

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

October 24, 1978

BOARD MEMBERS PRESENT:

Mr. Ward R. Burke, Chairman
Judge Allen Sturrock, Vice-Chairman
Mr. R. B. Hille, Secretary
Mr. V. B. Woods, Treasurer
Mr. George E. Gee
Dr. Nancy Speck

BOARD MEMBERS ABSENT:

Mr. Roy R. Woolley
Mrs. Agnes Rhoder
Judge Emmett Lack

OTHERS PRESENT:

Dr. Wayne Lawrence, DETRMHMRS
Mr. Franklin Avant, "
Dr. Jack Martin, "
Mr. Russ Burbank, "
Mr. Jim McDermott, "
Mrs. Helen Anderson, "
Mr. Joe McCulley, "
Mr. Don Wilcox, "
Mr. Jolyon Bowman, "
Mrs. Linda Foley, "
Mrs. Gwen Cunningham, "
Mr. Larry Heaton, "
Mr. Sandy Skelton, "
Mr. Wm. E. Tyler, "
Mr. K. P. Williams, "
Mr. Wells Wright, "
Mrs. Marcia Northcutt, "
Mr. Steve Roberts, Applicant
Gen H. W. Hise, Texas Council of Community MHMR Centers, Inc.
Mr. Floyd Marsellos, Kent, Marsellos & Scott, Architects & Engineers
Dr. Bruce E. Bailey, Planning, Consultation & Evaluation Associates
Mrs. Lois Gee, Jasper

The 62nd meeting of the Board of Trustees was held in the Conference Room of the Day Treatment/Administration Facility, 4101 South Medford Drive, Lufkin, on Tuesday, October 24, 1978.

INVOCATION: Rev. Fletcher Irvin, Assistant Minister of the First Baptist Church of Lufkin, gave the Invocation.

CALL TO ORDER AND RECOGNITION OF GUESTS: There being a quorum present, Chairman Burke called the meeting to order at 5:05 p.m., and recognized guests previously listed.

APPROVAL OF MINUTES OF PREVIOUS BOARD MEETING: There being no additions or corrections to the Minutes of the September Board Meeting, on a motion by Mr. Hille, seconded by Mr. Gee, the Board approved the Minutes of the September 26, 1978 Board Meeting.

EXECUTIVE DIRECTOR'S REPORT: Dr. Lawrence reported on the following items:

1. Volunteer Recognition Banquet invitation list - any additions or deletions?
2. Official notice on Hardin and Shelby Counties - Kavanagh/Phelan.
3. Committee of Executive Directors working on uniform evaluation system - Austin, November 13.
4. Steering Committee for Aging Nutrition Project Building.
5. Meeting with TARC/Tyler County in Woodville.
6. San Augustine County Commissioners' Court on October 23 - Participate.
7. ADA 626 Average.
8. Mr. Burke's travel for TCCMHMRCs.
9. Drug/Alcohol programs - duplication - Judge Bryant's letter.
10. Meeting with Judge Pierce - other District Judges.
11. Information on TDMHMR Priority III funding - 27% / 30% increase.
12. Called on Division Directors to report on activities since the last Board Meeting.

Mr. Avant, Business Division:

1. Local Funds Report - FY 1979
2. Cost per client for FY 1978
3. Status of CPA Audit
4. Print-outs
5. Goals Report, (see Appendix #1).

Dr. Martin, Mental Health Division:

1. Kiwanis - MH Emphasis for Program
2. Signs in waiting areas of OPCs
3. New offices in Jasper - moved in
4. Council on Alcoholism formed - Center
5. DWI/TDC Contract Application
6. Goals Report, (see Appendix #2).

Mr. Burbank, Mental Retardation Division:

1. Status of Female Halfway House
2. PRC Meeting - Austin
3. Call on K. P. Williams
4. Kirbyville Open House
5. Goals Report, (see Appendix #3).

Mr. McDermott, Program Support Services Division:

1. Nacogdoches Sheltered Workshop Dedication
2. "Hi-Noon" - Alcoholism
3. Police Training Program - Status
4. Blue Cross/Blue Shield payments for FY 1978
5. Next Ministers Coffee Meeting
6. Goals Report, (see Appendix #4).

COMMITTEE RECOMMENDATIONS FOR BOARD APPROVAL

Chairman Burke requested the Board's indulgence in considering several Agenda items out of sequence, as guests attending in conjunction with these items were unable to remain for the entirety of the meeting.

Consideration of Proposed Certificates and Resolutions of Appreciation (In Three Parts):

Part 1: Consideration of Resolution of Appreciation to Ward R. Burke: On a motion by Mr. Gee, seconded by Mr. Hille, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the Board Vice-Chairman, Secretary and the Executive Director be authorized to sign and present a Resolution of Appreciation to Mr. Ward R. Burke, stating the Board's appreciation for his serving as President of the Texas Council of Community MHMR Centers, Inc.

After further discussion, on a motion by Judge Sturrock, seconded by Dr. Speck, with Mr. Burke abstaining, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, that the Executive Director be authorized to reimburse travel expenses incurred by Mr. Ward R. Burke, in the execution of his duties as President of the Texas Council of Community MHMR Centers, Inc.

Part 2: Consideration of Resolution of Appreciation to MHMR Staff: On a motion by Mr. Gee, seconded by Mr. Burke, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the Board Chairman and the Secretary be authorized to sign and present a Resolution of Appreciation to the Executive Director and the staff for their dedicated service during FY78.

Part 3: Consideration of Proposed Certificate of Appreciation: On a motion by Mr. Gee, seconded by Mr. Hille, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the Board Chairman and the Executive Director be authorized to sign and present a Certificate of Appreciation to Mr. Ron R. Henley, in view of his active and continuous support of this agency in his efforts to assist handicapped individuals in this region.

Discussion of Proposed OPC Construction Program: Discussion followed the presentation of a proposed master plan for the clinic facility by Mr. Floyd Marsellos. On a motion by Mr. Woods, seconded by Dr. Speck, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the proposed construction plans for the Angelina County Outpatient Clinic be approved as submitted. Be it further RESOLVED that the Executive Director and the staff be authorized to continue to study the proposed plans and specifications and be prepared to present them to the Board at a future meeting.

The Board Chairman called for an Executive Session at 6:50 p.m. to discuss matters brought before the Board according to subsections (e) and (g) of Section 2, Article 6252-17, of the revised Civil Statutes of Texas.

Executive Session

Mr. Burke reopened the meeting to the public at 7:50 p.m., and asked for Board consideration of the following item, stating that Personnel Matters would be considered later in the Agenda, in proper sequence.

Consideration of Peer Review Incident Report: On a motion by Judge Sturrock, seconded by Dr. Speck, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the Board's legal counsel be instructed to seek an Attorney General's opinion concerning confidentiality of the Peer Review Reports and Critical Incident Reports and that the Chairman of the Board be authorized to transmit a letter to the person requesting the information, advising him of the action this Board has taken. Be it further RESOLVED that the Chairman is authorized to prepare, sign and mail any appropriate documents in connection therewith.

On a motion by Dr. Speck, seconded by Judge Sturrock, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the critical incident review report submitted by Bruce Bailey, Ph.D., concerning client case #12242, be accepted as submitted. Be it further RESOLVED that the Executive Director review the findings of the critical incident review report with the appropriate mental health staff.

Chairman Burke declared that at this point the proper Agenda sequence would be resumed.

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

Treasurer's Report - On a motion by Mr. Woods, seconded by Mr. Hille, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the Balance Sheet, Operating Statement, Budget Summaries of Receipts and Expenditures, and Cash Flow Statements for the month of September, 1978, be approved as submitted, and that copies of each report be attached to the permanent Minutes of this Board Meeting, (see Appendix #5).

Discussion of FY79 Operating Budget - On a motion by Mr. Woods, seconded by Dr. Speck, the Board voted to table this item until next month's Board Meeting.

