



NOTICE OF MEETING

MEMBERS OF THE BOARD OF TRUSTEES

The Gulf Coast Center Board of Trustees meeting for the month of April will be held on Wednesday, **April 25, 2018** at **6:15 p.m.** at the **Mall of the Mainland Administration Building**, located at **10000 E.F. Lowry Expressway, Suite 1220, Texas City, Texas.**

Thank you,

Cathy Claunch-Scott
Secretary to the Board of Trustees

cc: April Board of Trustees File

123 ROSENBERG, SUITE 6
GALVESTON, TEXAS 77550

409.763.2373
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www.GulfCoastCenter.org

Our mission is to provide accessible, efficient and quality services to support the independent and health living of those we serve.

THE GULF COAST CENTER

Regular Board of Trustees Meeting
Mall of the Mainland-Administration Building
10000 E.F. Lowry Expy, Suite 1220, Texas City, TX
Wednesday, April 25, 2018
6:15 pm



"Better community healthcare promoting healthy living."

- 1. Call To Order**..... Jamie Travis, Board Chair
- 2. Citizens' Comments**
- 3. Program Report**
FY19 Benefit Plan Review..... Todd Patch & Erin Roman, Marsh & McLennan Agency
- 4. Board Member Reports**
 - a. Texas Council of Community Centers Jamie Travis, Board Chair
 - b. Texas Council Risk Management Fund Mary Lou Flynn-Dupart, TCRMF Board Chair
- 5. CEO Report** Melissa Tucker, CEO
 - a. Mid-Year Center Review
- 6. Operations Report**
 - a. Human Resources & Payroll Software Implementation – Jeanine McNulty & Rick Elizondo
 - b. IDD Services – Jamie White
- 7. Budget, Finance and Admin Reports** Rick Elizondo, CFO
 - a. Financial & Operational Monthly Report & YTD Summary (**Pg. 1-3**)
 - b. Sale of Property Update
- 8. Consent Agenda**..... Linda Bell, JD
Consideration and Approval of Recommendations and Acceptance of Consent Agenda Items. (*Consent agenda items may be pulled from this consideration for individual action or presentation.*)
 - a. Review and approval of March 25, 2018 board meeting minutes. (**Pg. 4-10**)
 - b. Review and approval of March 2018 check register.
- 9. Action Items**..... Linda Bell, JD
All Action items terminate at the end of FY2018 unless indicated otherwise

- a. Discuss and consider changes to the Center's Employee Benefits plan including a premium increase for employees, and switching from the iNGAGED Plan to Aetna Enhance Wellness Package.
- b. Consider the approval of Amendment #2 to the FY18 HHSC Mental Health Performance Contract #529-17-0038-00034B. This amendment increases the value of this contract by \$186,994 and increases the MHA service target from 2,572 to 2,764.
- c. Consider the approval of the FY18 HHSC Regular Services Grant (MH/RSP) for the provision of crisis counseling to those impacted by Hurricane Harvey. Amount not to exceed \$895,081.
- d. Consider approval of the Memorandum of Understanding with the Houston-Galveston Area Transportation Policy Council as the Metropolitan Planning Organization (MPO) for the Houston Galveston transportation management area, the Texas Department of Transportation as Representative of The State of Texas, designated recipients and other providers of public transit services in Harris, Brazoria, Chambers, Fort Bend, Galveston, Liberty, Montgomery and Waller Counties.
Description: The updated MOU incorporates the legal requirements of Fixing America's Surface Transportation Act (FAST ACT), acknowledges H-GAC as the parent planning MPO for the region, and specifies provisions for cooperatively developing and sharing information.
- e. Consider approval of the Streamline Healthcare Solutions, LLC Statement of Work Number: SOW.128.100 for development of a Stand Alone Crisis Assessment for an amount not to exceed \$960.00.
- f. Consider approval of the Interlocal Contract with the City of Galveston for use of 5 Gillig "Clean Fuel" transit vehicles to support the League City Park and Ride operation for 90 days starting April 28, 2018, for an amount which reimburses the City for reasonable out of pocket cost.
- g. Consider approval of the Resolution by the Board of Trustees of the Gulf Coast Center authorizing the Chief Executive Officer to purchase new flyer bus parts from the City of Galveston amount not to exceed \$80,000 (purchase of parts would be eligible for federal reimbursement).
- h. Consider approval of Gulf Coast Center Board Resolution agreeing to accept the transfer of federally funded transit vehicles at no cost from the City of Galveston.
Description: Connect Transit will begin operation of the League City Park and Ride April 30, 2018. There are 5 Gillig vehicles, which have been used to support the provision of Park and Ride service between Galveston and League City which have approximately 50% of their useful life remaining.
- i. Consider approval of the 2018 Provider Network Development Plan.

