

MINUTES
OF
THE DEEP EAST TEXAS REGIONAL
MENTAL HEALTH MENTAL RETARDATION SERVICES
BOARD OF TRUSTEES MEETING

August 24, 1976

BOARD MEMBERS PRESENT:

Mr. Ward R. Burke, Chairman
Mr. W. J. Gentry, Vice Chairman
Mr. V. B. Woods, Treasurer
Mr. George Gee
Tom D. Mann
Judge Allen Sturrock
Rev. Jerry Self

BOARD MEMBERS ABSENT:

Mr. R. B. Hille, Secretary
Judge Emmett Lack

OTHERS PRESENT:

Dr. Wayne Lawrence -	DETRMHMRS
Russ Burbank	"
Linda Foley	"
S. H. Morrison, Jr.	"
Dr. Felix Peebles, Jr.	"
Ken Andrew	"
Marcia Northcutt	"
Lee Mayberry	"
Carl R. Thompson	"
Alline Thompson	"
Royce Garrett, Lufkin State School	
Paul Mayberry, Lufkin State School	
Gary E. Marple, Lufkin Council for Retarded Children	
Dr. Bruce E. Bailey, SFASU, Nacogdoches	
Mrs. Ward Burke, Lufkin	
Patsy Lawrence, Lufkin	
Nancy Burbank, Lufkin	
Mrs. Felix Peebles, Lufkin	
Victoria Gentry, Crockett	
Lois Gee, Jasper	
Larry Heaton, Mexia	

The 35th meeting of the Board of Trustees was held at the Sunrise Manor Halfway House, 1016 N. First Street, Lufkin, on Tuesday, August 24, 1976, at 5:00 p.m.

INVOCATION: Rev. Jerry Self, Board Member, gave the Invocation.

CALL TO ORDER AND RECOGNITION OF GUESTS: There being a quorum present, Chairman Burke called the meeting to order at 5:00 p.m. He commented that Mr. Hille was not present due to illness, and introduced new Board Member, Judge Allen Sturrock, representing Tyler County, and Tom D. Mann who is now Assistant Superintendent of Brookeland Independent School District and who will represent Sabine, San Augustine, and Shelby counties on the Board. Chairman Burke also recognized Dr. Bruce Bailey of SFASU's Psychology Department, and Mr. Gary Marple, President of the Lufkin Council for Retarded Children.

Judge Sturrock commented that he was happy to be present and honored to have been appointed by the Commissioners Court to represent Tyler County on the Board.

APPROVAL OF MINUTES OF PREVIOUS BOARD MEETING: On a motion by Mr. Mann, seconded by Mr. Gee, the Board approved the Minutes of the July 27, 1976, Board Meeting.

EXECUTIVE DIRECTOR'S REPORT: Dr. Lawrence said that he was very excited and happy to be able to announce that the T.L.L. Temple Foundation has committed \$45,000 to be used toward the local match requirements for the construction grant for a Day Treatment-Administration Facility. He read the following letter to the Board:

"In response to the presentation made to the Foundation, a Grant of \$45,000.00 is committed to you to be used as a part of the local funds to finance the construction cost on the Day Treatment/Administration Facility, Project TEX-CMH-29 for which you have already received a Federal Grant of \$225,000.00. You may draw these funds at such times as they are needed.

"The T.L.L. Temple Foundation supports by its grant of funds libraries, hospitals, education, and facilities of the aid of persons handicapped by mental illness and mental retardation. Therefore, we are pleased that we are able to be a part of this undertaking for the services of citizens in this thirteen county area of East Texas."

Signed by Arthur Temple, Trustee

On a motion by Mr. Mann, seconded by Mr. Woods, the Board authorized the Executive Director to write a letter to the T.L.L. Temple Foundation on behalf of the Board expressing its heartfelt appreciation.

Dr. Lawrence reported that:

1. Of the \$96,064 pledged by 10 participating counties for FY 1976, \$89,488.47 has been received to date. Angelina and Nacogdoches counties still owe a small balance which should be received within the next couple of weeks.

2. We are requesting \$120,806 in local match for FY 1977, and to date we have received definite commitments from Houston, Polk, Trinity, and Tyler counties.

3. Dr. Lawrence commented on Dr. Gaver's letter to the Executive Director of the Joint Commission on Accreditation of Hospitals (JCAH), a copy of which Board Members received, in which he stated his disapproval of the proposed standards for Community Mental Health Centers. A discussion ensued, and Chairman Burke commented that he admired the Commissioner's courage in not approving the standards and he agreed with Dr. Gaver.

4. The HEW Operations and Construction grant requests are still pending.

5. We received the Title I Grant Award Notice in the amount of \$39,692 for FY 1977.

6. Our FY 1977 Operating Budget has been approved by the TDMHMR Board.

7. We are in the process of negotiating lease agreements to house our programs during FY 1977.

8. I plan to attend the budget hearings of the Lufkin State School and Rusk State Hospital in Houston on August 25 and 26.

