

MINUTES

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

SEPTEMBER 20, 1988

BOARD MEMBERS PRESENT:

Judge Allen Sturrock, Chairman
Mr. Dan D. Dominey, V. Chairman
Mrs. Gaffney Phillips, Secretary
Judge Charles English, Treasurer
Nancy Speck, Ph.D.
Ward R. Burke
Rev. Robert Carter
Mrs. Bobbie Morgan
Mrs. Nancy Fuller

OTHERS PRESENT:

Jim McDermott, Ph.D.	MHMR
Mr. Sandy Skelton	MHMR
Mrs. Susan Rushing	MHMR
Mrs. Linda Naff	MHMR
Mr. George Patterson	MHMR
Mr. Larry Heaton	MHMR
Mrs. Sandy Vann	MHMR
Mrs. Sheryl Taylor	MHMR
Mrs. Gwen Cunningham	MHMR
Larry Lasiter	Goodwin-Lasiter Engineering
LAMI Representatives	

The 190th meeting of the Board of Trustees was held in the Ward R. Burke Community Room of the Central Administration Facility, 4101 South Medford Drive, Lufkin, on Tuesday, September 20, 1988 at 4:00 P.M.

INVOCATION: Reverend Robert Carter gave the invocation.

CALL TO ORDER AND RECOGNITION OF GUESTS: There being a quorum present, Chairman Sturrock called the meeting to order at 4:00 P.M. He introduced Mrs. Nancy Fuller, the new Board member representing Sabine, San Augustine, and Shelby Counties, and reported that she will be a member of the Personnel & Public Education Committee. Judge Sturrock also welcomed members of the Lufkin Alliance for the Mentally Ill who were in attendance.

APPROVAL OF MINUTES OF PREVIOUS BOARD MEETING: There being no additions or corrections to the Minutes of the August Board Meeting, on a motion by Mr. Burke, seconded by Rev. Carter, the Board

unanimously approved the Minutes of the August 30, 1988 Board Meeting.

EXECUTIVE DIRECTOR'S REPORT:

The Executive Director's Report was distributed to the Board during the Committee meetings for their review. Dr. McDermott reviewed the items on the Report for the Board. He also announced that Larry Heaton and Louis Williams have resigned to go into private business. Both will leave sometime in November. A copy of the Executive Director's Report is attached.

COMMITTEE RECOMMENDATIONS FOR BOARD APPROVAL

Budget and Finance Committee - Judge Charles English, Chairman

Consideration of Treasurer's Report: On a motion by Mrs. Phillips, seconded by Judge English, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the Balance Sheet, Operating Statement, Statement of Changes in Fund Balance and Reserve, Internal Advances - Accounts Receivable, Internal Advances - Accounts Payable, and Budget Summaries of Receipts and Expenditures for the month of August, 1988, be approved as submitted; and THAT copies of each report be attached to the permanent Minutes of this Board meeting.

Consideration of Fiscal Audit Compliance Report: The Board heard a Compliance Report from the Executive Director concerning the Fiscal Auditors' recommendations. No Board action was necessary.

Consideration of Revised Fee Schedule: On a motion by Judge English, seconded by Mrs. Phillips, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the proposed revised Fee Schedule be approved as submitted; THAT it become effective November 1, 1988, and THAT a copy of the document be maintained in the office of Business Services.

Consideration of Approval of Septic System Improvements: After Larry Lasiter discussed the problems of the septic system with the Board, as well as his recommendations, on a motion by Mrs. Phillips, seconded by Mr. Dominey, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT plans for the septic system improvements at Peavy Switch Farm be approved as submitted; THAT the bid for \$14,397.00 submitted by B&J Excavating Company be approved; THAT the Executive Director be authorized to sign all paperwork associated with the improvements; and THAT a copy of the plans and bids be kept on file in the office of Business Services.

Program Committee - Mr. Ward R. Burke, Chairman

Consideration of FY 1988 Annual Report of the Peer Review Committee: On a motion by Mrs. Morgan, seconded by Rev. Carter, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the FY 1988 Annual Report of the Peer Review Committee be approved as submitted, and THAT a copy of the Report be attached to the permanent Minutes of this meeting.

Personnel and Public Education Committee - Reverend Robert Carter, Chairman

Consideration of Plans for Annual Volunteer Recognition Banquet: On a motion by Rev. Carter, seconded by Mrs. Phillips, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the plans for the Twelfth Annual Volunteer Recognition Banquet be approved as submitted.

Consideration of Certificates of Appreciation: On a motion by Dr. Speck, seconded by Mr. Dominey, the Board unanimously approved 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 Brenda Wilson, the Mental Health Association, the Lions Club, Carl Morgan, and Sandra Marshall from Kirbyville, and to Pam Rector and Max's Bakery in Nacogdoches, and THAT copies of the Certificates be attached to the permanent Minutes of this meeting.

Consideration of Creation of MHMR Supervisor Position and Deletion of CSA II Position: On a motion by Mrs. Fuller, seconded by Rev. Carter, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT Position #252, Community Service Aide II, be deleted, THAT Position #286, MHMR Supervisor, be created, and THAT this action be effective October 1, 1988.