Description: LPND is completed every 2 years to determine if there are any providers interested in providing full level of care services in our area. The plan only addresses services for the non-Medicaid population.

- j. Consider the approval of the FY18 Provider Contracts for the IDD NON-TRADITIONAL PROVIDER NETWORK with the 5 below identified individuals for the provision of respite, community support, Community First Choice Transportation, and/or Independent Living Skills (ILS) for nursing facilities.

Brazoria County	Galveston County		
Alma Bess	Michelle Hollins		
Vicki Dancer		REIMBURSEMENT RATES	
Ruth Burrell		Respite	Standard base level = \$10/hr; Medical/Behavioral need = \$15/hr
Yolanda Yu		Community Support	Standard base level = \$13/hr
		Skills Training Nursing Facility	Independent Living Skills \$18/ hr
		Mileage	0-5=\$3; 6-12=\$6; 13-20=\$9; 20-25=\$15; 33-40=\$18

10. Pending or Revised Action Items.....Linda Bell, JD

Pending or revised items are those items which were on a prior board agenda but not completely resolved or there has been a revision since approval. The items may be listed for update purposes or final action by the Board.

- a. Update Curry vs Gulf Coast Center

11. Calendar.....Jamie Travis, Board Chair

Date	Event	Time	Location
April 25, 2018	Board Meeting	6:30 p.m.	Administration (Mall of the Mainland) Texas City
May 23, 2018	Board Meeting	6:30 p.m.	Angleton
June 20-22, 2018	TX Council Conference		Sheraton, Dallas
July 25, 2018	Board Meeting	6:30 p.m.	Administration (Mall of the Mainland) Texas City
August 22, 2018	Board Meeting	6:30 p.m.	Angleton

12. Executive Session

As authorized by Chapter §551.071 of the Texas Government Code, the Board of Trustees reserves the right to adjourn into Executive Session at any time during the course of this meeting to seek legal advice from its Attorney about any matters listed on the agenda.