Consideration of Bids for Maintenance Agreements (In Two Parts):

Part 1: Equipment Maintenance on Canon Calculators: On a motion by Mr. Woods, seconded by Mr. Hille, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the Board accept the bid in the amount of \$256.50 from Story-Wright for the equipment maintenance agreement on nine (9) Canon Calculators to run from November 1, 1978 through August 31, 1979. Be it further RESOLVED that the Executive Director be authorized to sign and issue the purchase order, and that this purchase order be subject to budgetary limitations and satisfactory performance on the part of the vendor.

Part 2: Equipment Maintenance: On a motion by Mr. Woods, seconded by Judge Sturrock, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the Board accept the bid in the amount of \$1,040.00 from Lufkin Typewriter Company for the equipment maintenance agreement on 12 Royal electric typewriters, 10 Ricoh calculators, 3 Adler calculators, and 2 Victor calculators, to run from November 1, 1978, through August 31, 1979. Be it further RESOLVED that the Executive Director be authorized to sign and issue the purchase order, and that this purchase order be subject to budgetary limitations and satisfactory performance on the part of the vendor.

Consideration of Proposed Fairweather Lodge Grant: On a motion by Mr. Woods, seconded by Mr. Hille, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the Executive Director be authorized to submit a Grant application to the Texas Rehabilitation Commission for the development of a Fairweather Lodge Program, to employ the necessary personnel, and to expend the funds according to the terms of the Grant application. Be it further RESOLVED that the Executive Director be authorized to solicit bids for the purchase of a van for the Lodge Program and present these bids to the Board for consideration at a future Board Meeting.

Consideration of Proposed Revisions in DDA Grant: On a motion by Mr. Woods, seconded by Mr. Hille, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the revisions in Developmental Disabilities Grant #8305 be approved as submitted. Be it further RESOLVED that the Executive Director be authorized to submit the revisions to TDMHMR for approval.

Consideration of Resolution Concerning Adoption of Pension Trust Plan: On a motion by Mr. Woods, seconded by Judge Sturrock, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the Resolution concerning the adopted changes in the Pension Trust Plan be approved as submitted. Be it further RESOLVED that the Board Secretary be authorized to sign the said Resolution.

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

Discussion of State Hospital Admission Rates for FY78: Discussion followed a report, by Dr. Lawrence, on State Hospital Admission rates for FY78.

Discussion of Status of Regional Crisis Line: Discussion followed a report, by Dr. Lawrence, concerning the Center's Crisis Line.

Discussion of Rankings of Centers by Population, Caseload and Financing: On a motion by Mr. Hille, seconded by Mr. Gee, the Board voted to table this item until next month's Board Meeting.

Consideration of Peer Review Report for FY78: On a motion by Mr. Hille, seconded by Mr. Gee, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the responses to the Peer Review Report for FY78 be approved as submitted.

PERSONNEL AND PUBLIC EDUCATION COMMITTEE - Mr. George Gee, Chairman

Discussion of Proposed Annual Report Format: On a motion by Mr. Gee, seconded by Mr. Hille, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the Executive Director be authorized to develop an Annual Report for FY78 according to the proposed Table of Contents submitted.

Consideration of Proposed Memorial Contribution Plan (In Two Parts):

Part 1: New Board Policy Number D75, entitled Memorial Contribution Plan: On a motion by Mr. Gee, seconded by Mr. Hille, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that new Board Policy Number D75, entitled Memorial Contribution Plan, be approved as submitted and that this be included in the Board Policy Manual.

Part 2: Proposed Memorial Plan Brochures and Acknowledgement Cards: On a motion by Mr. Gee, seconded by Mr. Hille, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the proposed memorial plan brochure and acknowledgement cards be approved as submitted.

Consideration of Proposed Regional Alcoholism Institute: On a Motion by Mr. Gee, seconded by Mr. Hille, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the Center participate in the upcoming Regional Alcoholism Institute, and that the Executive Director be authorized to expend \$100 toward sponsorship of this program.

Discussion of Winter Social Function: Discussion followed a report, by Dr. Lawrence, concerning the annual winter social function.

Consideration of Nominees to Advisory Councils and Committees (In Two Parts):

Part 1: Consideration of Nominee for the Regional Professional Advisory Committee: On a motion by Mr. Gee, seconded by Mr. Woods, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the Board accept the nomination of Mr. Clyde Machen of Crockett, Texas, as a member of the Regional Professional Advisory Committee.

Part 2: Consideration of Resignation from the Houston County Advisory Council: On a motion by Mr. Gee, seconded by Mr. Woods, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the Board accept the resignation of Mrs. Carole C. Moore of Crockett from the Houston County Advisory Council.

Consideration of Personnel Matters (In Six Parts):

Part 1: Consideration of Deletion of Part-time Community Service Aide II Position and Creation of Full-time Community Service Aide II Position: On a motion by Mr. Gee, seconded by Mr. Hille, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that position #0107 be deleted from the Personal Services Schedule and that position #0155 be created as a Community Service Aide II (full-time) effective November 1, 1978. Be it further RESOLVED that the Board Chairman and the Executive Director be authorized to sign and submit the appropriate forms to TDMHMR for approval.

Part 2: Consideration of Applicant for Administrative Technician IV Position #0016: There was no applicant for this position.

Part 3: Consideration of Applicant for Administrative Technician IV Position #0039: On a motion by Mr. Gee, seconded by Mr. Hille, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the Executive Director be authorized to employ Steve Roberts, effective November 20, 1978, as an Administrative Technician IV.

Part 4: Consideration of Applicant for Psychologist Position #0020. On a motion by Mr. Gee, seconded by Mr. Woods, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the Executive Director be authorized to employ Robert Patterson, effective November 7, 1978, as a Psychologist.

Part 5: Consideration of the Deletion of Clinical Psychologist Position: On a motion by Mr. Gee, seconded by Mr. Woods, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that Position #0016, Clinical Psychologist, be deleted from the Personal Services Schedule and that these funds be moved into the Consultation category. Be it further RESOLVED that the Board Chairman and the Executive Director be authorized to sign the necessary paperwork, and that these be submitted to TDMHMR for approval.

Part 6: Consideration of the Deletion of Seven Positions: On a motion by Mr. Gee, seconded by Mr. Woods, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the proposed deletions of positions from the Personal Services Schedule be accepted as submitted. Be it further RESOLVED that the Board Chairman and the Executive Director be authorized to sign the necessary paperwork and that these be submitted to TDMHMR for approval.

INVITE COMMENTS FROM VISITORS: There were no comments from visitors.

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

The regular November Board Meeting was set for the third Tuesday, November 21, 1978, with committee meetings beginning at 4:30 p.m. and the Board Meeting starting at 5:00 p.m. in the Day Treatment/Administration Facility Conference Room.

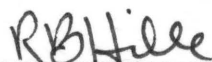
Also, the regular December Board Meeting was set for the second Tuesday, December 12, 1978. Committee meetings will begin at 4:30 p.m. with the Board Meeting starting at 5:00 p.m. in the Day Treatment/Administration Facility Conference Room.

These dates were set at this time to avoid conflicts during the holiday season.

ADJOURN: There being no further items for discussion, the meeting was adjourned at 8:20 p.m.

APPROVED:


Ward R. Burke, Chairman


R. B. Hille, Secretary

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Appendix #1

DEEP EAST TEXAS MMR SERVICES

DIVISION GOALS AND OBJECTIVES (Non-Numerical Objectives)

Division BUSINESS

Monthly/Quarterly Report

Report Month/Quarter SEPT. 1978

Goals

3. TO INSURE THAT ALL CASH RELATED TRANSACTIONS ARE IN COMPLIANCE WITH THE OPM AND/OR ACCOUNTING MANUAL.
4. TO INSURE THAT CONTRACTS AND LEASE AGREEMENTS ARE NOT OVEREXPENDED.
5. TO INSURE THAT ALL FUNDS RECEIVED ARE EXPENDED IN ACCORDANCE WITH THE TERMS SPECIFIED BY THE FUNDING AGENCY.
8. TO TAKE ACTION ON ALL PURCHASE REQUISITIONS WITHIN 30 DAYS OF RECEIPT.

