

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

February 24, 1976

Lufkin, 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 Emmett Lack
Judge Tom D. Mann
Rev. Jerry Self

BOARD MEMBERS ABSENT:

Mr. Cleo Hines

OTHERS PRESENT:

Dr. Wayne Lawrence -	DETRMHMRS
Russ Burbank	"
Betty Ecker	"
Linda Foley	"
S. H. Morrison, Jr.	"
Dr. Felix Peebles, Jr.	"
Dr. James E. Hamill	"
Dr. Bob Vance	"
Lee Mayberry	"
Kathy Lewis	"
Jolyon Bowman	"
Marty Walker	"
Mrs. Victoria Gentry, Crockett	
John Pounds, Angelina County	
Lois Gee, Jasper	
Mrs. Emmett Lack, Kountze	
Gary Butler, DETCOG, Jasper	

OTHERS PRESENT - Continued

Mrs. Joan Cason, Commissioner, Nacogdoches County
Floyd Marsellos, KENT, MARSELLOS & SCOTT, ARCHITECTS/ENGINEERS
Mrs. Ward Burke, Lufkin
Ken Herman, THE LUFKIN NEWS
Patsy Lawrence, Lufkin
George K. Chihu, SFASU, Nacogdoches
Kyle K. Foster, SFASU, Nacogdoches

The 29th meeting of the Board of Trustees was held on Tuesday, February 24, 1976, at 5:00 p.m. in the Commissioners Courtroom at the Angelina County Courthouse in Lufkin, Texas.

INVOCATION: Father James Jacobson, Pastor of St. Patrick's Catholic Church in Lufkin, gave the Invocation.

CALL TO ORDER: There being a quorum present, Chairman Burke called the meeting to order at 5:05 p.m. He commented that this month marks the second anniversary of this Board of Trustees, and welcomed guests in attendance.

APPROVAL OF MINUTES OF PREVIOUS BOARD MEETING: There being no additions or corrections to the Minutes of the January 27, 1976 Board Meeting,

Judge Mann moved, seconded by Mr. Hille, that the Minutes of the January 27, 1976 Board Meeting be approved. The Board approved the motion.

TREASURER'S REPORT: Mr. Woods stated that the Board is furnished with a detailed Operating Statement each month and a report of income and expenditures (see copies attached to these Minutes). He asked that copies of the Operating Statement for the month of January be distributed among the guests. There being no questions,

Judge Mann moved that the Treasurer's Report be approved. The motion was seconded by Rev. Self, and the Board approved.

AUTHORIZE CHAIRMAN TO SIGN VOUCHER FOR GRANT-IN-AID:

Rev. Self moved that the Board Chairman be authorized to sign the Voucher for operating funds for the month of March, 1976, in the amount of \$59,488.50, and that it be submitted to TDMHMR. Judge Mann seconded the motion, and the Board approved.

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

1. Local match funds from 10 counties have been pledged totaling \$96,064, and we have received to date \$16,185.

2. We have been informed that Dr. James R. Dolby, Deputy Commissioner, Community Services, TDMHMR, has resigned his position effective March 1, 1976, and will be going to Colorado as Director of Mental Health. His successor has not yet been named.

3. This month is the second anniversary of the Board of Trustees, and cake and coffee will be served after the meeting to honor the occasion.

4. Mr. E. Hartley Sappington, Assistant Deputy Commissioner, Community Services, TDMHMR, visited with the staff on February 4.

5. There will be a meeting in Austin on March 11 to give Boards of Trustees the opportunity to express their views on how State Grant-in-Aid should be distributed for FY 1977. I plan to attend and Dr. Self has made tentative plans to attend, and I have written Dr. Dolby to set us a time to make our statement.

5. There will be a DDA Conference in Dallas on March 23 and 24. Mr. Russ Burbank and Mr. Randy Godsey plan to attend this meeting.

6. Mr. David Waxman, Deputy Executive Director for Planning of DETCOG, has approached us about assuming the Deep East Texas Nutrition Project. I don't believe the Board would be interested in assuming this program as it does not pertain to MR or MH directly, but if the Board desires this can be placed on next month's agenda.

7. Beginning with this month's meeting, some of the staff in the field will attend the Board Meetings and tell the Board about their programs. The Program Directors will introduce them later.

8. Asked the Program Directors to report on activities in the programs since the last Board Meeting.

Dr. Peebles, Clinical Director: Introduced Dr. James E. Hamill, Psychiatrist, and said a travel schedule is being prepared to cover the four Outpatient Clinics.

No admissions have been made to the Lufkin hospitals for inpatient services this month.

Mr. Burbank, Director of Mental Retardation Programs:

1. As a direct result of the new vans put into operation last month, an additional 20 clients are attending our programs.

2. "Sunrise Manor" passed the final reading of the City Commission on February 17 without a dissenting vote. Remodeling has begun on the halfway house, and we hope to be in operation in late April or early May.

3. Vandalism seems to appear where a desolate location is found. The Shelby County Sheltered Workshop has been the victim of vandals who have shot out the guard light three times so far. Last week I received a letter from the electric cooperative stating that we would have to pay for replacing any more of the lights. No substantial damage has occurred to the building. We have asked the Sheriff's Department and the local Advisory Council for their assistance.

4. The Polk County Sheltered Workshop received an excellent write-up in the POLK COUNTY ENTERPRISE on February 5 (Mr. Burbank passed around the article).

