

## Pecan Valley Centers Board of Trustees

October 25, 2024  
9:00 a.m. – 11:00 a.m.

### MINUTES

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#### Board Members

Edwin Seilheimer, Chair	Hood County	Present
Keith Scarbrough, Vice Chair	Johnson County	Absent
Carolyn Myres, Secretary	Johnson County	Present
Judge Brandon Huckabee	Erath County	Present
Dr. Reginald Hall	Erath County	Present
Christy Massey	Hood County	Absent
Lynn Waddy	Palo Pinto County	Present
Rita Wade	Palo Pinto County	Present
Elizabeth Lawrence	Parker County	Present
Jamie Bodiford	Parker County	Absent
LaJean Heard	Somervell County	Present

#### Ex-Officio Board Members

Sheriff Roger Deeds	Hood County	Present
Sheriff Alan West	Somervell County	Absent

#### Pecan Valley Centers Staff

Ruben DeHoyos	Associate Executive Director / C.O.O.
Wayne Vaughn	Chief Financial Officer
Heather Herring	Director of Human Resources
Sunny Armstrong	Quality Management Manager
Jessica Thomas	Executive Assistant
Josh Morrison	Director of Veterans and SUD Services
Mark Chavez	Director of IDD Authority Services
Debbie Kreitinger	Director of IDD Provider Services
Ben Bowen	Director of IT

Coke Beatty, Executive Director, was absent from the Board meeting due to a family matter.

#### Visitors

Sterling Hill	Project Manager, Cumming Group
George Thornton	Director, Cumming Group

#### OPENING:

Edwin Seilheimer, Board Chair, called the meeting to order at 9:00 a.m.

**ITEM 1:**      **ROLL CALL**

A quorum was present as eight board members were in attendance. One ex-officio board members was in attendance.

**TAB 2:**      **PUBLIC COMMENT**

None

**ITEM 3:**      **APPROVE MINUTES OF SEPTEMBER 27, 2024, MEETING**

Minutes from September 27, 2024, meeting was reviewed before the meeting.

*Elizabeth Lawrence made the following Motion:*

*RESOLVED, THAT the Pecan Valley Centers Board of Trustees does hereby approve the minutes of the September 27, 2024, meeting.*

*Second by Lynn Waddy*

*Approved unanimously*

**ITEM 4:**      **APPROVE SEPTEMBER 2024 FINANCIAL STATEMENTS**

Wayne Vaughn, CFO, gave the Financial Report.

- The September financial was reviewed. On September 30, 2024, the Region has completed 8% of the fiscal year. Revenue percentages by fund sources range from 4% (Other State Agencies) to 12% (Allocated Federal Funds). Total revenues earned equals 6% of the annual budget. Based on proposed budgeted expenditures, 5% of the budget has been expensed. Adult Mental Health Services are at 6% of budget. Children's Mental Health Services are at 5% of budget. Mental Health Crisis Services are at 3% of budget. IDD Services are at 5% of budget. Both revenue and expenditures include cost avoidance amounts for PAP (Prescription Assistance Program) as required by HHSC. The budgeted amount is \$5,327,107 and through February the recorded PAP amount is \$482,257.

Through September 30, 2024, of the current fiscal year, total funding strategy amounted to \$2,385,980 for revenues and \$2,074,856 for expenditures. Local funds were used to fund various programs in compliance with contract requirements for required "local match" funds.

Based on activities through September, there are 206 days of operations in available cash.

*Lynn Waddy made the following Motion:*

*RESOLVED, THAT the Pecan Valley Centers Board of Trustees does approve the Financial Statements for September 2024.*

*Second by LaJean Heard*

*Approved unanimously*

**ITEM 5: APPROVE BOARD RESOLUTION TO TRANSFER FUNDS FROM CAPITAL PROJECTS FUND TO OPERATING FUND**

Wayne Vaughn, CFO, presented the resolution to the Board. The Capital Projects Fund account is restricted to Board Approval.

- Transfer \$134,834.00 from Capital Fund to Operating Fund to pay for YTD expenses related to the feasibility stage of the future Capital Project.

*Elizabeth Lawrence made the following Motion:*

*RESOLVED, THAT the Pecan Valley Centers Board of Trustees does approve the Board Resolution to transfer funds from Capital Projects Fund to Operating Fund.*

*Second by LaJean Heard*

*Approved unanimously*

**ITEM 6: APPROVE SCHWARZ AND HANSON ARCHITECTURAL PROPOSAL AND THE CUMMING GROUP PROJECT MANAGEMENT FEE**

Sterling Hill and George Thornton of Cumming Group presented Schwarz and Hanson Architectural Proposal and the Cumming Group Management Fee.

- We are in the second stage of the design phase. Total pricing will be provided at a later date.
- \$5.5M estimated for construction. This is a conservative figure that should include site work, grading, testing, etc.

