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MINUTES

OF

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

June 27, 1978

BOARD MEMBERS PRESENT:	BOARD MEMBERS ABSENT:
Mr. Ward R. Burke, Chairman	Mr. Tom D. Mann, Vice Chairman
Mr. R. B. Hille, Secretary	Judge Emmett Lack
Mr. V. B. Woods, Treasurer	Mrs. Agnes Rhoder
Mr. George Gee	
Judge Allen Sturrock	
Mrs. Nancy Speck	

OTHERS PRESENT:

Dr. Wayne Lawrence, DETRMHMRS
Mr. Russ Burbank "
Dr. Jack Martin "
Mr. Franklin Avant "
Mr. Jim McDermott "
Mr. Steve Roop "
Mrs. Helen Anderson "
Dr. Joseph E. Dufner, Pastor, Cross Roads Baptist Church
Mr. Paul Kaufman, Rusk State Hospital
Dr. Gale Joslin, Rusk State Hospital
Mr. Robert Wells, Rusk State Hospital
Mr. Milton Cammack, Equitable Insurance
Mrs. Lois Gee, Jasper

The 58th meeting of the Board of Trustees was held in the Conference Room of the Day Treatment/Administration Facility 4101 South Medford Drive, Lufkin, on Tuesday, June 27, 1978, at 5:05 p.m.

INVOCATION: Dr. Joseph E. Dufner, Pastor, Cross Roads Baptist Church, gave the invocation.

CALL TO ORDER AND RECOGNITION OF GUESTS: There being a quorum present, Chairman Burke called the meeting to order at 5:05 p.m., and recognized guests previously listed.

APPROVAL OF MINUTES OF PREVIOUS BOARD MEETING: There being no additions or corrections to the Minutes of the May Board Meeting on a motion by Judge Sturrock, seconded by Mr. Gee, the Board approved the Minutes of the May 16, 1978 Board Meeting.

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EXECUTIVE DIRECTOR'S REPORT: Dr. Lawrence reported that:

1. Congratulations to Dr. Martin on being a new father.

2. Received word yesterday, June 26, that our increase in Grant-in-Aid for FY79 will be $65,000. This is a 6% increase, whereas most centers received only 4%. We had requested $186,000. These funds will be divided among Administration, Outpatient Clinics and Emergency (D&E).

3. I have continued to make an effort to meet with legislators. Only one has not been met, but will meet with him in November. I believe we can expect good support from these individuals.

4. Mr. Burke spoke at the Hogg Foundation Conference which was held in Austin on May 25 and 26. First Lady Rosalyn Carter was there. Mr. Burke stated that he is very impressed with Mrs. Carter. She is honorary chairman of the panel on mental health. Mr. Burke added that it was an excellent conference.

5. Introduced Mr. Paul Kaufman, Acting Superintendent of Rusk State Hospital. On June 20th we toured the Nacogdoches and Shelby County programs. He commented that a good working relationship is developing between Rusk State Hospital and MHMR.

6. I met with Judge Deison in Montgomery County on June 2nd. There is a great deal of interest regarding MHMR centers in Montgomery, Walker and Liberty counties. We can expect a visit from them in the next couple of months.

7. The Management Audit Follow-up will be discussed later in the agenda. The results were very favorable.

8. There was a fairly good turnout for the visitation and luncheon which was held here for the county judges and commissioners after the judges' meeting on June 7th. Judge Sturrock thinks we made contact with several who do not know about our program. They seemed impressed.

9. Many complimentary remarks concerning the Volunteer Recognition Banquet have been received.

10. In regard to our TDMHMR Construction Request, we have a priority of 24 on a list of 66. The State Legislature will have to allocate between $22 and $23 million in order for us to be included. If we should receive funds, they will be spent for another building similar to the one we have and would be utilized as an outpatient clinic.

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11. The GETHSA Hearings were held on June 13 and June 22. Five Board members attended the grant hearings in Woodville on June 13. Of the three grant applications being considered, we were the only ones present. The Executive Committee consists of twenty-two members. We are gathering data now in order to answer questions that we were asked by physicians. Both Mrs. Speck and Mr. Woods commended Dr. Lawrence's preparation and the manner in which he conducted himself at the hearings.

12. As a result of the recent county judges' election, we have six new county judges.

13. Called on Division Directors to report on activities since the last Board Meeting.

Mr. Avant, Business Division:

1. Of 11 counties pledging, 6 have contributed 100% of their share toward local match funds. A total of 79% of the funds have been collected.

2. Fiscal Officers' meetings are held on a quarterly basis in order to exchange solutions to problems. Our center staff has been invited to attend the one in Beaumont in late August.

3. The DHR Site Visit went very well. One problem was discovered in Protective Services and Services to the Elderly under Title XX. We had billed several months for a client who was incorrectly certified. This may mean a loss of approximately $300 out of allocation funds.

4. Irvin Smith attended the TCCMHMR Accountants Meeting on June 6 in Austin. Ernst and Ernst, CPAs, prepared a manual incorporating federal and TDMHMR guidelines and regulations. Funds to cover the expense of this manual came from TCCMHMR. We have received our copy.

5. Reported on goals for the month of May (see Appendix #2).

Dr. Martin, Mental Health Division:

1. The TCA Hearing went very well. We got our request for a grant and received $18,745.

2. Introduced Sandy Skelton, Director, Outpatient Clinics, and stated that we are very happy to have him.

3. Called on Steve Roop, Unit Supervisor, to report on activities of the Tyler County Outpatient Clinic in Woodville.

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Mr. Roop is an acting psychologist. They have a nurse, a psychiatrist, and an Alcohol and Drug Abuse Councelor and are a full spectrum care facility. Tyler County OPC served 310 people in 1978 and presently has 190 active cases. They average 15 new people per month and release 15, averaging 200 service hours monthly. Day activities are run by caseworkers. Area widows are involved in a re-socialization program. They meet twice monthly for three hours at a time. Craft groups meet in a nursing home. Group therapy and family counseling are offered.

Mr. Roop related the case of a 19-year old female who was having problems in her freshman year of college. A fear of tests caused her to drop out of school. She thought her problems were much worse than they actually were. The situation was corrected through relaxation therapy. She now has a B average at Sam Houston State University.

4. Bill Burnett has met the condition on employment in that he has completed his degree. He graduated in May from Stephen F. Austin University and is now the Drug Abuse Counselor in Polk County.

5. Admissions to Rusk State Hospital reached a peak in 1976 and declined in 1977. They remained constant in 1978. Dr. Lawrence commented that when a MHMR center is formed, admission rates rise as people receive information about services offered.

6. Reported on goals for the month of May (see Appendix #3).

Mr. Burbank, Mental Retardation Division:

1. Dr. Lawrence and I attended the TARC Convention in Amarillo June 15-17 and were on the program. The Mobile Evaluation Unit was on display for the public to see. It was a good session.

2. We sent 53 clients to Camp Leander June 19-23. A good time was had by all. Board support is very much appreciated.

3. The PRC Workshop on the Mentally Retarded Persons Act, which was held on June 24th, was attended by 51 interested parents and citizens.

4. TRC has advised that they will not fund any grants next year. Our request for grant funds for Hardin and Houston Counties amounted to over $100,000. Eighty-five centers were notified that they will not receive grant money next year.

5. Nacogdoches County Sheltered Workshop has moved to 302 Mound Street, which is one block from downtown Nacogdoches.

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6. Reported on goals for the month of May (see Appendix #4).

Mr. McDermott, Program Support Services Division:

1. Plans are being made to have a park area behind the Central Administration Building. An Eagle Scout group has been contacted to build a bridge, park benches, and to help beautify the area. This will give the clients a place to enjoy the outdoors.

2. The Staff Picnic, held on June 10, was a success. Activities included tennis, swimming, boating and volleyball. Plans are already being made for next year's picnic.

3. Rep. Jerry Clark was the speaker at the dedication ceremony of the Hardin County Sheltered Workshop on June 26. Seventy people attended throughout the day. The greenhouse at Polk County Sheltered Workshop will be dedicated on June 28.

4. The ministerial coffees have been very successful. Ministers throughout the county have been surveyed and a proposed agenda has been put together. Participants are interested in additional training and information. There is great interest in the Crisis Line.

5. TCCMHMRC has advised that two MRPA Hearings Officers will be available to centers upon request.

6. Reported on goals for the month of May (see Appendix #5).

COMMITTEE RECOMMENDATIONS FOR BOARD APPROVAL

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

Treasurer's Report: On a motion by Mr. Woods, seconded by Mr. Hille, the Board approved the following resolution:

> RESOLVED, by the Board of Trustees, that the Balance Sheet, Operating Statement, Budget Summaries of Receipts and Expenditures, and Cash Flow Statements for the month of May, 1978, be approved as submitted, and that copies of each report be attached to the permanent Minutes of this Board Meeting.

Consideration of Third Quarter Expenditure Report: On a motion by Mr. Woods, seconded by Judge Sturrock, the Board approved the following resolution:

> RESOLVED, by the Board of Trustees, that the Board approve the Third Quarter Expenditure Report for FY78, that the Chairman be authorized to sign the Transmittal Form, and that the report be submitted to TDMHMR.