5. Mrs. Stevie Oldham, Director of the San Jacinto Co. Developmental Center, has been granted a leave of absence to be with her son who is hospitalized. A temporary person is filling in for Mrs. Oldham during her absence.

6. Mr. Burbank introduced Mrs. Marty Walker, Director of the Jasper County Developmental Center, who gave the following report to the Board.

JASPER COUNTY DEVELOPMENTAL CENTER - Hours 7:45 a.m. - 4:00 p.m.

Staff: Marty Walker, Director
Kathy Braswell, Trainer
Rita Kenebrew, Trainer
Gail Hadnot, CETA Aid ($\frac{1}{2}$ day)
Gretchen Shockley, Volunteer Retired Teacher ($\frac{1}{2}$ day)

Mrs. Walker outlined the curriculum followed in the Center's five separate programs:

<u>Program</u>	<u>Enrollment</u>	<u>Ages</u>	<u>Curriculum</u>
Early Childhood	9	3-12 Years	BCP and STEP Programs
Adult	9	16-48 Years	BCP, Individual Assessment, Pre-Vocational

<u>Program</u>	<u>Enrollment</u>	<u>Ages</u>	<u>Curriculum</u>
Supplementary	2	8 Years	BCP & Public School
Work Activity	5	16-20 Years	Work Program
Basic Skills	1	20 Years	STEP & Basic Skills for Severely & Profoundly Retarded

Mrs. Walker explained the activities of each program, and after several questions concluded her report.

Mrs. Betty Ecker, Director, Mental Health Programs:

1. Passed out copies of schedule of classes for the DWI Court Class Program prepared by the Coordinator, Mr. Paul Jackson.
2. Since the beginning, the MH programs have served a total of 1,250 clients; 103 have been added this past month; 50 have been closed; and active caseload of 556.
3. The Tyler County Outpatient Clinic held an Open House on February 10, from 2:00 p.m. to 6:00 p.m. Judge Mann and the Advisory Council were very helpful in this activity--there was excellent news coverage and attendance was good.
4. Commented on the newspaper article in the Sunday, February 15, issue of THE LUFKIN NEWS. Psychologist, Bob West, was interviewed, and several calls were received as a result of the article.
5. Participated in a Site Visit to the Central Plains Comprehensive Community MHMR Center at Plainview on February 17, 18, and 19. This Center serves nine counties.
6. Introduced her new secretary, Mrs. Kathy Lewis.
7. Introduced Mr. Jolyon Bowman, Counselor at the Jasper County Community Counseling Center, who gave the following report:

JASPER COUNTY COMMUNITY COUNSELING CENTER, located at 160 N. Austin in Jasper, and serving Jasper, Newton, and Tyler counties. Schedule: in Jasper on Mondays, Tuesdays, and Fridays; at Tyler County OPC on Wednesdays; and at Newton County OPC on Thursdays. Services to alcoholics, drug abusers, the mentally ill, and their families including individual counseling, group therapy, family counseling, and occasionally marriage counseling. Referrals are received from the Rusk State Hospital, Probation Departments, Welfare Department,

County Judges, and other State agencies. Since January 2, 1975, the CCC has served 64 clients with a current caseload of 20. Also participate in public education program. Presently focusing on prevention and early detection of DWI offenders. After a question and answer period, Mr. Bowman concluded his report.

Mrs. Linda Foley, Business Manager:

1. On February 4, Mrs. Chris Anderson of the Social Services Section of the Department of Public Welfare visited our office. Mrs. Anderson was previously in the Austin office of DPW, but has now transferred to Tyler. She met with Dr. Lawrence, Mrs. Louise Wooten, and myself and was very instructive in giving Mrs. Wooten an overall picture of what Title XX is and how the program can be beneficial to DETRMHMRS. We have begun work toward applying for these funds, and plan to keep current on our requests for reimbursement once the backlog has been cleared.

2. On February 4 - 6, Mrs. Barbara Subt of the Data Processing Division of TDMHMR visited with the staff. She was able to give us much needed clarification in reading and comprehending the computer printouts resulting from data we send in. We now feel we can take steps to send in data so that the printouts reflect a true picture of what is happening in our programs. Inaccurate printouts in the past have resulted from a lack of knowledge on the staff's part as to the importance of proper coding on each document sent to Austin. We are now planning a program of instruction to field staff to give additional instructions on processing the necessary paper work correctly.

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

1. Read a letter of resignation from Mr. David Smith, Counselor at the Polk County Community Counseling Center, commenting that we are certainly sorry to lose Mr. Smith who will be going to the Rusk State Hospital as Coordinator of an outreach grant they received.

2. Passed out copies of DETRMHMRS' Annual Report for FY 1975.

3. Dr. Self, Dr. Peebles, and Dr. Vance met this week and finalized plans for the seminar for area ministers to be held on March 8 in Lufkin. Replies from the invitations sent out are coming in, and we plan on a good attendance.

CONSIDERATION OF GRANT APPLICATION UNDER P.L. 94-63: Dr. Lawrence said that Community MHMR Centers are eligible to apply for federal funds under this law which provides funding of both operation and staffing costs of Community Mental Health Centers. He met with HEW staff in Dallas on February 11 and obtained an application kit. This is a complicated procedure and we don't know how much to apply for as funds have not been released yet, and a deadline of March 19 has been established for the receipt of applications under provisions of this Act. Dr. Lawrence said that there is no match required on this, but after two years we will have to provide full funding for the project. He said if the Board chooses to make application for these funds, we will submit the application to HEW, the Regional A.95 Review Committee, and also apply for a Certificate of Need through the Texas Health Facilities Commission. Dr. Lawrence commented that this will bring more federal control if we do receive funding, but we need to get into this to expand services in the area of mental health.

