

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

July 25, 1978

BOARD MEMBERS PRESENT:

Mr. V. B. Woods, Treasurer
Mr. R. B. Hille, Secretary
Mr. George Gee
Judge Allen Sturrock
Dr. Nancy Speck

BOARD MEMBERS ABSENT:

Mr. Ward R. Burke, Chairman
Mrs. Agnes Rhoder
Judge Emmett Lack

OTHERS PRESENT:

Dr. Wayne Lawrence, DETRMHMRS
Dr. Warren Sibley "
Dr. Ken Vogtsberger "
Dr. Jack Martin "
Mrs. Mary Cox "
Mr. Jim McDermott "
Mr. Franklin Avant "
Mr. Wells Wright "
Mrs. Helen Anderson "
Mrs. Lois Gee, Jasper
Mrs. Thelma Lea Woods

The 59th 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, July 25, 1978, at 5:00 p.m.

INVOCATION: Rev. Dewey Underwood, Chaplain, Lufkin Memorial Hospital, gave the invocation.

CALL TO ORDER AND RECOGNITION OF GUESTS: There being a quorum present, Acting Chairman V. B. Woods called the meeting to order at 5:05 p.m., and recognized the fact that there were no guests present.

APPROVAL OF MINUTES OF PREVIOUS BOARD MEETING: There being no additions or corrections to the Minutes of the June Board Meeting, on a motion by Judge Sturrock, seconded by Mr. Hille, the Board approved the Minutes of the June 27, 1978 Board Meeting.

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

1. Several Board Members are up for reappointment. They are: Mr. Ward Burke, Mr. George Gee, Judge Emmett Lack, Judge Allen Sturrock, and Mrs. Agnes Rhoder. Mr. Tom Mann has resigned from the Board of Trustees. He is going into private business and feels that he will not have the time to devote to the meetings. Dr. Lawrence stated that a motion of appreciation for Mr. Mann will be on the August agenda.

2. Dr. Martin and I have met with the Drs. Seastrunk who are a husband and wife team of psychiatrists from Temple, now living in New Orleans. They are considering going into private practice in Lufkin.

3. The Corrigan Hospital District was funded. The old building will be renovated.

4. We tried again to have a Medical Advisory Committee Meeting on July 18. Only one member attended.

5. The Jasper Human Services Building grant request was written and submitted, but the grant was not funded.

6. The Professional Advisory Committee is very functional. They will meet with the Board of Trustees at the August Board Meeting.

7. Sabine and San Augustine are two counties that do not participate financially. Rusk State Hospital is putting these two counties into their 1980-81 budget for outreach centers.

8. I will meet with Mr. Kaufman, Acting Superintendent of Rusk State Hospital, on Thursday to discuss budget, outreach, etc.

9. A follow-up letter of detailed information has been sent to each member of the GETHSA Executive Committee. We are meeting with some of the members on an individual basis. Jim McDermott has met with Randall Cox, O.D. Dr. Martin and I plan to meet with several other members.

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

Mr. Avant, Business Division:

1. June was a good month with \$12,250 received in local match funds from counties. Of the approximately \$114,000 in anticipated local match funds for the year, \$103,000 have been received to date.

Dr. Lawrence and Dr. Speck have contacted several of the counties who have been behind and both were assured that funds from these counties would be received by August 1.

2. The Zero Based Budget document has been bound and all corrections have been made. The Operating Budget for 1979 has also been bound. The Operating Budget for 1979 may be found to be inflated. Some funding sources have decreased. A revision of \$400,000-\$500,000 may be necessary. Both the Board of Trustees and TDMHMR have approved this document.

3. More research has been done concerning the problem which was discovered during the DHR site visit. It was found that the client who had been billed for under Title XX was eligible, but had erroneously given her husband's certification number rather than her own. DHR stated that they were satisfied and that no funds would have to be returned.

4. Called on Mr. Wells Wright, Director, Data Processing, to give a report on the computer.

Mr. Wright stated that he has studied the methods being used by Region VII Education Service Center in Kilgore to prepare the payroll and feels that it is not being done systematically. He recommends that we disentangle ourselves from this arrangement. Mr. Wright further reported that Phase I of the accounting system will be complete for the report phase by September 1. Payroll should be complete later in September or early October. Client data and cost accounting will come later. Mr. Wright commented that manual books should be kept at least three to four months into the new fiscal year as a double check on our financial situation.

Dr. Lawrence commended Mr. Wright on the excellent job he has done in helping to remove our data processing system from Region VII and establishing it with the City of Lufkin computer program.

5. Reported on goals for the month of June (see Appendix #1).

Dr. Martin, Mental Health Division:

1. Dr. Martin introduced the two new psychiatrists, Dr. Ken Vogtsberger and Dr. Warren Sibley, and stated that we are very happy to have them. Dr. Martin reported that Dr. Sibley would be in Lufkin three days a week and would travel to Jasper one day. Dr. Vogtsberger will be in Lufkin one day a week, and will travel to Tyler, Nacogdoches and Trinity counties the other three days.

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

Mrs. Cox, Mental Retardation Division:

1. On July 7, 8, and 9, nineteen clients and six staff members attended Camp Lakeview. The Lufkin Council for Retarded Children had nineteen clients and eight volunteers in attendance. The trip was thoroughly enjoyed by all.

2. Mr. Bruce Duncan, Psychologist, attended the Texas Association on Mental Deficiency Convention which was held in Dallas. He gave a presentation on the role of the client coordinator in rural centers, which was very well received.

3. We have had a real disappointment in Nacogdoches in that we were turned down on our zoning request for a female halfway house. People living in the area stated that they do not want it in their neighborhood. There is another house, north of Nacogdoches, which is being considered. It is outside the city limits, therefore zoning restrictions will not be a problem.

Dr. Speck commented that she had met with the Zoning Commission Board and they seemed agreeable to our request for a female halfway house, but were unable to approve it because of so much opposition from local citizens. Dr. Speck feels that the Sunrise Manor concept may be the answer to "revolving door repeaters".

4. Reported on goals for the month of June (see Appendix #3).

Mr. McDermott, Program Support Services Division:

1. The second ministerial coffee meeting held here on July 7 was very successful, not in terms of attendance, but in participation. The importance of recognizing emotional problems was discussed. We are contacting County Advisory Council members concerning the schedule for ministerial coffee meetings and workshops. Each Council member will contact a minister in his county.

2. I attended the dedication ceremonies of the Polk County Sheltered Workshop on June 28. Mr. Bob Belt, President of the Chamber of Commerce, was the guest speaker. It was an enjoyable occasion.

3. Reported on goals for the month of June (see Appendix #4).

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 June, 1978, be approved as submitted, and that copies of each report be attached to the permanent Minutes of this Board Meeting.

Consideration of Bids for Printing Services for FY79: On a motion by Mr. Woods, seconded by Mr. Gee, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the bids for the printing of Employee Handbooks and both one-side and two-side forms used by MHMR be awarded to Kelco Printers of Lufkin, Texas. Be it further RESOLVED that the bids for brochures, the Annual Report, "Directions" Newsletter, and office stationary supplies be awarded to Lufkin Printing Company. Be it further RESOLVED that the Executive Director be authorized to sign and issue purchase orders for same, and that these purchase orders be subject to budgetary limitations and satisfactory performance on the part of the vendor.

Consideration of Bids for Office Equipment and Furniture for FY79: On a motion by Mr. Woods, seconded by Mr. Gee, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that an annual purchase order for office furniture and equipment be awarded to W. C. Royle, to run from September 1, 1978, through August 31, 1979. Be it further RESOLVED that the Executive Director be authorized to sign and issue the purchase order for same, and that this purchase order be subject to budgetary limitations and satisfactory performance on the part of the vendor.