9. Mrs. Ecker is in Austin attending a meeting concerning the Nacogdoches Outreach Clinic which will be transferred to us on September 1.

10. Called on Program Directors to report on activities since the last Board Meeting.

Mr. Burbank, Director of Mental Retardation Programs:

1. The Mobile Evaluation Unit is in full operation now with about 100 tests scheduled for the next two weeks. A schedule has been set up and the Unit will travel to the 10 participating counties at least one day a month. Additional screening will be provided if warranted. Introduced Mr. Ken Andrew, Psychologist.

2. Introduced Marcia Northcutt, new teacher supervisor, who will supervise the Developmental Center programs in Crockett, Lufkin, and four in Shelby County.

3. On August 4 and 5, Mr. Wally Neilson from the State Developmental Disabilities office visited some of our programs receiving DD funds and performed an audit of our grants.

4. On August 10, the architectural survey team responsible for certification of facilities for ICF-MR visited Sunrise Manor to advise us whether or not we stood a chance of receiving accreditation. We had invited them to visit and make recommendations. They recommended only a change in the fire alarm system and reported that otherwise we meet or exceed their standards. Programatically, we will need to make some additions to be certified.

5. The Altrusa Club has made arrangements to take Sunrise Manor clients one Sunday night a month and treat them to dinner at McDonald's. The Altrusa Club has been very helpful in many ways and are sincerely appreciated.

6. Due to TEA accreditation process, it will be necessary to ask the programs we contract with (e.g., Lufkin Workshop, Excelsior School District, etc.) to keep the same client records that we require in the other programs. Beginning September 1, we must have these records in our central files.

7. The summer camp program was a huge success with 31 clients and supervised by 7 staff members making the trip to Camp Leander. We are grateful to the sponsors for making this trip possible for the clients.

8. Called on Mr. Carl Thompson, Housemanager at Sunrise Manor, to give a report. Mr. Thompson gave a detailed report on the activities of the clients both at work and leisure. He expressed appreciation for all the help received from the Lufkin State School and the community.

Dr. Lawrence commented that Mr. and Mrs. Thompson have done an excellent job in coordinating this program.

Mrs. Foley, Business Manager:

1. On August 10, I visited Region VII in Kilgore to discuss the financial system and we worked on the reports which will be generated by the computer and on proper procedures to set up the General Ledger accounts. Our terminal is due to arrive by the end of August, but Region VII is doubtful about this. It looks as though it will be October before we can put our September business on the computer due to the workload in September in closing out the fiscal year. Since we plan to keep manual books at least through the first quarter to insure an accurate first quarter expenditure report, Region VII believes all program problems can be worked out by that time.

2. Mr. Melvin Collins will transfer from position of Angelina County Outpatient Clinic Director to Accounting Clerk II in Central Administration as soon after September 1 as a replacement is employed at the Clinic. The Accounting Clerk I position will be filled September 1, and Mrs. Lavetta Henderson will be promoted to the Accounting Clerk III position on September 1 which is in the FY 1977 budget.

3. Blue Cross-Blue Shield, insurance carrier for Medicare and Medicaid, has notified Community Centers of certain services no longer provided. In essence, they state every client must be seen by a physician before any service is given. Mrs. Foley cited some examples stating it seems impractical for a physician to see a client before any history is taken for information purposes. In talking with TDMHMR staff, it appears they don't feel anything can be done about this situation. Dr. Lawrence plans to attend a meeting in Austin Friday and this will be one topic discussed. Mrs. Foley commented that this comes at a time when (effective on September 1) Blue Cross-Blue Shield will be the group insurance carrier for all State employees.

4. Regarding the FY 1977 Operating Budget, TDMHMR called and asked that I transfer \$8,000 in Research & Evaluation for peer review and \$10,000 in Mobile Evaluation Unit for treatment center services from the budget category Professional Fees to Contracts since contracts were written for these services. Also, I had shown part of the budgeted \$49,940 for the Angelina County Day Treatment Program as coming from local funds. They wanted all of this shown as Grant-in-Aid because of the provision of the Supplemental Grant-in-Aid received this year for the Angelina

County Day Treatment Program. This necessitated changing the source of funding for the Angelina County Outpatient Clinic and Central Administration as well. Copies of these revisions will be mailed to the Board. On the change in the Day Treatment Program, Title XX reimbursement will be affected since none can now be claimed for Day Treatment.

Mr. Morrison, Director of Program Support Services:

1. As a comparison, this time last year we had 58 positions on the Personal Services Schedule, and today we had 73 persons on the payroll with 11 positions vacant for a total of 84 positions on the Personal Services Schedule. We also have three CETA people and one person at the Kirbyville Developmental Center whose salary is paid for locally.

