



NOTICE OF MEETING

MEMBERS OF THE BOARD OF TRUSTEES

The Gulf Coast Center Board of Trustees meeting for the month of February will be held on Wednesday, **February 22, 2017** at **6:30 p.m.** at the **Galveston Community Service Center**, located at **7510 FM 1765, Texas City, Texas.**

Thank you,

Cathy Claunch-Scott
Secretary to the Board of Trustees

cc: February Board of Trustees File

123 ROSENBERG, SUITE 6
GALVESTON, TEXAS 77550

409.763.2373
FAX 409.763-5538

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
 Galveston Community Service Center
 7510 FM 1765, Texas City, TX 77591
 Wednesday, February 22, 2017
 6:30 pm



"Better community healthcare promoting healthy living."

- 1. Call To Order**.....Jamie Travis, Board Chair
- 2. Citizens' Comments**
- 3. Program Report**
Managed Care Change Efforts.....Donna Gordon & Virginia Smith
- 4. Board Member Reports**
 - a. Texas Council of Community CentersJamie 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**.....
 - a. IDD Services.....Jerry Freshour
 - 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, Finance and Admin Reports**
 - a. Financial Board Monthly & YTD Summary.....Rick Elizondo
 - b. Financial & Operational Highlight – Managed Care.....Rick Elizondo

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 January 25, 2017 board meeting minutes **(Pg. 1-6)**
- b. Review and approval of January 2017 check register

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

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

- a. Consider ratification of the MOU with ADAPT Programs to provide DOT qualified Substance Abuse Professional for employees or applicants who violate a Department of Transportation drug and alcohol regulation. Reimbursement rate \$325.00/assessment and referral.
- b. Consider review and approval of the revised Center Values.
- c. Consider the approval of the revised Recovery Program Policies and Procedures.
- d. Consider approval of the new agreement with **Malinka Simmons** (Galveston County) for the provision of respite and/or community support services/skills training for nursing facilities and mileage rates. Term: February 7, 2017 through August 31, 2017.

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

- e. Consider approval of the new agreement with **Waymaker, LLC as an** identified Provider in the IDD Provider Services Network as identified. Term: February 1, 2017 to August 31, 2017.