Evaluation

RECEIVED MONTHLY REPORTS VERIFYING:

- A) THAT ALL BANK STATEMENT WERE RECONCILED.
- B) THAT ALL CASH AND CHECKS RECEIVED WERE DEPOSITED OR ACCOUNTED FOR.
- C) THAT ALL CASH RECORDED ON TRANSFER OF CASH FROM UNITS WAS DEPOSITED IN BANK ACCOUNTS.
- D) THAT ALL STUBS AND RECEIPTS FROM UNITS WERE ACCOUNTED FOR.

RECEIVED REPORTS OF FUNDS BUDGETED, MONTHLY EXPENDITURES, YEAR-TO-DATE EXPENDITURES AND BALANCES FOR EACH CONTRACT AND LEASE AGREEMENT.

RECEIVED REPORTS OF BUDGETED AMOUNTS, MONTHLY EXPENDITURES, YEAR-TO-DATE EXPENDITURES, AND BALANCES BY COST CATEGORY.

RECEIVED MONTHLY REPORT REFLECTING 230 PURCHASE REQUISITIONS WERE RECEIVED WITH 228 PROCESSED. THE REMAINING 2 REQUISITIONS WILL BE PROCESSED IN OCTOBER.

Appendix #2

DEEP EAST TEXAS MHMR SERVICES

DIVISION GOALS/OBJECTIVES

Division MENTAL HEALTHReport of Month/Quarter SEPTEMBER, 1978

Goal	Clients Served			
	Monthly Total	Year To Date	Goal	% Goal
1. To ACHIEVE 7,128 UNIT ADMISSIONS THROUGH PROGRAMS IN THE MENTAL HEALTH DIVISION DURING FY79.	1,842	1,842	7,128	26%
2. To SERVE A TOTAL OF 3,575 CLIENTS THROUGH PROGRAMS IN THE MENTAL HEALTH DIVISION DURING FY79.	1,432	1,432	3,575	40%
3. To CONDUCT 35,000 CLIENT VISITS WITHIN THE MENTAL HEALTH DIVISION DURING FY79.	3,058	3,058	35,000	09%

DIVISION GOALS/OBJECTIVES

Division MENTAL HEALTH

Report of Month/Quarter SEPTEMBER, 1978

GOALS	EVALUATION
1. TO PROVIDE PRESCREENING SERVICES TO 40% OF ALL INVOLUNTARY FIRST ADMISSIONS AND 56% OF ALL INVOLUNTARY READMISSIONS TO RSH.	<p>A. <u>ADMISSIONS/READMISSIONS</u> <u>% SCREENED</u></p> <p>FIRST ADMISSIONS - 14 43% (6)</p> <p>READMISSIONS - <u>16</u> <u>25%</u> (4)</p> <p>TOTAL - 30 33% (10)</p> <p>B. (1) NUMBER OF COURT REFERRALS TO CENTER: 20</p> <p>(2) NUMBER AND PERCENT TREATED AND MAINTAINED IN CENTER PROGRAMS: 14 (70%)</p> <p>C. NUMBER ADMITTED TO CENTER INPATIENT PROGRAMS WHO WOULD OTHERWISE BE INSTITUTIONALIZED: 0</p>
2. PROVIDE SERVICES TO 90% OF ALL RUSK STATE HOSPITAL CLIENTS DISCHARGED INTO THE CENTER'S CATCHMENT AREA WHO HAVE HAD A PREDISCHARGE PLAN DEVELOPED PRIOR TO THEIR RELEASE.	<p>A. NUMBER OF CLIENTS DISCHARGED FROM RSH: 42</p> <p>(1) WITH PREDISCHARGE PLAN DEVELOPED 30 (71%)</p> <p>(2) WITHOUT PREDISCHARGE PLAN DEVELOPED <u>12</u> (<u>29%</u>)</p> <p>TOTAL 42 (100%)</p>

Appendix #3

DEEP EAST TEXAS MMR SERVICES

DIVISION GOALS/OBJECTIVES

Division MENTAL RETARDATION

Report of Month/Quarterly SEPTEMBER

GOALS	EVALUATION
<ol style="list-style-type: none"> 1. To ACHIEVE 821 UNIT ADMISSIONS THROUGH PROGRAMS IN MR DIVISION. 2. To SERVE A TOTAL OF 571 CLIENTS THROUGH PROGRAMS IN THE MR DIVISION. 3. To EXPAND AND IMPROVE PRESCREENING SERVICES THROUGHOUT THE REGION. 4. To PARTICIPATE IN PRE-DISCHARGE PLANNING FOR AT LEAST 14 CLIENTS FROM STATE SCHOOLS. 	<ol style="list-style-type: none"> 1. THERE WERE A TOTAL OF 463 UNIT ADMISSIONS DURING SEPTEMBER. 2. A TOTAL OF 389 CLIENTS SERVED IN MR PROGRAMS IN SEPTEMBER. 3. THERE WERE NO APPLICATIONS PROCESSED FOR STATE SCHOOL ADMISSION IN SEPTEMBER. 4. THERE WAS ONE CLIENT DISCHARGED FROM STATE SCHOOL. WE PARTICIPATED IN THE PRE-DISCHARGE PLANNING.

Appendix #4

PROGRAM SUPPORT SERVICES DIVISION

MONTHLY REPORT

SEPTEMBER, 1978

STAFF ORIENTATION AND DEVELOPMENT REPORT

	<u>MONTHLY</u>	<u>% OF GOAL</u>	<u>YEAR TO DATE</u>	<u>% OF GOAL</u>
1. EMPLOYEE ORIENTATION SESSIONS	1	100%	1	11%
2. SUPERVISOR ORIENTATION SESSIONS	0	0%	0	0%
3. STAFF DEVELOPMENT SESSIONS	1	100%	1	9%
4. NUMBER OF STAFF TRAINING HOURS	600	106%	600	8.9%
5. UNIT TRAINING	1	100%	1	8.3%
6. NUMBER OF STAFF TRAINING HOURS	141	106%	141	8.9%
7. SPECIAL WORKSHOPS			REPORTED QUARTERLY	
8. NUMBER OF STAFF TRAINING HOURS			REPORTED QUARTERLY	
9. EXTERNAL STAFF TRAINING			REPORTED QUARTERLY	
10. NUMBER OF STAFF TRAINING HOURS			REPORTED QUARTERLY	

VOLUNTEER SERVICES REPORT

	<u>MONTHLY</u>	<u>% OF GOAL</u>	<u>YEAR TO DATE</u>	<u>% OF GOAL</u>
1. NUMBER OF VOLUNTEERS	103	100%	103	34.3%
2. NUMBER OF VOLUNTEER HOURS	1,825	126%	1,825	10.4%
3. % OF VOLUNTEER NEEDS MET			REPORTED QUARTERLY	

PROGRAM SUPPORT SERVICES DIVISION

MONTHLY REPORT

given copy

PERSONNEL REPORT

	<u>MONTHLY</u>	<u>YEAR TO DATE</u>
1. POSITIONS IN ACTIVE RECRUITMENT	14	-
2. NUMBER OF COLLEGE RECRUITMENT TRIPS	0	0
3. NUMBER OF APPLICATIONS DISTRIBUTED	60	60
4. NUMBER OF APPLICANTS INTERVIEWED	31	31
5. NUMBER OF POSITIONS FILLED	4	4
6. NUMBER OF EMPLOYEE TERMINATIONS	4	4
7. EMPLOYEE TURNOVER RATE	3%	3%

