

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

April 26, 1977

BOARD MEMBERS PRESENT:

Mr. Ward R. Burke, Chairman
Mr. R. B. Hille, Secretary
Mr. V. B. Woods, Treasurer
Mr. George Gee
Judge Emmett Lack
Mrs. Agnes Rhoder
Rev. Jerry Self

BOARD MEMBERS ABSENT:

Tom D. Mann, Vice Chairman
Judge Allen Sturrock

OTHERS PRESENT:

Dr. Wayne Lawrence -	DETRMHMRS
Russ Burbank	"
Betty Ecker	"
Linda Foley	"
Dr. Jack Martin	"
Jolyon Bowman	"
Dr. Scott Pricer	"
Lee Mayberry	"
Marcelene Williams	"
Juanita Hoot	"
E. Hartley Sappington, TDMHMR, Austin	
K. P. Bryant, San Jacinto County Judge	
Roy Lewis, San Jacinto Co. Commissioner, Pct. #2	
Dr. George Atkinson, San Jacinto Co. Advisory Council	
Bessie Sanders,	"
Katherine Crumley	"
Merthia Jackson	"
Lois Gee, Jasper	
Jim McDermott, Lufkin	
Evilee Diamond, Shepherd	
Maurine McDaniel, Shepherd	

The 43rd meeting of the Board of Trustees was held at the San Jacinto County Courthouse, Commissioners' Courtroom, Coldspring, on Tuesday, April 26, 1977, at 5:30 p.m.

INVOCATION: Dr. George Atkinson, Coldspring Methodist Church, gave the Invocation.

CALL TO ORDER AND RECOGNITION OF GUESTS: There being a quorum present, Chairman Burke called the meeting to order at 5:30 p.m. He welcomed guests present including Judge K. P. Bryant, County Judge of San Jacinto County, Roy Lewis, San Jacinto County Commissioner of Pct. #2, and members of the San Jacinto County Advisory Council. Also, Mr. E. Hartley Sappington, Assistant Deputy Commissioner, Community Services, TDMHMR. Chairman Burke expressed appreciation to Judge Bryant for the support of San Jacinto County of MHMR programs.

APPROVAL OF MINUTES OF PREVIOUS BOARD MEETING: On a motion by Mr. Hille, seconded by Judge Lack, the Board approved the Minutes of the March 22, 1977, Board Meeting.

EXECUTIVE DIRECTOR'S REPORT: Dr. Lawrence gave the following report:

1. We have been notified that we are eligible to receive \$136,674 of Title I funds for FY 1978, which is the largest amount in the State.

2. The TDMHMR Management Audit Team has now audited about eight Centers. I understand that it will be a while before they audit our Center.

3. We have contacted the Deep East Texas Council of Governments asking for assistance in conducting a regional alcohol and drug abuse survey. They are working on a system to accomplish this.

4. In connection with improving the quality of our services, the Executive Committee has approved using Dr. Larry Pollock, Professor of Psychology at SFASU, as a consultant starting the end of this month. He will work with us in two capacities: as a back-up for the psychologist for the drug problem in the Lufkin schools; and work with the MH staff in the area of initiating group counseling procedures.

5. Dr. Martin and I attended a meeting of Executive Directors and the Texas Council of Community MHMR Centers in Midland on April 19 and 20.

6. I have been asked by TDMHMR to attend a meeting in Chicago in August on JCAH standards. The manual for Community Centers has been published, and copies for the Board and the Regional Professional Advisory Committee will be ordered.

7. A preconstruction conference regarding the Day Treatment/Administration Facility will be held in the architect's (Mr. Marsellos) office tomorrow, and Mr. Tom Campbell, TDMHMR architect will be present. The work order has been issued and this will be discussed more later.

8. Beginning this month, Mrs. Foley will provide the report of local matching funds received from participating counties in her report.

9. We received a memo today from TDMHMR about the budget hearings. We will receive the budget forms on about May 16, and the Operating Budget for FY 1978 is due in Austin by June 17, which gives us about a month to prepare the document. We have been working on recommended priorities for the Board's consideration. Our budget hearing is set for July 20.

10. We have been trying to overcome the feeling of bigness in the organization--communications is becoming difficult as our staff has grown from 15 at the beginning to over 100 at the present. We have had several meetings lately about good communications in an effort to overcome this problem.

11. We were notified that my dissertation has been approved for publication in the July issue of the AMERICAN JOURNAL OF MENTAL DEFICIENCY.

12. Called on Division Directors for reports.

Mrs. Foley, Director, Business Division:

1. We have received \$76,712 to date of the \$114,904 pledged by 11 participating counties for local match.

2. All property received through March 31, 1977, has been tagged and reconciled with the General Ledger. One inventory was taken at all OU's and another inventory will be taken before the end of this fiscal year. A system is being developed whereby all HEW equipment will be in a duplicate card file for easy accountability for Federal auditors.

