

MINUTES
OF
THE DEEP EAST TEXAS REGIONAL
MENTAL HEALTH MENTAL RETARDATION SERVICES
BOARD OF TRUSTEES MEETING

June 26, 1975

Groveton, Texas

BOARD MEMBERS PRESENT:

Mr. Ward R. Burke, Chairman
Mr. W. J. Gentry, Vice Chairman
Mr. R. B. Hille, Secretary
Mr. V. B. Woods, Treasurer
Mr. George Gee
Judge Tom D. Mann

BOARD MEMBERS ABSENT:

Judge Emmett Lack
Cleo Hines
Rev. Jerry Self

OTHERS PRESENT:

Dr. Wayne Lawrence	- DETRMHMS
Russ Burbank	"
Betty Ecker (late)	"
Linda Foley	"
S. H. Morrison, Jr.	"
Lee Mayberry	"
Lillian Newborn	"
Dr. Felix Peebles, Jr.	"
Linda Cobb	"
Andy Roberts, SFASU	
Ron Lepard	"
Larry Kelley	"
Jean Tucker	"
Dr. Bruce E. Bailey	
Bill Burnett, GROVETON NEWS	
Norman Cobb, Groveton	
Kathy Maxey, Groveton	
Sherry Martin, Groveton	
Blanche Martin, AARP, Groveton	
Charles P. Martin, Trinity Co. Committee on Aging	
Anna M. Pfleger, Groveton	
Betty Sue Mann, Colmesneil	

OTHERS PRESENT - Continued:

Victoria Gentry, Crockett
Lois Gee, Jasper
Lynn Dunlap, LUFKIN NEWS
Mrs. Felix Peebles, Lufkin
Patsy Lawrence, Lufkin
Bessie Sanders, Shepherd
Minnie Thomas, Shepherd
Alice Jones, Zavalla
Greg Peak, TRINITY STANDARD
Lynn Montes, Axley & Rode, Lufkin
Don Hearne, Equitable Life Assurance Society, Lufkin

The 20th meeting of the Board of Trustees was held on Thursday, June 26, 1975, at 7:00 p.m. in the Trinity County Courthouse, District Courtroom, in Groveton, Texas.

Mr. V. B. Woods, Treasurer of the Board and member representing Trinity County, welcomed guests in attendance. He commented that Trinity County was proud to have been the first county in the 13-county Deep East Texas region to approve local match funds, and fortunate to have the first Outpatient Clinic. He said that Mrs. Linda Cobb, Director of the Trinity Co. Outpatient Clinic, is doing an excellent job and has initiated an outstanding volunteer program. There is a very active local Advisory Council with Mr. Bill Burnett, editor of the GROVETON NEWS, serving as Chairman. Mr. Woods asked Mr. Burnett to introduce the members of the Council in attendance and volunteers.

Mr. Burnett also recognized members of the news media present including Lynn Dunlap, LUFKIN NEWS; Lyn Holt, DETCOG's Public Information Officer, and Gregg Peak, TRINITY STANDARD.

INVOCATION: Dr. Wayne Lawrence, Executive Director of DETRMHMRS, gave the Invocation.

CALL TO ORDER: There being a quorum present, Mr. Burke called the meeting to order at 7:10 p.m.

Mr. Burke commented that Board Members are furnished supporting documents to the Agenda prior to the meetings so that they may review the items and act upon them in an expeditious manner at the meetings.

APPROVAL OF MINUTES OF MAY BOARD MEETING: Mr. Hille stated that there were two typographical errors in the May Minutes appearing on page 11, and these have been corrected in the permanent Minutes.

Judge Mann moved that the Minutes of the May Board Meeting be approved as corrected. Mr. Gee seconded the motion, and the Board approved.

TREASURER'S REPORT: Mr. Woods commented that the Board is dedicated to see that the limited funds benefit the greatest number of people, and that funds on deposit are fully insured.

Copies of the Operating Statement for the month ending May 31, 1975, were distributed to Board members and guests. There being no questions or comments,

Mr. Hille moved that the Treasurer's Report be approved, and Judge Mann gave the second. The Board approved the motion.

