645,207	\$ 1,334,378
Employee Benefits	\$ 3,540,482	\$ 3,278,800	\$ 261,682
Travel-Board/Staff	\$ 488,979	\$ 464,200	\$ 24,779
Medication Expense	\$ 690,000	\$ 680,000	\$ 10,000
Building Rent/Maintenance	\$ 248,852	\$ 383,248	\$ (134,396)
Consultants/Contracts	\$ 4,199,155	\$ 4,206,811	\$ (7,656)
Other Operating Expenses	\$ 2,458,824	\$ 2,420,458	\$ 38,366
TOTAL EXPENSES	\$ 30,605,877	\$ 29,078,724	\$ 1,527,153
Excess (Deficiency) of Revenues over Expenses before Capital Expenditures	\$ 1,323,024	\$ 1,457,837	\$ (134,813)
CAPITAL EXPENDITURES			
Capital Outlay - FF&E, Automobiles	\$ 200,160	\$ 264,539	\$ (64,379)
Capital Outlay - Debt Services Bonds	\$ 1,122,864	\$ 1,126,096	\$ (3,232)
TOTAL CAPITAL EXPENDITURES	\$ 1,323,024	\$ 1,390,635	\$ (67,611)
GRAND TOTAL EXPENDITURES	\$ 31,928,901	\$ 30,469,359	\$ 1,459,542
Excess (Deficiency) of Revenues and Expenses	\$ -	\$ 67,202	\$ (67,202)

Agenda Item: Approve HHSC Mental Health First Aid Grant Contract No. HHS000183000001, Amendment No. 2

Board Meeting Date

August 29, 2019

Committee: Business

Background Information:

Tri-County Behavioral Healthcare has contracted with the Health and Human Services Commission for the Mental Health First Aid (MHFA) program for many years. The MHFA program provides training to public school district employees, public school resource officers, and other organizations working with youth; as a preventative measure to assist in early identification of children at risk of social-emotional disorders. All trainings are taught by certified Youth Mental Health First Aid instructors.

Tri-County has ten certified Youth Mental Health First Aid instructors. Per HHSC's requirement - each trainer must provide a minimum of 3 trainings per year to school districts and other organizations and individuals linked to youth; within Tri-County's service area. Tri-County provided MHFA classes to 276 individuals in FY 2019.

For FY 2020, we will have up to \$75,000 to reimburse the center for training provided to educators. The Center is reimbursed \$100 for each educator that is trained, but many of the persons trained are not persons for which we receive reimbursement so the money primarily covers the cost of MHFA program supplies for our Center (including participant books).

As a part of the 86th Legislative Session, MHFA reporting requirements including detailed lists of schools that were offered training will be required in 2020, but these requirements are still being operationalized by HHSC.

In FY 2020, we have also received \$89,050 to cover the cost of salary and fringe for dedicated MHFA coordinator. This position will report to Catherine Prestigiovanni and will be the lead for Tri-County's MHFA program.

The total for the contract, including the coordinator funding, is \$164,050.

Supporting Documentation:

Contract Available for Review at the Board Meeting

Recommended Action:

Approve HHSC Mental Health First Aid Grant Contract No. HHS000183000001, Amendment No. 2

<p>Agenda Item: Approve HHSC Co-Occurring Mental Health (TCO) Substance Abuse Services Contract #2016-048317-005, Amendment No. 5</p> <p>Committee: Business</p>	<p>Board Meeting Date</p> <p>August 29, 2019</p>
<p>Background Information:</p> <p>The HHSC Co-Occurring Psychiatric and Substance Use Disorder (TCO) contract provides funds for adults with psychiatric diagnoses and substance use treatment disorders. The contract is a renewal of the program for FY 2020 in the amount of \$23,840.</p>	
<p>Supporting Documentation:</p> <p>Contract Available for Review at the Board Meeting</p>	
<p>Recommended Action:</p> <p>HHSC Co-Occurring Mental Health (TCO) Substance Abuse Services Contract #2016-048317-005, Amendment No. 5</p>	