2. Our personnel turnover was 18% in FY 1975 and about 21% this year.

3. If the two new positions being requested at this meeting are approved, we will have 127 positions on the Personal Services Schedule September 1.

COMMITTEE RECOMMENDATIONS FOR BOARD APPROVAL

BUDGET AND FINANCE COMMITTEE - Mr. V. B. Woods, Chairman

Treasurer's Report: Mr. Woods asked that copies of the Operating Statement for the month of July, 1976, be distributed among the guests present. There being no questions or comments, on a motion by Mr. Woods, seconded by Mr. Mann, the Board adopted the following resolution:

RESOLVED, by the Board of Trustees, that the Operating Statement and Budget Summaries of Receipts and Expenditures for the month of July, 1976, be approved as submitted, and that copies of each report be attached to the permanent Minutes of this Board Meeting.

Mr. Woods welcomed Judge Sturrock as a new member to the Budget and Finance Committee stating he felt Judge Sturrock would be an asset to the Committee as well as to the Board.

Consideration of Voucher for First Month Grant-in-Aid for First Quarter of FY 1977: On a motion by Mr. Woods, seconded by Mr. Mann, the Board passed the following resolution:

RESOLVED, by the Board of Trustees, that the Board approve the voucher for \$79,957.50 for State Grant-in-Aid for the month of September, 1976, that the Board Chairman be authorized to sign this voucher, and that it be submitted to TDMHMR.

Consideration of Bids for Vehicle for Contract Procurement Program:
On a motion by Mr. Mann, seconded by Mr. Woods, the Board passed the following resolution:

RESOLVED, by the Board of Trustees, that the Board accept the bid in the amount of \$6,979 (\$6,300 plus \$679 for options of tinted glass, spare tire, power steering, and air conditioning) from Ogden Chevrolet, Inc. of Colmesneil for a 1977 Hi-Cube Van to be used for the Project Continuity Program, and be it further RESOLVED that the Executive Director be authorized to sign and issue the Purchase Order.

Mr. Mann commented that requests for quotations were sent to nine area dealers, and only one bid was received from Ogden.

Consideration of Proposed Equipment Purchases: On a motion by Mr. Mann, seconded by Mr. Woods, the Board adopted the following resolution:

RESOLVED, by the Board of Trustees, that the Board approve the purchase of the following items:

Protective Services:

1 - Executive Desk (Hon)	\$ 298.92
1 - Executive Chair	75.12
1 - Secretarial Desk	234.24
1 - Secretarial Chair	56.72
2 - Occasional Chairs @ \$68.50 ea.	137.00
1 - Typewriter	585.00
1 - Dictaphone/Transcriber	443.00
1 - Tape Recorder with 12 Tapes	207.80
1 - File Cabinet	113.52
1 - 30" x 48" Work Table	38.40
	<u>\$2,189.72</u>

DPW Liaison Contract:

3 - Executive Desks @ \$298.92 ea.	896.76
3 - Executive Chairs @ \$75.12 ea.	225.36

1 - Secretarial Desk	234.24
1 - Secretarial Chair	56.72
4 - File Cabinets @ \$113.52 ea.	454.08
6 - Occasional Chairs @ \$68.50 ea.	411.00
1 - Typewriter	585.00
1 - Dictaphone/Transcriber	443.00
3 - Tape Recorders with 36 Tapes @ 207.80 ea.	623.40
	<u>\$3,929.56</u>

Nacogdoches County Outpatient Clinic:

1 - Executive Desk (Alma)	\$ 430.69
1 - Executive Chair	75.12
1 - Secretarial Desk	234.24
1 - Secretarial Chair	56.72
1 - Typewriter	585.00
1 - Dictaphone/Transcriber	443.00
2 - Tape Recorders with 24 Tapes @ \$207.80 ea.	415.60
1 - Bookcase, Metal	46.45
1 - Bookcase, Wood	65.60
3 - File Cabinets @ \$113.52 ea.	340.56
3 - Occasional Chairs, Wood @ \$89	267.00
3 - Occasional Chairs, Chrome @ \$68.50 ea.	205.50
8 - Waiting Room Chairs @ \$25.49	203.92
3 - End Tables @ \$31.50 ea.	94.50
	<u>\$3,463.90</u>

Be it further RESOLVED by the Board that upon notification of award of the HEW Operations Grant the following items be purchased:

HEW GRANT:

7 - Executive Desks (Hon) @ \$298.92 ea.	\$ 2,092.44
6 - Executive Desks (Alma) @ \$430.69 ea.	2,584.14
13 - Executive Chairs @ \$75.12 ea.	976.56
14 - Occasional Chairs @ \$68.50 ea.	959.00
12 - Occasional Chairs @ \$89.00 ea.	1,068.00
1 - Secretarial Desk, Wood	525.89
6 - Secretarial Desks, Metal @ \$234.24 ea.	1,405.44
1 - Secretarial Chair, Wood	105.75
6 - Secretarial Chairs, Metal @ \$56.72 ea.	340.32
2 - Typewriters @ \$585.00 ea.	1,170.00
4 - Dictaphone/Transcribers @ \$443.00 ea.	1,772.00