*Elizabeth Lawrence made the following Motion:*

*RESOLVED, THAT the Pecan Valley Centers Board of Trustees does approve proposal for Schwarz Hanson in the amount of \$324,275.00, and project management fee for Cumming Group in the amount of \$94,500.00.*

*Second by Lynn Waddy*

*Approved unanimously*

**ITEM 7: PRESENTATION BY LEE JOHNSON AND KELSEY BERNSTEIN**

Presentation postponed until November 22, 2024, Board meeting.

**ITEM 8:**      **PROGRAM REPORTS – BEHAVIORAL HEALTH & INTELLECTUAL DEVELOPMENTAL DISABILITIES**

Ruben DeHoyos, Deputy Executive Director, gave the Behavioral Health reports for September 2024.

Performance:

- Adult Mental Health Services target is 2,929. Pecan Valley Centers served 3416.
- Adult Service Provision for adults shows 69.7%.
- The Child & Youth Services target is 496. Pecan Valley served 525.
- Total Crisis Interventions were 187, with 8 admissions to Crisis Respite and 12 admissions into a State MH facility.

Programs:

- TCOOMMI has a target of 20 with a maximum of 25.
  - Intensive Case Managements (ICM) opened: 2
  - Intensive Case Management were served: 20
  - Continuity of Care (COC) was opened: 8
  - Continuity of Care were served: 15
- Mental Health First Aid (MHFA) has a target goal of 300 School District Employees and School Resource Officers / Employees of Institutes of Higher Learning.
  - Total individuals trained to date: 20
  - Scheduled classes: 4
- Texas Juvenile Justice Department Grant (TJJD) target varies by county.
  - Juveniles served: 0
- Assisted Outpatient Treatment (AOT) has a target of 30 and covers Johnson and Parker counties.
  - Individuals served: 2
  - Pending: 0
  - Discharged: 0
- Coordinated Specialty Care Early Onset (CSC-EO) has a target of 20 with a maximum of 30 and is for persons aged 15 to 30.
  - Individuals served: 17
  - Pending: 1
  - Discharged: 0
- Housing
  - Supported Housing Rental Assistance: 8
  - Tenant-Based Rental Assistance served: 24

Ruben DeHoyos, Deputy Executive Director, gave the IDD Report for September 2024.

- March IDD Authority Served
  - Authority contract measures: 73
  - Home and Community Based Service (HCS) Coordination: 435
  - Texas Home Living (TxHmL) Service Coordination: 30
  - Community First Choice (CFC) Intake Services: 15
  - PASRR New Alerts: 63
  - Determination of Intellectual Disability: 19
  - State Facility Report-Individuals in any State Supported Living Center: 52
  - IDD Crisis Services: 1
  - The Texas Law Enforcement Telecommunications System: 1
  - HC/TxHmL Interest List regionwide: 1636

- March IDD Provider Served
  - Home and Community Based (HCS): 53
  - HCS Group Homes: 7
  - Texas Home Living Waiver (TxHmL): 10
  - Intermediate Care Facility (ICF) [six homes / 30 beds]: 34
  - LSC/ISS daily census: 52
  - Vocational Apprenticeship Program: 6

Josh Morrison, Director of Veteran and SUD Services, gave the Veterans Services and Substance Use Disorder reports for September 2024.

- Peer Services
  - Total served: 479
- Veterans Mental Health has a target of 100.
  - Served: 107
- Veterans General Assistance has a target of 160.
  - Served: 54
  - Grant year and funding began July 1, 2024, at \$300,000.00. YTD total expenditure is \$44,516.34
- Outpatient Substance Use Disorder Program (SUD).
  - TRA – Adult w/o Children Admissions: 28
  - TRF – Adult Female w/ Child(ren): 1
  - TRY – Youth Admissions: 4
  - CMHG: 7

Heather Herriage, Director of Human Resources, gave the HR Report for September 2024.

- Total hires: 18
- Total terms: 12

**ITEM 9: CLOSED EXECUTIVE SESSION IN ACCORDANCE WITH THE OPEN MEETINGS ACT, TEXAS GOVERNMENT / CODE SECTION 551.074 PERSONNEL MATTER, CORPORATE COMPLIANCE ANNUAL REPORT FY 24**

In accordance with the Open Meetings Act, Texas Government code 551.074 Personnel Matters, the board entered into Closed Executive Session at 9:58 a.m. to discuss the Corporate Compliance Annual Report FY24, and reconvened in open session at 10:30 a.m.

No action was taken during Closed Executive Session.

**ITEM 10: ACTIVITY SUMMARY**

The Activity Summaries are provided to the Board to show the events that took place in the reported month(s). No action is required.

**ITEM 11: PLANNING CALENDAR**

The Annual Planning Calendar is provided to the Board to reference upcoming meetings and other noteworthy conferences for the calendar year. No action required.

**ITEM 12: REAFFIRM DATE OF NEXT BOARD MEETING**

- Next Board meeting will be held on November 22, 2024, at the Granbury Administration Office

Adjourned at 10:12 a.m.

DocuSigned by:

*Carolyn Myres*

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Carolyn Myres – Secretary