Consideration of Salary Increase for CSA II Position: On a motion by Rev. Carter, seconded by Mr. Burke, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the salary for Position #253, Community Service Aide II, be increased, and THAT this action be effective October 1, 1988.

Consideration of Personnel Matters:

The meeting was called into 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. The Chairman excused guests from the meeting room at 5:25 P.M., stating that no Board action would be taken until the meeting was reopened.

Executive Session

Chairman Sturrock reopened the meeting to the public at 6:15 P.M. and asked Board consideration of the following items:

Part A: Consideration of Executive Director's Annual Performance Evaluation: On a motion by Dr. Speck, seconded by Rev. Carter, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the overall performance rating contained in the Executive Director's Performance Evaluation be approved as submitted, and THAT a copy of the overall rating be placed in his personnel folder.

INVITE COMMENTS FROM VISITORS:

LAMI representatives stated that they were very disappointed that the HUD grant for Traditional House was not funded, and they asked that we continue our efforts to obtain funds for providing services to the mentally ill.

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

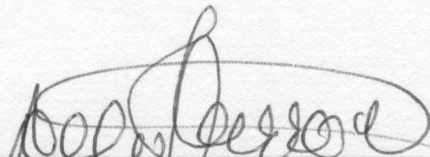
The schedule for the Board Meetings for October and November was set as follows:

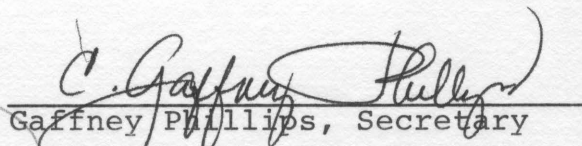
Tuesday, October 25, 1988
Tuesday, November 22, 1988

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Committee meetings will begin at 3:30 P.M. and the Board meeting will begin at 4:00 P.M. on October 25th.

APPROVED:



Judge Allen Sturrock, Chairman

Gaffney Phillips, Secretary

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9/20/88

IV. EXECUTIVE DIRECTOR'S REPORT

1. Commissioner's Visit: Immediately following the Board meeting, all Board members are invited to attend an informal Bar-B-Q dinner for Commissioner Dennis Jones at the Moore Farm near Lufkin State School. Sandy Vann has a map to give you directions.
2. Friends of Peavy Switch will meet October 21st at 11:30 A.M. to discuss concrete plans for marketing Peavy Switch Farm to industry.
3. Call on Directors for Reports

Director, Business Services

- a. Local Match Report: Local match pledge letters for FY 1989 have been received from Jasper, San Jacinto, and Trinity Counties. If additional letters are not received by November 1st, a second request will be mailed. No funds for this year have been received.

Director, Mental Health Services

- a. Joint Conference Committee - Pineywoods Regional Treatment Center: The last meeting was held September 15, 1988 with all members in attendance. Items discussed were as follows: Reduction of bed capacity to 18, FY 89 Budget, HUD Grant, Transfer of Licensure to Memorial Hospital, Nominees to Professional Staff, and Utilization Review Report.
- b. HUD Grant Not Approved - Wilson McKewen Treatment Center: We were recently informed that the Transitional Housing Grant was not approved by HUD, although the grant survived three of four rounds. the staff will consider submitting the grant once again in a future grant cycle.
- c. Open House - Angelina MHMR Center: The open house for the new Angelina MHMR facility will be October 14, 1988 from 10:00 - 12:00. The guest speaker will be Congressman Charles Wilson. The ceremonies are being planned and hosted by the Angelina Association for Human Development.

Director, Quality Assurance

- a. JCAHO Accreditation Survey report was received. Final determination of status will occur after we submit written response to deficiencies, which is due October 13th.
- b. Hogg Foundation for Mental Health Teleconference on "Risk-taking in Children and Adolescents Friday, October 7th at SFA. Panels of national and local experts will discuss this issue from 2:00 - 5:30 P.M.
- c. We received the official Program Review Report from TDMHMR regarding our recent program audit. Overall, we did average or above average in every major area of the evaluation, receiving especially high marks for our case management program.

Director, Personnel Services

- a. We have received proof of insurance documents from Texas Council Risk Management Fund. We are still working out some of the details for filing claims.