14 - Tape Recorders @ \$179.00 ea.	2,506.00
6 - Bookcases, Metal @ \$46.45 ea.	278.70
6 - Bookcases, Wood @ \$65.60 ea.	393.60
4 - Coat Trees, Wood @ \$31.80 ea.	127.20
8 - End Tables @ \$31.50 ea.	252.00
14 - File Cabinets @ \$113.52 ea.	1,589.28
1 - Calculator	251.10
	\$18,397.42

PROGRAM COMMITTEE: - Mr. R. B. Hille, Chairman

In the absence of Mr. Hille, Chairman Burke said he would discuss the Program Committee's items on the agenda.

Discussion of Texas Council of Community MHMR Centers: Mr. Burke said that there will be a meeting of members of Boards of Trustees of Community MHMR Centers to decide whether or not such an organization should be formed. He said this would be a Statewide governing body with representatives from Boards of Trustees (not necessarily the Chairman) to insure that the Boards have a voice in Austin, to get information before the public of services offered by Community Centers, and that there would probably be a part-time Executive Director and Secretary to gather material from Federal and state governments for distribution. By-laws will be prepared and articles of incorporation. Funds contributed to the organization would be tax exempt. Mr. Burke said that if this Council is formed, there is a good possibility of getting a grant from NIMH for the purpose of preparing material now non-existent for use by new Board members, etc. Mr. Burke said that if any Board members would like to attend this meeting, it will be held in Austin on Saturday, August 28, and that he and Dr. Lawrence plan to attend this meeting.

On a motion by Mr. Burke, seconded by Mr. Woods, the Board passed the following resolution:

RESOLVED, by the Board of Trustees, that the Board Chairman be authorized to speak on behalf of the Board concerning the organization of a Council of Community MHMR Centers Boards of Trustees. Be it further RESOLVED that the Board Chairman be authorized to decide and comment on behalf of the Board as to the Board's participation in this Council.

Page 10
Minutes
8/24/76

Consideration of Proposed Couples Enrichment Workshop: On a motion by Mr. Burke, seconded by Mr. Mann, the Board adopted the following resolution:

RESOLVED, by the Board of Trustees, that DETRMHMRS cooperate with Angelina College in co-sponsoring a Couples Enrichment Workshop to meet weekly for a period of 8 weeks. Be it further resolved that Dr. Robert Vance, Counseling Psychologist with DETRMHMRS, conduct this group which is to be limited to six couples at \$20 per couple.

Consideration of Proposed Peer Review Contract: On a motion by Mr. Burke, seconded by Mr. Gee, the Board adopted the following resolution:

RESOLVED, by the Board of Trustees, that the Board Chairman be authorized to sign the contract with Stephen F. Austin State University for Peer Review Services as submitted, and that once signed this contract be submitted to the Community Services Division of TDMHMR for approval, and that following approval by TDMHMR this be used as basis of payment for services.

Dr. Bruce Bailey of SFASU was present and answered questions from the Board regarding the time schedule.

Consideration of Proposed Contract for Consultative Education Services: No action was taken on this item.

Discussion of Developmental Center School Year: Dr. Lawrence said that the scheduling of holidays consistent with local ISD's and our own Policies and Procedures is becoming rather cumbersome and difficult as some of our Developmental Centers are 12-month programs and others are 10-month programs. He said that Mr. Burbank and staff are working out a system of scheduling the school days and holidays for Developmental Center programs, and should have this ready for the Board's review at the September Board Meeting.

Discussion of DPW Liaison Program: Dr. Lawrence reported on the status of the DPW Liaison Worker Program. He said that the Department of Public Welfare will reimburse us for 75% of the cost of delivering aftercare services through three Caseworkers and one Secretary during FY 1977. He said these positions are included in the FY 1977 Operating Budget and in the ZBB biennium request, and that we are currently in the process of recruiting for these positions.

Page 11
Minutes
8/24/76

Discussion of Third Quarter Client Data: Mr. Burke said that he hoped the Board had the opportunity to study this client data information broken down by characteristics of patients served, patient movement report, and summary of types of service, as these reports reflect the impact of Community MHMR Centers.

PERSONNEL AND PUBLIC EDUCATION COMMITTEE - Rev. Jerry Self, Chairman

Consideration of Resolution of Appreciation: On behalf of the Board, Rev. Self presented a Resolution of Appreciation to Mr. W. J. Gentry for his outstanding contribution and service during his two-year term as Vice-Chairman on the Board of Trustees. Rev. Self read the resolution in its entirety, a copy of which is attached to these minutes.