Consideration of Bids for Office Supplies and Cleaning Supplies for FY79 (In Two Parts):

Part 1: Office Supplies: On a motion by Mr. Woods, seconded by Mr. Gee, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that an annual purchase order for office supplies be awarded to Story-Wright, to run from September 1, 1978, through August 31, 1979. Be it further RESOLVED that the Executive Director be authorized to sign and issue the purchase order for same, and that this purchase order be subject to budgetary limitations and satisfactory performance on the part of the vendor.

Part 2: Cleaning Supplies: On a motion by Mr. Woods, seconded by Mr. Gee, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that an annual purchase order for cleaning supplies be awarded to Cook's Chemicals, to run from September 1, 1978, through August 31, 1979. Be it further RESOLVED that the Executive Director be authorized to sign and issue the purchase order for same, and that this purchase order be subject to budgetary limitations and satisfactory performance on the part of the vendor.

Judge Sturrock stated that he would like to have a 30-60 day "escape clause" in the agreement, so that we may terminate the contract if we are not satisfied with the performance of the companies we are contracting with.

Consideration of Disposition of Uncollectable Accounts Receivable:
On a motion by Mr. Woods, seconded by Mr. Gee, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the lists of client accounts, as submitted, which have been inactive for more than six months, be written off as uncollectable accounts receivable.

Mr. Woods stressed the importance of having some type of control in a situation such as this. There will be more discussion at the next Board Meeting concerning procedures to be used in dealing with delinquent accounts.

Consideration of Proposed Local Matching Funds Request Plan: On a motion by Mr. Woods, seconded by Mr. Gee, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that each individual Board Member contact their County Commissioner's Court or Courts and request local match funding for FY79 according to the schedule listed below. Be it further RESOLVED that the Executive Director be authorized to negotiate, in certain instances, the local match with the County Commissioners of Sabine and San Augustine Counties.

Angelina County	\$ 27,182
Hardin County	12,970
Houston County	6,584
Jasper County	10,450
Nacogdoches County	16,490
Newton County	5,678
Polk County	9,846
Sabine County	4,228
San Augustine County	4,107
San Jacinto County	4,107
Shelby County	9,577
Trinity County	4,953
Tyler County	<u>7,067</u>
TOTAL	\$123,239

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

Consideration of Proposed Service Agency Contracts: On a motion by Mr. Hille, seconded by Judge Sturrock, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the proposed contracts with service agencies be approved as submitted. Be it further RESOLVED that the Board Chairman be authorized to sign said contracts and that these be submitted to TDMHMR for approval.

Dr. Lawrence suggested the consideration of centralization of inpatient care into one hospital, as it would be more cost effective.

Judge Sturrock raised the question of restraining or confining patients. He stated that legislation on this subject is not very clear.

Dr. Lawrence commented that he has visited the inpatient locked ward at Providence Hospital in Waco and would like to have a member of the Board of Trustees visit that facility also.

Dr. Lawrence stated that Dr. Max Himel would like to take care of all inpatient needs, which would necessitate clients going to a hospital in Nacogdoches.

Consideration of Proposed TPERF Contract: On a motion by Mr. Hille, seconded by Mr. Gee, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the proposed contract with Texas Pharmaceutical Education and Research Foundation, Inc. (TPERF) be approved as submitted. Be it further RESOLVED that the Board Chairman be authorized to sign said contract and to submit it to TDMHMR for approval.

Consideration of Proposed Peer Review Contract: On a motion by Mr. Hille, seconded by Judge Sturrock, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the proposed contract for Peer Review, to be provided by Planning, Consultation, Evaluation Associates of Nacogdoches, be approved as submitted. Be it further RESOLVED that the Board Chairman be authorized to sign said contract and that the contract be submitted to TDMHMR for approval.

Discussion of Fairweather Lodge Program: On a motion by Mr. Hille, seconded by Judge Sturrock, the Board approved the following resolution.

RESOLVED, by the Board of Trustees, that the planned implementation of the Fairweather Lodge Program be delayed until the funding status of CETA funds for FY79 be resolved.

Discussion of Texas MHMR Funding for FY77: Dr. Lawrence called attention to the fact that of the 27 centers in operation during FY77, our Center ranks as follows in these categories:

<u>AREA</u> <u>POPULATION</u>	<u>FY77</u> <u>BUDGET</u>	<u>G-I-A</u> <u>\$</u>	<u>FY77</u> <u>CASELOAD</u>	<u>G-I-A \$</u> <u>PER POP.</u>	<u>G-I-A</u> <u>PER CL.</u>	<u>POP. UTIL.</u> <u>RATIO</u>
12	11	15	10	21	20	12

Discussion of Organizational Unit Cost Estimates for First and Second Quarters: Dr. Lawrence reported that our cost estimates are in line with the State median. Our only concern is in the area of hospital costs.

Dr. Martin stated that there had been a problem in getting reports from doctors about clients who had been served during evening hours. It has been arranged to have a nurse call each doctor in the morning to check on the number of clients served the evening before.

A third quarter cost estimate will not be received, so an improvement may be shown in the fourth quarter estimate.

Consideration of Proposed Outpatient Clinic Construction Project: Dr. Martin reported that a lease-purchase agreement is being developed to be used if we lease-purchase another facility.

Consideration of Proposed DHR Contracts: Dr. Lawrence stated that we are in the process of negotiating contracts for next year, and expressed concern with some difficulties that have been encountered in the negotiations. One point of contention has been that although 28.75% of one of the psychologist's salary is paid by MHMR, he can serve only DHR clients.

Judge Sturrock advised that he would not vote for this contract if MHMR cannot benefit from the services of said psychologist part of the time.

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

Consideration of Proposed Plans for Annual Volunteer Recognition Banquet: On a motion by Mr. Gee, seconded by Judge Sturrock, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the second annual Volunteer Recognition Banquet be held on November 9, 1978, at 7:00 p.m. at the Lufkin Civic Center. Be it further RESOLVED that the dinner be a barbeque buffet at \$4.25 per

person, and that the dinners of volunteers and their spouses be paid by MHMR. Be it further RESOLVED that the Executive Director be authorized to contact Dr. John J. Kavanagh, Commissioner, Texas Department of Mental Health Mental Retardation, as a speaker for the banquet.

Consideration of Results of Newsletter Survey: On a motion by Mr. Gee, seconded by Mr. Hille, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the results of the newsletter survey be approved as submitted. Be it further RESOLVED that the Board authorize staff to proceed with the printing of the newsletter "Directions" during FY79.

Consideration of Proposed Memorial Contribution Plan: On a motion by Mr. Gee, seconded by Judge Sturrock, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that a Memorial Fund be established by MHMR for donations received in the form of memorial gifts. Be it further RESOLVED that the staff be authorized to design a brochure describing this Memorial Fund and submit this brochure to the Board for approval.

Consideration of Proposed Revisions in Employee Trust Plan: On a motion by Mr. Gee, seconded by Mr. Hille, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the proposed revisions in the Employee Trust Plan be approved as submitted. Be it further RESOLVED that the Executive Director be authorized to instruct the Equitable Insurance Company to incorporate these revisions into the MHMR Pension Trust Plan effective September 1, 1978.

Consideration of Proposed Client Insurance Plan: 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 authorize the renewal of the Client Insurance Plan with United States Fire Insurance Company. Be it further RESOLVED, that this policy go into effect on September 1, 1978, for a period of one year ending August 31, 1979.

Consideration of Membership in DETCOG and Nominee for Board of Directors: On a motion by Mr. Gee, seconded by Dr. Speck, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the Board participate in the Deep East Texas Council of Governments for FY79,

and that the Executive Director be authorized to pay the dues of \$100. Be it further RESOLVED that Mr. James A. Best of Kennard continue to represent the Board on DETCOG's Board of Directors.