13. Action Regarding Executive Session

14. Adjourn

The Gulf Coast Center Fiscal Year 2018 Board Operational Budget Schedule									
EXPENSES - OPERATING									
Salary and Wages	15,005,170	1,008,000.34	1,096,710.70	1,112,772.70	1,106,477.20	1,063,519.67	1,090,818.62	1,031,420.94	50%
Fringe Benefits	5,601,972	395,163.73	415,856.29	433,444.12	435,802.06	405,885.47	452,801.82	417,549.48	53%
Travel	232,417	14,180.35	14,141.11	10,840.68	13,989.53	14,565.73	12,983.00	14,793.38	41%
Consumable Supplies	542,286	15,704.81	32,759.24	24,866.36	14,213.05	24,168.43	19,101.22	15,787.50	27%
Pharmaceuticals/Laboratory	245,386	18,562.16	19,500.00	23,144.89	21,469.42	23,700.22	28,282.70	30,910.23	68%
Capital Outlay - Furniture/Equipment/Facilities	552,874	28,594.69	36,788.78	45,164.28	190,986.34	21,695.30	32,080.01	131,795.82	88%
Facilities - Rent/Maintenance/Utilities	1,244,595	92,978.31	118,958.71	88,264.02	104,495.65	102,406.64	132,232.94	113,194.78	60%
Other Operating Expenses	2,292,345	152,008.57	167,439.73	169,979.11	162,467.24	195,095.64	164,318.18	186,217.39	52%
Client Support Costs	537,157	56,709.72	32,016.09	32,364.80	31,446.03	31,920.32	27,221.11	28,787.13	45%
Consultant/Professional Providers	10,560,642	672,189.07	743,106.80	719,566.06	753,409.97	825,478.00	661,157.80	766,303.66	49%
TOTAL EXPENSE	\$ 36,814,843	\$ 2,454,091.75	\$ 2,677,277.45	\$ 2,660,577.02	\$ 2,834,756.49	\$ 2,708,435.42	\$ 2,620,997.40	\$ 2,736,760.31	\$ 18,692,895.84
REVENUES - OPERATING									
Local Funds									
County Funds	1,146,995	92,362.28	93,507.02	97,356.68	94,432.49	93,452.52	93,773.75	101,610.86	58%
Patient Fees Insurance/Reimbursement	871,625	64,999.24	60,718.79	84,354.00	130,911.59	40,167.96	43,230.75	64,566.97	56%
Miscellaneous Local Income	1,767,561	72,184.44	79,110.64	86,319.56	113,201.92	67,694.26	58,920.62	132,887.46	35%
Earned/Grant Income	3,786,181	229,545.96	233,336.45	268,030.24	338,546.00	201,314.74	195,925.12	299,065.29	
HUD - Transitional/Permanent Housing Recovery - Fee for Services / Grants	677,234	50,000.00	77,430.20	65,201.25	(14,273.42)	39,015.81	31,891.29	35,253.75	42%
Title XIX - Medicaid	4,350,299	250,450.00	228,448.63	200,132.81	235,965.25	270,145.03	248,783.44	263,183.65	39%
Transportation - Federal/State	3,930,516	145,144.35	193,795.54	172,076.59	203,333.31	178,107.96	210,010.40	193,265.17	33%
Medicaid 1115 Waiver/Misc Federal	4,214,864	225,700.00	297,521.94	269,400.31	435,095.44	402,348.96	364,737.46	317,594.28	55%
Other State/Federal Funds/MAC	3,537,756	294,812.92	308,560.75	317,812.92	324,812.92	332,253.82	303,776.09	364,705.15	64%
Performance Contract DSHS & DADS	1,240,300	70,273.83	77,416.42	87,385.65	68,841.03	66,005.65	73,345.58	82,271.11	42%
General Revenue - MH (Adult & Child & Veis) - 10%	17,950,968	1,036,381.10	1,183,173.48	1,112,009.53	1,253,774.53	1,292,877.23	1,232,544.26	1,256,273.11	
General Revenue - Regional Hospital	6,609,440	532,079.74	531,079.74	531,079.74	544,367.31	543,406.64	511,084.82	515,912.97	56%
General Revenue - NGM (Adult & Child)	4,058,304	340,187.17	340,187.17	340,187.17	340,187.27	337,445.44	342,945.44	342,945.44	59%
General Revenue - Crisis Services - 10%									#DIV/0!
General Revenue/Permanency Plan - IDD	1,124,716	104,039.24	104,039.24	104,039.24	104,039.32	106,325.27	103,719.60	99,763.60	65%
Federal Block - MH (Adult & Child) and Crisis	2,221,852	170,390.04	178,317.87	188,789.97	185,046.91	169,818.92	170,096.90	176,475.09	56%
TOTAL REVENUES	1,061,382	82,948.58	82,948.58	82,948.58	82,948.58	82,948.58	82,948.58	82,948.58	55%
SUBTOTAL OPERATING (Rev-Exp)	15,077,694	1,229,644.77	1,236,572.60	1,247,044.70	1,256,589.39	1,239,944.85	1,210,795.35	1,218,045.68	
(1)	\$ 36,814,842	\$ 2,495,571.83	\$ 2,653,082.53	\$ 2,627,084.47	\$ 2,848,909.92	\$ 2,734,136.82	\$ 2,639,264.73	\$ 2,773,384.08	\$ 18,771,434.38
FUND BALANCE EXPENDITURES (NOT Inc. above)									
Flexible Spending									
Flexible Spending - MH Adult	-	100.00	2,600.00	300.00	226.01	1,700.00	348.85	186.81	5,461.67
Flexible Spending - IDD Services	-	2,850.00	1,510.00	480.00	1,240.00	450.12	754.97	-	7,285.09
All Center Staff Recognition	-	-	-	-	-	-	-	-	-
IDD Services - Community Support	-	5,910.00	5,571.00	7,857.50	4,914.00	2,709.50	5,980.50	7,222.50	40,165.00
Connect Transit	-	-	-	-	-	-	-	-	-
Connect Transit - Brazoria County	-	-	-	-	-	-	-	-	-
Asset Management - Special Facility Projects	-	-	-	-	-	-	-	-	-
Capital Projects - MIS Services	-	-	-	-	-	-	-	-	-
Capital Projects - Major Facility/Equipment	-	-	-	-	-	-	-	-	-
SUBTOTAL FUND BALANCE EXPENSE	\$ -	\$ 8,860.00	\$ 9,681.00	\$ 8,637.50	\$ 6,380.01	\$ 4,859.62	\$ 7,084.32	\$ 7,409.31	\$ 52,911.76
VARIANCE (REV-EXP) - w/o Self Funded Health Plan	\$ 32,620.08	\$ (33,875.92)	\$ (33,875.92)	\$ (42,130.05)	\$ 7,773.42	\$ 20,841.78	\$ 11,183.01	\$ 29,214.46	\$ 25,626.78
SELF FUNDED HEALTH INSURANCE PLAN (NOT Inc. above)									
Health Insurance Fund Expenses (Claims & Admin)	-	151,407.61	214,090.46	254,517.59	350,858.52	236,517.53	154,464.18	178,776.67	1,540,632.56
Health Insurance Funding	-	238,505.23	247,721.42	251,052.02	243,446.09	237,172.73	239,188.72	231,110.55	1,688,196.76
SUBTOTAL HEALTH INSURANCE PLAN	\$ -	\$ 87,097.62	\$ 33,630.96	\$ (3,465.57)	\$ (107,412.43)	\$ 655.20	\$ 84,724.54	\$ 52,333.88	\$ 147,564.20
OVERALL FINANCIAL VARIANCE (REV-EXP) - w/Self Funded Health	\$ 119,717.70	\$ (244.96)	\$ (45,595.62)	\$ (99,639.01)	\$ 21,496.98	\$ 21,496.98	\$ 95,907.55	\$ 81,548.34	\$ 173,190.98

