

MINUTES

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

OCTOBER 5, 1989

BOARD MEMBERS PRESENT:

Judge Allen Sturrock, Chairman
Mr. Dan Dominey, Vice Chairman
Mrs. Gaffney Phillips, Secretary
Judge Charles English, Treasurer
Ward R. Burke
Reverend Robert Carter
Mrs. Bobbie Morgan

BOARD MEMBERS ABSENT:

Nancy Speck, Ph.D.
Mrs. Nancy Fuller

OTHERS PRESENT:

Jim McDermott, Ph.D.	MHMR
Susan Rushing	MHMR
Mrs. Linda Naff	MHMR
Mr. George Patterson	MHMR
Mr. Tim Richerson	MHMR
Mr. Larry Welker	MHMR

The 205th 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 Thursday, October 5, 1989 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. There were no guests in attendance.

APPROVAL OF MINUTES OF PREVIOUS BOARD MEETING: There being no additions or corrections to the Minutes of the August Board Meetings and Workshops, on a motion by Mr. Burke, seconded by Rev. Carter, the Board unanimously approved the Minutes of the August 28th Board Workshop and August 29th Board Workshop and Meeting.

EXECUTIVE DIRECTOR'S REPORT:

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 Judge English, seconded by Mr. Dominey, 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, 1989, be approved as submitted; THAT the budget over-expenditures be approved as reflected in Item 5.b. of the Supporting Document; 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 required.

Consideration of Fourth Quarter Expenditure Report: On a motion by Mrs. Phillips, seconded by Mr. Dominey, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the Board approve the Fourth Quarter Financial and Performance Report for FY 1989; THAT the Board Chairman be authorized to sign the Transmittal Form; THAT the report be submitted to TDMHMR; and THAT a copy be maintained in the office of Business Services.

Consideration of Proposal for Establishment of Pallet Business in Trinity County: 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 plans for the pallet plant to be located in Groveton, Texas be approved as submitted; THAT the pallet operation be called the Groveton Pallet Plant; that the Chief Executive Officer is authorized to borrow up to \$37,000 for start-up costs; and THAT a copy of this document be maintained in the office of the Chief Executive Officer.

Consideration of Disposition of Delinquent Accounts Receivable: 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 client accounts which have been inactive for at least six months be written off as uncollectible accounts receivable, and THAT a copy of these accounts be maintained on file in the office of Business Services.

Program Committee - Mr. Ward R. Burke, Chairman

Consideration of Nominees to Professional Staff Organization: On a motion by Mrs. Morgan, seconded by Mr. Burke, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the applications for appointment and re-appointment to the Professional Staff Organization (PSO) by the individuals on the attached list be approved, and THAT the list be a part of the permanent Minutes of this meeting.

Consideration of Revised Professional Staff Bylaws: On a motion by Mr. Burke, seconded by Mrs. Morgan, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the revised Professional Staff Bylaws be approved, THAT copies be distributed to all members of the Professional Staff Organization (PSO), and THAT a permanent copy be maintained in the office of the Director of Quality Assurance Services.

Consideration of Revised Written Plan for Professional Services: On a motion by Mrs. Morgan, seconded by Mr. Burke, the Board unanimously approved the following resolution:

RESOLVED, by the Board of trustees, THAT the revised Written Plan for Professional Services and Staff Composition be approved; THAT copies be distributed to each unit, and THAT a permanent copy be maintained in the office of the Director, Quality Assurance Services.

Consideration of FY 1990 Centerwide Goals and Objectives: On a motion by Mr. Burke, seconded by Mr. Dominey, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the attached Centerwide Goals and Objectives be

approved; THAT they be included in the Written Plan for Professional Services and Staff Composition; THAT copies be distributed to each unit, and THAT the permanent document be maintained in the office of the Director, Quality Assurance Services.

Consideration of Approval of TCADA Grant Award: On a motion by Mrs. Morgan, seconded by Mr. Burke, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the grant award in the amount of \$52,000.00 from the Texas Commission on Alcoholism and Drug Abuse be accepted; THAT the substance abuse prevention program, "Project Aware", be administered through the Houston County MHMR Center, and THAT Positions #366, Community Substance Abuse Worker; #5060, Hourly Community Substance Abuse Worker Assistant; and #5059, Hourly Clerk/Typist, be added to the FY 1990 Personal Services Schedule effective October 1, 1989.

Personnel and Public Education Committee - Reverend Robert Carter, Chairman

Consideration of Revised Organization Chart: On a motion by Rev. Carter, seconded by Mrs. Morgan, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the revised Organization Chart be approved as submitted; THAT it become effective October 6, 1989; and THAT a copy of the revised Organization Chart be attached to the permanent Minutes of this Board meeting.

Consideration of Resolution of Appreciation: On a motion by Rev. Carter, seconded by, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the Board Chairman, Board Secretary, and the Executive Director be authorized to sign and present a Resolution of Appreciation to Mr. Sandy Skelton, and THAT a copy of the Resolution be attached to the permanent Minutes of this meeting.

Consideration of Compensation Plan for Psychiatrists: 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 proposed compensation plan for Center psychiatrists be adopted as submitted; and THAT a copy of this plan be maintained in the office of the Chief Operating Officer.

Consideration of Creation of Contract Manager I Position for Shelby Sheltered Workshop: On a motion by Rev. Carter, seconded by Mr. Dominey, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT Position #366, Contract Manager I, be added to the FY 1990 Personal Services Schedule; and THAT this change be effective October 1, 1989.