CONSULTATION AND EDUCATION REPORT

	<u>MONTHLY</u>	<u>% OF GOAL</u>	<u>YEAR TO DATE</u>	<u>% OF GOAL</u>
1. NEWS RELEASES	111	111%	111	9.3%
2. PUBLIC SERVICE ADS	100	121%	100	10%
3. T. V. PROGRAMS	0	0%	0	0%
4. BROCHURES DISTRIBUTED	825	75%	825	5.9%
5. NEWSLETTERS	1,400	116%	1,400	9.7%
6. ADVISORY COUNCIL MEETINGS	3	100%	3	6.8%
7. CONSULTATION PROGRAMS		REPORTED QUARTERLY		
8. EDUCATION PROGRAMS		REPORTED QUARTERLY		
9. PUBLIC AWARENESS PROGRAMS		REPORTED QUARTERLY		

Appendix #5

Deep East Texas Regional MHMR Services

September 30, 1978

NAME OF CENTER

DATE

LOCAL

		MONTHLY BUDGET	MONTHLY RECEIPTS	ANNUAL BUDGET	CUMULATIVE RECEIPTS	BALANCE YTD
1. Tax Funds Appro. to Center						
a. City Government	(010)	\$ 8,777	\$ 871	\$ 105,327	\$ 871	\$ 104,456
b. County Government	(020)	798	-0-	9,577	-0-	9,577
c. School District	(030)					
d. Hospital District	(040)					
e. Other	(050)					
2. Patient Fees-Ins. Reimb.						
a. Direct Patient Fees & Insurance	(070)	9,167	5,201	110,000	5,201	104,799
b. Title XX-Reimbursements	(071)	6,126	-0-	73,506	-0-	73,506
c. Title XX-Protective Ser.	(072)	8,333	-0-	100,000	-0-	100,000
d. Title XX-Services to Aged	(073)	8,333	-0-	100,000	-0-	100,000
e. SB 230	(074)	22,917	-0-	275,000	-0-	275,000
f. TRC	(075)	14,783	1,348	177,395	1,348	176,047
g. Lufkin State School	(076)	1,167	-0-	14,000	-0-	14,000
h. National Living Centers	(077)	1,000	-0-	12,000	-0-	12,000
i. ICF-MR	(078)	5,417	-0-	65,000	-0-	65,000
3. Other Income & Contributions						
a. Workshop Production	(080)	7,083	4,930	85,000	4,930	80,070
b. Pineywoods ARC	(081)	3,364	-0-	40,368	-0-	40,368
c. Donations	(082)	1,667	200	20,000	200	19,800
d. Concessions	(083)	1,083	419	13,000	419	12,581
e. Miscellaneous	(084)	917	91	11,000	91	10,909
f. Jasper-Newton ARC	(085)	2,795	-0-	33,538	-0-	33,538
g. Interest Income	(086)	750	136	9,000	136	8,864
h. Food Stamps	(087)	1,333	276	16,000	276	15,724
i. Bureau of Pardons & Paroles	(088)	3,360	-0-	40,320	-0-	40,320
STATE GRANT-IN-AID & SPECIAL GRANTS THROUGH TDMHMR						
1. Grant-in-Aid	(110)	87,658	87,658	1,051,895	87,658	964,237
2. Suppl. Grant-in-Aid	(120)					
3. Special Grants-TDMHMR	(130)					
OTHER STATE FUNDS						
1. Texas Comm. on Alcohol	(160)	1,562	-0-	18,745	-0-	18,745
2. BCHD	(161)	1,500	4,270	18,000	4,270	13,730
3.	(162)					
4.	(163)					
FEDERAL FUNDS						
1. Grants						
a. Title I	(210)	7,627	-0-	91,527	-0-	91,527
b. Developmental Disabilities	(211)	1,823	-0-	21,870	-0-	21,870
c. P.L. 94-63 Grant	(212)	44,640	75,000	535,684	75,000	460,684
d. DHR Liaison	(213)	3,805	-0-	45,659	-0-	45,659
e.	(214)					
f.	(215)					
g.	(216)					
GRAND TOTAL		\$257,785	\$180,400	\$3,093,411	\$180,400	\$2,913,011

Attachment to Item IV-A-1

10/24/78

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Deep East Texas Regional MHMR Services

September 30, 1978

NAME OF CENTER

DATE

		MONTHLY BUDGET	MONTHLY EXP.	ANNUAL BUDGET	CUMULATIVE EXP.	BALANCE YTD
PERSONNEL						
a. Salaries & Wages	(010)	\$140,871	\$119,515	\$1,690,456	\$119,515	\$1,570,941
b. Salary & Merit Incrs.	(011)	1,389	210	16,671	210	16,461
c. Fringe Benefits	(020)	18,596	13,751	223,147	13,751	209,396
d. Consultation & Prof. Fees						
1. Direct Pat. Servs.	(030)	440	-0-	5,287	-0-	5,287
2. Other	(040)	888	612	10,656	612	10,044
TRAVEL - STAFF & BOARD	(050)	7,184	3,416	86,204	3,416	82,788
CONSUMABLE ITEMS						
a. Drugs	(060)	6,421	1,662	77,055	1,662	75,393
b. Food	(070)	2,439	2,181	29,272	2,181	27,091
c. Other	(080)	6,333	15,757	76,001	15,757	60,244
EQUIPMENT & FURNITURE						
a. Purchase	(090)	2,922	11,634	35,065	11,634	23,431
b. Rental	(100)	1,079	335	12,953	335	12,618
c. Repair & Maintenance	(110)	929	5,239	11,148	5,239	5,909
BUILDING						
a. Rent	(120)	9,286	8,654	111,426	8,654	102,772
b. Remodel & Renovation	(130)	266	3,310	3,188	3,310	(122)
c. Repair & Maintenance	(140)	444	896	5,327	896	4,431
VEHICLE						
a. Purchase	(150)	-0-	-0-	-0-	-0-	-0-
b. Rental	(160)	1,499	834	17,988	834	17,154
c. Oper. & Maint. Cost	(170)	3,219	3,339	38,629	3,339	35,290
CONTRACTS-SERV. AGENCIES	(180)	27,446	8,000	329,353	8,000	321,353
OTHER						
a. Postage, Telephone	(190)	6,082	4,666	72,981	4,666	68,315
b. Laboratory Expense	(191)	-0-	21	-0-	21	(21)
c. Client Transportation	(192)	-0-	-0-	-0-	-0-	-0-
d. Annual Audit	(193)	1,084	-0-	13,002	-0-	13,002
e. Insurance	(194)	7,262	2,613	87,138	2,613	84,525
f. Client Wages	(195)	3,382	4,471	40,578	4,471	36,107
g. Utilities	(196)	4,571	2,879	54,850	2,879	51,971
h. Emolument	(197)	330	175	3,957	175	3,782
i. Concessions	(198)	196	271	2,355	271	2,084
j. Client Fringe	(199)	238	241	2,854	241	2,613
k. Miscellaneous	(200)	2,989	3,472	35,870	3,472	32,398
GRAND TOTAL						
		\$257,785	\$218,154	\$3,093,411	\$218,154	\$2,875,257