The Gulf Coast Center
FY2018 Monthly Board Financial Review

Unaudited as of 3/31/2018

Fiscal Year 2018 Unaudited Centerwide General Fund Balance Status

Total General Fund Balance as of 08/31/17 (Audited)..... \$ (2,228,955)

FY2018 Year-to-Date Reported Expense and Revenue Totals (Unaudited)

Expenditures	Operational	18,639,984	
	Non-Operational	-	
	Fund Balance	52,912	18,692,896
Revenues	Operational	18,771,434	
	Non-Operational	-	18,771,434
			\$ 78,539

Total General Fund Balance Year-to-Date (Unaudited)..... \$ (2,307,494)

Board Committed Use General Funds (Fiscal Year Committed)

Capital Projects - Facility (FY2008-FY2011)	(200,000)		
Capital Projects - Facility (FY2013)	(100,000)		
Capital Projects - Facility (FY2014)	(100,000)		
Capital Projects - Facility (FY2015)	(150,000)	(550,000.00)	
fy2008-fy2015 Expenditure		408,065.86	
fy2016 Expenditure		31,088.00	
fy2017 Expenditure		-	
fy2018 Expenditure		-	
			(110,846)
Capital Projects - IT (FY2003-FY2014)	(600,000)		
Capital Projects - IT (FY2015)	(150,000)		
Capital Projects - IT (FY2017)	(140,000)	(890,000.00)	
fy2003-fy2015 Expenditure		677,587.43	
fy2016 Expenditure		-	
fy2017 Expenditure		66,432.75	
fy2018 Expenditure		-	
			(145,980)
IDD Community Service Support (FY2011)	(200,000)		
IDD Community Service Support (FY2014)	(100,000)		
IDD Community Service Support (FY2016)	(100,000)	(400,000.00)	
fy2011-fy2015 Expenditure		263,360.65	
fy2016 Expenditure		57,046.30	
fy2017 Expenditure		27,159.00	
fy2018 Expenditure		40,165.00	
			(12,269)
Connect Transit (FY2015) LJ Urban	(320,000)	(320,000.00)	
fy2016-fy2017 Expenditure		-	
fy2018 Expenditure		-	(320,000)
Connect Transit (FY2013) General Services	(422,869)	(422,869.00)	
fy2015-fy2016 Expenditure		300,000.00	
fy2017 Expenditure		-	
fy2018 Expenditure		-	
			(122,869)
Major Facility Repairs (FY2014)	(186,940)	(186,940.00)	
fy2014-fy2015 Expenditure		186,940.00	
fy2016 Expenditure		-	
fy2017 Expenditure		-	
fy2018 Expenditure		-	
			-
Flexible Spending Supports (FY2004)	(400,000)		
Flexible Spending Supports (FY2013)	(100,000)	(500,000.00)	
fy2005-fy2015 Expenditure		456,602.07	
fy2016 Expenditure		18,880.53	
fy2017 Expenditure		9,984.17	
fy2018 Expenditure		12,746.76	
			(1,786)

(713,750)

Total General Fund Balance Year-to-Date (Unaudited)

\$ (2,307,494)

Unrestricted Use General Fund Balance (Unaudited)

\$ (1,593,743)