Service	Reimbursement																											
Day Habilitation	<p><i>Funding Source: General Revenue</i></p> <table><tr><td>Service</td><td>.50 unit = min. 2 hrs</td><td>1 unit = min. 5 hrs</td></tr></table> <p><u>Direct Service</u></p> <ul style="list-style-type: none">Day Habilitation \$13.50/ ½ unit \$27.00/unit <p><i>Funding Source: HCS Funded Services</i></p> <table><tr><td></td><td colspan="3"><u>Unit Rate</u></td></tr><tr><td>Service</td><td>.50 unit</td><td>.75 Unit</td><td>1 unit</td></tr><tr><td>• LON 1</td><td>\$10.48</td><td>\$15.72</td><td>\$20.95</td></tr><tr><td>• LON 5</td><td>\$11.66</td><td>\$17.49</td><td>\$23.32</td></tr><tr><td>• LON 8</td><td>\$14.11</td><td>\$21.17</td><td>\$28.22</td></tr><tr><td>• LON 6</td><td>\$19.03</td><td>\$28.55</td><td>\$38.05</td></tr></table>	Service	.50 unit = min. 2 hrs	1 unit = min. 5 hrs		<u>Unit Rate</u>			Service	.50 unit	.75 Unit	1 unit	• LON 1	\$10.48	\$15.72	\$20.95	• LON 5	\$11.66	\$17.49	\$23.32	• LON 8	\$14.11	\$21.17	\$28.22	• LON 6	\$19.03	\$28.55	\$38.05
Service	.50 unit = min. 2 hrs	1 unit = min. 5 hrs																										
	<u>Unit Rate</u>																											
Service	.50 unit	.75 Unit	1 unit																									
• LON 1	\$10.48	\$15.72	\$20.95																									
• LON 5	\$11.66	\$17.49	\$23.32																									
• LON 8	\$14.11	\$21.17	\$28.22																									
• LON 6	\$19.03	\$28.55	\$38.05																									
Supported Employment	<p><i>Funding Source: HCS Funded Services</i></p> <table><tr><td>Service</td><td>Rate</td><td>Description</td></tr><tr><td>• Supported Employment</td><td>\$28.14/hr</td><td>Supports on the job</td></tr><tr><td>• Employment Assistance</td><td>\$28.14/hr</td><td>Supports on the job</td></tr></table>	Service	Rate	Description	• Supported Employment	\$28.14/hr	Supports on the job	• Employment Assistance	\$28.14/hr	Supports on the job																		
Service	Rate	Description																										
• Supported Employment	\$28.14/hr	Supports on the job																										
• Employment Assistance	\$28.14/hr	Supports on the job																										
Community Support	<p><i>Funding Source: General Revenue</i></p> <table><tr><td>Service</td><td>Rate</td><td>Timeframes</td></tr><tr><td>• Community Support</td><td>\$19.05/hr</td><td>as Requested (2 individuals those grandfathered in prior to State reduction in General Revenue)</td></tr><tr><td>• Community Support (GR)</td><td>\$13.00/hr</td><td>as Requested (for any additional individuals requesting contract agency community support services over the two grandfathered individuals)</td></tr></table> <p><i>Funding Source: HCS</i></p> <table><tr><td>Service</td><td>Rate</td><td>Timeframes</td></tr><tr><td>Community Support</td><td>\$19.05/hr</td><td>as Requested</td></tr></table>	Service	Rate	Timeframes	• Community Support	\$19.05/hr	as Requested (2 individuals those grandfathered in prior to State reduction in General Revenue)	• Community Support (GR)	\$13.00/hr	as Requested (for any additional individuals requesting contract agency community support services over the two grandfathered individuals)	Service	Rate	Timeframes	Community Support	\$19.05/hr	as Requested												
Service	Rate	Timeframes																										
• Community Support	\$19.05/hr	as Requested (2 individuals those grandfathered in prior to State reduction in General Revenue)																										
• Community Support (GR)	\$13.00/hr	as Requested (for any additional individuals requesting contract agency community support services over the two grandfathered individuals)																										
Service	Rate	Timeframes																										
Community Support	\$19.05/hr	as Requested																										
Specialized Therapies – Individuals in Nursing Facilities	<p><i>Funding Source: Department of Aging & Disability Services</i></p> <table><tr><td>Service</td><td>.50 unit = min. 1-2.9 hrs</td><td>1 unit = min. 3 hrs</td></tr></table> <p><u>Direct Service</u></p> <ul style="list-style-type: none">Day Habilitation \$18.00 \$36.00	Service	.50 unit = min. 1-2.9 hrs	1 unit = min. 3 hrs																								
Service	.50 unit = min. 1-2.9 hrs	1 unit = min. 3 hrs																										

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.

- Consider the approval of the lease with **2015 Shops on the Mainland, LLC** of 27,000 square feet at a rate of \$27,000 per month for a five year term from August 1, 2017 through July 31, 2022.
- Consider approval of the Resolution Work Order #7-For Purchase and Delivery of Light Duty (Type #3) Transit Vehicles, in the amount of \$15,000. **(Pg. 7)**

Page 3 of 4

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.

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

Date	Event	Time	Location
March 22, 2017	Board Meeting	6:30 pm	Angleton
April 19, 2017	Board Meeting	6:30 pm	Texas City
April 26-29, 2017	Texas Council		Austin
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
August 16-19	Texas Council		Austin

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.

Pursuant to Texas Government Code §551.071 the Board will convene in closed session to discuss legal matters with its Attorney related to a demand letter from the City of Kemah and potential/ contemplated litigation.