Consideration of Approval of Certificates of Appreciation for County Commissioners Courts: On a motion by Rev. Carter, seconded by Mrs. Phillips, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT Certificates of Appreciation be approved for each of the 13 county Commissioners Courts that sponsor our organization; THAT these certificates be presented at a regularly scheduled meeting of the Commissioners Court in their home counties by the Board member representing that county, a staff member from the program within that county, and a representative from Central Administration; and THAT a copy of this document be maintained in the office of the Executive Director.

Consideration of Creation of Substance Abuse Counselor I Position for Peavy Switch Recovery Center: On a motion by Rev. Carter, seconded by Mr. Burke, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT Position #290, Substance Abuse Counselor I, be added to the FY 1990 Personal Services Schedule effective October 1, 1989.

Consideration of Plans for Annual Volunteer Banquets: On a motion by Rev. Carter, seconded by Mr. Dominey, the Board unanimously approved the following resolution:

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

Consideration of Certificate of Appreciation: On a motion by Rev. Carter, seconded by Mr. Dominey, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the Board Chairman and Chief Executive Officer be authorized to sign and present a Certificate of Appreciation to Coy Simms of Nacogdoches, and THAT a copy of the Certificate be attached to the permanent Minutes of this meeting.

Consideration of Creation of Contract Manager II for Angelina MHMR Center: On a motion by Rev. Carter, seconded by Judge English, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT Position #367, Contract Manager II, be added to the FY 1990 Personal Services Schedule; and THAT this change be effective October 1, 1989.

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 6:15 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 6:58 P.M. and stated that there were no items for Board consideration at this time.

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

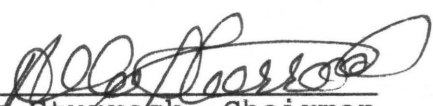
DESIGNATION OF DATE, TIME, AND LOCATION OF NEXT BOARD MEETINGS:

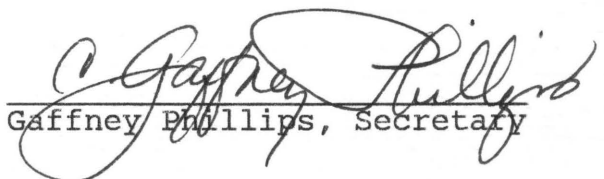
The schedule for the Board meetings for October and November was set as follows:

Tuesday, October 31, 1989
Tuesday, November 28, 1989

Committee meetings will begin at 3:30 P.M., and the Board Meeting will begin at 4:00 P.M. on October 31st.

APPROVED:


Judge Allen Sturrock, Chairman


Gaffney Phillips, Secretary

FINAL
10/05/89

IV. EXECUTIVE DIRECTOR'S REPORT:

1. Congratulate Nancy Speck on being awarded East Texan of the Year by the Texas Chamber of Commerce.
2. Scheduled visit with Representative Jerry Johnson on October 5th
3. Report on meeting with management staff regarding future direction of Center held 9/6/89.
4. Report on meetings with Trinity and San Jacinto Counties Commissioners Court September 11th.
5. Report on units and County Judges I visited during September - Shelby and Hardin.
6. Announcement of T.L.L. Temple Foundation Grant Award/Andersen Consulting/Ropes/Marsellos & Scott Architects
7. Call on Directors for Reports

Director, Business Services

- a. Local Match Report: Pledge letters for FY 1990 have been received from Angelina, Hardin, Shelby, and Trinity Counties.
- b. Report on TDMHMR budget hearing and contract negotiations held 9/27/89.
- c. Analysis of Transactions Affecting Surplus Funds

Director, Client Services

- a. Discussion of Shelby County Residential Facility
- b. Report on ICF-MR Visits to Fries, Newton, and Kirbyville Group Homes

Director, Quality Assurance Services

- a. Results of JCAHO Focused Survey 9/28-29/89

Director, Human Resources & Business Planning

- a. Update on business planning process
- b. Discussion of meeting with Jackson & Coker Representative

We received notification two days prior to our Contract negotiations that the State Board had met and reallocated Mental Health funds. As a result, our Center's allocation was reduced by \$112,008. At the Contract negotiations, there was a great deal of discussion on several of our MH Performance Measures with TDMHMR insisting that the measures be increased. However, after the conclusion of the negotiations, TDMHMR reconsidered on all but one of the measures.

The revised Budget and Contract will be submitted to the Board for consideration at the October 31 Board meeting.

ANALYSIS OF TRANSACTIONS AFFECTING SURPLUS FUNDS

PRIOR MONTHS' REVENUE/RECEIVABLE REDUCED:

Texas Highway Department	4,551	
ICF-MR	13,694	
Liaison Contract	2,092	
TCADA	14,000	
Nacogdoches ISD	<u>1,375</u>	35,712

REVENUE TO BE REFUNDED:

ECI	4,455	
General Revenue - H.B. 1154	<u>3,315</u>	7,770

ADDITIONAL EXPENSES:

Insurance Claims exceeded August Collections	27,596	
Additional Client Payroll (to convert to monthly (1st to 30th) basis & related fringe	18,051	
Remodeling - CA	17,528	
Used Nacogdoches Group Home's Profit to Pay on Building Loan	28,130	
Used Tyler MHMR Center's Profit to Pay Off Tractor	4,710	
Purchased & Paid for Kirbyville MR Van	<u>17,013</u>	<u>113,028</u>
TOTAL REVENUE REDUCTIONS		<u><u>156,510</u></u>