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Consideration of Voucher for Remainder of Grant-in-Aid for Fourth Quarter: On a motion by Mr. Woods, seconded by Judge Sturrock, the Board approved the following resolution:

> RESOLVED, by the Board of Trustees, that the Board approve the voucher in the amount of $164,556.19 for State Grant-in-Aid for the months of July and August, 1978. Be it further RESOLVED that the Chairman be authorized to sign this voucher, and that it be submitted to TDMHMR.

Discussion of Compliance with Management Audit Recommendations: Dr. Lawrence reported that Mr. Daryl Dorcy, Management Audit Director, Community Services, TDMHMR, did a very thorough job during his June 22 and 23 Management Audit Follow-up visit. His closing remarks were extremely complimentary. He stated that ours is the best Board Policy Manual he has ever seen. The Board is to be commended for its' efforts.

Consideration of Bids for Janitorial Services: On a motion by Mr. Woods, seconded by Mr. Gee, the Board approved the following resolution:

> RESOLVED, by the Board of Trustees, that the bid of $395.00 per month be awarded to East Texas Mobile Cleaning for the performance of janitorial services at the Day Treatment/Administration Facility.

Selection of Audit Firm for FY78: On a motion by Mr. Woods, seconded by Judge Sturrock, the Board approved the following resolution:

> RESOLVED, by the Board of Trustees, that the firm of Axley & Rode of Lufkin, Texas, be employed to conduct the annual audit for FY78 and that the Executive Director be authorized to sign the engagement letter between the Board of Trustees and that firm. Be it further RESOLVED that the Executive Director be authorized to reimburse said firm upon completion of the audit in an amount not to exceed the approved budgeted amount.

Discussion of Results of Budget Hearings: Dr. Lawrence stated that no major errors were found in the budget document. Due to reduced revenue the $3,000,000 total in the operating budget may be an inflated figure. It might be necessary to come back down the first quarter of next year. The regular budget hearing will be held the last week in August at TRIMS in Houston. Dr. Lawrence will attend that hearing and would like to have some of the Board members attend. Mr. Woods commended Dr. Lawrence for looking ahead and laying aside funds that will be needed in the future.

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

Discussion of Compliance with Peer Review Recommendations: On a motion by Mrs. Speck, seconded by Mr. Hille, the Board approved the following resolution:

> RESOLVED, by the Board of Trustees, that the staff's statement of compliance to the recommendations made by the Peer Review Team be approved as submitted, and that the Executive Director be authorized to submit a copy of the statement to Dr. Bruce Bailey, Project Director, of the Peer Review Team.

Consideration of Possible Funding Opportunities: Judge Sturrock noted that the staff had not been notified of any funding opportunities.

Consideration of Proposed Fairweather Lodge Program: On a motion by Judge Sturrock, seconded by Mrs. Speck, the Board approved the following resolution:

> RESOLVED, by the Board of Trustees, that the Board hear a report from Rusk State Hospital staff and from Center staff, as to the feasibility of establishing a Fairweather Lodge project in the Center's catchment area. Be it further RESOLVED that the Executive Director be authorized to continue to plan towards the implementation of a Fairweather Lodge according to the attached schedule (see Appendix 6).

A slide presentation was given by Dr. Gale Joslin, Rusk State Hospital, followed by discussion of the Fairweather Program.

Consideration of Quarterly Peer Review Report: Bruce Bailey, Ph.D., Project Director, Peer Review Team, presented the Peer Review Report for the Third Quarter (see Appendix 7). In addition, he stated that he and Dr. Rhodes had reviewed services at four developmental centers and were very impressed with the programs.

Mr. Burke commented that the HSA Committee was interested in responses from clients as is the Board.

Dr. Bailey said that there may be a follow-up procedure in the future as some data is needed from people who do not respond.

Discussion of Texas MHMR Funding for FY77: On a motion by Judge Sturrock, seconded by Mr. Woods, the Board voted to table this item until next month's Board Meeting.

Consideration of Proposed Revision in DHR Contracts: On a motion by Mrs. Speck, seconded by Mr. Hille, the Board approved the following resolution:

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RESOLVED, by the Board of Trustees, that the contract revisions (see Appendix 8) be approved and that the Executive Director be authorized to sign and submit them to the Department of Human Resources.

Discussion of Organizational Unit Cost Estimates for First and Second Quarters of FY78: On a motion by Judge Sturrock, seconded by Mr. Hille, the Board voted to table this item until next month's Board Meeting.

Consideration of Proposed Outpatient Construction Project: On a motion by Judge Sturrock, seconded by Mr. Hille, the Board voted to table this item until next month's Board Meeting.

PERSONNEL AND PUBLIC EDUCATION COMMITTEE - Mr. George Gee, Chairman

Consideration of Nominees for Advisory Councils and Committees: On a motion by Mr. Gee, seconded by Mr. Hille, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the Board approve Mrs. Jerry Williamson, Mrs. J. P. White and Mrs. W. T. Wilde of Silsbee for membership on the Hardin County Advisory Council. Be it further RESOLVED, that Mr. Gary Workman of Nacogdoches be approved for membership on the Nacogdoches County Advisory Council.

Discussion of Employee Pension Trust Plan: Mr. Milton Cammack, Equitable Insurance Pension Sales Specialist, discussed the recommended changes and the options available to long-term employees upon retirement.

On a motion by Judge Sturrock, seconded by Mrs. Speck, this item was given to the Pension Trust Committee (composed of Mr. Woods, Mr. Burke and Dr. Lawrence) to be taken under advisement. A motion will be made at the next Board Meeting.

Consideration of Certificates of Appreciation: On a motion by Mr. Gee, seconded by Mrs. Speck, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the Board Chairman and the Executive Director be authorized to sign and present Certificates of Appreciation to the following individuals in view of their active and continued support of this agency and its efforts to assist handicapped individuals in this region:

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1. Shelby County Alcoholics Anonymous Group
2. Mr. Lenox Hawthorne, Hardin County
3. Mr. Major Walker, Newton County
4. Sonic Drive-In, Livingston

Consideration of Proposed Organization Chart: On a motion by Mr. Gee, seconded by Mrs. Speck, the Board approved the following resolution:

> RESOLVED, by the Board of Trustees, that the proposed revised Organization Chart be approved as submitted.

Mr. Burke commented that it might be helpful to extend special invitations to the Medical Advisory Committee to come to the Board Meetings.

Consideration of Proposed Legislative Information Program: On a motion by Mr. Gee, seconded by Mr. Woods, the Board approved the following resolution:

> RESOLVED, by the Board of Trustees, that the Executive Director be authorized to continue to work with the Personnel and Public Education Committee to implement the Legislative Information Program as submitted.

Consideration of Proposed Article for TDMHMR Annual Report: On a motion by Mr. Gee, seconded by Judge Sturrock, the Board approved the following resolution:

> RESOLVED, by the Board of Trustees, that the proposed article for the TDMHMR Annual Report for FY78 be approved as submitted, and that it be forwarded to TDMHMR.

Consideration of Personnel Matters: Mr. Gee requested that the Board Chairman call an Executive Session to consider personnel matters brought before the Board by the Executive Director according to Article 6252-17 Section 2(g) of the Open Meetings Law. Chairman Burke excused guests from the meeting room at 7:50 p.m., stating that no Board action would be taken until the meeting was reopened.

Executive Session

Mr. Burke reopened the meeting to the public at 8:15 p.m., and asked for Board consideration of the following items:

Part 1: Consideration of the Deletion of the Attorney: On a motion by Mr. Gee, seconded by Mrs. Speck, the Board approved the following resolution:

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RESOLVED, by the Board of Trustees, that Position Number 0032 be deleted from the Personal Services Schedule. Be it further RESOLVED that the Board Chairman and the Executive Director be authorized to sign the necessary paperwork and that these be submitted to TDMHMR for approval.

Part 2: Consideration of the Deletion of a Divisional Level Position and the Creation of a Program Level Position: On a motion by Mr. Gee, seconded by Judge Sturrock, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that Position Number 0011, Director of Programs, be deleted from the Personal Services Schedule, and that an Administrative Technician IV (Position Number 0142) be created. Be it further RESOLVED that the Board Chairman and the Executive Director be authorized to sign the necessary paperwork and submit it to TDMHMR for approval.

Part 3: Consideration of the Deletion of a Secretary I Position and the Creation of a Clerk II Position for the Business Division: On a motion by Mr. Gee, seconded by Mr. Hille, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that Position Number 0079, Secretary I, be deleted from the Personal Services Schedule and that a Clerk II position be created. Be it further RESOLVED that the Board Chairman and the Executive Director be authorized to sign the necessary paperwork and submit it to TDMHMR for approval.

Part 4: Consideration of Applicant for Administrative Technician IV (Unit Supervisor) at Angelina Outpatient Clinic: Mr. Gee stated that no application had been received.