<p>Agenda Item: Approve Health and Human Services Commission Contract No. HHS000539700102, Youth Prevention Selective</p> <p>Committee: Business</p>	<p>Board Meeting Date</p> <p>August 29, 2019</p>
<p>Background Information:</p> <p>The HHSC Youth Prevention Selective (YPS) program provides substance use prevention services to populations that are determined to be at risk for substance use. Services address the State’s four prevention priorities: underage alcohol use, tobacco and nicotine products, marijuana and other cannabinoids use, and prescription drug misuse. Most of these services will be provided in the school.</p> <p>Tri-County has been a provider of these services for ten years. This contract renewal is effective on September 1, 2019, and terminates on August 31, 2024.</p> <p>The contract award is \$250,000 per year and includes a 5% match.</p> <p>The proposed performance measures are much higher than we proposed, but we have been assured by HHSC in writing that they will renegotiate these measures.</p> <p>This service is in high demand in the schools in our three county area.</p>	
<p>Supporting Documentation:</p> <p>Contract will be available for review at the Board meeting.</p>	
<p>Recommended Action:</p> <p>Approve Health and Human Services Commission Contract No. HHS000539700102, Youth Prevention Selective</p>	

<p>Agenda Item: Approve Health and Human Services Commission Contract No. HHS000539700051, Youth Universal Prevention</p> <p>Committee: Business</p>	<p>Board Meeting Date</p> <p>August 29, 2019</p>
<p>Background Information:</p> <p>The HHSC Youth Universal Prevention (YPU) program provides substance use prevention services to broad populations without consideration of individual differences in risk for substance use and misuse. Services address the State’s four prevention priorities: underage alcohol use, tobacco and nicotine products, marijuana and other cannabinoids use, and prescription drug misuse. Most of these services will be provided in the school.</p> <p>This is a new contract for Tri-County and represents an additional service that we can offer the schools. This contract is effective on September 1, 2019, and terminates on August 31, 2024.</p> <p>The contract award is \$225,241 per year and includes a 5% match.</p> <p>The proposed performance measures are much higher than we proposed in our application, but we have been assured by HHSC in writing that they will renegotiate these measures.</p> <p>These schools are very interested in this service and have already agreed to this programming. We do not yet have staff for this program, but will be hiring soon.</p>	
<p>Supporting Documentation:</p> <p>Contract will be available for review at the Board meeting.</p>	
<p>Recommended Action:</p> <p>Approve Health and Human Services Commission Contract No. HHS000539700051, Youth Universal Prevention</p>	

<p>Agenda Item: Approve FY 2020 Bonds Janitorial Contract</p> <p>Committee: Business</p>	<p>Board Meeting Date</p> <p>August 29, 2019</p>
<p>Background Information:</p> <p>The Board approved Bonds Janitorial Services to provide professional janitorial services in our Conroe facility for FY 2018. We have been happy with the quality of the service provided and would like to renew the contract for FY 2020.</p> <p>The total contract amount for FY 2020 is \$98,940.00.</p>	
<p>Supporting Documentation:</p> <p>Contract Available for Review at The Board Meeting</p>	
<p>Recommended Action:</p> <p>Approve the FY 2020 Bonds Janitorial Contract</p>	

<p>Agenda Item: Approve FY 2020 Lifetime Homecare Services Contract</p> <p>Committee: Business</p>	<p>Board Meeting Date:</p> <p>August 29, 2019</p>
<p>Background Information:</p> <p>Health and Human Services Commission (HHSC) requires each Center to provide or contract out-of-home crisis respite services for persons with intellectual or developmental disabilities. Crisis respite is a short-term service provided in a 24-hour supervised environment for individuals demonstrating a crisis that cannot be stabilized in a less intensive setting. This service ultimately is to assist someone in maintaining community living in the least restrictive environment possible. Through funds allotted by HHSC, these crisis services are provided.</p> <p>The out-of-home crisis respite is required to be provided in a setting for which the state oversees. Lifetime Homecare Services is a Home and Community-based Services (HCS) provider that is willing to utilize space in their licensed homes for IDD crises.</p> <p>There have been 24 individuals that have received IDD Crisis Respite in FY 19. Of the 24, there were nine individuals who received services more than once.</p> <p>The contract with Lifetime Homecare Services is for \$119,000.</p>	
<p>Supporting Documentation:</p> <p>Contract Available for Review at the Board Meeting</p>	
<p>Recommended Action:</p> <p>Approve FY 2020 Lifetime Homecare Services Contract for IDD Crisis Respite Services</p>	