DEEP EAST TEXAS REGIONAL MHMR SERVICES
REVENUE BY FUND
9/1/87 - 8/31/88

SOURCE	ANNUAL BUDGET	Y-T-D REVENUE	Y-T-D BAL REMAINING	Y-T-D OVER(UNDER)	MONTHLY BUDGET	AUGUST REV RCPTS	AUGUST REV RCY'BLE	AUGUST REVENUE	AUGUST OVER(UNDER)
COURT COMMITMENT INCOME	35,000	31,133	3,867	(3,867)	2,917	1,690	1,080	2,770	(147)
ANGELINA COUNTY	29,286	29,300	(14)	14	2,441	2,455	0	2,455	14
HARDIN COUNTY	14,532	14,532	0	0	1,211	1,211	0	1,211	0
HOUSTON COUNTY	6,584	6,584	0	0	549	549	0	549	0
JASPER COUNTY	11,595	11,595	0	0	966	966	0	966	0
NACOGDOCHES COUNTY	17,963	17,963	0	0	1,497	0	1,497	1,497	0
NEWTON COUNTY	5,986	5,986	0	0	499	499	0	499	0
POLK COUNTY	9,846	9,846	0	0	821	820	0	820	(1)
SABINE COUNTY	2,838	2,838	0	0	237	237	0	237	0
SAN AUGUSTINE COUNTY	2,802	2,802	0	0	234	234	0	234	0
SAN JACINTO COUNTY	4,107	4,107	0	0	342	342	0	342	0
SHELBY COUNTY	6,400	6,400	0	0	533	533	0	533	0
TRINITY COUNTY	5,127	5,127	0	0	427	427	0	427	0
TYLER COUNTY	7,609	7,609	0	0	634	598	0	598	(36)
KITCHEN REVENUE	0	2,159	(2,159)	2,159	0	732	0	732	732
TEMPLE GRANT	79,213	79,213	0	0	6,601	0	0	0	(6,601)
FOUNDATION GRANT	213,340	250,017	(36,677)	36,677	17,778	4,432	0	4,432	(13,346)
FOUNDATION-CONSTRUCTION	741,712	671,931	69,781	(69,781)	61,809	0	0	0	(61,809)
PINEYWOODS ANNEX	355,000	225,500	129,500	(129,500)	29,583	500	0	500	(29,083)
CLIENT FEES	906,754	965,674	(58,920)	58,920	75,563	10,990	94,102	105,092	29,529
DHS PROTECTIVE SERVICES	115,112	128,229	(13,117)	13,117	9,593	(132)	12,340	12,208	2,615
SS BENEFIT REVENUE	48,000	19,858	28,142	(28,142)	4,000	3,371	0	3,371	(629)
SSI BENEFIT REVENUE	0	28,054	(28,054)	28,054	0	5,428	0	5,428	5,428
FARM INCOME	2,000	586	1,414	(1,414)	167	586	0	586	419
RAILROAD RETIREMENT	0	2,625	(2,625)	2,625	0	375	0	375	375
SENATE BILL 230	85,000	80,250	4,750	(4,750)	7,083	0	0	0	(7,083)
TRC REVENUE	55,600	33,785	21,815	(21,815)	4,633	1,988	105	2,093	(2,540)
ICF-MR REVENUE	524,444	547,243	(22,799)	22,799	43,704	(2,075)	51,076	49,001	5,297
WOODVILLE ISD	5,000	2,500	2,500	(2,500)	417	0	0	0	(417)
NACOGDOCHES ISD	13,480	13,483	(3)	3	1,123	(1,348)	0	(1,348)	(2,471)
HCS REVENUE	308,218	230,471	77,747	(77,747)	25,685	360	18,000	18,360	(7,325)
STATE HIGHWAY DEPT.	577,523	547,717	29,806	(29,806)	48,127	1,709	64,963	66,672	18,545
INSURANCE REVENUE	4,054	8	4,046	(4,046)	338	0	0	0	(338)
CAMP LEANDER	0	1,584	(1,584)	1,584	0	0	0	0	0
WORKSHOP PRODUCTION	150,000	135,316	14,684	(14,684)	12,500	18,903	0	18,903	6,403
CLIENTS' MEAL REVENUE	0	729	(729)	729	0	137	0	137	137
DONATIONS	10,700	368,053	(357,353)	357,353	892	4,328	0	4,328	3,436
INTEREST INCOME	70,599	172,830	(102,231)	102,231	5,883	15,247	12,413	27,660	21,777
MISCELLANEOUS	81,546	51,813	29,733	(29,733)	6,796	1,249	0	1,249	(5,547)
GROVETON NURSING HOME	0	183	(183)	183	0	0	0	0	0
M & K PHARMACY	0	120	(120)	120	0	0	15	15	15
COLMESNEIL ISD	0	833	(833)	833	0	0	0	0	0
SOUTHEAST TX MHMR	0	650	(650)	650	0	(50)	0	(50)	(50)
DETCOG - DJT	0	3,056	(3,056)	3,056	0	181	0	181	181
DHS-USDA-KIRBYVILLE	0	1,625	(1,625)	1,625	0	0	0	0	0
RECORD DUPLICATION REVENUE	0	258	(258)	258	0	25	0	25	25
NEWTON ISD-PSY-JASPER	0	8,400	(8,400)	8,400	0	0	0	0	0
NEWTON ISD-PHYS THERAPY	0	1,321	(1,321)	1,321	0	0	0	0	0
RUSK STATE HOSPITAL	127,669	125,025	2,644	(2,644)	10,639	0	10,844	10,844	205
SENATE BILL 630	383,474	358,066	25,408	(25,408)	31,956	0	57,236	57,236	25,280
GRANT-IN-AID	2,052,710	2,052,710	0	0	171,059	158,559	0	158,559	(12,500)
DHS-ADULT DAY CARE	25,687	23,270	2,417	(2,417)	2,141	0	2,134	2,134	(7)
DHS-CHILD DAY CARE	150,181	172,049	(21,868)	21,868	12,515	639	19,430	20,069	7,554
RAJ FUNDS	850,000	785,676	64,324	(64,324)	70,833	15,923	70,000	65,923	15,090
LELSZ FUNDS	1,105,891	1,175,451	(69,560)	69,560	92,158	98,545	0	98,545	6,387
MENTAL HEALTH BLOCK GRANT	460,203	460,203	0	0	38,350	38,349	0	38,349	(1)
TCADA GRANT	279,192	279,192	0	0	23,266	36,724	0	36,724	63,458
PROBATION	2,000	0	2,000	(2,000)	167	0	0	0	(167)
S.V.E.T.P.	23,000	19,540	3,460	(3,460)	1,917	0	8,000	8,000	6,083
J.T.P.A.	0	0	0	0	0	0	0	0	0
DHS LIASON REVENUE	132,263	141,542	(9,279)	9,279	11,022	0	12,912	12,912	1,890
USDA	26,923	28,089	(1,166)	1,166	2,244	92	2,890	2,982	738
CHAPTER I	35,693	24,440	11,253	(11,253)	2,974	1,454	0	1,454	(1,520)
CHAPTER I CARRYOVER	27,834	25,571	2,263	(2,263)	2,320	3,178	0	3,178	858
TOTAL	10,189,690	10,402,720	(213,030)	213,030	799,372	480,960	439,037	919,997	70,853

