



HELEN FARABEE CENTERS

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ANNOUNCEMENT OF MEETING

**FULL BOARD MEETING
THURSDAY**

DECEMBER 6, 2018

11:00 a.m.

11:45 a.m. recess for lunch

12:15 p.m. reconvene

STALEY CONFERENCE ROOM

500 BROAD STREET

Wichita Falls, TX

If you need additional assistance to effectively participate in or observe this meeting, please notify Melissa Collins at 940-397-3102, at least 24 hours prior to this meeting, so that reasonable accommodations can be made.

The attached agenda will be observed.

Supporting documentation of agenda items is available upon request by calling Melissa Collins at 940-397-3102.

CERTIFICATION

I certify that the above Notice of Meeting was posted on the bulletin board at Memorial Auditorium, Wichita Falls, TX on this the 30th day of November, 2018, at 4:00 o'clock p.m.



Marie Balthrop
City Clerk
City of Wichita Falls, Texas

Providing Behavioral Health, Intellectual and Developmental Disabilities, and Substance Abuse Outpatient Services

Agenda

HELEN FARABEE CENTERS BOARD OF TRUSTEES

DECEMBER 6, 2018 - 11:00 AM
BROAD ST. STALEY CONFERENCE ROOM
500 Broad St., Wichita Falls, TX

Agenda Topics

MEETING STARTS AT 11:00 A.M., RECESS FOR LUNCH AT APPROXIMATELY 11:45 A.M., RECONVENE AT 12:15 P.M.

120618-1 CALL TO ORDER

Verner Hayhurst

A. INTRODUCTION OF GUESTS

120618-2 PRESENTATIONS

A. OPEN CITIZEN COMMENT TO THE BOARD *“Texas law in the Open Meetings Act permits a member of the public or a member of the governmental body to raise a subject that has not been included in the notice for the meeting, but any discussion of the subject must be limited to a proposal to place the subject on the agenda for a future meeting.”*

120618-3 APPROVAL OF MINUTES

Verner Hayhurst

Recommended Action: That the Board of Trustees approves the minutes of the November 2018 Board of Trustee meeting.

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Citizen Comment:

120618-4 TRAINING

Rose Wilson

IDD Services

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120618-5 RECOMMENDATIONS

A. BOARD OF TRUSTEES

1) *Place 4 –Welcome Lou Vail*

Melissa Collins

Recommended Action: Please Welcome Lou Vail representing Place 4 in Haskell, Knox, and Baylor Counties.

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Citizen Comment:

B. BUDGET AND FINANCE

1) *Financial Statements*

Linda Poenitzsch

Recommended Action: That the Board of Trustees approves the Financial Statements for October 2018.

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Citizen Comment:

<i>2) Resolution to Add Investment Officer</i>	Linda Poenitzsch
Recommended Action: That the Board of Trustees approve and authorize the Board Chair and Secretary to sign the Resolution to add Felica Smith, Chief Accountant, as a signer on all Center related bank accounts and investment accounts and to delete Jana Simpson.	Page 29
Citizen Comment:	
<i>3) Resolution of Audit Approval</i>	Linda Poenitzsch
Recommended Action: That the Board of Trustees approve and authorize the board chairman to sign the Resolution indicating the Fiscal Year 2018 Audit performed by Scott, Singleton, Fincher and Co, P.C. has been reviewed and approved.	Page 31
Citizen Comment:	
C. CONTRACTS AND PLANS	
<i>No Agenda Items</i>	
D. FACILITIES AND EQUIPMENT	
<i>No Agenda Items</i>	
E. POLICIES AND PROCEDURES	
<i>No Agenda Items</i>	
F. PROGRAM AND PERSONNEL	
<i>1) Deputy Executive Director position description and Succession Plan</i>	Kelly Wooldridge
Recommended Action: That the Board of Trustees approve the Deputy Executive Director Position Description and authorize the internal posting of the Deputy Executive Director position per Center Human Resources Policy and Procedures.	Page 34
Citizen Comment:	
120618-6 QUARTERLY REPORTS	
A. ESSENTIAL SERVICES AND CLINICAL ACCOUNTABILITY	
<i>No Agenda Items</i>	
B. PLANNING AND NETWORK ADVISORY COMMITTEE	
<i>No Agenda Items</i>	
C. EXTERNAL AUDITS	
<i>1) Fourth Quarter Report-Superior MCO</i>	Helen Elms
Recommended Action: Information Only Item	Page 35
Citizen Comment:	
<i>2) Fourth Quarter Report – Mental Health Comprehensive Audit</i>	Helen Elms
Recommended Action: Information Only Item	Page 36
Citizen Comment:	

2) <i>Fourth Quarter Report - IDD</i>	Rose Wilson
Recommended Action: Information Only Item	Page 37
Citizen Comment:	
3) <i>Fourth Quarter Report – Mystery Caller</i>	Helen Elms
Recommended Action: Information Only Item	Page 38
Citizen Comment:	
D. TEXAS COUNCIL BOARD OF DIRECTORS MEETING	
1) <i>Approved Minutes from the April 2018 Meeting</i>	Verner Hayhurst
Recommended Action: Information Only Item	Page 39
Citizen Comment:	
E. FACILITIES MANAGEMENT	
<i>No Agenda Items</i>	
120618-7 EXECUTIVE DIRECTOR’S REPORT	Roddy Atkins
A. ADMINISTRATION AND BOARD OF TRUSTEES	
B. BUDGET	
C. LEGISLATIVE ISSUES	
D. SERVICES	
E. HUMAN RESOURCES	
120618-8 CLOSED SESSION	
In accordance with Chapter 551.072 of the Government Code, the Board of Trustees will now meet in closed session for the purpose of discussion of real property.	Verner Hayhurst
Review and Discussion of Real Property.	
120618-9 OPEN SESSION	
Results of Closed Sessions	Verner Hayhurst
120618-10 ANNOUNCEMENTS	Verner Hayhurst
A. NEXT MEETING	
<i>11 A.M., Thursday, January 10, 2018 at the Child and Adolescent Services Center, 516 Denver St., Wichita Falls, TX. Please NOTE - Second Thursday. This meeting is one week later than usual.</i>	
120618-11 OTHER BUSINESS	Verner Hayhurst
120618-12 ADJOURN	Verner Hayhurst