<p>Agenda Item: Approve FY 2020 I Care ABA Therapy, LLC Contract for Autism Services</p> <p>Committee: Business</p>	<p>Board Meeting Date:</p> <p>August 29, 2019</p>
<p>Background Information:</p> <p>Tri-County Behavioral Healthcare Autism Program (TAP) has contracted with I Care ABA Therapy, LLC to provide focused applied behavior analysis services to children ages 3 through 15 years of age who have been diagnosed with autism spectrum disorder.</p> <p>I Care ABA Therapy currently provides early intervention applied behavior analysis (ABA) for children with autism and intellectual disabilities ages 2 – 11, in home behavior therapy assisting parents in developing plans in the home and community outings, along with consulting services conducting assessments, functional analysis, and behavioral observations.</p> <p>Contracting with I Care ABA Therapy, gives the latitude to work with multiple children. Kelly Frosch, as the Program Manager and Board Certified Behavior Analyst (BCBA), also works with children at our Tri-County Sgt Ed Holcomb facility as contracted through the HHSC Children’s Autism Program.</p> <p>The I Care ABA Therapy, LLC contract for FY 2020 focused autism services is \$180,000.</p>	
<p>Supporting Documentation:</p> <p>Contract will be available for review at the Board meeting.</p>	
<p>Recommended Action:</p> <p>Approve the FY 2020 I Care ABA Therapy, LLC Contract for Autism Services</p>	

<p>Agenda Item: Approve FY 2020 Contract for Dr. Jerri Sethna</p> <p>Committee: Business</p>	<p>Board Meeting Date</p> <p>August 29, 2019</p>
<p>Background Information:</p> <p>Tri-County Behavioral Healthcare has utilized Dr. Jerri Sethna, a psychiatrist affiliated with Kingwood Pines Hospital for many years. Dr. Sethna provides inpatient psychiatric care to youth and adult populations.</p> <p>Dr. Sethna is the primary contractor at Kingwood Pines Hospital that works with individuals that are funded through the Health and Human Services Commission (HHSC) for state hospital diversion.</p> <p>Dr. Sethna’s contract maximum allowance for FY 2020 is \$75,000 for physician services. This figure is consistent with his utilization trends observed in FY 2019.</p>	
<p>Supporting Documentation:</p> <p>Contract Available for Review at the Board Meeting</p>	
<p>Recommended Action:</p> <p>Approve FY 2020 Contract for Dr. Jerri Sethna</p>	

<p>Agenda Item: Approve FY 2020 Aspire Hospital, LLC</p> <p>Committee: Business</p>	<p>Board Meeting Date</p> <p>August 29, 2019</p>
<p>Background Information:</p> <p>Tri-County Behavioral Healthcare has contracted with Aspire Hospital, LLC for inpatient psychiatric services when programs at the Psychiatric Emergency Treatment Center (PETC) are at capacity or the individual's psychiatric and medical concerns demonstrate a need for a higher level of care. This includes persons in need of longer-term inpatient treatment than what is permitted at the PETC.</p> <p>Aspire Hospital, LLC is an inpatient psychiatric resource for Tri-County individuals with comorbid mental health and medical diagnoses. It is also a higher level of care option to utilize in excess of the state hospital diversion beds.</p> <p>The Aspire Hospital, LLC contract for FY 2020 inpatient hospital beds is \$125,000. Aspire Hospital, LLC provides inpatient psychiatric care for adult and geriatric populations.</p>	
<p>Supporting Documentation:</p> <p>Contract Available for Review at the Board Meeting</p>	
<p>Recommended Action:</p> <p>Approve the FY 2020 Aspire Hospital, LLC Contract for Inpatient Psychiatric Services</p>	

