Tri-County Behavioral Healthcare Board of Trustees Meeting

January 28, 2021

Tri-County Behavioral Healthcare

Healthy Minds. Meaningful Lives.

Notice is hereby given that a regular meeting of the Board of Trustees of Tri-County Behavioral Healthcare will be held on Thursday, January 28, 2021.

The Business Committee will convene at 9:00 a.m., the Program Committee will convene at 9:30 a.m.

In accordance with section 418.016 of the Texas Government Code, Governor Abbott, as part of his Disaster Declaration related to COVID-19, has suspended various provisions of the Open Meetings Act including the requirement that government officials and members of the public be physically present at a specified meeting location for a Board meeting. In compliance with this suspended rule, the Tri-County Board of Trustees meeting will convene via teleconference at 10:00 a.m. at the number listed below. The public is invited to call and offer comments to the Board of Trustees between 10:00 a.m. and 10:05 a.m.

Teleconference Line: **800-719-7514**
Access Code: 963492
www.tcbhc.org/board-documents-
January 2021 Board Packet

In compliance with the Americans with Disabilities Act, Tri-County Behavioral Healthcare will provide for reasonable accommodations for persons attending the Board Meeting. To better serve you, a request should be received with 48 hours prior to the meeting. Please contact Tri-County Behavioral Healthcare at 936-521-6119.

AGENDA

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

II. Approve Minutes - October 22, 2020

III. Executive Director's Report - Evan Roberson
- A. Center Operations Update
- B. CCBHC Certification Update
- C. SAMHSA CCBHC Expansion Grant
- D. 1115 DSRIP Transition/PHPCCP
- E. IDD Provider Survey and Certification
- F. IDD Authority Survey
- G. Electronic Health Record RFP
- H. Legislative Updates
- I. Sale of 302 Campbell Street, Cleveland, TX
- J. OIG Utilization Review Audit
- K. New Website

IV. Chief Financial Officer's Report - Millie McDuffey

A. Budget Revision
B. FY 2020 Cost Accounting Methodology (CAM)
C. FY 2020 HCS and MEI Cost Reports

V. Program Committee

Action Items

A. Appoint New Intellectual & Developmental Disabilities Planning Network Advisory Committee Member ..... *Page 8*

Information Items

B. Community Resources Report ..... *Pages 9-13*
C. Consumer Services Reports for October, November & December 2020 ..... *Pages 14-17*
D. Program Updates ..... *Pages 18-23*
E. FY 2021 Goals and Objectives Progress Report ..... *Pages 24-27*
F. 1st Quarter FY 2021 Corporate Compliance and Quality Management Report ..... *Pages 28-31*
G. 2nd Quarter FY 2021 Corporate Compliance Training ..... *Pages 32-33*

VI. Executive Committee

Action Items

A. Approve Revisions to Board Policy C.18 - Planning Network Advisory Committee(s) ..... *Pages 34-36*

Information Items

B. Personnel Reports for October through December 2020 ..... *Pages 37-39*
C. Texas Council Risk Management Fund Claims Summary as of December 2020 ..... *Pages 40-41*
D. Texas Council Quarterly Board Meeting Update ..... *Page 42*

VII. Business Committee

Action Items

A. Approve October 2020 Financial Statements ..... *Pages 43-55*
B. Approve November 2020 Financial Statements ..... *Pages 56-69*
C. Approve December 2020 Financial Statements ..... *Pages 70-84*
D. Approve FY 2020 Independent Financial Audit ..... *Page 85*
E. Reappoint Independence Communities, Inc. Board of Directors ..... *Page 86*
F. Reappoint Montgomery Supported Housing, Inc. Board of Directors ..... *Page 87*
G. Reappoint Cleveland Supported Housing, Inc. Board of Directors ..... *Page 88*
H. Independence Oaks Apartments ..... *Page 89*

Information Items

I. 1st Quarter FY 2021 Investment Report ..... *Pages 90-94*
J. Board of Trustees Unit Financial Statements for October, November & December 2020 ..... *Pages 95-98*
K. HUD 811 Updates (Cleveland, Montgomery and Huntsville) ..... *Pages 99-102*

VIII. Executive Session in compliance with Texas Government Code Section 551.071, Consultation with Attorney and Section 551.072, Real Property.

Posted By:

Ava Green
Executive Assistant

Tri-County Behavioral Healthcare

P.O. Box 3067
Conroe, TX 77305

BOARD OF TRUSTEES MEETING

VIA TELECONFERENCE
October 22, 2020

Board Members Present:
Patti Atkins
Gail Page
Jacob Paschal
Morris Johnson
Richard Duren
Janet Qureshi
Sharon Walker

Board Members Absent:
Tracy Sorensen

Tri-County Staff Present:
Evan Roberson, Executive Director
Catherine Prestigiovanni, Director of Strategic Development
Ava Green, Executive Assistant

Via Teleconference:
Millie McDuffey, Chief Financial Officer
Kenneth Barfield, Director of Management Information Systems
Tanya Bryant, Director of Quality Management and Support
Amy Foerster, Chief Compliance Officer
Kathy Foster, Director of IDD Provider Services
Kelly Shropshire, Directory of IDD Authority Services
Sara Bradfield, Director of Adult Behavioral Health
Melissa Zemencsik, Director of Child & Youth Behavioral Health
Darius Tuminas, Controller
Tabatha Abbott, Cost Accountant
Mary Lou Flynn-Dupart, Legal Counsel
Danette Castle, CEO Texas Council of Community Centers
Lee Johnson, Deputy Director Texas Council of Community Centers

Sheriff Representatives Present:
Via Teleconference:
Captain Tim Cannon, Montgomery County Sheriff's Office
Lt. Keith DeHart, Walker County Sheriff's Office

Call to Order: Board Chair, Patti Atkins, called the meeting to order at 10:00 a.m. via teleconference.

Cont.

Public Comment: Public Comment presented by John Nicks. John requested additional opportunities to meet with Tri-County Personnel. He reported that he was grateful for services and support currently being provided.

Quorum: There being seven (7) Board Members present via teleconference, a quorum was established.

Resolution #10-22-01 **Motion Made By:** Jacob Paschal
Seconded By: Sharon Walker, with affirmative votes by Gail Page, Morris Johnson, Richard Duren and Janet Qureshi that it be…

Resolved: That the Board excuse the absence of Tracy Sorensen.

Program Presentation:

Texas Council of Community Centers Legislative Forecast: Together We Can - presented by Lee Johnson, Deputy Director, with opening comments presented by Danette Castle, CEO.

Resolution #10-22-02 **Motion Made By:** Morris Johnson
Seconded By: Jacob Paschal, with affirmative votes by Gail Page, Sharon Walker, Janet Qureshi and Richard Duren that it be…

Resolved: That the Board approve the minutes of the September 24, 2020 meeting of the Board of Trustees.

Executive Director's Report:

The Executive Director's report is on file.

- Operational Updates
  - Provider Relief Funds, Phase 3
- Montgomery County Texas NAACP Meeting
- Houston Furniture Bank

Chief Financial Officer's Report:

The Chief Financial Officer's report is on file.

- FY 2020 Audit
- CFO Consortium
- Worker's Compensation Audit

PROGRAM COMMITTEE:

Resolution #10-22-03

Motion Made By: Jacob Paschal
Seconded By: Janet Qureshi, with affirmative votes by Morris Johnson, Gail Page, Sharon Walker and Richard Duren that it be…

Resolved: That the Board approve the appointment of Pat Shaw as the new Intellectual and Developmental Disabilities Planning Network Advisory Committee Member for the remainder of a two-year term expiring August 31, 2021.

The Community Resources Report was reviewed for information purposes only.

The Consumer Services Report for September 2020 was reviewed for information purposes only.

The Program Updates Report was reviewed for information purposes only.

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

EXECUTIVE COMMITTEE:

The Personnel Report for September 2020 was reviewed for information purposes only.

The Texas Council Risk Management Fund Claims Summary for September 2020 was reviewed for information purposes only.

The Texas Council Quarterly Board Meeting Report was reviewed for information purposes only.

BUSINESS COMMITTEE:

Resolution #10-22-04

Motion Made By: Morris Johnson
Seconded By: Richard Duren, with affirmative votes by Gail Page, Janet Qureshi, Sharon Walker and Jacob Paschal that it be…

Resolved: That the Board approve the September 2020 Financial Statements.

The Board received an update on Agenda Item VIII-B, Independence Oaks Apartments. This Agenda Item was deferred to the January 28, 2021 Board Meeting, no action was taken.

The HUD 811 Update for Cleveland, Montgomery and Huntsville was reviewed for information purposes only.

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

The Board of Trustees Unit Financial Statement for September 2020 was reviewed for information purposes only.

Cont.

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

Adjournment:

_____

Patti Atkins Date
Chair

Attest:

_____

Jacob Paschal Date
Secretary

Agenda Item: Appoint New Intellectual and Developmental Disabilities Planning Network Advisory Committee Member **Committee:** Program	**Board Meeting Date** January 28, 2021

Background Information:

The Texas Health and Human Services contract requires that the Planning Network Advisory Committee "…be composed of at least nine members, fifty percent of whom shall be consumers or family members of consumers…" We currently have one (1) IDDPNAC opening.

Staff is recommending the appointment of the volunteer listed below to the Intellectual and Developmental Disabilities Planning Network Advisory Committee.

Ladana Igler, Family and Community Member

- Volunteer at SIRE Therapeutic Horsemanship

Ms. Igler has agreed to serve on the IDDPNAC for the remainder of a two-year term which will expire August 31, 2021.

Supporting Documentation:

None

Recommended Action:

Appoint Ladana Igler as a New Intellectual and Developmental Disabilities Planning Network Advisory Committee Member to the Remainder of a Two-Year Term Which Expires August 31, 2021

Agenda Item: Community Resources Report **Committee:** Program	**Board Meeting Date:** January 28, 2021
Background Information: None	
Supporting Documentation: Community Resources Report	
Recommended Action: **For Information Only**	

Community Resources Report
October 23, 2020 – January 28, 2021

Volunteer Hours:

Location	October	November	December
Conroe	144.89	103.50	47.70
Cleveland	0	0	.50
Liberty	3.0	0	.50
Huntsville	4.5	0	0
Total	**152.39**	**103.50**	**48.70**

COMMUNITY ACTIVITIES:

10/26/20	University of Houston Mental Health Meeting – Virtual	Houston
10/26/20	Service Members, Veterans, and Family Peer Support During COVID 19 Meeting – Virtual	Conroe
10/27/20	Walker County Community Resource Coordination Group – Virtual	Huntsville
10/28/20	Conroe Noon Lions Club Luncheon – In Person	Conroe
10/28/20	Veteran Connection Meeting – Virtual	Conroe
10/28/20	Montgomery County Veterans Jail Meeting - Virtual	Conroe
10/28/20	Montgomery County Veterans Treatment Court - Virtual	Conroe
10/29/20	Women Veterans Network Zoom Meeting	Conroe
10/29/20	Conroe Noon Lions Club Directors and VP's Meeting – In Person	Conroe
11/2/20	Montgomery County Homeless Coalition Board Meeting – In Person	Conroe
11/3/20	Liberty County Veterans Treatment Court Meeting – Virtual	Liberty
11/4/20	YMHFA Region 6 Educators – Virtual	Conroe
11/4/20	Conroe Noon Lions Club Luncheon – In Person	Conroe
11/4/20	Montgomery County Child Fatality Review Team (CFRT) - Virtual	Conroe
11/5/20	Women Veterans Support Group Meeting – Virtual	Conroe
11/5/20	Women Veterans Network Zoom Meeting	Conroe
11/9/20	Keep the Bouquet Veterans Event – In Person	Conroe
11/9/20	Liberty County Community Resources Coordination Group – Virtual	Liberty
11/9 - 11/10/20	3rd Annual Judicial Summit on Mental Health – Virtual	Austin
11/10/20	Liberty County Veterans Treatment Court – Virtual	Liberty
11/10/20	Veterans Program Review Area Meeting – Virtual	Conroe
11/10/20	Behavioral Health Suicide Prevention Trauma and Grief Workgroup Meeting - Virtual	Conroe
11/10/20	Huntsville ISD Student Health Advisory Committee Meeting – Virtual	Huntsville
11/10/20	Splendora ISD Counselor Collaboration Meeting – In Person	Splendora

11/11/20	Montgomery County Jail Veterans Support Call – Virtual	Conroe
11/11/20	Conroe Noon Lions Club Luncheon – In Person	Conroe
11/11/20	Lonestar College Veterans Speaking Engagement – Virtual	Conroe
11/11/20	Conroe Noon Lions Club Board of Directors Meeting – In Person	Conroe
11/11/20	Liberty County Veterans Network Meeting – Virtual	Liberty
11/12/20	Women Veterans Network Zoom Meeting	Conroe
11/12/20	Community Help Expo – Navigating Behavioral Health and Suicide – Lonestar Convention Center – In Person	Conroe
11/17/20	Montgomery County Community Resource Coordination Group – Virtual	Conroe
11/17/20	Montgomery County Civil Service Meeting – In Person	Conroe
11/17/20	Veteran Service Task Force Meeting – Virtual	Conroe
11/17/20	Houston VA MOU Discussion – Virtual	Houston
11/17/20	Huntsville ISD Student Care Team Meeting - Virtual	Huntsville
11/17/20	Walker County Community Resource Coordination Group – Virtual	Huntsville
11/18/20	Montgomery County Jail Veteran Support Call	Conroe
11/18/20	Military Veteran Peer Network Training – Virtual	Conroe
11/18/20	Wounds to Wisdom Women's Support Group - Virtual	Conroe
11/18/20	Women Veterans Network Zoom Meeting	Conroe
11/18/20	Kitchen Tales - Women Veteran Support Group - Virtual	Huntsville
11/19/20	Montgomery County Homeless Coalition Community Meeting – In Person	Conroe
11/23/20	Military Leadership Meeting - Virtual	Conroe
11/25/20	Montgomery County Jail Veterans Support Call	Conroe
11/25/20	Conroe Noon Lions Club Luncheon – In Person	Conroe
11/25/20	Military Veteran Peer Network Meeting – Virtual	Conroe
11/25/20	Montgomery County Veterans Treatment Court – Virtual	Conroe
12/1/20	Veterans Peer Support - Conference Call	Conroe
12/2/20	Montgomery County Jail Veterans Support Call	Conroe
12/2/20	Conroe Noon Lions Club Luncheon – In Person	Conroe
12/3/20	Women Veterans Support Group Meeting – Virtual	Conroe
12/4/20	Veterans MHFA – In Person	Liberty
12/7/20	Henry's Home Veterans MHFA – In Person Part I	Conroe
12/8/20	Henry's Home Veterans MHFA – In Person Part II	Conroe
12/8/20	Assisting Victims Escape & Recover from Trafficking Meeting – Virtual	Conroe
12/8/20	Splendora ISD Counselor Collaboration Meeting – In Person	Splendora
12/9/20	Military Veteran Peer Network Meeting – Conference Call	Conroe
12/9/20	Conroe Noon Lions Club Luncheon – In Person	Conroe
12/9/20	Conroe Noon Lions Club Board of Directors Meeting – In Person	Conroe
12/9/20	Montgomery County Veterans Treatment Court - Virtual	Conroe

12/9/20	Tarkington ISD School Health and Advisory Committee Meeting – Virtual	Cleveland
12/10/20	Veterans Treatment Court Emergency Fund Meeting – In Person	The Woodlands
12/10/20	Women Veterans Support Group Meeting – Virtual	Conroe
12/10/20	Huntsville ISD Leadership Team Meeting – Virtual	Huntsville
12/14/20	Military Veterans Peer Network Meeting – Virtual	Conroe
12/15/20	Veterans Treatment Court Mentor Meeting - Virtual	Conroe
12/15/20	Walker County Community Resource Coordination Group – Virtual	Huntsville
12/16/20	Military Veterans Peer Network Meeting at Jail Pod – Virtual	Conroe
12/16/20	Women Veterans Network Zoom Meeting	Conroe
12/16/20	Kitchen Tales – Women Veterans Support Group - Virtual	Conroe
12/16/20	Conroe Noon Lions Club Luncheon – In Person	Conroe
12/16/20	Network Meeting/MET Inc. Fatherhood Program of Chambers, Liberty and Montgomery Counties – Virtual	Liberty
12/17/20	Montgomery County Homeless Coalition Community Meeting – Virtual	Conroe
12/17/20	Military Veterans Peer Network Meeting – Virtual	Conroe
12/18/20	Montgomery County VA Meeting – In Person	Conroe
12/23/20	Montgomery County Jail Veterans Support Call	Conroe
12/23/20	Montgomery County Veterans Treatment Court – Virtual	Conroe
12/28/20	Military Veterans Peer Network Meeting – Virtual	Conroe
12/30/20	Military Veterans Peer Network Mentor Jail POD Meeting – Virtual	Conroe
12/31/20	Women Veterans Support Group Meeting – Virtual	Conroe
1/4/21	Military Veterans Peer Network Meeting – Virtual	Conroe
1/4/21	Montgomery County Homeless Coalition Board Meeting – Virtual	Conroe
1/5/21	Huntsville ISD Student Health Advisory Committee Meeting – Virtual	Huntsville
1/6/21	Montgomery County Civil Service Meeting – In Person	Conroe
1/6/21	Montgomery County Jail Veterans Support Call	Conroe
1/6/21	Conroe Noon Lions Club Luncheon – In Person	Conroe
1/7/21	Women Veterans Support Group Meeting – Virtual	Conroe
1/11/21	Military Veterans Peer Network Meeting – Virtual	Conroe
1/12/21	Rotary Club Mental Health Presentation – In Person	The Woodlands
1/12/21	Splendora ISD Counselor Collaboration Meeting – In Person	Splendora
1/13/21	Military Veterans Peer Network Mentor Jail POD Meeting – Virtual	Conroe
1/13/21	Conroe Noon Lions Club Luncheon – In Person	Conroe
1/13/21	Montgomery County Veterans Treatment Court - Virtual	Conroe
1/13/21	Family and Community Coalition of Montgomery County – Virtual	Conroe

1/14/21	Montgomery County Community Assistance Recovery Efforts and Services Meeting - Virtual	Conroe
1/14/21	Huntsville ISD Parent Information Meeting – In Person	Huntsville
1/14/21	Women Veterans Support Group Meeting – Virtual	Conroe
1/14/21	Leadership Montgomery County Healthcare Session – Virtual	Conroe
1/19/21	Montgomery County Community Resource Coordination Group – Virtual	Conroe
1/26/21	Walker County Community Resource Coordination Group – Virtual	Huntsville
1/27/21	Tarkington ISD School Health and Advisory Committee Meeting – Virtual	Cleveland

UPCOMING ACTIVITIES:

2/9/21	Splendora ISD Counselor Collaboration Meeting – In Person	Splendora
2/9/21	Huntsville ISD Student Health Advisory Committee Meeting – Virtual	Huntsville
2/16/21	Montgomery County Community Resource Coordination Group – Virtual	Conroe
2/16/21	Walker County Community Resource Coordination Group – Virtual	Huntsville

Agenda Item: Consumer Services Reports for October, November & December 2020 **Committee:** Program	**Board Meeting Date:** January 28, 2021
Background Information: None	
Supporting Documentation: Consumer Services Reports for October, November & December 2020	
Recommended Action: **For Information Only**	

Consumer Services Report
October 2020

Consumer Services	Montgomery	Cleveland	Liberty	Walker	Total
Crisis Services, MH Adults/Children					
Persons Screened, Intakes, Other Crisis Services	768	71	35	88	**962**
Transitional Services (LOC 5)	0	0	0	0	**0**
Psychiatric Emergency Treatment Center (PETC) Served	61	11	1	3	**76**
Psychiatric Emergency Treatment Center (PETC) Bed Days	222	59	4	17	**302**
Adult Contract Hospital Admissions	22	2	0	3	**27**
Child and Youth Contract Hospital Admissions	7	0	0	1	**8**
Total State Hospital Admissions	0	0	0	0	**0**
Routine Services, MH Adults/Children					
Adult Service Packages (LOC 1-4, FEP)	1449	217	174	125	**1965**
Adult Medication Services	1016	92	87	103	**1298**
Child Service Packages (LOC 1-4, YC, YES, TAY, RTC, FEP)	791	61	36	74	**962**
Child Medication Services	233	25	16	17	**291**
TCOOMMI (Adult Only)	122	14	12	14	**162**
Adult Jail Diversions	0	0	0	0	**0**
Persons Served by Program, IDD					
Number of New Enrollments for IDD Services	8	3	4	0	**15**
Service Coordination	744	40	45	71	**900**
Persons Enrolled in Programs, IDD					
Center Waiver Services (HCS, Supervised Living)	25	4	14	18	**61**
Substance Abuse Services					
Children and Youth Prevention Services	714	0	15	0	**729**
Youth Substance Abuse Treatment Services/COPSD	9	0	0	0	**9**
Adult Substance Abuse Treatment Services/COPSD	56	0	0	0	**56**
Waiting/Interest Lists as of Month End					
Adult Mental Health Services	19	0	0	0	**19**
Home and Community Based Services Interest List	1922	148	173	223	**2466**
October Served by County					
Adult Mental Health Services	1936	189	169	246	**2540**
Child Mental Health Services	952	76	42	88	**1158**
Intellectual and Developmental Disabilities Services	791	46	57	78	**972**
Total Served by County	**3679**	**311**	**268**	**412**	**4670**
October Served by Phone by County					
Adult Mental Health Services	1110	115	85	155	**1465**
Child Mental Health Services	734	63	38	84	**919**
Intellectual and Developmental Disabilities Services	784	46	55	77	**962**
Total Served by County	**2628**	**224**	**178**	**316**	**3346**
October Services by Phone by County					
Adult Mental Health Services	2162	198	139	254	**2753**
Child Mental Health Services	1817	170	98	275	**2360**
Intellectual and Developmental Disabilities Services	2946	197	262	295	**3700**
Total Served by County	**6925**	**565**	**499**	**824**	**8813**
September Served by County					
Adult Mental Health Services	1951	187	138	252	**2528**
Child Mental Health Services	903	67	34	89	**1093**
Intellectual and Developmental Disabilities Services	807	45	54	75	**981**
Total Served by County	**3661**	**299**	**226**	**416**	**4602**