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. Acting Chairman Woods excused guests from the meeting room at 7:17 p.m., stating that no Board action would be taken until the meeting was reopened.

Executive Session

Mr. Woods reopened the meeting to the public at 7:45 p.m., and asked for Board consideration of the following items:

Part 1: Consideration of Upgrading Psychiatrist I Position to Psychiatrist II: 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 0004 be upgraded from Psychiatrist I to Psychiatrist II, effective August 1, 1978. Be it further RESOLVED that the Board Chairman and the Executive Director be authorized to sign and submit the appropriate forms to TDMHMR for approval.

Part 2: Consideration of Proposed Position Description: 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 revised position descriptions for Director, Program Support Services and Director, Accounting Services be approved as submitted and that they be placed in the MHMR Position Description Manual.

Part 3: Consideration of Applicant for Administrative Technician IV (Unit Supervisor) at Angelina Outpatient Clinic: On a motion by Mr. Gee, seconded by Mr. Hille, the Board voted to table this item until next month's Board Meeting.

Part 4: Consideration of Applicant for Administrative Technician IV (Director, Accounting) at Central Administration: On a motion by Mr. Gee, seconded by Judge Sturrock, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the Executive Director be authorized to employ Linda Foley, effective September 1, 1978, as an Administrative Technician IV, who will serve as Program Director for Accounting at Central Administration.

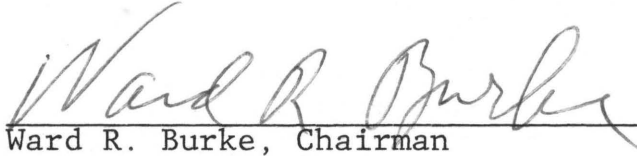
Part 5: Consideration of Applicant for Administrative Technician IV (Unit Supervisor) at Tyler County Outpatient Clinic: Dr. Lawrence stated that staff will have a recommendation for this position at the next Board Meeting.

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 August Board Meeting be held on the fourth Tuesday which falls on August 22, 1978. Committee meetings could begin at 4:30 p.m. with the Board Meeting starting at 5:00 p.m. in the Conference Room.

ADJOURN: There being no further items for discussion, the meeting was adjourned at 8:15 p.m.

APPROVED:


Ward R. Burke, Chairman


R. B. Hille, Secretary

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Appendix #1

DEEP EAST TEXAS MHR SERVICES

DIVISION GOALS AND OBJECTIVES
(Non-Numerical Objectives)

Monthly/Quarterly Report

Division BUSINESSReport Month/Quarter JUNE, 1978

Goals	Documentation of Effort To Meet Goal	Date Accomplished, if Appropriate
1. TO CONDUCT AN ANNUAL INVENTORY OF ALL NUMBERED PROPERTY.	ANNUAL INVENTORY IS IN PROGRESS.	
2. TO CONTINUE TO IMPROVE ALL ASPECTS OF THE INTERNAL CONTROL PROGRAM.	RECEIVED REPORTS VERIFYING: A. THAT BANK STATEMENTS AND CHECKS WERE RECONCILED. B. THAT ALL CASH RECORDED ON TRANSFER OF CASH FORMS FROM OUS HAS BEEN DEPOSITED IN BANK ACCOUNTS. C. THAT ALL NUMBERED RECEIPTS & STUBS FROM OUS ARE ACCOUNTED FOR.	A. JULY 13, 1978 B. JULY 20, 1978 C. JULY 20, 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 55 REQUISITIONS, FILLED IN JUNE, 5 WERE OVER 30 DAYS OLD.	JULY 10, 1978
4. TOTAL FUNDS RECIVED SHOULD BE AT LEAST EQUAL TO \$2,585,201, TO COLLECT AT LEAST 80% OF EACH.	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 APRIL SUPPORTING DOCUMENTS.	1. JULY 20, 1978 2. JULY 12, 1978
5. TO MONITOR ALL CONTRACTS AND LEASES ON A MONTHLY BASIS.	RECEIVED REPORT OF FUNDS EXPENDED UNDER EACH CONTRACT AND LEASE AGREEMENT.	JULY 11, 1978

DEEP EAST TEXAS MMR SERVICES

DIVISION GOALS AND OBJECTIVES
(Non-Numerical Objectives)
Monthly/Quarterly Report

Division BUSINESS

Report Month/Quarter JUNE, 1978

Goals	Documentation of Effort To Meet Goal	Date Accomplished, if Appropriate
6. To MONITOR FUNDS RECEIVED AND EXPENDED UNDER EACH GRANT PROJECT.	RECEIVED REPORT SHOWING RECEIPTS AND EXPENDITURES UNDER EACH GRANT.	JULY 12, 1978
7. CONVERT FROM CASH BASIS TO ACCRUED 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.	

DEEP EAST TEXAS MMR SERVICES
DIVISION GOALS AND OBJECTIVES
(Numerical Objectives)

Monthly Report

Division BUSINESS

Report Month JUNE, 1978

1. Quantified Objectives for Year	2. Monthly Goal	3. Actual Performance for Month		4. Numerical Deviation ± Columns 1 & 2	5. Year to Date Cumulative			8. # Served This Month (if appropriate)
		Numerical	% of Goal		Actual No.	Goal No.	%	
1. HAVE NO MORE THAN 5% MANUALLY ISSUED PAY-ROLL CHECKS.	19/394 (5%)	8/394 (2.0%)	42%	-11	72/3402 (2.1%)	170/3402 (5%)	42.6%	

Appendix #2

DIVISION GOALS AND OBJECTIVES
 (Non-Numerical Objectives)
 Monthly/Quarterly Report

Division MENTAL HEALTH
 Report Month/Quarter JUNE, 1978

GOALS	DOCUMENTATION OF EFFORT TO MEET GOAL
1. EXPAND AND IMPROVE AFTERCARE SERVICES THROUGHOUT THE REGION	A. NUMBER OF CLIENTS DISCHARGED: 19 B. NUMBER OF CLIENTS CONTACTED WITHIN 10 DAYS: 19 (100%)
2. EXPAND AND IMPROVE PRESCREENING SERVICES THROUGHOUT THE REGION.	A. NUMBER OF COURT REFERRALS TO CENTER: 17 B. NUMBER AND PERCENT OF COURT REFERRALS TREATED AND MAINTAINED IN A CENTER PROGRAM: 4 (24%)
3. EXPAND EFFORT TO IMPACT INSTITUTIONAL ADMISSIONS AND READMISSIONS	A. NUMBER OF PERSONS ADMITTED TO INPATIENT PROGRAMS: 1
4. DEVELOP CAPABILITY OF RESPONDING TO CRISIS 24 HOURS PER DAY.	A. NUMBER OF CALLS BY COUNTY FOR JUNE, 1978: 24 IN CATCHMENT AREA: ANGELINA 4 NEWTON 1 SHELBY 0 HARDIN 3 POLK 0 TRINITY 0 HOUSTON 0 SABINE 0 TYLER 0 JASPER 1 SAN AUGUSTINE 1 NACOGDOCHES 2 SAN JACINTO 0 TOTAL 12 NOT IN CATCHMENT AREA: BOWIE 1 GALVESTON 2 WALKER 1 CHILDRESS 1 HARRIS 3 WICHITA 1 GREGG 2 MONTGOMERY 1 TOTAL 12

DEEP EAST TEXAS MHMR SERVICES

DIVISION GOALS AND OBJECTIVES
(Numerical Objectives)