<p>Agenda Item: Approve FY 2020 Avail Solutions, Inc. Contract</p> <p>Committee: Business</p>	<p>Board Meeting Date</p> <p>August 29, 2019</p>
<p>Background Information:</p> <p>Avail Solutions, Inc. has performed crisis hotline assessment services for many years for Tri-County Behavioral Healthcare. They are the major contract provider of crisis hotline services for community centers in Texas. They answer the crisis hotline 24 hours per day, seven days per week and have bilingual Spanish speaking staff available at all times. When a face-to-face crisis assessment is required, they contact our Center staff to conduct the assessment.</p> <p>The total contract amount for FY 2020 is \$66,000, the same amount that we paid in FY 2019.</p> <p>We have signed this contract, with a 30 day out clause for the Center, so that we could utilize Avail Solutions, Inc. in September.</p>	
<p>Supporting Documentation:</p> <p>Contract Available for Review at the Board Meeting</p>	
<p>Recommended Action:</p> <p>Approve the FY 2020 Avail Solutions, Inc. Contract for Crisis Hotline Assessment Services</p>	

<p>Agenda Item: Approve the FY 2020 Cypress Creek Inpatient Hospital Contract</p> <p>Committee: Business</p>	<p>Board Meeting Date</p> <p>August 29, 2019</p>
<p>Background Information:</p> <p>Tri-County Behavioral Healthcare has primarily utilized Cypress Creek Hospital for inpatient psychiatric services when programs at the Psychiatric Emergency Treatment Center (PETC) are at capacity or the individual's acuity demonstrates a need for a higher level of care. This includes persons in need of longer-term inpatient treatment than what is permitted at the PETC.</p> <p>Similar to prior years, for FY 2020 Tri-County has executed a Statement of Work with the Health and Human Services Commission (HHSC) for five private psychiatric beds intended for state hospital diversion.</p> <p>The Cypress Creek contract for FY 2020 inpatient hospital beds is \$900,000. This figure is consistent with utilization trends observed in FY 2019. Cypress Creek hospital provides inpatient psychiatric care for adult and youth populations.</p>	
<p>Supporting Documentation:</p> <p>Contract Available for Review at the Board Meeting</p>	
<p>Recommended Action:</p> <p>Approve the FY 2020 Cypress Creek Hospital Contract for Inpatient Psychiatric Services</p>	

<p>Agenda Item: Approve the FY 2020 Kingwood Pines Inpatient Hospital Contract</p> <p>Committee: Business</p>	<p>Board Meeting Date</p> <p>August 29, 2019</p>
<p>Background Information:</p> <p>Tri-County Behavioral Healthcare has utilized Kingwood Pines Hospital for inpatient psychiatric services when programs at the Psychiatric Emergency Treatment Center (PETC) are at capacity or the individual's acuity demonstrates a need for a higher level of care. This includes persons in need of longer-term inpatient treatment than what is permitted at the PETC.</p> <p>Similar to prior years, for FY 2020 Tri-County has executed a Statement of Work (SOW) with the Health and Human Services Commission (HHSC) for five private psychiatric beds intended for state hospital diversion.</p> <p>The Kingwood Pines contract for FY 2020 inpatient hospital beds is \$900,000. This figure is consistent with utilization trends observed in FY 2019. Kingwood Pines Hospital is unique in that it not only serves adults and youth but children under the age of 12. In the last year, hospital level of care need for children in Liberty, Montgomery, and Walker catchment areas has continued to increase.</p>	
<p>Supporting Documentation:</p> <p>Contract Available for Review at the Board Meeting</p>	
<p>Recommended Action:</p> <p>Approve the FY 2020 Kingwood Pines Hospital Contract for Inpatient Psychiatric Services</p>	

<p>Agenda Item: Approve FY 2020 Baptist Hospitals of Southeast Texas Contract</p> <p>Committee: Business</p>	<p>Board Meeting Date</p> <p>August 29, 2019</p>
<p>Background Information:</p> <p>Baptist Hospital of Southeast Texas is a psychiatric hospital located in Beaumont that requested a contract as a part of our Local Planning Network Development process. They are contracting with Tri-County for medically indigent persons that would be referred by us to them. We consistently have need for more beds than are available in our area, but did not utilize Baptist at all in FY 2019.</p> <p>The Baptist Hospitals of Southeast Texas contract for FY 2020 inpatient hospital beds is capped at \$100,000. This figure is consistent with utilization trends observed in FY 2019.</p>	
<p>Supporting Documentation:</p> <p>Contract Available for Review at the Board Meeting</p>	
<p>Recommended Action:</p> <p>Approve the FY 2020 Baptist Hospitals of Southeast Texas Contract</p>	