Consumer Services Report
November 2020

Consumer Services	Montgomery	Cleveland	Liberty	Walker	Total
Crisis Services, MH Adults/Children					
Persons Screened, Intakes, Other Crisis Services	715	57	35	84	**892**
Transitional Services (LOC 5)	0	0	0	0	**0**
Psychiatric Emergency Treatment Center (PETC) Served	52	6	3	8	**69**
Psychiatric Emergency Treatment Center (PETC) Bed Days	178	18	14	37	**247**
Adult Contract Hospital Admissions	21	1	0	0	**22**
Child and Youth Contract Hospital Admissions	10	0	0	0	**10**
Total State Hospital Admissions	0	0	0	0	**0**
Routine Services, MH Adults/Children					
Adult Service Packages (LOC 1-4, FEP)	1388	215	185	113	**1901**
Adult Medication Services	954	85	61	62	**1162**
Child Service Packages (LOC 1-4, YC, YES, TAY, RTC, FEP)	796	58	36	75	**965**
Child Medication Services	221	15	6	17	**259**
TCOOMMI (Adult Only)	110	12	7	12	**141**
Adult Jail Diversions	1	0	0	0	**1**
Persons Served by Program, IDD					
Number of New Enrollments for IDD Services	16	0	2	1	**19**
Service Coordination	749	40	44	71	**904**
Persons Enrolled in Programs, IDD					
Center Waiver Services (HCS, Supervised Living)	25	4	14	18	**61**
Substance Abuse Services					
Children and Youth Prevention Services	742	0	15	0	**757**
Youth Substance Abuse Treatment Services/COPSD	9	0	0	0	**9**
Adult Substance Abuse Treatment Services/COPSD	55	0	0	0	**55**
Waiting/Interest Lists as of Month End					
Adult Mental Health Services	22	0	0	0	**22**
Home and Community Based Services Interest List	1931	149	173	223	**2476**
November Served by County					
Adult Mental Health Services	1820	174	146	230	**2370**
Child Mental Health Services	983	78	51	80	**1192**
Intellectual and Developmental Disabilities Services	795	43	57	75	**970**
Total Served by County	**3598**	**295**	**254**	**385**	**4532**
November Served by Phone by County					
Adult Mental Health Services	1027	112	83	155	**1377**
Child Mental Health Services	708	48	44	70	**870**
Intellectual and Developmental Disabilities Services	790	43	55	74	**962**
Total Served by County	**2525**	**203**	**182**	**299**	**3209**
November Services by Phone by County					
Adult Mental Health Services	1922	190	134	266	**2512**
Child Mental Health Services	1598	98	84	205	**1985**
Intellectual and Developmental Disabilities Services	2615	185	238	299	**3337**
Total Served by County	**6135**	**473**	**456**	**770**	**7834**
October Served by County					
Adult Mental Health Services	1936	189	169	246	**2540**
Child Mental Health Services	952	76	42	88	**1158**
Intellectual and Developmental Disabilities Services	791	46	57	78	**972**
Total Served by County	**3679**	**311**	**268**	**412**	**4670**

Consumer Services Report
December 2020

Consumer Services	Montgomery	Cleveland	Liberty	Walker	Total
Crisis Services, MH Adults/Children					
Persons Screened, Intakes, Other Crisis Services	485	55	30	65	**635**
Transitional Services (LOC 5)	0	0	0	0	**0**
Psychiatric Emergency Treatment Center (PETC) Served	55	5	3	3	**66**
Psychiatric Emergency Treatment Center (PETC) Bed Days	216	21	18	7	**262**
Adult Contract Hospital Admissions	28	4	2	2	**36**
Child and Youth Contract Hospital Admissions	5	0	1	0	**6**
Total State Hospital Admissions	0	0	0	0	**0**
Routine Services, MH Adults/Children					
Adult Service Packages (LOC 1-4, FEP)	1392	244	168	91	**1895**
Adult Medication Services	909	85	61	87	**1142**
Child Service Packages (LOC 1-4, YC, YES, TAY, RTC, FEP)	811	63	38	81	**993**
Child Medication Services	185	17	16	19	**237**
TCOOMMI (Adult Only)	97	13	8	14	**132**
Adult Jail Diversions	0	0	0	0	**0**
Persons Served by Program, IDD					
Number of New Enrollments for IDD Services	10	0	0	1	**11**
Service Coordination	726	38	43	71	**878**
Persons Enrolled in Programs, IDD					
Center Waiver Services (HCS, Supervised Living)	25	4	14	18	**61**
Substance Abuse Services					
Children and Youth Prevention Services	742	0	15	0	**757**
Youth Substance Abuse Treatment Services/COPSD	12	0	0	0	**12**
Adult Substance Abuse Treatment Services/COPSD	44	0	0	0	**44**
Waiting/Interest Lists as of Month End					
Adult Mental Health Services	14	0	0	0	**14**
Home and Community Based Services Interest List	1929	148	173	223	**2473**
December Served by County					
Adult Mental Health Services	1721	185	138	197	**2241**
Child Mental Health Services	896	78	43	89	**1106**
Intellectual and Developmental Disabilities Services	780	44	54	75	**953**
Total Served by County	**3397**	**307**	**235**	**361**	**4300**
December Served by Phone by County					
Adult Mental Health Services	955	118	74	121	**1268**
Child Mental Health Services	649	49	31	67	**796**
Intellectual and Developmental Disabilities Services	770	44	52	75	**941**
Total Served by County	**2374**	**211**	**157**	**263**	**3005**
December Services by Phone by County					
Adult Mental Health Services	1857	223	128	191	**2399**
Child Mental Health Services	1581	91	69	197	**1938**
Intellectual and Developmental Disabilities Services	2540	162	211	289	**3202**
Total Served by County	**5978**	**476**	**408**	**677**	**7539**
November Served by County					
Adult Mental Health Services	1820	174	146	230	**2370**
Child Mental Health Services	983	78	51	80	**1192**
Intellectual and Developmental Disabilities Services	795	43	57	75	**970**
Total Served by County	**3598**	**295**	**254**	**385**	**4532**

Agenda Item: Program Updates **Committee:** Program	**Board Meeting Date:** January 28, 2021
Background Information: None	
Supporting Documentation: Program Updates	
Recommended Action: **For Information Only**	

Program Updates
October 23, 2020 – January 28, 2021

Crisis Services

1. Our new bilingual psychiatrist started working at the PETC at the end of November to provide much needed assistance to Dr. Sneed treating walk-in individuals and CSU clients at the PETC.
2. The maximum census on the CSU was raised from 12 to 14 in December. This allows for there to be two beds for infection management in the event a client develops COVID symptoms during their stay and needs to be isolated from other clients. The census had to be capped at 10 for a few weeks after a City of Conroe water line repair caused a significant amount of sediment to enter the water line and several toilets and the washing machine had to be repaired.
3. While there has not been a significant number of staff working on the Crisis Stabilization Unit who have been out for COVID-related reasons, there has been an ongoing struggle maintaining staff coverage in the MCOT and CAS (walk-in) programs largely due to difficulty filling open positions for bachelor's-level clinical staff.
4. We have established protocols with most of the emergency departments in our area to conduct crisis assessments via televideo technology. This keeps MCOT clinicians out of emergency rooms where they are more likely to be exposed to COVID and the elimination of the time spent driving to these locations allows for assessments to be completed with less wait time. Many area ERs are very full and the chance for exposure would be high if these staff were going in and out of these facilities.
5. We did not experience the typical decrease in utilization of crisis services over the holidays. The CSU is typically almost empty on Christmas Day and this year it was almost at capacity with 12 clients.
6. The increased number of individuals in crisis has also resulted in an increase in the number of individuals in psychiatric hospital contract beds. This time last year (9/1/19 to 1/2/20) we had a total of 1,161 contract hospital bed-days. For the same time period this year (9/1/20 to 1/2/21) we have had 1,441 bed-days. In terms of dollar amounts, 280 more bed-days in the first 4 months of this year means an estimated $168,000 more spent on contract hospitalizations so far this year.

MH Adult Services

1. Adult Outpatient services has hired a Clinic Support Liaison who will provide additional support to the direct care staff, allowing them opportunity to focus on providing more direct care. This staff assists in sending correspondence to individuals served, and will be training and learning about care coordination to improve our relationships with frequently used community resources.
2. The First Episode Psychosis program has hired a Peer Support Specialist. Using their experience living with and managing mental illness, the Peer Support Specialist will provide support and education to individuals and their families to promote achievement of recovery goals and overall wellness for those served.

3. The First Episode Psychosis program has been working with Burke and Spindletop Center's Early Onset programs to create processes for transitioning clients between programs, brainstorm ways to engage clients during the pandemic, and share lessons learned to increase program effectiveness and have a greater impact on the lives of those served.
4. Routine intake continues to see a significant increase in the number of adults seeking services. Often, care is sought for depression and anxiety and most of those requesting care are new to the system. Despite the increase, the team continues to be able to offer same day evaluation for those who are able to participate as well as next day evaluations for admission.
5. Late last year we began providing adult medication clinic services from 5 pm to 7 pm, Monday through Thursday with one of our Advance Practicing Registered Nurses. The response to the evening clinic was popular enough that we added a second prescriber in November. If we can find client demand and appropriate staffing, one of our long term goals would be to provide services on Saturday.
6. Our new bilingual psychiatrist will provide coverage one day a week at the Sgt. Ed Holcomb location in Conroe for Spanish speaking clients. In addition to these bilingual clients, he will also be available for consultation with high-need clients.

MH Child and Youth Services

1. As the number of clients, staff, or their families either test positive for COVID or experience symptoms increases, the ability to provide services has been negatively impacted. When staff have to work from home, the biggest barrier is that the children who attend in-person school do not have access to telehealth devices during the school day.
2. The number of children and youth recommended for wraparound services offered by the YES Waiver and in Level of Care 4 is increasing due to intensive needs. Wraparound specialists are held to a maximum of 10 children per caseload.
3. Our newest Family Partner was recently tested for fluency in Spanish and passed. This will significantly help our team engage and assist Spanish-speaking families.

Criminal Justice Services

1. The FY21 budget for TCOOMMI programming has been finalized after several months of negotiations.
2. The TCOOMMI program was publicly praised for their work using care coordination and collaboration and was cited as an example for other programs by the TCOOMMI Director during a Conference call with all Probation Directors and Community Justice Assistance Division.
3. The Criminal Justice Administrator is in communication with Directors from Walker County and Liberty County Probation to further develop relationships, provide education on our services, and promote opportunities for connection of individuals with behavioral health needs to the TCOOMMI program.

Substance Use Disorder Services

1. As part of CCBHC, Center clinical staff are being trained in the SBIRT (Screening, Brief Intervention, and Referral to Treatment) model, which focuses on providing appropriate assessments, conversations, and education to individuals around substance use. The program is designed to raise awareness of substance use behaviors and promote connection to needed care and is expected to result in an increase in internal referrals to treatment.
2. The Youth Substance Use program has experienced an increase in census from October to December, with a consistent number of referrals coming from Juvenile Probation. This increase is consistent with previous years as youth are returning to school.
3. We have seen, and expect to continue to see, a significant increase in referrals to the Expanded Substance Use Disorder Treatment Program after hiring a staff to provide counseling and other clinical interventions to individuals who are in need of treatment for substance use behaviors, but are not ready to engage in care.
4. Because our staff were not allowed on-campuses for the first couple of months of this school year, we were able to get required permissions from both the curriculum developer and HHS to modify the curriculum so that we will complete all Youth Prevention Universal groups planned for this school year. Those groups are normally 13 weeks in duration for each cycle, but we received permissions to combine sessions so that the groups can be done in 9 weeks for the second semester.

IDD Services

1. The IDD Provider Recertification Survey (audit) was scheduled for January 19, 2021. The Waiver Survey and Certification team (auditors) have implemented a new auditing process effective January 11, 2021 and will be one of the first organizations to go through the new process. While this Center has had zero findings on this audit for more years than anyone can remember, with the new audit process and the impact of COVID, we are not confident that we will keep this streak in place. However, regardless of the score, the Board should be confident that this program remains far above average.
2. The IDD Provider mandatory Electronic Visit Verification (EVV) which involves electronic verification of visits via a smart phone application with GPS for in home Respite and Community First Choice (CFC) services, officially started January 1, 2021.
3. The IDD Provider Department continues to work through the COVID-19 requirements for Host Home and Supervised Living sites to ensure compliance.
4. HCS individuals and their families have had some challenges over the past eight months complying with all of the state-required COVID-19 restrictions. These families have also noted regression in skills and increase behaviors in some of our clients.
5. HHSC Waiver Survey Certification staff have been out conducting home visits to ensure all locations are complying and we have received reports with 100% compliance.
6. IDD Authority Service Coordinators are finding it difficult to get contacts. Individuals, families and providers are becoming less interested in phone call follow-ups from these staff.

Support Services

1. **Quality Management (QM):**
    a. The Continuous Quality Improvement Committee (CQI) met on January 28th to review the results of client surveys conducted throughout the first quarter of FY 21. These surveys were aimed at gaining information on general satisfaction as well as barriers to attending pharmacological management appointments. Overall, the majority of clients reported feeling safe in our environment and were satisfied with the staff and services provided. The primary barrier reported was transportation and second to that was forgetting, both of which were consistent with previously conducted surveys from staff.
    b. The Administrator of Quality Management completed a Program Survey of Assertive Community Treatment (ACT) and is currently conducting a review of Child and Youth LOC 1-3 services and corresponding medication services.
    c. The QM Department along with Child and Youth Services, prepared and submitted documentation in preparation for a Health and Human Services Commission (HHSC) audit of Youth Empowerment Services (YES) Waiver which took place on November 16 – 20.
    d. Staff began preparing pre-site documents requested for the upcoming IDD Authority Audit which were due to be submitted by January 22nd. In addition, staff continue to conduct monthly reviews of IDD charts in compliance with the corrective action plan from last year.
    e. Staff reviewed 37 notes containing the Co-Occurring Psychiatric and Substance Use Disorder (COPSD) modifier for the month of November and 61 for the month of December to ensure proper use and documentation of this modifier for individuals indicating a need for Substance Use Disorder Intervention and provided additional training to staff as indicated.
    f. Staff prepared and submitted two record requests, each for four charts for a private insurance company dating back to January 2019.
    g. Staff prepared and submitted one record request for two charts for United Healthcare insurance dating back to January 2020.
    h. Staff prepared and submitted one record request for 30 charts for Superior HealthPlan insurance dating back to November 2017.
    i. Staff reviewed 19 progress notes for outpatient mental health services (15 adults and four youth) for quality assurance purposes and followed up with staff and supervisors as indicated.

2. **Utilization Management (UM):**
    a. Results from the Utilization Review initiated by the Office of the Inspector General (OIG) last fall resulted in zero findings for our Center following clarification on one item they could not locate during review. We have received a preliminary report and are waiting for a final report following our response.
    b. The Junior Utilization Management Committee continues to track and monitor the Center's performance data to ensure that required measures are met, monitor CQI data for change, identify trends in the data that may help guide program services, and has completed the development of a risk stratification tool that we hope will

assist in identifying the most at risk individuals served in order to provide targeted Care Coordination as appropriate.

c. Staff reviewed 10% of all Center discharges each month to ensure appropriateness and that proper notifications were provided. Follow up with staff and managers is provided as needed to ensure quality improvement where indicated.

3. **Training:**
   a. The Clinical Trainer is in the process of wrapping up a series of trainings to staff that will help them prepare for the Center attaining certification as a Certified Community Behavioral Health Clinic (CCBHC).
   b. As a result of the pandemic, certain delays in trainings involving close contact were implemented. Staff have since been working to ensure these trainings are up to date. Slots have been prioritized based on role to ensure that individuals with client contact receive priority.
   c. A Cultural Diversity Workgroup has been formed to review items such as our current cultural diversity training and make recommendations as appropriate.

4. **Veteran Services and Veterans Counseling/Crisis:**
   a. We did not get our Texas Veterans Commission grant renewed for Crisis Services, but we have applied for two other crisis services grants from the John S. Dunns Foundation, and the Robert Irvine Foundation.
   b. We continue to offer Cognitive Behavioral Therapy, Case Management, and Peer support for any veteran, their spouse, and child under the age of 18.

5. **Planning and Network Advisory Committee(s) (MH and IDD PNACs):**
   a. The MH PNAC met on November 4th and reviewed key Center program updates, the annual proposed budget, and reviewed updates related to CQI and CCBHC. The Committee currently has 10 members.
   b. The IDD PNAC met on December 2, 2020 where they reviewed key Center program updates and information and reviewed current membership. The Committee currently has eight of the required nine members and the committee has recommended an additional member who will be reviewed in today's Board meeting.

Community Activities

1. We have five in-person Mental Health First Aid classes we will be teaching over the next few months; and will train 300 school personnel upon completion.
2. We have begun to get some in-person speaking engagements including the Rotary Club and the New Caney Homeless Veterans Network Group.
3. Our COVID-19 Team has taken over 22,700 calls and provided counseling services to almost 1200 individuals since the program began in April of 2020.

Agenda Item: Year to Date FY 2021 Goals and Objectives Progress Report **Committee:** Program	**Board Meeting Date** January 28, 2021

Background Information:

The Management Team met on July 31, 2020 to update the five-year strategic plan and to develop the goals for FY 2021. The strategic plan and related goals were approved by the Board of Trustees at the September 2020 Board meeting. Subsequently, the Management Team developed objectives for each of the goals.

These goals are in addition to the contractual requirements of the Center's contracts with the Health and Human Services Commission or other contractors.

This report shows progress year to date for Fiscal Year 2021.

Supporting Documentation:

FY 2021, Year to Date Goals and Objectives Progress Report

Recommended Action:

For Information Only

Year-to-Date Progress Report

September 1, 2020 – January 28, 2021

Goal #1 – Administrative Competence

Objective 1:

Staff will apply for at least four grants for new services in FY 2021.

- We will be applying for the CCBHC Expansion grant from SAMHSA. This grant is for up to $2,000,000 a year for two years. Staff are currently working on the grant design and the services which will be provided with this funding. We have hired SAE & Associates, a New York, New York consultant team to assist in applying for this very complex and competitive grant.

Goal #2 – Clinical Excellence

Objective 1:

Using existing state funding or new revenue source, Tri-County will create a plan to improve the IDD Intake process by April 1, 2021.

- The team has contacted everyone on the General Revenue Intake list to determine if individual/caregiver is still interested in services and has established a pre-intake process in which the support staff work with the individuals and families to obtain needed information and offer support.
- When documents are received from the families, an eligibility assessment is scheduled. Once a client is assessed as eligible, our Intake Coordinator is assigned to complete the intake process.
- More activity is planned on this goal in the second quarter of FY 2021.

Objective 2:

The Center will be certified as a CCBHC by April 1, 2021.

- Our Center CCBHC includes:
  - Millie McDuffey, Chief Financial Officer
  - Amy Foerster, Chief Compliance Officer
  - Kenneth Barfield, Director of Management Information Services
  - Tanya Bryant, Director of Quality Management and Support
  - Sara Bradfield, Director of Adult Behavioral Health Services
  - Melissa Zemenscik, Director of Child and Youth Behavioral Health Services
  - Diane Van Lier, Crisis Services Program Director
  - Tanya Bryant, Director of Quality Management and Support
  - Evan Roberson, Executive Director

- This team has provided outstanding leadership and support as we have moved through this process.
- In December, the Tri-County CCBHC team met with the HHSC CCBHC review team and they provided Tri-County with a score of 72 on our original submission and with a list of items which needed to be resubmitted to achieve a score of 90. Over half of the items which needed to be addressed were related to the use of something called a Designated Collaborating Organization (DCO), or clinical partner that we would share our behavioral healthcare responsibility for the clients we serve. We do not plan to have any DCOs, so we just submitted a statement that essentially said these questions were not applicable. The state has since determined that we should apply these DCO requirements of other, non-behavioral health, providers. Several of the other items that the HHSC CCBHC was looking for were present in the original documentation, but were missed by the review team.
- On January 14th, the team submitted roughly 400 new documents to the state for review. We are hopeful that we will hear back on our resubmission in one month or less.
- At the same time, we are training up a group of staff and supervisors that will be interviewed virtually as the last step for our certification. Sara Bradfield, our Director of Adult Behavioral Health, has provided outstanding leadership and effort in training these staff in what we are calling 'CCBHC University.'

Objective 3:

A team will be formed to investigate the CORE model and will create a business plan, including estimated costs for the program by June 1, 2021.

- This team has not yet met.

Goal #3 – Community Connectedness

Objective 1:

Tri-County will launch the new Tri-County website by February 28, 2021.

- The Tri-County Website will be transitioned to our local server on January 21st and assuming the transfer process goes as planned, will be live for our January 28th Board meeting. Many staff have been involved since we started with this FY 2019 Board goal, but special thanks to Elizabeth Franklin, Administrative Assistant to the CFO/IT, April Balsamo, Administrator of Managed Care and Resource Development and Kenneth Barfield, Director of Management Information Services for their efforts on this project.
- While any new site may have some glitches, we feel that the website reflects a much more modern style and reflects our Center more appropriately. In addition, all information on the site is updated and accurate.

Goal #4 – Fiscal Responsibility

Objective 1:

The Client Benefits Department will be reorganized and additional staff will be hired to improve efficiency by April 1, 2021.

- Both positions, the Consumer Benefits Counselor and the Consumer Benefits Clinician (LPC), have been posted.
- The Consumer Benefits Counselor position was a vacant position already in place and the job description was reviewed, then revised to meet new standards.
- The Consumer Benefits Clinician (LPC) is a new position that was created to improve the benefits application process for our clients by providing Mental Status Examinations and additional documentation needed in determining eligibility.
- We are currently conducting testing/interviews for the Consumer Benefits Counselor position, including peer interviews with the current Consumer Benefits Counselor.
- For the Consumer Benefits Clinician (LPC) position, there are no appropriate applicants at this time. We anticipate more qualified candidates applying after the holiday season.

Goal #5 – Professional Facilities

Objective 1:

Staff will review Liberty and Huntsville Service Facilities and will create a plan for improvements, with estimated costs, by April 2, 2021.

- Evan has toured the Huntsville facility and made notes of needed repairs. One of the issues that needs to be addressed in Huntsville is that the facility is much larger than needed and much of it is currently unused.
- In Huntsville, a next step will be to discuss appropriate use of the existing space.
- A Liberty property review has been scheduled.

Goal #6 – Staff Development

Objective 1:

A Diversity Workgroup will be formed and will develop a plan to increase training and understanding about culture in the workplace and how it impacts the persons we serve.