Part 5: Consideration of Proposed Position Descriptions: On a motion by Mr. Gee, seconded by Mrs. Speck, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the following new position descriptions be approved as submitted and that these be placed in the DETMHMRS' Position Description Manual:

Director, Consultation and Education
Halfway House Housekeeper/Cook
House Parent I
Clerk II

Be it further RESOLVED that the proposed revised position descriptions for House Parent II and Liaison Worker-MR be

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approved and that they replace the existing one in the DETMHMRS' Position Description Manual.

INVITE COMMENTS FROM VISITORS: There were no comments from visitors.

DESIGNATION OF DATE, TIME, AND LOCATION OF NEXT BOARD MEETING: It is recommended that the regular July Board Meeting be held on the fourth Tuesday which falls on July 25, 1978. Committee meetings could begin at 4:30 p.m. with the Board Meeting starting at 5:00 p.m. in the Conference Room of the Day Treatment/Administration Facility at 4101 S. Medford Drive, Lufkin, Texas.

ADJOURN: There being no further items for discussion, the meeting was adjourned at 8:20 p.m.

APPROVED:

Ward R. Burke, Chairman

R. B. Hille, Secretary

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Appendix #1

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DETRMHMRS — NAME OF CENTER

ORGANIZATIONAL UNIT

May 31, 1978 — DATE

		MONTHLY BUDGET	MONTHLY EXP.	ANNUAL BUDGET	CUMULATIVE EXP.	BALANCE YTD
PERSONNEL						
a. Salaries & Wages	(010)	113,775*	112,802	1,365,298*	1,021,723	343,575
b. Salary & Merit Incrs.	(011)	542	1,786	6,500	3,113	3,387
c. Fringe Benefits	(020)	10,013*	8,642	120,154*	74,802	45,352
d. Consultation & Prof. Fees						
1. Direct Pat. Servs.	(030)	38*		450*	112	338
2. Other	(040)	583	759	7,000	4,385	2,615
TRAVEL - STAFF & BOARD	(050)	5,580*	5,235	66,965*	51,258	15,707
CONSUMABLE ITEMS						
a. Drugs	(060)	6,333	3,863	76,000	63,450	12,550
b. Food	(070)	2,000*	2,714	24,000*	18,429	5,571
c. Other	(080)	5,242*	7,137	62,904*	60,582	2,322
EQUIPMENT & FURNITURE						
a. Purchase	(090)	2,333*	461	28,000*	20,662	7,338
b. Rental	(100)	1,750*	1,678	21,000*	17,202	3,798
c. Repair & Maintenance	(110)	667*	165	8,000*	6,668	1,332
BUILDING						
a. Rent	(120)	8,202	7,782	98,426	71,149	27,277
b. Remodel. & Renovation	(130)	708*	-0-	8,500*	3,167	5,333
c. Repair & Maintenance	(140)	292*	247	3,500*	1,177	2,323
VEHICLE						
a. Purchase	(150)	1,197*	7,361	14,366*	14,366	-0-
b. Rental	(160)	788	834	9,450	6,854	2,596
c. Oper. & Maint. Cost	(170)	2,167*	3,188	26,000*	20,315	5,685
CONTRACTS-SERV. AGENCIES	(180)	30,074	46,286	360,885	281,813	79,072
OTHER						
a. Postage, Telephone	(190)	4,280*	3,364	51,360*	37,926	13,434
b. Laboratory Expense	(191)	108	-0-	1,300	922	378
c. Client Transportation	(192)	-0-	-0-	-0-	-0-	-0-
d. Annual Audit	(193)	708	-0-	8,500	1,026	7,474
e. Insurance	(194)	7,267*	45,158	87,198*	86,047	1,151
f. Client Wages	(195)	4,250*	5,861	51,000*	38,941	12,059
g. Utilities	(196)	2,186*	3,046	26,232*	19,198	7,034
h. Contract Materials	(197)	750	1,110	9,000	6,180	2,820
i. Educational Materials	(198)	333*	136	4,000*	1,876	2,124
j. Miscellaneous	(199)	2,292*	4,474	27,500*	20,431	7,069
k. Emolument	(200)	306	175	3,675	2,672	1,003
l. Legal Services	(201)	3	-0-	38	38	-0-
m. Therapeutic Recreation	(202)	83	11	1,000	233	767
n. Concessions	(203)	400*	425	4,800*	3,596	1,204
o. Client Fringe	(204)	183*	270	2,200*	1,648	552
p. _____	(205)					
q. _____	(206)					
GRAND TOTAL		215,433*	274,970	2,585,201*	1,961,961	623,240

DETRMHMR/S

NAME OF CENTER

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DATE

		MONTHLY BUDGET	MONTHLY RECEIPTS	ANNUAL BUDGET	CUMULATIVE RECEIPTS	BALANCE YTD
LOCAL						
1. Tax Funds Appro. to Center						
a. City Government	(010)					
b. County Government	(020)	8,777	9,550	105,327	77,493	27,834
c. School District	(030)	832	-0-	9,987	9,987	-0-
d. Hospital District	(040)					
e. Other	(050)					
2. Patient Fees-Ins. Reimb.						
a. Direct Patient Fees & Insurance	(070)	4,768*	6,876	57,215*	43,183	14,032
b. Title XX	(071)	9,337	28,395	112,050	67,014	45,036
c. ICF-MR	(072)					
d. SB 230	(073)	26,244	54,971	314,932	275,391	39,541
e. TRC	(074)	4,174*	1,747	50,086*	37,565	12,522
f. Title XX Protective Services	(075)	1,582	1,950	18,990	13,749	5,241
g. Lufkin State School	(076)	167	-0-	2,000	580	1,420
h. National Living Cen.	(077)	167*	350	2,000*	600	1,400
i. Services to Elderly	(078)	1,596*	2,023	19,151*	2,024	17,128
3. Other Income & Contributions						
a. Workshop Production	(080)	3,750*	7,231	45,000*	31,809	13,191
b. Donations	(081)	333*	803	4,000*	3,153	847
c. Concessions	(082)	292*	756	3,500*	2,942	558
d. Miscellaneous	(083)	417*	390	5,000*	3,934	1,065
e. Jasper-Newton ARC	(084)	2,854	-0-	34,245	24,692	9,553
f. Interest Income	(085)	250*	-0-	3,000*	2,215	785
g. Pineywoods ARC	(086)	2,400	-0-	28,795	10,879	17,916
h. Food Stamps	(087)	675*	1,461	8,100*	6,029	2,071
STATE GRANT-IN-AID & SPECIAL GRANTS THROUGH TDMHMR						
1. Grant-in-Aid	(110)	82,278	-0-	987,337	740,503	246,834
2. Suppl. Grant-in-Aid	(120)	2,461	-0-	29,534	29,534	-0-
3. Special Grants-TDMHMR	(130)					
OTHER STATE FUNDS						
1. Texas Comm. on Alcohol	(160)	1,562	-0-	18,745	14,059	4,686
2. TRC Establish.-Hardin	(161)	2,731	-0-	32,770	26,300	6,470
3. TRD Establish.-Houston	(162)	2,755	664	33,055	33,854	(800)
4. BSCHD	(163)	1,309	-0-	15,712	11,784	3,928
5. _____	(164)					
6. _____	(165)					
FEDERAL FUNDS						
1. Grants						
a. Title I	(210)	11,389	53,216	136,674	102,506	34,168
b. Developmental Disabilities	(211)	4,758	-0-	57,093	36,358	20,735
c. P.L. 94-63 Grant	(212)	34,605	44,421	415,259	332,506	82,753
d. HEW (DHR) Liaison Workers	(213)	1,100	1,153	13,200	8,873	4,327
e. 314D	(214)	1,870	-0-	22,444	22,444	-0-
f. _____	(215)					
g. _____	(216)					
GRAND TOTAL		215,433*	215,957	2,585,201*	1,971,960	613,241

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OPERATING STATEMENT
May, 1978

COME	RECEIPTS	RECEIVABLES	TOTAL
Angelina County	$ 7,766.28	$	$ 7,766.28
Jasper County	870.83		870.83
San Jacinto County	912.66		912.66
Patient Fees	6,876.05		6,876.05
Title XX	9,465.00	18,930.00	28,395.00
Senate Bill 230	54,970.56		54,970.56
Texas Rehabilitation Commission	1,226.96	520.00	1,746.96
Title XX Protective Services		1,949.59	1,949.59
National Living Centers		350.00	350.00
Services to Elderly Grant		2,023.34	2,023.34
Workshop Production	7,231.38		7,231.38
Donations	803.00		803.00
Concessions	756.04		756.04
Miscellaneous	390.25		390.25
Food Stamps	1,461.00		1,461.00
TRC-Houston County		663.52	663.52
Title I	53,216.05		53,216.05
Public Law 94-63	44,421.00		44,421.00
HEW (DHR) Liaison Workers	1,152.76		1,152.76
TOTALS	$191,519.82	$24,436.45	$215,956.27