13. Action Regarding Executive Session

14. Adjourn

THE GULF COAST CENTER
Regular Board of Trustees Meeting
Brazoria Community Service Center
101 Tigner, Angleton, TX 77591
Wednesday, January 25, 2017
6:30 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, January 25, 2017 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, Trey Picard, Vivian Renfrow and Caroline Rickaway

The following Board Members were absent: None

Also present were: Melissa Tucker, CEO – Gulf Coast Center, Yvonne Fedee-The Goodman Corporation, Diane Terrell-Davis, Kinard & Company, Chris Cahill – Mills, Shirley and other Center staff.

2. **Citizens' Comments**: Ricky Broussard asked the Board for help with two vans for transportation to Capital Day on April 6th in Austin. They are asking for \$500 and the ARC of the Gulf Coast is contributing as well.

3. **Program Report**:

Tom Writer, Melissa Tucker, Rick Elizondo and Kim Burrows presented to the board Gulf Coast Center "Connecting the Dots". The Gulf Coast Center facility goals will maximize utilization of owned property in an effort to decrease costs associated with leases; strategize location of programs and vehicles to decrease barriers to increasing service delivery and decreasing inefficiencies; increase communication, access to services and continuity of care by co-locating select programs where consistent collaboration will further care and improve healthcare outcomes of those we serve; co-locate programs in the same area to align with movement toward integration of mental health services and substance use services and organize administration within one building opposed to three different locations to increase efficiencies and maximize resources.

Diane Terrell, CPA– Davis Kinard & Company PC presented the Center's FY14 Financial and Compliance Audit. Ms. Terrell presented the various report schedules; noted that they were presenting an unqualified opinion; and stated that once again there were no State or Federal findings or management letter comments. Ms. Terrell commended the Center's financial staff for their assistance during the audit, as well as their work. As in previous years, in the next month or so, Ms. Terrell will send over comparative audit data using the eleven community centers information their firm audit for the Board and staff's review.

4. **Board Member Reports**:

- a. Texas Council of Community Centers: Jamie Travis Board Chair gave a brief update on what's going on with the Council. Texas Council 85th Legislative Sessions began January 10. Senate

committees were appointed. On January 20th Jamie and Melissa Tucker, CEO visited with legislative key staff. Next meeting is April 28-29.

- b. **Texas Council Risk Management Fund:** Mary Lou Flynn-Dupart, TCRMF Board Chair gave a brief update on the Fund. Employment Law Workshop in Galveston on January 27. Next Council meeting is in February.

5. **CEO Report:** Melissa Tucker, CEO

a. **Transition Update / CQI Team Progress Summary:**

HR Manager, Jeanine McNulty, started on January 17th. Focus at this time remains on restructuring of IDD and Recovery Services. Collaborative approach to gaining efficiencies and decreasing costs was reviewed. Examples of efforts to decrease silos and bring programs together were provided. Involvement of key senior leadership in change efforts to ensure big picture view and to ensure that the necessary expertise is "at the table" for review, brainstorming and decision making. Efforts to enlist staff input on change effort will include development of a Transition Management Team. Emphasis was placed on preparation for changes ahead due to Managed Care. Each CQI Team and Service Area is working on a work plan to be used for a Center-wide plan.

b. **1115 Waiver Status Report**

Ten out of the 12 original projects will continue as 1115 projects. Handout on the 10 projects was provided to summarize service provision. One program was identified to be of concern in terms of achieving metrics for this current demonstration year resulting in a funding concern. Close monitoring will occur at this time.

c. **Communication, Legislative & Community Development Efforts**

Various methods of communication continue including e-mail blasts, transition updates and videos. Our local ARC and NAMI have new Executive Directors in place. Melissa Tucker and Melisa McNeil of ARC Gulf Coast and Allyn McNault of NAMI Gulf Coast will continue to work together in building relationships through collaborative efforts specific to community and legislative activities.