Mr. Burke commented that State agencies and Boards of Trustees have been encouraged to obtain federal funds when available.

Judge Mann moved that the Executive Director be authorized to proceed with applying for a grant under P.L. 94-63, and take the other necessary steps if funded. Judge Lack seconded the motion, and the Board approved.

DISCUSSION OF CONSTRUCTION GRANT APPLICATION AND SELECTION OF ARCHITECTURAL FIRM: Dr. Lawrence said that we are eligible to apply for federal funds under P.L. 88-164 with the Texas Department of Mental Health and Mental Retardation serving as the grantor. These funds can be utilized only for construction of facilities for Mental Health Centers, and the deadline for receipt of applications at TDMHMR was February 16. Therefore, it was necessary to go ahead and send an application in prior to the Board Meeting pending final approval of the Board. I met with HEW staff on this and they suggested we apply for federal catchment area 19-1 which includes all our counties except for Nacogdoches, Sabine, San Augustine, and Shelby counties. Only about \$750,000 is available Statewide, and we have applied for \$270,000 for construction of a Day Treatment Program-Central Administration complex. Mr. Gary Butler, Health Planner for DETCOG, assisted the staff in the completion of this grant application which consisted of 117 pages. We do have a letter of intent from the owner of some land for a lease/purchase agreement or a 50-year lease which is not binding unless the grant is approved.

Dr. Lawrence said that if the Board chooses not to apply for this grant, we can notify TDMHMR by letter of this action. If the Board approves the application, then it will be necessary, of course, to have a review by the Regional A.95 Review Committee as well as submit a Certificate of Need request to the Texas Health Facilities Commission on this project. Also, it will be necessary to select an architectural firm to draw up the final set of plans.

Mr. Burke commented it was not due to inefficiency of the staff that the Board did not have more time to review this application, but again due to lack of time because of deadlines.

Judge Mann moved that the Board approve this grant application for federal funds for construction of a Day Treatment Program-Central Administration complex, and that the Board Chairman and staff be authorized to select an architect.

Dr. Lawrence stated he felt that the Board should select the architect for this project.

Chairman Burke recognized Mr. Floyd Marsellos representing the firm of Kent, Marsellos, & Scott, Architects/Engineers of Lufkin. Mr. Marsellos gave background of his firm and named examples of projects by his firm in the area, most of which the Board was familiar. He said his firm would do the work contingent upon receipt of grant funding for an 8% fee.

It was commented that architectural firms do not bid on a project, and it was felt the 8% fee was in line.

Rev. Self amended Judge Mann's motion that the Board select the firm of Kent, Marsellos, & Scott, Architects/Engineers for this project for a fee of 8% on a contingency basis. Mr. Woods seconded the motion and amendment, and the Board approved.

Mr. Marsellos stated that as a private citizen he would like to express appreciation to the Board for its efforts toward helping the handicapped.

DISCUSSION OF GENERAL AND PROFESSIONAL LIABILITY AND PREMISES INSURANCE COVERAGE:

Dr. Lawrence said that SAFECO is going out of the business of group coverage--this is the company we have carried our insurance with from the beginning. SAFECO has cancelled the insurance coverage on the Shelby County Halfway House, and we do

not have any clients there until we can get coverage. Mr. Morrison and I have contacted various agents, and were told by Lumberman's Insurance they could not find an admitted company to provide coverage, but did find a non-admitted company in Houston (Myron F. Steves and Company) that would. A discussion ensued about the advantages of admitted and non-admitted companies. Mr. Morrison said he contacted Mr. Wayne Jones, agent representing the St. Paul Insurance Company, and Mr. Jones would like to make a presentation to the Board.

Mr. Jones presented the following for the Board's consideration:

The St. Paul Insurance Company has authorized the Wayne Jones Insurance Agency to offer the below listed coverages at rates approved by the State Insurance Department:

Comprehensive General	300/300
Comprehensive Auto (Non Owned)	100/300/100
Contractual Liability	300/300
Premises Medical	1,000/10,000
Hospital Professional	300/300
Open Stock Burglary - Polk, Nacogdoches, Shelby	2,000
Excess Coverage	1,000,000
Fire, E.C. and Burglary	
Owned Auto	100/300
\$50.00 Comprehensive	
\$100.00 Collision	
\$5,000.00 Medical	

The fidelity bond which you presently have has not been authorized at this time. In the event St. Paul Insurance Company does not write the fidelity bond, we have other companies to which this coverage can be submitted.

A discussion ensued about the difference between the definition of mal practice and professional liability insurance. It is St. Paul's opinion that we should have professional staff secure mal practice insurance through a professional association and DETRMHMRS reimburse them for the cost.

Judge Mann moved, seconded by Mr. Woods, that the Board authorize the staff to pursue individual mal practice insurance, and that the SAFECO insurance be cancelled when group coverage is secured, and that the staff pursue securing this coverage from St. Paul's Insurance Company. The Board approved the motion.

After some discussion, the Board agreed that if possible DETRMHMRS not pay SAFECO the remaining third installment.