DEEP EAST TEXAS REGIONAL MHMR SERVICES

REVENUE BY FUND

9/1/88 - 8/31/89

SOURCE	ANNUAL BUDGET	Y-T-D REVENUE	Y-T-D BAL REMAINING	Y-T-D OVER(UNDER)	MONTHLY BUDGET	AUGUST REV	AUGUST RCPTS*	AUGUST REV RCV'BLE	AUGUST REVENUE	AUGUST OVER(UNDER)
ANGELINA COUNTY	29,286	29,300	(14)	14	2,441	2,442	0	2,442	1	
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	
MACOMBDOCHES COUNTY	12,000	12,000	0	0	1,000	0	1,000	1,000	0	
NEWTON COUNTY	6,003	3,000	3,003	(3,003)	500	250	0	250	(250)	
POLK COUNTY	9,846	9,846	0	0	821	820	0	820	(1)	
SABINE COUNTY	2,838	2,838	0	0	237	236	0	236	(1)	
SAN AUGUSTINE COUNTY	2,802	2,802	0	0	234	233	0	233	(1)	
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	634	0	634	0	
PATIENT/CLIENT FEE RECEIPTS	873,576	808,378	65,198	(65,198)	72,798	75,966	0	75,966	3,168	
SENATE BILL 230	15,000	18,585	(3,585)	3,585	1,250	0	0	0	(1,250)	
COURT COMMITMENTS	22,335	21,984	351	(351)	1,861	1,830	1,390	3,220	1,359	
PINEYWOODS ANNEX	130,000	0	130,000	(130,000)	10,833	0	0	0	(10,833)	
FOUNDATION (FARM)	276,412	305,043	(28,631)	28,631	23,034	46,972	0	46,972	23,938	
MACOMBDOCHES ISD	13,480	13,752	(272)	272	1,123	(1,375)	0	(1,375)	(2,498)	
DEBT PROCEEDS	18,500	578,355	(559,855)	559,855	1,542	38,581	0	38,581	37,039	
WORKSHOP PRODUCTION	190,644	202,091	(11,447)	11,447	15,887	20,060	0	20,060	4,173	
DONATIONS	3,795	332,998	(329,203)	329,203	316	17,899	0	17,899	17,583	
INTEREST INCOME	57,718	133,343	(75,625)	75,625	4,810	14,165	8,502	22,667	17,857	
RAILROAD RETIREMENT BENEFITS	4,500	4,195	305	(305)	375	352	0	352	(23)	
SOCIAL SECURITY BENEFITS	31,506	47,621	(16,115)	16,115	2,626	4,744	0	4,744	2,118	
SSI BENEFITS	93,868	56,691	37,177	(37,177)	7,822	7,457	0	7,457	(365)	
MISCELLANEOUS	840	33,475	(32,635)	32,635	70	8,464	0	8,464	8,394	
HARDIN REIMBURSEMENT	6,480	6,480	0	0	540	0	0	0	(540)	
FARM INCOME	5,000	888	4,112	(4,112)	417	87	0	87	(330)	
KITCHEN REVENUE	5,061	6,407	(1,346)	1,346	422	265	0	265	(157)	
VOCATIONAL SERVICES	9,950	8,205	1,745	(1,745)	829	0	0	0	(829)	
ICF-MR	665,788	691,448	(25,660)	25,660	55,482	(9,415)	66,227	56,812	1,330	
TRC	23,445	23,393	52	(52)	1,954	4,909	210	5,119	3,165	
STATE HIGHWAY DEPT.	542,148	532,278	9,870	(9,870)	45,179	(4,269)	57,879	53,610	8,431	
PROTECTIVE SERVICES	11,000	7,348	3,652	(3,652)	917	0	130	130	(787)	
PROTECTIVE SERVICES-IN HOME	142,174	148,459	(6,285)	6,285	11,848	14,781	18,327	33,108	21,260	
HCS	480,292	532,203	(51,911)	51,911	40,024	54,353	40,205	94,558	54,534	
CAMP LEANDER	0	1,870	(1,870)	1,870	0	0	0	0	0	
GENERAL REVENUE	2,280,093	2,280,093	0	0	190,008	186,883	0	186,883	(3,125)	
RAJ	984,826	985,568	(742)	742	82,069	(6,581)	75,000	68,419	(13,650)	
LELSZ	1,268,121	1,155,140	112,981	(112,981)	105,677	48,789	0	48,789	(56,888)	
TCADA	312,392	312,347	45	(45)	26,033	(14,000)	0	(14,000)	(40,033)	
ECI, SENATE BILL 630	416,497	417,465	(968)	968	34,708	(4,455)	55,206	50,751	16,043	
DHS - ADULT DAY CARE	33,242	40,100	(6,858)	6,858	2,770	0	4,385	4,385	1,615	
DHS - CHILD DAY CARE	222,576	213,680	8,896	(8,896)	18,548	0	17,153	17,153	(1,395)	
SYETP	31,000	10,450	20,550	(20,550)	2,583	4,950	0	4,950	2,367	
PROBATION DEPT.	3,000	61,400	(58,400)	58,400	250	0	26,200	26,200	25,950	
JTPA	5,000	2,206	2,794	(2,794)	417	0	0	0	(417)	
MENTAL HEALTH BLOCK GRANT	474,009	474,009	0	0	39,501	39,500	0	39,500	(1)	
USDA	28,764	32,772	(4,008)	4,008	2,397	0	2,832	2,832	435	
DHS - LIAISON	154,498	161,510	(7,012)	7,012	12,875	(2,092)	13,185	11,093	(1,782)	
CHAPTER I	31,164	15,339	15,825	(15,825)	2,597	1,566	0	1,566	(1,031)	
CHAPTER I CARRYOVER	34,964	36,006	(1,042)	1,042	2,914	738	0	738	(2,176)	
TOTAL	10,022,387	10,829,315	(806,928)	806,928	835,201	559,767	387,831	947,598	112,397	

*NEGATIVE AMOUNTS REPRESENT PRIOR MONTHS' CORRECTIONS FLOWING THROUGH THE CURRENT MONTH.