BALANCE SHEET

September 30, 1978

	<u>GENERAL OPERATING FUND</u>	<u>GENERAL FIXED ASSETS FUND</u>	<u>TOTAL</u>
<u>ASSETS</u>			
Current Assets:			
Cash in Bank	\$170,661.27	\$	\$170,661.27
Petty Cash	150.00		150.00
Accounts Receivable - Fees	56,350.62		56,350.62
Accounts Receivable - Other	99,887.44		99,887.44
<u>TOTAL CURRENT ASSETS</u>	<u>327,049.33</u>		<u>327,049.33</u>
Amount to be provided under capital lease agreement	<u>110,400.00</u>		<u>110,400.00</u>
General Fixed Assets - At Cost			
Land		119,400.00	119,400.00
Building		325,645.06	325,645.06
Furniture and Equipment		253,049.49	253,049.49
Vehicles		<u>129,064.21</u>	<u>129,064.21</u>
<u>TOTAL FIXED ASSETS</u>		<u>827,158.76</u>	<u>827,158.76</u>
<u>TOTAL ASSETS</u>	<u>437,449.33</u>	<u>827,158.76</u>	<u>1,264.608.09</u>
<u>LIABILITIES, RESERVES & FUND BALANCE</u>			
Current Liabilities:			
Accounts Payable	107,334.28		107,334.28
FICA Payable	41,134.20		41,134.20
Sales Tax Payable	2.97		2.97
	<u>148,471.45</u>		<u>148,471.45</u>
Obligation under capital lease agreement	<u>110,400.00</u>		<u>110,400.00</u>
<u>TOTAL LIABILITIES</u>	<u>258,871.45</u>		<u>258,871.45</u>
Reserve for investment in fixed assets		<u>827,158.76</u>	<u>827,158.76</u>
Fund Balance	<u>178,577.88</u>		<u>178,577.88</u>
<u>TOTAL LIABILITIES, RESERVES & FUND BALANCE</u>	<u>\$437,449.33</u>	<u>\$827,158.76</u>	<u>\$1,264,608.09</u>

CASH POSITION STATEMENT

September 30, 1978

Cash in Bank:	
Operating Account	\$ 13,276.34
FICA Account	44,276.81
Payroll Account	95.82
Title I Account	6,174.74
Senate Bill 230	1,133.82
HEW Operating Account	988.37
Houston County TRC Account	448.22
Hardin County TRC Account	4,265.97
Treasury Bill	30,000.00
Certificate of Deposit	29,013.51
Certificate of Deposit	30,000.00
Land Account	<u>10,987.67</u>
TOTAL CASH IN BANK	170,661.27
Petty Cash	<u>150.00</u>
<u>TOTAL CASH ON HAND</u>	<u>\$170,811.27</u>

OPERATING STATEMENT

September 30, 1978

<u>INCOME</u>	<u>RECEIPTS</u>	<u>RECEIVABLES</u>	<u>TOTAL</u>
Jasper County	\$ 870.83	\$	\$ 870.83
Patient Fees		5,200.78	5,200.78
Texas Rehabilitation Commission	538.38	810.00	1,348.38
Workshop Production	4,930.27		4,930.27
Donations	200.00		200.00
Concessions	418.50		418.50
Miscellaneous Income	91.28		91.28
Interest Income	135.82		135.82
Food Stamps	276.00		276.00
Grant-in-Aid	87,657.91		87,657.91
Beaumont State Center H.D.		4,270.00	4,270.00
Public Law 94-63 (HEW Operations)	75,000.00		75,000.00
TOTAL INCOME	\$170,118.99	\$ 10,280.78	\$180,399.77

<u>EXPENDITURES</u>	<u>DISBURSEMENTS</u>	<u>ENCUMBRANCES</u>	<u>TOTAL</u>
Salaries	\$119,514.89		\$119,514.89
Salaries & Merit Increases	210.00		210.00
ICA Taxes	6,724.93		6,724.93
Insurance - Hospitalization/Life	4,989.39		4,989.39
Retirement	2,036.69		2,036.69
Consultation & Professional Fees	577.15	35.00	612.15
Travel Expense	3,415.82		3,415.82
Drugs	1,661.51		1,661.51
Purchases - Food		2,181.20	2,181.20
Supplies Purchased	426.63	15,330.16	15,756.79
Equipment/Furniture - Purchased		11,634.47	11,634.47
Equipment/Furniture - Rental		335.45	335.45
Equipment/Furniture - Repairs & Maint.		5,238.55	5,238.55
Building - Rent	8,654.00		8,654.00
Building - Remodeling & Renovation		3,309.82	3,309.82
Building - Repair & Maintenance		896.43	896.43
Vehicle - Rental	833.73		833.73
Vehicle - Operation & Maintenance	77.00	3,262.27	3,339.27
Contracts with Service Agencies		7,999.67	7,999.67
Postage	401.92		401.92
Laboratory Expense		20.62	20.62
Telephone	3,377.20	886.54	4,263.74
Insurance		2,612.92	2,612.92
Client Training Wages	4,470.83		4,470.83
Utilities	1,332.63	1,546.42	2,879.05
Emolument	175.00		175.00
Concessions		271.18	271.18
Client Fringe Benefits	240.85		240.85
Miscellaneous Expense	320.89	3,150.75	3,471.64
TOTALS	\$159,441.06	\$ 58,711.45	\$218,152.51

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BREAKDOWN OF DISBURSEMENTS

Drugs: TPERF - \$6,177.14

Consultation & Education: Bruce Bailey, Ph.D. - \$336.00

Vehicles: Newton Dev. Ctr. - \$7,361.20

Vehicle Rental: 5 Lease Cars - \$833.75

Utilities: CA-Day Treatment - Electricity - \$593.97, Sunrise Manor -
Electricity - \$405.75, Shelby Co. HH - Electricity - \$471.93

Telephone: CA-Day Treatment - \$1,081.05, Angelina Bldg. - \$658.04, Crisis
Line - \$332.00

Building Rent: CA-Day Treatment - \$450.00
Nacogdoches OPC - \$791.00
Angelina Co. OPC - \$1,200.00
Jasper OPC - \$250.00
Trinity Co. OPC - \$300.00
Tyler Co. OPC - \$267.00
Polk Co. CCC - \$300.00
Kirbyville Dev. Ctr. - \$300.00
Newton Dev. Ctr. - \$265.00
Tyler Co. Dev. Ctr. - \$285.00
Hardin Co. SWS - Dev. Ctr. - \$250.00
Houston Co. SWS - \$485.00
Nacogdoches Co. SWS - \$700.00
Shelby Co. SWS - \$560.00
Sunrise Manor - \$450.00
Angelina Building - \$1,489.00

BREAKDOWN OF ENCUMBRANCES

Food: Shelby Co. HH - \$1,238.37, Sunrise Manor - \$890.15

Supplies: Hardin Co. Dev. Ctr. - Educational Mat. - \$1,252.50, Ed. Mat. - \$443.70
Jasper Newton SWS - Cleaning supplies and paper - \$255.95,
Kirbyville Dev. Ctr. - Educational Mat. - \$1,252.50, Ed. Mat. - \$443.70
Newton Co. Dev. Ctr. - Educational Mat. - \$1,252.50, Ed. Mat. - \$443.70
Houston Co. SWS - Cleaning supplies and paper - \$344.25
San Jacinto Dev. Ctr. - Educational Mat. - \$1,252.50, Ed. Mat. - \$443.70
Business Office: NCR charge tickets \$430.90, File folders, ledger sheets,
Acco bases, clasp envelopes, 3-ring binders, typing paper - \$461.65
Houston Co. SWS - Bleach, disinfectant, mop, broom, insecticides,
furniture polish, detergent, toilet tissue - \$388.60
Shelby Co. SWS - Cleaning supplies and paper goods - \$281.10

Purchases: Equipment/Furniture

Hardin Dev. Ctr. - Video equipment - \$766.66, Water cooler - \$311.85,
Educational Mat., Basic Skill - \$400.00
Kirbyville Dev. Ctr. - Video equipment - \$766.66, Educational Mat.,
Basic Skill - \$400.00
Newton Dev. Ctr. - Video equipment - \$766.66, Water cooler - \$311.85,
Educational Mat., Basic Skill - \$400.00
Houston Co. SWS - Video equipment - \$766.66
Jasper Newton SWS - Video equipment - \$766.66
Nacogdoches Co. SWS - Video equipment - \$766.66
Polk Co. SWS - Video equipment - \$766.66
Shelby Co. SWS - Video equipment - \$766.72
San Jacinto Dev. Ctr. - Video equipment - \$766.72, Educational Mat.,
Basic Skill - \$400.00
Hardin Co. SWS - Projector and screen - \$837.08

