



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, **February 24, 2021** at **3:00 p.m.**

Join the meeting by phone (audio only) United States:

Phone Number: +1 (646) 749-3112

Access Code: 745-266-421

Thanks,

Cathy Claunch-Scott
Secretary to the Board of Trustees

cc: February Board of Trustees File



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www.GulfCoastCenter.org

Better community healthcare promoting healthy living.

THE GULF COAST CENTER

Regular Board of Trustees Meeting
Wednesday, February 24, 2021 at 3:00pm
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"Better community healthcare promoting healthy living."

1. **Call To Order** Jamie Travis, Board Chair
2. **Citizens' Comments**
3. **Program Report:**
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 Meadows, CEO
 - Impact of February Winter Freeze
6. **Budget, Finance and Admin Reports** Rick Elizondo, CFO
 - a. Financial & Operational Monthly Report & YTD Summary
 - b. Galveston County Transit District/Connect Transition Update
7. **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 January 27, 2021 Board Minutes. **(Pg. 1-5)**
 - b. Review and approval of the January 2021 Check Register.
8. **Action Items**.....Linda Bell, JD
 - a. Consider the acceptance of the FY2020 Financial and Compliance Audit.
 - b. Consider the approval to declare surplus and dispose of Center vehicle #4952, a 2009 Ford Escape SUV with 106,375 miles, VIN#1FMCU03749KC84952, License Place #107-4621, per attachment, due to the fact that the repair costs of this vehicle are no longer cost-effective for continued use. **(Pg. 6)**
 - c. Consider 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, 2021 to February 28,

2022 Cost: \$5500.00/month for a call volume between 301 to 500 calls per month.
(decrease from FY20)

9. 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.

10. Calendar.....Jamie Travis, Board Chair

Due to Covid-19 all Board meetings shall occur virtually until further notice

Date	Event	Time
March 24, 2021	Board Meeting	TBA
April 28, 2021	Board Meeting	TBA
May 26, 2021	Board Meeting	TBA
June 23-25, 2021	Texas Council Annual Conf	Austin
July 28, 2021	Board Meeting	TBA
August 25, 2021	Board Meeting	TBA

11. 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 this meeting to seek legal advice from its Attorney about any matters listed on the agenda.

12. Adjourn

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Minutes

- 1) **Call To Order**– Jamie Travis, Chair of the Board of Trustees, convened the regular meeting on Wednesday, January 27, 2021 at 3:01 p.m.

The following Board Members were present: Jamie Travis, Mary Lou Flynn-DuPart, Stephen Holmes, Rick Price, Wayne Mallia, Caroline Rickaway and Vivian Renfrow.

The following Board Members were absent: Lori Rickert, Excused and Jaime Castro, Excused

Also present were: Melissa Meadows, CEO – Gulf Coast Center, Sgt. Michael Vandergriff-Brazoria County Sheriff's Office, Barry Goodman-The Goodman Corporation, Diane Terrell-Eide Bailly, LLP and several Center staff.

- 2) **Citizens' Comments:** None

- 3) **Program Report:** Diane Terrell, CPA – Eide Bailly LLC presented the Center's FY20 Financial and Compliance Audit. Ms. Terrell presented the various report schedules; noted that they were presenting an unqualified opinion; and stated that again there were no State or Federal findings or management letter comments. Ms. Terrell commended the Center's financial staff members 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 from their firm's audits for review by the Board and staff's members.

- 4) **Board Member Reports:**

- a. Texas Council of Community Centers: Report was emailed to the Board on 01/22/2021
- b. Texas Council Risk Management Fund: Next Board Meeting will be February 2021

- 5) **Operations Report:** Melissa Meadows, CEO

- Q1 FY21 Board Report: Melissa Meadows, CEO, reviewed each slide and discussed data points depicted for the first quarter of Fiscal Year 2021.
- COVID-19 Update: Sarah Holt, CNO, provided an update on COVID-19 precautions that remain in place, as well as summarized on-going efforts to secure vaccination opportunity for staff.