- The Diversity Workgroup has been formed and is being led by Evan Roberson.
- The Workgroup is currently reviewing cultural awareness training and military culture training. After review of the current trainings, the team will break into sub-teams to update the current training.
- HHSCs CCBHC review team did cite the need for some small changes to the Cultural Diversity training.
- Ultimately, after reviewing and updating the training, the team will work on cultural awareness activities for the Center as a secondary goal.

Agenda Item: 1st Quarter FY 2021 Corporate Compliance and Quality Management Report **Committee:** Program	**Board Meeting Date** January 28, 2021

Background Information:

The Health and Human Service Commission's Performance Contract Notebook has a requirement that the Quality Management Department provide "routine" reports to the Board of Trustees about "Quality Management Program activities."

Although Quality Management Program activities have been included in the program updates, it was determined that it might be appropriate, in light of this contract requirement, to provide more details regarding these activities.

Since the Corporate Compliance Program and Quality Management Program activities are similar in nature, the decision was made to incorporate the Quality Management Program activities into the Quarterly Corporate Compliance Report to the Board and to format this item similar to the program updates. The Corporate Compliance and Quality Management Report for the 1st Quarter of FY 2021 are included in this Board packet.

Supporting Documentation:

1st Quarter FY 2021 Corporate Compliance and Quality Management Report

Recommended Action:

For Information Only

Corporate Compliance and Quality Management Report
1st Quarter, FY 2021

Corporate Compliance Activities

A. Key Statistics:

There were eight compliance concerns reported in the 1st Quarter. Of the eight, two concerns were deemed to not need a formal investigation or review, and resulted in supervisor consultations and staff training. The remaining six reported concerns were investigated or reviewed to completion and listed below:

1. One concern came to light during a time study conducted by Compliance which found overlap with billable and non-billable services. This concern was confirmed and the staff received a warning. Payback was made in the amount of $1,079.19.
2. A second report was of an employee who was allegedly copying and pasting documentation. This report was confirmed and the staff received retraining and a final warning. Payback was made in the amount of $3,496.15.
3. A third report alleged that there were continued concerns about an employee's work product, even though the employee had previously received retraining on how to properly bill for services. The investigation confirmed the staff was inflating billable service time; therefore, the staff received retraining and a final warning. Payback was made in the amount of $3,177.74.
4. The fourth report was of a concern that an employee may have been rounding up their billable time. The allegation was unconfirmed. While investigating the concern, a separate issue was found that resulted in payback of $99.00. The staff received additional training and a warning.
5. A fifth report was that an employee was copying and pasting documentation as well as inflating billable service time. These allegations were confirmed and the staff resigned. Payback was made in the amount of $8,536.27.
6. Lastly, concerns were reported by a client that our staff had not provided services to them and potentially inflated service time. These concerns were investigated and were unfounded with no payback.

B. Committee Activities:

The Corporate Compliance Committee met on October 14, 2020. The Committee reviewed the following:

1. A final summary of the FY20 4th Quarter investigations;
2. FY21 1st Quarter updates;
3. Annual review of the Corporate Compliance Action Plan; and
4. Trending concerns.

Quality Management Initiatives

A. Key Statistics:

1. Staff reviewed and submitted seven record requests, totaling 17 charts.
2. Staff participated in the Quarterly Superior HealthPlan on-site audit on November 18, 2020. All charts reviewed scored 100% and Superior noted that there were no concerns in the charts that they selected to audit.
3. Staff conducted several internal audits including progress note reviews, discharge documentation, authorization override requests for clinically complex individuals, and use of the co-occurring psychiatric and substance use modifier.
4. Staff assisted with two HHSC Program Audits.

B. Reviews/Audits:

1. Staff prepared and submitted four charts going back three months for the quarterly Superior HealthPlan on-site audit. As you may recall following the previous review, staff identified several concerns related to the audit including findings on the document reported to be missing that were in fact submitted along with several other concerns. These concerns were communicated to the provider representative and clinical management along with additional evidence of compliance.
2. Staff reviewed and submitted six record requests totaling 15 charts to private insurance companies for services they were billed dating back to January 2019.
3. Staff reviewed and submitted two charts to United Healthcare for services dating back to January 2020.
4. 31 progress notes were reviewed in detail for services provided for the purpose of quality improvement. Areas needing improvement were communicated to the supervisors and re-training was provided as needed.
5. Staff reviewed 94 notes that used the Co-Occurring Psychiatric and Substance Use Disorder (COPSD) modifier to ensure that the intervention was used appropriately. This review indicated that the majority of staff utilizing this code are using it correctly. Follow up was made with supervisors as appropriate to initiate additional education and training as needed.
6. Staff reviewed 91 discharges that occurred in Q1 and communicated areas that were needing improvement to supervisory staff as needed.
7. Staff completed a Program Survey for the Assertive Community Treatment (ACT) Team and provided a report identifying strengths and areas of improvement.
8. The QM Department assisted SUD program staff in the HHSC SUD Audit which concluded on October 29th, resulting in 13 findings. These findings have been included in a Corrective Action Plan (CAP) and submitted and approved by HHSC.
9. The QM Department assisted Child & Youth Services staff with the HHSC YES Waiver Audit which concluded on November 20th. The audit resulted in 11

findings that have been addressed through a CAP submitted on January 11, 2021.

C. Other Quality Management Activities:

1. The Junior Utilization Management Committee in collaboration with the Information Technology Department has created a Risk Stratification Tool and has begun analyzing the data from this tool as well as CCBHC measures reports to identify those individuals who may be appropriate for additional supports services or are in need of specific follow up.

Agenda Item: 2nd Quarter FY 2021 Corporate Compliance Training **Committee:** Program	**Board Meeting Date** January 28, 2021

Background Information:

As part of the Center's Corporate Compliance Program, training is developed each quarter for distribution to staff by their supervisors.

This training is included in the packet for ongoing education of the Tri-County Board of Trustees on Corporate Compliance issues.

Supporting Documentation:

2nd Quarter FY 2021 Corporate Compliance Training

Recommended Action:

For Information Only

COMPLIANCE NEWSLETTER

FY 2021, Quarter 2 Tri-County Behavioral Healthcare

THE PURPOSE OF COMPLIANCE PROGRAMS

4 PART SERIES

In this Issue:

Part 2 of The Purpose of Compliance Programs

Prevention

Written Policies/Code of Conduct

Training/Education

Your Corporate Compliance Team

How to Report Compliance Concerns

Part 2: The Purpose of Compliance Programs

Prevention

Effective compliance programs ensure that healthcare organizations educate and attempt to prevent fraud and abuse.

Prevention can be achieved by having the following:

- Written Policies/Code of Conduct
- Ongoing Training/Education

Written Policies/Code of Conduct

Written policies should outline compliance program expectations. They are broadly applicable to all individuals who are employed by, interact with, or serve on the board of an organization.

Training/Education

- Educational programs should include training in general compliance issues; fraud, waste and abuse; the Anti-Kickback Statute (AKS); and the False Claims Act, as well as education about how inappropriate gifts and/or relationships could put the company at risk for non-compliance.
- To create a culture of compliance, training should not only be a part of the onboarding process, but should be an ongoing initiative.
- Tri-County Behavioral Healthcare is committed to promoting a strong compliance culture that encourages all employees to hold themselves to the highest legal and ethical standards.
  - To that end, it is every employee's responsibility to be aware of key compliance components that impact their jobs daily.
  - As such, mandatory compliance trainings are provided to educate employees on important compliance policies and procedures.
  - These training are held quarterly and annually.

How to Report Concerns to the Compliance Department:

1. Phone: 936-521-6152 or toll-free at 1-866-243-9252
   You may dial *67 to block your number if you prefer to remain anonymous.
   Messages may be left confidentially; however, please leave a detailed message about the misconduct you are reporting. Please be as specific as possible;
2. A special email account has been set up for the submission of ethics-related questions or concerns.
   Email: corporatecompliance@tcbhc.org; or
3. By appointment: Your Corporate Compliance team is located at the Conroe Facility, 233 Sgt. Ed Holcomb Blvd. S. Conroe, TX 77304.

- Information communicated to the Compliance Department is confidential, within limits of the law.
- Employees are not required to identify themselves when reporting a concern.
- Tri-County maintains a non-retaliation policy.
- Failure to report non-compliance could potentially subject an employee to disciplinary action.

Your Corporate Compliance Team

Amy Foerster
Chief Compliance Officer
amyf@tcbhc.org

Heather Hensley
Administrator of Compliance
heatherh@tcbhc.org

Agenda Item: Approve Revisions to Board Policy C.18 – Planning Network Advisory Committee(s) **Committee:** Executive	**Board Meeting Date** January 28, 2021

Background Information:

The Board Policy C.18.2 related to the Planning and Network Advisory Committee has been updated to be in line with Certified Community Behavioral Healthcare (CCBHC) criteria which requires a slightly higher (1%) percentage of consumer/family representation and to address how the Center plans to direct membership through the Needs Assessment.

Currently the MH PNAC meets the percentage criteria outlined and we continue to analyze the membership composition to provide fair and representative membership of the individuals served on the Committee.

Supporting Documentation:

Revised Board Policy (Markup Version)
C.18 – Planning Network Advisory Committee(s)

Recommended Action:

Approve Revisions to Board Policy C.18 – Planning Network Advisory Committee(s)

TRI-COUNTY BEHAVIORAL HEALTHCARE

STATEMENT OF POLICY

Patti Atkins, Chair

January 28, 2021
Date

ORIGINAL EFFECTIVE DATE: April 9, 1988

REVISION DATE(S): December 8, 2016, September 26, 2019, January 28, 2021

SUBJECT: Planning Network Advisory Committee(s)

The Planning Network Advisory Committee(s) shall be an independent, impartial third party mechanism(s) which is/are charged with protecting, preserving, promoting, and advocating for the health, safety, welfare, and other legal and human rights of clients served by Tri-County Behavioral Healthcare ("Tri-County" or "Center").

I. The Tri-County Board of Trustees shall appoint, charge and support one or more Planning and Network Advisory Committees (PNACs) necessary to perform the committee's advisory functions, as follows:

A. The PNAC shall be composed of at least nine members, ~~50~~ 51 percent of whom shall be clients or family members of clients, including family members of children or youth, or another composition approved by HHSC; and include at least one persons with lived experience with homelessness or housing instability. Additional membership characteristics will be driven by the Needs Assessment to ensure that the PNAC is respresentative of the communities served.[1];

B. PNAC members shall be objective and avoid even the appearance of conflicts of interest in performing the responsibilities of the committee;

C. The Center may develop alliances with other LMHA/LIDDAs to form regional PNACs; and
   1. The Center may develop a combined mental health and Intellectual and Developmental Disability (IDD) and Mental Health (MH) PNAC.
   2. If the Center develops such a PNAC, the 50 percent client and family member representation shall consist of equal numbers of mental health and IDD clients and

[1] CCBHC 6.b.1 (Governance)

family members. Expanded membership may be necessary to ensure equal representation.

II. The Executive Director of Tri-County shall appoint a staff liaison to the PNAC(s), whose responsibility it shall be to provide training for the Committee, obtain needed support services for the Committee and serve as the primary interface between the Committee and Tri-County Board of Trustees.

A. The Center PNAC liaison(s) shall establish outcomes and reporting requirements for each PNAC;

B. The Center PNAC liaison(s) shall ensure all PNAC members receive initial and ongoing training and information necessary to achieve expected outcomes. Contractor shall ensure that the PNAC receives training and information related to 25 TAC Chapter 412, Subchapter P (Provider Network Development) and that the PNAC is actively involved in the development of the Consolidated Local Service Plan and the Provider Network Development Plan;

C. The Center PNAC liaison(s) shall ensure the PNAC has access to all information regarding total funds available through this Statement of Work for services in each program area and required performance targets and outcomes;

D. The Center PNAC liaison(s) shall ensure the PNAC receives a written copy of the final annual budget and biennial plan for each program area as approved by Contractor's Board of Trustees, and a written explanation of any variance from the PNAC's recommendations; and

E. The Center PNAC liaison(s) shall ensure that the PNAC has access to and reports to Center's Board of Trustees at least quarterly on issues related to: the needs and priorities of the LSA; implementation of plans and contracts; and the PNAC's actions that respond to special assignments given to the PNAC by the local board.

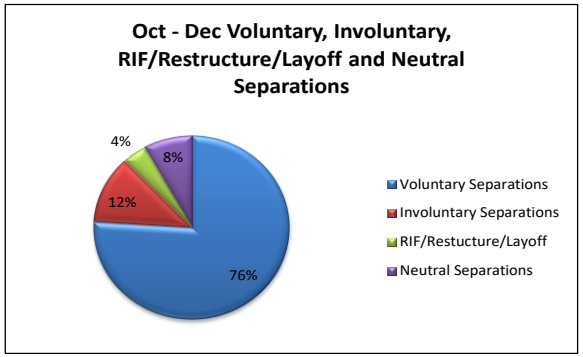
Agenda Item: Personnel Reports for October through December 2020 **Committee:** Executive	**Board Meeting Date:** January 28, 2021
Background Information: None	
Supporting Documentation: Personnel Reports for October through December 2020	
Recommended Action: **For Information Only**	

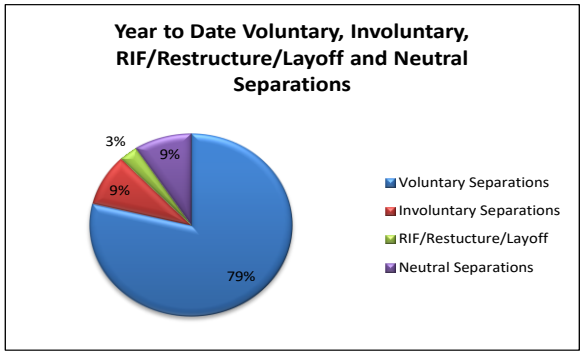
Personnel Report YTD - December 31, 2020

Total Applications received October through December = 657
Total New Hires for October through December = 36
Total New Hires Year to Date = 42

December Turnover - FY21 compared to FY20	FY21	FY20
Number of Active Employees	382	377
Number of Monthly Separations	25	19
Number of Separations YTD	33	29
Year to Date Turnover Rate	**9%**	**8%**

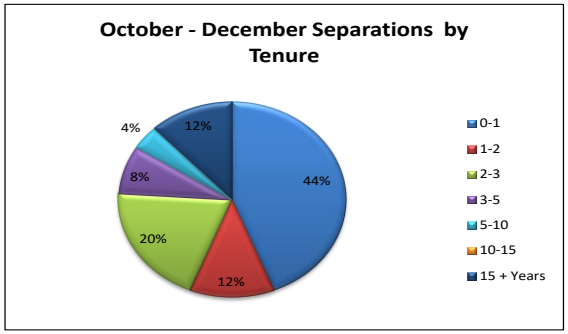
Separations by Reason	Oct - Dec Separations	FY21 YTD
Better Pay	4	5
Commute	0	0
Death	0	1
Dissatisfaction with Supervisor/Job	0	0
Family	0	1
Another job	6	7
Lack of Opportunity for Advancement	0	0
Relocating	2	4
Retirement	1	1
Return to School	0	0
Schedule	0	0
Uncomfortable with Job Duties	2	3
Health	4	4
RIF/Restructure/Layoff	1	1
Neutral Termination	2	3
Involuntarily Terminated	3	3
Total Separations	**25**	**33**

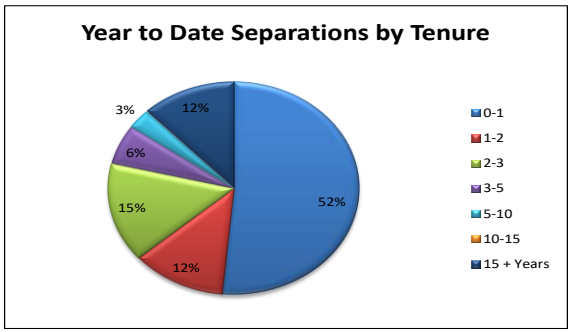




Management Team	# of Employees	Oct - Dec Separations	Year to Date Separations	% Oct - Dec	% Year to Date
Evan Roberson	23	0	0	0%	0%
Millie McDuffey	31	3	6	10%	19%
Amy Foerster	5	0	0	0%	0%
Tanya Bryant	10	1	1	10%	10%
Sara Bradfield	96	3	3	3%	3%
Melissa Zemencsik	86	4	4	5%	5%
Catherine Prestigiovanni	20	0	2	0%	10%
PETC	48	9	10	19%	21%
Kelly Shropshire	36	4	5	11%	14%
Kathy Foster	19	1	2	5%	11%
Kenneth Barfield	8	0	0	0%	0%
Total	382	25	33		

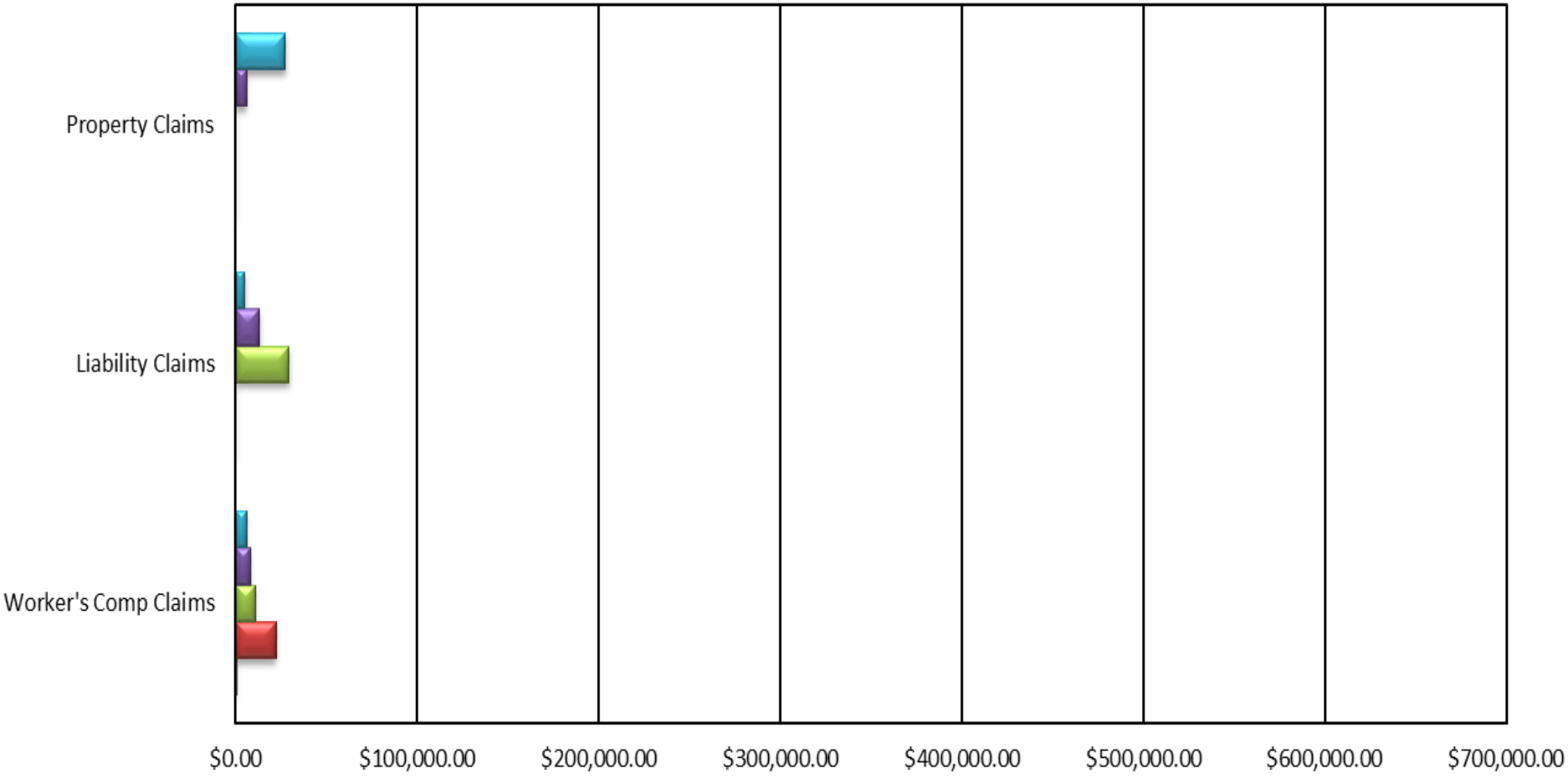
Separation by EEO Category	# of Employees	Oct - Dec Separations	Year to Date Separations	% Oct - Dec	% Year to Date
Supervisors & Managers	27	1	1	4%	4%
Medical (MD,DO, LVN, RN, APN, PA, Psychologist)	48	2	2	4%	4%
Professionals (QMHP)	128	9	9	7%	7%
Professionals (QIDP)	29	4	5	14%	17%
Licensed Staff (LCDC, LPC…)	27	0	1	0%	4%
Business Services (Accounting)	11	1	1	9%	9%
Central Administration (HR, IT, Executive Director)	18	0	0	0%	0%
Program Support(Financial Counselors, QA, Training, Med. Records)	55	4	7	7%	13%
Nurse Technicians/Aides	18	3	4	17%	22%
Service/Maintenance	7	0	1	0%	14%
Direct Care (HCS, Respite, Life Skills)	14	1	2	7%	14%
Total	382	25	33		





Agenda Item: Texas Council Risk Management Fund Claims Summaries as of December 2020 **Committee:** Executive	**Board Meeting Date:** January 28, 2021
Background Information: None	
Supporting Documentation: Texas Council Risk Management Fund Claims Summaries as of December 2020	
Recommended Action: **For Information Only**	

TCRMF Claims Summary December 2020



	Worker's Comp Claims	Liability Claims	Property Claims
2017	$6,011.00	$4,893.00	$27,455.00
2018	$8,202.00	$13,108.00	$6,126.00
2019	$10,638.00	$29,330.00	$0.00
2020	$22,312.00	$0.00	$0.00
2021	$409.00	$0.00	$0.00

Agenda Item: Texas Council Quarterly Board Meeting Update **Committee:** Executive	**Board Meeting Date** January 28, 2021
Background Information: 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.	
Supporting Documentation: Texas Council Staff Report	
Recommended Action: **For Information Only**	

Agenda Item: Approve October 2020 Financial Statements **Committee:** Business	**Board Meeting Date** January 28, 2021
Background Information: None	
Supporting Documentation: October 2020 Financial Statements	
Recommended Action: **Approve October 2020 Financial Statements**	

October 2020 Financial Summary

Revenues for October 2020 were $3,030,123, and operating expenses were $2,930,941, resulting in a gain in operation of $99,182. Capital Expenditures and Extraordinary Expenses for October were $77,261, resulting in a gain of $21,921. Total revenues were 97.63% of the monthly budgeted revenues, and total expenses were 98.21% of the monthly budgeted expenses (difference of -0.58%).