Mr. Gentry sincerely thanked the Board for this gesture.

Discussion of Nominees for Membership on Board of Trustees: On a motion by Mr. Gee, seconded by Mr. Mann, the Board passed the following resolution:

RESOLVED, by the Board of Trustees, that the following individuals be accepted for appointment to DETRMHMRs' Board of Trustees with terms of office beginning on September 1, 1976:

<u>Name</u>	<u>County Representing:</u>	<u>Terms of Office:</u>
Ward R. Burke	Angelina	Two Years
George Gee	Jasper & Newton	Two Years
R. B. Hille	Polk & San Jacinto	One Year
Judge Emmett Lack	Hardin	Two Years
Tom D. Mann	Sabine, Shelby, & San Augustine	Two Years
Judge Allen Sturrock	Tyler	Two Years

Mr. Tom Mann has changed his place of residence and will now represent Sabine, Shelby, and San Augustine Counties; and Judge Allen Sturrock has been appointed by the Commissioners Court to represent Tyler County on the Board. A representative for Houston County will hopefully be presented at the September meeting, to complete the membership.

Discussion of Proposed Contract with Farabee & Associates, Inc.: On a motion by Rev. Self, seconded by Mr. Gee, the Board passed the following resolution:

RESOLVED, by the Board of Trustees, that the Executive Director be authorized to write Mr. Gaylord T. Forrest, Senior Associate of FARABEE & ASSOCIATES, INC., respectfully declining participation in their recruitment proposal for FY 1977.

Consideration of Proposed Certificates of Appreciation: On a motion by Mr. Gee, seconded by Mr. Mann, the Board passed the following resolution:

RESOLVED, by the Board of Trustees, that in view of the significant and highly beneficial efforts of Radio Station KTXJ and the JASPER NEWS-Boy of Jasper, the Chairman and Executive Director be authorized to sign and issue Certificates of Appreciation from the Board to these two organizations.

Consideration of Nominees for Professional and Volunteer Services Advisory Committees: On a motion by Rev. Self, seconded by Mr. Gee, the Board passed the following resolution:

RESOLVED, by the Board of Trustees, that the nomination of Mrs. Lou Nell Hays representing Tyler County, and Scott Evans representing Trinity County be approved to serve on the Regional Professional Advisory Committee.

There were no nominations to be considered for the Regional Volunteer Advisory Committee.

Consideration of Group Health & Life Insurance Program: On a motion by Mr. Gee, seconded by Rev. Self, the Board passed the following resolution:

RESOLVED, by the Board of Trustees, that the Board authorize the Executive Director and staff to solicit bids for group health and life insurance for comparison with the current Bankers Life coverage.

Dr. Lawrence commented that the staff feels it advisable to have some alternative to Bankers Life in the event the cost of Bankers Life coverage increase by a large amount for the next contract year.

Consideration of Proposed Position Description: On a motion by Mr. Gee, seconded by Rev. Self, the Board passed the following resolution:

RESOLVED, by the Board of Trustees, that the proposed Position Description for Director of the Shelby County Halfway House be approved as submitted, and that it be incorporated in the DETRMHMRS' Position Description Manual.

Consideration of Proposed Personnel Matters: Rev. Self asked the Chairman to declare an Executive Session to discuss personnel matters as allowed by Article 6252-17, Section 2(g) of the Open Meetings Law.

Chairman Burke said the Board would meet in Executive Session, and that no action would be taken until the meeting was reopened to the public. (Executive Session)

Chairman Burke reopened the meeting at 6:45 p.m., and turned the meeting over to Rev. Self for discussion and action on the following items:

Consideration of Applicant for Position of Contract Procurement Officer: On a motion by Rev. Self, seconded by Mr. Gee, the Board passed the following resolution:

RESOLVED, by the Board of Trustees, that the Executive Director be authorized to employ Mr. Larry M. Heaton for the position of Contract Procurement Officer effective September 1, 1976, as provided by terms of DD Grant "Project Continuity."

Consideration of New Position of Director of Program Evaluation and Planning: On a motion by Rev. Self, seconded by Mr. Gee, the Board adopted the following resolution:

RESOLVED, by the Board of Trustees, that the position of Director of Program Evaluation and Planning be created effective September 1, 1976, and that the Position Description be approved as submitted and incorporated in the DETRMHMRS' Position Description Manual. Be it further RESOLVED that the protective services half-time secretary position be expanded to a full-time position with the additional 50% time being allocated to this program.

Chairman Burke commented that with the increasing number of standards this agency has to comply with he felt this position essential.

Consideration of Master's Level Psychologist for Nacogdoches County Outpatient Clinic: No action taken on this item at this time.