3. We are proceeding with the computer system with Region VII. A communication problem resulted in a situation which has

delayed us at least three weeks. We had been under the impression that we would enter all data through February as lump sum transactions; then begin with the month of March on a monthly transaction. However, the program was such that we had to make all entries manually rather than the computer spreading them. Consequently, we are still working on the month of March. It has now been made clear to Region VII what we expect beginning with April transactions. Also, as we get more into the mechanics of the system, we are constantly finding new programs and codes which need to be added. I would like to be able to report that the computer system will be current by the next Board Meeting, but unfortunately I am not sure this will be the case. It could be two months or longer--please be assured that we are doing everything we can to implement this program as quickly as possible.

4. A vehicle tracking system has been developed showing where all Center vehicles are located at all times.

Mr. McDermott, Director, Program Support Services Division:

1. The Annual Report for FY 1976 has been mailed to 674 individuals and agencies on our mailing list, and extra copies are available after the Board Meeting for Board Members who wish additional copies. We plan on having next year's report out at an earlier date.

2. Presented several displays including newspaper articles covering MHMR activities the last several months.

3. Reported on public appearances and speeches made by the staff during the last 90 days. A total of 47 different presentations were made with 1,797 persons hearing these talks.

4. We have sent 207 letters of invitation to the Judges workshop planned for May 18. We have received 50 replies so far with 17 accepting and 33 declining. We will contact those we haven't heard from next week, and will also make telephone contact a week before the workshop.

5. An important function of the Personnel Department is public relations and we want to have a good public image. We acknowledge receipt of every application for employment received by letter. Also, applicants for a particular position are notified when that position is filled.

Mr. Burbank, Director, Mental Retardation Division:

1. The ICF-MR survey team of the Texas Department of Health

Resources contacted us by telephone on April 1 saying they would like to do a survey of the Sunrise Manor Halfway House. They arrived on April 4, and we have been approved. Of the 850 items listed, we only had 3 deficiencies.

2. Four staff members and myself attended the TARC convention in San Antonio on April 15, 16, and 17. We took the Mobile Evaluation Unit for display and received a lot of interest and publicity.

3. Reported on the State School waiting list, problems with a client at Sunrise Manor, and the small fire at the Nacogdoches County Sheltered Workshop.

4. We have been notified that it will be four or five more weeks before the van for the sheltered workshops under Project Continuity will be delivered.

Mrs. Ecker, Director, Program Evaluation & Planning Division:

1. Attended an outstanding meeting in Houston in March on effective management of volunteer programs.

2. Will travel to Austin tomorrow to attend a meeting on evaluation responsibilities for MHMR Centers--kinds of evaluations we will be required to do for standards compliance.

3. Dr. Bailey and the Peer Review team are working on a check list in reviewing records. They plan to visit almost all the organizational units and start checking client records around the first of June.

4. The second meeting of the Regional Volunteer Services Advisory Committee was held recently. They elected officers, approved the by-laws, want to meet bi-monthly, and this was a very good meeting. We still need representatives from several counties on this Committee.

5. The address of Mr. Elton Tribble was questioned at the last Board Meeting. Mr. Tribble had moved to Beaumont for about four months, but has returned to Colmesneil and is now an active volunteer and member of the Tyler County Advisory Council.

Dr. Martin, Director, Mental Health Division:

1. We received correspondence from HEW notifying us of the review cycle of continuation applications. Our application

was submitted to HEW as approved by the Board, and all applications are due in the Regional Office by June 14. They will be reviewed on July 29, and we should know about next year's funding in about August.

2. We have been investigating several systems to develop a 24-hour emergency answering service by June. This is one of the 12 required services under HEW.

3. The Day Treatment Program clients recently put on a program for a local nursing home which was well received. As a reward, they were treated to a trip to Hodges Gardens.

4. We are negotiating for more badly needed space for the Nacogdoches County Outpatient Clinic. The Clinic is serving an average of 25 new admissions per month. We hope to finalize these plans in May.

5. Introduced Scott Pricer, Ph.D., new Director of Outpatient Clinics.

6. Called on Mr. Jolyon Bowman, Director of Alcohol and Drug Abuse Programs, to give a report. Mr. Bowman outlined for the Board his new duties as a Program Director.

COMMITTEE RECOMMENDATIONS FOR BOARD APPROVAL

BUDGET AND FINANCE COMMITTEE - Mr. V. B. Woods, Chairman

Treasurer's Report: On a motion by Mr. Woods, seconded by Judge Lack, the Board passed the following resolution:

RESOLVED, by the Board of Trustees, that the Operating Statement and Budget Summaries of Receipts and Expenditures for the month of March, 1977, be approved as submitted, and that copies of each report be attached to the permanent Minutes of this Board Meeting.

