

## NOTICE OF MEETING

### MEMBERS OF THE BOARD OF TRUSTEES

The Gulf Coast Center Board of Trustees meeting for the month of December will be held on Wednesday, **December 7, 2016** at **6:30 p.m.** at the **Mainland Community Service Center**, located at **7510 FM 1765, Texas City, Texas.**

Thank you,



Cathy Claunch-Scott  
Secretary to the Board of Trustees

cc: December Board of Trustees File

## THE GULF COAST CENTER

Regular Board of Trustees Meeting  
Mainland Community Service Center  
7510 FM 1765, Texas City, TX 77573  
Wednesday, December 7, 2016  
6:30 pm



### "Better community healthcare promoting healthy living."

1. **Call To Order**.....Jamie Travis, Board Chair
2. **Citizens' Comments**
3. **Program Report**  
    HUD Update .....Melissa Hollman, Contract Manager
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. Transition Update / CQI Team Progress Summary
  - b. 1115 Waiver Status Report
  - c. Communication, Legislative & Community Development Efforts
6. **Operations Report**.....Jerry Freshour, COO
  - a. IDD Services.....Leigh Saunders
  - b. Adult Mental Health.....Sarah Holt
  - c. Recovery Services.....Melissa Tucker
  - d. Child & Adolescent Services.....Amy McMahon
  - e. MIS.....Pam Melgares
  - f. Connect.....Rick Elizondo
7. **Budget And Finance Report** ..... Rick Elizondo, CFO
  - a. Financial Board Monthly & YTD Summary
  - b. Financial & Operational Highlight – Managed Care.....Donna Gordon

**8. Consent Agenda.....Linda Bell, RN 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 October 19, 2016 board meeting minutes (**Pg. 1-4**)
- b. Review and approval of October and November 2016 check register

**9. Action Items.....Linda Bell, RN JD**

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

- a. Consider approval of the renewal agreements with **Kimberly Covert** (Galveston County) and **Charles Robert III** (Brazoria County) for the provision of respite and/or community support services/skills training for nursing facilities and mileage rates.

REIMBURSEMENT RATE	
Respite	Standard base level = \$10/hr; Medical/Behavioral need = \$15/hr
Community Support	Standard base level = \$13/hr
Skills Training Nursing Facility	Independent Living Skills \$18/1 per hr
Mileage	0-5=\$3; 6-12=\$6; 13-20=\$9; 20-25=\$15; 33-40=\$18

- b. Consider approval of the FY17 Addendum with **TWG Investments, LTD dba The Wood Group** to provide crisis respite services for individuals with co-occurring diagnosis. Amount not to exceed: \$13,500.00.
- c. Consider approval of the agreement with **East Texas Behavioral Healthcare Network** to provide 24 hour crisis telemedicine services for individuals with co-occurring diagnosis. Reimbursement Rate: \$175/per hr Mon-Fri 8AM-5PM; \$225/per hr Mon-Fri 5PM-8AM "On Call"
- d. Consider approval of the new agreement with **Pamela Edson** and **Kendra Satterfield** to provide specialized therapies – behavior support for both Galveston and Brazoria counties. Amount not to exceed: \$10,000.00
- e. Consider approval of the revised Resolution "Adoption Agreement for Eligible Governmental 457 Plan".

- f. Consider approval of the rate changes and amount not to exceed for the Recovery Services Contract listed in the table below:

	TRA-Detox	TRA-Intensive	TRA-Supp	TRF-Detox	TRF-Intensive	TRF-Supp
Revised Rates	\$191.00	\$73.00	\$35.00	\$191.00	\$78.00	\$68.00
Santa Maria	\$10,000.00	\$10,000.00	-	-	-	-
ADA	-	\$130,624.90	\$4,063.00	-	\$123,893.92	\$46,375.00
BARC	\$78,000.00	\$83,624.69	\$28,309.00	-	-	-
ADAPT	\$322,378.00	\$231,254.69	\$11,500.00	\$99,129.00	\$4,221.51	\$30,625.00
On the Path To Recovery	-	\$603,623.68	\$58,328.00	-	-	\$25,000.00

- g. Consider approval to authorize the Center's CEO to negotiate for adequate Administration Services lease space with 2015 Shops on the Mainland LLC.:

## 10. Pending or Revised Action Items.....Linda Bell, RN 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. Rate Change Only for Lifetime Homecare HCS, LLC to \$275/day instead of \$350/day

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

Date	Event	Time	Location
Thurs, Nov 10, 2016	Legislative Forum	7:00 pm	Lake Jackson Civic Center, 333 Hwy 332 E, Lake Jackson
Wed, Jan 25, 2017	Board Meeting	6:30 pm	Angleton
Jan 18-21, 2017	Texas Council		Austin
Wed, Feb 22, 2017	Board Meeting	6:30 pm	Texas City
Wed, March 22, 2017	Board Meeting	6:30 pm	Angleton
Wed, April 19, 2017	Board Meeting	6:30 pm	Texas City
April 26-29, 2017	Texas Council		Austin
Wed, May 24, 2017	Board Meeting	6:30 pm	Angleton
June 28-30, 2017	Texas Council Conference		Moody Gardens, Galveston
July 19, 2017	Board Meeting	6:30 pm	Texas City
August 23, 2017	Board Meeting	6:30 pm	Angleton

## 12. Executive Session

*Pursuant to Texas Government Code §551.071 the Board will convene in closed session to discuss legal matters with its Attorney related to open DOL claim and pending or contemplated litigation.*

*If you need additional assistance to effectively participate in or observe this meeting please contact (409) 763-2373 at least 24 hours prior to the meeting so that reasonable accommodations can be made to assist you.*

*As authorized by Chapter 551 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**





**GULF COAST CENTER  
BOARD OF TRUSTEES MEETING**

Wednesday, October 19, 2016  
Brazoria Community Service Center  
101 Tigner, Angleton, TX

**MINUTES**

1. **CALL TO ORDER** – Jamie Travis, Board Chair of the Board of Trustees, convened the regular meeting on Wednesday, October 21, 2016 at 6:31 p.m. at the Brazoria Community Service Center located at 101 Tigner, Angleton, Texas.

**The following Board Members were present:** Mary Lou Flynn-Dupart; Jaime Castro, Linda Coleman, Vivian Renfrow and Trey Picard

**The following Board Members were absent:** Caroline Rickaway, Excused

**Also present were:** Melissa Tucker, CEO – Gulf Coast Center, Chris Cahill – Mills, Shirley and other Center staff.

2. **CITIZENS' COMMENTS:** None

3. **BOARD MEMBERS' REPORTS:** None

4. **PROGRAM PRESENTATION:** Melissa Tucker, CEO updated the Board regarding the 1115 Waiver Projects. The plan is move forward with nine of the twelve projects. Those nine are SLECT; Safe Harbor; Transitions; Wellness & Recovery; Smoking Cessation; Peer Support; Integrated Health Care; Ambulatory Detox and IDD Respite. The two projects that the Center isn't renewing are Crisis Respite and CAT/WRAP/CET. Telemedicine is on hold due to the need to research feasibility of serving the required high number of individuals with respect to the increased physician time required to serve these individuals. During the DY6A the projects are not permitted to change, with the exception of changes incurred through continuous quality improvement cycles. The next reporting period is in April.

5. **ACTION ITEMS:**

- a. **Review and approval of previous meeting minutes: September 28, 2016.**

On motion by Jaime Castro, seconded by Vivian Renfrow, the board voted to approve the September 28, 2016 meeting minutes. The motion carried with all members voting in favor.

- b. **Consider the approval of the September 2016 check register.**

On motion by Mary Lou Flynn-Dupart, seconded by Jaime Castro the board voted to approve the September 2016 check register. The motion carried with all members voting in favor.

- c. **Consider the approval of the revised Gulf Coast Center vision and mission statements.**

On motion by Mary Lou Flynn-Dupart, seconded by Linda Coleman the board voted to approval of the revised Gulf Coast Center vision and mission statements. Vision: Better Community Healthcare Promoting Healthy Living Mission: Provide accessible, efficient and quality service to support the independent and healthy living of those we serve. Following discussion the motion carried with all members voting in favor.