Consideration of Upgrading Houseparents Positions: On a motion by Rev. Self, seconded by Mr. Gee, the Board passed the following resolution:

RESOLVED, by the Board of Trustees, that the positions of Houseparents for Sunrise Manor Halfway House be upgraded from Community Service Aide II to Houseparent I effective September 1, 1976, to make the positions consistent within the agency and similar programs in the State.

Consideration of Temporary Secretary I Position: On a motion by Rev. Self, seconded by Mr. Gee, the Board passed the following resolution:

RESOLVED, by the Board of Trustees, that an additional position of Secretary I be created effective September 1, 1976, to be assigned to the Angelina County Outpatient Clinic, this being a temporary lead-in position which will cease to exist upon implementation of the HEW Operations Grant.

Consideration of Upgrading Angelina Co. OPC Director Position: On a motion by Rev. Self, seconded by Mr. Gee, the Board passed the following resolution:

RESOLVED, by the Board of Trustees, that the position of the Director of the Angelina County Outpatient Clinic be upgraded from Community Service Aide III to Caseworker II effective September 1, 1976.

Renewal of Executive Director's Contract: It was the unanimous decision of the Board that the contract with the Executive Director of DETRMHMRS be renewed for a three-year period beginning September 1, 1976 through August 31, 1979, with the same provisions included in the current contract.

Chairman Burke said that he would like to thank the Executive Director and Program Directors on behalf of the Board for the outstanding work being done.

Page 15
Minutes
8/24/76

DESIGNATION OF DATE, TIME, AND LOCATION OF NEXT BOARD MEETING:

The next Board Meeting was set for Tuesday, September 28, 1976, in the Harvest Room at Lufkin Federal Savings & Loan Association in Lufkin, Texas, at 5:00 p.m. Board Committees will meet at 4:00 p.m.

ADJOURN: There being no further items for discussion, Mr. Woods moved, seconded by Mr. Mann, that the Board Meeting be adjourned. The Board approved the motion.

APPROVED:

Ward R. Burke
Ward R. Burke, Chairman

R. B. Hille
R. B. Hille, Secretary

DEEP EAST TEXAS REGIONAL MHMR SERVICES

OPERATING STATEMENT

JULY 1976

INCOME

Angelina County	\$ 3,125.00
Houston County	1,646.00
Jasper County	870.83
Nacogdoches County	3,450.50
San Jacinto County	586.71
Senate Bill 230	11,047.50
Workshop Production	1,260.28
United Fund	250.00
Donations	380.00
Concessions	219.75
Miscellaneous Income	1,282.03
Interest Income	497.46
Grant-in-Aid	118,977.00
Texas Rehabilitation Commission	135.00
Texas Commission on Alcoholism	6,644.00
DDA-Project Continuity	22,712.00
Client Fees	1,112.46
Total	\$174,196.52

EXPENDITURES	DISBURSEMENTS	ENCUMBRANCES	TOTAL
Salaries	51,632.32		51,632.32
FICA	2,610.48		2,610.48
Insurance	2,100.66		2,100.66
Retirement	985.97		985.97
Prof. Fees/Other (Refund-Dr. Mader) (	129.60)		(129.60)
Travel	3,123.43	609.94	3,733.37
Drugs	3,068.35		3,068.35
Food	1,205.37	420.93	1,626.30
Supplies	2,124.30	2,614.54	4,738.84
Equipment/Purchase	5,620.38	13,490.43	19,110.81
Equipment/Rental	786.70	5.25	791.95
Equipment/Repair & Maintenance	68.69		68.69
Rent/Building	4,939.00		4,939.00
Repair & Maintenance/Bldg.	276.61		276.61
Vehicles/Repair & Maintenance	385.11		385.11
Contracts	10,916.67		10,916.67
Utilities/Postage/Telephone	2,161.05	1,292.68	3,453.73
Laboratory Expense	-0-	10.00	10.00
Insurance	2,316.00		2,316.00
Client Training Wages	2,031.47		2,031.47
Client Training Fringe Benefits	84.63		84.63
Contract Materials	808.61	474.74	1,283.35
Educational Supplies	1,114.84	2,647.46	3,762.30
Miscellaneous	1,022.91	114.58	1,137.49
Emolument	350.00		350.00
Concession Expense	204.85	115.70	320.55
TOTAL	\$99,808.80	\$21,796.25	\$121,605.05