Year to date revenues are $6,158,495, and operating expenses are $5,395,477, leaving excess operating revenues of $763,019. YTD Capital Expenditures and Extraordinary Expenses are $643,450, resulting in a gain YTD of $119,569. Total revenues are 107.86% of the YTD budgeted revenues, and total expenses are 106.53% of the YTD budgeted expenses (difference of 1.33%).

REVENUES

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

Revenue Source	YTD Revenue	YTD Budget	% of Budget	$ Variance
Medicaid - PASRR	1,414	26,888	5.26%	25,473
Medicaid – Regular - Title XIX	70,171	104,273	67.30%	34,101

Medicaid - PASRR – As we have seen from the beginning of the COVID 19 virus, the PASRR program is operating under budget, based on the nursing home visitation restrictions. We had hoped to see some of these restrictions lifted, but that has not happened, so we will be adjusting this budget line in the first revision.

Medicaid Regular – Title XIX – This line item continues to be under budget for this fiscal year. We will continue to watch and adjust during our first budget revision if the trend continues.

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
Fixed Asset - Building	495,088	0	0%	495,088

Fixed Asset Building – This line represents the purchase of the Cleveland land for a possible future building in this community. As approved at the July board meeting, we transferred funds from reserves to offset the cost of this purchase.

TRI-COUNTY BEHAVIORAL HEALTHCARE
CONSOLIDATED BALANCE SHEET
For the Month Ended October 31, 2020

	TOTALS COMBINED FUNDS October 2020		Preliminary TOTALS COMBINED FUNDS September 2020	Increase (Decrease)
ASSETS				
CURRENT ASSETS				
Imprest Cash Funds	3,850		3,900	(50)
Cash on Deposit-General Fund	10,372,661		11,943,568	(1,570,907)
Cash on Deposit-Debt Fund				-
Accounts Receivable	2,419,003		2,445,398	(26,395)
Inventory	3,292		3,567	(275)
TOTAL CURRENT ASSETS	12,798,806		14,396,434	(1,597,628)
FIXED ASSETS	18,775,157		18,775,157	-
OTHER ASSETS	160,625		177,801	(17,176)
TOTAL ASSETS	**$ 31,734,588**		**$ 33,349,393**	**$ (1,614,803)**
LIABILITIES, DEFERRED REVENUE, FUND BALANCES				
CURRENT LIABILITIES	1,090,896		1,394,213	(303,317)
NOTES PAYABLE	719,395		719,395	-
DEFERRED REVENUE	2,229,591		3,479,941	(1,250,350)
LONG-TERM LIABILITIES FOR				
Line of Credit - Tradition Bank	-		-	-
Note Payable Prosperity Bank	-		-	-
First Financial loan tied to CD	-		-	-
First Financial Construction Loan	11,119,536		11,160,382	(40,846)
EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR				
General Fund	119,569		97,647	21,922
FUND EQUITY				
RESTRICTED				
Net Assets Reserved for Debt Service	(11,119,536)		(11,160,382)	40,846
Reserved for Debt Retirement				-
COMMITTED				
Net Assets-Property and Equipment	18,775,157		18,775,157	-
Reserved for Vehicles & Equipment Replacement	613,712		613,712	-
Reserved for Facility Improvement & Acquisitions	2,004,912		2,004,912	-
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	12,334		6,167	6,167
Reserved for Insurance Deductibles	100,000		100,000	-
Reserved for Accrued Paid Time Off	(719,395)		(719,395)	-
UNASSIGNED				
Unrestricted and Undesignated	4,511,331	#	4,600,557	(89,226)
TOTAL LIABILITIES/FUND BALANCE	**$ 31,734,588**		**$ 33,349,393**	**$ (1,614,804)**

TRI-COUNTY BEHAVIORAL HEALTHCARE
CONSOLIDATED BALANCE SHEET
For the Month Ended October 31, 2020

	General Operating Funds	Memorandum Only Final August 2019
ASSETS		
CURRENT ASSETS		
Imprest Cash Funds	3,850	3,500
Cash on Deposit-General Fund	10,372,661	8,204,549
Cash on Deposit-Debt Fund	-	-
Accounts Receivable	2,419,003	2,127,671
Inventory	3,292	4,695
TOTAL CURRENT ASSETS	12,798,806	10,340,415
FIXED ASSETS	18,775,157	19,435,971
OTHER ASSETS	160,625	136,153
		-
	$ 31,734,588	**$ 29,912,539**
LIABILITIES, DEFERRED REVENUE, FUND BALANCES		
CURRENT LIABILITIES	1,090,896	1,152,521
NOTES PAYABLE	719,395	630,692
DEFERRED REVENUE	2,229,591	183,283
LONG-TERM LIABILITIES FOR		
Line of Credit - Tradition Bank	-	-
Note Payable Prosperity Bank	-	-
First Financial loan tied to CD	-	435,417
First Financial Construction Loan	11,119,536	11,675,110
EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR		
General Fund	119,569	633,843
FUND EQUITY		
RESTRICTED		
Net Assets Reserved for Debt service-Restricted	(11,119,536)	(12,110,527)
Reserved for Debt Retirement	-	-
COMMITTED		-
Net Assets-Property and Equipment-Committed	18,775,157	19,435,971
Reserved for Vehicles & Equipment Replacement	613,712	678,112
Reserved for Facility Improvement & Acquisitions	2,004,912	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	12,334	-
Reserved for Insurance Deductibles-Assigned	100,000	100,000
Reserved for Accrued Paid Time Off	(719,395)	(630,692)
UNASSIGNED		
Unrestricted and Undesignated	4,511,331	2,951,724
TOTAL LIABILITIES/FUND BALANCE	**$ 31,734,588**	**$ 29,912,539**

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
For the Month Ended October 2020
and Year To Date as of October 2020

INCOME:	MONTH OF October 2020	YTD October 2020
Local Revenue Sources	116,929	708,127
Earned Income	1,122,925	2,236,066
General Revenue-Contract	1,790,269	3,214,302
TOTAL INCOME	**$ 3,030,123**	**$ 6,158,495**
EXPENSES:		
Salaries	1,862,385	3,325,392
Employee Benefits	363,236	677,396
Medication Expense	63,411	129,007
Travel-Board/Staff	10,849	16,239
Building Rent/Maintenance	24,092	45,940
Consultants/Contracts	415,040	807,540
Other Operating Expenses	191,927	393,964
TOTAL EXPENSES	**$ 2,930,941**	**$ 5,395,477**
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	**$ 99,182**	**$ 763,019**
CAPITAL EXPENDITURES		
Capital Outlay-FF&E, Automobiles, Building	7,591	504,110
Capital Outlay-Debt Service	69,670	139,340
TOTAL CAPITAL EXPENDITURES	**$ 77,261**	**$ 643,450**
GRAND TOTAL EXPENDITURES	**$ 3,008,202**	**$ 6,038,927**
Excess (Deficiency) of Revenues and Expenses	**$ 21,921**	**$ 119,569**

Debt Service and Fixed Asset Fund:		
Debt Service	69,670	139,340
Excess(Deficiency) of revenues over Expenses	**69,670**	**139,340**

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
Compared to Budget
Year to Date as of October 2020

	YTD October 2020	APPROVED BUDGET	Increase (Decrease)
INCOME:			
Local Revenue Sources	708,127	179,265	528,863
Earned Income	2,236,066	2,265,305	(29,239)
General Revenue-Contract	3,214,302	3,265,021	(50,719)
TOTAL INCOME	**$ 6,158,495**	**$ 5,709,591**	**$ 448,905**
EXPENSES:			
Salaries	3,325,392	3,402,775	(77,383)
Employee Benefits	677,396	694,168	(16,772)
Medication Expense	129,007	130,333	(1,327)
Travel-Board/Staff	16,239	10,757	5,482
Building Rent/Maintenance	45,940	39,220	6,720
Consultants/Contracts	807,540	823,908	(16,368)
Other Operating Expenses	393,964	404,766	(10,802)
TOTAL EXPENSES	**$ 5,395,477**	**$ 5,505,928**	**$ (110,451)**
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	**$ 763,019**	**$ 203,663**	**$ 559,356**
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	504,110	23,333	480,777
Capital Outlay-Debt Service	139,340	139,340	(0)
TOTAL CAPITAL EXPENDITURES	**$ 643,450**	**$ 162,673**	**$ 480,777**
GRAND TOTAL EXPENDITURES	**$ 6,038,927**	**$ 5,668,601**	**$ 370,326**
Excess (Deficiency) of Revenues and Expenses	**$ 119,569**	**$ 40,990**	**$ 78,579**

Debt Service and Fixed Asset Fund:			
Debt Service	139,340	139,340	**(0)**
Excess(Deficiency) of revenues over Expenses	**139,340**	**139,340**	**(0)**

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
Compared to Budget
For the Month Ended October 2020

INCOME:	MONTH OF October 2020	APPROVED BUDGET	Increase (Decrease)
Local Revenue Sources	116,929	92,882	24,047
Earned Income	1,122,925	1,169,330	(46,405)
General Revenue-Contract	1,790,269	1,841,339	(51,070)
TOTAL INCOME	**$ 3,030,123**	**$ 3,103,552**	**$ (73,428)**
EXPENSES:			
Salaries	1,862,385	1,894,875	(32,490)
Employee Benefits	363,236	371,484	(8,248)
Medication Expense	63,411	65,167	(1,755)
Travel-Board/Staff	10,849	10,757	92
Building Rent/Maintenance	24,092	22,110	1,982
Consultants/Contracts	415,040	420,040	(5,000)
Other Operating Expenses	191,927	202,133	(10,206)
TOTAL EXPENSES	**$ 2,930,941**	**$ 2,986,566**	**$ (55,625)**
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	**$ 99,182**	**$ 116,985**	**$ (17,803)**
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	7,591	6,667	925
Capital Outlay-Debt Service	69,670	69,670	(0)
TOTAL CAPITAL EXPENDITURES	**$ 77,261**	**$ 76,337**	**$ 925**
GRAND TOTAL EXPENDITURES	**$ 3,008,202**	**$ 3,062,903**	$ (54,701)
Excess (Deficiency) of Revenues and Expenses	**$ 21,921**	**$ 40,649**	**$ (18,728)**

Debt Service and Fixed Asset Fund:			
Debt Service	69,670	69,670	(0)
Excess(Deficiency) of revenues over Expenses	**69,670**	**69,670**	**(0)**

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
With YTD October 2019 Comparative Data
Year to Date as of October 2020

INCOME:	**YTD October 2020**	**YTD October 2019**	**Increase (Decrease)**
Local Revenue Sources	708,127	289,128	418,999
Earned Income	2,236,066	2,243,500	(7,434)
General Revenue-Contract	3,214,302	3,093,566	120,736
TOTAL INCOME	**$ 6,158,495**	**$ 5,626,194**	**$ 532,301**
EXPENSES:			
Salaries	3,325,392	3,193,919	131,473
Employee Benefits	677,396	689,416	(12,020)
Medication Expense	129,007	134,475	(5,468)
Travel-Board/Staff	16,239	74,912	(58,674)
Building Rent/Maintenance	45,940	92,299	(46,359)
Consultants/Contracts	807,540	714,429	93,111
Other Operating Expenses	393,964	461,688	(67,724)
TOTAL EXPENSES	**$ 5,395,477**	**$ 5,361,136**	**$ 34,339**
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	**$ 763,019**	**$ 265,058**	**$ 497,963**
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	504,110	10,815	493,295
Capital Outlay-Debt Service	139,340	186,790	(47,450)
TOTAL CAPITAL EXPENDITURES	**$ 643,450**	**$ 197,605**	**$ 445,845**
GRAND TOTAL EXPENDITURES	**$ 6,038,927**	**$ 5,558,741**	**$ 480,186**
Excess (Deficiency) of Revenues and Expenses	**$ 119,569**	**$ 67,453**	**$ 52,118**

Debt Service and Fixed Asset Fund:			
Debt Service	139,340	186,790	(47,450)
			-
Excess(Deficiency) of revenues over Expenses	**139,340**	**186,790**	**(47,450)**

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
With October 2019 Comparative Data
For the Month Ended October 2020

INCOME:	**MONTH OF October 2020**	**MONTH OF October 2019**	**Increase (Decrease)**
Local Revenue Sources	116,929	154,954	(38,025)
Earned Income	1,122,925	1,196,351	(73,426)
General Revenue-Contract	1,790,269	1,726,588	63,681
TOTAL INCOME	**$ 3,030,123**	**$ 3,077,893**	**$ (47,770)**
Salaries	1,862,385	1,740,771	121,614
Employee Benefits	363,236	407,849	(44,613)
Medication Expense	63,411	74,426	(11,015)
Travel-Board/Staff	10,849	35,893	(25,044)
Building Rent/Maintenance	24,092	80,794	(56,702)
Consultants/Contracts	415,040	354,250	60,790
Other Operating Expenses	191,927	243,664	(51,737)
TOTAL EXPENSES	**$ 2,930,941**	**$ 2,937,645**	**$ (6,706)**
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	**$ 99,182**	**$ 140,248**	**$ (41,064)**
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	7,591	5,358	2,233
Capital Outlay-Debt Service	69,670	93,360	(23,690)
TOTAL CAPITAL EXPENDITURES	**$ 77,261**	**$ 98,718**	**$ (21,457)**
GRAND TOTAL EXPENDITURES	**$ 3,008,202**	**$ 3,036,363**	**$ (28,161)**
Excess (Deficiency) of Revenues and Expenses	**$ 21,921**	**$ 41,530**	**$ (19,607)**

Debt Service and Fixed Asset Fund:			
Debt Service	69,670	93,360	(23,690)
			-
Excess(Deficiency) of revenues over Expenses	**69,670**	**93,360**	**(23,690)**

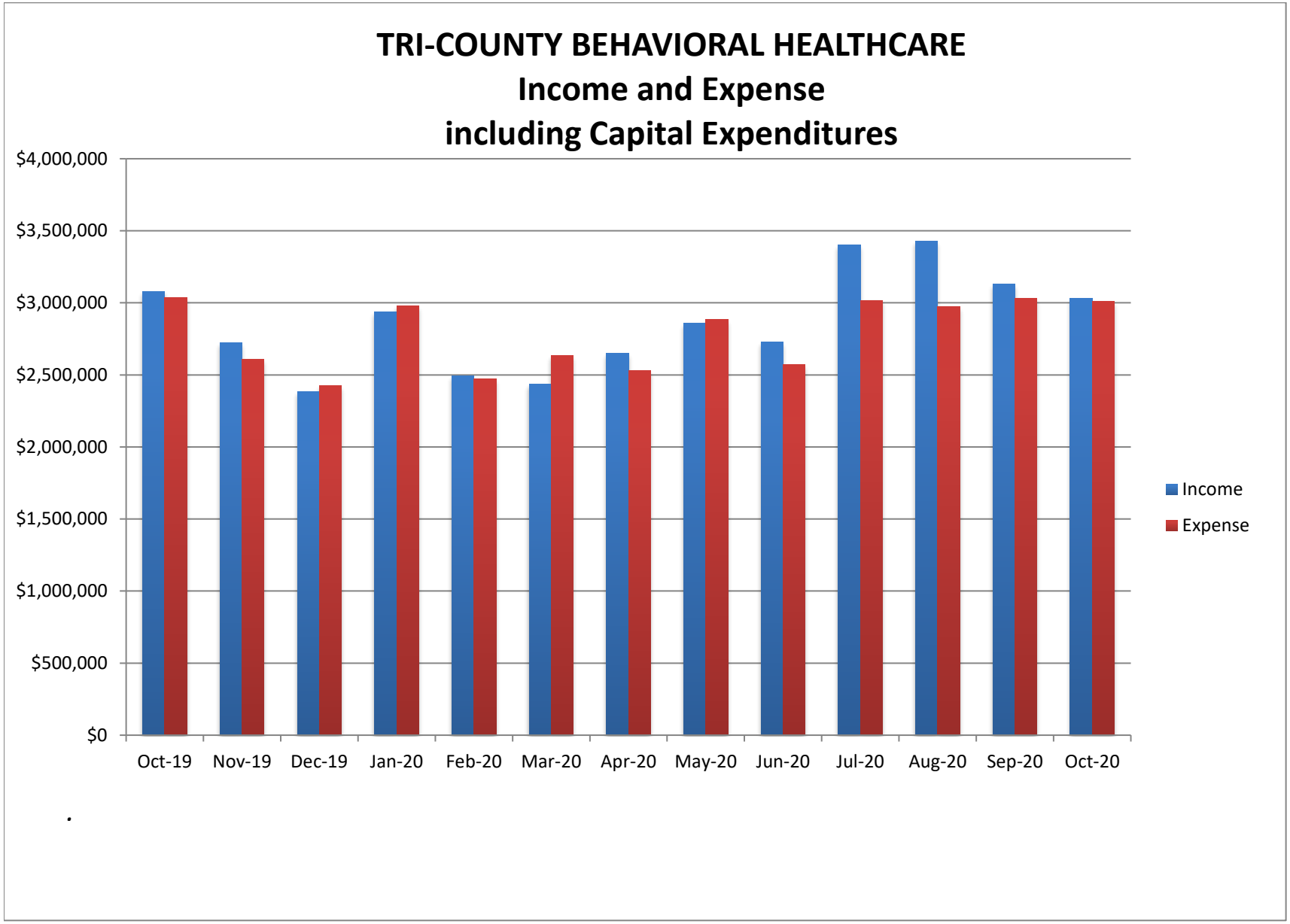
TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
With September 2020 Comparative Data
For the Month Ended October 2020

INCOME:	**MONTH OF October 2020**	**MONTH OF September 2020**	**Increase (Decrease)**
Local Revenue Sources	116,929	591,198	(474,269)
Earned Income	1,122,925	1,113,141	9,785
General Revenue-Contract	1,790,269	1,424,033	366,236
TOTAL INCOME	**$ 3,030,123**	**$ 3,128,372**	**$ (98,249)**
EXPENSES:			
Salaries	1,862,385	1,463,007	399,378
Employee Benefits	363,236	314,160	49,076
Medication Expense	63,411	65,595	(2,184)
Travel-Board/Staff	10,849	5,390	5,459
Building Rent/Maintenance	24,092	21,848	2,244
Consultants/Contracts	415,040	392,499	22,541
Other Operating Expenses	191,927	202,037	(10,110)
TOTAL EXPENSES	**$ 2,930,941**	**$ 2,464,536**	**$ 466,405**
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	**$ 99,182**	**$ 663,836**	**$ (564,654)**
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	7,591	496,519	(488,928)
Capital Outlay-Debt Service	69,670	69,670	-
TOTAL CAPITAL EXPENDITURES	**$ 77,261**	**$ 566,189**	**$ (488,928)**
GRAND TOTAL EXPENDITURES	**$ 3,008,202**	**$ 3,030,725**	**$ (22,522)**
Excess (Deficiency) of Revenues and Expenses	**$ 21,921**	**$ 97,647**	**$ (75,726)**

Debt Service and Fixed Asset Fund:			
Debt Service	69,670	69,670	-
Excess(Deficiency) of revenues over Expenses	**69,670**	**69,670**	**-**

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary by Service Type
Compared to Budget
Year To Date as of October 2020

INCOME:	YTD Mental Health October 2020	YTD IDD October 2020	YTD Other Services October 2020	YTD Agency Total October 2020	YTD Approved Budget October 2020	Increase (Decrease)
Local Revenue Sources	674,163	(46,051)	80,015	708,127	179,265	528,862
Earned Income	841,343	712,456	682,268	2,236,066	2,265,305	(29,239)
General Revenue-Contract	2,727,589	276,770	209,944	3,214,302	3,265,021	(50,719)
TOTAL INCOME	**$ 4,243,095**	**$ 943,175**	**$ 972,227**	**$ 6,158,495**	**$ 5,709,591**	**$ 448,904**
EXPENSES:						
Salaries	2,229,070	472,685	623,637	3,325,392	3,402,775	(77,383)
Employee Benefits	449,330	98,372	129,694	677,396	694,168	(16,772)
Medication Expense	100,312	-	28,694	129,007	130,333	(1,326)
Travel-Board/Staff	14,331	135	1,772	16,239	10,757	5,482
Building Rent/Maintenance	36,338	1,154	8,448	45,940	39,220	6,720
Consultants/Contracts	588,135	170,288	49,118	807,540	823,908	(16,368)
Other Operating Expenses	255,252	76,745	61,968	393,964	404,766	(10,803)
TOTAL EXPENSES	**$ 3,672,768**	**$ 819,379**	**$ 903,331**	**$ 5,395,479**	**$ 5,505,928**	**$ (110,450)**
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	**$ 570,327**	**$ 123,796**	**$ 68,896**	**$ 763,016**	**$ 203,663**	**$ 559,354**
CAPITAL EXPENDITURES						
Capital Outlay-FF&E, Automobiles	336,884	75,414	91,812	504,110	23,333	480,777
Capital Outlay-Debt Service	94,751	20,901	23,688	139,340	139,340	-
TOTAL CAPITAL EXPENDITURES	**$ 431,635**	**$ 96,315**	**$ 115,500**	**$ 643,450**	**$ 162,673**	**$ 480,777**
GRAND TOTAL EXPENDITURES	**$ 4,104,403**	**$ 915,694**	**$ 1,018,831**	**$ 6,038,929**	**$ 5,668,601**	**$ 370,327**
Excess (Deficiency) of Revenues and Expenses	**$ 138,692**	**$ 27,481**	**$ (46,604)**	**$ 119,569**	**$ 40,990**	**$ 78,577**
Debt Service and Fixed Asset Fund:						
Debt Service	94,751	20,901	23,688	139,340	139,340	(44,589)
		-	-	-	-	-
Excess (Deficiency) of Revenues over Expenses	**94,751**	**20,901**	**23,688**	**139,340**	**139,340**	**(44,589)**