Discussion of Status of Day Treatment/Administration Facility:

Dr. Lawrence reported that official notification of HEW's approval of Thomas & Thompson Construction Company's bid in the amount of \$297,700.00 for the construction project was received on April 11, 1977. The contract has now been written and signed, and a work order has been issued. It is anticipated that clearing of the site will begin shortly. We have received the \$45,000 from the T.L.L. Temple Foundation, and have paid the architect

80% of the total fee which is customary. In planning for a formal dedication upon completion of the building, I have been in correspondence with the President and Mrs. Carter concerning the possibility of their attendance. We received a reply that it was too early to know the President's schedule in January, but to write again nearer the date set for the dedication.

On a motion by Mr. Woods, seconded by Rev. Self, the Board passed the following resolution:

RESOLVED, by the Board of Trustees, that the Executive Director be authorized to continue to arrange a dedication ceremony to be scheduled at a time close to the anticipated completion of the building. Be it further RESOLVED that the Executive Director be authorized to continue to correspond with the President of the United States or his authorized designee asking him or his designee to be the keynote speaker at said dedication ceremony.

Consideration of Bids for Vehicle for Shelby County Halfway House: Mrs. Foley said that only two bids were received. In the beginning, requests for quotations were sent to dealers in all 13 counties; however, some never sent in a bid. Recently requests for quotations have been sent to dealers who have sent in bids in the past.

Mr. Hille asked that requests for quotations be sent to dealers in all counties of our region about once a year.

On a motion by Mr. Woods, seconded by Judge Lack, the Board passed the following resolution:

RESOLVED, by the Board of Trustees, that the Board accept the bid in the amount of \$6,452.23 from the Polk Co. Motor Company for one 12-passenger van, 1977 model Chevrolet, to be used to transport clients in the Shelby County Halfway House. Be it further RESOLVED that the Executive Director be authorized to sign and issue the purchase order.

Consideration of Purchase of Equipment for Shelby County Halfway House: On a motion by Mr. Woods, seconded by Judge Lack, the Board adopted the following resolution:

RESOLVED, by the Board of Trustees, that the Board approve the purchase of the following office equipment to be used at the Shelby County Halfway House:

1 - Executive Desk @ \$176	\$ 176
1 - Executive Chair @ \$78	78
1 - Secretarial Desk @ \$255	255
1 - Secretarial Chair @ \$60	60
1 - IBM Typewriter @ \$585	585
1 - Lanier/Edisette Dictaphone/Transcriber	443
1 - Lanier Cassette Tape Recorder	179
3 - Occasional Chairs @ \$65	195
1 - File Cabinet @ \$117	117
1 - Bookcase @ \$35	35
Total	<u>\$2,123</u>

Consideration of Current Office Supply Contract: Mr. Woods said that the Committee feels that an honest effort had been made by the staff to work out the difficulties experienced in the contract with Hibbard Office World, Inc. of Center. This supplier was given sufficient time and several opportunities to improve their services, but deliveries and back orders have been such to create numerous problems. Mr. Woods moved, seconded by Judge Lack, that the Board adopt the following resolution, which passed:

RESOLVED, by the Board of Trustees, that the current contract for office supplies for FY 1977 with Hibbard Office World, Inc., Center, Texas, be terminated effective April 30, 1977. Be it further RESOLVED that this contract be awarded jointly to Story-Wright and W. C. Royle of Lufkin for the remainder of FY 1977.

Discussion of Sources of Financial Support for Community MHMR Centers: Dr. Lawrence reviewed statistics on the following reports which had been furnished the Board in the supporting documents: Summary of Total Amounts and Ratios of Financial Support; Comparison of Financial Support for Fiscal Years 1972 through 1977. (Community Centers have grown from a total budget of \$19.3 million to \$73.2 million. The State Grant-in-Aid portion of that has grown from 28% to 51%); Summary of Funds Budgeted by Source of Funds (it appears that DETRMHMRs gets slightly more local money and slightly less State money than other Centers); Summary of Funds by Diagnostic Category (It seems our Center is spending less than most Centers for Mental Health, more in Mental Retardation, and we compare very favorably in Central Administration expenditures). Dr. Lawrence also reviewed two pages extracted from a report by TDMHMR entitled, "Sources of Financial Support of Boards of Trustees of Community MHMR Centers."

PROGRAM COMMITTEE - Mr. R. B. Hille, Chairman

Discussion and Consideration of Additional Funding Possibilities:

Part 1: On a motion by Mr. Hille, seconded by Mr. Gee, the Board adopted the following resolution:

RESOLVED, by the Board of Trustees, that the Board adopt the proposed Board Policy on Grant and/or Additional Funding Possibilities as submitted, and that this policy be incorporated in the Policies and Procedures Manual of the Board as section III-0.

Part 2: On a motion by Mr. Hille, seconded by Judge Lack, the Board adopted the following resolution:

RESOLVED, by the Board of Trustees, that the Executive Director be authorized to not pursue the following grant opportunities:

- a. Capital Assistance Grants to Private Non-Profit Organizations - Section 16b from the State Department of Highways and Public Transportation.
- b. Law Enforcement Assistance Administration (LEAA).