BREAKDOWN OF EXPENDITURES (IN EXCESS OF \$50 EACH): Food: Shelby Co. HH-\$388.78; Sunrise Manor-\$816.59 (includes 1/2 beef). Supplies: Office Supplies-\$390.58; paper goods, cleaning supplies, etc.-\$500; Xerox Paper & Supplies-\$150.24; Pegboard Receipts-\$179.15; Mixer, utensils and pans for Angelina Day Treatment-\$165.78. Eq/Pur: Bedroom Furniture-Sunrise Manor-\$1,999.05; Water Cooler-San Jac. Co. Dev. Cen.-\$209.25; Kitchen Appliances-Houston Co Dev. Cen.-\$1,218.19; Duplicator-\$552; Sofa-Angelina Co. OPC-\$411.32; File Cabinets-San Jac. Co. Dev. Cen.-\$113.52; Lawnmower-Angelina Co. Day Treatment-\$89.95; Air Conditioner-Angelina Day Treatment-\$378.88; Living Room Furniture-Angelina Day Treatment-\$500.00. Eq/Rental: Computer-\$336.45; Xerox-\$450.45. Rent: Angelina Co. OPC-\$602; CA-\$800; Houston Co. Dev. Cen.-\$200; Nacogdoches Co. SWS-\$160; San Jacinto Co. Dev. Center-\$75; Shelby Co. HH-\$100; Tyler Co. Dev. Cen.-\$125; Tyler Co. OPC-\$267; Trinity Co. OPC-\$200; Jasper Co. CCC-\$75; Nacogdoches Co. CCC-\$1,450 (Mar.-July); Jasper Co. Dev. Cen.-\$235; Sunrise Manor-\$400; Angelina Co. Day Treatment-\$250. Vehicle/Maint.: Polk Co. SWS-\$157.88; San Jacinto Co. Dev. Cen.-\$118.92; A & B Body Shop-Repairs-\$165.25. Bldg./Repair & Maint.: \$200-Angelina Co. Day Treatment (Floor Repair). Contracts: LWS&OPC-\$10,916.67; Insurance: Auto Ins.-\$2,316.00 (2 Vans & MEU). Misc.: Defensive Driving Course-\$109; IRS-\$344.40; Newsletter-\$124.84.

DEEP EAST TEXAS REGIONAL MHMR SERVICES
 OPERATING STATEMENT
 July, 1976
 Page -2-

BREAKDOWN OF ENCUMBRANCES: (IN EXCESS OF \$50 EACH):

Travel: Dr. J. E. Hamill (June & July)-\$260.22; Mary Cox-\$204.63; Food: Shelby Co. Halfway House-\$420.93; Supplies: Duplicating Machine Supplies-\$779.70; ceramic molds-\$307.25; Printed Forms-\$327.64; Office Supplies (primarily Angelina Co. Day Treatment)-\$962.88. Eq/Pur: Air Compressors for Polk & Nacogdoches Co. SWS @ \$225.29 each; Sanders, Saws, Drills & Stands-Polk Co. SWS-\$544.79; Coolers & Table Saw/Stand-Shelby Co. SWS-\$783.68; Angelina Day Treatment-Card Tables, Saws, Drills, Electric Range, Projector Screen, Storage Cabinets, Work Tables, Bookcases, occasional chairs, desk, file cabinets, Dishwasher, Freezer-Refrigerator, Recorder-\$3,755; Saws, Drills, and Sanders-Jasper Co. Dev. Center-\$1,122.94; Ping Pong Table-Houston Co. Dev. Cen.-\$52.95; Swing Sets, 4 @ \$313.95-\$1,255.80; Kilns, 2 @ \$564.00-\$1,128.00; Kitchen Equipment-Dev. Centers-\$885.49; Peabody Testing Kits (4)-\$1,040.00; Filing Cabinets (5) @ \$113.52-\$567.60; Calculator-CA-\$251.10; Storage Racks-Sunrise Manor-\$280.00; Conference Table-Tyler Co. OPC-\$58; Vehicle/Operating & Maintenance: Sunrise Manor-\$160.70; Polk Co. SWS-\$142.09; Shelby County Sheltered Workshop-\$81.19. Miscellaneous: Cleaning Draperies-Angelina Day Treatment Center-\$55.40.

NAME OF CENTER

SUMMARY

ORGANIZATIONAL UNIT

DATE

July 31, 1976

PERSONNEL

a. Salaries & Wages	(010)	52,845	51,632.32	634,143	562,357.46	71,785.54
b. Fringe Benefits	(020)	4,148	3,596.45	49,780	40,144.99	9,635.01
c. Consultation & Prof. Fees						
(1) Direct Patient Serv.	(030)	622	-0-	7,460	6,810.00	650.00
(2) Other	(040)	308	129.60	3,700	3,260.40	439.60

TRAVEL - STAFF & BOARD

(050)	3,667	3,123.43	44,000	39,607.72	4,392.28
-------	-------	----------	--------	-----------	----------

CONSUMABLE ITEMS

a. Drugs	(060)	3,167	3,068.35	38,000	34,312.62	36,873.38
b. Food	(070)	803	1,205.37	9,640	46,158.86	50,241.44
c. Other	(080)	2,191	2,124.30	26,286	17,518.34	8,767.66