EXPENDITURES	DISBURSEMENTS	ENCUMBRANCES	TOTAL
Salaries	$112,801.93	$	$112,801.93
Salary & Merit Increases	1,786.00		1,786.00
F.I.C.A.	6,932.75		6,932.75
Insurance/Hosp./Life	4,980.02		4,980.02
Retirement	1,709.55		1,709.55
Consultation/Other	758.50		758.50
Travel	4,526.24	709.00	5,235.24
Drugs		3,862.83	3,862.83
Food	1,066.03	1,648.24	2,714.27
Supplies	5,652.00	1,485.17	7,137.17
Equipment & Furniture Purchased	460.68		460.68
Equipment & Furniture Rental	1,677.72		1,677.72
Equipment & Furniture Repair & Maint.	64.50	101.00	165.50
Building Rental	7,782.00		7,782.00
Building Repair & Maint.	(14.16)	260.94	246.78
Vehicle Purchase		7,361.20	7,361.20
Vehicle Operation & Maint.	1,445.17	1,742.86	3,188.03
Contracts w/Service Agencies	46,093.66	192.50	46,286.16
Postage, Telephone	3,337.21	26.84	3,364.05
Insurance	40,177.61		40,177.61
Client Wages	5,861.47		5,861.47
Utilities	2,516.09	530.06	3,046.15
Contract Materials	488.48	621.36	1,109.84
ucational Materials	136.06		136.06
Miscellaneous	3,724.17	750.00	4,474.17
Emolument	175.00		175.00
Therapeutic Recreation	10.60		10.60
Concessions	129.42	295.86	425.28
Client Fringe	269.51		269.51
Vehicle Rental	833.73		833.73
TOTALS	$255,381.94	$19,587.86	$274,969.80

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BREAKDOWN OF DISBURSEMENTS

Consultation/Other: CA - Wells Wright - Consultation on Computer - $2,000.00
Angelina OPC - Kathy Kosako - Secretarial Service - $396.00
Food: Shelby County Halfway House - $368.81
Supplies: All Programs - Computer Forms - $3,207.42
CA - Forms - $263.40
San Jacinto, Kirbyville, Newton & Hardin Developmental Centers - Books - $399.80
Various Programs - Forms, Envelopes, Folders, Binders, Cleaning Supplies, Copy Paper, Misc. Office Supplies - $846.67
Equipment & Furniture Purchased: Aftercare Unit - Secretarial Desk & Chair - $346.28
Jasper Co. Developmental Center - Slide - $355.95
Equipment & Furniture Rental: CA - Xerox Copier - $1,524.17
Computer Rental - $700.00
Building Rental: Newton Co. Dev. Center - $265.00
Angelina Building - $1,459.00
Tyler Co. Dev. Center - $285.00
Houston Co. SWS - $485.00
Shelby Co. SWS - $560.00
Sunrise Manor - $450.00
Angelina Co. OPC - $1,175.00
Nacogdoches Co. OPC/CCC - $791.00
Trinity Co. OPC/CCC - $300.00
Tyler Co. OPC - $267.00
Polk Co. CCC - $300.00
CA - Day Treatment Land - $450.00
Kirbyville Dev. Center - $300.00
Vehicle Rental: 5 Lease Cars - $833.73
Contracts w/Service Agencies: Genetic's Screening & Counseling - $445.00
Bernard-Thomas Hartman - $1,575.00
Postage, Telephone: CA - Postage - $500.00, Telephone - $966.35
Hot Line - $260.00
Angelina Building - $436.14
Insurance: Worker's Compensation - $374.34
Wayne Jones Insurance - $36,483.78
Texas Unemployment Tax - $3,319.49
Utilities: CA - Day Treatment - Electricity - $862.68 (2 months)
Miscellaneous: CA - Janitorial Services - $732.00
Volunteer Services - Banquet Catering - $1,110.00; Award Pens - $425.00
San Jacinto Dev. Center, Jasper & Nacogdoches SWSs - Texas Special Olympics - $565.80

BREAKDOWN OF ENCUMBRANCES

Travel: All Programs - Airplane Charter - $709.00
Food: Sunrise Manor - $967.27
Shelby County Halfway House - $459.25
Vehicle Purchase: Newton County Developmental Center - $7,361.20
Vehicle Operation & Maintenance: Mobile Evaluation Unit - Repairs - $414.26
Miscellaneous: CA - Janitorial Services - $488.00

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BALANCE SHEET

May 31, 1978

	GENERAL OPERATING FUND	GENERAL FIXED ASSETS FUND	TOTAL
ASSETS			
Current Assets:			
Cash in Bank	$180,744.10	$	$ 180,744.10
Petty Cash	150.00		150.00
Accounts Receivable - Client Fees (less allowance for Uncollectible Accounts of $16,049.00)	46,660.03		46,660.03
Accounts Receivable - Other	40,562.56		40,562.56
Accounts Receivable - Construction Acct.	15,379.06		15,379.06
TOTAL CURRENT ASSETS	283,495.75		283,495.75
Amount to be provided under capital lease agreement	112,200.00		112,200.00
General Fixed Assets - At Cost			
Land		119,400.00	119,400.00
Building		325,645.06	325,645.06
Furniture and Equipment		235,075.05	235,075.05
Vehicles		121,703.01	121,703.01
TOTAL FIXED ASSETS		801,823.12	801,823.12
TOTAL ASSETS	$395,695.75	$801,823.12	$1,197,518.87
LIABILITIES, RESERVES & FUND BALANCE			
Current Liabilities:			
Accounts Payable	64,152.15		64,152.15
Obligation under capital lease agreement	112,650.00		112,650.00
TOTAL LIABILITIES	176,802.15		176,802.15
Reserve for Investment in general fixed assets		801,823.12	801,823.12
Fund Balance	218,893.60		218,893.60
TOTAL LIABILITIES, RESERVES & FUND BALANCE	$395,695.75	$801,823.12	$1,197,518.87

CASH POSITION STATEMENT

May 31, 1978

Cash in Bank:		
Operating Account	$ 26,440.57	
F.I.C.A. Account	31,395.16	
Payroll Account	100.00	
Senate Bill 230 Account	17,337.90	
Title I Account	49,920.70	
HEW Operations Account	570.21	
Certificate of Deposit	28,584.74	
Houston County TRC Account	5,995.35	
Hardin County TRC Account	11,659.41	
Land Account	8,740.06	
TOTAL CASH IN BANK	180,744.10	
Petty Cash	150.00	
TOTAL CASH ON HAND		$180,894.10

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BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/77-5/31/78
AND THE MONTHLY BUDGET FOR THE PERIOD 6/1/78-8/31/78 BY COST CATEGORY

Cost Category	Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
Salaries and wages (010)	$1,365,298 *	$1,021,723	$343,575	$ 114,525
Salary and merit (011)	6,500	3,113	3,387	1,129
Fringe benefits (020)	120,154 *	74,802	45,352	15,117
Consultation & Prof. fees				
Direct Patient Serv.(30)	450 *	112	338	113
Other (040)	7,000	4,385	2,615	872
Travel-Staff & Board (050)	66,965 *	51,258	15,707	5,236
Consumable Items				
Drugs (060)	76,000	63,450	12,550	4,183
Food (070)	24,000 *	18,429	5,571	1,857
Other (Office,etc.) (080)	62,904 *	60,582	2,322	774
Equipment & Furniture				
Purchase (090)	28,000 *	20,662	7,338	2,446
Rental (100)	21,000 *	17,202	3,798	1,266
Repairs & Mainten. (110)	8,000 *	6,668	1,332	444
Building				
Rent (120)	98,426	71,149	27,277	9,092
Remodeling & Renov.(130)	8,500 *	3,167	5,333	1,778
Repairs & Mainten. (140)	3,500 *	1,177	2,323	774
Vehicle				
Purchase (150)	14,366 *	14,366	-0-	-0-
Rental (160)	9,450	6,854	2,596	866
Operating & Mainten(170)	26,000 *	20,315	5,685	1,895
Contracts with Service Agencies (180)	360,885 *	281,813	79,072	26,357
Other				
Postage & Phone (190)	51,360 *	37,926	13,434	4,478
Laboratory Exp. (191)	1,300	922	378	126
Client Transport. (192)	-0-	-0-	-0-	-0-
Annual Audit (193)	8,500	1,026	7,474	2,491

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BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/77-5/31/78
AND THE MONTHLY BUDGET FOR THE PERIOD 6/1/78-8/31/78 BY COST CATEGORY

Cost Category		Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
Other continued:					
Insurance	(194)	$ 87,198 *	$ 86,047	$ 1,151	$ 384
Client wages	(195)	51,000 *	38,941	12,059	4,020
Utilities	(196)	26,232 *	19,198	7,034	2,345
Contract material	(197)	9,000	6,180	2,820	940
Educational mater.	(198)	4,000 *	1,876	2,124	708
Miscellaneous	(199)	27,500 *	20,431	7,069	2,356
Emolument	(200)	3,675	2,672	1,003	334
Legal services	(201)	38	38	-0-	-0-
Ther. Recreation	(202)	1,000	233	767	256
Concessions	(203)	4,800 *	3,596	1,204	401
Client fringe	(204)	2,200 *	1,648	552	184
Grand Total	(300)	$2,585,201 *	$1,961,961	$623,240	$207,747

Note: The amounts shown for the monthly budget are derived by applying 1/3rd of the balance for each cost category.