Monthly Report

Division MENTAL HEALTHReport Month JUNE, 1978

Program	Clients Served				Client Visits	
	Monthly Total	Year To Date	Goal	% Goal	Monthly Total	Year To Date
OUTPATIENT PROGRAMS	796	2,353	2,422	97%	1,682	17,744
INPATIENT PROGRAMS	7	112	180	62%	13	272
ALCOHOL/DRUG ABUSE PROGRAMS	223	861	515	167%	389	3,998
PRESCREENING/AFTERCARE PROG.	55	118	60	197%	896	4,294
GRAND TOTAL	1,081	3,444	3,177	108%	2,980	26,308

Appendix #3

DEEP EAST TEXAS MMR SERVICES
DIVISION GOALS AND OBJECTIVES
(Non-Numerical Objectives)
Monthly/Quarterly Report

Division MENTAL RETARDATION

Report Month/Quarter JUNE, 1978

Goals	Documentation of Effort To Meet Goal	Date Accomplished, if Appropriate
1. EXPAND AND IMPROVE AFTERCARE SERVICES THROUGHOUT THE REGION.	1. DURING JUNE, THERE WERE NO CLIENTS DISCHARGED FROM STATE SCHOOL.	
2. EXPAND AND IMPROVE PRESCREENING SERVICES THROUGHOUT THE REGION.	2. THERE WERE NO APPLICATIONS PROCESSED FOR STATE SCHOOL ADMISSION DURING JUNE.	
3. EXPAND EFFORT TO IMPACT STATE SCHOOL ADMISSION READMISSION AND DISCHARGE RATE.	3. PARENTS/GUARDIANS OF ELIGIBLE CLIENTS FOR PLACEMENT AT SAN AUGUSTINE DEVELOPMENT CENTER WERE CONTACTED AND OFFERED THIS AS AN ALTERNATIVE TO STATE SCHOOL PLACEMENT. STATE SCHOOL WAITING LIST REDUCED FROM 49 (JUNE, 1977) TO 45 AS OF JUNE, 1978.	

DEEP EAST TEXAS MHMR SERVICES

DIVISION GOALS AND OBJECTIVES
(Numerical Objectives)

Monthly Report

Division MENTAL RETARDATIONReport Month JUNE, 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	58	214	234	91	1,276	34,854
SHELTERED WORKSHOPS	183	255	338	75	4,026	47,276
MOBILE UNIT	113	283	600	47	339	1,113
SUNRISE MANOR	11	14	16	88	330	2,817
GRAND TOTAL	<u>365</u>	<u>766</u>	<u>1,188</u>	<u>64</u>	<u>5,971</u>	<u>86,060</u>

Appendix #4

DEEP EAST TEXAS MHMR SERVICES

DIVISION GOALS AND OBJECTIVES (Numerical Objectives)

Monthly Report

Division PROGRAM SUPPORT SERVICES

Report Month JUNE, 1978

	1.	2.	3.	4.	5.	6.	7.	8.
	Monthly	Actual Performance for Month		Numerical Deviation ±	Year to Date Cumulative			# Serv
Quantified Objectives for Year	Goal	Numerical	% of Goal	Columns 1. & 2.	Actual No.	Goal No.	%	This Mo (if appropri
STAFF DEVELOPMENT:								
A. Meetings	1	1	100%		9	11	82%	
B. Attendance	100	71	71%	-29	905	1,110	82%	
C. Hours of Training	400	355	89%	-45	3,885	3,330	117%	
NEW EMPLOYEE ORIENTATION:								
A. Meetings		1			7			
B. Attendance		5			51			
C. Hours of Training		30			489			
NEWS RELEASES	60	172	28%	+112	1,160	720	161%	
PUBLIC SERVICE ADS	20	100	500%	+80	1,114	240	464%	
T.V. PROGRAMS	1	1	100%		10	12	83%	
ADVISORY COUNCIL MEETINGS:								
A. Meetings		4			42	44	96%	
B. Attendance		47			456	308	148%	

DEEP EAST TEXAS MMR SERVICES

DIVISION GOALS AND OBJECTIVES (Numerical Objectives)

Monthly Report

Division PROGRAM SUPPORT SERVICES

Report Month JUNE, 1978

Quantified Objectives for Year	1.	2.		3.	4.	5.	6.	7.	8.
	Monthly Goal	Actual Performance for Month		Numerical Deviation $\pm$ Columns 1 & 2		Year to Date Cumulative			# Served This Month (if appropriate)
		Numerical	% of Goal			Actual No.	Goal No.	%	
BROCHURES DISTRIBUTED	2,000	1,262				24,878	24,000	104%	
DIRECTIONS:									
A. Issues	1	1				10	12	83%	
B. No. of Persons Receiving Issues	1,200	1,400				12,675	14,440	88%	
NO. OF VOLUNTEER HOURS		3,819				21,231			

DEEP EAST TEXAS HUMN SERVICES
DIVISION GOALS AND OBJECTIVES
(Numerical Objectives)

Division PROGRAM SUPPORT SERVICES

Monthly Report

Report Month JUNE

	1.	2.	3.	4.	5.	6.	7.	8.
Quantified Objectives for Year	Monthly Goal	Actual Performance for Month		Numerical Deviation ± Columns 1 & 2	Year to Date Cumulative			# Served This Month (if appropriate)
		Numerical	% of Goal		Actual No.	Goal No.	%	
RECRUITMENT ACTIVITIES								
A. POSITION IN ACTIVE RECRUITMENT		7						
B. UNITS NOTIFIED OF POSITION OPENING		29 (2)						
C. NEWSPAPER		2						
D. NUMBER OF ORGANIZATIONS NOTIFIED OF EACH PROFESSIONAL POSITIONS		75 (2)						

DEEP EAST TEXAS MHMR SERVICES

PAGE 2

DIVISION GOALS AND OBJECTIVES
(Numerical Objectives)

Monthly Report

Division PROGRAM SUPPORT SERVICESReport Month JUNE

	1.	2.	3.	4.	5.	6.	7.	8.
	Monthly	Actual Performance for Month		Numerical Deviation $\pm$	Year to Date Cumulative			# Served
Identified Objectives for Year	Goal	Numerical	% of Goal	Columns 1 & 2	Actual No.	Goal No.	%	This Month (if appropriate)
NUMBER OF RECRUITMENT VISITS TO COLLEGES AND UNIVERSITIES		0						
INTERVIEWS								
A. NUMBER OF APPLICATIONS DISTRIBUTED		75			823			
B. NUMBER OF APPLICANTS INTERVIEWED		26			351			
C. NUMBER OF POSITIONS FILLED		6			52			

DIVISION GOALS AND OBJECTIVES
(Numerical Objectives)

Monthly Report

Division PROGRAM SUPPORT SERVICES

Report Month JUNE

uantified Objectives for Year	1.	2.	3.	4.	5	6.	7.	8.
	Monthly Goal.	Actual Performance for Month		Numerical Deviation ± Columns 1 & 2.	Year to Date Cumulative			# Served This Month (if appropriate)
		Numerical	% of Goal		Actual No.	Goal No.	%	
TERMINATIONS:								
A. NUMBER OF EMPLOYEES TERMINATED -		8				43		
B. TURNOVER RATE		7 %				35.5%		

Feeding Periods:

Monthly Vacancy-Recruitment Report

June 1, 1978

ACTIVE RECRUITMENT

[illegible]

outing Period:

Monthly Vacancy-Recruitment Report

June 1, 1978

POSITIONS FROZEN or NOT YET OPEN

[illegible]

Monthly Vacancy-Recruitment Report

June 15, 1978

ACTIVE RECRUITMENT

[illegible]

Waiting Period:

Monthly Vacancy-Recruitment Report

June 15, 1978

POSITIONS FROZEN or NOT YET OPEN.