EXECUTIVE DIRECTOR'S REPORT: Dr. Lawrence reported that:

1. Approximately \$95,000.00 local match funds have been pledged, and DETRMHMRS has received \$64,920.22 to date.

2. We have been notified by the State that Community MHMR Centers have been appropriated \$64.7 million for the 1976-1977 biennium. DETRMHMRS has been allocated \$676,512 for FY 1976, and the budget for FY 1976 is due in Austin July 15 with our budget hearing on July 22.

3. As discussed at a previous Board Meeting, the team of interns from SFAU began the Evaluation program on June 9.

4. DETRMHMRS received \$24,000 from a DDA grant for the purchase of three mini-bus vans.

5. The TCA grant application for the Community Counseling Centers will be reviewed on June 27. Mr. Larry Davis will represent DETRMHMRS at that meeting.

6. We resubmitted an application for Supplemental Grant-In-Aid in the amount of \$8,050 for the purchase of a vehicle. I have been informed that the application was not approved.

7. A status report on the number of clients being served has been presented to the following Commissioners Courts: Tyler, Houston, Angelina, Nacogdoches, Jasper, Newton, and Polk

counties. We are scheduling appearances to request local match funds for FY 1976.

8. Mr. Burbank met with the Beaumont State Center for Human Development and the Indian Reservation personnel about assuming the administrative responsibility for that program.

9. Met with DETCOG personnel about assuming the DWI Court Class program on January 1, 1976. This is in the proposed budget for the next fiscal year.

10. Mrs. Ecker has been in Austin attending a meeting on Title IVA and Title VI, and hopes to get back in time to attend part of the Board Meeting.

11. Dr. Lawrence asked the Program Directors to briefly report on activities since the last Board Meeting.

Dr. Peebles, Director of Psychiatric Services:

1. The patient caseload at the Outpatient Clinics is steadily increasing.

2. The Lufkin hospitals have had five inpatients.

3. Met with a group of Southeast Texas pharmacists last Thursday. They are cooperating wholeheartedly with our programs.

Mr. Burbank, Director of Mental Retardation Programs:

1. During the month, 48 new clients were added to the MR programs--32 added to existing programs making a total of 267, and 16 were State School applicants.

2. A temporary arrangement has been worked out with the Wynn Motor Company in Coldspring to transport eight clients to the Polk County Sheltered Workshop. On the return trip, three clients are taken to the San Jacinto County Developmental Center from Shepherd.

3. We received a check for \$24,000 on June 23 for our three DDA vehicles.

4. The Nacogdoches County Sheltered Workshop was evaluated by the TRC staff this morning to determine eligibility for reimbursement for serving TRC clients.

5. The Shelby County Sheltered Workshop is involved in

the turtle pincushion contract making an initial 2,000--if things go well, the order will be increased up to 50,000. The Polk Co. Sheltered Workshop has four new contracts with Bevel Tackle Co. packaging hooks, making trot lines and ready-made lines (with sinker, cork and hooks). Also, we have a contract with Keller Industries to package storm door assemblies (screws, knobs, etc.).

6. Mr. Steve Willingham resigned as Director of the Nacogdoches Co. Sheltered Workshop effective July 14. He has accepted a request from the Church of Jesus Christ of the Latter Day Saints to be a missionary in Columbia, South America.

7. We have been notified that we will receive \$43,569 from Title I instead of anticipated \$21,000.

8. The MR staff traveled 7,810 miles during May.

9. The Beaumont State Center for Human Development asked that we assume the administrative responsibility of the Developmental Center at the Indian Reservation. This involves no cost to our agency except for the supervisor's time, and I recommend that we accept this program.

S. H. Morrison, Jr., Director of Program Support Services:

1. Proceeding with plans for a seminar for area ministers. This will probably be a one-day meeting in the early fall at the Angelina College, with possibly some outside speakers (from TRIMS).

2. We have another set of transparencies available for speech presentations.

3. Working on the slide presentation.

4. We had 460 registered guests at the Open Houses in May.

5. Initiated an orientation program for new employees held on the second and fourth Mondays. Including CETA personnel, we now have 47 employees.

6. Introduced the SFASU interns conducting the Evaluation program: Larry Kelley, Ron Lepard, Andrew Roberts and Jean Tucker.