CONSIDERATION OF PROPOSED REVISION IN SUPPLEMENTAL GRANT-IN-AID:
Mrs. Ecker said that due to the delay in implementing the Angelina County Day Treatment Program (originally planned for January, 1976) because of applying for a Certificate of Exemption from the Texas Health Facilities Commission, personnel salaries and other budgeted items are being lapsed. Board approval is requested to submit a revised Supplemental Grant-in-Aid to begin this program April 1, 1976, and reallocate lapsed funds into other categories such as building remodeling and renovation and the purchase of a vehicle and maintenance costs (which is sorely needed for the transportation of clients). This is not a revision of the total grant, but a reallocation of funds in the budgeted categories. This delay until April should provide sufficient time to hear from the THFC and following this to locate a building and begin the necessary zone change request, etc.

Rev. Self moved that the Board approve the revisions in the Supplemental Grant-in-Aid for the Angelina County Day Treatment Program, and that the revision request be submitted to TDMHMR. Mr. Gee seconded the motion, and the Board approved.

CONSIDERATION OF APPLICATION FOR SUPPLEMENTAL GRANT-IN-AID:
Mr. Burke said that TDMHMR has about \$300,000 in additional Supplemental Grant-in-Aid available to distribute to MHMR Centers for FY 1976 through applications which are due March 4. Dr. Lawrence recommends that we apply for \$16,000 to help cover increased costs associated with inflation for such items as travel and drug costs.

Judge Mann moved that the Board approve the Supplemental Grant-in-Aid application in the amount of \$16,000 and that it be submitted to TDMHMR for consideration. Mr. Woods seconded the motion, which the Board approved.

CONSIDERATION OF PROPOSED REVISION IN TITLE I GRANT: Mr. Burbank reported that in our original Title I grant application, the cost of requested equipment was estimated at \$5,085; however, the actual cost of the equipment totaled \$4,263.61 leaving a balance of \$821.39. Board approval is needed to request a transfer of this balance to purchase the following equipment and supplies:

1 - Spirit Duplicator	\$400.00
6 - Adjustable Height Tables @ \$46.00 ea.	278.00
Instructional Materials	<u>143.00</u>
	\$821.00

Also, we received a memo from Dr. Dolby dated February 5, regarding additional Title I allocation for FY 1976 (\$4,302 allocated to DETRMHMRS), and it was suggested we include this request in our Title I grant revision. These funds will be used to purchase instructional materials, consumable supplies, playground equipment, etc.

Mr. Gee moved, seconded by Rev. Self, that the Board approve the revision and application for additional funds in the Title I grant, and that it be submitted to the funding agency. The Board approved the motion.

Mr. Burbank said that we also received notification of Title I allotment for FY 1977 beginning in September. Board approval is requested to submit our budget for FY 1977.

Mr. Woods moved that the Board authorize the staff to apply for Title I funding in the amount of \$39,692 for FY 1977. Judge Lack seconded the motion, and the Board approved.

CONSIDERATION OF PRE-APPLICATION FOR DEVELOPMENTAL DISABILITIES GRANT: Mr. Burbank stated that DETRMHMRS had been notified that pre-applications for Developmental Disabilities grants are due in to TDMHMR by March 5. We received our application packet yesterday and would like to apply for funding for a Procurement Officer who would secure contracts for our sheltered workshop clients--there isn't enough work at present to keep the clients busy. We would also like to apply for a truck to pick up materials and travel between the workshops. These pre-applications will be reviewed the end of March and we will then be notified whether or not we are eligible to submit a full application which will be presented to the Board for review.

Judge Mann moved that the staff be authorized to submit a grant pre-application to the Developmental Disabilities Council. Judge Lack seconded the motion which the Board approved.

DISCUSSION OF GRANT APPLICATIONS FOR TEXAS REHABILITATION COMMISSION:

Mr. Burbank stated that we have previously submitted (with Board approval) two grant applications to the Texas Rehabilitation Commission. Both grants were approved, but funds were not available last year. We have been advised to resubmit these grants for funding consideration this year--the salaries have been updated to reflect the current schedule with no other changes included:

Jasper County Work Activity Center	Local	\$12,970	
	Federal	<u>\$51,881</u>	
		\$64,851	Total

Houston County Day Activity Center	Local	\$12,870	
	Federal	<u>\$51,480</u>	
		\$64,351	Total

Judge Lack moved that the grant applications for a Jasper County Work Activity Center and Houston County Work Activity Center be approved by the Board and submitted to TRC for consideration. Mr. Hille gave the second, and the Board approved the motion.

CONSIDERATION OF TEXAS COMMISSION ON ALCOHOLISM GRANT APPLICATION:

Mrs. Ecker reported that we were notified of the availability of TCA funds to finance alcoholism programs in our region. We have prepared a pre-application for the Shelby County Halfway House and Emergency & Inpatient Services (these have been assigned the fourth and seventh priority ratings respectively for this region by DETCOG). Since the supporting documents to the agenda were mailed out, we have been notified that we can submit a full application. We request Board approval to submit this grant request in the amount of \$18,575 for the Shelby County Halfway House and \$8,000 for Emergency & Inpatient Services.

Judge Mann moved that the staff be authorized to submit a grant application to TCA for the Shelby County Halfway House and Emergency & Inpatient Services, and that the Executive Director be authorized to sign the application. Judge Lack seconded the motion, which was approved.

DISCUSSION OF RETIREMENT PLAN FOR CLIENTS: Mr. Burke said it has been determined that our workshop clients might be considered as "employees" under certain IRS regulations about pension plans unless the Board adopts a specific policy excluding clients from the pension trust plan program.