Attachment to Item IV-A-1
10/05/89

3

DEEP EAST TEXAS REGIONAL MHMR SERVICES
EXPENDITURES BY COST CATEGORY
9/1/88 - 8/31/89

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	5,301,929	5,142,435	159,494	(159,494)	441,827	453,401	11,574
MERIT, LONGEVITY, BONUS, ETC.	12,236	10,000	2,236	(2,236)	1,020	833	(187)
FRINGE BENEFITS	816,945	874,762	(57,817)	57,817	68,079	90,855	22,776
CONSULTANTS & PROFESSIONALS	91,109	65,776	25,333	(25,333)	7,592	6,340	(1,252)
TRAVEL	198,071	205,743	(7,672)	7,672	16,506	23,562	7,056
DRUGS	24,806	41,207	(16,401)	16,401	2,067	6,096	4,029
FOOD	170,417	172,240	(1,823)	1,823	14,201	19,518	5,317
SUPPLIES	239,721	294,067	(54,346)	54,346	19,977	41,311	21,334
FARM OPERATION SUPPLIES	7,000	8,821	(1,821)	1,821	583	999	416
DEBT PRINCIPAL RETIREMENT	175,518	163,509	12,009	(12,009)	14,627	51,038	36,412
EQUIPMENT & FURNITURE	95,481	134,378	(38,897)	38,897	7,957	14,768	6,811
EQUIPMENT & FURNITURE RENTAL	36,405	33,607	2,798	(2,798)	3,034	3,450	416
EQUIP/FURN REPAIRS/MAINT	31,555	29,177	2,378	(2,378)	2,630	4,268	1,638
BUILDING RENT	245,607	241,971	3,636	(3,636)	20,467	19,382	(1,085)
BLDG REMODELING/RENOVATION	45,375	92,866	(47,491)	47,491	3,781	17,818	14,037
BLDG REPAIR & MAINTENANCE	43,600	61,196	(17,596)	17,596	3,633	6,767	3,134
VEHICLE PURCHASED	18,500	149,263	(130,763)	130,763	1,542	51,474	49,932
VEHICLE LEASE	4,920	4,920	0	0	410	410	0
VEHICLE OPERATION/MAINT	149,823	152,875	(3,052)	3,052	12,485	17,288	4,803
CONTRACTS W/SERVICE AGENCIES	855,789	905,113	(49,324)	49,324	71,316	85,865	14,549
POSTAGE	22,193	24,659	(2,466)	2,466	1,849	2,422	573
LAB EXPENSE	4,875	4,223	652	(652)	406	465	59
TELEPHONE	139,320	130,766	8,554	(8,554)	11,610	13,600	1,990
ANNUAL AUDIT	9,400	9,900	(500)	500	783	825	42
LEGAL FEES	0	9,374	(9,374)	9,374	0	(1,054)	(1,054)
INSURANCE	115,652	84,319	31,333	(31,333)	9,638	6,007	(3,631)
CLIENT WAGES/FRINGE	383,120	343,564	39,556	(39,556)	31,927	49,064	17,137
UTILITIES	196,524	171,005	25,519	(25,519)	16,377	16,299	(78)
EMOLUMENT	2,100	2,100	0	0	175	175	0
MISCELLANEOUS	147,563	208,133	(60,570)	60,570	12,297	28,496	16,199
BOND ISSUE EXPENSE	0	32,608	(32,608)	32,608	0	31,994	31,994
SSI BENEFITS - FOSTER PARENTS	28,164	18,071	10,093	(10,093)	2,347	1,591	(756)
SS BENEFITS - FOSTER PARENTS	20,787	25,402	(4,615)	4,615	1,732	2,277	545
RR BENEFITS - FOSTER PARENTS	3,600	3,600	0	0	300	300	0
FOSTER CARE SUPPLEMENT	0	4,136	(4,136)	4,136	0	448	448
INTEREST EXPENSE	24,124	61,601	(37,477)	37,477	2,010	2,720	710
COURT COMMITMENT EXPENSE	22,335	21,140	1,195	(1,195)	1,861	1,390	(471)
CLIENT ACTIVITY	10,993	4,105	6,888	(6,888)	916	671	(245)
MARKETING	39,000	18,564	20,436	(20,436)	3,250	837	(2,413)
CONSTRUCTION EXPENSE	1,000	0	1,000	(1,000)	83	0	(83)
CAPITAL BUILDING EXPENSE	146,736	701,248	(554,512)	554,512	12,228	948	(11,280)
CONTINGENCY - PRIOR YEARS	77,094	77,094	0	0	6,425	0	(6,425)
CONTINGENCY - 1989	63,000	53,761	9,239	(9,239)	5,250	(2,239)	(7,489)
CONTINGENCY - INT INCOME	0	19,190	(19,190)	19,190	0	2,580	2,580
CASH SHORT & OVER	0	139	(139)	139	0	0	0
TOTAL	10,022,387	10,812,628	(790,241)	790,241	835,199	1,075,259	240,060