Mental Health Programs:

In Mrs. Ecker's absence, Dr. Lawrence reported 78 new clients in the Mental Health programs, making a total of 600 clients served.

Mr. Burke commented that these reports reflect the numbers of clients being served; however, he encouraged the Board Members to visit the programs in order to get an overall view of what is being accomplished.

CONSIDERATION OF THIRD QUARTER EXPENDITURE REPORT: Mrs. Foley, Accountant, reviewed the expenditure report for the third quarter.

Judge Mann moved that the Board approve the Third Quarter Expenditure Report for the period ending May 31, 1975, and that the Chairman be authorized to sign this report and forward to TDMHMR. Mr. Hille seconded the motion, and the Board approved.

AUTHORIZE CHAIRMAN TO SIGN VOUCHER FOR FOURTH QUARTER STATE GRANT-IN-AID ALLOCATION:

Mr. Gentry moved that the Chairman be authorized to sign the Voucher in the amount of \$76,610 to cover operating expenses for the months of July and August, and that the Voucher be forwarded to TDMHMR. Judge Mann seconded the motion, and the Board approved.

CONSIDERATION OF AUDIT PROCEDURES, PROCESSES, AND FIRM TO BE USED FOR FY 1975 AUDIT: With the Board's approval, Mr. Burke recognized Mr. Lynn Montes, CPA representing the firm of Axley & Rode of Lufkin.

Mr. Montes expressed appreciation to the Board for the opportunity of appearing in behalf of Axley & Rode. He said he has been associated with Axley & Rode for 15 years, and the firm has a staff of 35 including 11 CPA's. They have conducted municipal audits for the cities of Lufkin, Nacogdoches, Trinity; and Trinity, Sabine, and Nacogdoches counties. Also have done audits for ISD's including Lufkin, Livingston, and Jasper. Mr. Montes said that Axley & Rode felt it could comply with the requirements, and could complete the audit in a 90-day period, furnishing a detailed report of the financial condition of DETRMHMRS.

Judge Mann moved that the firm of Axley & Rode of Lufkin be selected to conduct the FY 1975 audit of DETRMHMRS. Mr. Woods seconded the motion, and the Board approved.

CONSIDERATION OF ACCEPTING BID FOR PURCHASE OF THREE MINI-BUS VANS TO BE USED FOR CLIENT TRANSPORTATION: Dr. Lawrence said that Request for Quotation forms had been sent to auto dealerships in each of the 13 counties except for one (could not find dealership listed). Board members received copies of bids submitted in the supporting documents. After reviewing the bids submitted,

Judge Mann moved that the low bid from the Polk County Motor Co. in Livingston in the amount of \$16,007.10 for three mini-bus vans be accepted, and that the staff decide the location of the vehicles according to the need. Mr. Woods seconded the motion, and the Board approved.

CONSIDERATION OF CONTRACTURAL AGREEMENT WITH EMPLOYEE ASSISTANCE SERVICE OF TEXAS: Dr. Lawrence said that this contract was discussed at length at the last Board Meeting. EAST is interested in contracting with DETRMHMRS so that indigent patients in Hardin County can have psychiatric care. He said that the contract amount was higher than other inpatient programs because medical services will be provided by EAST. Dr. Lawrence stated that he had discussed this matter with the Hardin County Judge and also the Hardin County Advisory Council.

Mr. Woods raised the question about referrals. Dr. Lawrence replied that referrals will be made by DETRMHMRS' staff.

Judge Mann moved, seconded by Mr. Gee, that DETRMHMRS enter into the contractural agreement with EAST, and that the Chairman be authorized to sign the contract. The Board approved the motion.

CONSIDERATION OF LEASE AGREEMENT FOR SHELBY HALFWAY HOUSE: Dr. Lawrence said that as was decided at the last Board Meeting, DETRMHMRS will assume the administrative and fiscal responsibility for the Shelby Halfway House on July 1, 1975. The lease agreement is for the house currently being used which is in good repair except for the wiring. He said that Mr. Borgfeld, Attorney, has reviewed the agreement and found it in order. This is for a 14-month period from July 1 - August 31, 1976.

Mr. Hille moved that the Board Chairman be authorized to sign the lease agreement, and that the renovation (rewiring) be authorized. Judge Mann seconded the motion, which carried.