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DEEP EAST TEXAS REGIONAL MHMR SERVICES

BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/77-5/31/78 AND THE MONTHLY BUDGET FOR THE PERIOD 6/1/78-8/31/78 BY DISABILITY CATEGORY

Disability Category	Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
Mental Health (amount of budget allocated and expended to serve people with mental health problems)	$1,145,016 *	$ 817,993.55	$ 327,022.45	$109,008
Mental Retardation (amount of budget allocated and expended to serve people with mental retardation problems)	1,230,524 *	991,826.59	238,697.41	79,566
Alcoholism (amount of budget allocated and expended to serve people with alcoholism problems)	172,919 *	127,091.36	45,827.64	15,276
Drug (amount of budget allocated and expended to serve people with drug problems)	36,742 *	25,049.83	11,692.17	3,897
Grand Total	$2,585,201 *	$1,961,961.33	$623,239.67	$207,747

Note: The amounts shown for the monthly budget are derived by applying 1/3rd of the balance for each disability category. Costs pertaining to administration are prorated to the disability categories.

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DEEP EAST TEXAS REGIONAL MHMR SERVICES

BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/77-5/31/78
AND THE MONTHLY BUDGET FOR THE PERIOD 6/1/78-8/31/78 BY ORGANIZATIONAL UNIT

O.U.#	Organizational Unit Name	Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
001	Central Administration	$ 358,707	$ 206,257.48	$152,449.52	$ 50,817
040	Personnel, Staff Dev. & Training	43,722	34,769.89	8,952.11	2,984
039	Public Education & Consultation	32,681	33,860.59	(1,179.59)	(393)
044	Research and Evaluation	11,200	14,600.69	(3,400.69)	(1,134)
052	Volunteer Services	31,200	25,558.87	5,641.13	1,880
042	Mobile Evaluation Unit	80,879	62,103.66	18,775.34	6,259
015	Angelina Co. OPC	251,349 *	189,250.66	62,098.34	20,699
047	Nacogdoches Co. OPC	112,015 *	92,104.96	19,910.04	6,637
016	Jasper-Newton Co. OPC	88,792 *	74,596.61	14,195.39	4,732
014	Trinity Co. OPC	94,593 *	68,545.32	26,047.68	8,683
017	Tyler Co. OPC	95,640 *	69,115.17	26,524.83	8,842
019	Jasper Co. CCC	47,038 *	34,931.08	12,106.92	4,036
021	Nacogdoches Co. CCC	29,421 *	24,004.64	5,416.36	1,806
020	Polk Co. CCC	70,217 *	55,900.00	14,317.00	4,772

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DEEP EAST TEXAS REGIONAL MHMR SERVICES

BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/77-5/31/78
AND THE MONTHLY BUDGET FOR THE PERIOD 6/1/78-8/31/78 BY ORGANIZATIONAL UNIT

O.U.#	Organizational Unit Name	Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
049	Protective Services	$ 33,467 *	$ 22,203.75	$ 11,263.25	$ 3,754
058	Aftercare Unit - North	22,444	6,662.80	15,781.20	5,260
059	Aftercare Unti - South	29,534	6,957.73	22,576.27	7,526
060	Services to Elderly	19,151 *	5,097.18	14,053.82	4,685
028	Excelsior (Shelby Co.) Dev. Ctr.	82,829	93,513.51	(10,684.51)	(3,562)
005	Jasper Co. Dev. Ctr.	25,405	24,504.86	900.14	300
029	Kirbyville Dev. Ctr.	25,422	27,279.47	(1,857.47)	(619)
030	Newton Co. Dev. Ctr.	21,189	28,969.55	(7,780.55)	(2,594)
031	Shelbyville Dev. Ctr.	38,731	34,832.43	3,898.57	1,300
032	Teneha Dev. Ctr.	47,826	34,748.46	13,077.54	4,359
033	Timpson Dev. Ctr.	32,624	54,325.97	(21,701.97)	(7,234)
056	Hardin Co. Dev. Ctr.	23,426	18,458.86	4,967.14	1,656
041	Angelina Co. Day Treat. Prog.	57,292	44,238.05	13,053.95	4,351
002	San Jacinto Co. Dev. Ctr.	27,879	23,806.92	4,072.08	1,357
007	Tyler Co. Dev. Ctr.	31,291	26,116.42	5,174.58	1,725
051	Recreation	7,689	2,421.97	5,267.03	1,756

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DEEP EAST TEXAS REGIONAL MHMR SERVICES

BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/77-5/31/78
AND THE MONTHLY BUDGET FOR THE PERIOD 6/1/78-8/31/78 BY ORGANIZATIONAL UNIT

O.U.#	Organizational Unit Name	Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
053	Hardin Co. SWS	$ 60,508 *	$ 53,611.60	$ 6,896.40	$ 2,299
054	Houston Co. SWS	67,871 *	59,322.53	8,548.47	2,849
050	Jasper-Newton Co. SWS	56,247 *	46,886.20	9,360.80	3,120
011	Lufkin Workshop & Oppor. Ctr.	84,200	56,133.35	28,066.65	9,356
010	Nacogdoches Co. SWS	82,974 *	55,924.30	27,049.70	9,017
009	Polk Co. SWS	59,305 *	42,866.13	16,438.87	5,480
008	Shelby Co. SWS	65,875 *	53,024.89	12,850.11	4,283
038	Shelby Co. HWH-Alcohol	78,196 *	62,366.63	15,829.37	5,276
055	Shelby Co. HWH-MH	30,347 *	15,802.79	14,544.21	4,848
026	Sunrise Manor	70,416 *	50,721.11	19,694.89	6,565
057	Nacogdoches Co. HWH	25,609	588.05	25,020.95	8,340
035	Lufkin Memorial Inpatient Ctr.	11,400	12,284.66	(884.66)	(295)
036	Nacogdoches Memorial Inpa. Ctr.	6,900	2,512.55	4,387.45	1,462
037	Woodland Heights Inpatient Ctr.	11,700	10,178.99	1,521.01	507

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DEEP EAST TEXAS REGIONAL MHMR SERVICES

BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/77-5/31/78
AND THE MONTHLY BUDGET FOR THE PERIOD 6/1/78-8/31/78 BY ORGANIZATIONAL UNIT

O.U.#	Organizational Unit Name	Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
	TOTAL	$2,585,201 *	$1,961,961.33	$623,239.67	$207,747

Note: The amounts shown for the monthly budget are derived by applying 1/3rd of the balance for each organizational unit.

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DEEP EAST TEXAS REGIONAL MHMR SERVICES

BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/77-5/31/78
AND THE MONTHLY BUDGET FOR THE PERIOD 6/1/78-8/31/78 BY SOURCE OF FUNDS

Source of Funds	Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
Local	$ 823,378 *	$ 613,239.12	$210,138.88	$ 70,046
State Grant-in-Aid	987,337	740,502.73	246,834.27	82,278
Supplemental G-I-A	29,534	29,534.00	-0-	-0-
Other State				
1. TCA	18,745	14,059.00	4,686.00	1,562
2. TRC Hardin	32,770	26,300.00	6,470.00	2,157
3. TRC Houston	33,055	33,854.52	(799.52)	(266)
4. BSCHD	15,712	11,784.00	3,928.00	1,309
Federal				
1. Title I (89-313)	136,674	102,505.50	34,168.50	11,389
2. DDA	57,093	36,358.00	20,735.00	6,912
3. HEW (94-63)	415,259	332,506.00	82,753.00	27,584
4. 314 D	22,444	22,444.00	-0-	-0-
5. Title XIX (Liaison)	13,200	8,873.11	4,326.89	1,443
TOTALS	$2,585,201	$1,971,959.98	$613,241.02	$204,414

NOTE: The amounts shown for the monthly budget are derived by applying 1/3rd of the balance for each source of funds.