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The Gulf Coast Center

FY2018 Monthly Fund Balance Report

Unaudited as of 03/31/2018

Fiscal Year 2018 Unaudited Centerwide General Fund Balance Status												
Total General Fund Balance as of 08/31/17 (Unaudited)..... \$ (2,228,955)												
FY2018 Monthly Reported Expense and Revenue Totals (Unaudited)												
	September	October	November	December	January	February	March	April	May	June	July	August
Operational Expenses:	2,454,092	2,677,277	2,660,577	2,834,756	2,708,435	2,620,997	2,736,760					
Non-Operational Expenses:												
Fund Balance Expenses:	8,860	9,681	8,638	6,380	4,860	7,084	7,409					
Total Expenses:	2,462,952	2,686,958	2,669,215	2,841,137	2,713,295	2,628,082	2,744,170	-	-	-	-	-
Operational Revenues:	2,495,572	2,653,083	2,627,084	2,848,910	2,734,137	2,639,265	2,773,384					
Non-Operational Revenues:												
Fund Balance Revenues:												
Total Revenues:	2,495,572	2,653,083	2,627,084	2,848,910	2,734,137	2,639,265	2,773,384	-	-	-	-	-
Net increase/decrease to	32,620	(33,876)	(42,130)	7,773	20,842	11,183	29,214	-	-	-	-	-
Fund Balance												
Total General Fund Balance:	(2,261,575)	(2,295,451)	(2,337,581)	(2,329,808)	(2,308,966)	(2,297,783)	(2,268,568)	(2,268,568)	(2,268,568)	(2,268,568)	(2,268,568)	(2,268,568)
Avg. Cost per day:	81,803	86,364	88,686	91,444	87,369	93,607	88,283	-	-	-	-	-
DAYS OF OPERATION	28	27	26	25	26	25	26	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

THE GULF COAST CENTER

Regular Board of Trustees Meeting
Brazoria County Community Service Center
101 Tigner, Angleton, TX
Wednesday, March 28, 2018
6:15 pm



"Better community healthcare promoting healthy living."

Minutes

- 1) **Call To Order**– Jamie Travis, Board Chair of the Board of Trustees, convened the regular meeting on Wednesday, March 28, 2018 at 6:29 p.m. at the Brazoria County Community Service Center located at 101 Tigner, Angleton, Texas.

The following Board Members were present: Mary Lou Flynn-Dupart, Jaime Castro, Caroline Rickaway, Rick Price and Stephen Holmes

The following Board Members were absent: Vivian Renfrow, Excused; Linda Coleman, Excused

Also present were: Melissa Tucker, CEO – Gulf Coast Center, Chris Cahill - The Cahill Law Firm, Pam Brown – Parent, Pam Goodson – Parent with son, Matthew Goodson, and several Center staff members.

- 2) **Citizens' Comments**: Pam Brown and Pam Goodson, Brazoria County parents of family members in the Intellectual & Developmental Disabilities program. The parents reported to the board some concerns they have with the IDD Services. The concerns included an expressed high turnover rate with-in the Gulf Coast Center and specifically within IDD Service Coordination. Lack of communication, along with continuum of care and duration of services, were additional concerns expressed with regard to Service Coordination. They also presented solutions for consideration. These included an improved telephone protocol for returning voice mails; better encryption service for email correspondence in order to communicate with consumers and families when requested; issuance of an updated list of supervisors; upgraded trainings, and annual workshops to inform families, communities and other agencies about services offered.
- 3) **Program Report**: Cathy Brown, Director of Special Programs, gave a board presentation with regard to the three Juvenile Justice Programs. Four full time staff members provide services to juvenile offenders who have committed misdemeanor and/or felonies, with many in the transitional phase from residential treatment centers (including the Juvenile Justice Center) back into the home and school environments. Programs goals are the prevention of further immersion into the criminal justice system, along with the identification of barriers to, and supports for successful completion of probation. Programs staff members work with the whole family providing skills training, case management, job readiness and therapy services. Cathy also presented on Youth Prevention Services Program which has three full time staff members and provides services to the target populations comprised of children and adolescents, ages 6-18 years/grades 1-12. Program staff members assess risk and protective factors for

individuals, families and communities and provide hands on creative lessons and a family skills training curriculum. Groups are held in both Galveston and Brazoria Counties. Monica Mehalshick, Director of Recovery Services, provided the Board an overview of the services offered, as well as on the restructure of the Adolescents in Recovery (AIR), Program which included scheduling, focus on the family involvement, and the importance of integrating clinical interventions within the overall program design.