DEEP EAST TEXAS REGIONAL MHMR SERVICES
EXPENDITURES BY PROGRAM
9/1/88 - 8/31/89

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)
MENTAL HEALTH:							
RESIDENTIAL	2,480,878	2,410,356	70,522	(70,522)	206,740	211,611	4,871
CLIENT & FAMILY SUPPORT	1,280,502	1,982,000	(701,498)	701,498	106,709	139,042	32,334
CASE MANAGEMENT	324,337	328,891	(4,554)	4,554	27,028	30,520	3,492
MH SUBTOTAL	4,085,717	4,721,247	(635,530)	635,530	340,476	381,173	40,697
MENTAL RETARDATION:							
RESIDENTIAL	1,593,990	1,753,627	(159,637)	159,637	132,833	196,658	63,826
CLIENT & FAMILY SUPPORT	3,127,872	3,145,482	(17,610)	17,610	260,656	337,252	76,596
CASE MANAGEMENT	89,677	93,860	(4,183)	4,183	7,473	7,657	184
MR SUBTOTAL	4,811,539	4,992,969	(181,430)	181,430	400,962	541,567	140,605
MANAGEMENT & SUPPORT	1,125,131	1,215,924	(90,793)	90,793	93,761	160,048	66,287
FACILITY TOTAL	10,022,387	10,930,140	(907,753)	907,753	835,199	1,082,788	247,589
LESS TRANSACTIONS BETWEEN UNITS	0	(117,512)	117,512	(117,512)	0	(7,529)	(7,529)
TOTAL EXPENSE	10,022,387	10,812,628	(790,241)	790,241	835,199	1,075,259	240,060

DEEP EAST TEXAS REGIONAL MHMR SERVICES
SUMMARY OF REVENUE AND EXPENDITURES
9/1/88 - 8/31/89

	AUGUST	Y-T-D
REVENUE	947,598	10,829,315
EXPENDITURES & ENCUMBRANCES	(1,075,259)	(10,812,628)
DIFFERENCE	(127,661)	16,687

ANALYSIS OF DEFERRED REVENUE:

BOND ISSUE	207,945
RAJ	11,328
MEDICARE PART A OVERPAYMENTS	46,435
ICF-MR OVERPAYMENTS	3,171
TEMPLE FOUNDATION GRANT	503,617
GENERAL REVENUE	0
PINEYWOODS ANNEX	128,008
COUNTY REVENUE	0
LELSZ	237,595
RETIREMENT FUNDS	1,063
CHAPTER I	3,060
CHAPTER I CARRYOVER	2,686
DONATIONS	4,051
MISCELLANEOUS	212
TOTAL DEFERRED REVENUE	1,149,171

ANALYSIS OF RESTRICTED INTEREST INCOME:

RESERVE OPERATING FUND	15,046
PENSION	3,119
BUILDING FUND	640
CONTINGENCY CD'S	19,190
TOTAL RESTRICTED INTEREST INCOME	37,995

DEEP EAST TEXAS REGIONAL MHMR SERVICES

BALANCE SHEET

AUGUST 31, 1989

	GENERAL OPERATING FUND	GENERAL FIXED ASSETS	TOTAL
<hr/>			
ASSETS:			
Unrestricted Cash-General	205,362		
Restricted Cash:			
Cash from Bond Issue	147,122		
Int & Sinking Cash - Bonds	65,500		
Trust Funds - Clients	3,738		
Pension Funds	89,269		
Hardin Building Fund	8,493		
Foundation Grant	507,745		
Reserve Operating Funds	534,783		
Pineywoods Annex	128,078	1,484,728	
	-----	-----	-----
Total Cash in Bank	1,690,090		1,690,090
Petty Cash	1,235		1,235
Change Fund	290		290
Accts Receivable-Client Fees	621,828		
Less: Allowance for			
Uncollectible Accounts	(191,155)	430,673	430,673
	-----	-----	-----
Accounts Receivable - Other	688,875		688,875
Accts Rec/Internal Advances	130,754		130,754
Prepaid Expenses	1,858		1,858
Supply Inventory	102,458		102,458
Amount to be Provided under:			
Long Term Agreements	928,402		928,402
Accrued Vacation	203,605		203,605
General Fixed Assets (at Cost):			
Equipment & Furniture		725,448	725,448
Vehicles		774,479	774,479
Building		2,561,616	2,561,616
Leasehold Improvements		15,148	15,148
Land		82,315	82,315
	-----	-----	-----
TOTAL ASSETS	4,178,240	4,159,006	8,337,246
	=====	=====	=====
LIABILITIES & FUND EQUITY			
Liabilities:			
Accounts Payable/Internal Advance	130,754		130,754
Accounts Payable	174,973		174,973
Employee Insurance Payable	0		0
Retirement Payable	88,988		88,988
Salaries/Wages Payable	15,572		15,572
Miscellaneous Payroll Deductions	128		128
Unemployment Tax Payable	2,602		2,602
Sales Tax Payable	725		725
Cafeteria Plan Payable	0		0
Deferred Revenue	1,149,171		1,149,171
Obligation under:			
Long-Term Agreements	928,402		928,402
Accrued Vacation	203,605		203,605
Trust Fund Payable	3,738		3,738
Contingency Fund	375,217		375,217
	-----	-----	-----
Total Liabilities	3,073,875	0	3,073,875
	-----	-----	-----
Fund Equity:			
Investment in Fixed Assets		4,159,006	4,159,006
Fund Balances:			
Reserved for Hardin Building	8,493		8,493
Reserved for Encumbrances	55,438		55,438
Unreserved	1,040,434		1,040,434
	-----	-----	-----
Total Fund Equity	1,104,365	4,159,006	5,263,371
	-----	-----	-----
TOTAL LIABILITIES & FUND EQUITY	4,178,240	4,159,006	8,337,246
	=====	=====	=====

DEEP EAST TEXAS REGIONAL MHMR SERVICES
STATEMENT OF CHANGES IN UNRESTRICTED FUND BALANCE AND FIXED ASSETS
AUGUST 31, 1989