DEEP EAST TEXAS REGIONAL MHMR SERVICES
EXPENDITURES BY COST CATEGORY
9/1/87 - 8/31/88

EXPENSE CATEGORY	ANNUAL BUDGET	Y-T-D EXP & ENC	Y-T-D BAL REMAINING	Y-T-D OVER(UNDER)	MONTHLY BUDGET	AUGUST EXP & ENC	AUGUST OVER(UNDER)
SALARIES	4,672,957	4,545,132	127,825	(127,825)	389,413	393,262	3,849
FRINGE BENEFITS	690,192	719,182	(28,990)	28,990	57,516	81,328	23,812
CONSULTANTS & PROFESSIONALS	70,019	68,921	1,098	(1,098)	5,835	11,784	5,949
TRAVEL	145,909	147,886	(1,977)	1,977	12,159	13,308	1,149
DRUGS	37,934	36,633	1,301	(1,301)	3,161	3,205	44
FOOD	153,338	171,168	(17,830)	17,830	12,778	33,541	20,763
SUPPLIES	233,890	293,914	(60,024)	60,024	19,491	51,655	32,164
FARM OPERATION SUPPLIES	0	4,458	(4,458)	4,458	0	22	22
SUPPLY INVENTORY	0	32,210	(32,210)	32,210	0	(5,623)	(5,623)
EQUIPMENT & FURNITURE	194,950	127,992	66,958	(66,958)	16,246	12,954	(3,292)
EQUIPMENT & FURNITURE RENTAL	46,041	43,923	2,118	(2,118)	3,837	3,793	(44)
EQUIP/FURN REPAIRS/MAINT	28,603	27,080	1,523	(1,523)	2,384	3,148	764
BUILDING RENT	330,785	307,131	23,654	(23,654)	27,565	22,622	(4,943)
BLDG REMODELING/RENOVATION	18,467	9,476	8,991	(8,991)	1,539	249	(1,290)
BLDG REPAIR & MAINTENANCE	40,131	54,243	(14,112)	14,112	3,344	8,103	4,759
VEHICLE PURCHASED	79,404	81,393	(1,989)	1,989	6,617	5,243	(1,374)
VEHICLE LEASE	4,921	4,920	1	(1)	410	410	(0)
VEHICLE OPERATION/MAINT	111,859	135,029	(23,170)	23,170	9,322	19,313	9,991
CONTRACTS W/SERVICE AGENCIES	1,109,918	938,496	171,422	(171,422)	92,493	104,714	12,221
POSTAGE	18,829	19,602	(773)	773	1,569	856	(713)
FREIGHT COSTS	400	0	400	(400)	33	(376)	(409)
LAB EXPENSE	5,850	4,323	1,527	(1,527)	488	669	182
TELEPHONE	126,062	128,320	(2,258)	2,258	10,505	10,077	(428)
ANNUAL AUDIT	9,400	6,300	3,100	(3,100)	783	780	(3)
INSURANCE	144,035	142,434	1,601	(1,601)	12,003	13,877	1,874
CLIENT WAGES/FRINGE	434,100	382,404	51,696	(51,696)	36,175	32,448	(3,727)
UTILITIES	158,173	156,779	1,394	(1,394)	13,181	17,078	3,897
EMOLUMENT	2,100	2,100	0	0	175	175	0
MISCELLANEOUS	184,975	261,807	(76,832)	76,832	15,415	27,690	12,275
SSI - PERSONAL ALLOWANCE	0	3,275	(3,275)	3,275	0	690	690
SS - PERSONAL ALLOWANCE	0	1,135	(1,135)	1,135	0	180	180
SSI BENEFITS - FOSTER PARENT	0	10,256	(10,256)	10,256	0	1,325	1,325
SS BENEFITS - FOSTER PARENTS	0	14,401	(14,401)	14,401	0	1,934	1,934
RR BENEFITS - FOSTER PARENTS	0	2,400	(2,400)	2,400	0	300	300
FOSTER CARE SUPPLEMENT	0	2,174	(2,174)	2,174	0	486	486
RR BENEFITS-PERSONAL ALLOW	0	185	(185)	185	0	30	30
INTEREST EXPENSE	11,666	16,794	(5,128)	5,128	972	2,182	1,210
COURT COMMITMENT EXPENSE	35,000	29,236	5,764	(5,764)	2,917	2,363	(554)
CLIENT ACTIVITY	4,700	500	4,200	(4,200)	392	500	108
MARKETING	10,000	218	9,782	(9,782)	833	200	(633)
CONSTRUCTION EXPENSE	355,000	230	354,770	(354,770)	29,583	0	(29,583)
CAPITAL BUILDING EXPENSE	741,712	1,294,104	(552,392)	552,392	61,809	41,654	(20,155)
MC CONTRACTUAL ADJ - 1987	77,148	77,148	0	0	6,429	8,572	2,143
MC CONTRACTUAL ADJ - 1988	86,634	86,634	0	0	7,220	9,626	2,407
MC CONTRACTUAL ADJ - INT INC	54	9,244	(9,190)	9,190	5	5,130	5,126
TOTAL	10,375,156	10,401,190	(26,034)	26,034	864,596	941,477	76,881