EQUIPMENT & FURNITURE

a. Purchase	(090)	1,778	5,620.38	21,330	19,613.81	17,161.19
b. Rental	(100)	500	786.70	6,000	5,178.86	821.14
c. Repair & Maintenance	(110)	183	68.69	2,200	15,735.51	626.49

BUILDING

a. Rent	(120)	3,133	49,391.00	37,603	32,615.66	49,875.34
b. Remodeling & Renovation	(130)	475	-0-	5,700	631.52	50,624.48
c. Repair & Maintenance	(140)	129	276.61	1,550	12,957.74	254.26

VEHICLE

a. Purchase	(150)	2,845		34,145	34,150.00	5.00
b. Rental	(160)	-0-		-0-		
c. Oper. & Maintenance Cost	(170)	743	385.11	8,910	16,197.73	7,290.27

CONTRACTS WITH SERVICE AGENCIES (180)

(180)	18,162	10,916.67	217,944	191,905.25	26,038.75
-------	--------	-----------	---------	------------	-----------

OTHER

a. Utilities, Postage & Tele.	(190)	2,205	2,161.05	26,465	23,341.64	3,123.36
b. Laboratory Expense	(191)	21		250	136.50	113.50
c. Client Transportation	(192)	-0-		-0-		
d. Annual Audit	(193)	375		4,500		4,500.00
e. Insurance	(194)	3,778	44,166.66	45,341	36,966.20	8,374.80
f. Client Wages	(195)	2,750	2,031.47	33,000	26,880.34	6,119.66
g. Client Fringe	(196)	138	84.63	1,650	1,796.50	146.50
h. Contract Materials	(197)	364	808.61	4,366	3,784.37	581.63
i. Educational Materials	(198)	271	1,114.84	3,256	1,920.36	1,335.64
j. Miscellaneous	(199)	667	1,022.91	8,000	7,407.40	592.60
k. Emolument	(200)	233	350.00	2,800	2,625.00	175.00
l. Legal Services	(201)	250		3,000	768.75	2,231.25
m. Therapeutic Recreation	(202)	50	-0-	600	0	600.00
n. Concessions	(203)	167	204.85	2,000	1648.25	351.75
o.	(204)					
p.	(205)					

GRAND TOTAL

	106,968	99,808.80	1,283,619	1,104,486.78	179,132.22
--	---------	-----------	-----------	--------------	------------



**DEEP EAST TEXAS REGIONAL
MENTAL HEALTH MENTAL RETARDATION
SERVICES**

RESOLUTION OF APPRECIATION

WHEREAS, W. J. GENTRY was appointed by the County Judge of Houston County to serve on the Board of Trustees of a Community Mental Health Mental Retardation Center organization for the Deep East Texas counties of Angelina, Hardin, Houston, Jasper, Nacogdoches, Newton, Polk, Sabine, San Augustine, San Jacinto, Shelby, Trinity, and Tyler by reason of the fact that the Commissioners' Courts of said counties desire to render community based services to citizens with problems in areas of mental health and mental retardation; and,

WHEREAS, MR. GENTRY was a member of the original Board of Trustees of such organization which had its first meeting in Livingston, Polk County, Texas, on the 28th day of February, 1974, at which meeting the persons in attendance, pursuant to authorization of the Commissioners' Courts of the above-named counties, duly formed the Deep East Texas Regional Mental Health Mental Retardation Services designed to and which does render services in the thirteen (13) counties named; and,

WHEREAS, MR. GENTRY has served diligently, effectively, and honorably as a Trustee of the nine member Board of Trustees of this organization from the time of its organization until the expiration of his term on August 31, 1976, and during said period of time made possible the rendition of desperately needed services to citizens in this Deep East Texas area needing assistance in the fields of mental health and mental retardation and such organization now has 73 employees, and has presently served about 2,300 persons in such 13-county area who needed services pertaining to mental health and mental retardation; and,

WHEREAS, it is the desire of the Deep East Texas Regional Mental Health Mental Retardation Services to evidence its appreciation for the dedicated services rendered by MR. GENTRY during these difficult years;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees at this regular meeting that the deep and sincere appreciation is hereby expressed to MR. GENTRY by reason of his unselfish and dedicated services to the hundreds of people in this Deep East Texas area who desperately needed assistance by reason of the ravages of mental illness and/or mental retardation, at the community level, and near their own homes, which would not have been possible except for the unselfish devotion to duty evidenced by MR. GENTRY in his service as a Trustee.

PASSED BY UNANIMOUS VOTE of the Board of Trustees this the 24th day of August, 1976.

DEEP EAST TEXAS REGIONAL MENTAL
HEALTH MENTAL RETARDATION SERVICES

ATTEST:

By: _____
Ward R. Burke, Chairman
Board of Trustees

R. B. Hille, Secretary
Board of Trustees

By: _____
Wayne Lawrence, Ph.D.
Executive Director