Part 3: Expanding Computer Utilization

Dr. Lawrence reviewed the information received from Dr. Jack L. Franklin, Chief of Program Analysis and Statistical Research, TDMHMR, on the Mental Health Management Information System (MHMIS) which was included in the supporting documents to the Board. A lengthy discussion ensued regarding the pros and cons of a computer system. Dr. Lawrence said there is a possibility that our share of the costs involved might be funded through the HEW grant, and this will be investigated.

On a motion by Rev. Self, seconded by Mrs. Rhoder, the Board adopted the following resolution:

RESOLVED, by the Board of Trustees, that the Board approve the decision to sign contracts for computer hardware and software, and that the Board Chairman appoint a committee to secure information in order to select appropriate sources.

Chairman Burke appointed a committee consisting of the following Board Members to work with the Executive Director to investigate all phases of computer utilization: Rev. Jerry Self, Committee Chairman; Mr. V. B. Woods, and Judge Emmett Lack.

Consideration of Proposed Revision in FY 1977 Title I Project:
On a motion by Mr. Hille, seconded by Mr. Woods, the Board passed the following resolution:

RESOLVED, by the Board of Trustees, that the proposed revisions in the Title I Grant be approved as submitted including the acceptance of \$8,197 in new funds. Be it further RESOLVED that the staff be authorized to solicit bids for the listed equipment, and that the Chairman and Executive Director be authorized to accept bids for the equipment not to exceed a total expenditure of \$8,197.

Consideration of Proposed Title I Project for FY 1978: On a motion by Mr. Hille, seconded by Mrs. Rhoder, the Board adopted the following resolution:

RESOLVED, by the Board of Trustees, that the Title I Project application be approved as submitted at the Board Meeting. Be it further RESOLVED that the Executive Director be authorized to sign and submit all necessary forms and papers associated with this grant application.

Discussion of Texas Council of Community MHMR Centers, Inc. and Role of Boards of Trustees: Chairman Burke said that the Council is putting out a lot of excellent material, some of which was forwarded to the Board in the supporting documents. He said he especially recommended that the Board read the one entitled ROCKS AND SHOALS which discusses some of the hazards and warning signs that Board Members should be aware of as they might relate to the Center.

Consideration of Proposed Board Policy Concerning Volunteers:
On a motion by Mr. Hille, seconded by Mr. Gee, the Board adopted the following resolution:

RESOLVED, by the Board of Trustees, that the Board adopt the proposed Board policy as submitted concerning transportation of clients by volunteers utilizing DETRMHMRS' vans, and that this policy be incorporated in the Policies and Procedures Manual of the Board as section III-P.

PERSONNEL AND PUBLIC EDUCATION COMMITTEE - J. M. Self, Th.D., Chairman

Consideration of Nominees for Local Advisory Councils and Regional Advisory Committees:

Part 1: Local Advisory Councils

On a motion by Mr. Gee, seconded by Mr. Hille, the Board passed the following resolution:

RESOLVED, by the Board of Trustees, that the Board approve Mr. Roger Harvill of Woodville and Mr. Gary Mattingly of Warren for membership on the Tyler County Advisory Council. Also Virginia Simms to serve on the Hardin County Advisory Council.

Part 2: Regional Professional Advisory Committee

On a motion by Mr. Gee, seconded by Rev. Self, the Board passed the following resolution:

RESOLVED, by the Board of Trustees, that the name of Raymond Vann be deleted from the Regional Professional Advisory Committee members' list. Be it further RESOLVED that the nomination of Dr. Bill Kistler be approved for membership on the Regional Professional Advisory Committee.

Part 3: Regional Volunteer Services Advisory Committee

On a motion by Mr. Gee, seconded by Rev. Self, the Board passed the following resolution:

RESOLVED, by the Board of Trustees, that the Board approve the nomination of Winnie Jones for membership on the Regional Volunteer Services Advisory Committee representing Hardin County.

Part 4: Regional Medical Advisory Committee

On a motion by Mr. Gee, seconded by Rev. Self, the Board passed the following resolution:

RESOLVED, by the Board of Trustees, that the Board approve the nomination of Dr. J. Richard Cook to represent Trinity County on the Regional Medical Advisory Committee.

Discussion of Proposed Annual Staff Social Functions: Dr. Lawrence commented that it was the recommendation of the staff that the social in the spring be very informal and be restricted to staff and immediate family--an outdoor-type function. The

social in the winter could be more formal of a banquet type with Board Members and their immediate families invited.

On a motion by Mr. Gee, seconded by Mr. Hille, the Board adopted the following resolution:

RESOLVED, by the Board of Trustees, that the Executive Director be authorized to plan two annual social functions for the staff and Board, and to expend up to \$100 on each function for miscellaneous supplies. Be it further RESOLVED that one function should be held in the spring and one in the winter each year, and that it be the position of the Board that the consumption of alcoholic beverages not be permitted at either function.

