

Pecan Valley Centers Board of Trustees

September 27, 2024
9:00 a.m. – 11:00 a.m.

MINUTES

Board Members

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

Coke Beatty	Executive Director
Ruben DeHoyos	Associate Executive Director / C.O.O.
Wayne Vaughn	Chief Financial Officer
Sunny Armstrong	QM Manager
Jessica Thomas	Executive Assistant
Tim Anglin	Helpdesk Supervisor
Heather Herriage	Director of Human Resources
Ross Obermeier	HR Generalist
Josh Morrison	Director of Veteran and SUD Services
Debbie Kreitinger	Director of IDD Provider Services
Gabe Leatherwood	Controller
Walker Rainwater	Director of Forensic Services
Tracy Brown	Customer Support Specialist
Max Driscoll	HR/Training Specialist
Barry Williams	PASRR Program Manager
Jill Davies	IDD Service Coordinator

Visitors

None

OPENING:

Edwin Seilheimer, Board Chair, called the meeting to order at 9:10 a.m.

ITEM 1: ROLL CALL

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

TAB 2: PUBLIC COMMENT

None

ITEM 3: APPROVE MINUTES OF AUGUST 23, 2024, MEETING

Minutes from the August 23, 2024, meeting was reviewed before the meeting.

Keith Scarbrough made the following Motion:

RESOLVED, THAT the Pecan Valley Centers Board of Trustees does hereby approve the minutes of the August 23, 2024, meeting.

Second by Lynn Waddy

Approved unanimously

ITEM 4: ACKNOWLEDGE 2023 EMPLOYEES OF THE 3rd QUARTER

Program supervisors present awards and speak on behalf of 2023 Employees of the 3rd Quarter winners.

2023 Employees of the 3rd Quarter Winner

- Behavioral Health Services: Tracy Brown
- Intellectual & Developmental Disability Services: Jill Davies
- Administration: Max Driscoll
- Supervisor: Barry Williams

ITEM 5: PROGRAM REPORTS – BEHAVIORAL HEALTH & INTELLECTUAL DEVELOPMENTAL DISABILITIES

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

Performance:

- Adult Mental Health Services target is 2,929. Pecan Valley Centers served 3424.
- Adult Service Provision for adults shows 69.5%.
- The Child & Youth Services target is 496. Pecan Valley served 531.
- Total Crisis Interventions were 161, with 13 admissions to Crisis Respite and 9 admissions into a State MH facility.

Programs:

- TCOOMMI has a target of 20 with a maximum of 25.
 - Intensive Case Managements (ICM) opened: 1
 - Intensive Case Management were served: 20
 - Continuity of Care (COC) was opened: 4
 - Continuity of Care were served: 13
- 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: 424
 - Scheduled classes: 6
- Texas Juvenile Justice Department Grant (TJJD) target varies by county.
 - Juveniles served: 9
- Assisted Outpatient Treatment (AOT) has a target of 30 and covers Johnson and Parker counties.
 - Individuals served: 2
 - Pending: 0
 - Discharged: 1
- Outpatient Substance Use Disorder Program (SUD).
 - Adult admissions: 12
 - Youth admissions: 1
- 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: 0
 - Discharged: 0
- Housing
 - Supported Housing Rental Assistance: 16
 - Tenant-Based Rental Assistance served: 31

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

- March IDD Authority Served
 - Authority contract measures: 75
 - Home and Community Based Service (HCS) Coordination: 425
 - Texas Home Living (TxHmL) Service Coordination: 28
 - Community First Choice (CFC) Intake Services: 7
 - PASRR New Alerts: 49
 - Determination of Intellectual Disability: 7
 - State Facility Report-Individuals in any State Supported Living Center: 52
 - IDD Crisis Services: 10
 - The Texas Law Enforcement Telecommunications System: 0
 - HC/TxHmL Interest List regionwide: 1625
- March IDD Provider Served
 - Home and Community Based (HCS): 53
 - HCS Group Homes: 7
 - Texas Home Living Waiver (TxHmL): 9
 - Intermediate Care Facility (ICF) [six homes / 30 beds]: 34
 - LSC/ISS daily census: 53
 - Vocational Apprenticeship Program: 6

Ruben DeHoyos informed the Board that Josh Morrison is now the full-time Director of Veteran and SUD Services.

Josh Morrison, Director of Veteran and SUD Services, gave the Veterans Services report for August 2024.