	AUGUST	Y-T-D
TOTAL EXPENDITURES @ 8/31/88	941,477	10,401,190
LESS 1987 SURPLUS FUND EXPENDITURES:		
EMPLOYEE BONUS	0	(93,617)
VEHICLE PURCHASE - DOWN PAYMENT	0	(5,000)
FURNITURE PURCHASE	0	(10,000)
MC CONTRACTUAL ADJ - 1987	(8,572)	(77,148)
TOTAL EXPENDITURES FROM 1983 OPERATING BUDGET FUNDS	932,905	10,215,425

DEEP EAST TEXAS REGIONAL MHMR SERVICES
EXPENDITURES BY PROGRAM
9/1/87 - 8/31/88

EXPENSE CATEGORY	ANNUAL BUDGET	Y-T-D EXP & ENC	Y-T-D BAL REMAINING	Y-T-D OVER(UNDER)	MONTHLY BUDGET	AUGUST EXP & ENC	AUGUST OVER(UNDER)
RESIDENTIAL - MH	3,616,342	3,373,937	242,405	(242,405)	301,362	283,431	(17,931)
CLIENT & FAMILY SUPPORT - MH	1,327,316	1,296,110	31,206	(31,206)	110,610	109,140	(1,470)
CASE MANAGEMENT - MH	240,551	243,626	(3,075)	3,075	20,046	23,317	3,271
MANAGEMENT & SUPPORT - MH	405,428	428,798	(23,370)	23,370	33,786	53,009	19,223
RESIDENTIAL - MR	1,330,281	1,510,546	(180,265)	180,265	110,857	131,597	20,740
CLIENT & FAMILY SUPPORT - MR	2,949,947	3,012,970	(63,023)	63,023	245,829	274,258	28,429
CASE MANAGEMENT - MR	99,862	106,115	(6,253)	6,253	8,322	8,801	479
MANAGEMENT & SUPPORT - MR	405,429	429,088	(23,659)	23,659	33,786	57,924	24,138
TOTAL	10,375,156	10,401,190	(26,034)	26,034	864,596	941,477	76,881

DEEP EAST TEXAS REGIONAL MMR SERVICES
SUMMARY OF REVENUE AND EXPENDITURES
AS OF AUGUST 31, 1988

	AUGUST	Y-T-D
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REVENUE	919,997	10,402,720
EXPENDITURES & ENCUMBRANCES	(941,477)	(10,401,190)
DIFFERENCE	(21,480)	1,530
	=====	=====
EXCLUDING FY 1987 SURPLUS FUND EXPENDITURES:		
REVENUE	919,997	10,402,720
EXPENDITURES & ENCUMBRANCES EXCLUDING FY 1987 SURPLUS FUND EXPENDITURES	(932,905)	(10,215,425)
DIFFERENCE	(12,908)	187,295
	=====	=====
STATUS OF FY 1987 RECEIVABLES:		
TOTAL 1987 RECEIVABLES @ 8/31/87	479,157	
TOTAL CASH RECEIPTS @ 8/31/88	(337,436)	
WRITE-OFFS	(91,721)	

TOTAL 1987 RECEIVABLES @ 8/31/88	0	
	=====	
TOTAL AVAILABLE REVENUE:		
RECOGNIZED REVENUE:		10,402,720
ADD: PREPAID REVENUE-		
LELSZ	29,867	
TEMPLE FOUNDATION GRANT	808,660	
SSI BENEFITS	708	
PINEYWOODS ANNEX	129,500	
PATIENT FUNDS	120	
CHAPTER I	1,846	
CHAPTER I CARRYOVER	1,218	
RETIREMENT FUNDS	41,159	

TOTAL PREPAID REVENUE		1,013,078
MEDICARE CONTINGENCY		277,077
LESS: RESTRICTED INTEREST-		
RESERVE OPERATING FUND	18,134	
PENSION	2,802	
BUILDING FUND	531	

		(21,467)