<p>Agenda Item: Approve FY 2020 Woodland Springs Contract</p> <p>Committee: Business</p>	<p>Board Meeting Date</p> <p>August 29, 2019</p>
<p>Background Information:</p> <p>Woodland Springs Hospital is a new psychiatric hospital located on FM 1488 in Conroe. They are interested in contracting with Tri-County for medically indigent persons that would be referred by us to them. We consistently have need for more beds than are available in our area.</p> <p>Woodland Springs has agreed to our request to handle state contract beddays and complete a significant amount of required reporting for those beddays and we are going to try to use them in addition to Kingwood Pines and Cypress Creek hospitals this year.</p> <p>The contract maximum for FY 2020 has been increased from \$100,000 to \$900,000 in anticipation of utilizing the hospital in this manner. This contract total does not represent additional dollars in the budget for hospitalization, but gives us the ability to use Woodlands Springs as a primary referring hospital this year.</p>	
<p>Supporting Documentation:</p> <p>Contract Available for Review at the Board Meeting</p>	
<p>Recommended Action:</p> <p>Approve the FY 2020 Woodland Springs Contract</p>	

<p>Agenda Item: Decide on Next Steps to Resolve Building Issues at 233 Sgt. Ed Holcomb Blvd., South</p> <p>Committee: Business</p>	<p>Board Meeting Date:</p> <p>August 29, 2019</p>
<p>Background Information:</p> <p>Several issues at the 233 Sgt. Ed Holcomb Blvd., South location have remained unresolved since before staff moved into the building. In January of 2018, staff provided official notice to Axiom Construction of several outstanding items which still needed to be resolved. This letter was copied to Board Chair Patti Atkins and Jackson Walker attorney Randy Farber.</p> <p>The Board has requested that Evan Roberson and Mike Duncum provide a status update each month until the issues are resolved.</p> <p>Executive Session has been reserved for Board discussion regarding next steps if needed.</p>	
<p>Supporting Documentation:</p> <p>None</p>	
<p>Recommended Action:</p> <p>Decide on Next Steps to Resolve Outstanding Sgt. Ed Holcomb Facility Issues</p>	

<p>Agenda Item: Independence Oaks Apartments</p> <p>Committee: Business</p>	<p>Board Meeting Date:</p> <p>August 29, 2019</p>
<p>Background Information:</p> <p>Evan Roberson and Tanya Bryant will provide an update to the Board about Independence Oaks in Executive Session.</p>	
<p>Supporting Documentation:</p> <p>None</p>	
<p>Recommended Action:</p> <p>Take action as needed.</p>	

<p>Agenda Item: Board of Trustees Unit Financial Statement as of July 2019</p> <p>Committee: Business</p>	<p>Board Meeting Date</p> <p>August 29, 2019</p>
<p>Background Information:</p> <p>None</p>	
<p>Supporting Documentation:</p> <p>July 2019 Board of Trustees Unit Financial Statement</p>	
<p>Recommended Action:</p> <p>For Information Only</p>	