4) Board Member Reports:

- a. Texas Council of Community Centers: None
- b. Texas Council Risk Management Fund: None

5. CEO Report: Melissa Tucker, CEO

- a. 1115 Waiver Status Report: Melissa Tucker, CEO, reported that the 1115 Plan Update for Years 7 & 8 was completed and submitted to UTMB Galveston, as the anchor for Region 2 Gulf Coast Center is a performing provider in Region 2. UTMB will forward the plan to HHSC by April 30th. As discussed previously, the Plan Update focuses on a system-wide approach, which is in alignment with the Gulf Coast Center's goal to becoming a Certified Behavioral Health Center.
- b. Mid-Year Center Review: Deferred.
- c. Communication Development Efforts: Melissa Tucker, CEO, reported on two Community-based meetings - Galveston County Justice and Mental Health Collaboration, specific to SB292 award. She also reported on a meeting involving emergency management, law enforcement, a school district, and Juvenile Justice Department within Galveston County regarding coordination and collaboration in the area of crisis response to a community incident.
- d. Hurricane Harvey Update: Melissa Tucker, CEO, provided a written monthly report. Board indicated no need to continue providing a monthly update.

6. Operations Report:

- a. Community Mental Health Hospital/Continuity of Care Services: Sarah Holt, Chief Nursing Officer, gave a brief update on St. Joseph Behavioral Health Hospital.
- b. Planning & Development of Centralizers Scheduling: Jerry Freshour, COO, stated that key staff members have been working on a plan for centralizing and standardizing medical prescriber scheduling. This will include the development of policies and procedures for standardized scheduling. The overarching goal is to decrease the number of days that a patient waits for an initial appointment with a prescriber. Standardization of scheduling will allow prescriber time to be used more efficiently.
- c. IDD Provider Services-Facility Changes: Jerry Freshour, COO, gave a brief discussion on the IDD Provider services and facility changes. The IDD staff members have been co-located to the Mackey building.

- d. Youth Behavioral Health Services-Satellite Project Completion: Jerry Freshour, COO, stated that satellite project was successful resulting in continuation of the Angleton Youth Behavioral Health clinic as a satellite location, and the posting and hiring of a Center Trainer specific to Smartcare navigation and clinical documentation.
- e. Quarterly Board Report – FY18 Quarters 1 & 2: Jerry Freshour, COO, gave an update on the FY2018 Quarterly Board report for quarters one and two.

7. Budget, Finance and Admin Reports:

- a. Financial & Operational Monthly Report & YTD Summary: Rick Elizondo, CFO, reported for the month of February the Center's preliminary year-to-date operational expenses totaled \$2,260,997.40 and operational revenue totaled \$2,639,264.73; for an operational surplus of \$18,267.33. Overall Financial variance for the year is \$91,642.64.
- b. Vehicle Replacement Schedule Update: Rick Elizondo, CFO, updated the board regarding the vehicles leased through Enterprise Rental. The vehicles are being turned in as the leases expire.
- c. Sale of Property Update: Rick Elizondo, CFO, gave the following update:
 - a. Transitional Houses – realtor suggest lowering the price due to needed A/C repairs. Mary Lou Flynn-Dupart suggested lowering the listing price to \$289,500 and the board agreed;
 - b. Coombs Building is under contract;
 - c. Jones Building has had two showings;
 - d. Lone Oak Ranch had four to five inquires this month but no change at this time.

8. Consent Agenda:

Consideration and Approval of Recommendations and Acceptance of Consent Agenda Items.

(Consent agenda items may be pulled from this consideration for individual action or presentation.)

a. Review and approval of February 28, 2018 board meeting minutes.

On motion by Mary Lou Flynn-Dupart, seconded by Jaime Castro, the board voted the approval of the February 28, 2018 board meeting minutes. The motion carried with all members voting in favor.

b. Review and approval of February 2018 check register:

On motion by Mary Lou Flynn-Dupart, seconded by Jaime Castro, the board voted the approval of the February 2018 check register. The motion carried with all members voting in favor.

9. Action Items:

All Action items terminate at the end of FY 2017 unless indicated otherwise

- a. **To demonstrate staff appreciation, consider approval of a Mental Wellness Day permitting 8 hours of time off to be taken by employees and approved by supervisors between April 1, 2018 and August 31, 2018.**

On motion by Mary Lou Flynn-Dupart, seconded by Rick Price, the board voted the approval of a Mental Wellness Day permitting 8 hours of time off to be taken by employees and approved by supervisors between April 1, 2018 and August 31, 2018. The motion carried with all members voting in favor.

b. Consider approval of Center's revised Payment of Leave Balance policy effective March 1, 2018.