Building Remodeling/Renovation:

San Jacinto Dev. Ctr. - Carpet - \$752.40, Ramp - \$550.00, Contracts - \$1,225.00
Newton Co. Dev. Ctr. - Carpet - \$268.42
Shelby Co. HH - Building material - \$263.33

Insurance: Workmen's Comp. - \$391.92
 Liability - Clients - \$1,260.00
 Physicians Liability - \$807.24

Contracts: Lufkin Workshop - \$7,016.67
 Genetics - \$849.00

Utilities: CA-Day Treatment - Electricity - \$415.96

Equipment Repairs and Maintenance:
 Lanier Maintenance Contract on Dictating Equipment all units - \$3,497.72
 IBM Contract on Typewriters all units - \$2,034.96

Building Repairs and Maintenance:
 CA-Day Treatment - Janitorial Service - \$263.33

Telephone: Shelby Co. HH - \$271.66

Mixcellaneous: Texas Counsel Community MHMR Centers - Membership dues - \$1,761.50
 National Counsel of Commuinty MHMR Centers - Membership dues - \$770.00

BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/78 - 9/30/78
AND THE MONTHLY BUDGET FOR THE PERIOD 10/1/78-8/31/79 BY COST CATEGORY

Cost Category	Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
Salaries and wages (010)	\$ 1,690,456	\$ 119,515	\$ 1,570,941	\$ 142,812
Salary and merit (011)	16,671	210	16,461	1,495
Fringe benefits (020)	223,147	13,751	209,396	19,035
Consultation & Prof. fees				
Direct Patient Ser.(030)	5,287	-0-	5,287	480
Other (040)	10,656	612	10,044	912
Travel-Staff & Board (050)	86,204	3,416	82,788	7,525
Consumable Items				
Drugs (060)	77,055	1,662	75,393	6,854
Food (070)	29,272	2,181	27,091	2,463
Other (Office,etc.)(080)	76,001	15,757	60,244	5,476
Equipment & Furniture				
Purchase (090)	35,065	11,634	23,431	2,130
Rental (100)	12,953	335	12,618	1,146
Repairs & Mainten. (110)	11,148	5,239	5,909	536
Building				
Rent (120)	111,426	8,654	102,772	9,343
Remodeling & Renov.(130)	3,188	3,310	(122)	-0-
Repairs & Mainten. (140)	5,327	896	4,431	403
Vehicle				
Purchase (150)	-0-	-0-	-0-	-0-
Rental (160)	17,988	834	17,154	1,558
Operating & Mainten(170)	38,629	3,339	35,290	3,208
Contracts with Service Agencies (180)	329,353	8,000	321,353	29,214
Other				
Postage & Phone (190)	72,981	4,666	68,315	6,210
Laboratory Exp. (191)	-0-	21	(21)	-0-
Client Transport. (192)	-0-	-0-	-0-	-0-
Annual Audit (193)	13,002	-0-	13,002	1,182

Attachment to Item IV-A-1
10/24/78

BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/78 - 9/30/78
AND THE MONTHLY BUDGET FOR THE PERIOD 10/1/78-8/31/79 BY COST CATEGORY

Cost Category	Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
Other continued:				
Insurance (194)	\$ 87,138	\$ 2,613	\$ 84,525	\$ 7,684
Client Wages (195)	40,578	4,471	36,107	3,282
Utilities (196)	54,850	2,879	51,971	4,725
Emoluments (197)	3,957	175	3,782	343
Concessions (198)	2,355	271	2,084	188
Client Fringe (199)	2,854	241	2,613	238
Miscellaneous (200)	35,870	3,472	32,398	2,945
Grand Total (300)	\$3,093,411	\$218,154	\$2,875,257	\$261,387

Note: The amounts shown for the monthly budget are derived by applying of the balance for each cost category.

Attachment to Item IV-A-1
10/24/78
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BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/78-9/30/78 AND THE
 MONTHLY BUDGET FOR THE PERIOD 10/1/78 - 8/31/79 BY DISABILITY CATEGORY

Disability Category	Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
<u>Mental Health</u> (amount of budget allocated and expended to serve people with mental health problems)	\$ 1,305,993	\$ 81,845	\$ 1,224,148	\$ 111,287
<u>Mental Retardation</u> (amount of budget allocated and expended to serve people with mental retardation problems)	1,442,038	115,534	1,326,504	120,592
<u>Alcoholism</u> (amount of budget allocated and expended to serve people with alcoholism problems)	321,754	19,398	302,356	27,486
<u>Drug</u> (amount of budget allocated and expended to serve people with drug problems)	23,626	1,377	22,249	2,022
Grand Total	\$3,093,411	\$218,154	\$2,875,257	\$261,387

Note: The amounts shown for the monthly budget are derived by applying 1/11 of the balance for each disability category. Costs pertaining to administration are prorated to the disability categories.

Attachment to Item IV-A-1
 10/24/78
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DEEP EAST TEXAS REGIONAL MHMR SERVICES

BUDGETED FUNDS RECEIVED FOR THE PERIOD
MONTHLY BUDGET FOR THE PERIODAND THE
BY SOURCE OF FUNDS

SOURCE OF FUNDS	BUDGETED AMOUNT	AMOUNT RECEIVED	BALANCE	MONTHLY BUDGET
Local				
1. County Government	\$ 105,327	\$ 871	\$ 104,456	\$ 9,497
2. School District	9,577	-0-	9,577	870
3. Fees - Insurance	110,000	5,201	104,799	9,528
4. Title XX Reimbursement	73,506	-0-	73,506	6,683
5. Title XX Protective Ser.	100,000	-0-	100,000	9,090
6. Title XX Services to Aged	100,000	-0-	100,000	9,090
7. Senate Bill 230	275,000	-0-	275,000	25,000
8. TRC Reimbursements	177,395	1,348	176,047	16,005
9. Lufkin State School	14,000	-0-	14,000	1,273
10. National Living Centers	12,000	-0-	12,000	1,090
11. ICF - MR	65,000	-0-	65,000	5,910
12. Workshop Production	85,000	4,930	80,070	7,280
13. Pineywoods ARC	40,368	-0-	40,368	3,670
14. Donations	20,000	200	19,800	1,800
15. Concessions	13,000	419	12,581	1,144
16. Miscellaneous	11,000	91	10,909	992
17. Jasper/Newton ARC	33,538	-0-	33,538	3,048
18. Interest	9,000	136	8,864	805
19. Food Stamps	16,000	276	15,724	1,430
20. Bureau of Prisons and Paroles	40,320	-0-	40,320	3,665
State Grant-in-Aid	1,051,895	87,658	964,237	87,658
Supplemental Grant-in-Aid				
Other State				
1. Texas Comm. on Alcoholism	18,745	-0-	18,745	1,705
2. Beaumont State CHD	18,000	4,270	13,730	1,248
Federal				
1. Title I (89-313)	91,527	-0-	91,527	8,320
2. DDA	21,870	-0-	21,870	1,988
3. HEW (94-63)	535,684	75,000	460,684	41,880
4. Title XIX (Liaison)	45,659	-0-	45,659	4,150
TOTAL	\$3,093,411	\$180,400	\$2,913,011	\$264,819

Note: The amounts shown for the monthly budget are derived by applying the balance for each source of fund.