TRI-COUNTY BEHAVIORAL HEALTHCARE
Income and Expense
including Capital Expenditures
$4,000,000
$3,500,000
$3,000,000
$2,500,000
$2,000,000
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Income
Expense

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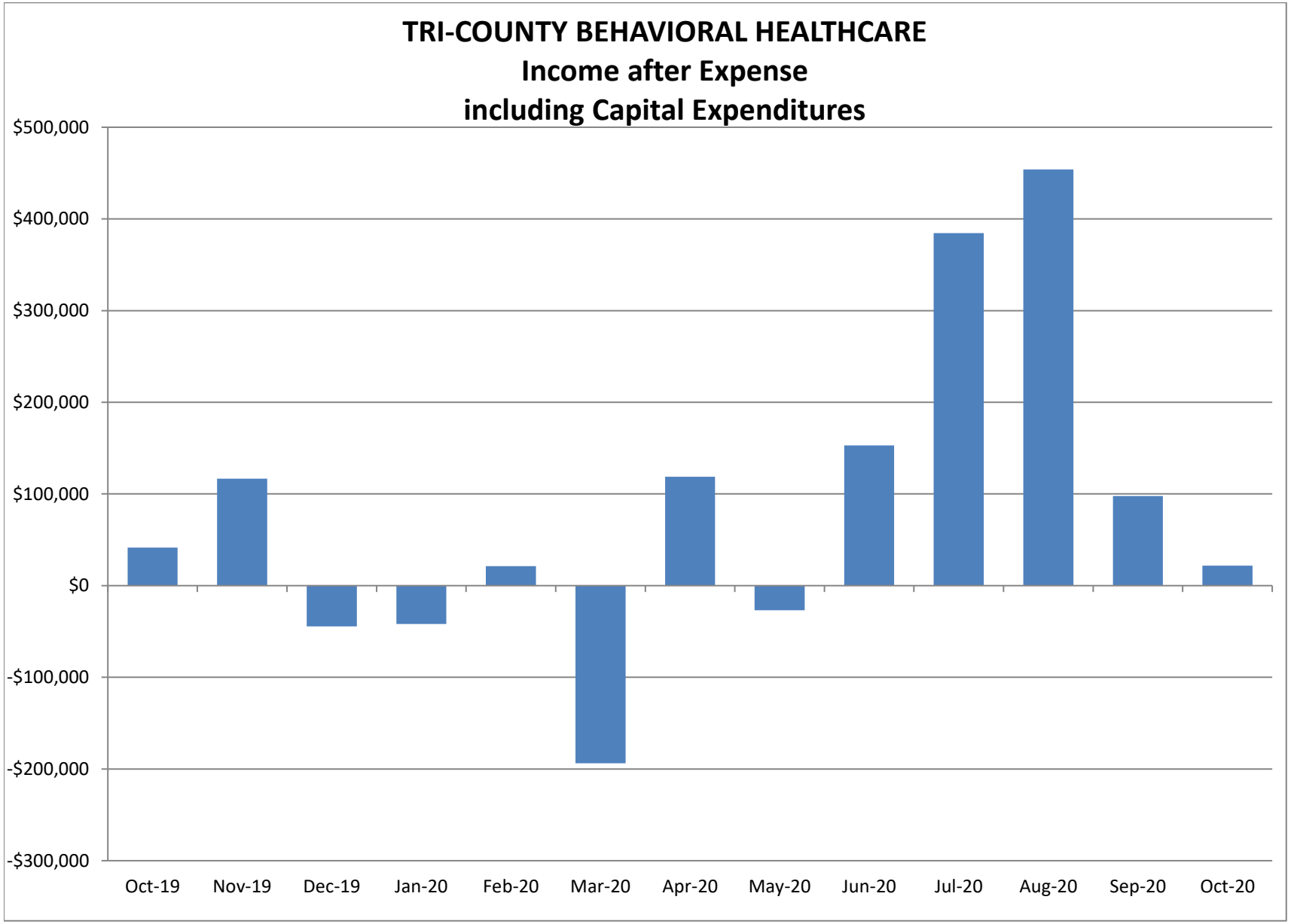
TRI-COUNTY BEHAVIORAL HEALTHCARE
Income after Expense
including Capital Expenditures
$500,000
$400,000
$300,000
$200,000
$100,000
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-$100,000
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-$300,000
Oct-19
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Dec-19
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Feb-20
Mar-20
Apr-20
May-20
Jun-20
Jul-20
Aug-20
Sep-20
Oct-20

Agenda Item: Approve November 2020 Financial Statements **Committee:** Business	**Board Meeting Date** January 28, 2021
Background Information: None	
Supporting Documentation: November 2020 Financial Statements	
Recommended Action: **Approve November 2020 Financial Statements**	

November 2020 Financial Summary

Revenues for November 2020 were $2,603,659, and operating expenses were $2,543,051, resulting in a gain in operation of $60,608. Capital Expenditures and Extraordinary Expenses for November were $70,444, resulting in a loss of $9,836. Total revenues were 98.80% of the monthly budgeted revenues, and total expenses were 98.99% of the monthly budgeted expenses (difference of -0.19%).

Year to date revenues are $8,762,154, and operating expenses are $7,938,527, leaving excess operating revenues of $823,627. YTD Capital Expenditures and Extraordinary Expenses are $713,894, resulting in a gain YTD of $109,733. Total revenues are 105.00% of the YTD budgeted revenues, and total expenses are 104.14% of the YTD budgeted expenses (difference of .86%).

REVENUES

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

Revenue Source	YTD Revenue	YTD Budget	% of Budget	$ Variance
Medicaid - PASRR	3,202	39,425	8.12%	36,223
Medicaid – Regular - Title XIX	99,401	156,409	63.55%	57,008
HHSC – SA Treatment Adult	12,286	31,750	38.70%	19,464
HHSC – SA Treatment Youth	1,365	15,000	9.1%	13,635

Medicaid – PASRR – As we have seen from the beginning of the COVID-19 virus, the PASRR program is operating under budget based on the nursing home visitation restrictions. We had hoped to see some of these restrictions lifted, but that has not happened. For this reason, we will be adjusting this budget line during the first revision which will probably come at the February board meeting.

Medicaid Regular – Title XIX – This line item has started off below budget for the fiscal year. We continued to see this trend through November and will be making a reduction to this line during the first budget revision that will be coming after the first part of the calendar year.

HHSC – SA Treatment Adult and Youth Services – The Substance Abuse Treatment Adult and Youth Programs both received significant increases to their contract amounts this fiscal year. In a normal fiscal year, we would see the Adult Treatment program providing services that would meet or exceed the monthly budget

projections. However, due to the COVID environment, we are facing challenges with providing group meetings that are required with SA treatment programs. Most likely, we will adjust these line items if we do not see improvements in our ability to provide group services within the next month or two.

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
Employee Recruitment	12,000	1,250	960%	10,750
Fixed Asset - Building	495,088	0	0%	495,088

Employee Recruitment – This line item reflects the second half of a recruiter fee paid for the Psychiatrist that started at the PETC in November. Fees for this recruitment were paid at the end of FY 2020 fiscal year, and this amount should have also been paid out of FY 20 and was not processed for payment. The invoice was not received until November of this fiscal year.

Fixed Asset Building – This line represents the purchase of the Cleveland land for a possible future building in this community. As approved at the July Board meeting, we transferred funds from reserves to offset the cost of this purchase.

TRI-COUNTY BEHAVIORAL HEALTHCARE
CONSOLIDATED BALANCE SHEET
For the Month Ended November 30, 2020

	TOTALS COMBINED FUNDS November 2020		TOTALS COMBINED FUNDS October 2020	Increase (Decrease)
ASSETS				
CURRENT ASSETS				
Imprest Cash Funds	4,114		3,850	264
Cash on Deposit-General Fund	8,714,066		10,372,661	(1,658,595)
Cash on Deposit-Debt Fund				-
Accounts Receivable	2,602,450		2,419,003	183,447
Inventory	3,292		3,292	0
TOTAL CURRENT ASSETS	11,323,922		12,798,806	(1,474,884)
FIXED ASSETS	18,775,157		18,775,157	-
OTHER ASSETS	142,945		160,625	(17,680)
TOTAL ASSETS	**$ 30,242,025**		**$ 31,734,588**	**$ (1,492,563)**
LIABILITIES, DEFERRED REVENUE, FUND BALANCES				
CURRENT LIABILITIES	1,298,796		1,090,896	207,900
NOTES PAYABLE	719,395		719,395	-
DEFERRED REVENUE	540,718		2,229,591	(1,688,873)
LONG-TERM LIABILITIES FOR				
Line of Credit - Tradition Bank	-		-	-
Note Payable Prosperity Bank	-		-	-
First Financial loan tied to CD	-		-	-
First Financial Construction Loan	11,079,549		11,119,536	(39,987)
EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR				
General Fund	109,733		119,569	(9,836)
FUND EQUITY				
RESTRICTED				
Net Assets Reserved for Debt Service	(11,079,549)		(11,119,536)	39,987
Reserved for Debt Retirement				-
COMMITTED				
Net Assets-Property and Equipment	18,775,157		18,775,157	-
Reserved for Vehicles & Equipment Replacement	613,712		613,712	-
Reserved for Facility Improvement & Acquisitions	2,004,912		2,004,912	-
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	18,501		12,334	6,167
Reserved for Insurance Deductibles	100,000		100,000	-
Reserved for Accrued Paid Time Off	(719,395)		(719,395)	-
UNASSIGNED				
Unrestricted and Undesignated	4,503,410	#	4,511,331	(7,921)
TOTAL LIABILITIES/FUND BALANCE	**$ 30,242,025**		**$ 31,734,588**	**$ (1,492,564)**

TRI-COUNTY BEHAVIORAL HEALTHCARE
CONSOLIDATED BALANCE SHEET
For the Month Ended November 30, 2020

	General Operating Funds	Memorandum Only Final August 2019
ASSETS		
CURRENT ASSETS		
Imprest Cash Funds	4,114	3,500
Cash on Deposit-General Fund	8,714,066	8,204,549
Cash on Deposit-Debt Fund	-	-
Accounts Receivable	2,602,450	2,127,671
Inventory	3,292	4,695
TOTAL CURRENT ASSETS	11,323,922	10,340,415
FIXED ASSETS	18,775,157	19,435,971
OTHER ASSETS	142,945	136,153
		-
	$ 30,242,025	**$ 29,912,539**
LIABILITIES, DEFERRED REVENUE, FUND BALANCES		
CURRENT LIABILITIES	1,298,796	1,152,521
NOTES PAYABLE	719,395	630,692
DEFERRED REVENUE	540,718	183,283
LONG-TERM LIABILITIES FOR		
Line of Credit - Tradition Bank	-	-
Note Payable Prosperity Bank	-	-
First Financial loan tied to CD	-	435,417
First Financial Construction Loan	11,079,549	11,675,110
EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR		
General Fund	109,733	633,843
FUND EQUITY		
RESTRICTED		
Net Assets Reserved for Debt service-Restricted	(11,079,549)	(12,110,527)
Reserved for Debt Retirement	-	-
COMMITTED		-
Net Assets-Property and Equipment-Committed	18,775,157	19,435,971
Reserved for Vehicles & Equipment Replacement	613,712	678,112
Reserved for Facility Improvement & Acquisitions	2,004,912	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	18,501	-
Reserved for Insurance Deductibles-Assigned	100,000	100,000
Reserved for Accrued Paid Time Off	(719,395)	(630,692)
UNASSIGNED		
Unrestricted and Undesignated	4,503,410	2,951,724
TOTAL LIABILITIES/FUND BALANCE	**$ 30,242,025**	**$ 29,912,539**

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
For the Month Ended November 2020
and Year To Date as of November 2020

INCOME:	MONTH OF November 2020	YTD November 2020
Local Revenue Sources	111,016	819,143
Earned Income	1,060,578	3,296,644
General Revenue-Contract	1,432,064	4,646,367
TOTAL INCOME	**$ 2,603,659**	**$ 8,762,154**
EXPENSES:		
Salaries	1,494,013	4,819,405
Employee Benefits	317,137	994,533
Medication Expense	64,707	193,713
Travel-Board/Staff	13,296	29,535
Building Rent/Maintenance	17,279	63,218
Consultants/Contracts	406,974	1,214,514
Other Operating Expenses	229,645	623,609
TOTAL EXPENSES	**$ 2,543,051**	**$ 7,938,527**
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	**$ 60,608**	**$ 823,627**
CAPITAL EXPENDITURES		
Capital Outlay-FF&E, Automobiles, Building	774	504,884
Capital Outlay-Debt Service	69,670	209,010
TOTAL CAPITAL EXPENDITURES	**$ 70,444**	**$ 713,894**
GRAND TOTAL EXPENDITURES	**$ 2,613,494**	**$ 8,652,421**
Excess (Deficiency) of Revenues and Expenses	**$ (9,836)**	**$ 109,733**

Debt Service and Fixed Asset Fund:		
Debt Service	69,670	209,010
Excess(Deficiency) of revenues over Expenses	**69,670**	**209,010**

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
Compared to Budget
Year to Date as of November 2020

	YTD November 2020	APPROVED BUDGET	Increase (Decrease)
INCOME:			
Local Revenue Sources	819,143	265,647	553,496
Earned Income	3,296,644	3,372,637	(75,993)
General Revenue-Contract	4,646,367	4,706,560	(60,193)
TOTAL INCOME	**$ 8,762,154**	**$ 8,344,844**	**$ 417,311**
EXPENSES:			
Salaries	4,819,405	4,894,821	(75,416)
Employee Benefits	994,533	1,013,312	(18,779)
Medication Expense	193,713	195,500	(1,787)
Travel-Board/Staff	29,535	21,732	7,803
Building Rent/Maintenance	63,218	56,330	6,889
Consultants/Contracts	1,214,514	1,255,408	(40,894)
Other Operating Expenses	623,609	635,699	(12,090)
TOTAL EXPENSES	**$ 7,938,527**	**$ 8,072,802**	**$ (134,275)**
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	**$ 823,627**	**$ 272,042**	**$ 551,586**
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	504,884	27,000	477,884
Capital Outlay-Debt Service	209,010	209,010	(0)
TOTAL CAPITAL EXPENDITURES	**$ 713,894**	**$ 236,010**	**$ 477,884**
GRAND TOTAL EXPENDITURES	**$ 8,652,421**	**$ 8,308,812**	**$ 343,609**
Excess (Deficiency) of Revenues and Expenses	**$ 109,733**	**$ 36,032**	**$ 73,701**

Debt Service and Fixed Asset Fund:			
Debt Service	209,010	209,010	**(0)**
Excess(Deficiency) of revenues over Expenses	**209,010**	**209,010**	**(0)**

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
Compared to Budget
For the Month Ended November 2020

INCOME:	MONTH OF November 2020	APPROVED BUDGET	Increase (Decrease)
Local Revenue Sources	111,016	86,382	24,634
Earned Income	1,060,578	1,107,332	(46,754)
General Revenue-Contract	1,432,064	1,441,539	(9,474)
TOTAL INCOME	**$ 2,603,659**	**$ 2,635,253**	**$ (31,594)**
EXPENSES:			
Salaries	1,494,013	1,492,046	1,967
Employee Benefits	317,137	319,143	(2,007)
Medication Expense	64,707	65,167	(460)
Travel-Board/Staff	13,296	10,975	2,321
Building Rent/Maintenance	17,279	17,110	169
Consultants/Contracts	406,974	431,500	(24,526)
Other Operating Expenses	229,645	230,933	(1,288)
TOTAL EXPENSES	**$ 2,543,051**	**$ 2,566,874**	**$ (23,824)**
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	**$ 60,608**	**$ 68,379**	**$ (7,770)**
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	774	3,667	(2,893)
Capital Outlay-Debt Service	69,670	69,670	(0)
TOTAL CAPITAL EXPENDITURES	**$ 70,444**	**$ 73,337**	**$ (2,893)**
GRAND TOTAL EXPENDITURES	**$ 2,613,494**	**$ 2,640,211**	$ (26,716)
Excess (Deficiency) of Revenues and Expenses	**$ (9,836)**	**$ (4,958)**	**$ (4,878)**

Debt Service and Fixed Asset Fund:			
Debt Service	69,670	69,670	(0)
Excess(Deficiency) of revenues over Expenses	**69,670**	**69,670**	**(0)**

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
With YTD November 2019 Comparative Data
Year to Date as of November 2020

INCOME:	**YTD November 2020**	**YTD November 2019**	**Increase (Decrease)**
Local Revenue Sources	819,143	452,027	367,116
Earned Income	3,296,644	3,377,857	(81,213)
General Revenue-Contract	4,646,367	4,520,004	126,363
TOTAL INCOME	**$ 8,762,154**	**$ 8,349,888**	**$ 412,266**
EXPENSES:			
Salaries	4,819,405	4,580,052	239,353
Employee Benefits	994,533	1,009,741	(15,208)
Medication Expense	193,713	187,085	6,628
Travel-Board/Staff	29,535	110,294	(80,759)
Building Rent/Maintenance	63,218	107,696	(44,478)
Consultants/Contracts	1,214,514	1,097,404	117,110
Other Operating Expenses	623,609	652,819	(29,210)
TOTAL EXPENSES	**$ 7,938,527**	**$ 7,745,089**	**$ 193,436**
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	**$ 823,627**	**$ 604,799**	**$ 218,830**
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	504,884	140,564	364,320
Capital Outlay-Debt Service	209,010	280,129	(71,119)
TOTAL CAPITAL EXPENDITURES	**$ 713,894**	**$ 420,693**	**$ 293,201**
GRAND TOTAL EXPENDITURES	**$ 8,652,421**	**$ 8,165,782**	**$ 486,639**
Excess (Deficiency) of Revenues and Expenses	**$ 109,733**	**$ 184,106**	**$ (74,371)**

Debt Service and Fixed Asset Fund:			
Debt Service	209,010	280,129	(71,119)
			-
Excess(Deficiency) of revenues over Expenses	**209,010**	**280,129**	**(71,119)**

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
With November 2019 Comparative Data
For the Month Ended November 2020

INCOME:	**MONTH OF November 2020**	**MONTH OF November 2019**	**Increase (Decrease)**
Local Revenue Sources	111,016	162,899	(51,883)
Earned Income	1,060,578	1,134,357	(73,779)
General Revenue-Contract	1,432,064	1,426,439	5,625
TOTAL INCOME	**$ 2,603,659**	**$ 2,723,695**	**$ (120,036)**
Salaries	1,494,013	1,386,133	107,880
Employee Benefits	317,137	320,325	(3,188)
Medication Expense	64,707	52,610	12,097
Travel-Board/Staff	13,296	35,383	(22,087)
Building Rent/Maintenance	17,279	15,397	1,882
Consultants/Contracts	406,974	382,975	23,999
Other Operating Expenses	229,645	191,131	38,514
TOTAL EXPENSES	**$ 2,543,051**	**$ 2,383,952**	**$ 159,097**
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	**$ 60,608**	**$ 339,743**	**$ (279,133)**
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	774	129,749	(128,975)
Capital Outlay-Debt Service	69,670	93,339	(23,669)
TOTAL CAPITAL EXPENDITURES	**$ 70,444**	**$ 223,088**	**$ (152,644)**
GRAND TOTAL EXPENDITURES	**$ 2,613,494**	**$ 2,607,040**	**$ 6,454**
Excess (Deficiency) of Revenues and Expenses	**$ (9,836)**	**$ 116,655**	**$ (126,489)**

Debt Service and Fixed Asset Fund:			
Debt Service	69,670	93,339	(23,669)
			-
Excess(Deficiency) of revenues over Expenses	**69,670**	**93,339**	**(23,669)**

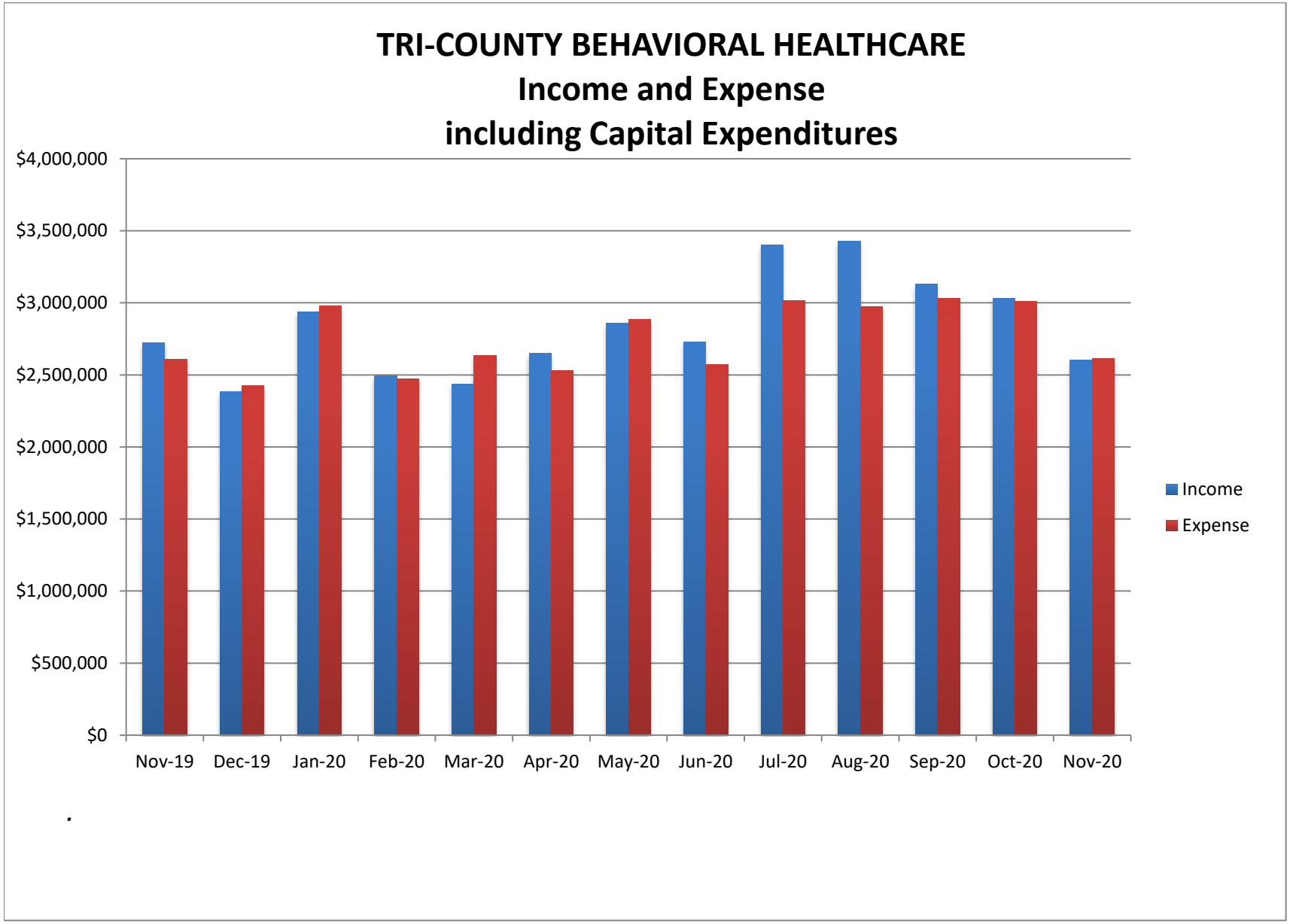
TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
With October 2020 Comparative Data
For the Month Ended November 2020