Consideration of Proposed Public Education Schedule: On a motion by Rev. Self, seconded by Mr. Woods, the Board adopted the following resolution:

RESOLVED, by the Board of Trustees, that the Chairman of the Personnel and Public Education Committee be authorized to work with the Executive Director to compose a six-month public education schedule to use each year, and that this schedule be presented to the Board for approval.

Consideration of Proposed Position Descriptions: On a motion by Rev. Self, seconded by Mr. Gee, the Board passed the following resolution:

RESOLVED, by the Board of Trustees, that the new Position Description of Director, Outpatient Clinics-MH be approved as submitted, and that this be placed in the DETRMHMRS' Position Description Manual. Be it further RESOLVED that the proposed revised Position Descriptions as follows are approved as revised, and that these replace the existing ones in the DETRMHMRS' Position Description Manual: Unit Supervisor - Outpatient Clinic; Community Service Aide III, Day Treatment Program; and Clinical Psychologist.

Consideration of Proposed Certificates of Appreciation: On a motion by Mr. Hille, seconded by Mr. Gee, the Board adopted the following resolution:

RESOLVED, by the Board of Trustees, that the Board Chairman and Executive Director be authorized to sign

and present Certificates of Appreciation to Mrs. Bessie Sanders and Mrs. Minnie Thomas in view of their active and continued support of this agency and its efforts not only in San Jacinto County, but also throughout the Deep East Texas region.

Consideration of Personnel Matters: Rev. Self asked the Chairman to call an Executive Session to consider personnel matters brought before the Board by the Executive Director according to Article 6252-17, Section 2(g) of the Open Meetings Law.

Chairman Burke declared an Executive Session at 7:40 p.m., and said that no action would be taken by the Board until the meeting was reopened. Visitors were excused from the meeting room.

Executive Session

Mr. Burke reopened the meeting to the public at 8:10 p.m., and asked for Board action of the following items:

Consideration of Community Service Aide III Position - Nacogdoches Co. Outpatient Clinic: On a motion by Rev. Self, seconded by Mr. Gee, the Board adopted the following resolution:

RESOLVED, by the Board of Trustees, that the Board approve the addition of a Community Service Aide III position at the Nacogdoches Co. Outpatient Clinic effective May 1, 1977, at a salary of \$719 per month. Be it further RESOLVED that the Board Chairman and Executive Director be authorized to sign the Personnel Action form and submit to TDMHMR for approval.

Consideration of two Administrative Technician IV Applicants - Unit Supervisors at Outpatient Clinics: On a motion by Mr. Gee, seconded by Mrs. Rhoder, the Board adopted the following resolution:

RESOLVED, by the Board of Trustees, that the Executive Director be authorized to employ Mr. Kenneth L. Johnson effective May 2, 1977, as an Administrative Technician IV who will serve as the Unit Supervisor at the Newton County Outpatient Clinic. Be it also RESOLVED that the Executive Director be authorized to employ Mr. Marc Lee Zimmerman effective May 16, 1977, as an Administrative Technician IV who will serve as the Unit Supervisor at the Angelina County Outpatient Clinic.

Consideration of Psychologist Applicant - Nacogdoches County Outpatient Clinic: On a motion by Mrs. Rhoder, seconded by Rev. Self, the Board passed the following resolution:

RESOLVED, by the Board of Trustees, that the Executive Director be authorized to employ Josephine S. McKinney effective June 1, 1977, in the position of Psychologist at the Nacogdoches County Outpatient Clinic.

Consideration of Psychologist Applicant - Angelina County Outpatient Clinic: On a motion by Mr. Hille, seconded by Mr. Gee, the Board passed the following resolution:

RESOLVED, by the Board of Trustees, that the Executive Director be authorized to employ Frankie Jo Clark in the position of Psychologist at the Angelina County Outpatient Clinic effective May 2, 1977.

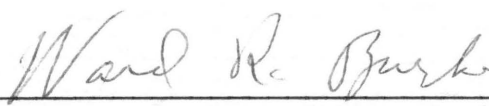
Consideration of Secretary I Position: On a motion by Mr. Gee, seconded by Mr. Hille, the Board adopted the following resolution:

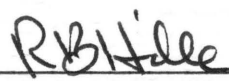
RESOLVED, by the Board of Trustees, that a Secretary I position be created and added to the Personal Services Schedule. Be it further RESOLVED that the Chairman and Executive Director be authorized to sign and submit the necessary Personnel Action forms to TDMHMR for approval.

DESIGNATION OF DATE, TIME, AND LOCATION OF NEXT BOARD MEETING: Rev. Self invited the Board to hold its May Board Meeting in Nacogdoches, and the invitation was accepted. The meeting was set for Tuesday, May 24, with Board Committees convening at 4:30 p.m., and the Board Meeting starting at 5:30 p.m.. The Board will be advised of the location in Nacogdoches at a later date.

ADJOURN: There being no further items for discussion, the meeting was adjourned at 8:18 p.m.