	GENERAL OPERATING FUND	GENERAL FIXED ASSETS	TOTAL
BALANCE @ 7/31/89	1,153,147	4,103,247	5,256,394
REVENUE	947,598	0	947,598
EXPENDITURES	(1,075,259)	0	(1,075,259)
MOVED TO RESTRICTED FUND BALANCE	(264)	0	(264)
ADDITIONS TO FIXED ASSETS	0	58,507	58,507
DELETIONS OF FIXED ASSETS	0	(2,748)	(2,748)
CONVERSION OF CLIENT FEES FROM CASH BASIS TO ACCRUAL:			
CURRENT MONTH'S CASH RECEIPTS	(75,966)	0	(75,966)
CURRENT MONTH'S NET CHARGES	91,178	0	91,178
BALANCE @ 8/31/89	1,040,434	4,159,006	5,199,440

ANALYSIS OF ACCOUNTS RECEIVABLE/ACCOUNTS PAYABLE - INTERNAL ADVANCES

GENERAL OWES LELSZ	130,754
BALANCE @ 8/31/89	130,754

DEEP EAST TEXAS REGIONAL MHMR SERVICES
FINANCIAL DEPOSITORIES
AUGUST 31, 1989

DEPOSITORY	NAME OF ACCOUNT	TYPE OF ACCOUNT	BALANCE OF ACCOUNT	FDIC/ FSLIC MAX.	SECURITIES PLEDGED
NCNB Texas Nat'l, Lufkin:	General Funds	MM Checking	85,834		
	Payroll	MM Checking	41		
	Employee Medical Plan	MM Checking	695		
	Foundation	MM Checking	2,452		
	Pineywoods Annex	MM Checking	1,534		
	Clients' Trust Fund	MM Checking	3,738		
	Reserve Operating	2 CD's	35,861	100,000	500,000
Total for NCNB Texas Nat'l, Lufkin			130,155	100,000	500,000
NCNB Texas Nat'l, Austin	Bond Issue	Inv by Tx Council	147,122		147,122
	Bond Issue	Int & Sinking	65,500	0	65,500
Total for NCNB Texas Nat'l, Austin			212,622	0	212,622
Lovelady State Bank:	Chapter I	Checking	5,745		
	Pension	MM Checking	89,269	95,014	100,000
Total for Lovelady State Bank			95,014	95,014	100,000
Diboll State Bank:	Lelsz	MM Checking	6,083		
	Lelsz	1 CD	50,000		
	Reserve Operating	1 CD	44,217	100,000	500,000
Total for Diboll State Bank			100,300	100,000	500,000
First Nat'l Bank, San Augustine	Reserve Operating	1 CD	9,428	9,428	0
Commercial Nat'l Bank, Nacogdoches	Reserve Operating	1 CD	19,274	19,274	0
First Nat'l Bank, Livingston	Reserve Operating	1 CD	25,102	25,102	0
First Nat'l Bank, Newton	Reserve Funds - PRTC	1 CD	5,078	5,078	0
First Nat'l Bank, Silsbee	Hardin Building Fund	1 CD	8,493	8,493	0
First Nat'l Bank, Woodville	Reserve Operating	1 CD	6,580	6,580	0
Crockett State Bank	Reserve Operating	1 CD	13,800	13,800	0
Citizens State Bank, Center	Reserve Funds - PRTC	1 CD	14,959	14,959	0
First State Bank, Hemphill	Reserve Funds - PRTC	1 CD	9,210	9,210	0
First Nat'l Bank, Jasper	Reserve Funds - PRTC	1 CD	9,382	9,382	0
Sub-total			659,397	416,320	1,312,622

DEEP EAST TEXAS REGIONAL MMR SERVICES
FINANCIAL DEPOSITORIES
AUGUST 31, 1989

DEPOSITORY	NAME OF ACCOUNT	TYPE OF ACCOUNT	BALANCE OF ACCOUNT	FDIC/ FSLIC MAX.	SECURITIES PLEDGED
Sub-total from page 1			659,397	416,320	1,312,622
Bank of San Jacinto, Coldspring	Foundation	1 CD	7,000	7,000	0
Lufkin Reg. Federal Credit Union	Reserve Operating	Savings	25	25	0
United States Government:	Lelsz	Treasury Funds	51,430		51,430
	Reserve Funds - PRTC	Treasury Funds	271,868		271,868
	Foundation	Treasury Funds	498,293		498,293
	Pineywoods Annex	Treasury Funds	126,544		126,544
	General Operating	Treasury Funds	5,533		5,533
	Reserve Operating	Treasury Funds	70,000	0	70,000
Total for United States Government Securities			1,023,668	0	1,023,668
Total of All Cash in Bank			1,690,090	423,345	2,336,290