Unit Financial Statement

FY 2019

	July 2019 Actuals	July 2019 Budgeted	Variance	YTD Actual	YTD Budget	Variance	Percent	Budget
Revenues								
Allocated Revenue	\$ 2,348.00	\$ 2,348.00	\$ -	\$ 25,827.00	\$ 25,827.00	\$ -	100.00%	\$ 28,175.00
Total Revenue	\$ 2,348.00	\$ 2,348.00	\$ -	\$ 25,827.00	\$ 25,827.00	\$ -	100.00%	\$ 28,175.00
Expenses								
Employee Recognition	\$ -	\$ -	\$ -	\$ 90.25	\$ -	\$ 90.25	0.00%	\$ -
Insurance-Worker Compensation	\$ 20.21	\$ 17.00	\$ 3.21	\$ 91.40	\$ 183.00	\$ (91.60)	49.95%	\$ 200.00
Legal Fees	\$ 1,500.00	\$ 1,500.00	\$ -	\$ 16,500.00	\$ 16,500.00	\$ -	100.00%	\$ 18,000.00
Supplies-Office	\$ 12.00	\$ 15.00	\$ (3.00)	\$ 12.00	\$ 160.00	\$ (148.00)	0.00%	\$ 175.00
Training	\$ -	\$ 300.00	\$ (300.00)	\$ 1,505.00	\$ 3,300.00	\$ (1,795.00)	45.61%	\$ 3,600.00
Travel - Local	\$ -	\$ 42.00	\$ (42.00)	\$ 327.60	\$ 208.00	\$ 119.60	157.50%	\$ 250.00
Travel - Non-local Mileage/Air	\$ -	\$ 125.00	\$ (125.00)	\$ 1,256.28	\$ 1,375.00	\$ (118.72)	91.37%	\$ 1,500.00
Travel - Non-local Hotel	\$ -	\$ 250.00	\$ (250.00)	\$ 783.13	\$ 1,250.00	\$ (466.87)	62.65%	\$ 1,500.00
Travel - Meals	\$ -	\$ 100.00	\$ (100.00)	\$ 318.32	\$ 650.00	\$ (331.68)	48.97%	\$ 750.00
Total Expenses	\$ 1,532.21	\$ 2,349.00	\$ (816.79)	\$ 20,883.98	\$ 23,626.00	\$ (2,742.02)	88.39%	\$ 25,975.00
Total Revenue minus Expenses	\$ 815.79	\$ (1.00)	\$ 816.79	\$ 4,943.02	\$ 2,201.00	\$ 2,742.02	11.61%	\$ 2,200.00

UPCOMING MEETINGS

September 26, 2019 – Board Meeting

- Approve Minutes from August 29, 2019 Board Meeting
- Approve Goals and Objectives for FY 2020
- Community Resources Report
- Consumer Services Report for August 2019
- Program Updates
- Annual PNAC Reports
- FY 2019 Goals & Objectives Progress Report 4th Quarter
- 4th Quarter FY 2019 Corporate Compliance and Quality Management Report
- Annual Corporate Compliance Report and 1st Quarter FY 2020 Corporate Compliance Training
- Appoint Texas Council Representative and Alternate for FY 2020
- Board of Trustees Reappointments and Oaths of Office
- Analysis of Board Members Attendance for FY 2019 Regular and Special Called Board Meetings
- Personnel Report for August 2019
- Texas Council Risk Management Fund Claims Summary for August 2019
- Authorize Check Signers
- Approve FY 2020 Dues Commitment and Payment Schedule for Texas Council
- Review Preliminary August 2019 Financial Statements
- 4th Quarter Investment Report
- Board of Trustees Unit Financial Statement for August 2019
- HUD 811 Updates – Montgomery, Cleveland and Huntsville
- Foundation Board Update

October 24, 2019 – Board Meeting

- Approve Minutes from September 26, 2019 Board Meeting
- Longevity Recognitions
- Program Presentation - ISC Group, 401(a) Retirement Account Plan Review
- Community Resources Report
- Consumer Services Report for September 2019
- Program Updates
- Medicaid 1115 Transformation Waiver Project Status Report
- Board of Trustees Oaths of Office (any not present in September)
- Personnel Report for September 2019
- Texas Council Risk Management Fund Claims Summary for September 2019
- Approve September 2019 Financial Statements
- Board of Trustees Unit Financial Statement for September 2019