INCOME:	**MONTH OF November 2020**	**MONTH OF October 2020**	**Increase (Decrease)**
Local Revenue Sources	111,016	116,929	(5,913)
Earned Income	1,060,578	1,122,925	(62,347)
General Revenue-Contract	1,432,064	1,790,269	(358,205)
TOTAL INCOME	**$ 2,603,659**	**$ 3,030,123**	**$ (426,464)**
EXPENSES:			
Salaries	1,494,013	1,862,385	(368,372)
Employee Benefits	317,137	363,236	(46,099)
Medication Expense	64,707	63,411	1,295
Travel-Board/Staff	13,296	10,849	2,447
Building Rent/Maintenance	17,279	24,092	(6,813)
Consultants/Contracts	406,974	415,040	(8,066)
Other Operating Expenses	229,645	191,927	37,718
TOTAL EXPENSES	**$ 2,543,051**	**$ 2,930,941**	**$ (387,890)**
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	**$ 60,608**	**$ 99,182**	**$ (38,574)**
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	774	7,591	(6,817)
Capital Outlay-Debt Service	69,670	69,670	-
TOTAL CAPITAL EXPENDITURES	**$ 70,444**	**$ 77,261**	**$ (6,817)**
GRAND TOTAL EXPENDITURES	**$ 2,613,494**	**$ 3,008,202**	**$ (394,708)**
Excess (Deficiency) of Revenues and Expenses	**$ (9,836)**	**$ 21,921**	**$ (31,757)**

Debt Service and Fixed Asset Fund:			
Debt Service	69,670	69,670	-
Excess(Deficiency) of revenues over Expenses	**69,670**	**69,670**	**-**

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary by Service Type
Compared to Budget
Year To Date as of November 2020

INCOME:	YTD Mental Health November 2020	YTD IDD November 2020	YTD Other Services November 2020	YTD Agency Total November 2020	YTD Approved Budget November 2020	Increase (Decrease)
Local Revenue Sources	891,191	(117,593)	45,544	819,143	265,647	553,496
Earned Income	1,224,823	1,058,153	1,013,667	3,296,644	3,372,637	(75,993)
General Revenue-Contract	3,949,588	398,748	298,031	4,646,367	4,706,560	(60,193)
TOTAL INCOME	**$ 6,065,602**	**$ 1,339,308**	**$ 1,357,242**	**$ 8,762,154**	**$ 8,344,844**	**$ 417,310**
EXPENSES:						
Salaries	3,224,279	678,634	916,491	4,819,405	4,894,821	(75,416)
Employee Benefits	656,893	143,805	193,835	994,533	1,013,312	(18,779)
Medication Expense	155,240	-	38,474	193,713	195,500	(1,787)
Travel-Board/Staff	25,738	223	3,573	29,535	21,732	7,803
Building Rent/Maintenance	51,363	2,392	9,463	63,218	56,330	6,888
Consultants/Contracts	879,551	259,710	75,253	1,214,514	1,255,408	(40,894)
Other Operating Expenses	409,855	118,555	95,200	623,609	635,699	(12,090)
TOTAL EXPENSES	**$ 5,402,919**	**$ 1,203,319**	**$ 1,332,289**	**$ 7,938,528**	**$ 8,072,802**	**$ (134,275)**
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	**$ 662,683**	**$ 135,989**	**$ 24,953**	**$ 823,626**	**$ 272,042**	**$ 551,585**
CAPITAL EXPENDITURES						
Capital Outlay-FF&E, Automobiles	336,884	76,188	91,812	504,884	27,000	477,884
Capital Outlay-Debt Service	142,127	31,351	35,532	209,010	209,010	-
TOTAL CAPITAL EXPENDITURES	**$ 479,011**	**$ 107,539**	**$ 127,344**	**$ 713,894**	**$ 236,010**	**$ 477,884**
GRAND TOTAL EXPENDITURES	**$ 5,881,930**	**$ 1,310,858**	**$ 1,459,633**	**$ 8,652,422**	**$ 8,308,812**	**$ 343,609**
Excess (Deficiency) of Revenues and Expenses	**$ 183,672**	**$ 28,450**	**$ (102,391)**	**$ 109,733**	**$ 36,032**	**$ 73,701**
Debt Service and Fixed Asset Fund:						
Debt Service	142,127	31,351	35,532	209,010	209,010	(66,883)
		-	-	-	-	-
Excess (Deficiency) of Revenues over Expenses	**142,127**	**31,351**	**35,532**	**209,010**	**209,010**	**(66,883)**


TRI-COUNTY BEHAVIORAL HEALTHCARE
Income and Expense
including Capital Expenditures
$4,000,000
$3,500,000
$3,000,000
$2,500,000
$2,000,000
$1,500,000
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Nov-19
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Income
Expense

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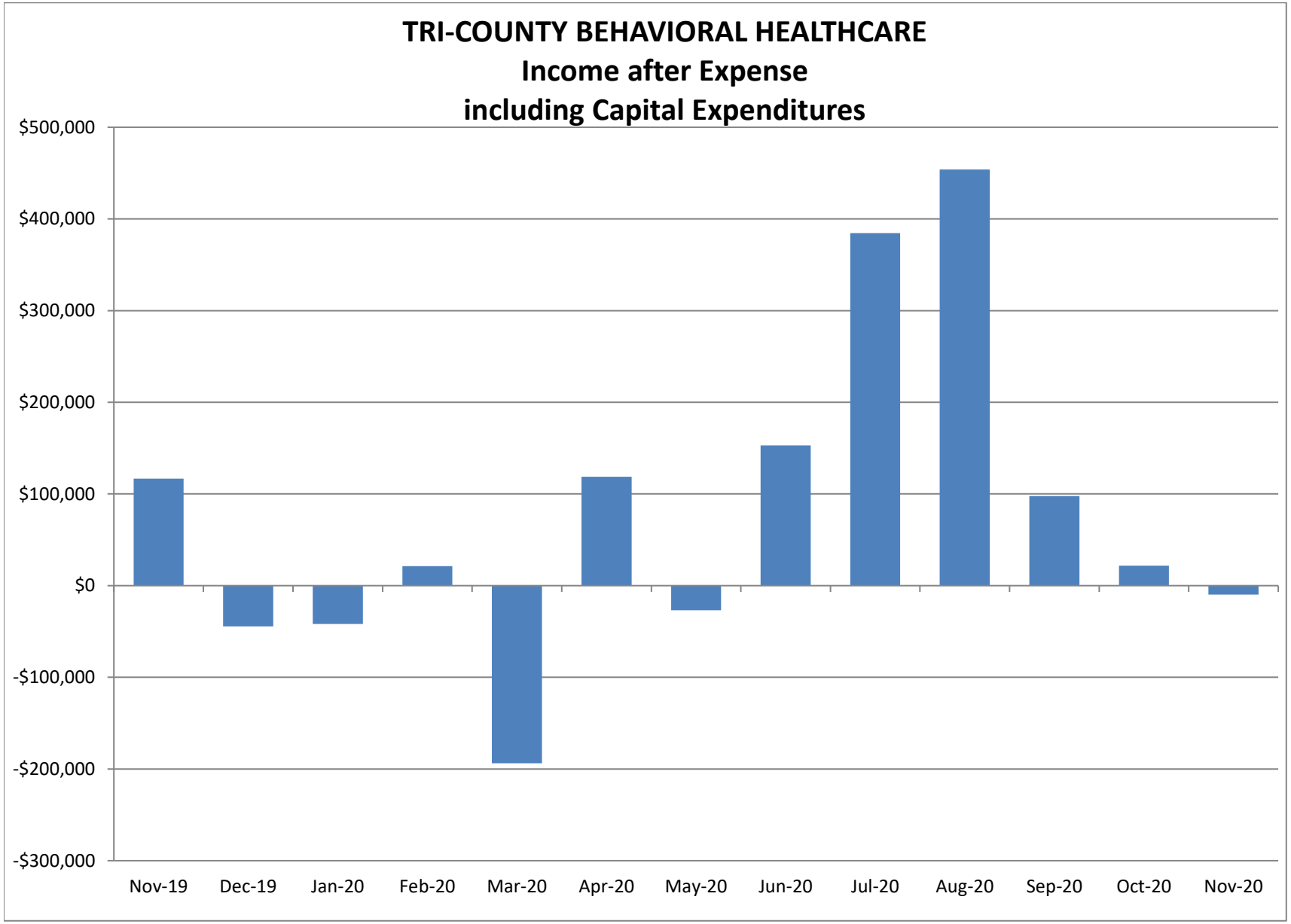
TRI-COUNTY BEHAVIORAL HEALTHCARE
Income after Expense
including Capital Expenditures
$500,000
$400,000
$300,000
$200,000
$100,000
$0
-$100,000
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-$300,000
Nov-19
Dec-19
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Jul-20
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Sep-20
Oct-20
Nov-20

Agenda Item: Approve December 2020 Financial Statements **Committee:** Business	**Board Meeting Date** January 28, 2021
Background Information: None	
Supporting Documentation: December 2020 Financial Statements	
Recommended Action: **Approve December 2020 Financial Statements**	

December 2020 Financial Summary

Revenues for December 2020 were $3,323,579, and operating expenses were $3,056,311, resulting in a gain in operation of $267,267. Capital Expenditures and Extraordinary Expenses for December were $73,407, resulting in a gain of $193,860. Total revenues were 107.36% of the monthly budgeted revenues, and total expenses were 101.33% of the monthly budgeted expenses (difference of 6.03%).

Year to date revenues are $12,085,733, and operating expenses are $10,994,838, leaving excess operating revenues of $1,090,895. YTD Capital Expenditures and Extraordinary Expenses are $787,301, resulting in a gain YTD of $303,593. Total revenues are 105.56% of the YTD budgeted revenues, and total expenses are 103.37% of the YTD budgeted expenses (difference of 2.19%).

REVENUES

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

Revenue Source	YTD Revenue	YTD Budget	% of Budget	$ Variance
Title XIX Case Management IDD	584,140	601,098	97.18%	16,958
Medicaid - PASRR	5,264	53,780	9.79%	48,516
Medicaid – Regular - Title XIX	128,906	208,545	61.81%	79,639
HHSC – SA Treatment Adult Svs	16,478	46,333	35.56%	29,855
HHSC - SA Treatment Youth Svs	2,033	20,000	10.17%	17,967
DSHS – First Episode Psychosis	80,255	91,849	87.38%	11,594
Tx Veteran's Commission Grant	16,157	40,183	40.21%	24,026

Title XIX Case Management IDD – This revenue line has maintained pretty well through the entire COVID period until the holiday months of November and December. We have seen a decrease in the phone services provided in the IDD area. Successfully reaching and engaging clients over the phone is becoming more

challenging as they grow tired of receiving phone services. We will continue to monitor this line and try to adapt in order to get services to our clients as needed.

Medicaid - PASRR – As we have seen from the beginning of the COVID-19 virus, the PASRR program is operating under budget based on the nursing home visitation restrictions. We had hoped to see some of these restrictions lifted, but that has not happened. For this reason, we will be adjusting this budget line during the first revision, which will probably come at the February board meeting.

Medicaid Regular – Title XIX – This line item continues to be below budget for the fiscal year. We will be making a reduction to this line during the first budget revision that will be coming up.

HHSA – SA Treatment Adult and Youth Services – The Substance Abuse Treatment Adult and Youth Programs both received significant increases to their contract amounts this fiscal year. In a normal fiscal year, we would see the Adult Treatment program providing services that would meet or exceed the monthly budget projections. However, due to the COVID environment, we are facing challenges with providing group meetings that are required with SA treatment programs. Adjustments will be made to these line items since we have not seen improvements in revenue earned.

DSHS – First Episode Psychosis – This is a cost reimbursement program. Due to COVID 19, travel and trainings have been nonexistent, so both revenue and expense are down.

TX Veteran's Commission Grant – This is also a cost reimbursement program, and a vacant position kept expenses down and revenue as well. This grant ended December 31st.

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	73,169	55,400	238.40%	17,770
Employee Recruitment	12,000	1,667	719.86%	10,333
Fixed Asset – Building	495,088	0	0%	495,088

Building Repair & Maintenance – Since the beginning of the fiscal year, we have had several plumbing and generator repairs at the PETC that have caused this line item to go over budget year-to-date.

Employee Recruitment – This line item reflects the second half of a recruiter fee paid for the Psychiatrist that started at the PETC in November. Fees for this recruitment were paid at the end of FY 2020 fiscal year, and this amount should have also been paid out of FY 20 and was not processed for payment. The invoice was not received until November of this fiscal year.

Fixed Asset Building – This line represents the purchase of the Cleveland land for a possible future building in this community. As approved at the July Board meeting, we transferred funds from reserves to offset the cost of this purchase.

TRI-COUNTY BEHAVIORAL HEALTHCARE
CONSOLIDATED BALANCE SHEET
For the Month Ended December 31, 2020

	TOTALS COMBINED FUNDS December 2020	TOTALS COMBINED FUNDS November 2020	Increase (Decrease)
ASSETS			
CURRENT ASSETS			
Imprest Cash Funds	4,114	4,114	-
Cash on Deposit-General Fund	11,839,056	8,714,066	3,124,990
Cash on Deposit-Debt Fund			-
Accounts Receivable	2,425,423	2,602,450	(177,027)
Inventory	3,292	3,292	-
TOTAL CURRENT ASSETS	14,271,885	11,323,922	2,947,963
FIXED ASSETS	18,775,157	18,775,157	-
OTHER ASSETS	114,516	142,945	(28,429)
TOTAL ASSETS	**$ 33,161,559**	**$ 30,242,025**	**$ 2,919,535**
LIABILITIES, DEFERRED REVENUE, FUND BALANCES			
CURRENT LIABILITIES	1,058,755	1,298,796	(240,041)
NOTES PAYABLE	719,395	719,395	-
DEFERRED REVENUE	3,504,365	540,718	2,963,647
LONG-TERM LIABILITIES FOR			
Line of Credit - Tradition Bank	-	-	-
Note Payable Prosperity Bank	-	-	-
First Financial loan tied to CD	-	-	-
First Financial Construction Loan	11,038,498	11,079,549	(41,051)
EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR			
General Fund	303,593	109,733	193,860
FUND EQUITY			
RESTRICTED			
Net Assets Reserved for Debt Service	(11,038,498)	(11,079,549)	41,051
Reserved for Debt Retirement			-
COMMITTED			
Net Assets-Property and Equipment	18,775,157	18,775,157	-
Reserved for Vehicles & Equipment Replacement	613,712	613,712	-
Reserved for Facility Improvement & Acquisitions	2,004,912	2,004,912	-
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	24,667	18,501	6,167
Reserved for Insurance Deductibles	100,000	100,000	-
Reserved for Accrued Paid Time Off	(719,395)	(719,395)	-
UNASSIGNED			
Unrestricted and Undesignated	4,499,311 #	4,503,410	(4,099)
TOTAL LIABILITIES/FUND BALANCE	**$ 33,161,559**	**$ 30,242,025**	**$ 2,919,534**

TRI-COUNTY BEHAVIORAL HEALTHCARE
CONSOLIDATED BALANCE SHEET
For the Month Ended December 31, 2020

	General Operating Funds	Memorandum Only Final August 2019
ASSETS		
CURRENT ASSETS		
Imprest Cash Funds	4,114	3,500
Cash on Deposit-General Fund	11,839,056	8,204,549
Cash on Deposit-Debt Fund	-	-
Accounts Receivable	2,425,423	2,127,671
Inventory	3,292	4,695
TOTAL CURRENT ASSETS	14,271,885	10,340,415
FIXED ASSETS	18,775,157	19,435,971
OTHER ASSETS	114,516	136,153
		-
TOTAL ASSETS	**$ 33,161,559**	**$ 29,912,539**
LIABILITIES, DEFERRED REVENUE, FUND BALANCES		
CURRENT LIABILITIES	1,058,755	1,152,521
NOTES PAYABLE	719,395	630,692
DEFERRED REVENUE	3,504,365	183,283
LONG-TERM LIABILITIES FOR		
Line of Credit - Tradition Bank	-	-
Note Payable Prosperity Bank	-	-
First Financial loan tied to CD	-	435,417
First Financial Construction Loan	11,038,498	11,675,110
EXCESS(DEFICIENCY) OF REVENUES OVER EXPENSES FOR		
General Fund	303,593	633,843
FUND EQUITY		
RESTRICTED		
Net Assets Reserved for Debt service-Restricted	(11,038,498)	(12,110,527)
Reserved for Debt Retirement	-	-
COMMITTED		-
Net Assets-Property and Equipment-Committed	18,775,157	19,435,971
Reserved for Vehicles & Equipment Replacement	613,712	678,112
Reserved for Facility Improvement & Acquisitions	2,004,912	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	24,667	-
Reserved for Insurance Deductibles-Assigned	100,000	100,000
Reserved for Accrued Paid Time Off	(719,395)	(630,692)
UNASSIGNED		
Unrestricted and Undesignated	4,499,311	2,951,724
TOTAL LIABILITIES/FUND BALANCE	**$ 33,161,559**	**$ 29,912,539**

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
For the Month Ended December 2020
and Year To Date as of December 2020

INCOME:	MONTH OF December 2020	YTD December 2020
Local Revenue Sources	407,214	1,226,357
Earned Income	1,078,636	4,375,280
General Revenue-Contract	1,837,729	6,484,096
TOTAL INCOME	**$ 3,323,579**	**$ 12,085,733**
EXPENSES:		
Salaries	1,961,811	6,781,216
Employee Benefits	382,207	1,376,740
Medication Expense	63,956	257,670
Travel-Board/Staff	10,123	39,658
Building Rent/Maintenance	28,157	91,375
Consultants/Contracts	412,335	1,626,849
Other Operating Expenses	197,722	821,331
TOTAL EXPENSES	**$ 3,056,311**	**$ 10,994,838**
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	**$ 267,267**	**$ 1,090,895**
CAPITAL EXPENDITURES		
Capital Outlay-FF&E, Automobiles, Building	3,737	508,621
Capital Outlay-Debt Service	69,670	278,680
TOTAL CAPITAL EXPENDITURES	**$ 73,407**	**$ 787,301**
GRAND TOTAL EXPENDITURES	**$ 3,129,718**	**$ 11,782,140**
Excess (Deficiency) of Revenues and Expenses	**$ 193,860**	**$ 303,593**

Debt Service and Fixed Asset Fund:		
Debt Service	69,670	278,680
Excess(Deficiency) of revenues over Expenses	**69,670**	**278,680**

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
Compared to Budget
Year to Date as of December 2020

	YTD December 2020	APPROVED BUDGET	Increase (Decrease)
INCOME:			
Local Revenue Sources	1,226,357	352,126	874,231
Earned Income	4,375,280	4,532,002	(156,722)
General Revenue-Contract	6,484,096	6,565,079	(80,983)
TOTAL INCOME	**$ 12,085,733**	**$ 11,449,207**	**$ 636,526**
EXPENSES:			
Salaries	6,781,216	6,806,249	(25,033)
Employee Benefits	1,376,740	1,390,170	(13,431)
Medication Expense	257,670	260,667	(2,997)
Travel-Board/Staff	39,658	33,811	5,847
Building Rent/Maintenance	91,375	73,440	17,936
Consultants/Contracts	1,626,849	1,679,508	(52,660)
Other Operating Expenses	821,331	841,335	(20,004)
TOTAL EXPENSES	**$ 10,994,838**	**$ 11,085,181**	**$ (90,342)**
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	**$ 1,090,895**	**$ 364,027**	**$ 726,868**
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	508,621	33,667	474,955
Capital Outlay-Debt Service	278,680	278,680	(0)
TOTAL CAPITAL EXPENDITURES	**$ 787,301**	**$ 312,347**	**$ 474,955**
GRAND TOTAL EXPENDITURES	**$ 11,782,140**	**$ 11,397,527**	**$ 384,612**
Excess (Deficiency) of Revenues and Expenses	**$ 303,593**	**$ 51,680**	**$ 251,913**

Debt Service and Fixed Asset Fund:			
Debt Service	278,680	278,680	**(0)**
Excess(Deficiency) of revenues over Expenses	**278,680**	**278,680**	**(0)**

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
Compared to Budget
For the Month Ended December 2020

INCOME:	MONTH OF December 2020	APPROVED BUDGET	Increase (Decrease)
Local Revenue Sources	407,214	86,479	320,735
Earned Income	1,078,636	1,159,365	(80,729)
General Revenue-Contract	1,837,729	1,849,876	(12,147)
TOTAL INCOME	**$ 3,323,579**	**$ 3,095,721**	**$ 227,858**
EXPENSES:			
Salaries	1,961,811	1,911,428	50,383
Employee Benefits	382,207	376,859	5,348
Medication Expense	63,956	65,167	(1,210)
Travel-Board/Staff	10,123	12,079	(1,956)
Building Rent/Maintenance	28,157	17,110	11,047
Consultants/Contracts	412,335	424,100	(11,766)
Other Operating Expenses	197,722	205,636	(7,914)
TOTAL EXPENSES	**$ 3,056,311**	**$ 3,012,379**	**$ 43,933**
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	**$ 267,267**	**$ 83,342**	**$ 183,925**
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	3,737	6,667	(2,930)
Capital Outlay-Debt Service	69,670	69,670	(0)
TOTAL CAPITAL EXPENDITURES	**$ 73,407**	**$ 76,337**	**$ (2,930)**
GRAND TOTAL EXPENDITURES	**$ 3,129,718**	**$ 3,088,715**	$ 41,003
Excess (Deficiency) of Revenues and Expenses	**$ 193,860**	**$ 7,005**	**$ 186,855**