DISCUSSION OF STATUS OF HALFWAY HOUSE FOR MENTALLY RETARDED IN LUFKIN: Dr. Lawrence said that plans for a Halfway House for the mentally retarded in Lufkin have been temporarily delayed because of several factors including opposition of neighbors adjacent to the proposed location. Dr. Lawrence said that he and Mr. Burke discussed the matter with the Board's Executive Committee and reached the decision that this program be delayed until a more suitable location could be found. He said that other locations are being investigated at this time.

Mr. Burke commented that insofar as possible, DETRMHMRS would like to locate programs where they will be accepted. He commented that this is only one instance pointing out the need for public education.

Mr. Woods commented that he felt any hostility on the part of neighbors would affect the program and clients. Mr. Woods also expressed appreciation to the LUFKIN NEWS for its timely editorial of June 25.

Dr. Lawrence commented that the opposition to the halfway house did not reflect the feelings of the whole community--over 400 signatures were gathered on a petition in favor, while only 36 signatures were submitted on the petition against.

DISCUSSION OF TAX SHELTERED ANNUITY RETIREMENT SYSTEM: Mr. Morrison reviewed the plan presented by the Equitable Life Assurance Society. He also recommended that the Board authorize the formation of a Board of Trustees to serve as a policy-making body for the retirement system. He suggested that the Board Chairman, Treasurer, and Executive Director be appointed to this Board. Mr. Morrison said that Mr. Don Hearne representing Equitable was present to answer any questions.

Mr. Gentry raised the question as to whether this retirement plan would be optional. The reply was that DETRMHMRS would definitely participate at the rate of 2%. Dr. Lawrence said that this was available in the budget in fringe benefits. Participation would be optional on the part of the employee.

After further discussion,

Mr. Gentry moved that the Tax Sheltered Annuity Retirement System of the Equitable Life Assurance Society be accepted, and that a Board of Trustees be appointed consisting of Mr. Burke, Mr. Woods, and Dr. Lawrence. Judge Mann seconded the motion, which the Board approved.

CONSIDERATION OF AUTHORIZING EXECUTIVE DIRECTOR TO PROCEED WITH PLANNING AND PREPARATION OF ANNUAL REPORT FOR FY 1975: Dr. Lawrence requested that the Board consider publishing an annual report in order to inform the various funding agencies, general public, service agencies, etc. of the programmatic results of our services. He said that such a report could describe each program and its effect as well as a breakdown showing the programming distribution of funds. He said that about 2,000 copies would be needed to adequately cover the region.

Judge Mann moved that Dr. Lawrence be authorized to proceed with an annual report, and that \$3,000 be earmarked for the publication of this report. Also, that bids be solicited from the various printers for about 2,000 copies. Mr. Hille seconded the motion, which was approved by the Board.

CONSIDERATION OF PROPOSED BUDGET FOR FY 1976: Mr. Burke said that DETRMHMRS did not know how much State Grant-In-Aid it would be allocated until about 10 days ago, and he had asked Dr. Lawrence and staff to work up a proposed budget when the figure was received. He said that the staff has prepared a rough draft of the FY 1976 budget, and it is now the Board's responsibility to determine where the money will be spent. The Board has been notified of a Special Meeting on Saturday, June 28, to review the budget. The meeting is open to the public and will be at the Texas Power & Light Company's Assembly Room in Lufkin beginning at 9:00 a.m. Mr. Burke said that the final budget must be submitted to TDMHMR by July 15; and that he, Dr. Lawrence and other staff members plan to attend DETRMHMRS' budget hearing on July 22.

CONSIDERATION OF PROPOSED CONTRACT FOR S.B. 230 PUBLIC SCHOOL PROGRAMS FOR FY 1976: Dr. Lawrence said that under the terms of S.B. 230, DETRMHMRS is eligible to contract with local independent school districts in order to serve designated handicapped pupils. The following school districts have requested that we contract with them, and the Texas Education Agency has given its approval: Center, Jasper, Kirbyville, Lufkin, Newton, Shelbyville, Tenaha, Timpson, and Woodville. He said that in this arrangement, the school district would reimburse DETRMHMRS (depending on the level of retardation) at the rate of approximately \$1,000 per pupil per year for these services. These funds can be used to employ the necessary number of trainers and aides as well as certified teachers to administer these developmental centers. It is estimated that these contractual arrangements will generate approximately \$130,000 of revenue which will have to be expended within the programs under contract. Dr. Lawrence said that these programs had been operated by the Beaumont State Center and the Lufkin State School, and they want DETRMHMRS to assume them until the School Districts can eventually take them over.