Tri-County Acronyms - Updated 1/9/19	
1115	Medicaid 1115 Transformation Waiver
ACT	Assertive Community Treatment
APS	Adult Protective Services
ADRC	Aging and Disability Resource Center
AMH	Adult Mental Health
ANSA	Adult Needs and Strengths Assessment
AOP	Adult Outpatient
APRN	Advanced Practice Registered Nurse
ARDS	Assignment Registration and Dismissal Services
ASH	Austin State Hospital
BJA	Bureau of Justice Administration
BMI	Body Mass Index
C&Y	Child & Youth Services
CAM	Cost Accounting Method
CANS	Child and Adolescent Needs and Strengths
CARE	Client Assignment Registration & Enrollment
CBT	Computer Based Training & Cognitive Based Therapy
CC	Corporate Compliance
CCBHC	Certified Community Behavioral Health Clinic
CFRT	Child Fidelity Review Team
CHIP	Children's Health Insurance Program
CIRT	Crisis Intervention Response Team
CMH	Child Mental Health
COPSD	Co-Occuring Psychiatric and Substance Abuse Disorders
CPS	Child Protective Service
CRCG	Community Resource Coordination Group
CSHI	Cleveland Supported Housing, Inc.
DADS	Department of Aging and Disability Service
DFPS	Department of Family and Protective Services
DOB	Date of Birth
DRPS	Department of Protective and Regulatory Services
DSHS	Department of State Health Services
Dx	Diagnosis
ETBHN	East Texas Behavioral Healthcare Network
FLSA	Fair Labor Standards Act
FTH	From the Heart
FY	Fiscal Year
HCBS-AMH	Home and Community based Services - Adult Mental Health
HCS	Home and Community based Services
HHSC	Health & Human Services Commission
HIPAA	Health Insurance Portability & Accountability Act
HR	Human Resources
ICAP	Inventory for Client and Agency Planning
ICF-IID	Intermediate Care Facility - for Individuals w/Intellectual Disabilities
ICI	Independence Communities, Inc.
IDD PNAC	Intellectual and Developmental Disabilities Planning Network Advisory Committee
IHP	Individual Habilitative Plan
IMR	Illness Management and Recovery
IPE	Initial Psychiatric Evaluation
IPP	Individual Program Plan
ITP	Individual Transition Planning (schools)
JUM	Junior Utilization Management Committee
LAR	Legally Authorized Representative
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 Masters Social Worker
LMFT	Licensed Marriage and Family Therapist
LOC	Level of Care (MH)
LOC-TAY	Level of Care - Transition Age Youth
LON	Level Of Need (IDD)
LOSS	Local Outreach for Suicide Survivors
LPHA	Licensed Practitioner of the Healing Arts
LPC	Licensed Professional Counselor
LSFHC	Lone Star Family Health Center
LTD	Long Term Disability
LVN	Licensed Vocational Nurse
MAC	Medicaid Administrative Claiming
MCHC	Montgomery County Homeless Coalition
MCHD	Montgomery County Hospital District
MCOT	Mobile Crisis Outreach Team
MD	Medical Director/Doctor
MHFA	Mental Health First Aid
MIS	Management Information Services
MOU	Memorandum of Understanding
MSHI	Montgomery Supported Housing, Inc.
MTP	Master Treatment Plan
MVPN	Military Veteran Peer Network
NAMI	National Alliance for the Mentally Ill
NEO	New Employee Orientation
NGM	New Generation Medication
NGRI	Not guilty for Reason of Insanity
OCR	Outpatient Competency Restoration
PA	Physician's Assistant
PAP	Patient Assistance Program
PASRR	Pre-Admission Screening and Resident Review
PATH	Projects for Assistance in Transition from Homelessness (PATH)
PETC	Psychiatric Emergency Treatment Center
PFA	Psychological First Aid
PNAC	Planning Network Advisory Committee
PRN	Practice Registered Nurse
PRS	Psychosocial Rehab Specialist
PQI	Partnership for Quality Improvement
QIDP	Qualified Intellectual Disabilities Professional
QM	Quality Management
QMHP	Qualified Mental Health Professional
RN	Registered Nurse
RPNAC	Regional Planning & Network Advisory Committee
SAMA	Satori Alternatives to Managing Aggression
SAMHSA	Substance Abuse and Mental Health Services Administration
SASH	San Antonio State Hospital
SH	Supported Housing
SUD	Substance Use Disorder
TAC	Texas Administrative Code
TCBHC	Tri-County Behavioral Healthcare
TCCF	Tri-County Consumer Foundation
TCOOMMI	Texas Correction Office on Offenders with Medical & Mental Impairments
TCO	Treatment Co-Occurring Mental Health and Substance Abuse Services
TCRMF	Texas Council Risk Management Fund
TIC/TOC	Trauma Informed Care-Time for Organizational Change
TRA	Treatment Adult Services (Substance Abuse)
TRR	Texas Resilience and Recovery
TxHML	Texas Home Living

TRY	Treatment Youth Services (Substance Abuse)
UM	Utilization Management
UW	United Way
WCHD	Walker County Hospital District
YES	Youth Empowerment Services
YMHFA	Youth Mental Health First Aid
YPS	Youth Prevention Services