Debt Service and Fixed Asset Fund:			
Debt Service	69,670	69,670	(0)
Excess(Deficiency) of revenues over Expenses	**69,670**	**69,670**	**(0)**

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
With YTD December 2019 Comparative Data
Year to Date as of December 2020

INCOME:	**YTD December 2020**	**YTD Deember 2019**	**Increase (Decrease)**
Local Revenue Sources	1,226,357	534,739	691,618
Earned Income	4,375,280	4,369,840	5,440
General Revenue-Contract	6,484,096	5,827,024	657,072
TOTAL INCOME	**$ 12,085,733**	**$ 10,731,603**	**$ 1,354,130**
EXPENSES:			
Salaries	6,781,216	6,013,837	767,379
Employee Benefits	1,376,740	1,219,230	157,510
Medication Expense	257,670	256,505	1,165
Travel-Board/Staff	39,658	137,151	(97,493)
Building Rent/Maintenance	91,375	120,616	(29,241)
Consultants/Contracts	1,626,849	1,496,997	129,852
Other Operating Expenses	821,331	832,504	(11,173)
TOTAL EXPENSES	**$ 10,994,838**	**$ 10,076,838**	**$ 917,998**
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	**$ 1,090,895**	**$ 654,765**	**$ 436,132**
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	508,621	141,782	366,839
Capital Outlay-Debt Service	278,680	373,403	(94,723)
TOTAL CAPITAL EXPENDITURES	**$ 787,301**	**$ 515,185**	**$ 272,116**
GRAND TOTAL EXPENDITURES	**$ 11,782,140**	**$ 10,592,023**	**$ 1,190,117**
Excess (Deficiency) of Revenues and Expenses	**$ 303,593**	**$ 139,577**	**$ 164,015**

Debt Service and Fixed Asset Fund:			
Debt Service	278,680	373,403	(94,723)
			-
Excess(Deficiency) of revenues over Expenses	**278,680**	**373,403**	**(94,723)**

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
With December 2019 Comparative Data
For the Month Ended December 2020

INCOME:	**MONTH OF December 2020**	**MONTH OF December 2019**	**Increase (Decrease)**
Local Revenue Sources	407,214	82,712	324,502
Earned Income	1,078,636	991,983	86,653
General Revenue-Contract	1,837,729	1,307,020	530,709
TOTAL INCOME	**$ 3,323,579**	**$ 2,381,715**	**$ 941,864**
Salaries	1,961,811	1,433,784	528,027
Employee Benefits	382,207	209,490	172,717
Medication Expense	63,956	69,421	(5,465)
Travel-Board/Staff	10,123	26,857	(16,734)
Building Rent/Maintenance	28,157	12,920	15,237
Consultants/Contracts	412,335	399,593	12,742
Other Operating Expenses	197,722	179,685	18,037
TOTAL EXPENSES	**$ 3,056,311**	**$ 2,331,748**	**$ 724,561**
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	**$ 267,267**	**$ 49,967**	**$ 217,302**
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	3,737	1,217	2,520
Capital Outlay-Debt Service	69,670	93,274	(23,604)
TOTAL CAPITAL EXPENDITURES	**$ 73,407**	**$ 94,491**	**$ (21,084)**
GRAND TOTAL EXPENDITURES	**$ 3,129,718**	**$ 2,426,239**	**$ 703,479**
Excess (Deficiency) of Revenues and Expenses	**$ 193,860**	**$ (44,527)**	**$ 238,386**

Debt Service and Fixed Asset Fund:			
Debt Service	69,670	93,274	(23,604)
			-
Excess(Deficiency) of revenues over Expenses	**69,670**	**93,274**	**(23,604)**

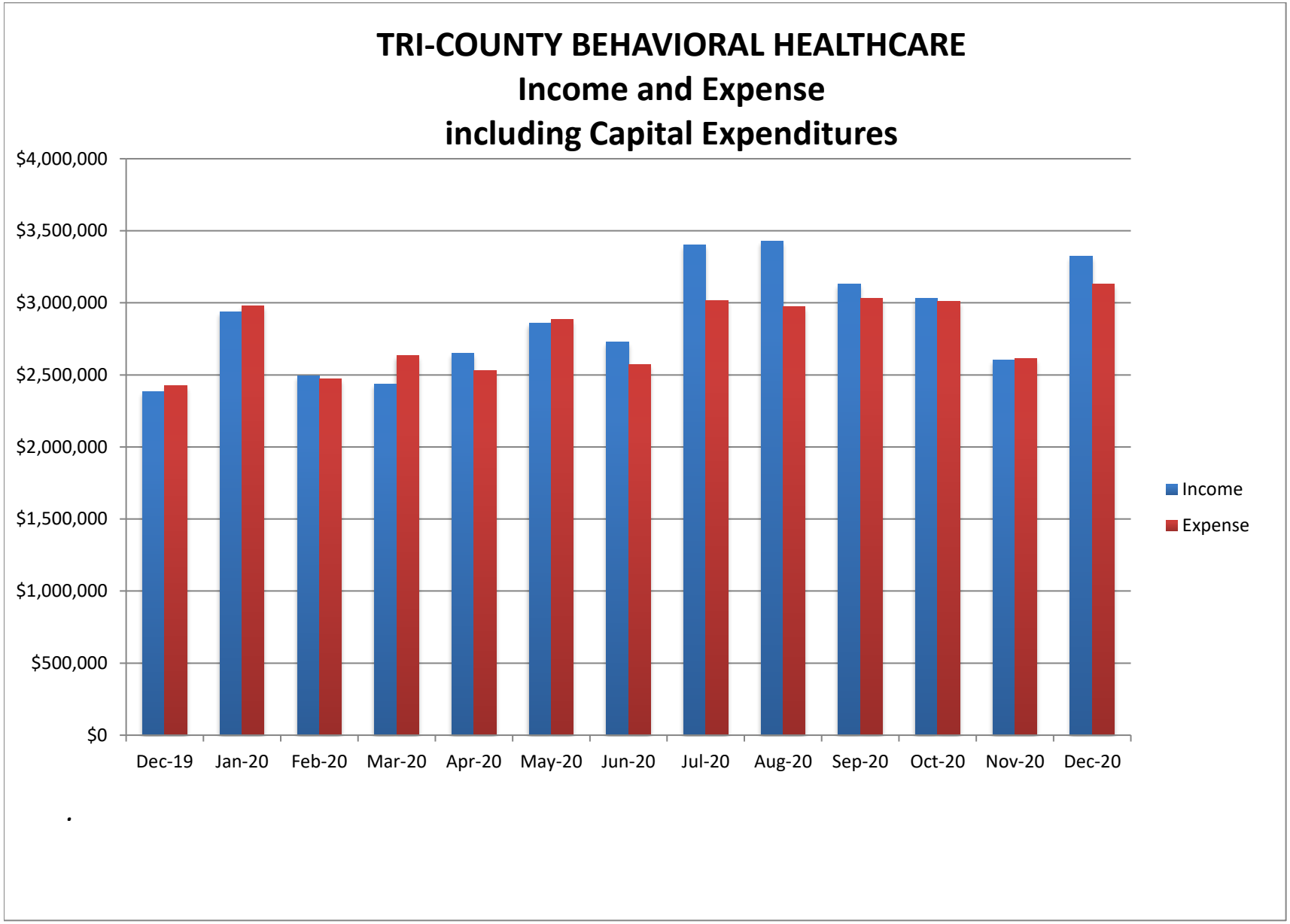
TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary
With November 2020 Comparative Data
For the Month Ended December 2020

INCOME:	**MONTH OF December 2020**	**MONTH OF November 2020**	**Increase (Decrease)**
Local Revenue Sources	407,214	111,016	296,198
Earned Income	1,078,636	1,060,578	18,058
General Revenue-Contract	1,837,729	1,432,064	405,665
TOTAL INCOME	**$ 3,323,579**	**$ 2,603,659**	**$ 719,920**
EXPENSES:			
Salaries	1,961,811	1,494,013	467,799
Employee Benefits	382,207	317,137	65,070
Medication Expense	63,956	64,707	(750)
Travel-Board/Staff	10,123	13,296	(3,173)
Building Rent/Maintenance	28,157	17,279	10,878
Consultants/Contracts	412,335	406,974	5,360
Other Operating Expenses	197,722	229,645	(31,923)
TOTAL EXPENSES	**$ 3,056,311**	**$ 2,543,051**	**$ 513,261**
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	**$ 267,267**	**$ 60,608**	**$ 206,659**
CAPITAL EXPENDITURES			
Capital Outlay-FF&E, Automobiles	3,737	774	2,963
Capital Outlay-Debt Service	69,670	69,670	-
TOTAL CAPITAL EXPENDITURES	**$ 73,407**	**$ 70,444**	**$ 2,963**
GRAND TOTAL EXPENDITURES	**$ 3,129,718**	**$ 2,613,494**	**$ 516,224**
Excess (Deficiency) of Revenues and Expenses	**$ 193,860**	**$ (9,836)**	**$ 203,696**

Debt Service and Fixed Asset Fund:			
Debt Service	69,670	69,670	-
Excess(Deficiency) of revenues over Expenses	**69,670**	**69,670**	**-**

TRI-COUNTY BEHAVIORAL HEALTHCARE
Revenue and Expense Summary by Service Type
Compared to Budget
Year To Date as of December 2020

INCOME:	YTD Mental Health December 2020	YTD IDD December 2020	YTD Other Services December 2020	YTD Agency Total December 2020	YTD Approved Budget December 2020	Increase (Decrease)
Local Revenue Sources	1,186,802	(125,193)	164,748	1,226,357	352,126	874,231
Earned Income	1,516,499	1,418,158	1,440,622	4,375,280	4,532,002	(156,722)
General Revenue-Contract	5,497,690	555,723	430,683	6,484,096	6,565,079	(80,983)
TOTAL INCOME	**$ 8,200,991**	**$ 1,848,688**	**$ 2,036,053**	**$ 12,085,733**	**$ 11,449,207**	**$ 636,525**
EXPENSES:						
Salaries	4,472,412	944,620	1,364,184	6,781,216	6,806,249	(25,033)
Employee Benefits	898,456	195,974	282,310	1,376,740	1,390,170	(13,430)
Medication Expense	207,040	-	50,630	257,670	260,667	(2,997)
Travel-Board/Staff	34,562	262	4,834	39,658	33,811	5,847
Building Rent/Maintenance	78,945	2,687	9,743	91,375	73,440	17,935
Consultants/Contracts	1,184,641	343,793	98,416	1,626,849	1,679,508	(52,659)
Other Operating Expenses	538,175	154,787	128,369	821,331	841,335	(20,004)
TOTAL EXPENSES	**$ 7,414,231**	**$ 1,642,123**	**$ 1,938,486**	**$ 10,994,840**	**$ 11,085,181**	**$ (90,342)**
Excess(Deficiency) of Revenues over Expenses before Capital Expenditures	**$ 786,760**	**$ 206,565**	**$ 97,567**	**$ 1,090,893**	**$ 364,027**	**$ 726,867**
CAPITAL EXPENDITURES						
Capital Outlay-FF&E, Automobiles	335,667	76,188	96,766	508,621	33,667	474,955
Capital Outlay-Debt Service	186,716	41,802	50,162	278,680	278,680	-
TOTAL CAPITAL EXPENDITURES	**$ 522,383**	**$ 117,990**	**$ 146,928**	**$ 787,301**	**$ 312,347**	**$ 474,955**
GRAND TOTAL EXPENDITURES	**$ 7,936,614**	**$ 1,760,113**	**$ 2,085,414**	**$ 11,782,141**	**$ 11,397,527**	**$ 384,613**
Excess (Deficiency) of Revenues and Expenses	**$ 264,377**	**$ 88,575**	**$ (49,361)**	**$ 303,593**	**$ 51,680**	**$ 251,913**
Debt Service and Fixed Asset Fund:						
Debt Service	186,716	41,802	50,162	278,680	278,680	(91,964)
		-	-	-	-	-
Excess (Deficiency) of Revenues over Expenses	**186,716**	**41,802**	**50,162**	**278,680**	**278,680**	**(91,964)**


TRI-COUNTY BEHAVIORAL HEALTHCARE
Income and Expense
including Capital Expenditures
$4,000,000
$3,500,000
$3,000,000
$2,500,000
$2,000,000
$1,500,000
$1,000,000
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Dec-19
Jan-20
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Income
Expense

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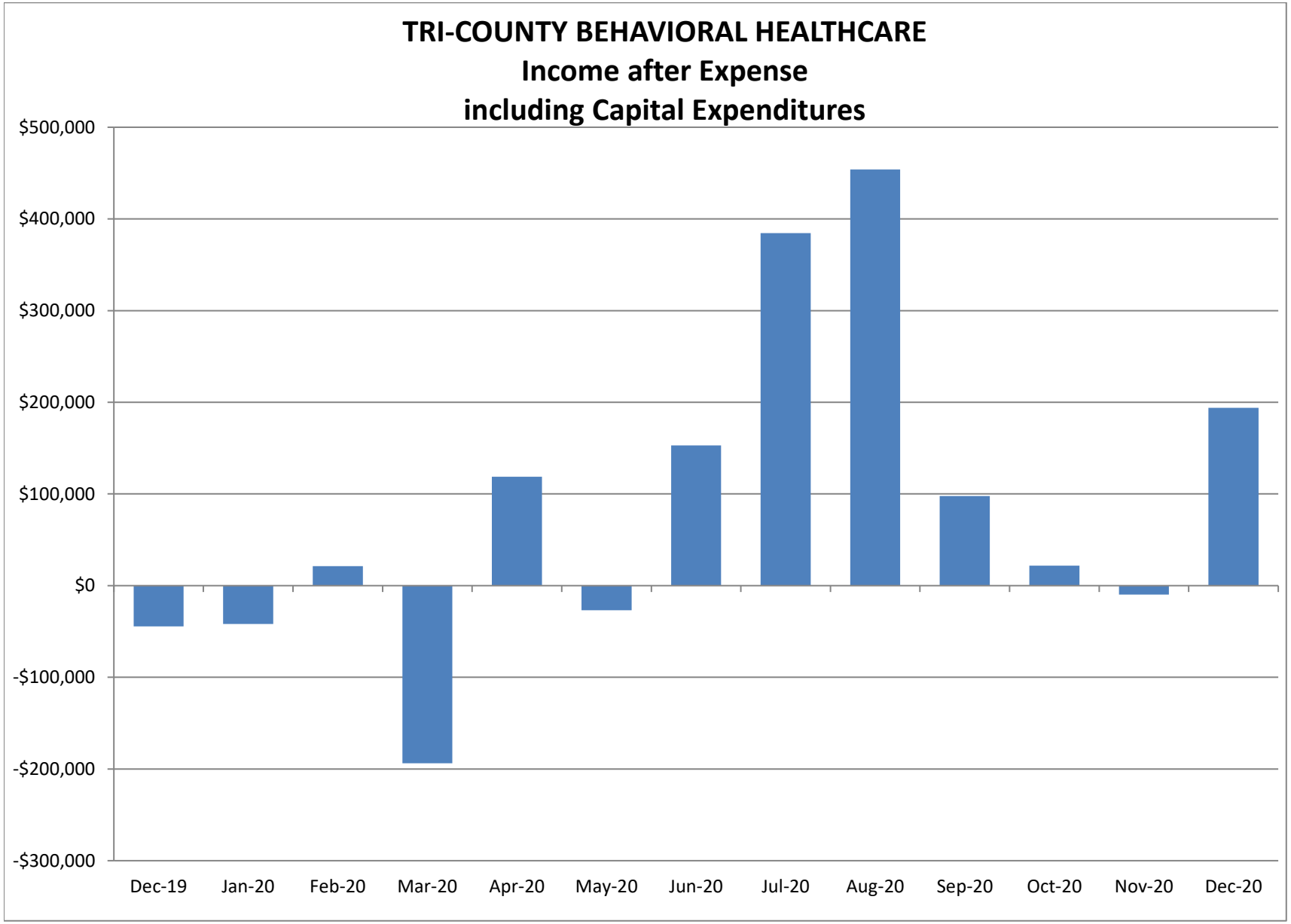
TRI-COUNTY BEHAVIORAL HEALTHCARE
Income after Expense
including Capital Expenditures
$500,000
$400,000
$300,000
$200,000
$100,000
$0
-$100,000
-$200,000
-$300,000
Dec-19
Jan-20
Feb-20
Mar-20
Apr-20
May-20
Jun-20
Jul-20
Aug-20
Sep-20
Oct-20
Nov-20
Dec-20

Agenda Item: Approve FY 2020 Independent Financial Audit **Committee**: Business	**Board Meeting Date** January 28, 2021
Background Information: Eide Bailly, LLP audited Tri-County's Financial Statements for the fiscal year ending August 31, 2020. There were no material findings related to the financial statements.	
Supporting Documentation: Copy of Preliminary Audited Financial Statements – Mailed to Board Members	
Recommended Action: **Approve FY 2020 Independent Financial Audit**	

Agenda Item: Reappoint Independence Communities, Inc. Board of Directors **Committee:** Business	**Board Meeting Date:** January 28, 2021

Background Information:

Mr. Leonard Peck and Mrs. Barbara Duren serve on the Independence Communities, Inc. Board and have terms expiring in January 2021.

Mr. Peck and Mrs. Duren have been contacted and are willing to serve an additional two-year term, which would expire in January 2023.

Supporting Documentation:

None

Recommended Action:

Reappoint Mr. Peck and Mrs. Duren to Serve on the Independence Communities, Inc. Board of Directors for an Additional Two-Year Term Expiring in January 2023

Agenda Item: Reappoint Montgomery Supported Housing, Inc. Board of Directors **Committee:** Business	**Board Meeting Date:** January 28, 2021

Background Information:

Ms. Sharon Walker serves on the Montgomery Supported Housing, Inc. Board and has a term expiring in January 2021.

Ms. Walker has been contacted and is willing to serve an additional two-year term, which would expire in January 2023.

Supporting Documentation:

None

Recommended Action:

Reappoint Ms. Walker to Serve on the Montgomery Supported Housing, Inc. Board of Directors for an Additional Two-Year Term Expiring in January 2023

Agenda Item: Reappoint Cleveland Supported Housing, Inc. Board of Directors **Committee:** Business	**Board Meeting Date:** January 28, 2021

Background Information:

Mrs. Margie Poole and Mrs. Barbara Duren serve on the Cleveland Supported Housing, Inc. Board and have terms expiring in January 2021.

Mrs. Poole and Mrs. Duren have been contacted and are willing to serve an additional two-year term, which would expire in January 2023.

Supporting Documentation:

None

Recommended Action:

Reappoint Mrs. Poole and Mrs. Duren to Serve on the Cleveland Supported Housing, Inc. Board of Directors for an Additional Two-Year Term Expiring in January 2023

Agenda Item: Independence Oaks Apartments **Committee:** Business	**Board Meeting Date:** January 28, 2021
Background Information: Evan Roberson will provide an update to the Board about Independence Oaks in Executive Session.	
Supporting Documentation: None	
Recommended Action: **Take action as needed.**	

Agenda Item: 1st Quarter FY 2021 Quarterly Investment Report **Committee:** Business	**Board Meeting Date** January 28, 2021

Background Information:

This report is provided to the Board of Trustees of Tri-County Services in accordance with Board Policy on fiscal management and in compliance with Chapter 2256: Subchapter A of the Public Funds Investment Act.

Supporting Documentation:

Quarterly TexPool Investment Report

Quarterly Interest Report

Recommended Action:

For Information Only

QUARTERLY INVESTMENT REPORT
TEXPOOL FUNDS

For the Period Ending November 30, 2020

GENERAL INFORMATION

This report is provided to the Board of Trustees of Tri-County Behavioral Healthcare in accordance with Board Policy on fiscal management and in compliance with Chapter 2256; Subchapter A of the Public Funds Investment Act.

Center funds for the period have been partially invested in the Texas Local Government Investment Pool (TexPool), organized in conformity with the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code, and the Public Funds Investment Act, Chapter 2256 of the Texas Government Code. The Comptroller of Public Accounts is the sole officer, director, and shareholder of the Texas Treasury Safekeeping Trust Company which is authorized to operate TexPool. Pursuant to the TexPool Participation Agreement, administrative and investment services to TexPool are provided by Federated Investors, Inc. ("Federated"). The Comptroller maintains oversight of the services provided. In addition, the TexPool Advisory Board, composed equally of participants in TexPool and other persons who do not have a business relationship with TexPool, advise on investment policy and approves fee increases.

TexPool investment policy restricts investment of the portfolio to the following types of investments:

> Obligations of the United States Government or its agencies and instrumentalities with a maximum final maturity of 397 days for fixed rate securities and 24 months for variable rate notes;
>
> Fully collateralized repurchase agreements and reverse repurchase agreements with defined termination dates may not exceed 90 days unless the repurchase agreements have a provision that enables TexPool to liquidate the position at par with no more than seven days notice to the counterparty. The maximum maturity on repurchase agreements may not exceed 181 days. These agreements may be placed only with primary government securities dealers or a financial institution doing business in the State of Texas.
>
> No-load money market mutual funds are registered and regulated by the Securities and Exchange Commission and rated AAA or equivalent by at least one nationally recognized rating service. The money market mutual fund must maintain a dollar weighted average stated maturity of 90 days or less and include in its investment objectives the maintenance of a stable net asset value of $1.00.

TexPool is governed by the following specific portfolio diversification limitations;

> 100% of the portfolio may be invested in obligations of the United States.
>
> 100% of the portfolio may be invested in direct repurchase agreements for liquidity purposes.
>
> Reverse repurchase agreements will be used primarily to enhance portfolio return within a limitation of up to one-third (1/3) of total portfolio assets.
>
> No more than 15% of the portfolio may be invested in approved money market mutual funds.

The weighted average maturity of TexPool cannot exceed 60 days calculated using the reset date for variable rate notes and 90 days calculated using the final maturity date for variable rate notes.

The maximum maturity for any individual security in the portfolio is limited to 397 days for fixed rate securities and 24 months for variable rate notes.

TexPool seeks to maintain a net asset value of $1.00 and is designed to be used for investment of funds which may be needed at any time.