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10/24/78
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BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/78 - 9/30/78
AND THE MONTHLY BUDGET FOR THE PERIOD 10/1/78 - 8/31/79 BY ORGANIZATIONAL UNIT

O.U.#	Organizational Unit Name	Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
101	Central Administration	\$ 78,633	\$14,239	\$ 64,394	\$ 5,855
102	Accounting	254,392	17,207	237,185	21,563
103	Personnel, Staff Dev. & Training	85,435	6,309	79,126	7,194
104	Research and Evaluation	26,085	1,667	24,418	2,220
201	Screening and Referral	139,339	8,116	131,223	11,929
202	MR Diagnostic & Evaluation Team	124,498	3,949	120,549	10,959
203	Consultation and Education	41,074	1,540	39,534	3,594
301	Angelina Co. OPC	295,564	18,268	277,296	25,208
302	Jasper Co. OPC	110,419	6,810	103,609	9,419
303	Nacogdoches Co. OPC	164,554	10,050	154,504	14,045
304	Polk Co. CCC	70,009	4,831	65,178	5,925
305	Trinity Co. OPC	88,053	5,117	82,936	7,539
306	Tyler Co. OPC	84,934	4,071	80,863	7,351
307	Services to the Aged	46,572	3,645	42,927	3,902
308	Children and Protective Services	60,928	2,967	57,961	5,269
309	Discharge Planning & Follow-up - MH	103,943	7,327	96,616	8,783

Attachment to Item IV-A-1
10/24/78

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BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/78 - 9/30/78
 AND THE MONTHLY BUDGET FOR THE PERIOD 10/1/78-8/31/79 BY ORGANIZATIONAL UNIT

O.U.#	Organizational Unit Name	Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
310	Discharge Planning & Follow-up - MR	\$ 32,335	\$1,953	\$ 30,382	\$ 2,763
401	Excelsior (Shelby Co.) Dev. Ctr.	148,392	989	147,403	13,400
402	Hardin Co. Dev. Ctr.	52,116	6,334	45,782	4,163
403	Jasper Co. Dev. Ctr.	40,932	1,829	39,103	3,555
404	Kirbyville Dev. Ctr.	58,270	6,492	51,778	4,708
405	Newton Co. Dev. Ctr.	53,329	6,571	46,758	4,250
501	Hardin Co. SWS	67,180	5,632	61,548	5,595
502	Houston Co. SWS	75,686	6,561	69,125	6,285
503	Jasper-Newton Co. SWS	61,279	6,874	54,405	4,946
504	Lufkin Workshop & Oppor. Ctr.	90,327	7,464	82,863	7,533
505	Nacogdoches Co. SWS	72,076	6,675	65,401	5,946
506	Polk Co. SWS	59,036	5,041	53,995	4,909
507	Shelby Co. SWS	69,868	6,228	63,640	5,785
601	Angelina Co. Day Treat. Prog.	68,183	5,560	62,623	5,694
602	Tyler Co. Dev. Ctr.	40,498	3,169	37,329	3,394

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BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/78 - 9/30/78
AND THE MONTHLY BUDGET FOR THE PERIOD 10/1/78 - 8/31/79 BY ORGANIZATIONAL UNIT

O.U.#	Organizational Unit Name	Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
603	San Jacinto Co. Dev. Ctr.	\$ 38,776	\$ 8,978	\$ 29,798	\$ 2,708
701	Nacogdoches Co. HWH	62,839	2,006	60,833	5,530
702	Sunrise Manor	66,993	4,395	62,598	5,690
703	Shelby Co. HWH	113,364	9,245	104,119	9,465
801	Detoxification	4,350	15	4,335	394
802	Transitional Residential Care	3,000	15	2,985	271
803	Psychiatric Inpatient	40,150	15	40,135	3,648
	TOTAL	\$3,093,411	\$218,154	\$2,875,257	\$261,387

Note: The amounts shown for the monthly budget are derived by applying 1/11 of the balance for each organizational unit.

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10/24/78
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BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/78-9/30/78
 AND THE MONTHLY BUDGET FOR THE PERIOD 10/1/78-8/31/79 BY SOURCE OF FUNDS

Source of Funds	Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
Local	\$1,310,031	\$ 53,721	\$1,256,310	\$114,210
State Grant-in-Aid Supplemental G-I-A	1,051,895	87,658	964,237	87,658
Other State				
1. TCA	18,745	1,579	17,166	1,560
2. BSCHD	18,000	1,423	16,577	1,507
Federal				
1. Title I (89-313)	91,527	28,731	62,796	5,709
2. DDA	21,870	4,813	17,057	1,550
3. HEW (94-63)	535,684	38,498	497,186	45,199
4. DHR Liaison	45,659	1,731	43,928	3,994
TOTALS	\$3,093,411	\$218,154	\$2,875,257	\$261,387

Note: The amounts shown for the monthly budget are derived by applying 1/11 of the balance for each source of funds.

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 10/24/78
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BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/78-9/30/78 AND
THE MONTHLY BUDGET FOR THE PERIOD 10/1/78 - 8/31/79 BY PROGRAM CATEGORY

Program Category	Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
Administration	\$ 444,545	\$ 39,422	\$ 405,123	\$ 36,832
Screening & Referral/Emergency	304,911	13,605	291,306	26,482
Outpatient/Clinic Services	1,057,311	65,039	992,272	90,204
Special Education Classes	353,039	22,215	330,824	30,076
Day/Evening Care	147,457	17,707	129,750	11,796
Sheltered Work Training	495,452	44,475	450,977	40,999
Alternate Residential Care	243,196	15,646	227,550	20,685
24-hour Residential Care	47,500	45	47,455	4,313
Totals	\$3,093,411	\$218,154	\$2,875,257	\$261,387

Note: The amounts shown for the monthly budget are derived by applying 1/11 of the balance for each program category.

Attachment to Item IV-A-1
10/24/78
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CASH RECEIPTS FOR THE PERIOD 9/1/78-9/30/78 AND
PROJECTED CASH RECEIPTS FOR THE PERIOD 10/1/78-8/31/79

IV-A-1
10/24/77
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SOURCE OF FUNDS	BUDGETED AMOUNT	RECEIPTS 9/1/78-9/30/78	BALANCE	PROJECTED CASH RECEIPTS						
				October	November	December	Jan./Feb.	March/April	May/June	July/August
County										
Government	\$ 105,327	\$ 871	\$ 104,456	\$ 9,496	\$ 9,496	\$ 9,496	\$ 18,992	\$ 18,992	\$ 18,992	\$ 18,992
School Dist.	9,577	-0-	9,577	-0-	9,577	-0-	-0-	-0-	-0-	-0-
Direct Patient										
Fees-Ins.	110,000	5,201	104,799	9,527	9,527	9,527	19,054	19,054	19,054	19,056
Title XX-Reimb.	73,506	-0-	73,506	6,682	6,682	6,682	13,364	13,364	13,364	13,368
MF-MR	65,000	-0-	65,000	500	1,000	7,055	14,110	14,110	14,110	14,115
Senate Bill 230	275,000	-0-	275,000	55,000	27,500	27,500	55,000	55,000	55,000	-0-
MC-Reimb.	177,395	1,348	176,047	2,000	5,000	18,783	37,566	37,566	37,566	37,566
Title XX-Prot. Ser.	100,000	-0-	100,000	3,000	3,000	10,444	20,888	20,888	20,888	20,892
Wilkin St. School	14,000	-0-	14,000	1,272	1,272	1,272	2,544	2,544	2,544	2,552
Workshop Prod.	85,000	4,930	80,070	7,279	7,279	7,279	14,558	14,558	14,558	14,559
Donations	20,000	200	19,800	1,800	1,800	1,800	3,600	3,600	3,600	3,600
Concessions	13,000	419	12,581	1,143	1,143	1,143	2,286	2,286	2,286	2,294
Asper/Newton ARC	33,538	-0-	33,538	-0-	8,384	8,384	-0-	8,384	8,386	-0-
Interest	9,000	136	8,864	-0-	2,216	2,216	-0-	2,216	2,216	-0-
Miscellaneous	11,000	91	10,909	991	991	991	1,982	1,982	1,982	1,990
Grant-in-Aid	1,051,895	87,658	964,237	175,315	-0-	87,658	175,315	262,976	87,658	175,315
Supplemental GIA	-0-	-0-	-0-	-0-	-0-	-0-	-0-	-0-	-0-	-0-
Ex. Comm. Alc.	18,745	-0-	18,745	-0-	4,686	-0-	4,686	4,686	-0-	4,687
SCHD	18,000	4,270	13,730	-0-	-0-	4,576	-0-	4,576	4,578	-0-
Title I	91,527	-0-	91,527	-0-	-0-	22,882	-0-	22,882	22,882	22,881
DA	21,870	-0-	21,870	-0-	5,467	-0-	16,403	-0-	-0-	-0-
EW 94-63	535,684	75,000	460,684	45,000	41,568	41,568	83,136	83,136	83,136	83,140
MR Liaison	45,659	-0-	45,659	4,150	4,150	4,150	8,300	8,303	8,303	8,303
Natl. Liv. Ctrs.	12,000	-0-	12,000	1,090	1,090	1,090	2,180	2,180	2,180	2,190
Pinewoods ARC	40,368	-0-	40,368	-0-	10,092	10,092	-0-	10,092	10,092	-0-
Food Stamps	16,000	276	15,724	1,429	1,429	1,429	2,858	2,858	2,858	2,863
Title XX-Ser. to Aged	100,000	-0-	100,000	2,400	2,400	2,400	23,200	23,200	23,200	23,200
Bureau of Pardons & Paroles	40,320	-0-	40,320	-0-	-0-	4,480	8,960	8,960	8,960	8,960
TOTALS	\$3,093,411	\$180,400	\$2,913,011	\$328,074	\$165,749	\$292,897	\$528,982	\$648,393	\$468,393	\$480,523