6. **Operations Report:**

- a. **IDD Services:** Jerry Freshour, COO addressed IDD service coordination inefficiencies and to increase customer service. They have spent the last two months planning the following things: Hired additional HCS service coordination staff; HCS SC caseloads were redone to have geographic caseloads to reduce staff travel time; Started the new model for HCS SC for there to be teams of three staff that will back each other up for when one of team has to be out; Revision job descriptions for all service coordination staff and looking at reducing leased space for IDD an moving into owned space for rent savings.
- b. **Adult Mental Health:** Sarah Holt, Director of Mental Health Adult Services gave a brief update regarding the new call center.
- c. **Recovery Services:** Sandy Patterson, Director of Mainland Community Service Center stated that the integration progress has begun and training and educating staff is in process. Cheryl Folkes gave a brief summary they are in the process of reviewing operating procedures; job descriptions and staff responsibilities. The roll out of the new curriculum will begin this month.
- d. **Child & Adolescent Services:** Melissa Tucker, CEO

Adolescents in Recovery (AIR), 3 Mental Health Juvenile Justice Team, 1 Recovery Juvenile Justice Team and a Youth Prevention Services Program (all serving youth in either Recovery or Mental Health) have joined together as one unit through a common Program Director. This allows referrals to occur amongst the programs within the unit from which families can benefit through easier access to services, as well as through expansion of their service choices. Further, continuity is built into the design allowing a better approach to care and support.

- e. **MIS:** Pam Melgares, Director of Information Services updated the board the “Go-Live” date for Smartcare has been postponed from March to sometime in early summer. The postponement is due to bugs found during user acceptance testing involving Texas specific functionality. The delay holds up our staff training since we cannot prepare curriculum until we have a final product. Moving forward our hope is to determine the least disruptive time to go-live. Want to make sure the rollout will not disrupt the 1115 reporting periods or cause hardship for financial reporting. In addition, the TxAce Centers voted in December to host our systems in the cloud. All six Centers voted unanimously to have Secant provide the hosting services.
- f. **Connect:** Rick Elizondo, CFO gave a brief update the installations of the fare card on the buses are in process.

7. **Budget And Finance Report**

- a. **Financial Board Monthly & YTD Summary:** Rick Elizondo, CFO for the month of December the Center preliminarily recognized year-to-date operational expenses \$11,410,649.86 and operational revenue of \$11,526,256.35; for an operational balance of \$115,606.49.
- b. **Financial & Operational Highlight – Managed Care:** NONE
- c. **Corporate Compliance Annual Report FY16:** Linda Bell, Director of Legal Affairs gave a brief update on Corporate Compliance. Thirteen trainings have been done for the FY16. The Center’s compliance officer received 112 compliance concerns impacting 200 individuals during FY16. 111 reports were related to confidentiality/HIPPA violations; the remaining issues reflected concerns with documentation/billing.
- d. **Balance Scorecard Quarterly Report FY17 1st QTR:** Melissa Holman, Contracts Manager/QM Supervisor gave a brief update.
- e. **Quality Management Plan Update:** Melissa Hollman, Contracts Manager/QM Supervisor gave a brief update. The QM plan will be revised to include the new mission and vision; emphasis on leadership support of QA initiatives and increase in collaboration between QM department and program staff.

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 December 7, 2016 board meeting minutes:**
 On motion by Mary Lou Flynn-Dupart, seconded by Jaime Castro, the board voted to approve the December 7, 2016 board meeting minutes with changes. The motion carried with all members voting in favor.
- b. **Review and approval of December 2016 check register:**
 On motion by Mary Lou Flynn-Dupart, seconded by Jaime Castro, the board voted to approve the December 2016 check registers. The motion carried with all members voting in favor.

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

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

- a. **Consider the approval of a decrease in the Center's mileage reimbursement rate from \$0.54/mile to \$0.535/mile effective January 1, 2017 for any mileage paid on or after this date. This revised rate is consistent with the IRS allowable mileage rate for use of personal vehicle, as well as the State of Texas travel policy, both which were revised effective January 1, 2017 for the \$0.535 per mile rate.**

On motion by Trey Picard, seconded by Jaime Castro, the board voted the approval of a decrease in the Center's mileage reimbursement rate from \$0.54/mile to \$0.535/mile effective January 1, 2017 for any mileage paid on or after this date. This revised rate is consistent with the IRS allowable mileage rate for use of personal vehicle, as well as the State of Texas travel policy, both which were revised effective January 1, 2017 for the \$0.535 per mile rate. The motion carried with all members voting in favor.