- Peer Services
 - Total served: 4076
- Veterans Mental Health has a target of 100.
 - Served: 88
- Veterans General Assistance has a target of 160.
 - Served: 34
 - Grant year and funding began July 1, 2024, at \$300,000.00. YTD total expenditure is \$78,802.69

Josh Morrison took a moment to announce that PVC received Clinical Training Institute License.

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

- Total hires: 8
- Total terms: 18

ITEM 6: APPROVE AUGUST FINANCIAL STATEMENTS

Wayne Vaughn, CFO, gave the Financial Report.

- The August financial was reviewed. On August 31, 2024, the Region has completed 100% of the fiscal year. Revenue percentages by fund sources range from 64% (Other State Agencies) to 155% (Allocated Federal Funds). Total revenues earned equals 94% of the annual budget. Based on proposed budgeted expenditures, 99% of the budget has been expensed. Adult Mental Health Services are at 98% of budget. Children's Mental Health Services are at 101% of budget. Mental Health Crisis Services are at 138% of budget. IDD Services are at 103% of budget. Both revenue and expenditures include cost avoidance amounts for PAP (Prescription Assistance Program) as required by HHSC. The budgeted amount is \$6,109,503 and through February the recorded PAP amount is \$5,339,571.

Through August 31, 2024, of the current fiscal year, total funding strategy amounted to \$38,242,149 for revenues and \$40,324,947 for expenditures. Local funds were used to fund various programs in compliance with contract requirements for required "local match" funds.

Based on activities through August, there are 111 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 August 2024.

Second by Keith Scarbrough

Approved unanimously

ITEM 7: **APPROVE INVESTMENT REPORT FY24 Q4**

Wayne Vaughn, CFO, presented the Investment Report for FY24 Q4.

- Total interest earned this quarter equals \$219,783

Lynn Waddy made the following Motion:

RESOLVED, THAT the Pecan Valley Centers Board of Trustees does approve Investment Reports FY24 Q4.

Second by Keith Scarbrough

Approved unanimously

ITEM 8: **APPROVE PERSONNEL SCHEDULE**

Coke Beatty, Executive Director, presented the Personnel Schedule, part of the FY25 budget, for review and approval by the Board.

Keith Scarbrough made the following Motion:

RESOLVED, THAT the Pecan Valley Centers Board of Trustees does hereby approve the Personnel Schedule.

Second by Lynn Waddy

Approved unanimously

ITEM 9: **APPROVE ANNUAL POLICY REVIEW**

Wayne Vaughn, CFO, presented policies for annual review.

- Policy 4.04.04.00 Charity Care
- Policy 4.05.16.00 Investment Management and Administration

No changes were made to policies.

Keith Scarbrough made the following Motion:

RESOLVED, THAT the Pecan Valley Centers Board of Trustees does approve Policies as written.

Second by Lynn Waddy

Approved unanimously

ITEM 10: **QUARTERLY CORPORATE COMPLIANCE REPORT**

Sunny Armstrong, QM Manager, gave the Quarterly Corporate Compliance Report.

- OIG audits from other Centers have been reviewed and used to prepare staff for upcoming OIG audit for PVC.
- Corporate Compliance surveys have been completed with Program Managers.
- Overview of the Corporate Compliance Plan is conducted as part of new employee orientation training.

ITEM 11: **APPROVE STRATEGIC PLAN FY25-26**

Coke Beatty, Executive Director, and Sunny Armstrong, QM Manager, presented the Strategic Plan FY25-26.

Keith Scarbrough made the following Motion:

RESOLVED, THAT the Pecan Valley Centers Board of Trustees does Approve the Strategic Plan FY25-26.

Second by Lynn Waddy

Approved unanimously

ITEM 12: **APPROVE / GRANT AUTHORITY TO EXECUTIVE DIRECTOR, COKE BEATTY, TO SIGN ON BEHALF OF PECAN VALLEY CENTERS FOR THE SALE OF 1212 MILL STREET, WEATHERFORD, TX 76048**

Coke Beatty, Executive Director, presented the Board with a letter to be signed by the Board Chair upon being granted authority to sign on behalf of PVC.

Lynn Waddy made the following Motion:

RESOLVED, THAT the Pecan Valley Centers Board of Trustees does approve / grant authority to Executive Director, Coke Beatty, to sign on behalf of PVC for the sale of 1212 Mill Street, Weatherford, TX 76048

Second by Keith Scarbrough

Approved unanimously

ITEM 13: **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 14: **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 15: **REAFFIRM DATE OF NEXT BOARD MEETING**

- Next Board meeting will be held on October 25, 2024, at the Granbury Administration Office

Adjourned at 10:15 a.m.

Carolyn Myres – Secretary