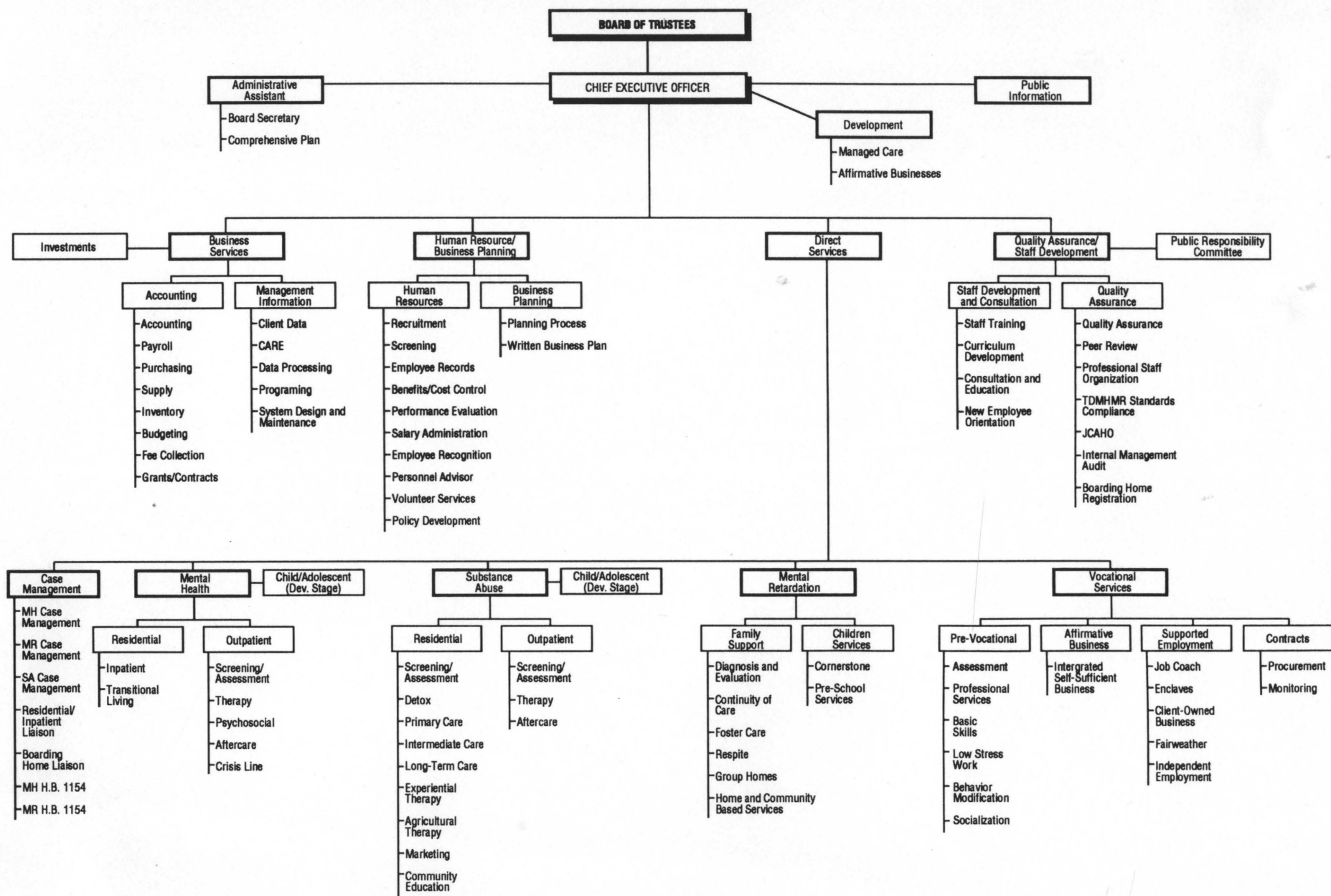
NOMINEES TO PROFESSIONAL STAFF ORGANIZATIONOctober 5, 1989Board Meeting

<u>Name/Discipline(s)</u>	<u>Unit</u>
Julie Goodwin, B.A., Parent Advisor	Cornerstone-North
Sylvia Kinney, B.S., Parent Advisor and Education	Cornerstone-South
Tom Middlebrook, M.D., Medical (consultant)	D & E
C. Bondred Stout, M.Ed., Parent Advisor and Education	Cornerstone-North

NOMINEES FOR REAPPOINTMENT
TO PROFESSIONAL STAFF ORGANIZATION

<u>Name/Discipline(s)</u>	<u>Unit</u>
Kim Abernethy, B.S., Case Management and Supervisor/Department Head	Case Management
Alison (Ash) Sterken, B.S.W., Social Work and Supervisor/Department Head	Nacogdoches Grp. Home
Runday Bean, B.A., Parent Advisor	Cornerstone-West
Eugene Belz, B.S., Rehabilitation (consulting)	Cornerstone-North
Michelle Blocker, M.S.W., Supervisor/ Department Head	Houston MHMR
Nydia Boyette, M.A., Case Management	Case Management
Doyle Brashear, M.D., Medical (consulting)	Pineywoods Hospital
Marsha Brown-Ford, M.Ed., Education and Supervisor/Department Head	MR Residential
George Clark, M.S.W., Social Work	Angelina MHMR
Michael F. Cleary, M.D., Medical	Pineywoods Hospital
Sam Dibrell, M.S., Psychology	Family Support Svcs.
Carol Dohanich, B.A.A.S., Case Management	Case Management
Cassandra Drake, M.Ed., Education, Parent Advisor, Supv./Dept. Head	Cornerstone-South
Mary Eaves, C.A.D.A.C., Substance Abuse	Peavy Switch
Wayne Evans, R.N., Nursing	Family Support Svcs.
Vicky Fuller, Parent Advisor	Cornerstone-North
Carey Garrett, B.S.W., Case Management	Case Management
Rose Hadnot, B.A., Case Management	Case Management
Marilyn Hankla, B.S., Parent Advisor, Education, Supervisor/Dept. Head	Cornerstone-North
Linda Harris, M.S.W., Social Work and Supervisor/Department Head	Shelby MHMR
Mary Girard, R.N., Nursing	Pineywoods Hospital
Mary Herrington, R.N., Nursing (consulting)	Peavy Switch
Barbara Holcomb, M.Ed., Parent Advisor, Rehabilitation, Supv./Dept. Head	Cornerstone-West