[illegible]

DETRMHMRS

June, 1978

NAME OF CENTER

ORGANIZATIONAL UNIT

DATE

		MONTHLY BUDGET	MONTHLY EXP.	ANNUAL BUDGET	CUMULATIVE EXP.	BALANCE YTD
PERSONNEL						
a. Salaries & Wages	(010)	113,775	108,400	1,365,298	1,130,123	235,175
b. Salary & Merit Incrs.	(011)	542	2,913	6,500	6,026	474
c. Fringe Benefits	(020)	10,013	12,946	120,154	130,814	(10,660)
d. Consultation & Prof. Fees						
1. Direct Pat. Servs.	(030)	38		450	113	337
2. Other	(040)	583	37	7,000	4,423	2,577
TRAVEL - STAFF & BOARD	(050)	5,580	5,155	66,965	56,412	10,553
CONSUMABLE ITEMS						
a. Drugs	(060)	6,333	3,286	76,000	66,736	9,264
b. Food	(070)	2,000	1,555	24,000	19,984	4,016
c. Other	(080)	5,242	3,913	62,904	64,495	(1,591)
EQUIPMENT & FURNITURE						
a. Purchase	(090)	2,333	3,460	28,000	24,122	3,878
b. Rental	(100)	1,750	1,559	21,000	18,761	2,239
c. Repair & Maintenance	(110)	667	407	8,000	7,075	925
BUILDING						
a. Rent	(120)	8,202	7,782	98,426	78,931	19,495
b. Remodel. & Renovation	(130)	708	278	8,500	3,445	5,055
c. Repair & Maintenance	(140)	292	89	3,500	1,266	2,234
VEHICLE						
a. Purchase	(150)	1,197		14,366	14,366	-0-
b. Rental	(160)	788	834	9,450	7,688	1,762
c. Oper. & Maint. Cost	(170)	2,167	2,799	26,000	23,114	2,886
CONTRACTS-SERV. AGENCIES	(180)	30,074	43,832	360,885	325,645	35,240
OTHER						
a. Postage, Telephone	(190)	4,280	6,841	51,360	44,767	6,593
b. Laboratory Expense	(191)	108	123	1,300	1,045	255
c. Client Transportation	(192)	-0-		-0-		
d. Annual Audit	(193)	708		8,500	1,026	7,474
e. Insurance	(194)	7,267	2,121	87,198	45,102	42,096
f. Client Wages	(195)	4,250	5,233	51,000	44,173	6,827
g. Utilities	(196)	2,186	2,572	26,232	21,770	4,462
h. Contract Materials	(197)	750	869	9,000	7,049	1,951
i. Educational Materials	(198)	333		4,000	1,876	2,124
j. Miscellaneous	(199)	2,292	1,736	27,500	22,167	5,333
k. Emolument	(200)	306	175	3,675	2,847	828
l. Legal Services	(201)	3		38	38	-0-
m. Therapeutic Recreation	(202)	83	11	1,000	244	756
n. Concessions	(203)	400	793	4,800	4,389	411
o. Client Fringe	(204)	183	244	2,200	1,892	308
p. _____	(205)					
q. _____	(206)					
GRAND TOTAL						
		215,433	219,963	2,585,201	2,181,924	403,277

		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	7,215	105,327	84,709	20,618
c. School District (030)		832		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	4,790	57,215	47,972	9,243
b. Title XX (071)		9,337		112,050	67,014	45,036
c. ICF-MR (072)						
d. SB 230 (073)		26,244	31,644	314,932	307,035	7,897
e. TRC (074)		4,174	6,251	50,086	43,815	6,271
f. Title XX Protective Services (075)		1,582	3,363	18,990	17,112	1,878
g. Lufkin State School (076)		167		2,000	580	1,420
h. National Living Cen. (077)		167		2,000	600	1,400
i. Services to Elderly (078)		1,596	2,639	19,151	4,662	14,489
3. Other Income & Contributions						
a. Workshop Production (080)		3,750	4,731	45,000	36,540	8,460
b. Donations (081)		333	835	4,000	3,988	12
c. Concessions (082)		292	275	3,500	3,217	283
d. Miscellaneous (083)		417	303	5,000	4,237	763
e. Jasper-Newton ARC (084)		2,854	9,553	34,245	34,245	-0-
f. Interest Income (085)		250	112	3,000	2,327	673
g. Pineywoods ARC (086)		2,400		28,795	10,879	17,916
h. Food Stamps (087)		675	899	8,100	6,928	1,172
STATE GRANT-IN-AID & SPECIAL GRANTS THROUGH TDMHMR						
1. Grant-in-Aid (110)		82,278	246,834	987,337	987,337	-0-
2. Suppl. Grant-in-Aid (120)		2,461		29,534	29,534	-0-
3. Special Grants-TDMHMR (130)						
OTHER STATE FUNDS						
1. Texas Comm. on Alcohol (160)		1,562		18,745	14,059	4,686
2. TRC Establish.-Hardin (161)		2,731	2,070	32,770	28,370	4,400
3. TRD Establish.-Houston (162)		2,755	(4,000)	33,055	29,855	3,200
4. BSCHD (163)		1,309	3,928	15,712	15,712	-0-
5. (164)						
6. (165)						
FEDERAL FUNDS						
1. Grants						
a. Title I (210)		11,389		136,674	102,505	34,169
b. Developmental Disabilities (211)		4,758	13,565	57,093	49,923	7,170
c. P.L. 94-63 Grant (212)		34,605	27,092	415,259	359,598	55,661
d. HEW (DHR) Liaison Workers (213)		1,100	1,018	13,200	9,891	3,309
e. 314D (214)		1,870		22,444	22,444	-0-
f. (215)						
g. (216)						
GRAND TOTAL		215,433	363,117	2,585,201	2,335,075	250,126

OPERATING STATEMENT

June 30, 1978

<u>INCOME</u>	<u>RECEIPTS</u>	<u>RECEIVABLES</u>	<u>TOTAL</u>
Angelina County	\$ 3,883.14	\$	\$ 3,883.14
Jasper County	870.83		870.83
Polk County	2,461.50		2,461.50
Patient Fees	4,789.59		4,789.59
Senate Bill 230	31,643.94		31,643.94
Texas Rehabilitation Commission	1,227.53	5,023.20	6,250.73
Title XX Protective Services		3,363.24	3,363.24
Workshop Production	4,730.71		4,730.71
Donations	835.00		835.00
Concessions	275.20		275.20
Miscellaneous Income	302.60		302.60
Jasper-Newton ARC		9,553.00	9,553.00
Interest Income	111.79		111.79
Food Stamps	899.00		899.00
Service to Elderly		2,639.08	2,639.08
Grant-In-Aid	82,278.08	164,556.19	246,834.27
TRC - Hardin County		2,069.82	2,069.82
TRC - Houston County	(4,000.00)		(4,000.00)
Beaumont SCHD	3,928.00		3,928.00
DDA- (Mobile Evaluation)		13,565.00	13,565.00
Public Law 94-63 (HEW Opr.)	27,092.00		27,092.00
HEW (DHR) Liaison Workers	1,017.83		1,017.83
TOTALS	\$162,346.74	\$200,769.53	\$363,116.27