TOTAL AVAILABLE REVENUE BEFORE EXPENDITURES		11,671,408
EXPENDITURES/ENCUMBRANCES		(10,401,190)

TOTAL AVAILABLE REVENUE		1,270,218
RESERVE OPERATING FUND		237,723

TOTAL AVAILABLE REVENUE		1,507,941
		=====

DEEP EAST TEXAS REGIONAL MHMR SERVICES
BALANCE SHEET
AUGUST 31, 1988

	GENERAL OPERATING FUND	GENERAL FIXED ASSETS	TOTAL
ASSETS:			
Unrestricted Cash-General	260,954		
Restricted Cash:			
Employee Medical Plan	6,649		
Trust Funds - Clients	6,958		
Chapter I	3,240		
Temple Grant-Inp Program	0		
Pension Funds	78,404		
Payroll	289		
Lelsz	65,780		
Hardin Building Fund	8,229		
Foundation Grant	686,439		
Reserve Operating Funds	237,723		
Pineywoods Annex	133,098		
Medicare Contingency	277,077	1,503,886	
Total Cash in Bank	1,764,840		1,764,840
Petty Cash	300		300
Change Fund	290		290
Accts Receivable-Client Fee	659,763		
Less: Allowance for Uncollectible Accounts	(208,408)	451,355	451,355
Accounts Receivable - Other	546,837		546,837
Accts Rec/Internal Advances	212,725		212,725
Prepaid Expenses	23,440		23,440
Amount to be Provided under:			
Capital Lease Agreements	53,890		53,890
Long Term Agreements	254,001		254,001
Accrued Vacation	196,293		196,293
General Fixed Assets (at Cost):			
Equipment & Furniture		628,005	628,005
Vehicles		657,410	657,410
Building		1,816,282	1,816,282
Land		82,315	82,315
TOTAL ASSETS	3,503,971	3,184,012	6,687,983
LIABILITIES & FUND EQUITY			
Liabilities:			
Accounts Payable/Internal Advance	212,725		212,725
Accounts Payable	327,379		327,379
Employee Insurance Payable	0		0
Retirement Payable	75,501		75,501
Miscellaneous Payroll Deductions	107		107
Sales Tax Payable	497		497
Prepaid Revenue	1,013,078		1,013,078
Obligation under:			
Capital Lease Agreements	53,890		53,890
Long-Term Agreements	254,001		254,001
Accrued Vacation	196,293		196,293
Trust Fund Payable	6,958		6,958
MC Contingency Fund	341,497		341,497
Total Liabilities	2,481,926	0	2,481,926
Fund Equity:			
Investment in Fixed Assets		3,184,012	3,184,012
Fund Balances:			
Reserved for Hardin Building	5,000		5,000
Reserved for Encumbrances	37,900		37,900
Unreserved	979,145		979,145
Total Fund Equity	1,022,045	3,184,012	4,206,057
TOTAL LIABILITIES & FUND EQUITY	3,503,971	3,184,012	6,687,983

DEEP EAST TEXAS REGIONAL MHMR SERVICES
FINANCIAL DEPOSITORIES
AUGUST 31, 1988

DEPOSITORY	NAME OF ACCOUNT	TYPE OF ACCOUNT	BALANCE OF ACCOUNT	FDIC/ FSLIC MAX.	SECURITIES PLEDGED
NCNB Texas National:	General Funds	MM Checking	252,771		
	Payroll	MM Checking	289		
	Employee Medical Plan	MM Checking	6,649		
	Foundation	MM Checking	153,359		
	Pineywoods Annex	MM Checking	1,941		
	Clients' Trust Fund	MM Checking	6,958		
	General Holding Acct	MM Savings	8,183		
	Foundation	5 CD'S	533,080		
	Reserve Operating	4 CD's	135,583		
	Medicare Contingency	4 CD's	113,542		
	Pineywoods Annex	1 CD	54,000		
	Harding Bldg Fund	1 CD	8,229	700,000	1,100,000
Total for NCNB Texas National			1,274,584	700,000	1,100,000
Lovelady State Bank:	Chapter I	Checking	3,240		
	Pension	MM Checking	78,404	100,000	0
Total for Lovelady State Bank			81,644	100,000	0
Diboll State Bank:	Lelsz	MM Checking	65,780		
	Reserve Operating	1 CD	31,618	100,000	800,000
Total for Diboll State Bank			97,398	100,000	800,000
Lufkin Regional FCU:	Reserve Operating	5 CD'S	70,522		
	Medicare Contingency	1 CD	18,554	100,000	0
Total for Lufkin Regional FCU			89,076	100,000	0
Angelina National Bank	Medicare Contingency	1 CD	100,000	100,000	0
Home Savings & Loan	Medicare Contingency	1 CD	18,879	100,000	0
Community State Bank	Medicare Contingency	1 CD	26,102	100,000	0
Peoples National Bank	Pineywoods Annex	1 CD	77,157	100,000	0
Total of All Cash in Bank			1,764,840	1,400,000	1,900,000

DEEP EAST TEXAS REGIONAL MHMR SERVICES
STATEMENT OF CHANGES IN UNRESTRICTED FUND BALANCE AND FIXED ASSETS
AS OF AUGUST 31, 1988

	GENERAL OPERATING FUND	GENERAL FIXED ASSETS	TOTAL
BALANCE - 7/31/88	1,029,336	3,139,670	4,169,006
REVENUE	919,997		919,997
EXPENDITURES	(941,477)		(941,477)
CORRECTION OF PRIOR YEAR ERROR	(28,711)		
ADDITIONS TO FIXED ASSETS		45,777	45,777
DELETIONS TO FIXED ASSETS		(1,435)	(1,435)
BALANCE - 8/31/88	979,145	3,184,012	4,191,868

INSURANCE PAYABLE HAD A DEBIT BALANCE AT 8/31/87. THIS AMOUNT SHOULD HAVE BEEN EXPENSED AT THAT TIME.