**ADMINISTRATION SERVICES ACTION ITEMS:**

- d. **Consider the approval of the FY17 agreement with MJ Naschke Public Relations to render services in the areas of marketing and public relations.**

On motion by Mary Lou Flynn- Dupart, seconded by Jaime Castro the board voted to approve the FY17 agreement with MJ Naschke Public Relations to render services in the areas of marketing and public relations. Following discussion the motion carried with all members voting in favor.

**CONNECT SERVICES ACTION ITEMS:**

- e. **Consider the approval of the awarded contract with Creative Bus Sales through RFP Solicitation #2016-Connect-002 for the purchase of medium duty buses for a period of 5 years with an initial order of 4 buses not to exceed \$460,084.00 total. The Center has an option available to purchase 22 additional buses on this contract.**



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On motion by Mary Lou Flynn-Dupart, seconded by Linda Coleman the board voted to approve the awarded contract with Creative Bus Sales through RFP Solicitation #2016-Connect-002 for the purchase of medium duty buses for a period of 5 years with an initial order of 4 buses not to exceed \$460,084.00 total. The Center has an option available to purchase 22 additional buses on this contract. The motion carried with all members voting in favor.

**IDD SERVICES ACTION ITEMS:**

- f. **Consider the approval of the FY17 renewal agreement with Lifetime Homecare HCS, LLC for crisis respite services. Term: FY17 Total Amount not to exceed: \$90,000.00 Description: The Center entered into an agreement with Lifetime in July 2016 due to an emergency crisis situation. IDD services intend to utilize Lifetime for crisis respite services at \$350/day as well as a \$1,500 monthly retainer to insure immediate access. Currently Lifetime is currently located in Harris County.**

On motion by Mary Lou Flynn-Dupart, seconded by Jaime Castro the board voted the approval of the FY7 renewal agreement with Lifetime Homecare HCS, LLC for crisis respite services. The motion carried with all members voting in favor.

- g. **Consider the approval of the FY17 renewal agreement with Hirsh and Associates for IDD Intake and Assessment Network of providers. Term: September 1, 2016 to August 31, 2017 Rate: \$35/assessment (No change from FY16) Description: The Center published an Open Enrollment Application process in April 2015 seeking licensed psychologists with experience working with individuals with disabilities to perform Determination of Eligibility services for individuals seeking services within our service area.**

On motion by Mary Lou Flynn-Dupart, seconded by Jaime Castro the board voted the approval of the FY7 renewal agreement with Hirsh and Associates for IDD Intake and Assessment Network of providers. The motion carried with all members voting in favor.

- h. **Consider approval of the renewal agreements listed below for the provision of respite and/or community support services/skills training for nursing facilities and mileage rates in Galveston County. Term: September 1, 2016 to August 31, 2017.**

Providers:					
Coni Carter	Katrina Moran	Caroline James	Dorothy Hughes	Constance Freuden	Evelyn Nolan Turner
Felicia Ward	Eleanor Pope	Shivera Millsap	Shandrekh Purdy	Patricia Petteway	Holland Vanden Bossche
Lorie Chinn	Annie Burton	Fareena Hosein	Cheryl Kennard	Cynthia Martinez	

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

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

**Reimbursement Rate for Skills training for nursing facilities:** Independent Living Skills \$18.00/1 per hour

**Reimbursement Rate for Mileage:** 0-5miles=\$3.00; 6-12 miles=\$6.00; 13-20 miles=\$9.00; 20-25 miles=\$12.00; 26-32 miles=\$15.00 and 33-40 miles=\$18.00

**Description:** The Non-Traditional Providers (NTP) is 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.

On motion by Trey Picard, seconded by Mary Lou Flynn-Dupart the board voted the approval of the renewal agreements listed above for the provision of respite and/or community support



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**MINUTES**

services/skills training for nursing facilities and mileage rates in Galveston County. The motion carried with all members voting in favor.