- b. **Consider the acceptance of the FY2016 Financial and Compliance Audit.**

On motion by Mary Lou Flynn-Dupart, seconded by Trey Picard, the board voted the acceptance of the FY2106 Financial and Compliance Audit. The motion carried with all members voting in favor.

- c. **Consider approval of the Centers updated Quality Management Plan revised December 2016.**

On motion by Mary Lou Flynn-Dupart, seconded by Linda Coleman, the board voted the approval of the Centers updated Quality Management Plan revised December 2016. The motion carried with all members voting in favor.

- d. **Consider approval of the new IDD Intake and Assessment Network agreement with Devon Superville, Ph.D. Term: January 1, 2017 to August 31, 2017**

On motion by Trey Picard, seconded by Mary Lou Flynn-Dupart the board voted the approval of the new IDD Intake and Assessment Network agreement with Devon Superville, Ph.D. Amount: \$350 per completed determination of eligibility assessment; \$50 reimbursable for no shows; County of Service: Galveston and Brazoria; Description: To provide Determination of Eligibility for individuals with intellectual and developmental disabilities; Autism, and other related diagnosis services for individuals seeking services within its service area. The motion carried with all members voting in favor.

- e. **Consider ratification of the extension of the Interlocal Agreement with Galveston County for Saturday transit services provided by Connect Transit in Galveston County. Term: December 23, 2106 to August 31, 2019. Funding: Texas Commission on Environmental Quality's Local Initiative Project grant program. Current funding to Galveston County through the LIP Program is \$310,536.02 through August 31, 2019.**

On motion by Mary Lou Flynn-Dupart, seconded by Trey Picard, the board voted on the ratification of the extension of the Interlocal Agreement with Galveston County for Saturday transit services provided by Connect Transit in Galveston County. The motion carried with all members voting in favor.

- f. **Consider ratification of the new agreement with Secant Technologies for BusinessCloud Hosted Services. The Center will reimburse 1/6th of the cost associated as a participant of the TxAce Hosted Server environment. \$1,451.20 monthly**

On motion by Mary Lou Flynn-Dupart, seconded by Caroline Rickaway, the board voted the ratification of the new agreement with Secant Technologies for Business Cloud Hosted Services. The motion carried with all members voting in favor.

- g. **Consider the approval of the Addendum for the lease of the suite at 309 E. Main, League City ending March 31, 2017 with 8601 Southwest Freeway LP, to be extended four and a half months to August 15, 2017 at the same third year monthly rate of \$16,502.00. Addition to contract of \$74,259.**

On motion by Mary Lou Flynn-Dupart, seconded by Linda Coleman the board voted the approval of the Addendum for the lease of the suite at 309 E. Main, League City ending March 31, 2017 with 8601 Southwest Freeway LP, to be extended four and half months to August 15, 2017 at the same third year monthly rate of \$16,502.00. Addition to contract of \$74,259. The motion carried with all members voting in favor.

- h. **Consider the approval of the Addendum for the lease of the suite 303 E. Main, League City ending December 31, 2017 with 8601 Southwest Freeway LP, to be reduced four and a half months to August 15, 2017 at the same monthly rate of \$13,125.75. Reduction to contract of \$59,065.88.**

On motion by Mary Lou Flynn-Dupart, seconded by Linda Coleman the board voted the approval of the Addendum for the lease of the suite at 303 E. Main, League City ending March 31, 2017 with 8601 Southwest Freeway LP, to be reduced four and half months to August 15, 2017 at the same monthly rate of \$13,125.75. Reduction to contract \$59,065.88. The motion carried with all members voting in favor.

- i. **Authorize CEO or designee to survey, list and sell 15 or more acres of Lone Oak ranch.**
Deferred: Jamie Travis Board Chair would like to have a Board Ad-Hoc Committee appointed to review center facilities. Jamie Travis and Linda Coleman agreed to be on this committee and Melissa Tucker will help find a few more individuals which would include a staff person and a community person.