- 6) **Budget, Finance and Admin Reports:**

- a. Financial & Operational Monthly Report & YTD Summary: Rick Elizondo, CFO, provided a summary for the Month of December 2020 with revenues exceeding expenses by \$83,267.70 and Year to Date surplus of \$261,605.57.
- b. Sale of Property Update: Jones Building: Rick Elizondo, CFO, stated that the Center closed today, January 27, 2021 on the Jones Building.
- c. Galveston County Transit District/Connect Transition Update: Rick Elizondo, CFO, reported that Galveston County Transit District held the Virtual Ribbon Cutting on January 14, 2021 and the video is online for viewing.
- d. Corporate Compliance Annual Training & Report: Linda Bell, General Counsel, provided a brief training and discussed the Corporate Compliance Annual Report. The Center has had the benefit of the same Corporate Compliance Officer since its inception in 2002 which allows for consistency in handling corporate compliance issues. Stark Law, Anti-kickback law and False Claims Act and associated penalties are the primary areas of concern. During FY20, four compliance issues were reported which affected 18 individuals (3 incidents affected 1 person, while 1 incident affected 15). Incidents were related to human error and pertained to improper authorization or information being released to the incorrect entity/person. There were no associated Medicaid refunds/paybacks. The compliance committee meets quarterly and reviews: compliance reports, incidents, and investigations as well as Business code of conduct violations, audit findings, QM activities, D/A testing, HITECH Breach Notification issues, MIS Security Risks/Education and licensure verifications; exclusions and background check issues. While it would appear optimal to have no reported compliance issues, that is not the goal. Human error at a minimum is expected...0 reports would imply the Center's corporate compliance program is ineffective and not taken seriously by staff. The Corporate Compliance Officer continues to train staff annually to assist in the commitment to reducing the risk of improper, unethical, and unlawful conduct by staff.

7. 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 December 9, 2020 Board Minutes.

On motion by Mary Lou Flynn-DuPart, seconded by Caroline Rickaway, the board voted the approval of the December 9, 2020 Board Minutes. The motion carried with all members voting in favor.

b. Review and approval of December 2020 Check Register.

On motion by Mary Lou Flynn-DuPart, seconded by Caroline Rickaway, the board voted the approval of the December 2020 check register. The motion carried with all members voting in favor.

8. Action Items:

- a. **Consider approval of the new agreement with THE UNIVERSITY OF TEXAS MEDICAL BRANCH AT GALVESTON d/b/a UTMB Health inpatient physician services for the expanded inpatient capacity (max of 4 overflow beds) related to Private Psychiatric Beds funding. Term: December 1, 2020-August 31, 2021. Amount not to exceed: \$20,325.00 (\$75/bed day).**

On motion by Rick Price, seconded by Vivian Renfrow, the board voted the approval of the new agreement with **THE UNIVERSITY OF TEXAS MEDICAL BRANCH AT GALVESTON d/b/a UTMB Health** inpatient physician services for the expanded inpatient capacity (max of 4 overflow beds) related to Private Psychiatric Beds funding. Term: December 1, 2020-August 31, 2021. Amount not to exceed: \$20,325.00 (\$75/bed day). The motion carried with all members voting in favor.

- b. **Consider approval of the new Anti-Terrorism Policy and Procedure.**

On motion by Mary Lou Flynn-DuPart, seconded by Vivian Renfrow, the board voted the approval of the new Anti-Terrorism Policy and Procedure. The motion carried with all members voting in favor.

- c. **Consider approval of the below Providers of substance use residential treatment services for the remainder of 2021.**

	TRA-INTENSIVE	TRA-SUPPORTIVE
2021 Rate of Reimbursement	\$96.07	\$36.47
Alcohol/Drug Abuse Women’s Center, Inc	\$161,000.00	\$10,000.00
BARC Medically Indigent Care	\$83,624.69	\$37,031.00
On the Pathway to Recovery	\$435,375.31	\$37,969.00

On motion by Mary Lou Flynn-DuPart, seconded by Caroline Rickaway, the board voted the approval of the above Providers of substance use residential treatment services for the remainder of 2021. The motion carried with all members voting in favor.

