



THE GULF COAST CENTER
Regular Board of Trustees Meeting

The Board of Trustees of the Gulf Coast Center will have its regular monthly meeting at 6:30 p.m. on Wednesday, January 28, 2015 at the **Brazoria County Community Service Center** located at **101 Tigner, Angleton, TX.** (979) 848-0933. If you need additional assistance to effectively participate in or observe this meeting please contact the Executive Director's office at (409) 763-2373 at least 24 hours prior to the meeting so that reasonable accommodations can be made to assist you.

1. **6:30 P.M. CALL TO ORDER:** Jamie Travis, Board Chair
2. **CITIZENS' COMMENTS:**
3. **BOARD MEMBERS' REPORTS:**
4. **PROGRAM PRESENTATION:** Audit Presentation
5. **ACTION ITEMS:**
 - a. Review and approval of previous meeting minutes: December 3, 2014. **(Pg.1-4)**
 - b. Consider the approval of the December 2014 check register.
 - c. Consider the approval of an increase in the Centers mileage reimbursement rate from \$0.560 to \$0.575 per mile effective starting January 1, 2015. This new rate is consistent with the IRS new allowable mileage rate for use of personal vehicle; as well as the recently State of Texas travel policy.
 - d. Consider ratification of DSHS Amendment to Program Attachment #001 Contract #2015-046533. This amendment is to add clinic services for Outpatient Group Counseling (Adult Specialized Female) effective November 4, 2014.
 - e. Consider approval of the Centers updated Quality Management Plan revised August 2014. **(Pg. 5-21)**

CONNECT SERVICES ACTION ITEMS:

- f. Consider approval of the renewal agreement with **Mall of the Mainland (Coastline Retail Center, Inc.)** for utilization of their parking area for the Connect Transits express and park & ride transit services for \$1,637.50 per month. Term: September 1, 2014 to August 31, 2015.
- g. Consider approval of the Resolution of the GCC board of trustees authorizing the Executive Director to award and execute a contract for the construction of the New Freedom Improvement Project in LaMarque, Texas, to the responsible and responsive low bidder meeting the specifications required as delineated in the invitation for bids. The contract will be to construct and repair sidewalk infrastructure to Connect Transit facilities along Lake Road in La Marque. The New Freedom grant award is for \$256,575 and has been matched by funding from the municipalities of Texas City and La Marque.
- h. Consider approval of the Memorandum of Lease with **City of Texas City** for the Texas City Park and Ride and Administrative Facility.

Description: The Board has previously approved the Interlocal agreement for this project. This Memorandum of Lease establishes a 40 year ground lease and shall be recorded in the Official Records of Galveston County, in order to put interested parties on notice of the lease and its Reservation of Use.
- i. Consider approval of Amendment #3 to an Interlocal Contract between the Center and University of Texas Medical Branch related to development of a park and ride facility, located within the UTMB Victory Lakes campus.

Description: In a nutshell UTMB will reimburse the Center \$122,770 within 60 days after execution of this Amendment #3. It was initially believed that certain utility work would benefit the park and ride 25%

thus cost were shared however UTMB engineers found a suitable alternative source of electric power for the park and ride operation resulting in the Center receiving the remaining unamortized "useful life" of the original investment of federal funding in construction.

- j. Consider approval of the Resolution approving Work Order #3-Gulf Coast Center General Transit Planning with The Goodman Corporation. The total estimated cost to complete the proposed Scope of Services over two years is \$460,000.00.

Task	Description	Budget	Task	Description	Budget
1	General Transit Service Planning	\$50,000	5	Safety and Asset Management Plans	\$50,000
2	Financial Conditions and Capability Assessment	\$45,000	6	Funding Pursuit and Post-Award Technical Support	\$60,000
3	Federal and State Grant Management and Compliance	\$20,000	7	Construction Administration/Management	\$20,000
4	Procurement & Vehicle Inspection Assistance (The Majority of resources for this task will be derived from capital resources dedicated for the purchase of equipment or preventive maintenance funding.)	\$115,000	8	Intergovernmental and Legal Support	\$100,000
				Total TGC Contract	\$460,000

FACILITY AND ASSET SERVICES ACTION ITEMS:

- k. Consider approval of the purchase of two 2015 twelve passenger transit vans (\$57,593.00) for the 1115 Safe Harbor program and three 2015 Ford Fusion sedans (\$52,309.50) for the 1115 Transitions of Care for COPSD program for a total of \$110,302.50 through the best value set-aside opportunity with the Buyboard Cooperative Purchasing Program.
- l. Consider approval to declare surplus and dispose of Center vehicle #0911, a 2002 E-350 van, per attachment, as this vehicle is no longer cost-effective for continued use due to age, high mileage and increasing maintenance costs and has been replaced with the purchase of a twelve passenger van. (Pg. 22)
- m. Consider the approval of the purchase of a wheelchair-accessible 2015 Ford Transit Wagon for transporting IDD Services clients to Lone Oak Ranch for a total of \$47,492.50 through the best value set-aside opportunity with the Buyboard Cooperative Purchasing Program and funded by the recently awarded \$50,000 grant from the Jamail Foundation for this purchase.