After further discussion,

Judge Mann moved, seconded by Mr. Gee, that the Executive Director be authorized to sign the contracts with the above-listed school districts. The Board approved the motion.

CONSIDERATION OF CONTRACTURAL AGREEMENT FOR LEASE OF OFFICE

SPACE: Dr. Lawrence said that the office space presently being utilized as the administrative headquarters, while free of charge, is rapidly becoming overcrowded. With the anticipated addition of some personnel during the next fiscal year, our present location will not be adequate to meet all our needs. As indicated at a previous Board Meeting, we have been investigating various locations within the City of Lufkin that we might rent or lease. The most suitable location in terms of space available, accommodations, per square foot price, etc. is the third floor of the Angelina Building located at the intersection of First Street and Lufkin Avenue. The matter has been discussed with Mr. Larry Byrd, co-owner of the property, and he has informed me that he will lease the space for .359¢ per square foot. This includes all utilities and janitorial service. Mr. Byrd is willing to paint, carpet, and remove or add walls in the Angelina Building at our request. There is a total of 15 offices available, and this would provide office space for a total of 13 staff members plus room for storage of supplies, mail and copy room.

Dr. Lawrence said that he has checked with Mr. Harvey Westerholm, Lufkin City Manager, and he said DETRMHMRS could continue to use our present location. We feel that the professional staff of the MR programs (i.e., Psychologist, Caseworker, Secretary, and two Teachers) could utilize our present office space.

Dr. Lawrence stated that Mr. Borgfeld, Attorney, has reviewed the proposed lease agreement.

Judge Mann moved that the Board Chairman be authorized to sign the lease contract for the period from August 1, 1975 to August 31, 1977, for office space on the third floor of the Angelina Building. Mr. Gee seconded the motion, and the Board approved.

CONSIDERATION OF IMPLEMENTING CERTIFICATE OF APPRECIATION PROGRAM:

Dr. Lawrence said that in view of the support that numerous organizations and individuals have provided DETRMHMRS, he felt a Certificate of Appreciation expressing the Board's appreciation would be appropriate. He proposed a standardized certificate with DETRMHMRS' logo, a statement of appreciation, and the signatures of the Board Chairman and the Executive Director. Dr. Lawrence also recommended that if the Board chooses to authorize this, the decision as to who should receive a Certificate should be made by the Board at its regular meetings.

Mr. Gentry moved that the Certification of Appreciation Program be implemented, and that Dr. Lawrence be authorized to have some samples of the Certificate prepared for the Board's selection. Mr. Woods seconded the motion, and the Board approved.

OTHER BUSINESS:

Mrs. Ecker, Director of Mental Health Programs, presented the balance of her report to the Board:

1. A new Secretary has been employed for the Angelina Co. Inpatient Clinic, Mrs. Virginia Toups. She will begin work on Monday, June 30. The Clinic has a caseload of 227.

2. The MH staff traveled about 8,000 during May.

3. The week of June 16-20, I attended the Summer Study Program in Rural Mental Health at the University of Wisconsin in Madison. Among others, I sat in on sessions regarding:

- a. Consultation & Education
- b. Concept of Normalization
- c. Community Human Services Network
- d. Handling Acute Psychotic Patients in Rural Areas

I plan to share this information with the staff at Staff Development.

Nominations for Advisory Councils:

Judge Mann submitted for the Board's consideration the following nominees to serve on the Hardin County Advisory Council:

George Daniels
Box 122
Kountze, TX 77625
Ph: 246-3376

Howard Barrington
Route 2, Box 85
Kountze, TX 77625
Ph: 246-3709

Judge Mann moved that the above-named be approved to serve as members of the Hardin County Advisory Council. Mr. Gee seconded the motion, and the Board approved.