DEEP EAST TEXAS REGIONAL MHR SERVICES

EXPENDITURES AND/OR ENCUMBRANCES FOR THE PERIOD 9/1/78 - 9/30/78 AND
PROJECTED EXPENDITURES AND/OR ENCUMBRANCES FOR THE PERIOD 10/1/78 - 8/31/79IV-A-1
10/24/78
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COST CATEGORY	BUDGETED AMOUNT	EXPENDED AND/OR ENCUMBERED 9/1/78-9/30/78	BALANCE	PROJECTED EXPENDITURES AND/OR ENCUMBRANCES						
				October	November	December	Jan./Feb.	March/April	March/June	July/Aug.
Salaries-Wages	\$1,690,456	\$119,515	\$1,570,941	\$142,812	\$142,812	\$142,812	\$285,624	\$285,624	\$285,624	\$285,633
Salary-Merit	16,671	210	16,461	1,497	1,497	1,497	2,994	2,992	2,992	2,992
Fringe Ben.	223,147	13,751	209,396	19,036	19,036	19,036	38,072	38,072	38,072	38,072
Consultation										
Direct	5,287	-0-	5,287	481	481	481	962	962	960	960
Other	10,656	612	10,044	914	913	913	1,826	1,826	1,826	1,826
Travel	86,204	3,416	82,788	7,528	7,526	7,526	15,052	15,052	15,052	15,052
Drugs	77,055	1,662	75,393	6,854	6,854	6,854	13,708	13,708	13,708	13,707
Food	29,272	2,181	27,091	2,463	2,463	2,463	4,926	4,926	4,925	4,925
Supplies	76,001	15,757	60,244	5,476	5,476	5,476	10,954	10,954	10,954	10,954
Equip. & Furn.										
Purchase	35,065	11,634	23,431	2,131	2,130	2,130	4,260	4,260	4,260	4,260
Rental	12,953	335	12,618	1,148	1,147	1,147	2,294	2,294	2,294	2,294
Rep./Maint.	11,148	5,239	5,909	538	538	537	1,074	1,074	1,074	1,074
Building										
Rent	111,426	8,654	102,772	9,343	9,343	9,343	18,686	18,686	18,686	18,685
Rem./Renova.	3,188	3,310	(122)	-0-	-0-	-0-	-0-	-0-	-0-	-0-
Rep./Maint.	5,327	896	4,431	402	402	403	806	806	806	806
Vehicle										
Purchase	-0-	-0-	-0-	-0-	-0-	-0-	-0-	-0-	-0-	-0-
Rental	17,988	834	17,154	1,560	1,560	1,560	3,120	3,118	3,118	3,118
Oper./Maint.	38,629	3,339	35,290	3,209	3,209	3,208	6,416	6,416	6,416	6,416
Cont. Ser. Agns.	329,353	8,000	321,353	30,836	30,836	30,836	61,672	61,672	61,672	43,829
Post. & Tele.	72,981	4,666	68,315	6,211	6,211	6,211	12,422	12,420	12,420	12,420
Lab. Expenses	-0-	21	(21)	-0-	-0-	-0-	-0-	-0-	-0-	-0-
Annual Audit	13,002	-0-	13,002	-0-	-0-	-0-	-0-	-0-	-0-	13,002
Insurance	87,138	2,613	84,525	2,000	2,000	2,000	2,000	72,525	2,000	2,000
Client Wages	40,578	4,471	36,107	3,283	3,283	3,283	6,566	6,564	6,564	6,564
Utilities	54,850	2,879	51,971	4,725	4,725	4,725	9,450	9,450	9,448	9,448
Emoluments	3,957	175	3,782	175	175	632	700	700	700	700
Concessions	2,355	271	2,084	190	190	190	380	378	378	378
Client Fringe	2,854	241	2,613	238	238	238	476	475	474	474
Miscellaneous	35,870	3,472	32,398	2,946	2,946	2,946	5,890	5,890	5,890	5,890
TOTALS	\$3,093,411	\$218,154	\$2,875,257	\$255,996	\$255,991	\$256,447	\$510,330	\$580,844	\$510,313	\$505,479

Deep East Texas Regional
MHMR Services

September 30, 1978

NAME OF CENTER

DATE

STATE GRANT-IN-AID

PROGRAM CATEGORY	MONTHLY BUDGET	MONTHLY RECEIPTS	ANNUAL BUDGET	CUMULATIVE RECEIPTS	BALANCE YTD
1. Administration	\$19,453	\$19,453	233,434	\$19,453	\$213,981
2. Screening, Referral and Emergency	3,867	3,867	46,404	3,867	42,537
3. Outpatient Services	19,935	19,935	239,225	19,935	219,290
4. Special Education	10,956	10,956	131,465	10,956	120,509
5. Sheltered Work Training and Day/Evening Care	23,469	23,469	281,628	23,469	258,159
6. Alternate Residential/ 24-Hour Care	9,978	9,978	119,739	9,978	109,761
TOTALS	\$87,658	\$87,658	1,051,895	\$87,658	\$964,237

DETRMHMRS
NAME OF CENTER

September 30, 1978
DATE

STATE GRANT-IN-AID

PROGRAM CATEGORY	MONTHLY BUDGET	MONTHLY EXPENSE	ANNUAL BUDGET	CUMULATIVE EXPENSE	BALANCE YTD
1. Administration	\$19,453	\$17,978	\$ 233,434	\$17,978	\$215,456
2. Screening, Referral and Emergency	3,867	2,845	46,404	2,845	43,559
3. Outpatient Services	19,935	20,902	239,225	20,902	218,323
4. Special Education	10,956	8,021	131,465	8,021	123,444
5. Sheltered Work Training and Day/Evening Care	23,469	27,450	281,628	27,450	254,178
6. Alternate Residential/ 24-Hour Care	9,978	10,462	119,739	10,462	109,277
TOTALS	\$87,658	\$87,658	\$1,051,895	\$87,658	\$964,237