IDD SERVICES ACTION ITEMS:

- n. Consider the approval of the new agreements with the below listed **non-traditional providers** for the provision of respite and/or community support services.

County of Service: Galveston	TERM:	County of Service: Brazoria	TERM:
Elaine Giovanni	12/17/2014-08/31/2015		

Reimbursement Rate for respite: Standard base level = \$10/hr; Medical/Behavioral need = \$15/hr.

Reimbursement Rate for Community Support: Standard base level = \$13/hr

Description: The Non-Traditional Providers (NTP) are part of the Open Enrollment Network for IDD Services. NTP is made up of individual family members, friends, neighbors and others who provide respite and/or community support services (this is new to the agreement) for families or consumers.

MH ADULT SERVICES ACTION ITEMS:

- o. Consider the approval of the FY2015 renewal with **Mental Health Mental Retardation Authority Of Harris County** for the purpose of providing Mental Health First Aid Adult/Youth classes and training to a minimum of 250 educators under the Mental Health First Aid (MHFA) HB3793 grant by August 2015.

Service Area: MH Child/Adult

County of Service: Galveston/Brazoria

Amount not to exceed: \$45,000.00 for FY15

Description: Contractor shall provide Mental Health First Aid Adult/Youth classes and training to a minimum of 250 educators under the Mental Health First Aid (MHFA) HB3793 grant by August 2015. Each class course consists of 8 hours of MHFA instruction with a maximum of 30 participants per class. The collaboration will be part of a state wide effort to train educators and or administrators in the state of Texas.

- p. Consider approval of the MOU with **Coastal Health and Wellness** for the purpose of coordinating referrals, resources, training and technical assistance in order to assist those in need of services who are resident of Galveston County. Effective: January 1, 2015

- q. Consider ratification of the FY14 and 15 Amendment with **J Allen and Associates of Texas, LLC** for comprehensive psychiatric/telepsychiatric services, mental health services and pharmacy services in the Brazoria County Jail. Term: November 1, 2013 thru October 31, 2015.

County of Service: Brazoria

Reimbursement rate: \$1000/month + medication costs (no change)

6. PENDING or REVISED ACTION ITEMS:

Pending action items are those items which were on a prior board agenda but not completely resolved. The items may be listed for update or final action by the Board.

- a. Consider approval of A Resolution of the GCC Board of Trustees supporting a request to the Houston Galveston Area Council in response to the "2015-2018 TIP CALL FOR PROJECTS" for flexible federal funding to be used for the support 100% of the cost of constructing the Texas City Park and ride.

Description: This item was approved at the October board meeting however the construction budget has been revised since board approval (\$1.5M to \$1.9M). No other revisions were made beyond the monetary amount. The City of Texas City has agreed to donate a parcel of land at 33rd and Magnolia for the construction of a Park and Ride facility to be used as a permanent replacement for the Mall of the Mainland Park and Ride and for the future origination point of a northbound park and ride service. The donated land value will largely be used to match the design phase activities associated with the project. The Center will also request 389,540 in Transportation Development Credits (TDCs) for use as the local match.

- b. Consider approval of the Lease Addendum with **Shearn Moody Plaza** for 7440 sf of designated space on the 4th Floor for the Center's Galveston Island Community Service Center as well as the Integrated Health Care Clinic. Term: January 12, 2015 to August 31, 2015.

Description: This item was approved at the December board meeting however there was an error with the square footage indicated as well as the build out cost. The square footage for the 4th floor is 7440 not 7800 and build cost are \$35,370.00 of which the Gulf Coast Center is responsible for \$25,738.00. Said cost shall be billed in monthly installments through the fiscal year. No other revisions were made.

- c. Follow-up and update on termination of CoCentrix agreement. (Pg. 23)

7. EXECUTIVE DIRECTOR'S CALENDAR: Mike Winburn

- Review of the financial report (Pg. 24-28)

- Grant activity update.
- Presentation and review of state comparative reports.
- Review and discussion of ETBHN FY14 Cost Savings report. **(Pg. 29)**
- Review Texas Council Community MHMR Center Activities and updates
- Quarterly Update – Texas Council Risk Management Fund (TCRMF)
- FY2015 Board Quarterly Review 1st Quarter **(Pg. 30-37)**
- Executive Director’s Legislative update.
- Connect Transit Update
- 1115 DSRIP Update
- Presentation of calendar of upcoming events

8. ADJOURN