ANALYSIS OF ACCOUNTS RECEIVABLE/ACCOUNTS PAYABLE - INTERNAL ADVANCES

GENERAL OWES MEDICARE CONTINGENCY FUND	62,725
GENERAL OWES FOUNDATION	150,000
BALANCE @ 8/31/88	212,725

FY 1988 ANNUAL REPORT
OF THE PEER REVIEW COMMITTEE

The Peer Review Committee takes part in a continuous, internal quality assurance process that attempts to evaluate and make constructive recommendations regarding the appropriateness, effectiveness, and efficiency of client care as documented in service records.

Composition of the FY 1988 Committee

Committee members are appointed by the Executive Director to represent to the greatest extent possible staff who are in the most direct contact with clients of the Center. the Committee members represent a cross-section of all client services available. The Director of Residential Services provides administrative support to the Committee. The members in FY 1988 were:

Nancy Jones, Chairman
Service Director, Nacogdoches County MHMR Center
Gwen Cunningham, Director
Volunteer Programs
Glen Jordan, Service Director
Tyler County MHMR Center
Marilyn Hankla, Service Director
IIP - Northern Region
Marsha Brown-Ford, Service Director
Family Support Services
Barbara Seiser, Service Director
JoAnn Fries Group Home
Kim Davis, Service Director
Case Management Services
Michael Cleary, M.D., Medical Director
Pineywoods Regional Treatment Center
Paul Jackson, Service Director
Peavy Switch Farm

Meetings of the Committee in FY 1988:

First Quarter Meeting:

Friday, November 20, 1987
Central Administration Facility
Lufkin

Second Quarter Meeting:

Thursday, February 25, 1988
Central Administration Facility
Lufkin

Third Quarter Meeting:

Friday, May 27, 1988
Central Administration Facility
Lufkin

Fourth Quarter Meeting:

Tuesday, August 30, 1988
Nacogdoches County MHMR Center
Nacogdoches

Units and Cases Reviewed

During FY 1988, the Committee reviewed a total of 37 service records from 28 different service units. The Committee concurred with the treatment being provided to all cases. There were cases called back for subsequent reviews.

<u>Unit Reviewed</u>	<u>Records</u>
Kirbyville Group Home	1
Kirbyville Developmental Center	1
Kirbyville Sheltered Workshop	1
Tyler County Infant Intervention Program	1
Jasper/Newton County MHMR	3
Tyler County MHMR	2
Hardin County Sheltered Workshop	1
Hardin County MHMR (OPC)	2
Polk County MHMR	3
Houston/Trinity Co. Infant Intervention Program	2
Polk County Infant Intervention Program	1
Trinity County MHMR	2
Houston County MHMR	2
San Jacinto County Infant Intervention Program	1
Shelby County MHMR	6
Shelby County Child Development Center	1
Shelby County Infant Intervention Program	1
Sabine/San Augustine County Sheltered Workshop	2
Sabine/San Augustine County Infant Intervention Program	1
Shelby County Residential Program	3
	<u>37</u>

Summary of

Findings and Recommendations

1. Anticipate probable fragmentation of service and service gaps between case management and MHMR Centers without planned continuity.
2. The Peer Review Committee consistently finds poorly written Comprehensive Service Plans in that objectives are not written in behavioral or measurable terms which result in the inability to detect

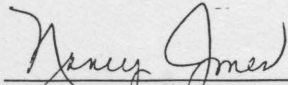
FY 1988 Annual Report
Peer Review Committee
Page 3

progress or the lack thereof. The following program areas are habitually deficient: (1) Outpatient Clinics, (2) Sheltered Workshops, (3) Case Management, (4) MH Residential. The Peer Review Committee urges the ASC to implement an aggressive training module to address this major area of weakness. The Committee also recommends that a procedure be added to all Program Manuals to provide guidelines for program staff in the development of CSP objectives.

Summary of Action Taken

1. The Administrative Staff Committee created a new Service Director position in Case Management Services who serves as a liaison between Case Management and MHMR Centers. Procedures and administrative systems have been set in place to promote continuity as clients flow from state schools or hospital into MHMR Centers where they will receive case management and other MHMR services.

2. Committees have been formed to develop guidelines for developing behavioral, measurable Comprehensive Service Plans in the program areas cited in the recommendation.