Comments from Guests:

Dr. Bruce Bailey said that he would like to express appreciation to the DETRMHMS' staff for its cooperation in setting up the Evaluation Program. Dr. Bailey also commented on the Supreme

Court's ruling in favor of Kenneth Donaldson of Pennsylvania that it is unconstitutional for a State Hospital to confine, against his will and without giving him treatment, a mental patient who is not a danger to himself or others.

Mrs. Linda Cobb, Director of the Trinity County Outpatient Clinic, expressed appreciation to the volunteers for the varied services performed, commenting that they are most valuable in the operation of the Clinic.

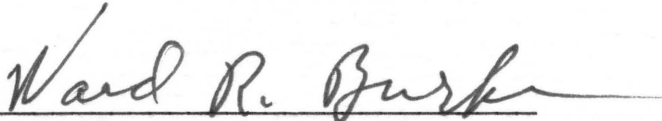
DESIGNATION OF DATE, TIME, AND LOCATION OF NEXT BOARD MEETING:

Mr. Hille said that San Jacinto County Judge K. P. Bryant and Mrs. Charlotte O'Quinn, Chairperson of the San Jacinto County Advisory Council, has extended an invitation to the Board to hold its July Board Meeting at the San Jacinto County Courthouse in Coldspring.

The Board accepted the invitation and set the meeting for July 24, 1975, at 7:00 p.m.

ADJOURN: There being no further items of business, the meeting adjourned at 8:50 p.m.

APPROVED:



Ward R. Burke, Chairman



R. B. Hille, Secretary

May

1975

INCOME

Angelina County	\$ 2,843.87
Jasper County	729.00
Workshop Production	648.30
Donations	300.00
Concessions	79.45
Patient Fees	712.97
State Grant-in-Aid	38,304.00
CETA-OJT	587.98
Sales Tax	.97
TOTAL	\$44,206.54

EXPENSES

Salaries	\$28,086.91
FICA	1,644.99
Insurance	992.11
Consultation/Prof. (Dr. Grubb-Feb. & March)	2,065.00
Travel	3,776.75
Drugs	12.08
Supplies	319.34
Concession Expense	62.90
Equipment/Purchase	2,243.60
Equipment/Rental	319.08
Rent/Bldg.	1,225.00
Remodeling & Renovation/Bldg.	63.52
Repairs & Maintenance/Bldg.	145.18
Contracts (Lufkin Workshop & Oppor. Center-4th Qtr.)	12,660.00
Utilities/Postage/Telephone	2,071.85
Laboratory Expense	16.00
Client Training Wages	1,630.93
Contract Materials	255.64
Miscellaneous	702.94
Housing (Dr. Peebles)	400.00
TOTAL	\$58,693.82
NET INCOME	(\$14,487.28)

Equipment/Purchase: Band Saws, 1 @ \$18; 1@ \$63; Chair @ 2.70; 5 Desks @ 56.75; 12 Tables @ 4.50; Tool Box @ 4.50—Total \$425.95 from Texas Surplus Property Agency; 5 Royal Electric Typewriters @ \$260—\$1,300; Student Table for Jasper Dev. Center—55.75; Typing Table for Newton Co. OPC—23.57; Appliances for Halfway House (Percolator, Can Opener, Pans, Clock, etc.)—105.75; Alma Desk—332.58.

Equipment/Rental: Xerox Copier—289.08; Chairs for Nacogdoches Co. CCC—24.50; Table for Tyler Co. OPC—5.50.

Rent/Bldg.: Angelina Co. OPC—275.00; Tyler Co. OPC—240.00; Trinity Co. OPC—100.00; Nacogdoches Co. SWS—140.00; Nacogdoches Co. CCC—250.00; Houston Co. Dev. Center—220.00.

Remodeling & Renovation/Bldg.: Polk Co. SWS—21.93; Nacogdoches Co. SWS—41.59.

Repairs & Maintenance/Bldg.: Polk Co. SWS—131.49; Nacogdoches Co. SWS—13.69.

Miscellaneous: Billboard Layout—22.50; Newspaper Subscriptions—17.50; Printing—451.56; Registration Fees for Texas Commission on Alcoholism Seminar—120.00 (4 @ \$30); Transparencies from Region VII—14.38; City of Lufkin, Zone Change Fee—50.00; Janitorial Services—69.00; Newton Co. OPC Sign—6.00.