A discussion followed on the advantages and disadvantages of including clients in the pension trust plan, including the question of whether or not additional personnel would be required in the accounting section.

Judge Mann moved that this item be tabled for further study, and that more information be provided the Board at the March meeting. Mr. Gentry seconded the motion, and the Board approved.

CONSIDERATION OF CRITERIA FOR ADMISSION TO SUNRISE MANOR:

Rev. Self moved, seconded by Judge Lack, that the Criteria for Admission to Sunrise Manor be approved. The Board approved the motion.

DISCUSSION OF PROPOSED BOARD "RETREAT": Mr. Burke stated that an all-day seminar for Board members is being planned in order that the staff and Board might have the opportunity to discuss in detail the more complex problems facing the Board in the future, budget priorities, etc. The date and time for the seminar was set for Saturday, March 6, beginning at 9:00 a.m., and the Board will be advised of the location. Mr. Burke said this meeting will be open to the public, and a Notice will be posted as required. Chairman Burke then expressed appreciation to the Board for its involvement and attendance at the meetings.

CONSIDERATION OF CONTRACT PROPOSAL WITH DPW: Dr. Lawrence said that DETRMHMRS has been approached by the Department of Public Welfare's regional office concerning their desire to contract with us for the services of a doctoral level Clinical Psychologist. Under the terms of this proposed contract, we would employ a qualified Clinical Psychologist, and this individual would serve clients referred to DETRMHMRS by the Department of Public Welfare. Their main goal is to obtain the services of someone on our staff who could provide counseling services to families of abused children as well as other DPW clients and provide expert testimony in custody hearings. Under the Title XX program, we would be reimbursed by the DPW 71.25% of the costs of this program including salary, clerical salaries, supplies, travel, etc. This program would be for a 12 month period and cost about \$30,000, and we would have to come up with about \$10,000 to provide this service.

The question was raised about why DPW didn't provide this service themselves. Dr. Lawrence replied that under the federal terms, DPW can only contract for this service.

Judge Mann moved that the staff be authorized to proceed with negotiating a contract with the Department of Public Welfare for an amount of approximately \$30,000. Judge Lack seconded the motion, and the Board approved.

CONSIDERATION OF ADDING CLERICAL EMPLOYEES IN OUTPATIENT CLINICS:

Dr. Lawrence recommended employment of part-time clerical help (Clerk I's) on a one-day a week basis at the Newton, Trinity, and Tyler County Outpatient Clinics. By adding these individuals in these three Clinics, the OPC Directors will be able to more frequently schedule talks to civic and church groups, solicit volunteers, and to more systematically conduct the public education program. The proposed addition of these personnel will cost approximately \$100 per month per person for salaries and fringe benefits. Pending authorization by TDMHMR, it is recommended that these individuals be employed effective April 1, 1976.

Rev. Self moved, seconded by Mr. Hille, that the Board approve the employment of three part-time Clerk I's for the Newton, Trinity, and Tyler County Outpatient Clinics to be effective April 1, 1976. The Board approved the motion.

CONSIDERATION OF PROPOSED REVISIONS IN FEE SCHEDULE: Dr. Lawrence reviewed the proposed revised fee schedule and sliding fee scale (copies attached to these Minutes). After some discussion,

Rev. Self moved that the Board approve the revisions and that these schedules become effective March 1, 1976. Mr. Gentry seconded the motion, which the Board approved.

STATUS REPORT ON CERTIFICATE OF NEED AND EXEMPTION CERTIFICATES:

Dr. Lawrence reported that we have submitted a total of 16 requests to the Texas Health Facilities Commission to date asking for various rulings. Ten Declaratory Rulings have been received on the following programs: Shelby County Halfway House, Angelina County Halfway House (Sunrise Manor), Alabama-Coushatta Indian Reservation Developmental Center, Tenaha DC, Timpson DC, Shelbyville DC, Newton DC, Kirbyville DC, Excelsior (Shelby Co.) DC, Angelina Co. DC; and the DWI Court Class Program received a Certificate of Exemption. He reviewed the conditions of the rulings on these.

The application for a Certificate of Exemption for the "Wheels to Opportunity" project (3 DD vans) is pending, and we should hear from the THFC within the next few weeks on this.

In cooperation with the Lufkin Council for Retarded Children, an application for a Certificate of Exemption was submitted for the two Highway Department grant vans. We have not yet received a ruling on this application.

We applied for a Certificate of Need on the Mobile Evaluation Unit and have placed a NOTICE OF HEARING ad as required in the LUFKIN NEWS and the BEAUMONT ENTERPRISE. This hearing will be in Austin next month and then, hopefully, we should be able to proceed with the purchase of this unit.

An application for a Certificate of Exemption has been submitted on the Angelina County Day Treatment Program, and this is still pending.

We will have to submit an application for a Certificate of Exemption for the relocation of the Angelina County Outpatient Clinic and the Nacogdoches Community Counseling Center--these moves are merely to obtain better and more adequate facilities for these programs.

Also, a Certificate of Need will be applied for on the Day Treatment Program-Administration Construction Project grant request.

Mr. Burke commented to the guests that we have to go through the THFC for every new program, and even if they approve they can put a time limit on the project. He said it is becoming more and more difficult.

DISCUSSION OF BOARD WORKSHOP BY MR. BURKE AND MR. WOODS: Chairman Burke said that he, Mr. Woods, and Dr. Lawrence attended the Conference in Austin for Boards of Trustees sponsored by TDMHMR and the Hogg Foundation on February 13, 14, and 15. He asked Mr. Woods to report on this Conference.