Enrique Huerta, M.D., Medical (consulting)	Pineywoods Hospital
Doris Huls, B.S.W., Social Work	Family Support Svcs.
Carol Hurzler, R.N., Nursing	Pineywoods Hospital
Craig Ireland, M.A., Supv./Dept. Head	Polk MHMR
Paul Jackson, M.Ed., Psychology, Supv./Dept. Head, Substance Abuse	Peavy Switch
Sue Jasper, R.N., Nursing	Pineywoods Hospital
Willie Johnson, Parent Advisor	Cornerstone-West
Nancy Jones, M.Ed., Supv./Dept. Head	Central Administration
Winnie Jones, Supervisor/Dept. Head	Hardin SWS
Glen Jordan, M.A., Supv./Dept. Head, Psychology	
Ada Keeland, R.N., Nursing	Tyler MHMR
Kathleen Kemler, M.S., Case Management	In-Home
Danna Kerbo, M.Ed., Supv./Dept. Head, Psychology	Case Management
Robert Kistler, M.D., Medical (consulting)	In-Home/Respite
Billie Lamb, Parent Advisor	Peavy Switch
Berna Mays, B.S.W., Social Work	Cornerstone-West
Joe McCulley, MBA, Supv./Dept. Head	Polk MHMR
Caroloyne McDonald, B.S., Supervisor/ Department Head	Pineywoods Hospital
Marcella Moody, B.A., Parent Advisor	K'ville-Newton G.H.
Dorothy Moore, Parent Advisor	
Juanda Morgan, M.Ed., Substance Abuse (consulting)	Cornerstone-North
Sally Navarre, Supervisor/Dept. Head	Cornerstone-North
Terri Newsome, M.Ed., Psychology	Peavy Switch
Nell Newton, M.Ed., Psychology, Supervisor/Department Head	Kirbyville SWS
Wilma Parrot, R.N., Nursing	Family Support Svcs.
Gail Patterson, B.A., Rehabilitation (consulting)	Angelina MHMR
George Patterson, M.A., Supervisor/ Department Head	Pineywoods Hospital
John Phillips, R.N., Nursing	Cornerstone-North
Jeff Rab, M.A., Psychology, Supervisor/Department Head	Central Administration
Susan Rushing, M.S., Supervisor/ Department Head	Pineywoods Hospital
Benny Russell, Supervisor/Dept. Head	Nacogdoches MHMR
Deborah Sample, R.N., Nursing, Parent Advisor	Central Administration
Vonzetta Samuel, Parent Advisor	Sabine/S.Aug. SWS
Mary Sanders, C.A.D.A.C., Substance Abuse	Cornerstone-North
Gladys Saska, M.S., Education, Supervisor/Department Head	Cornerstone-South
Barbara Seiser, R.N., Nursing, Supervisor/Department Head	Peavy Switch
Hazel Shaikh, R.N., Nursing	Family Support Svcs.
Allen Shapiro, M.D., Medical	Fries Group Home
Ann Shroyer, M.S., Parent Advisor	Pineywoods Hospital
Debra Smith, C.A.D.A.C., Substance Abuse	Outpatient Clinics
Mary Smith, Parent Advisor	Cornerstone-West
Darlene Spencer, B.S.W., Social Work	Peavy Switch
Robert Sterken, Jr., B.A., Parent Advisors	Cornerstone-West
Shirley Stubblefield, R.N., Nursing	IDT
Melanie Taylor, B.S., Supv./Dept. Head	Cornerstone-North
Marty Walker, B.S., Supv./Dept. Head	Cornerstone-West
Larry Welker, Supervisor/Dept. Head	HCS
William Wilkerson, M.D., Medical (consulting)	MH/Cent. Admin.
Connie Wood, B.S.W., Social Work, Case Management	Trinity MHMR
Darrell Napper, C.A.D.A.C., Substance Abuse	Pineywoods Hospital
	Case Management
	Peavy Switch



RESOLUTION OF APPRECIATION

WHEREAS, Sanford K. ("Sandy") Skelton was employed by the Deep East Texas Regional Mental Health Mental Retardation Services on June 5, 1978 as Director of Outpatient Clinics; and

WHEREAS, Mr. Skelton became Director of the Mental Health Division on July 21, 1981, assuming responsibility for the daily supervision of all mental health services, and since that time has taken a leadership role in expanding the types of services available and enhancing the quality of programs operated by MHMR; and

WHEREAS, Mr. Skelton was instrumental in the planning and implementation of Pineywoods Hospital, thus making available to persons in this region the first publicly-funded service of this kind, and providing an important alternative to state hospitalization; and

WHEREAS, Sandy Skelton was also among the key persons in planning and opening Peavy Switch Recovery Center and in so doing created an innovative and effective treatment resource for persons suffering from chemical dependency; and

WHEREAS, during these years he has provided consistent, yet progressive, leadership and has achieved a very high level of community support and involvement, and has served as the MHMR liaison to the Public Responsibility Committee from August 1, 1981 to the present time; and

WHEREAS, there have been few persons associated with this Center who have contributed as much as Mr. Skelton.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees at this regular meeting, that deep and genuine appreciation is hereby expressed to Sandy Skelton for his years of dedicated service as an outstanding employee, for his loyalty and friendship, and for his invaluable contributions to our Center and the clients we serve.

PASSED BY UNANIMOUS VOTE of the Board of Trustees this 5th day of October, 1989.

BOARD OF TRUSTEES

DEEP EAST TEXAS REGIONAL MENTAL
HEALTH MENTAL RETARDATION SERVICES

By: _____
Judge Allen Sturrock,
Chairman

By: _____
Jim McDermott, Ph.D.
Executive Director

ATTEST:

Gaffney Phillips, Secretary

Attachment to Item IV-C-2
10/05/89

Certificate of Appreciation

The BOARD OF TRUSTEES of the
DEEP EAST TEXAS REGIONAL MENTAL HEALTH MENTAL RETARDATION SERVICES

hereby recognizes

COY SIMMS

*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

October 5, 1989
Date