APPROVED:


Ward R. Burke, Chairman


R. B. Hille, Secretary

NAME OF CENTER

SUMMARY

ORGANIZATIONAL UNIT

Date

March 31, 1977

		MONTHLY BUDGET	MONTHLY EXP.	ANNUAL BUDGET	CUMULATIVE EXP.	BALANCE YTD
PERSONNEL						
a. Salaries & Wages	(010)	105,574	88,287.51	1,266,889	575,094.14	691,794.86
b. Fringe Benefits	(020)	7,483	6,574.35	89,799	40,153.09	49,645.91
c. Consultation & Prof. Fees						
1. Direct Patient Services	(030)	638		7,657	3,006.67	4,650.33
2. Other	(040)	402		4,820		4,820.00
TRAVEL - STAFF & BOARD	(050)	6,563	5987.43	79,756	34,487.69	44,268.31
CONSUMABLE ITEMS						
a. Drugs	(060)	6,583	6,174.07	79,000	47,524.14	31,475.86
b. Food	(070)	500	853.68	6,000	58,741.05	12,595.95
c. Other	(080)	2,733	4,779.69	32,800	24,257.53	8,542.47
EQUIPMENT & FURNITURE						
a. Purchase	(090)	4,460	6,972.25	53,510	47,602.97	5,907.03
b. Rental	(100)	2,030	1855.80	24,360	8,798.88	15,561.12
c. Repair & Maintenance	(110)	500	90.53	6,000	4,458.54	1,541.46
BUILDING						
a. Rent	(120)	4,941	5,657.00	59,295	34,656.50	24,638.50
b. Remodeling & Renovation	(130)	292	133.02	3,505	839.01	2,665.99
c. Repair & Maintenance	(140)	147	1,609.70	1,765	20,200.03	<255.03>
VEHICLE						
a. Purchase	(150)	3,200		38,400	19,446.00	18,954.00
b. Rental	(160)	369		4,424	1,106.00	3,318.00
c. Oper. & Maintenance Cost	(170)	1,417	2,058.90	17,000	6,115.91	10,884.09
CONTRACTS WITH SERVICE AGENCIES	(180)	21,663	22,647.49	259,958	162,771.82	97,186.18
OTHER						
a. Utilities, Postage & Tele.	(190)	3,334	5,451.83	40,000	27,789.37	12,210.63
b. Laboratory Expense	(191)	254	2,217.75	3,053	2,547.40	505.60
c. Client Transportation	(192)					
d. Annual Audit	(193)	583		7,000		7,000.00
e. Insurance	(194)	4,655	6,338.32	55,863	33,138.03	22,724.97
f. Client Wages	(195)	2,500	2,394.16	30,000	16,549.85	13,450.15
g. Client Fringe	(196)	250	118.25	3,000	674.29	2,325.71
h. Contract Materials	(197)	417	668.82	5,000	2,756.90	2,243.10
i. Educational Materials	(198)	250	32.04	3,000	475.71	2,524.29
j. Miscellaneous	(199)	763	2,811.67	9,152	11,316.28	<2,164.28>
k. Emolument	(200)	350	350.00	4,200	2,450.00	1,750.00
l. Legal Services	(201)	500		6,000	3,941.88	5,605.12
m. Therapeutic Recreation	(202)				45.20	<45.20>
n. Concessions	(203)	235	102.30	2,825	11,777.90	16,477.10
o. _____	(204)					
_____	(205)					
GRAND TOTAL		183,586	172,170.56	2,203,031	1,117,528.70	608,502.22

NAME OF CENTER

Date

March 31, 1977

LOCAL

1. Funds Appro. to Center

- a. City Government (010)
- b. County Government (020)
- c. School District (030)
- d. Hospital District (040)
- e. Other (050)

2. Patient Fees-Ins.-Reimb.

- a. Direct Patient Fees & Insurance (070)
- b. Title XX (071)
- c. ICF-MR (072)
- d. SB 230 (073)
- e. TRC (074)
- f. DPW-Protective Services (075)
- g. DETCOG-Status Offender (076)
- h. Lufkin State School (077)

3. Other Income & Contributions

- a. Workshop Production (080)
- b. Piney Woods ARC (081)
- c. Donations (082)
- d. Concessions (083)
- e. Miscellaneous Income (084)
- f. Jasper-Newton ARC (085)
- g. Title XX Extraordinary (086)
- Interest Income (089)

STATE GRANT-IN-AID & SPECIAL GRANTS THROUGH TDMHMR

- 1. Grant-in-Aid (110)
- 2. Supplemental Grant-in-Aid (120)
- 3. Special Grants-TDMHMR (130)

OTHER STATE FUNDS

- 1. Rusk State Hospital (160)
- 2. Texas Commission on Alcohol. (161)
- 3. BSCHD (162)
- 4. TRC Est. -Crockett (163)
- 5. TRC Est.-Hardin (164)
- 6. TRC (165)

FEDERAL FUNDS

- 1. Grants
 - a. Title I (210)
 - b. DDA (211)
 - c. MH Oper. Grant (PL94.63) (216)
 - d. HEW(DPW) Liaison Workers (217)
 - e. (218)
 - f. (219)
 - g. (220)