On motion by Mary Lou Flynn-Dupart, seconded by Caroline Rickaway, the board voted the approval of Center's revised Payment and Leave Balance policy effective March 1, 2018. Following discussion the motion carried with all members voting in favor.

c. Consider approval of a Gulf Coast Center Board Resolution approving the Connect Transit program of projects for federal transit administration (CTA) section 5307 funding for the FY2017 operating period. Description: Federal, state, and regional procedures require that Gulf Coast Center create a Program of Projects which delineates intended utilization of federal formula transit funding. Connect Transit FY17 Urbanized Area Program of Projects for Texas City/LaMarque is \$1,418,392; Lake Jackson/Angleton is \$1,076,665 utilizing the federal funding formula.

On motion by Mary Lou Flynn-Dupart, seconded by Jaime Castro, the board voted the approval of a Gulf Coast Center Board Resolution approving the Connect Transit program of projects for federal transit administration (CTA) section 5307 funding for the FY2017 operating period. The motion carried with all members voting in favor.

d. Consider approval of a Gulf Coast Center Board Resolution approving the Goodman Corporation work order #12 for a Clute mobility strategy. Description: The City of Clute is committing \$40,000 and Gulf Coast Center is committing \$120,000 in FY2018 of local resources to complete the Clute Mobility Strategy.

On motion by Mary Lou Flynn-Dupart, seconded by Stephen Holmes, the board voted the approval of a Gulf Coast Center Board Resolution approving the Goodman Corporation work order #12 for a Clute mobility strategy. The motion carried with all members voting in favor.

e. Consider approval of the Interlocal Agreement with the City of Clute to create a plan to identify and implement an infrastructure strategy tied to economic development to enhance transit and pedestrian access, to spur downtown development, create connections to activities and schools, provide bikeway access, and create roadway related mobility improvements. Term: 12 months.

On motion by Mary Lou Flynn-Dupart, seconded by Stephen Holmes, the board voted the approval of the Interlocal Agreement with the City of Clute to create a plan to identify and implement an infrastructure strategy tied to economic development to enhance transit and pedestrian access, to spur downtown development, create connections to activities and schools, provide bikeway access, and create roadway related mobility improvements. The motion carried with all members voting in favor.

- f. Consider the approval of the Interlocal Agreement with the City of Angleton to partner together to utilize previously programmed FTA Section 5307 resources to implement sidewalks, ADA ramps, and transit shelters which are supportive of fixed route ridership. Term: 12 months, Approximate Total Cost is \$250,000 (City of Angleton is \$50,000 (20% match); Gulf Coast Center is \$200,000).

On motion by Mary Lou Flynn-Dupart, seconded by Stephen Holmes, the board voted the approval of the Interlocal Agreement with the City of Angleton to partner together to utilize previously programmed FTA Section 5307 resources to implement sidewalks, ADA ramps, and transit shelters which are supportive of fixed route ridership. The motion carried with all members voting in favor.

- g. Consider the approval of a Gulf Coast Center Board Resolution approving the Goodman Corporation work order #13 for sidewalk, ramp, and transit shelter implementation in City of Angleton in the amount of \$67,500.00.

On motion by Mary Lou Flynn-Dupart, seconded by Stephen Holmes, the board voted the approval of a Gulf Coast Center Board Resolution approving the Goodman Corporation work order #13 for sidewalk, ramp, and transit shelter implementation in City of Angleton in the amount of \$67,500. The motion carried with all members voting in favor.

- h. Consider the approval of the Interlocal Agreement with the City of Angleton to pursue discretionary federal and state mobility funding (funding through the Houston-Galveston Area Council's (H-GAC) Transportation Improvement Program (TIP) for the implementation of previously identified sidewalks, ADA ramps, and transit shelters which are supportive of fixed route ridership. Approximate Total Cost is \$3,580,568 (city of Angleton is \$716,114 (20% match); Houston-Galveston Area Council is \$2,864,454).

On motion by Mary Lou Flynn-Dupart, seconded by Caroline Rickaway, the board voted the approval of the Interlocal Agreement with the City of Angleton to pursue discretionary federal and state mobility funding (funding through the Houston-Galveston Area Council's (H-GAC) Transportation Improvement Program (TIP) for the implementation of previously identified sidewalks, ADA ramps, and transit shelters which are supportive of fixed route ridership. The motion carried with all members voting in favor.