<u>EXPENDITURES</u>	<u>DISBURSEMENTS</u>	<u>ENCUMBRANCES</u>	<u>TOTAL</u>
Salaries	\$108,399.92		\$108,399.92
Salaries & Merit Increases		2,913.46	2,913.46
F.I.C.A. Taxes	6,565.24		6,565.24
Hospitalization/Life Ins.	4,753.42		4,753.42
Retirement	1,627.05		1,627.05
Consultation/Other	37.50		37.50
Travel	5,154.67		5,154.67
Drugs		3,286.24	3,286.24
Food	7.31	1,547.46	1,554.77
Supplies	2,561.97	1,351.35	3,913.32
Equipment/Furniture - Purchased	3,183.38	276.15	3,459.53
Equipment/Furniture - Rental	1,559.47		1,559.47
Equipment/Furniture - Repairs & Maint.	329.75	77.50	407.25
Building - Rent	7,782.00		7,782.00
Building - Remodeling & Renovation	261.19	16.46	277.65
Building - Repairs & Maintenance	31.00	57.75	88.75
Vehicle Rental	833.73		833.73
Vehicle - Operation/Maintenance	1,384.58	1,414.73	2,799.31
Contract with Agencies	29,298.47	14,533.34	43,831.81
Postage/Telephone	6,358.46	482.15	6,840.61
Laboratory Expenses	123.00		123.00
Insurance	2,121.34		2,121.34
Client Wages	5,232.51		5,232.51
Utilities	1,112.77	1,459.59	2,572.36
Contract Material	265.73	603.43	869.16
Miscellaneous Expenses	603.01	1,132.50	1,735.51
Emolument	175.00		175.00
Therapeutic Recreation	11.20		11.20
Concessions	317.80	475.13	792.93
Client Fringe Benefits	244.25		244.25
TOTALS	\$190,335.72	\$ 29,627.24	\$219,962.96

BREAKDOWN OF DISBURSEMENTS

Supplies:

Various MR Programs - Camp Leander - Food & Misc. Supplies - \$696.00
All Programs - CA Xerox Supplies - \$281.73
Various Programs - Copy Paper, Adding Machine Tape, Binders, Forms, Misc. Office Supplies - \$513.42

Equipment & Furniture Purchased:

Northern Aftercare Unit - Typewriter - \$774.00
Northern Aftercare Unit - Transcriber - \$413.00
CA - Desk & Bookcase - \$552.35
Various Programs - 7 Canon Copiers - \$760.89 (Lease-Purchase)

Equipment & Furniture Rental:

All Programs - CA-Xerox Copier - \$963.78
Various Programs - 7 Canon Copiers (April) - \$440.99

Building Rental:

CA - Day Treatment - Land - \$450.00
Nacogdoches OPC/CCC - \$791.00
Angelina Co. OPC - \$1,175.00
Angelina Building - \$1,459.00
Sunrise Manor - \$450.00
Shelby Co. SWS - \$560.00
Houston Co. SWS - \$485.00
Tyler Co. Dev. Center - \$285.00
Newton Co. Dev. Center - \$265.00
Kirbyville Dev. Center - \$300.00
Trinity Co. OPC - \$300.00
Polk Co. CCC - \$300.00
Tyler Co. OPC - \$267.00

Building Remodeling & Renovation:

Jasper-Newton Co. SWS - Concrete - \$255.50

Vehicle Rental:

5 Lease Cars - \$833.73

Vehicle Operation & Maintenance:

Shelby Co. Halfway House - Repairs - \$571.46
Various Programs - Gulf Oil Credit Cards - \$279.35

Contracts with Service Agencies:

Max Himel, M.D. - \$2,505.00
Genetics Screening & Counseling - \$701.00
Nacogdoches Treatment Center - \$490.00
Planning, Consultation & Evaluation Assoc. - \$2,290.62
Lynn Dunlap - \$1,000.00

Postage, Telephone:

All Programs - CA Postage - \$1,000.00, CA - Hot Line - \$375.20
All Programs - CA Telephone - \$1,917.90 (2 months)
Nacogdoches Co. OPC & CCC - Telephone - \$283.46
Angelina Building - Telephone - \$545.89

Insurance:

Wayne Jones Insurance - \$1,747.00
Workers Compensation - \$374.34

Utilities:

Shelby Co. Halfway House - Electricity - \$371.60

Concession Expenses:

Polk Co. SWS - Concession Supplies - \$317.80

June 30, 1978

BREAKDOWN OF ENCUMBRANCES

Drugs:

All OPC's - TPERF - \$3,286.24

Food:

Sunrise Manor - \$323.49

Shelby Co. Halfway House - \$1,182.67

Supplies:

CA - Envelopes - \$313.37

Contracts with Service Agencies:

Lynn Dunlap - \$500.00

Lufkin Workshop & Opportunity Center - \$14,033.34

Utilities:

CA - Day Treatment - Electricity - \$505.64

Miscellaneous:

CA - Day Treatment - Sunrise Manor - Janitorial Services - \$770.00

BALANCE SHEET

June 30, 1978

	<u>GENERAL OPERATING FUND</u>	<u>GENERAL FIXED ASSETS FUND</u>	<u>TOTAL</u>
<u>ASSETS</u>			
Current Assets:			
Cash in Bank	\$188,825.51	\$	\$188,825.51
Petty Cash	150.00		150.00
Accounts Receivable - Client Fees (less allowance for Uncollectible Accounts of \$16,049.00)	41,870.44		41,870.44
Accounts Receivable - Other	243,534.88		243,534.88
<u>TOTAL CURRENT ASSETS</u>	<u>474,380.83</u>		<u>474,380.83</u>
Amount to be provided under capital lease agreement	<u>111,750.00</u>		<u>111,750.00</u>
General Fixed Assets - At Cost			
Land		119,400.00	119,400.00
Building		325,645.06	325,645.06
Furniture and Equipment		238,534.58	238,534.58
Vehicles		121,703.01	121,703.01
<u>TOTAL FIXED ASSETS</u>		<u>\$805,282.65</u>	<u>\$805,282.65</u>
<u>TOTAL ASSETS</u>	<u>\$586,130.83</u>	<u>\$805,282.65</u>	<u>\$1,391,413.48</u>
<u>LIABILITIES, RESERVES & FUND BALANCE</u>			
Current Liabilities:			
Accounts Payable	89,054.92		89,054.92
Obligation under capital lease agreement	<u>111,750.00</u>		<u>111,750.00</u>
<u>TOTAL LIABILITIES</u>	<u>200,804.92</u>		<u>200,804.92</u>
Reserve for Investment in general fixed assets		<u>805,282.65</u>	<u>805,282.65</u>
Fund Balance	<u>385,325.91</u>		<u>385,325.91</u>
<u>TOTAL LIABILITIES, RESERVES & FUND BALANCE</u>	<u>\$586,130.83</u>	<u>\$805,282.65</u>	<u>\$1,391,413.48</u>

CASH POSITION STATEMENT

June 30, 1978

Cash in Bank:	
Operating Account	\$ 8,512.95
Groveton Bank F.I.C.A. Account	45,014.14
Payroll Account	100.00
Treasury Bill	30,000.00
Senate Bill 230 Account	1,215.25
Title I Account	42,889.22
HEW Operations Account	21,244.20
Certificate of Deposit	28,584.74
Houston County TRC Account	125.33
Hardin County TRC Account	1,787.83
Land Account	<u>9,351.85</u>
<u>TOTAL CASH IN BANK</u>	188,825.51
Petty Cash	<u>150.00</u>
<u>TOTAL CASH ON HAND</u>	<u>\$188,975.51</u>

BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/77-6/30/78
AND THE MONTHLY BUDGET FOR THE PERIOD 7/1/78-8/31/78 BY COST CATEGORY