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DEEP EAST TEXAS REGIONAL MHMR SERVICES

BUDGETED FUNDS RECEIVED FOR THE PERIOD 9/1/77-5/31/78 AND THE MONTHLY BUDGET FOR THE PERIOD 6/1/78-8/31/78 BY SOURCE OF FUNDS

SOURCE OF FUNDS	BUDGETED AMOUNT	AMOUNT RECEIVED	BALANCE	MONTHLY BUDGET
Local				
1. County Government	$ 105,327	$ 77,493	$ 27,834	$ 9,278
2. School District	9,987	9,987	-0-	-0-
3. Fees - Insurance	57,215 *	43,183	14,032	4,677
4. Title XX Reimbursement	112,050	67,014	45,036	15,012
5. Title XX Protective Ser.	18,990	13,749	5,241	1,747
6. ICF - MR	-0-	-0-	-0-	-0-
7. Senate Bill 230	314,932	275,391	39,541	13,180
8. TRC Reimbursements	50,086 *	37,565	12,521	4,174
9. Workshop Production	45,000 *	31,809	13,191	4,397
10. Donations	4,000 *	3,153	847	282
11. Concessions	3,500 *	2,942	558	186
12. Miscellaneous	5,000 *	3,934	1,066	355
13. Lufkin State School	2,000	580	1,420	473
14. Jasper/Newton ARC	34,245	24,692	9,553	3,185
15. Interest	3,000 *	2,215	785	262
16. National Living Centers	2,000 *	600	1,400	467
17. Pineywoods ARC	28,795	10,879	17,916	5,972
18. Food Stamps	8,100 *	6,029	2,071	690
19. Services to Elderly	19,151 *	2,024	17,127	5,709
State Grant-in-Aid	987,337	740,503	246,834	82,278
Supplemental Grant-in-Aid	29,534	29,534	-0-	-0-
Other State				
1. Texas Comm. Alcohol	18,745	14,059	4,686	1,562
2. TRC - Hardin County	32,770	26,300	6,470	2,157
3. TRC - Houston County	33,055	33,854	(799)	(266)
4. Beaumont State CHD	15,712	11,784	3,928	1,309
Federal				
1. Title I (89-313)	136,674	102,506	34,168	11,389
2. DDA	57,093	36,358	20,735	6,912
3. HEW (94-63)	415,259	332,506	82,753	27,584
4. Title XIX (Liaison)	13,200	8,873	4,327	1,443
5. 314D	22,444	22,444	-0-	-0-
TOTAL	$2,585,201 *	$1,971,960	$613,241	$204,414

Note: The amounts shown for the monthly budget are derived by applying 1/3rd of the balance for each source of fund

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DEEP EAST TEXAS REGIONAL MHMR SERVICES

BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/77-5/31/78 AND THE MONTHLY BUDGET FOR THE PERIOD 6/1/78-8/31/78 BY PROGRAM CATEGORY

Program Category	Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
Administration	$ 477,510	$ 315,047.52	$ 162,462.48	$ 54,154
Screening & Referral/Emergency	80,879	62,103.66	18,775.34	6,259
Outpatient/Clinic Services	893,661 *	649,369.90	244,291.10	81,432
Special Education Classes	297,452	316,633.11	(19,181.11)	(6,394)
Day/Evening Care	124,151	96,583.36	27,567.64	9,189
Sheltered Work Training	476,980 *	367,769.00	109,211.00	36,404
Alternate Residential Care	204,568 *	129,478.58	75,089.42	25,029
24-hour Residential Care	30,000	24,976.20	5,023.80	1,674
Totals	$2,585,201 *	$1,961,961.33	$623,239.67	$207,747

Note: The amounts shown for the monthly budget are derived by applying 1/3rd of the balance for each program category.

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EXPENDITURES AND/OR ENCUMBERANCES FOR THE PERIOD 9/1/77 - 5/31/78 AND
PROJECTED EXPENDITURES AND/OR ENCUMBERANCES FOR THE PERIOD 6/1/78-8/31/78

COST CATEGORY	BUDGETED AMOUNT	EXPENDED AND/OR ENCUMBERED 9/1/77- 5/31/78	BALANCE	PROJECTED EXPENDITURES AND/OR ENCUMBERANCES FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST
Salaries-Wages	$1,365,298	$1,021,723	$343,575					$114,525	$114,525	$114,525
Salary-Merit	6,500	3,113	3,387					1,129	1,129	1,129
Fringe Ben.	120,154	74,802	45,352					15,118	15,117	15,117
Consultation										
Direct	450	112	338					113	113	112
Other	7,000	4,385	2,615					872	872	871
Travel	66,965	51,258	15,707					5,236	5,236	5,235
Drugs	76,000	63,450	12,550					4,183	4,183	4,184
Food	24,000	18,429	5,571					1,857	1,857	1,857
Supplies	62,904	60,582	2,322					774	774	774
Equip. & Furn.										
Purchase	28,000	20,662	7,338					2,446	2,446	2,446
Rental	21,000	17,202	3,798					1,266	1,266	1,266
Repairs	8,000	6,668	1,332					444	444	444
Building										
Rent	98,426	71,149	27,277					9,092	9,092	9,093
Rem./Renova.	8,500	3,167	5,333					1,778	1,778	1,777
Rep./Maint.	3,500	1,177	2,323					774	774	775
Vehicle										
Purchase	14,366	14,366	-0-					-0-	-0-	-0-
Rental	9,450	6,854	2,596					866	865	865
Oper./Maint.	26,000	20,315	5,685					1,895	1,895	1,895
Cont. Ser. Agns.	360,885	281,813	79,072					26,357	26,357	26,358
Post. & Tele.	51,360	37,926	13,434					4,478	4,478	4,478
Lab. Expenses	1,300	922	378					126	126	126
Annual Audit	8,500	1,026	7,474					2,491	2,491	2,492
Insurance	87,198	86,047	1,151					384	384	383
Client Wages	51,000	38,941	12,059					4,020	4,020	4,019
Utilities	26,232	19,198	7,034					2,345	2,345	2,344
Cont. Mater.	9,000	6,180	2,820					940	940	940
Educa. Mater.	4,000	1,876	2,124					708	708	708
Miscellaneous	27,500	20,431	7,069					2,356	2,356	2,357
Emolument	3,675	2,672	1,003					334	334	335
Legal Services	38	38	-0-					-0-	-0-	-0-
Ther. Rec.	1,000	233	767					256	256	255
Concessions	4,800	3,596	1,204					401	401	402
Client Fringe	2,200	1,648	552					184	184	184
TOTALS	$2,585,201	$1,961,961	$623,240					$207,748	$207,746	$207,746

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DEEP EAST TEXAS REGIONAL MHMR SERVICES

CASH RECEIPTS FOR THE PERIOD 9/1/77-5/31/78 AND
PROJECTED CASH RECEIPTS FOR THE PERIOD 6/1/78-8/31/78

SOURCE OF FUNDS	BUDGETED AMOUNT	RECEIPTS 9/1/77-1/31/78	BALANCE	PROJECTED CASH RECEIPTS FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST
County Government	$ 105,327	$ 77,493	$ 27,834					$ 9,278	$ 9,278	$ 9,278
School Dist.	9,987	9,987	-0-					-0-	-0-	-0-
Direct Patient Fees-Ins	57,215	43,183	14,032					4,677	4,677	4,678
Title XX	112,050	67,014	45,036					15,012	15,012	15,012
ICF-MR	-0-	-0-	-0-					-0-	-0-	-0-
Senate Bill 230	314,932	275,391	39,541					39,541	-0-	-0-
TRC-Reimbursements	50,086	37,565	12,521					4,174	4,174	4,173
Title XX Pro. Ser.	18,990	13,749	5,241					1,747	1,747	1,747
Lufkin State School	2,000	580	1,420					473	473	474
Workshop Prod.	45,000	31,809	13,191					4,397	4,397	4,397
Donations	4,000	3,153	847					282	282	283
Concessions	3,500	2,942	558					186	186	186
Jasper/Newton ARC	34,245	24,692	9,553					-0-	9,553	-0-
Interest	3,000	2,215	785					262	262	261
Miscellaneous	5,000	3,934	1,066					355	355	356
Grant-in-Aid	987,337	740,503	246,834					82,278	164,556	-0-
Supplemental GIA	29,534	29,534	-0-					-0-	-0-	-0-
Tex Comm. Alc.	18,745	14,059	4,686					1,562	1,562	1,562
TRC-Hardin Co.	32,770	26,300	6,470					2,157	2,157	2,156
TRC-Houst. Co.	33,055	33,854	(799)					-0-	-0-	-0-
BSCHD	15,712	11,784	3,928					-0-	3,928	-0-
Title I	136,674	102,506	34,168					-0-	-0-	34,168
DDA	57,093	36,358	20,735					10,368	-0-	10,367
HEW 94-63	415,259	332,506	82,753					27,584	27,584	27,585
Title XIX Liaison	13,200	8,873	4,327					1,443	1,442	1,442
314D	22,444	22,444	-0-					-0-	-0-	-0-
National Liv. Cu	2,000	600	1,400					467	467	466
Pineywoods ARC	28,795	10,879	17,916					5,972	5,972	5,972
Food Stamps	8,100	6,029	2,071					690	690	691
Ser. to Elder.	19,151	2,024	17,127					5,709	5,709	5,709

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DETRMHMRS
NAME OF CENTER

May 31,1978
DATE

STATE GRANT-IN-AID

PROGRAM CATEGORY	MONTHLY BUDGET	MONTHLY RECEIPTS	ANNUAL BUDGET	CUMULATIVE RECEIPTS	BALANCE YTD
1. Administration	17,763	-0-	213,155	159,866.21	53,288.79
2. Screening, Referral and Emergency	1,982	-0-	23,786	17,839.52	5,946.48
3. Outpatient Services	18,130	-0-	217,564	163,172.98	54,391.02
4. Special Education	10,956	-0-	131,465	98,598.77	32,866.23
5. Sheltered Work Training and Day/Evening Care	23,469	-0-	281,628	211,221.00	70,407.00
6. Alternate Residential/ 24-Hour Care	9,978	-0-	119,739	89,804.25	29,934.75
TOTALS	82,278	-0-	987,337	740,502.73	246,834.27

