



## NOTICE

A Regular Meeting of the Board of Trustees of Metrocare Services will be held on Thursday, October 28, 2021, at approximately 1:30 p.m. Prior to the regular session, a Board Training Session will begin at 1:00 pm. The meeting will take place at 1345 River Bend Dr., Dallas, TX 75247 (Mustangs Conference Rm.)

If you need additional assistance to effectively participate in or observe this meeting, please notify the Administrative Office at 214.743.1201, at least 72 hours prior to this meeting so that reasonable accommodations can be made to assist you.

A portion of the meeting may be closed for purposes permitted by Chapter 551, Open Meetings, Texas Government Code, Sections: 551.071, 551.072, 551.073, 551.074 and 551.076. Metrocare Services reserves the right to exercise its discretion and convene in closed/executive session as authorized by the Texas Government Code Section 551.071, et seq, on any of the items listed on its agenda, and as a result to take any necessary action in Open Session.

Terry A. James, Chairman  
Metrocare Board of Trustees

Leslie H. Secrest, M.D., Vice Chair  
Metrocare Board of Trustees

John W. Burruss, M.D.  
Chief Executive Officer

**BOARD OF  
TRUSTEES**

Terry A. James  
*Chairman*

Leslie Secrest, M.D.  
*Vice Chairman*

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Noel O. Santini, M.D.

Anthony M. Farmer  
(Hon.) Marin Lowy, (Ret.)



1345 River Bend Dr.  
Dallas, Texas 75247

## **Agenda**

Thursday, October 28, 2021

### **Board Training - 1:00 PM**

"SAMHSA Grant"  
Kelli Laos

### **REGULAR BOARD MEETING 1:30 pm**

**I. Call Meeting to Order & Declaration of a Quorum:**

Mr. James

A. **Citizen Comments:** Limited to three minutes (*only those registered*)

**B. Chairman Updates:**

1. Welcome new Board members, (Hon.) Martin "Marty" Lowy (Ret.) and Ms. Stacy G. Cantú.
2. Board recognition to Ms. Jill Martinez and Leslie Secrest, M.D.
3. LCBH Check presentation - Mr. Gary Keep
4. Update from the Ad hoc committee to Review the Center Bylaws and Board Policies
  - ❖ Proposed revision and Approval of Board Policies:  
(To be submitted under separate cover)
    - BP 4.05 on Write off
    - BP 4.07 on Property Facility Acquisition
    - BP 4.08 on Leasing of Real and Personal Property
    - BP 1.07 on Payment of Damages, Legal Fees
5. Board Officer Elections: December 2021 Board Meeting

**II. Consent Agenda Items**

Mr. James

❖ *Designates items on which the Board may take action*

*All consent agenda items are considered to be routine by the Board and will be enacted with one motion. There will be no separate discussion of items unless a Board Member so requests, in which event, the item will be removed from consideration as an item of consent business and considered in its normal sequence with the other action items listed below in which case full discussion of the item may occur as necessary.*

- A. ❖ Approval of the August 26, 2021, Board Meeting Minutes

- |      |   |              |
|------|---|--------------|
| III. | Chief Executive Officer – Service Presentation  | Dr. Burruss  |
|      | A. Cohen Clinic: Chelsea Fiduccia, PhD, Director of Cohen Military Family Clinic  | Dr. Hunter   |
| IV.  | <b>Action Agenda Items</b>  | Mr. James    |
|      | Chief Executive Officer Report  |              |
|      | A. ❖ Approval of the Chief Executive Officer Report for the FY21 Key Performance Indicator Progress through September 2021  | Dr. Burruss  |
|      | The chief executive officer will present an overview of the performance of the center and specific key highlights from the preceding month.   |              |
| V.   | <b>Finance and Administration Reports</b>   |              |
|      | A. ❖ Acceptance of the Financial Report for August 2021 (Unaudited)   | Mr. Buckley  |
|      | The chief administrative officer/CFO will review the statement of net position, the statement of activities and the statement of cash flow for the prior month and discuss plans to address deficiencies therein relative to plan.  |              |
|      | B. ❖ Acceptance of the Financial Report for September 2021 (Unaudited)  | Mr. Buckley  |
|      | The chief administrative officer/CFO will review the statement of net position, the statement of activities and the statement of cash flow for the prior month and discuss plans to address deficiencies therein relative to plan.  |              |
|      | C. ❖ Approval of the FY 2022 Strategic Plan   | Ms. Ringer   |
|      | The chief strategy officer will present the FY22 Strategic Plan developed as part of the budgeting process for approval.  |              |
|      | D. ❖ Approval of Resolution Delineating the Board’s Awareness of the Chief Executive Officer to negotiate, execute and sign certain collateralized Amended and Restated Loan Agreement dated December 26, 2019, by and between Metrocare Services and UMB Bank, N.A.          | Dr. Burruss  |
|      | E. ❖ Approval of Resolution Delineating the Board’s Awareness and Approval of the Chief Executive Officer and the Chief Administrative Officer’s Execution of a Collateralize Loan Agreement dated October 28, 2021 between Metrocare Services and Texas Security Bank (TSB). | Dr. Burruss  |
|      | F. ❖ Approval of the Human Resources Report for September 2021  | Ms. Guilford |
|      | The director of Human Resources will present a report on the performance of the department for the prior month and describe plans to address deficiencies therein relative to plan.   |              |
|      | G. ❖ Approval of the Facilities Services Report for September 2021  | Mr. Buckley  |
|      | The chief administrative officer will present a report of the status of current and future major projects for the facilities department relative to plan.   |              |

## **VI. Quality and Authority Services Report**

- A. ❖ Approval of the Quality and Authority Services Report for September 2021 Ms. Thompson

The chief operations officer will present a report of the performance of the Dallas County Local Authority (LA), a part of the Center, including its financial performance, its clinical performance, and its performance on quality oversight, and management plans to address deficiencies therein.

## **VII. Provider Services Reports**

- A. ❖ Approval of the Clinical Services Division Report for September 2021 Dr. Hunter

The chief medical officer will report on the performance of the medical staff services, and the clinical outcome measures, the developmental disabilities provider division of the center, including management plans to address deficiencies therein.

- B. ❖ Approval of the Mental Health Division Report for September 2021 Ms. Laos

The chief clinical officer will present a report of monthly measures for the Mental Health Division, including management plans to address deficiencies therein.

## **VIII. Strategic Initiatives Report**

- A. ❖ Approval of the Strategic Initiatives Report for September 2021 Ms. Ringer

The chief strategy officer will present a report on the performance of the department with regard to development, community education, grant funding and community and stakeholder education activities during the preceding month and oversight of grant funding, including management plans to address deficiencies therein.

- IX. Adjournment: Mr. James