Cost Category	Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
Salaries and wages (010)	\$1,365,298	\$1,130,123	\$235,175	\$117,588
Salary and merit (011)	6,500	6,026	474	237
Fringe benefits (020)	120,154	130,814	(10,660)	(5,330)
Consultation & Prof. fees				
Direct Patient Serv.(30)	450	113	337	168
Other (040)	7,000	4,423	2,577	1,289
Travel-Staff & Board (050)	66,965	56,412	10,553	5,276
Consumable Items				
Drugs (060)	76,000	66,736	9,264	4,632
Food (070)	24,000	19,984	4,016	2,008
Other (Office,etc.)(080)	62,904	64,495	(1,591)	(795)
Equipment & Furniture				
Purchase (090)	28,000	24,122	3,878	1,939
Rental (100)	21,000	18,761	2,239	1,119
Repairs & Mainten. (110)	8,000	7,075	925	463
Building				
Rent (120)	98,426	78,931	19,495	9,747
Remodeling & Renov.(130)	8,500	3,445	5,055	2,528
Repairs & Mainten. (140)	3,500	1,266	2,234	1,117
Vehicle				
Purchase (150)	14,366	14,366	-0-	-0-
Rental (160)	9,450	7,688	1,762	881
Operating & Mainten.(170)	26,000	23,114	2,886	1,443
Contracts with Service Agencies (180)	360,885	325,645	35,240	17,620
Other				
Postage & Phone (190)	51,360	44,767	6,593	3,296
Laboratory Exp. (191)	1,300	1,045	255	127
Client Transport. (192)	-0-	-0-	-0-	-0-
Annual Audit (193)	8,500	1,026	7,474	3,737

BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/77-6/30/78
AND THE MONTHLY BUDGET FOR THE PERIOD 7/1/78-8/31/78 BY COST CATEGORY

Cost Category	Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
Other continued:				
Insurance (194)	\$ 87,198	\$ 45,102	\$ 42,096	\$ 21,048
Client wages (195)	51,000	44,173	6,827	3,413
Utilities (196)	26,232	21,770	4,462	2,231
Contract material (197)	9,000	7,049	1,951	975
Educational mater. (198)	4,000	1,876	2,124	1,062
Miscellaneous (199)	27,500	22,167	5,333	2,667
Emolument (200)	3,675	2,847	828	414
Legal services (201)	38	38	-0-	-0-
Ther. Recreation (202)	1,000	244	756	378
Concessions (203)	4,800	4,389	411	206
Client fringe (204)	2,200	1,892	308	154
Grand Total (300)	\$2,585,201	\$2,181,924	\$403,277	\$201,638

Note: The amounts shown for the monthly budget are derived by applying 1/6th of the balance for each cost category.

DEEP EAST TEXAS REGIONAL MMR SERVICES

BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/77-6/30/78 AND THE
MONTHLY BUDGET FOR THE PERIOD 7/1/78-8/31/78 BY DISABILITY CATEGORY

Disability Category	Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
<u>Mental Health</u> (amount of budget allocated and expended to serve people with mental health problems)	\$1,145,016	\$ 904,386.51	\$240,629.49	\$ 120,315
<u>Mental Retardation</u> (amount of budget allocated and expended to serve people with mental retardation problems)	1,230,524	1,108,099.63	122,424.37	61,212
<u>Alcoholism</u> (amount of budget allocated and expended to serve people with alcoholism problems)	172,919	141,342.42	31,576.58	15,788
<u>Drug</u> (amount of budget allocated and expended to serve people with drug problems)	36,742	28,095.73	8,646.27	4,323
Grand Total	\$2,585,201	\$2,181,924.29	\$403,276.71	\$201,638

Note: The amounts shown for the monthly budget are derived by applying 1/6th of the balance for each disability category. Costs pertaining to administration are prorated to the disability categories.

DEEP EAST TEXAS REGIONAL MHMR SERVICES

BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/77-6/30/78
AND THE MONTHLY BUDGET FOR THE PERIOD 7/1/78-8/31/78 BY ORGANIZATIONAL UNIT

O.U.#	Organizational Unit Name	Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
001	Central Administration	\$ 358,707	\$ 229,071.31	\$129,635.69	\$ 64,818
040	Personnel, Staff Dev. & Training	43,722	38,778.46	4,943.54	2,472
039	Public Education & Consultation	32,681	38,002.50	(5,321.50)	(2,661)
044	Research and Evaluation	11,200	18,420.48	(7,220.48)	(3,610)
052	Volunteer Services	31,200	27,924.46	3,275.54	1,638
042	Mobile Evaluation Unit	80,879	69,922.39	10,956.61	5,478
015	Angelina Co. OPC	251,349	202,071.25	49,277.75	24,639
047	Nacogdoches Co. OPC	112,015	101,157.96	10,857.04	5,429
016	Jasper-Newton Co. OPC	88,792	80,314.94	8,477.06	4,239
014	Trinity Co. OPC	94,593	74,110.18	20,482.82	10,241
017	Tyler Co. OPC	95,640	74,658.19	20,981.81	10,491
019	Jasper Co. CCC	47,038	38,183.41	8,854.59	4,427
021	Nacogdoches Co. CCC	29,421	26,580.24	2,840.76	1,420
020	Polk Co. CCC	70,217	61,950.60	8,266.40	4,133

DEEP EAST TEXAS REGIONAL MHMR SERVICES

BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/77-6/30/78
AND THE MONTHLY BUDGET FOR THE PERIOD 7/1/78-8/31/78 BY ORGANIZATIONAL UNIT

O.U.#	Organizational Unit Name	Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
049	Protective Services	\$ 33,467	\$ 25,763.48	\$ 7,703.52	\$ 3,852
058	Aftercare Unit - North	22,444	11,586.35	10,857.65	5,429
059	Aftercare Unit - South	29,534	12,337.19	17,196.81	8,598
060	Services to Elderly	19,151	8,141.52	11,009.48	5,505
028	Excelsior (Shelby Co.) Dev. Ctr.	82,829	103,937.99	(21,108.99)	(10,555)
005	Jasper Co. Dev. Ctr.	25,405	27,049.92	(1,644.92)	(822)
029	Kirbyville Dev. Ctr.	25,422	30,218.34	(4,796.34)	(2,398)
030	Newton Co. Dev. Ctr.	21,189	31,281.87	(10,092.87)	(5,046)
031	Shelbyville Dev. Ctr.	38,731	38,780.13	(49.13)	(25)
032	Teneha Dev. Ctr.	47,826	38,696.16	9,129.84	4,565
033	Timpson Dev. Ctr.	32,624	60,432.60	(27,808.60)	(13,904)
056	Hardin Co. Dev. Ctr.	23,426	20,722.39	2,703.61	1,352
041	Angelina Co. Day Treat. Prog.	57,292	49,061.46	8,230.54	4,115
002	San Jacinto Co. Dev. Ctr.	27,879	26,532.36	1,346.64	673
007	Tyler Co. Dev. Ctr.	31,291	28,829.72	2,461.28	1,231
051	Recreation	7,689	2,421.97	5,267.03	2,633

DEEP EAST TEXAS REGIONAL MHMR SERVICES

BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/77-6/30/78
AND THE MONTHLY BUDGET FOR THE PERIOD 7/1/78-8/31/78 BY ORGANIZATIONAL UNIT

O.U.#	Organizational Unit Name	Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
053	Hardin Co. SWS	\$ 60,508	\$ 58,928.29	\$ 1,579.71	\$ 790
054	Houston Co. SWS	67,871	65,590.26	2,280.74	1,140
050	Jasper-Newton Co. SWS	56,247	52,453.93	3,793.07	1,896
011	Lufkin Workshop & Oppor. Ctr.	84,200	70,166.69	14,033.31	7,017
010	Nacogdoches Co. SWS	82,974	61,387.92	21,586.08	10,793
009	Polk Co. SWS	59,305	47,309.45	11,995.55	5,998
008	Shelby Co. SWS	65,875	57,741.08	8,133.92	4,067
038	Shelby Co. HWH-Alcohol	78,196	69,075.81	9,120.19	4,560
055	Shelby Co. HWH-MH	30,347	18,148.56	12,198.44	6,099
026	Sunrise Manor	70,416	56,458.74	13,957.26	6,979
057	Nacogdoches Co. HWH	25,609	757.05	24,851.95	12,426
035	Lufkin Memorial Inpatient Ctr.	11,400	13,328.37	(1,928.37)	(964)
036	Nacogdoches Memorial Inpa. Ctr.	6,900	2,750.93	4,149.07	2,074
037	Woodland Heights Inpatient Ctr.	11,700	10,887.39	812.61	406

DEEP EAST TEXAS REGIONAL MHMR SERVICES

BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/77-6/30/78
AND THE MONTHLY BUDGET FOR THE PERIOD 7/1/78-8/31/78 BY ORGANIZATIONAL UNIT

O.U.#	Organizational Unit Name	Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
	TOTAL	\$2,585,201	\$2,181,924.29	\$403,276.71	\$201,638

Note: The amounts shown for the monthly budget are derived by applying 1/6th of the balance for each organizational unit.