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DETRMHMRS
NAME OF CENTER

May 31, 1978
DATE

STATE GRANT-IN-AID

PROGRAM CATEGORY	MONTHLY BUDGET	MONTHLY EXPENSE	ANNUAL BUDGET	CUMULATIVE EXPENSE	BALANCE YTD
1. Administration	17,763	17,762.91	213,155	159,866.21	53,288.79
2. Screening, Referral and Emergency	1,982	1,982.17	23,786	17,839.52	5,946.48
3. Outpatient Services	18,130	18,130.33	217,564	163,172.98	54,391.02
4. Special Education	10,956	10,955.42	131,465	98,598.77	32,866.23
5. Sheltered Work Training and Day/Evening Care	23,469	23,469.00	281,628	211,221.00	70,407.00
6. Alternate Residential/ 24-Hour Care	9,978	9,978.25	119,739	89,804.25	29,934.75
TOTALS	82,278	82,278.08	987,337	740,502.73	246,834.27

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Appendix #2

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DIVISION GOALS AND OBJECTIVES
(Non-Numerical Objectives)

Monthly/Quarterly Report

Division BUSINESS

Report Month/Quarter MAY, 1978

Goals	Documentation of Effort To Meet Goal	Date Accomplished if Appropriate
1. TO CONDUCT AN ANNUAL INVENTORY OF ALL NUMBERED PROPERTY.	INVENTORY IS NOW IN PROGRESS.	
2. TO CONTINUE TO IMPROVE ALL ASPECTS OF OF THE INTERNAL CONTROL PROGRAM.	1. RECEIVED REPORTS VERIFYING THAT: A.) BANK STATEMENTS AND CHECKS WERE RECONCILED B.) ALL CASH RECORDED ON TRANSFER OF CASH FORMS FROM OUs HAS BEEN DEPOSITED IN BANK ACCOUNTS C.) ALL NUMBERED RECEIPTS & STUBS FROM OUs ARE ACCOUNTED FOR	1. A. JUNE 13, 1978 B. JUNE 19, 1978 C. JUNE 19, 1978
	2. REVIEWED SPOT CHECKS OF CHANGE FUNDS.	2. MAY 19, 1978
3. CONTINUE EFFORTS TO IMPROVE AND EXPAND PURCHASING PROCEDURES.	RECEIVED REPORT ON NUMBER OF PURCHASE REQUISITIONS FILLED WHICH WERE OVER 30 DAYS OLD. OF A TOTAL OF 74 REQUISITIONS FILLED, 5 WERE IN THIS CATEGORY.	JUNE 5, 1978
4. TOTAL FUNDS RECEIVED SHOULD BE AT LEAST EQUAL TO $2,585,201. TO COLLECT AT LEAST 80% OF EACH SOURCE OF FUNDS.	1. RECEIVED REPORT ON COLLECTION OF CLIENT FEES AND INSURANCE, TITLE XX AND WORKSHOP PRODUCTION. 2. VOUCHERS WERE SUBMITTED FOR ALL AVAILABLE SOURCES OF REVENUE. REPORT OF REVENUE RECEIPTS SUBMITTED IN MAY SUPPORTING DOCUMENTS.	1. JUNE 19, 1973 2. JUNE 13, 1978
5. TO MONITOR ALL CONTRACTS AND LEASES ON A MONTHLY BASIS.	RECEIVED REPORT OF FUNDS EXPENDED UNDER EACH CONTRACT AND LEASE AGREEMENT.	JUNE 9, 1978
6. MONITOR FUNDS RECEIVED AND EXPENDED UNDER EACH GRANT PROJECT	RECEIVED REPORT SHOWING RECEIPTS AND EXPENDITURES UNDER EACH GRANT.	JUNE 9, 1978

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DIVISION GOALS AND OBJECTIVES
(Non-Numerical Objectives)

Monthly/Quarterly Report

Division BUSINESS

Report Month/Quarter MAY, 1978

Goals	Documentation of Effort To Meet Goal	Date Accomplished if Appropriate
7. CONVERT FROM CASH BASIS TO ACCRUAL BASIS IN ACCOUNTING SYSTEM.	OUTSTANDING ORDERS AND INVOICES WERE ENCUMBERED, AND FUNDS RECEIVABLE WERE ACCRUED AT THE END OF THE MONTH. THE INFORMATION IS REFLECTED IN THE SUMMARY OF RECEIPTS AND DISBURSEMENTS.	MAY 31, 1978

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DIVISION GOALS AND OBJECTIVES
(Numerical Objectives)

Monthly Report

Division BUSINESS

Report Month MAY, 1978

Quantified Objectives for Year	1. Monthly Goal	2. Actual Performance for Month: Numerical	3. Actual Performance for Month: % of Goal	4. Numerical Deviation ± Columns 1 & 2	5 Year to Date Cumulative: Actual No.	6. Year to Date Cumulative: Goal No.	7. Year to Date Cumulative: %	8. # Served This Mont (if appropri
1. HAVE NO MORE THAN 5% MANUALLY ISSUED PAYROLL CHECKS.	21/418	8/418 (1.9%)	38%	-13	72/3426 (2.1%)	171/3426 (5%)	42%	

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DIVISION GOALS AND OBJECTIVES
(Non-Numerical Objectives)

Monthly/Quarterly Report

Division MENTAL HEALTH

Report Month/Quarter MAY, 1973

GOALS	DOCUMENTATION OF EFFORT TO MEET GOAL
1. EXPAND AND IMPROVE AFTERCARE SERVICES THROUGHOUT THE REGION.	A. NUMBER OF CLIENTS DISCHARGED: 19 (MAY 1 - 31, 1973) B. NUMBER OF CLIENTS CONTACTED WITHIN: 10 DAYS - 18 (95%) 11 - 30 DAYS - 0 (0%)
2. EXPAND AND IMPROVE PRESECREENING SERVICES THROUGHOUT THE REGION	A. NUMBER OF COURT REFERRALS TO CENTER: 32 (MAY, 1978) B. NUMBER AND PERCENT OF COURT REFERRALS TREATED AND MAINTAINED IN A CENTER PROGRAM: 12 (38%) (MAY, 1973)
3. EXPAND EFFORT TO INSTITUTIONAL ADMISSIONS AND READMISSIONS.	A. NUMBER OF PERSONS ADMITTED TO INPATIENT PROGRAMS: 0
4. DEVELOP CAPABILITY OF RESPONDING TO CRISIS 24 HOURS PER DAY.	A. NUMBER OF CALLS BY COUNTY FOR MAY, 1978: 39 ANGELINA 9, HARDIN 1, HOUSTON 3, JASPER 3, NACOGDOCHES 4, NEWTON 0, POLK 2, RUSK 1, SABINE 0, SAN AUGUSTINE 0, SAN JACINTO 0, SHELBY 0, TRINITY 1, TYLER 0, BOWIE 1, JEFFERSON 1, MONTOGOMERY 1, TARRANT 1, TOM GREEN 1, WALKER 1
5. CONTINUE EFFORTS TO IMPROVE QUALITY OF ALL SERVICES.	A. ALL MENTAL HEALTH PROGRAMS COMPLY WITH HEW REQUIREMENTS. DAY TREATMENT PROG. & SHELBY CO. M.H. COMPLY WITH TRC REQUIREMENTS.

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DIVISION GOALS AND OBJECTIVES
(Numerical Objectives)

Monthly Report

Division MENTAL HEALTH

Report Month MAY, 1978

Program	Clients Served			Client Visits	
	Year To Date	Goal	% Goal	Actual	Year To Date
OUTPATIENT PROGRAMS	2,225	2,422	92%	1,918	16,062
INPATIENT PROGRAMS	106	180	59%	4	259
ALCOHOL/DRUG ABUSE PROGRAMS	802	515	156%	446	3,609
PRESCREENING/AFTERCARE PROGRAMS	95	60	158%	617	3,393
GRAND TOTAL	3,228	3,177	102%	2,985	23,328

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Appendix #4

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DEEP EAST TEXAS MHMR SERVICES

DIVISION GOALS AND OBJECTIVES
(Numerical Objectives)
Monthly Report

Division MENTAL RETARDATION

Report Month MAY, 1978

Quantified Objectives For Year	Number Clients Served for Month	Year to Date Cumulative			Client Visits	
		Actual No.	Goal No.	%Annual Goal	Actual	Year to Date
DEVELOPMENTAL CENTERS	180	206	234	88	3,780	33,578
SHELTERED WORKSHOPS	218	250	338	74	4,578	43,250
MOBILE UNIT	129	242	600	40	387	726
SUNRISE MANOR	12	13	16	81	372	2,487
GRAND TOTAL	539	711	1,188	60	9,117	80,041

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Appendix #5

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QUARTERLY REPORT
PROGRAM SUPPORT SERVICES
3RD QUARTER, FY 78

	MAY, 1978	3RD QUARTER FY 78	TOTAL FY 78
A. STAFF TRAINING:			
1. Staff Development	1	3	8
2. Staff Development Training Hours	504	1,526	3,530
3. Unit Training Hours	120	369	369
4. Other Training Hours	0	1,032	2,816
TOTAL TRAINING HOURS	624	2,927	6,715
B. CONSULTATION:			
1. Consultation Programs		4	
No. Persons Attending		69	
2. Education Programs		57	
No. Persons Attending		998	
3. Public Awareness Programs		35	
No. Persons Attending		789	
TOTAL NO. C & E PROGRAMS		96	230
TOTAL NO. ATTENDING		1,856	5,565