STATISTICAL INFORMATION

Market Value for the Period

Portfolio Summary	September	October	November
Uninvested Balance	$476,527.19	($625,121.76)	($128.52)
Accrual of Interest Income	$ 11,610,051.99	$11,444,481.24	$3,840,705.82
Interest and Management Fees Payable	($2,819,016.31)	($2,522,076.23)	($2,179,528.94)
Payable for Investments Purchased	($424,868,069.14)	$0.00	($109,979,000.00)
Accrued Expense & Taxes	($24,068.99)	($48,368.82)	($23,828.73)
Repurchase Agreements	$ 7,027,660,093.00	$6,383,054,960.00	$7,526,903,124.00
Mutual Fund Investments	$ 2,111,074,000.00	$1,440,074,000.00	$1,317,074,000.00
Government Securities	$ 6,221,572,176.46	$6,095,986,400.69	$5,722,911,502.59
U.S. Treasury Inflation Protected Securities	$ 1,183,865,931.16	$1,183,762,231.74	-
U.S. Treasury Bills	$ 5,631,424,708.36	$5,707,629,121.82	$1,611,131,149.23
U.S. Treasury Notes	$ 1,128,068,171.54	$1,110,686,035.94	$1,110,686,035.94
TOTAL	**$ 22,888,040,505.25**	**$21,929,441,664.62**	**$21,307,682,427.08**

Book Value for the Period

Type of Asset	Beginning Balance	Ending Balance
Uninvested Balance	$675.33	($128.52)
Accrual of Interest Income	$10,725,420.51	$3,840,705.82
Interest and Management Fees Payable	($3,758,312.44)	($2,179,528.94)
Payable for Investments Purchased	($524,694,770.25)	($109,979,000.00)
Accrued Expenses & Taxes	($24,756.25)	($23,828.73)
Repurchase Agreements	$6,979,975,000.00	$7,526,903,124.00
Mutual Fund Investments	$2,654,074,000.00	$1,317,074,000.00
Government Securities	$6,867,842,620.66	$5,719,514,784.76
U.S. Treasury Inflation Protected Securities	$1,183,168,412.07	-
U.S. Treasury Bills	$5,958,207,726.91	$1,609,929,425.95
U.S. Treasury Notes	$1,161,402,006.02	$1,109,572,688.37
TOTAL	**$24,286,918,022.56**	**$21,302,765,954.70**

Portfolio by Maturity as of November 30, 2020

1 to 7 days	8 to 90 day	91 to 180 days	181 + days
64.2%	20.7%	13.5%	1.6%

Portfolio by Type of Investments as of November 30, 2020

Agencies	Repurchase Agreements	Treasuries	Money Market Funds
26.9%	35.1%	31.8%	6.2%

SUMMARY INFORMATION

On a simple daily basis, the monthly average yield was .15% for September, 0.13% for October, and 0.12% for November.

As of the end of the reporting period, market value of collateral supporting the Repurchase Agreements was at least 102% of the Book Value.

The weighted average maturity of the fund as of November 30, 2020 was 36 days.

The net asset value as of November 30, 2020 was 1.00024.

The total amount of interest distributed to participants during the period was $7,520,520.43.

TexPool interest rates exceeded 90 Day T-Bill rates during the entire reporting period.

TexPool has a current money market fund rating of AAAm by Standard and Poor's.

During the reporting period, the total number of participants increased to 2,636.

Funds assets are safe kept at the State Street Bank in the name of TexPool in a custodial account.

During the reporting period, the investment portfolio was in full compliance with Tri-County Behavioral Healthcare's Investment Policy and with the Public Funds Investment Act.

Submitted by:

_____ _____

Sheryl Baldwin Date
Manager of Accounting / Investment Officer

_____ _____

Millie McDuffey Date
Chief Financial Officer / Investment Officer

_____ _____

Evan Roberson Date
Executive Director / Investment Officer

TRI-COUNTY BEHAVIORAL HEALTHCARE
QUARTERLY INTEREST EARNED REPORT
FISCAL YEAR 2021
As Of November 30, 2020

BANK NAME	INTEREST EARNED				
	1st QTR.	2nd QTR.	3rd QTR.	4th QTR.	YTD TOTAL
Alliance Bank - Central Texas CD	$ 315.07				$ 315.07
First Financial Bank CD	$ 3,644.71				$ 3,644.71
First Liberty National Bank	$ 0.14				$ 0.14
JP Morgan Chase (HBS)	$ 693.05				$ 693.05
Prosperity Bank	$ 38.89				$ 38.89
Prosperity Bank CD (formerly Tradition)	$ 5.01				$ 5.01
TexPool Participants	$ 21.69				$ 21.69
Total Earned	$ 4,718.56	$ -	$ -	$ -	$ 4,718.56

Agenda Item: Board of Trustees Unit Financial Statements as of October, November & December 2020 **Committee:** Business	**Board Meeting Date** January 28, 2021
Background Information: None	
Supporting Documentation: October, November & December 2020 Board of Trustees Unit Financial Statements	
Recommended Action: **For Information Only**	

Unit Financial Statement
October 2020

	October 2020 Actuals	October 2020 Budgeted	Variance	YTD Actual	YTD Budget	Variance	Percent	Budget
Revenues								
Allocated Revenue	$ 1,522.90	$ 1,522.91	$ (0.01)	$ 3,045.82	$ 3,045.82	$ -	100.00%	$ 19,425.00
Total Revenue	$ 1,522.90	$ 1,522.91	$ (0.01)	$ 3,045.82	$ 3,045.82	$ -	100.00%	$ 19,425.00
Expenses								
Insurance-Worker Compensation	$ 7.44	$ 8.33	$ (0.89)	$ 23.80	$ 16.66	$ 7.14	142.86%	$ 100.00
Legal Fees	$ 1,500.00	$ 1,500.00	$ -	$ 3,000.00	$ 3,000.00	$ -	100.00%	$ 18,000.00
Postage	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	$ -
Supplies-Office	$ -	$ 14.58	$ (14.58)	$ -	$ 29.16	$ (29.16)	0.00%	$ 175.00
Travel - Local	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	$ 350.00
Travel - Non-local Hotel	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	$ 800.00
Travel - Meals	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	$ -
Total Expenses	$ 1,507.44	$ 1,522.91	$ (15.47)	$ 3,023.80	$ 3,045.82	$ (22.02)	99.28%	$ 19,425.00
Total Revenue minus Expenses	$ 15.46	$ -	$ 15.46	$ 22.02	$ -	$ 22.02	0.72%	$ -

Unit Financial Statement

November 2020

	November 2020 Actuals	November 2020 Budgeted	Variance	YTD Actual	YTD Budget	Variance	Percent	Budget
Revenues								
Allocated Revenue	$ 1,522.91	$ 1,522.91	$ -	$ 4,568.73	$ 4,568.73	$ -	100.00%	$ 19,425.00
Total Revenue	$ 1,522.91	$ 1,522.91	$ -	$ 4,568.73	$ 4,568.73	$ -	100.00%	$ 19,425.00
Expenses								
Insurance-Worker Compensation	$ 0.74	$ 8.33	$ (7.59)	$ 24.54	$ 24.99	$ (0.45)	98.20%	$ 100.00
Legal Fees	$ 1,500.00	$ 1,500.00	$ -	$ 4,500.00	$ 4,500.00	$ -	100.00%	$ 18,000.00
Postage	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	$ -
Supplies-Office	$ -	$ 14.35	$ (14.35)	$ -	$ 43.51	$ (43.51)	0.00%	$ 175.00
Travel - Local	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	$ 350.00
Travel - Non-local Hotel	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	$ 800.00
Travel - Meals	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	$ -
Total Expenses	$ 1,500.74	$ 1,522.68	$ (21.94)	$ 4,524.54	$ 4,568.50	$ (43.96)	99.04%	$ 19,425.00
Total Revenue minus Expenses	$ 22.17	$ 0.23	$ 21.94	$ 44.19	$ 0.23	$ 43.96	0.96%	$ -

Unit Financial Statement

December 2020

	December 2020 Actuals	December 2020 Budgeted	Variance	YTD Actual	YTD Budget	Variance	Percent	Budget
Revenues								
Allocated Revenue	$ 1,522.91	$ 1,522.91	$ -	$ 6,091.64	$ 6,091.64	$ -	100.00%	$ 19,425.00
Total Revenue	$ 1,522.91	$ 1,522.91	$ -	$ 6,091.64	$ 6,091.64	$ -	100.00%	$ 19,425.00
Expenses								
Insurance-Worker Compensation	$ -	$ 8.33	$ (8.33)	$ 24.54	$ 33.32	$ (8.78)	73.65%	$ 100.00
Legal Fees	$ 1,500.00	$ 1,500.00	$ -	$ 6,000.00	$ 6,000.00	$ -	100.00%	$ 18,000.00
Postage	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	$ -
Supplies-Office	$ -	$ 14.58	$ (14.58)	$ -	$ 58.09	$ (58.09)	0.00%	$ 175.00
Travel - Local	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	$ 350.00
Travel - Non-local Hotel	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	$ 800.00
Travel - Meals	$ -	$ -	$ -	$ -	$ -	$ -	0.00%	$ -
Total Expenses	$ 1,500.00	$ 1,522.91	$ (22.91)	$ 6,024.54	$ 6,091.41	$ (66.87)	98.90%	$ 19,425.00
Total Revenue minus Expenses	$ 22.91	$ -	$ 22.91	$ 67.10	$ 0.23	$ 66.87	1.10%	$ -

Agenda Item: HUD 811 Update **Committee:** Business	**Board Meeting Date** January 28, 2021

Background Information:

As you are aware our HUD 811 housing projects are funded with the expectation that they remain viable for the next forty (40) years. Once this time period is met, HUD considers the program obligation met (i.e. loan paid in full). Each of the Housing Boards is appointed by the Board of Trustees and each organization is a component unit of Tri-County Behavioral Healthcare. As a Liaison to these projects, Tri-County has established a quarterly reporting mechanism to keep the Board of Trustees updated on the status of these projects.

Supporting Documentation:

First Quarter FY 2021 HUD 811 Report

Recommended Action:

For Information Only

1st Quarter FY 2021 HUD 811 Report

Making a Difference in Property Management (MDPM) continues to follow direction from the Centers for Disease Control and the Department of Housing and Urban Development regarding safety precautions related to the COVID-19 pandemic. Staff have begun preparations to restart routine inspections inside the units and continue to address emergency work orders as reported.

MDPM reports that the maintenance technician hired to split time between all three properties is continuing to conduct quality work on all three properties.

The Cleveland Supported Housing, Inc. Board (CSHI)

The CSHI Board held their first Quarter meeting on December 11, 2020 where they reviewed financial statements, project status reports, and the annual audit engagement letter. There are currently two approved applicants on the one-bedroom waiting list and two vacancies have occurred since the last Board meeting. One of the move outs (one-bedroom) has been leased and the property is currently marketing the two-bedroom for lease. We did have one resident pass away due to natural causes in 'at home' hospice with family by her side. She will be missed by many residents and support has been offered to the property manager and residents if needed.

Following a report during recent repairs that there may be a concern with the way the fire sprinklers were installed, MDP Management hired a fire safety contractor to come out and inspect the fire sprinkler system. The initial report from MDP Management was positive noting that there was not a current safety concern at this time.

The property did experience an issue with bed bugs this quarter and the issue has been addressed through recommended protocol.

The CSHI Board currently has three members which is the minimum membership allowable per the bylaws. For this reason, we are actively seeking recommendations for additional membership as they become available. Please contact Tanya with any potential leads. If additional information is needed, we would be happy to schedule a phone call or video conferencing for anyone preferring a 'face-to-face' meeting.

The Montgomery Supported Housing, Inc. Board (MSHI)

The MSHI Board held their first Quarter meeting on December 8th, 2020 where the Board reviewed financial statements, project status reports, and the annual audit engagement letter. The property is currently at 100% occupancy with four people on the waiting list.

No significant maintenance items were reported this quarter. The property manager reports that the maintenance technician continues to complete impressive work on the property due to his advanced skills. Through approved access to the Reserve for Replacement funds from HUD, the

property did make a purchase for a new copy machine and computer for the office to replace the equipment purchased nine years ago when the property opened.

The MSHI Board currently has four members and the Board continues to seek recommendations for additional membership as they become available.

The Independence Communities, Inc. Board (ICI)

The ICI Board held their first Quarter meeting on September 3rd where they reviewed financial statements, project status reports and selected the auditor for FY 20. The Board elected not to have an additional meeting in December but reports were provided to the Board for review. As of the December reports, the property is currently at 100% occupancy with no move-outs since the last meeting. The property currently has four approved applications on the one-bedroom waiting list and one on the two-bedroom waiting list.

MDPM submitted a revised Budget Based Rent increase in July which was approved and went into effect on November 1, 2020.

The property had two units that had bedbugs since the last report. The property had to treat the units several times but was successful in treating the units.

Additional maintenance items on the property included replacement of two AC units and two refrigerators which is to be expected as the property is over 15 years old. The roof replacement began on November 30th. As you may recall the work had been delayed due to contractors reporting difficulty getting materials needed during the pandemic.

The ICI Board did have one member resign due to plans to relocate out of State. The Board currently has four members.

The ICI Board did have one member resign due to plans to relocate out of State. The Board currently has four members.

UPCOMING MEETINGS

February 25, 2021 – Board Meeting

- Approve Minutes from January 28, 2021 Board Meeting
- Community Resources Report
- Consumer Services Report for January 2021
- Program Updates
- Personnel Report for January 2021
- Texas Council Risk Management Fund Claims Summary for January 2021
- Approve Financial Statements for January 2021
- 401(a) Retirement Plan Account Review
- Board of Trustees Unit Financial Statement as of January 2021

March 25, 2021 – Board Meeting

- Approve Minutes from February 25, 2021 Board Meeting
- Community Resources Report
- Consumer Services Report for February 2021
- Program Updates
- FY 2021 Goals and Objectives Progress Report
- 2nd Quarter FY 2021 Investment Report
- 2nd Quarter FY 2021 Corporate Compliance and Quality Management Report
- 3rd Quarter FY 2021 Corporate Compliance Training
- Personnel Report for February 2021
- Texas Council Risk Management Fund Claims Summary as of February 2021
- Approve Financial Statements for February 2021
- Board of Trustees Unit Financial Statement as of February 2021

Tri-County Behavioral Healthcare Acronyms

Acronym	Name
1115	Medicaid 1115 Transformation Waiver
AAIDD	American Association on Intellectual and Developmental Disabilities
AAS	American Association of Suicidology
ABA	Applied Behavioral Analysis
ACT	Assertive Community Treatment
ADA	Americans with Disabilities Act
ADD	Attention Deficit Disorder
ADHD	Attention Deficit Hyperactivity Disorder
ADL	Activities of Daily Living
ADRC	Aging and Disability Resource Center
AMH	Adult Mental Health
ANSA	Adult Needs and Strengths Assessment
AOP	Adult Outpatient
APM	Alternative Payment Model
APRN	Advanced Practice Registered Nurse
APS	Adult Protective Services
ARDS	Assignment Registration and Dismissal Services
ASH	Austin State Hospital
BCBA	Board Certified Behavior Analyst
BJA	Bureau of Justice Administration
BMI	Body Mass Index
C&Y	Child & Youth Services
CAM	Cost Accounting Methodology
CANS	Child and Adolescent Needs and Strengths Assessment
CARE	Client Assignment Registration & Enrollment
CBT	Computer Based Training & Cognitive Based Therapy
CC	Corporate Compliance
CCBHC	Certified Community Behavioral Health Clinic
CCP	Crisis Counseling Program
CDBG	Community Development Block Grant
CFC	Community First Choice
CFRT	Child Fatality Review Team
CHIP	Children's Health Insurance Program
CIRT	Crisis Intervention Response Team
CISM	Critical Incident Stress Management
CMH	Child Mental Health
CNA	Comprehensive Nursing Assessment
COC	Continuity of Care
COPSD	Co-Occurring Psychiatric and Substance Abuse Disorders
CPS	Child Protective Services
CPT	Cognitive Processing Therapy
CRCG	Community Resource Coordination Group
CSHI	Cleveland Supported Housing, Inc.
DADS	Department of Aging and Disability Services
DARS	Department of Assistive & Rehabilitation Services
DCP	Direct Care Provider
DEA	Drug Enforcement Agency
DFPS	Department of Family and Protective Services
DO	Doctor of Osteopathic Medicine
DOB	Date of Birth
DRC	Disaster Recovery Center
DRPS	Department of Protective and Regulatory Services
DSHS	Department of State Health Services
DSM	Diagnostic and Statistical Manual of Mental Disorders
DSRIP	Delivery System Reform Incentive Payments

DUA	Data Use Agreement
Dx	Diagnosis
EBP	Evidence Based Practice
ECI	Early Childhood Intervention
EHR	Electronic Health Record
EOU	Extended Observation Unit
ETBHN	East Texas Behavioral Healthcare Network
EVV	Electronic Visit Verification
FDA	Federal Drug Enforcement Agency
FEMA	Federal Emergency Management Assistance
FEP	First Episode Psychosis
FLSA	Fair Labor Standards Act
FMLA	Family Medical Leave Act
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
HUD	Housing and Urban Development
ICAP	Inventory for Client and Agency Planning
ICF-IID	Intermediate Care Facility - for Individuals w/Intellectual Disabilities
ICI	Independence Communities, Inc.
ICM	Intensive Case Management
IDD	Intellectual and Developmental Disabilities
IDD PNAC	Intellectual and Developmental Disabilities Planning Network Advisory Committee
IHP	Individual Habilitation Plan
IMR	Illness Management and Recovery
IP	Implementation Plan
IPE	Initial Psychiatric Evaluation
IPP	Individual Program Plan
ITP	Individual Transition Planning (schools)
JDC	Juvenile Detention Center
JUM	Junior Utilization Management Committee
LAR	Legally Authorized Representative
LBHA	Local Behavioral Health Authority
LCDC	Licensed Chemical Dependency Counselor
LCSW	Licensed Clinical Social Worker
LIDDA	Local Intellectual & Developmental Disabilities Authority
LMC	Leadership Montgomery County
LMHA	Local Mental Health Authority
LMSW	Licensed Master Social Worker
LMFT	Licensed Marriage and Family Therapist
LOC	Level of Care (MH)
LOC-TAY	Level of Care - Transition Age Youth
LON	Level Of Need (IDD)
LOSS	Local Outreach for Suicide Survivors
LPHA	Licensed Practitioner of the Healing Arts
LPC	Licensed Professional Counselor
LPC-S	Licensed Professional Counselor-Supervisor
LPND	Local Planning and Network Development
LSFHC	Lone Star Family Health Center
LTD	Long Term Disability
LVN	Licensed Vocational Nurse
MAC	Medicaid Administrative Claiming
MCHC	Montgomery County Homeless Coalition
MCHD	Montgomery County Hospital District

MCO	Managed Care Organizations
MCOT	Mobile Crisis Outreach Team
MD	Medical Director/Doctor
MDCD	Medicaid
MDD	Major Depressive Disorder
MHFA	Mental Health First Aid
MIS	Management Information Services
MOU	Memorandum of Understanding
MSHI	Montgomery Supported Housing, Inc.
MTP	Master Treatment Plan
MVPN	Military Veteran Peer Network
NAMI	National Alliance on Mental Illness
NASW	National Association of Social Workers
NEO	New Employee Orientation
NGM	New Generation Medication
NGRI	Not Guilty by Reason of Insanity
NP	Nurse Practitioner
OCR	Outpatient Competency Restoration
OIG	Office of the Inspector General
OSAR	Outreach, Screening, Assessment and Referral (Substance Use Disorders)
PA	Physician's Assistant
PAP	Patient Assistance Program
PASRR	Pre-Admission Screening and Resident Review
PATH	Projects for Assistance in Transition from Homelessness (PATH)
PCIT	Parent Child Interaction Therapy
PCP	Primary Care Physician
PCRP	Person Centered Recovery Plan
PDP	Person Directed Plan
PETC	Psychiatric Emergency Treatment Center
PFA	Psychological First Aid
PHI	Protected Health Information
PNAC	Planning Network Advisory Committee
PRS	Psychosocial Rehab Specialist
QIDP	Qualified Intellectual Disabilities Professional
QM	Quality Management
QMHP	Qualified Mental Health Professional
RAC	Routine Assessment and Counseling
RCF	Residential Care Facility
RCM	Routine Case Management
RFP	Request for Proposal
RN	Registered Nurse
ROC	Regional Oversight Committee - ETBHN Board
RPNAC	Regional Planning & Network Advisory Committee
RSH	Rusk State Hospital
RTC	Residential Treatment Center
SAMA	Satori Alternatives to Managing Aggression
SAMHSA	Substance Abuse and Mental Health Services Administration
SASH	San Antonio State Hospital
SH	Supported Housing
SHAC	School Health Advisory Committee
SOAR	SSI Outreach, Access and Recovery
SSA	Social Security Administration
SSDI	Social Security Disability Income
SSI	Supplemental Security Income
SSLC	State Supported Living Center
STAR Kids	State of Texas Reform-Kids (Managed Medicaid)
SUD	Substance Use Disorder
SUMP	Substance Use and Misuse Prevention

TAC	Texas Administrative Code
TANF	Temporary Assistance for Needy Families
TAY	Transition Aged Youth
TCBHC	Tri-County Behavioral Healthcare
TF-CBT	Trauma Focused CBT - Cognitive Behavioral Therapy
TCCF	Tri-County Consumer Foundation
TCOOMMI	Texas Correction Office on Offenders with Medical & Mental Impairments
TCRMF	Texas Council Risk Management Fund
TDCJ	Texas Department of Criminal Justice
TEA	Texas Education Agency
TIC/TOC	Trauma Informed Care-Time for Organizational Change
TP	Treatment Plan
TRA	Treatment Adult Services (Substance Abuse)
TRR	Texas Resilience and Recovery
TxHmL	Texas Home Living
TRY	Treatment Youth Services (Substance Abuse)
TVC	Texas Veterans Commission
TWC	Texas Workforce Commission
UM	Utilization Management
UW	United Way of Greater Houston
WCHD	Walker County Hospital District
WSC	Waiver Survey & Certification
YES	Youth Empowerment Services
YMHFA	Youth Mental Heath First Aid
YPS	Youth Prevention Services
YPU	Youth Prevention Selective

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