GRAND TOTAL

MONTHLY BUDGET	MONTHLY RECEIPTS	ANNUAL BUDGET	CUMULATIVE RECEIPTS	BALANCE YTD
9057	2864.11	108679	45285.19	63393.81
798		9577	9577.00	- 0 -
2000	3721.52	24000	15007.67	8992.33
7083	18356.48	85000	48525.84	36474.16
24119	2242240	289428	145874.40	143553.60
667	1497.00	8000	8434.86	424.86
1692		20303	7130.85	13172.15
333		4000	540.00	3460.00
1000		12000	3648.30	8351.70
2500	1970.49	30000	13622.42	16377.58
			225.00	225.00
167	25.00	2000	868.12	1131.98
83	184.60	1000	1318.94	318.94
125	185.19	1500	4618.32	3118.32
2704	9553.00	32456	28659.00	3797.00
83		1000	1431.21	431.21
333	186.10	4000	2782.92	1217.08
79958	79957.50	959490	559702.50	399787.50
3921		47054	19605.83	27448.15
2215		26575	14559.00	13016.00
712		8540	4270.00	4270.00
2855		34257	9871.74	24385.26
2608		31301	9871.74	21429.26
45		540		540.00
3308		39692	27094.91	12597.09
6160		73920	13053.00	60867.00
26930	20000.00	323159	115000.00	208159.00
2130	12267.43	25560	18009.48	7550.52
183586	173190.82	2203031	1128588.26	1074442.74

OPERATING STATEMENT

March 1977

INCOME	TOTAL
Jasper County	\$ 870.83
Polk County	1,406.57
San Jacinto County	586.71
Patient Fees	3,721.52
Title XX	18,356.48
Senate Bill 230	22,422.40
Texas Rehabilitation Commission	1,497.00
Workshop Production	1,970.49
Donations	25.00
Concessions	184.60
Miscellaneous Income	185.19
Jasper-Newton ARC	9,553.00
Interest Income	186.10
Grant-in-Aid	79,957.50
HEW Operations Grant	20,000.00
HEW (DPW) Liaison	12,267.43
TOTAL	\$173,190.82

EXPENDITURES	DISBURSEMENTS	ENCUMBRANCES	TOTAL
Salaries	\$ 88,287.51	\$	\$ 88,287.51
FICA	5,164.96		5,164.96
Insurance/Hospitalization/Life	3,403.99		3,403.99
Retirement	1,409.39		1,409.39
Travel	5,987.43		5,987.43
Drugs	6,174.07	21.50	6,195.57
Food	853.68	755.80	1,609.48
Supplies	4,779.69	4,282.03	9,061.72
Equipment/Purchased	6,972.25	4,405.59	11,377.84
Equipment/Rental	1,855.80		1,855.80
Equipment/Repair & Maintenance	90.53		90.53
Rent/Building	5,657.00		5,657.00
Building/Repair & Maintenance	1,609.70		1,609.70
Building Renovation & Remodeling	133.02		133.02
Vehicles/Rental		632.00	632.00
Vehicles/ Operation & Maintenance	2,058.90	446.91	2,505.81
Contracts	22,647.49		22,647.49
Utilities/Postage/Telephone	5,451.83	2,033.28	7,485.11
Laboratory Expense	221.75		221.75
Insurance	2,934.33		2,934.33
Client Training Wages	2,394.16		2,394.16
Client Fringe	118.25		118.25
Contract Materials	668.82		668.82
Educational Supplies	32.04	448.81	480.85
Miscellaneous	2,811.67	170.00	2,981.67
Emolument	350.00		350.00
Concession Expense	102.30	129.00	231.30
TOTAL	\$172,170.56	\$ 13,324.92	\$185,495.48

BREAKDOWN OF DISBURSEMENTS:

Drugs: TPERF - \$6,174.07
 Food: Shelby County Halfway House - \$783.84 (2 months)
 Supplies: All Programs - Forms - \$438.44
 All Programs - Cleaning Supplies & Paper Goods - \$1,359.07
 Community Counseling Centers - Books - \$111.96
 MR Programs - Psychological Testing Materials - \$239.21
 All Programs - Office Supplies - \$280.80
 CA - Equipment Numbering Tags - \$140.91
 Angelina Co. Dev. Ctr. - 2 rugs - \$102.95
 Kirbyville Dev. Ctr. - PEEK Kit - \$269.13
 All Programs - Rubber Stamps (50) - \$112.50
 All Programs - Stationery Supplies - \$389.90
 Jasper Co. Dev. Ctr. & SWS - Paint, Brushes, Paper Goods, Cleaning
 Supplies - \$252.16

BREAKDOWN OF DISBURSEMENTS - Continued:

Equipment/Purchased: CA - 2 File Cabinets - \$233.84
MH Programs - 3 Dictating/Transcribing Machines - \$1,329
Jasper Co. Dev. Ctr. - 3 Chairs - \$201.40; Desk - \$175.22
Jasper-Newton Co. SWS - 3 Chairs - \$201.40; Desk - \$175.22
Alcohol & Drug Programs - 3 Films \$1,161
Newton Co. OPC - Sofa & Chair - \$425; Storage Cabinet - \$114
CA - 2 Tables; 10 Chairs - \$364.04
Sunrise Manor - Bicycle Rack - \$142.50
Polk Co. SWS - Shampooer/Scrubber - \$297.13
Hardin Co. SWS - 3 Tables, 10 Chairs - \$324.50; Desk, Chair, Table
\$301.14
Public Education/Consultation - Opaque Projector - \$499
Trinity Co. OPC - 12 Chairs - \$214.80
MH Clerk - Typewriter - \$585
Equipment/Rental: Computer - \$847.50
CA - Copier - \$641.40
Newton Co. OPC - Copier - \$150
Trinity Co. OPC - Copier - \$150
Miscellaneous: Dues - Texas Council of MHMR Centers - \$1,747
Rent/Building: Angelina Co. Day Treatment - \$200
Angelina Co. OPC - \$895
Nacogdoches Co. OPC & CCC - \$200
Tyler Co. OPC - \$267
Shelby Co. Halfway House - \$100
Houston Co. Dev. Ctr. - \$200
Jasper Co. Dev. Ctr. & Jasper-Newton Co. SWS - \$100
San Jacinto Co. Dev. Ctr. - \$100
Tyler Co. Dev. Ctr. - \$125
Sunrise Manor - \$400
Nacogdoches Co. SWS - \$160
CA - \$1,470
Polk Co. CCC - \$300
Jasper Co. CCC - \$225
Newton Co. OPC - \$265
Building/Remodeling & Renovation: Polk Co. SWS - Shower Stall - \$133.02
Building/Repair & Maintenance: Shelby Co. Halfway House - Flooring,
Painting, Replacing windows, Ceiling Tile, Paneling, Roof
Repair - \$1492
Vehicle/Maintenance & Operation: Polk Co. SWS - Gasoline - \$284.51 (2 mos.)
Polk Co. SWS, Shelby Co. SWS, San Jacinto Co. Dev. Ctr. - Tires -
\$606.28
Angelina Co. Day Treatment - Gasoline and Oil - \$115.31
Contracts: Lufkin Memorial Hospital - \$250
Woodland Heights Hospital - \$200
G. T. Grubb, M.D. - \$883.33
Wilson McKewen Treatment Center - \$100
Nacogdoches Treatment Center - \$396
Lufkin Workshop & Opportunity Center - \$6,916.66
Shelby County School Board - \$13,081.50
Lynn Dunlap - \$500
Insurance: Deep East Texas Workmen's Compensation Insurance Fund - \$362.33
Chubb & Son, Inc. - (Physicians' Liability) - \$2,752
Contract Materials: Jasper-Newton Co. SWS - Tools - \$165.02; Lumber - \$148.35

BREAKDOWN OF ENCUMBRANCES:

Food: Sunrise Manor - \$539.44
Shelby Co. Halfway House - \$216.36
Supplies: All Programs - Paper Goods, Cleaning Supplies - \$194.20
All Programs - Forms & Brochures - \$59.39
Shelby Co. Halfway House - Linens - \$220.12
All Programs - Office Supplies - \$2,574.91
All Programs - Payroll Inserts - \$134.28
Equipment/Purchased: Shelby Co. Halfway House - Desk & Chair - \$252.64
Program Support Service - Easels - \$149.80
Hardin Co. SWS - 10 Chairs - \$179.00
Director of OPC - Desk, 3 Chairs, File Cabinet, Coat Tree - \$911.77
Jasper Co. Dev. Ctr. - File Cabinet - \$116.92
Jasper Co. CCC - 20 Chairs - \$358.00
Sunrise Manor - Scales - \$145.00
San Jacinto Co. Dev. Ctr. - Air Conditioners - \$805.00
Shelbyville Dev. Ctr. - Peabody Kit - \$192.00
Shelby Co. Halfway House - 6 beds with mattress & headboards - \$784.60

BREAKDOWN OF ENCUMBRANCES -Continued:

Equipment/Rental: Newton Co. OPC - \$150

Angelina Co. OPC - Copier - \$125

Building/Repair & Maintenance: Sunrise Manor - Gutters - \$105.00

Vehicles/Rental: MH Programs - Lease Cars (2) - \$316

MR Programs - Lease Car - \$158

CA - Lease Car - \$158

Vehicles/Operation & Maintenance: Lease Cars - Gasoline - \$174.12

Jasper-Newton Co. SWS - Gasoline - \$130.15

Utilities/Postage/Telephone: CA-Telephone - \$985.62

MR Offices - Telephone - \$333.83

Tyler Co. OPC - Telephone - \$471.67

Educational Supplies: Shelbyville Dev. Ctr. - Educational Games & Books -
\$357.66