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		MAY, 1978	3RD QUARTER FY 78	TOTAL FY 78
C.	NEWS RELEASES	218	356	988
D.	T.V. PROGRAMS	1	3	9
E.	PUBLIC SERVICE ADS	100	220	1,014
F.	ADVISORY COUNCIL MEETINGS:			
	No. of Meetings	7	17	38
	No. of People Attending	62	135	409
G.	BROCHURES DISTRIBUTED	539	3,246	23,616
H.	"DIRECTIONS" ISSUES	1	3	9
I.	EMPLOYEE ORIENTATION	1	2	6
J.	NO. OF APPLICANTS INTERVIEWED	30	152	325
K.	NO. OF POSITIONS FILLED	10	17	46
L.	NO. OF EMPLOYEES TERMINATED	3	14	35
M.	TURNOVER RATE	2.5%	11%	27.5%
N.	VOLUNTEER SERVICES:			
	No. of Volunteers		125	250
	Volunteer Hours		7,796	17,412
	No. of Student Volunteers		31	46

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Appendix #6

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SCHEDULE FOR IMPLEMENTATION
OF
FAIRWEATHER LODGE PROJECT

1. Decide on final plan to develope lodge project - July 1, 1978.
2. Begin recruiting for lodge coordinator - July 5, 1978.
3. Employ lodge coordinator - August 1, 1978.
4. Secure facility for proposed program - September 15, 1978.
5. Implement program - October 1, 1978.

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Appendix #7

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Peer Review II

Third Quarterly Report

3/1/78 to 5/31/78

Submitted by:

Bruce E. Bailey, Ph.D.
Director, P.C.E.A.

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Peer Review II

Third Quarterly Report

The following material is submitted as documentation of the progress made toward the accomplishment of the goals and objectives of the Peer Review Project. This is the third quarterly report covering the time period March 1, 1978 to May 31, 1978.

The major goals of this project period have been meeting with the DETRMHMRS staff concerning project status, to make final revisions in the Peer Review Criteria Scales, to identify all subcontract personnel, to initiate the records review, to initiate the client satisfaction survey and submission of the third quarterly report. It is a pleasure to report that all of these goals have been accomplished. The following narrative explicates the accomplishment of these goals.

The first goal for the project period was to meet with DETRMHMRS staff concerning project status. This goal was accomplished through a meeting held on March 7, 1978. On this date Bruce Bailey, Raymond Eastman, and John Deem met with the administrative staff of DETRMHMRS and provided feedback concerning the project status. This meeting was considered very useful in that a number of helpful suggestions were provided by the DETRMHMRS staff concerning the peer review process. In addition to the preceeding meeting, accomplishment of the first goal was realized through a number of informal scheduled meetings between the Peer Review Core Committee members and DETRMHMRS staff members. It should be noted that Betty Ecker was particularly helpful and

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provided excellent consultation and assistance to the project staff regarding the peer review process.

The second goal was to make the final revisions in the Peer Review Criteria Scales. Based on the feedback available through the pilot testing and the information provided by the DETRMHMRS staff, final revisions were made in the Scales. In that these revisions did not entail substantial departures from the scales included in the second quarterly report, and in that all changes were cleared with the appropriate administrative staff, the specific revisions made will not be detailed in this report. In addition to revision of the existant scales the project staff designed a new Peer Review Criteria Scale for Program Support Services. Jim McDermott is acknowledged for his assistance in the development of this Scale and his open willingness to participate in an objective peer review process. A copy of the Program Support Services Scale is included as Attachment A to this report.

The third goal was to identify all subcontract personnel. This goal was accomplished with the acceptance of Dr. Maxwell Himmel to the project staff. Previous correspondence has documented Dr. Himmel's qualifications. With the addition of Dr. Himmel to the project staff all peer review raters (Bailey, Eastman, Rhodes, Marler, and Himmel) have been identified and approved.

The fourth goal was to initiate the records review. Accomplishment of this goal is documented through the following activities. The records review of educational services was completed by Dr. Rhodes following visits to the developmental centers in Woodville, Newton, Jasper, and Silsbee. The records review of administrative services is eighty percent complete by Dr. Bailey

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following visits to the sheltered workshops in Silsbee, Jasper, Livingston, and Center, the developmental centers in Woodville, Newton, Jasper, and Silsbee, the halfway house in Center, the community counseling center in Livingston and the outpatient clinics in Livingston and Groveton. The records review of mental health services is ninety percent complete by Dr. Eastman following visits to outpatient clinics in Nacogdoches, Lufkin, Jasper, and Woodville. The records review of mental retardation services is ninety percent complete by Dr. Eastman following visits to sheltered workshops in Silsbee, Jasper, and Nacogdoches. The records review of chemical dependency services is ninety percent complete by Dr. Eastman following visits to community counseling centers in Nacogdoches and Jasper. The records review for medical and social work services will be implemented as soon as the other segments of the records review are completed. That is, the medical and social work review will be implemented as soon as the sample of records appropriate for medical and/or social work review have identified through the other records reviews.

The fifth goal was to initiate the client satisfaction survey. Accomplishment of this goal is documented through the following activities. DETRMHMRS regional caseloads were analyzed in order to determine the number of clients that would be mailed a client safisfaction questionnaire. Based on this analysis, a stratified random sample reflecting caseloads at all MH/MR/CD organizational units was developed. Following consultation with DETRMHMRS staff, revisions were made in the client satisfaction survey instruments - copies of these instruments are included as Attachment B. All organizational units were visited and records which met the following criteria were included in the sample -- active records which had been opened subsequent to 8/1/77

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where the client had made at least 3 visits following intake (those visits were to be therapeutic in nature and not solely for diagnostic assessments) and inactive records which had been closed after 8/31/77 where the client made at least 3 visits following intake. A list of the names of the clients to be included in the survey were submitted to the DETRMHMRS staff so that clients not appropriate for inclusion in the sample could be eliminated. Those clients who were paranoid schizophrenics or those individuals who had moved out of the region since termination of therapy or those persons who had been referred by the courts for evaluation --- without rendering therapeutic services --- were withdrawn from the survey list. Anyone withdrawn from the survey's list was replaced by another client who met the sample criteria. On June 8, 1978, the names and addresses of all clients (503 active clients; 333 inactive clients) to be included in the client satisfaction survey were delivered to DETRMHMRS for typing of envelopes and posting.

The sixth goal of this project period was the preparation of the third quarterly report. It is hoped that the activities previously documented and the following attachments adequately fulfill this objective.

The major goals of the final quarter will include: (1) completion of all records review procedures; (2) analysis of peer review ratings; (3) analysis of client satisfaction feedback; (4) submission of a draft copy of the Peer Review II final report for review and comment by DETRMHMRS staff; (5) integration of DETRMHMRS feedback into the final report; and (6) submission of the final report to the DETRMHMRS Board of Trustees.

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June, 1978
~~Rev. Mar. 1977~~
Plan Change N

BUDGET FOR PURCHASE OF SERVICES

Presented to State Contracts Division
Texas State Department of Public Welfare
by

Agency Name Deep East Texas Regional Mental Health Mental Retardation Services

Agency Address 303 Angelina Bldg. Lufkin, TX 75901

For the Provision of

Services to Elderly, Blind and Disabled
Descriptive Title of Services to Be Provided

Contract Period Beginning March 1, 1978 and Ending August 31, 1978

SUMMARY

Cost Category	Total	State Share	Local Match
(1A) Personnel--Salaries	11,588.63	8,570.00	3,018.63
(1B) Personnel--Fringe Benefits	1,738.26	1,285.49	452.77
(1C) Personnel--Travel	648.00	648.00	-0-
(2) Consumable Supplies	801.20	801.20	-0-
(3) Other (Specify)	3,738.61	1,887.03	1,851.58
Total	18,514.70	13,191.72	5,322.98

Submission:

Signature/Title of Authorized Official

Date

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June, 1978
Rev. Mar.-1977-
Plan Change No.

BUDGET FOR PURCHASE OF SERVICES

Presented to State Contracts Division
Texas State Department of Public Welfare
by

Agency Name Deep East Texas Regional Mental Health Mental Retardation Services

Agency Address 303 Angelina Bldg. Lufkin, TX 75901

For the Provision of

Services to Dependent, Neglected and/or Abused Children
Descriptive Title of Services to Be Provided

Contract Period Beginning February 1, 1978 and Ending August 31, 1978

SUMMARY

Cost Category	Total	State Share	Local Match
(1A) Personnel--Salaries	16,676	14,623	2,053
(1B) Personnel--Fringe Benefits	2,501	2,193	308
(1C) Personnel--Travel	1,134	314	820
(2) Consumable Supplies	580	580	-0-
(3) Other (Specify)	4,855	634	4,221
Total	25,746	18,344	7,402

Submission:

Signature/Title of Authorized Official

Date