Nancy Jones, Chairman
Peer Review Committee

Certificate of Appreciation

The BOARD OF TRUSTEES of the

DEEP EAST TEXAS REGIONAL MENTAL HEALTH MENTAL RETARDATION SERVICES

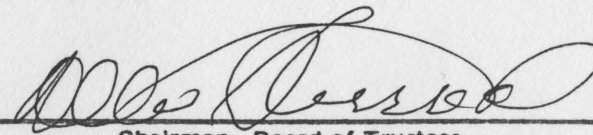
hereby recognizes

Kirbyville Mental Health Association

*for outstanding contributions to the mentally
handicapped citizens of the Deep East Texas Region.*

*Your loyal support and unselfish service
have been instrumental in helping our local programs continue
to progress for the benefit of our clients.*




Chairman, Board of Trustees


Executive Director

September 20, 1988

Date

Certificate of Appreciation

The BOARD OF TRUSTEES of the

DEEP EAST TEXAS REGIONAL MENTAL HEALTH MENTAL RETARDATION SERVICES

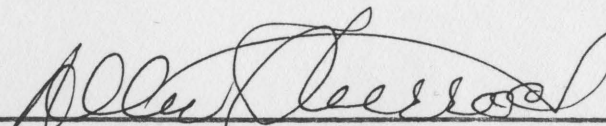
hereby recognizes

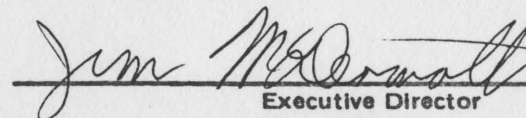
Kirbyville Lions Club

*for outstanding contributions to the mentally
handicapped citizens of the Deep East Texas Region.*

*Your loyal support and unselfish service
have been instrumental in helping our local programs continue
to progress for the benefit of our clients.*




Chairman, Board of Trustees


Executive Director

September 20, 1988

Date

Certificate of Appreciation

The BOARD OF TRUSTEES of the

DEEP EAST TEXAS REGIONAL MENTAL HEALTH MENTAL RETARDATION SERVICES

hereby recognizes

Max's Bakery

*for outstanding contributions to the mentally
handicapped citizens of the Deep East Texas Region.*

*Your loyal support and unselfish service
have been instrumental in helping our local programs continue
to progress for the benefit of our clients.*




Chairman, Board of Trustees


Executive Director

September 20, 1988
Date

Certificate of Appreciation

The BOARD OF TRUSTEES of the

DEEP EAST TEXAS REGIONAL MENTAL HEALTH MENTAL RETARDATION SERVICES

hereby recognizes

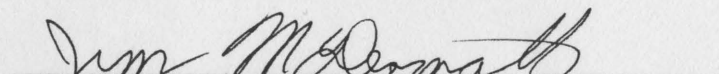
Sandra Marshall

*for outstanding contributions to the mentally
handicapped citizens of the Deep East Texas Region.*

*Your loyal support and unselfish service
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to progress for the benefit of our clients.*




Chairman, Board of Trustees


Executive Director

September 20, 1988
Date

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DEEP EAST TEXAS REGIONAL MENTAL HEALTH MENTAL RETARDATION SERVICES

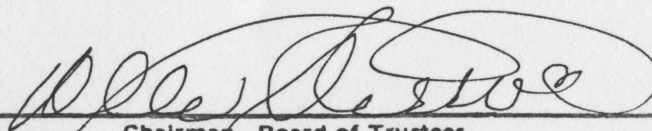
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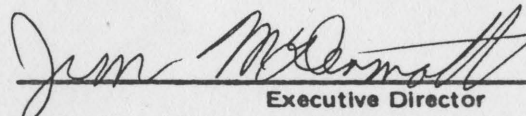
Carl Morgan

*for outstanding contributions to the mentally
handicapped citizens of the Deep East Texas Region.*

*Your loyal support and unselfish service
have been instrumental in helping our local programs continue
to progress for the benefit of our clients.*




Chairman, Board of Trustees


Executive Director

September 20, 1988
Date

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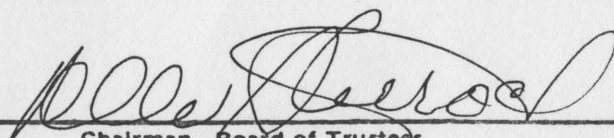
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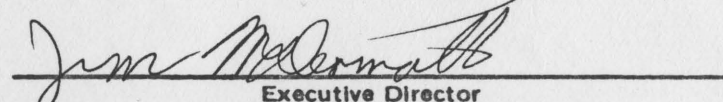
Pam Rector

*for outstanding contributions to the mentally
handicapped citizens of the Deep East Texas Region.*

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to progress for the benefit of our clients.*




Chairman, Board of Trustees


Executive Director

September 20, 1988

Date

Certificate of Appreciation

The BOARD OF TRUSTEES of the

DEEP EAST TEXAS REGIONAL MENTAL HEALTH MENTAL RETARDATION SERVICES

hereby recognizes

Brenda Wilson and Co-Workers at Jasper/Newton Electric Co-Op

*for outstanding contributions to the mentally
handicapped citizens of the Deep East Texas Region.*

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have been instrumental in helping our local programs continue
to progress for the benefit of our clients.*



Chairman, Board of Trustees

Executive Director

September 20, 1988

Date