- j. **Authorize CEO or designee to hire Tramonte Realty to list and sell 3509 and 3511 Broadway, Galveston (one property).**

On motion by Trey Picard, seconded by Mary Lou Flynn-Dupart, the board voted the authorization of the CEO or designee to hire Tramonte Realty to list and sell 3509 and 3511 Broadway, Galveston (one property). Following discussion the motion carried with all members voting in favor.

- k. **Consider approval of the Access and Easement Agreement with Revesco (USA) Properties of Dickinson, LP located at 3410 Gulf Freeway, Dickinson, Texas. Term: Year to Year basis**

On motion by Mary Lou Flynn-Dupart, seconded by Linda Coleman the board voted the approval of the Access and Easement Agreement with Revesco (USA) Properties of Dickinson, LP located at 3410 Gulf Freeway, Dickinson, Texas. The motion carried with all members voting in favor.

- l. **Consider the approval to declare surplus and dispose of the following Connect Transit vehicles with repair costs no longer cost-effective for continued use: Veh#2400 2010 Ford Goshen 15 passenger van 295,725 miles; Veh#2404 2010 Ford Goshen 15 passenger van 165,859 miles; Veh#2647 2008 Ford E-450 2 passenger van 293,462 miles; and Veh#3476 2007 Ford E-450 20 passenger van 246,962 miles).**

On motion by Jaime Castro, seconded by Mary Lou Flynn-Dupart, the board voted the approval to declare surplus and dispose of the vehicles listed above. The motion carried with all members voting in favor.

m. Consider approval of the Resolution Work Order #6-Gulf Coast Center General Transit Planning with The Goodman Corporation. The total estimated cost to complete the proposed Scope of Service over two years is \$440,000.00.

On motion by Mary Lou Flynn-Dupart, seconded by Caroline Rickaway the board voted the approval of the Resolution Work Order #6-Gulf Coast Center General Transit Planning with The Goodman Corporation. The motion carried with all members voting in favor.

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.

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

Date	Event	Time	Location
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: NONE

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.

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: None

14. Adjourn:

There being no further business to bring before the Board of Trustees the meeting was adjourned at 8:29 p.m.

Respectfully,

Approved as to Content and Form,

Cathy Claunch-Scott
Secretary to the Board of Trustees

Jamie Travis
Board Chair

RESOLUTION BY THE BOARD OF TRUSTEES OF THE GULF COAST CENTER APPROVING THE GOODMAN CORPORATION WORK ORDER #7 FOR ASSISTANCE WITH PURCHASE OF TYPE 3 TRANSIT VEHICLES.

WHEREAS, the Gulf Coast Center (GCC) has contracted with The Goodman Corporation (TGC) to provide planning, finance, federal/state grant oversight, procurement, compliance, design, and construction phase services to support GCC for a five (5) year period; and,

WHEREAS, TGC is to present individual work orders for GCC Board approval related to proposed services; and,

WHEREAS, TGC has prepared Work Order #7—Purchase and Delivery of Light Duty (Type 3) Transit Vehicles, in the amount of \$15,000, for GCC Board approval; and

WHEREAS, GCC has been awarded federal grant funds via the TxDOT TIGER VII statewide grant award for the purchase of two (2) Type 3 vehicles; and,

WHEREAS, federal funding has been approved to support the procurement services proposed in Work Order #7; and

WHEREAS, the local share to match federal funding contained within the Work Order is being provided through GCC resources;

NOW, THEREFORE, BE IT RESOLVED BY THE GULF COAST CENTER BOARD OF TRUSTEES THAT THE EXECUTIVE DIRECTOR IS AUTHORIZED TO ENTER INTO WORK ORDER #7 FOR ASSISTANCE WITH PURCHASE OF TYPE 3 TRANSIT VEHICLES WITH THE GOODMAN CORPORATION.

APPROVED ON THIS 22nd DAY OF FEBRUARY, 2017.

Melissa Tucker
Chief Executive Officer

Secretary

Approved as to form:

Counsel to the Gulf Coast Center