- d. **Consider the approval of a decrease in the Center’s milage reimbursement rate from \$.575 cents/mile to \$.56 cents per mile effective January 1, 2021 for any mileage paid on or after this date. The revised rate is consistent with the IRS allowable mileage rate for use of personal vehicle, as well as the State of Texas Comptroller’s travel policy, both which were revised effective January 1, 2021 to the \$.56 cents per mile rate.**

On motion by Mary Lou Flynn-DuPart, seconded by Rick Price, the board voted the approval of a decrease in the Center’s mileage reimbursement rate from \$.575 cents/mile to \$.56 cents per mile effective January 1, 2021 for any mileage paid on or after this date. The revised rate is consistent with the IRS allowable mileage rate for use of personal vehicle, as well as the State of Texas Comptroller’s travel policy, both which were revised effective January 1, 2021 to the \$.56 cents per mile rate. The motion carried with all members voting in favor.

- e. **Consider approval of the FY21 Amendment #4 to the HHSC IDD performance contract #HHS000608400001. This amendment adds \$65,298 for Enhanced Community Coordination services provided for the period January 1, 2021 – August 31, 2021.**

On motion by Mary Lou Flynn-DuPart, seconded by Caroline Rickaway, the board voted the approval of the FY21 Amendment #4 to the HHSC IDD performance contract #HHS000608400001. This amendment adds \$65,298 for Enhanced Community Coordination services provided for the period January 1, 2021 – August 31, 2021. The motion carried with all members voting in favor.

f. **Consider approval of the FY21 Amendment #1 to the HHSC Treatment Adult Services (TRA) contract #HHS000663700142. This amendment adds \$900,000 for residential substance use services for FY21 and \$1,300,000 per fiscal year from FY2022-FY2025.**

On motion by Mary Lou Flynn-DuPart, seconded by Vivian Renfrow, the board voted the approval of the FY21 Amendment #1 to the HHSC Treatment Adult Services (TRA) contract #HHS000663700142. This amendment adds \$900,000 for residential substance use services for FY21 and \$1,300,00 per fiscal year from FY2022-FY2025. The motion carried with all members voting in favor.

g. **Consider approval of the Resolution by the Board of Trustees of the Gulf Coast Center approving the Goodman Corporation work order #30 to provide additional funding for the Gulf Coast Bi-County Transit District transition phase services including the hiring of Executive staff, in advance of the availability of direct federal grant funding for the GCTD. (\$120,000 federal funding)**

On motion by Mary Lou Flynn-DuPart, seconded by Caroline Rickaway, the board voted the approval of the Resolution by the Board of Trustees of the Gulf Coast Center approving the Goodman Corporation work order #30 to provide additional funding for the Gulf Coast BI-County Transit District transition phase services including the hiring of Executive staff, in advance of the availability of direct federal grant funding for the GCTD. (\$120,000 federal funding). The motion carried with all members voting in favor

9. **Pending or Revised Action Items: NONE**

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10. **Calendar**.....Jamie Travis, Board Chair

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11. **Executive Session: NONE**

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 this meeting to seek legal advice from its Attorney about any matters listed on the agenda.

12. **Adjourn:**

There being no further business to bring before the Board of Trustees the meeting was adjourned at 3:56 p.m.

Respectfully,

Cathy Claunch-Scott
Secretary to the Board of Trustees

Approved as to Content and Form,

Jamie Travis
Board Chair





MEMORANDUM

January 8, 2021

To: Board of Trustees

From: Sam Tingle, Asset Specialist

Re: GCC vehicle disposal request

Approval is requested to dispose of one Ford Escape SUV through the Houston Auto Auction.

The Ford Escape listed below is no longer mechanically sound or cost effective to retain.

<u>VEH#</u>	<u>YEAR</u>	<u>MODEL</u>	<u>VIN</u>	<u>MILEAGE</u>
4952	2009	Escape	1FMCU03749KC84952	106,375

Thank you for your consideration.

Sam Tingle
Asset Specialist
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