- i. Consider approval of Gulf Coast Center Board Resolution agreeing to accept the transfer of federally funded assets from the City of Galveston, and to pay compensation for the remaining local share interest in the transit assets. Description: Connect Transit will begin operation of the League City Park and Ride May 1, 2018. There are 5 Gillig vehicles, which have been used to support the provision of Park and Ride service between Galveston and League City which have approximately 50% of their useful life remaining. Equitable interest in the Gillig transit vehicles will not exceed \$100,000.

Deferred.

- j. **Consider ratification of the renewal agreement with The Harris Center for Mental Health and IDD for the purpose of providing crisis intervention helpline services to consumer callers and the Brazoria and Galveston County communities. Term: March 1, 2018 to February 28, 2019. Cost: \$6,720.00/month for a call volume between 501 to 750 calls per month.**

On motion by Mary Lou Flynn-Dupart, seconded by Jaime Castro, the board voted the ratification of the renewal agreement with The Harris Center for Mental Health and IDD for the purpose of providing crisis intervention helpline services to consumer callers and the Brazoria and Galveston County communities. The motion carried with all members voting in favor.

- k. **Consider approval of the new Letter of Authorization and NonDisclosure Agreement with The SpyGlass Group, LLC for the purpose of performing telecom management billing analysis.**

On motion by Caroline Rickaway, seconded by Mary Lou Flynn-Dupart, the board voted the approval of the new Letter of Authorization and NonDisclosure Agreement with The SpyGlass Group, LLC for the purpose of performing telecom management billing analysis. The motion carried with all members voting in favor.

- l. **Consider approval of the following 2 local plans:**

- 2018 Consolidated Local Service Plan – Completed every 2 years, this plan communicates the Center's service priorities and plans to its stakeholders. It describes an array of local services and the manner in which the local service delivery system will respond to crisis situations, diverting individuals from the criminal justice system and emergency rooms. Encompasses the service planning requirements for the Center. The CLSP has three sections: Local Services and Needs, the Psychiatric Emergency Plan, and Plans and Priorities for System Development.

On motion by Mary Lou Flynn-Dupart, seconded by Caroline Rickaway, the board voted the approval of the 2018 Consolidated Local Service Plan – Completed every 2 years this plan communicates the Center's service priorities and plans to its stakeholders. It describes an array of local services and the manner in which the local service delivery system will respond to crisis situations, diverting individuals from the criminal justice system and emergency rooms. Encompasses the service planning requirements for the Center. The CLSP has three sections: Local Services and Needs, the Psychiatric Emergency Plan, and Plans and Priorities for System Development. The motion carried with all members voting in favor.

- 2018 Provider Network Development Plan – completed every 2 years to determine if there are any providers interested in providing full level of care services in our area. The plan only addresses services for the non-Medicaid population.
Deferred.

10. **Pending or Revised Action Items:** None

Pending or revised items are those items which were on a prior board agenda but not completely resolved or there has been a revision since approval. The items may be listed for update purposes or final action by the Board.

11. Calendar.....Jamie Travis, Board Chair

Date	Event	Time	Location
April 25, 2018	Board Meeting	6:30 p.m.	Administration (Mall of the Mainland) Texas City
May 23, 2018	Board Meeting	6:30 p.m.	Angleton
June 20-22, 2018	TX Council Conference		Sheraton, Dallas
July 25, 2018	Board Meeting	6:30 p.m.	Administration (Mall of the Mainland) Texas City
August 22, 2018	Board Meeting	6:30 p.m.	Angleton

12. Executive Session: 8:00

As authorized by Chapter §551.072 of the Texas Government Code for deliberations related to real property.

- a. Consider approval of the sale of the property located at 204 W. Coombs, Alvin, Texas.

13. Return to Open Session: 8:08

14. Action Regarding Executive Session:

- a. On¹ motion by Mary Lou Flynn-Dupart, seconded by Caroline Rickaway, the board approved the sale of the 204 W. Coombs, Alvin property under the existing contract negotiated amount. The motion carried with all members voting in favor.

15. Adjourn:

There being no further business to bring before the Board of Trustees the meeting was adjourned at 8:30 p.m.

Respectfully,

Approved as to Content and Form,

Cathy Claunch-Scott

Secretary to the Board of Trustees

Jamie Travis

Board Chair