Mr. Woods said that there was representation from each of the 27 MHMR Centers over the State--there were outstanding speakers on the program, and he gained much information from attending the meeting. He said he came back feeling sincerely that in some respects our Center is perhaps the top one in the State. Mr. Woods said Board of Trustees are facing many problems, but most discussed was accountability:

Accountable to the Legislature--we must acquaint ourselves with the needs of the community and relay this need to our legislators.

Accountable to the taxpayer--don't forget that it is the taxpayers' money being spent.

Accountable for funds--some Centers are facing legal problems.

Accountable to the community--we have to keep our community in tune with what the needs are and how to improve programs. If we don't, we won't get the local match required to render services to people who need them.

And, we are accountable to a very special group of people--we have obligations to provide services for those who can't speak for themselves. Whatever it takes, whether "buttonholing" the masses or legislators, we have this obligation.

REPORT BY JUDGE MANN ON STATUS OF GETHSA, INC.: Judge Mann said that he has been in on the formation of the Greater East Texas Health Systems Agency since the beginning serving on the steering committee, by-laws committee, and appointment of the governing board. He said he felt we would be better off without it and he was opposed to it, but it was created by law and we have to comply.

Dr. Lawrence commented that Judge Mann worked very hard to get DETRMHMRS represented on the governing board and at one time DETRMHMRS and the Southeast Texas Regional MHMR Center each had a seat on the board. Then, at the Woodville meeting, representation was cut to one. Judge Mann notified me of this decision, and I contacted the Executive Director at SETRMHMRC and we agreed to let the metropolitan non-metropolitan percentage requirements be one of the determining factors in the selection of representation. The SETRMHMRC was selected, and I feel we will be represented by that Center on the governing board if it is ever formed.

Mr. Gary Butler, Health Planner for DETCOG, commented that the Governor had appointed a Legislative Committee to review the applications from over the State, and that this Committee was concerned about the fact that there wasn't any uniformity of the way the governing boards were being selected. Mr. Butler stated it was his understanding the Governor was considering not accepting any of the applications and returning them to the various steering committees to begin the process over again.

DISCUSSION OF TDMHMR SITE VISIT TEAM FINAL REPORT: Mr. Burke said that by now each Board member should have received a copy of the Site Visit Team's full report. Dr. Lawrence reviewed the JCAH compliance percentages based on TDMHMR's Site Visit sample. Of the 520 items, we were in full compliance by 67.3%, partial compliance 16.8%, non-compliance 15.9%, and there were 62 non-applicable items. Dr. Lawrence said that at this time he is unable to provide the Board with an exact minimum JCAH percentage requirement. This percentage figure will be in the new Manual when it is published, but it is estimated this will be approximately 85%. By improving the compliance percentage of the Alcoholism programs (which we are in the process of doing) as well as moving as many partial compliance items to full compliance, we should be able to approximate the 85% figure during FY 1977.

CONSIDERATION OF PROPOSED POSITION DESCRIPTIONS:

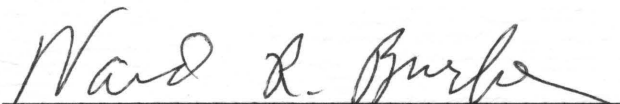
Mr. Woods moved, seconded by Judge Lack, that the position descriptions for Alcoholism Counselor (DWI Court Class Program Coordinator) and Clerk I be approved by the Board and incorporated into the DETRMHMRS' Position Description Manual.

DISCUSSION OF PERSONNEL MATTERS: There was no discussion under this item.

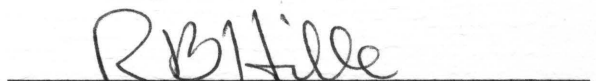
DESIGNATION OF DATE, TIME, AND LOCATION OF NEXT BOARD MEETING: The next regular Board Meeting was set for Tuesday, March 23, at 5:00 p.m. in the Harvest Room at Lufkin Federal Savings & Loan Assn., Lufkin, Texas.

ADJOURN: There being no further items for discussion, the meeting was adjourned.

APPROVED:



Ward R. Burke, Chairman



R. B. Hille, Secretary

OPERATING STATEMENT

January 1976

INCOME

Angelina County	3,125.00
Jasper County	870.83
Nacogdoches County	3,450.50
Patient Fees	1,718.65
S. B. 230	10,497.55
Miscellaneous Income	5.00
Workshop Production	767.72
United Fund	500.00
Donations	262.35
Concessions	77.82
Interest Income	89.77
Grant-in-Aid	109,639.50
Supplemental Grant-in-Aid	9,337.50
Texas Rehabilitation Commission	690.00

TOTAL \$141,032.19

<u>EXPENDITURES</u>	<u>DISBURSEMENTS</u>	<u>ENCUMBERED</u>	<u>TOTAL</u>
Salaries	49,977.94		49,977.94
FICA	2,923.59		2,923.59
Retirement	998.77		998.77
Consultation/Professional	400.00		400.00
Travel	3,304.01		3,304.01
Drugs	-0-	11.10	11.10
Food	507.02		507.02
Supplies/Consumable	1,615.45	964.06	2,579.51
Concession Expense	131.05	44.30	175.35
Equipment/Purchase	864.53	2,232.00	3,096.53
Equipment/Rental (Xerox)	-0-	443.93	443.93
Equipment/Repair & Maintenance	105.56		105.56
Building/Rent	2,644.50		2,644.50
Building/Remodeling & Renovation	-0-	510.00	510.00
Building/Repair & Maintenance	59.35		59.35
Vehicle Maintenance	231.54	19.50	251.04
Contracts	19,012.25		19,012.25
Utilities, Postage, Telephone	2,186.65	254.63	2,441.28
Insurance	2,043.86		2,043.86
Client Wages	3,007.78		3,007.78
Contract Materials	420.71	168.48	589.19
Educational Supplies	54.52	102.35	156.87
Miscellaneous	306.91	195.82	502.73
Emolument (Dr. Peebles)	175.00		175.00
TOTAL	\$90,970.99	\$4,946.17	\$ 95,917.16