- i. **Consider approval of the renewal agreements listed below for the provision of respite and/or community support services/skills training for nursing facilities and mileage rates in Brazoria County. Term: September 1, 2016 to August 31, 2017.**

Providers:					
Amanda Almoney	Michael Andrada	Jennifer Bertrand	Yolanda Martinez	Cindy Morris	Joshua Walker
Jeanette Davidson	Maria DeJulian	Stephen Edwards	Hilda Prewitt	Althea Thomas	
Sharon Holloway	Veronica Jackson	Marie Jimenez	Deborah Shuler	Michael Tupin	

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

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

**Reimbursement Rate for Skills training for nursing facilities:** Independent Living Skills \$18.00/1 per hour

**Reimbursement Rate for Mileage:** 0-5 miles=\$3.00; 6-12 miles=\$6.00; 13-20 miles=\$9.00; 20-25 miles=\$12.00; 26-32 miles=\$15.00 and 33-40 miles=\$18.00

**Description:** The Non-Traditional Providers (NTP) is 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.

On motion by Trey Picard, seconded by Mary Lou Flynn-Dupart the board voted the approval of the renewal agreements listed above for the provision of respite and/or community support services/skills training for nursing facilities and mileage rates in Brazoria County. The motion carried with all members voting in favor.

**MH ADULT SERVICES ACTION ITEMS:**

- h. **Consider approval of the MOU with Soluta, Inc. to provide psychiatric and mental health services and pharmacy services in the Galveston County Jail as a result of RFP#B152015 issued by the Galveston County Purchasing Agent.**

**Amount not to exceed: \$14,166.67/monthly**

**Description: Boon-Chapman is the award recipient of the RFT#152015 related to Inmate Health Services Boon-Chapman has designated Soluta, Inc. as the subcontractor to provide said services in the jail**

On motion by Jaime Castro, seconded by Vivian Renfrow the board voted to approve the MOU with Soluta, Inc. to provide psychiatric and mental health services and pharmacy services in the Galveston County Jail. The motion carried with all members voting in favor.

**LEASE ACTION ITEMS:**

- k. **Consider approval of the renewal Facility Use Agreement with ARC of the Gulf Coast for utilization of 204 W. Coombs, Alvin, TX 77511 as their primary business space. Term: November 1, 2016 to October 31, 2017. Lease Amount: \$200/monthly.**

On motion by Vivian Renfrow, seconded by Mary Lou Flynn-Dupart the board voted the approval of the renewal Facility Use Agreement with ARC of the Gulf Coast for utilization of 204 W. Coombs, Alvin, TX 77511 as their primary business space.



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**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. NO PENDING ACTIONS

**7. CHIEF EXECUTIVE OFFICERS CALENDAR: Melissa Tucker**

- Review of financial report: Rick Elizondo, Chief Financial Officer, reported that for the month of September the Center preliminarily recognized year-to-date operational expenses \$2,781,614.46 and operational revenue of \$2,797,233.99; for an operational surplus of \$15,618.69. Melissa Tucker, CEO gave a brief update on utilizing space efficiently. No action required
- Presentation and review of state comparative reports: None
- Review and discussion of ETBHN: Melissa Tucker, CEO gave a brief update on ETBHN moving toward managed care project. No action required
- Review Texas Council Community MHMR Center Activities and updates: None
- Executive Director's Legislative update: Melissa Tucker, CEO gave information on the upcoming 2016 Legislative Forum. November 10 at the Lake Jackson Civic Center No action required
- 1115 Update (Presentation: None
- Connect Transit Update: None
- HUD/Transitional Housing Update: Melissa Hollman, Contract Manager/QM Supervisor gave a brief update regarding the three residents that will be placed in a safe environment before the closure date of January 31<sup>st</sup>. No action required
- FY16 4<sup>th</sup> Quarter Board Report: Melissa Hollman, Contract Manager/QM Supervisor gave a brief update regarding the 4<sup>th</sup> quarter board report. No action required
- Presentation of calendar of upcoming events:
  - November 10<sup>th</sup> – 2016 Legislative Forum – 7:00 – 9:00 pm – Lake Jackson Civic Center, Plaza 1 & 2 Hwy 332 E., Lake Jackson, TX 77566
  - June 28-30, 2017 – Texas Council Annual Conference – Moody Gardens, Galveston

**8. ADJOURN**

There being no further business to bring before the Board of Trustees the meeting was adjourned at 7:13 p.m.

Respectfully,

\_\_\_\_\_  
Cathy Claunch-Scott

Secretary to the Board of Trustees

Approved as to Content and Form,

\_\_\_\_\_  
Jamie Travis

Board Chair