BREAKDOWN OF DISBURSEMENTS: Consultation/Professional: C. E. Carpenter (Title I). Equipment/Purchase: 2 Desks & 2 Chairs-Mobile Evaluation Unit-\$519.93; Desk & Chair-CA (Sec. II)-\$288.66; 1 Electric Heater-Polk Co. CCC-\$39.76; Fire Extinguishers-Angelina, Newton, Shelbyville, and Kirbyville Dev. Centers-\$106. Equipment/Repair: Repair Air Cond. System-MR Offices-\$61.25; Typewriter Repair-Trinity Co. OPC-\$22.96; Saw Repair-Shelby Co. SWS-\$21.35. Rent: CA-\$800; Angelina Co. OPC-\$275; Houston Co. Dev. Cen.-\$200; Nacogdoches Co. SWS-\$160; San Jacinto Co. Dev. Cen.-\$75; Shelby Co. HH-\$100; Tyler Co. Dev. Cen.-\$125; Tyler Co. OPC-\$267; Trinity Co. OPC-\$200; Jasper Co. CCC-\$75; Nacogdoches Co. CCC-\$250. Vehicle Maintenance: Gasoline-\$54.10; Locks for Gas Tanks-\$17.44; Signs for 2 Vans-\$160. Contracts: Lufkin Workshop & Oppor. Cen.-\$10,917-Grant-in-Aid for Jan. & Feb.; Shelby Co. School Board (SB 230) -\$7,873.65; Nacogdoches Memorial Hospital-\$11.50; Woodland Heights-\$210.10. Miscellaneous: Film Development-\$28.90; Newspaper Subscription-Shelby Co. HH-\$2.90; Janitorial Services for MR Offices & Angelina Co. OPC-\$71.42 (Dec.); Texas Register Annual Subscription-\$25; Texas Health Facilities-\$50-Certificate of Need for Mobile Evaluation Unit; \$50-Exemption Certificates for DDA & Highway Vans; Newsletter-\$44.35; Posting Notice of Board Meeting in Nacogdoches County-\$3.

BREAKDOWN OF ENCUMBRANCES: Supplies: Office supplies & forms, consumable supplies for OU's (paper towels, tissue, cleaning supplies, etc.); Equipment/Purchase: 4 Typewriters-\$2,232.00; Miscellaneous: Storage of furniture for Angelina Co. OPC-\$118.70; Janitorial Services for Janurary for Angelina Co. OPC & MR Offices-\$77.12. Educational Supplies: Teaching aids for developmental centers. Building/Remodeling & Renovation: Polk Co. CCC-\$510.00

NAME OF CENTER

DETERMINERS - Summary

ORGANIZATIONAL UNIT

Jan 30, 1976
DATE

		MONTHLY BUDGET	MONTHLY EXP.	ANNUAL BUDGET	CUMULATIVE EXP.	BALANCE YTD	
PERSONNEL							
a.	Salaries & Wages	(010)	55,345	49,977.94	66,414.3	241,075.77	423,067.23
b.	Fringe Benefits	(020)	4,345	3,922.36	52,135	16,435.28	35,699.72
c. Consultation & Prof. Fees							
(1)	Direct Patient Serv.	(030)	917	400.00	11,000	4,295.00	6,705.00
(2)	Other	(040)	375	-0-	4,500	290.00	4,210.00
TRAVEL - STAFF & BOARD		(050)	3,202	3,304.01	38,428	16,649.51	21,778.49
CONSUMABLE ITEMS							
a.	Drugs	(060)	1,500	0 -	18,000	8,980.77	9,019.23
b.	Food	(070)	1,720	507.02	20,640	11,01.09	19,538.91
c.	Other	(080)	1,392	16,15.45	16,700	6,434.73	10,265.27
d.	Concession Expense	(084)	-0-	131.05	-0-	614.25	614.25
EQUIPMENT & FURNITURE							
a.	Purchase	(090)	1,111	864.53	13,330	3,468.66	9,861.34
b.	Rental	(100)	350	-0-	4,200	1,712.26	2,487.74
c.	Repair & Maintenance	(110)	100	105.56	1,200	954.34	2,45.66
BUILDING							
a.	Rent	(120)	3,133	2,644.50	37,603	11,758.66	25,844.34
b.	Remodeling & Renovation	(130)	225	-0-	2,700	40.96	2,659.04
	Repair & Maintenance	(140)	129	59.35	1,550	460.41	1,089.59
VEHICLE							
a.	Purchase	(150)	2,125		25,500		25,500.00
b.	Rental	(160)	-0-		-0-		-0-
c.	Oper. & Maintenance Cost	(170)	1,743	231.54	20,910	231.54	20,678.46
CONTRACTS WITH SERVICE AGENCIES		(180)	18,162	19,012.25	217,944	86,402.32	131,541.68
OTHER							
a.	Utilities, Postage & Tele.	(190)	2,205	2,186.65	26,465	87,833.39	17,681.61
b.	Laboratory Expense	(191)	42	-0-	500	99.00	401.00
c.	Client Transportation	(192)	-0-		-0-	-0-	-0-
d.	Annual Audit	(193)	518	-0-	6,219	-0-	6,219.00
e.	Insurance	(194)	3,957	2,043.86	47,486	16,664.38	30,821.62
f.	Client Wages	(195)	3,000	3,007.78	36,000	10,896.14	25,103.86
g.	Client Fringe	(196)	150	0	1,800	1,250.04	549.96
h.	Contract Materials	(197)	-0-	420.71	-0-	1,127.41	1,127.41
i.	Educational Materials	(198)	271	54.52	3,256	355.84	2,900.16
j.	Miscellaneous	(199)	351	306.91	4,210	2,792.20	1,417.80
k.	Emolument	(200)	175	175.00	2,100	875.00	1,225.00
l.	Legal Services	(201)	375	-0-	4,500	258.75	4,241.25
m.	Therapeutic Recreation	(202)	50		600		600.00
n.		(203)					
o.		(204)					
p.		(205)					
GRAND TOTAL			106,968	90,970.00	1,283,619	444,007.70	839,611.30

DEEP EAST TEXAS REGIONAL MENTAL HEALTH MENTAL RETARDATION SERVICES

FEE SCHEDULE FOR SERVICES

These fees apply on a sliding scale basis considering family income and family size (see attached sliding scale).

Diagnostic Services:

1. Intake Interview/Social History	\$10.00
2. Group or Day Treatment Intake	10.00
3. Psychological Testing	
a. Wechsler Intelligence Scale for Children	25.00
b. Wechsler Adult Intelligence Scale	25.00
c. Stanford Binet Intelligence Test	25.00
d. Peabody Picture Vocabulary	10.00
e. Rorschach Technique	25.00
f. Draw A Person	10.00
g. Thematic Apperception Test	15.00
h. Bender-Gestalt Test	10.00
i. Complete Psychological	60.00

Treatment Services:

1. Individual Therapy/Counseling	25.00 Session
2. Group Therapy	10.00 Session
3. Psychiatric Evaluation and Consultation	35.00 Session
4. Inpatient Hospitalization	½ Contract Cost
5. Emergency Service	½ Contract Cost
6. Day Treatment Program	10.00 full day 5.00 half day
7. Family Therapy	25.00 Session
8. Medication Review	5.00 Visit
9. Prescriptions	At Contract Cost
10. Transportation Costs	.05¢ Per Mile

Consultation and Education Services:

1. Full Day (Depending on Staff Member)	\$100.00 - \$150.00
2. Per Hour (Depending on Staff Member)	\$20.00 - \$30.00

SLIDING FEE SCALE

DETRMHMRS 3/1/76

<u>Gross Annual</u> <u>Income</u>	<u>Gross Weekly</u> <u>Income</u>	1	2	3	4	5	6	7	8 +	<u>Drug</u> <u>Costs</u>
\$0-1499	\$0-26.00	0%	0%	0%	0%	0%	0%	0%	0%	
\$1500-1799	From 28.84	2%	0%	0%	0%	0%	0%	0%	0%	
\$1800-2399	From 34.61	4%	3%	2%	0%	0%	0%	0%	0%	
\$2400-2999	From 46.15	6%	5%	3%	2%	0%	0%	0%	0%	I
\$3000-3599	From 57.69	8%	6%	5%	3%	3%	0%	0%	0%	
\$3600-4199	From 69.23	10%	8%	6%	5%	3%	2%	0%	0%	
\$4200-4799	From 80.76	12%	10%	8%	6%	5%	3%	2%	0%	
\$4800-5399	From 92.30	15%	12%	10%	8%	6%	5%	3%	2%	
\$5400-5999	From 103.84	20%	15%	12%	10%	8%	6%	5%	3%	
\$6000-6599	From 115.38	30%	25%	20%	15%	10%	8%	6%	5%	II
\$6600-7199	From 126.92	40%	30%	25%	20%	15%	10%	8%	6%	
\$7200-7799	From 138.46	45%	40%	30%	25%	20%	15%	10%	8%	
\$7800-8399	From 150.00	50%	45%	40%	30%	25%	20%	15%	10%	
\$8400-8999	From 161.53	55%	50%	45%	40%	30%	25%	20%	15%	III
\$9000-9599	From 173.08	60%	55%	50%	45%	40%	30%	25%	20%	
\$9600-10199	From 184.61	70%	60%	55%	50%	45%	35%	30%	25%	
\$10200-10799	From 196.15	80%	70%	60%	55%	50%	40%	35%	30%	
\$10800-11399	From 207.69	90%	80%	70%	60%	55%	45%	40%	35%	
\$11400-11999	From 219.23	100%	90%	80%	70%	60%	50%	45%	40%	IV
\$12000-12599	From 230.76	100%	100%	90%	80%	65%	55%	50%	45%	
\$12600-13199	From 242.30	100%	100%	100%	90%	70%	60%	55%	50%	
\$13200 Plus	From 253.84+	100%	100%	100%	100%	75%	65%	60%	55%	V

DRUG COSTS:

I - No charge to clients for drugs

II - Client pays 25% of cost

III - Client pays 50% of cost

IV - Client pays 75% of cost

V - Client pays 100% of cost