DEEP EAST TEXAS REGIONAL MHMR SERVICES

BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/77-6/30/78
AND THE MONTHLY BUDGET FOR THE PERIOD 7/1/78-8/31/78 BY SOURCE OF FUNDS

Source of Funds	Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
Local	\$ 823,378	\$ 792,383.33	\$ 30,994.67	\$ 15,497
State Grant-in-Aid	987,337	822,780.81	164,556.19	82,278
Supplemental G-I-A	29,534	12,337.19	17,196.81	8,598
Other State				
1. TCA	18,745	15,610.73	3,134.27	1,567
2. TRC Hardin	32,770	26,572.18	6,197.82	3,099
3. TRC Houston	33,055	33,391.52	(336.52)	(168)
4. BSCHD	15,712	13,094.00	2,618.00	1,309
Federal				
1. Title I (89-313)	136,674	84,858.47	51,815.53	25,908
2. DDA	57,093	39,332.73	17,760.27	8,880
3. HEW (94-63)	415,259	319,114.42	96,144.58	48,072
4. 314 D	22,444	11,586.35	10,857.65	5,429
5. Title XIX (Liaison)	13,200	10,862.56	2,337.44	1,169
TOTALS	\$2,585,201	\$2,181,924.29	\$403,276.71	\$201,638

NOTE: The amounts shown for the monthly budget are derived by applying 1/6th of the balance for each source of funds.

BUDGETED FUNDS RECEIVED FOR THE PERIOD 9/1/77 - 6/30/78 AND THE
MONTHLY BUDGET FOR THE PERIOD 7/1/78 - 8/31/78 BY SOURCE OF FUNDS

SOURCE OF FUNDS	BUDGETED AMOUNT	AMOUNT RECEIVED	BALANCE	MONTHLY BUDGET
Local				
1. County Government	\$105,327	\$ 84,709	\$ 20,618	\$ 10,309
2. School District	9,987	9,987	-0-	-0-
3. Fees - Insurance	57,215	47,972	9,243	4,621
4. Title XX Reimbursement	112,050	67,014	45,036	22,518
5. Title XX Protective Ser.	18,990	17,112	1,878	939
6. ICF - MR	-0-	-0-	-0-	-0-
7. Senate Bill 230	314,932	307,035	7,897	3,948
8. TRC Reimbursements	50,086	43,815	6,271	3,136
9. Workshop Production	45,000	36,540	8,460	4,230
10. Donations	4,000	3,988	12	6
11. Concessions	3,500	3,217	283	141
12. Miscellaneous	5,000	4,237	763	382
13. Lufkin State School	2,000	580	1,420	710
14. Jasper/Newton ARC	34,245	34,245	-0-	-0-
15. Interest	3,000	2,327	673	336
16. National Living Centers	2,000	600	1,400	700
17. Pineywoods ARC	28,795	10,879	17,916	8,958
18. Food Stamps	8,100	6,928	1,172	586
19. Services to Elderly	19,151	4,662	14,489	7,244
State Grant-in-Aid	987,337	987,337	-0-	-0-
Supplemental Grant-in-Aid	29,534	29,534	-0-	-0-
Other State				
1. Texas Comm. Alcohol	18,745	14,059	4,686	2,343
2. TRC - Hardin County	32,770	28,370	4,400	2,200
3. TRC - Houston County	33,055	29,855	3,200	1,600
4. Beaumont State CHD	15,712	15,712	-0-	-0-
Federal				
1. Title I (89-313)	136,674	102,505	34,169	17,085
2. DDA	57,093	49,923	7,170	3,585
3. HEW (94-63)	415,259	359,598	55,661	27,831
4. Title XIX (Liaison)	13,200	9,891	3,309	1,655
5. 314D	22,444	22,444	-0-	-0-
TOTAL	\$2,585,201	\$2,335,075	\$250,126	\$125,063

Note: The amounts shown for the monthly budget are derived by applying 1/6th of the balance for each source of fund.

BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/77-6/30/78 AND
THE MONTHLY BUDGET FOR THE PERIOD 7/1/78-8/31/78 BY PROGRAM CATEGORY

Program Category	Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
Administration	\$ 477,510	\$ 352,197.21	\$ 125,312.79	\$ 62,656
Screening & Referral/Emergency	80,879	69,922.39	10,956.61	5,478
Outpatient/Clinic Services	893,661	716,855.31	176,805.69	88,403
Special Education Classes	297,452	351,119.40	(53,667.40)	(26,834)
Day/Evening Care	124,151	106,845.51	17,305.49	8,653
Sheltered Work Training	476,980	413,577.62	63,402.38	31,701
Alternate Residential Care	204,568	144,440.16	60,127.84	30,064
24-hour Residential Care	30,000	26,966.69	3,033.31	1,517
Totals	\$2,585,201	\$2,181,924.29	\$403,276.71	\$201,638

Note: The amounts shown for the monthly budget are derived by applying 1/6th of the balance for each program category.

EXPENDITURES AND/OR ENCUMBERANCES FOR THE PERIOD 9/1/77 - 6/30/78 AND
PROJECTED EXPENDITURES AND/OR ENCUMBERANCES FOR THE PERIOD 7/1/78-8/31/78

COST CATEGORY	BUDGETED AMOUNT	EXPENDED AND/OR ENCUMBERED 9/1/77-6/30/78	BALANCE	PROJECTED EXPENDITURES AND/OR ENCUMBERANCES						
				FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST
Salaries-Wages	\$1,365,298	\$1,130,123	\$235,175						\$117,588	\$117,587
Salary-Merit	6,500	6,026	474						237	237
Fringe Ben.	120,154	130,814	(10,660)						(5,330)	(5,330)
Consultation										
Direct	450	113	337						168	169
Other	7,000	4,423	2,577						1,289	1,288
Travel	66,965	56,412	10,553						5,276	5,277
Drugs	76,000	66,736	9,264						4,632	4,632
Food	24,000	19,984	4,016						2,008	2,008
Supplies	62,904	64,495	(1,591)						(795)	(796)
Equip. & Furn.										
Purchase	28,000	24,122	3,878						1,939	1,939
Rental	21,000	18,761	2,239						1,119	1,120
Repairs	8,000	7,075	925						463	462
Building										
Rent	98,426	78,931	19,495						9,747	9,748
Rem./Renova.	8,500	3,445	5,055						2,528	2,527
Rep./Maint.	3,500	1,266	2,234						1,117	1,117
Vehicle										
Purchase	14,366	14,366	-0-						-0-	-0-
Rental	9,450	7,688	1,762						881	881
Oper./Maint.	26,000	23,114	2,886						1,443	1,443
Cont. Ser. Agns.	360,885	325,645	35,240						17,620	17,620
Post. & Tele.	51,360	44,767	6,593						3,296	3,297
Lab. Expenses	1,300	1,045	255						127	128
Annual Audit	8,500	1,026	7,474						3,737	3,737
Insurance	87,198	45,102	42,096						21,048	21,048
Client Wages	51,000	44,173	6,827						3,413	3,414
Utilities	26,232	21,770	4,462						2,231	2,231
Cont. Mater.	9,000	7,049	1,951						975	976
Educa. Mater.	4,000	1,876	2,124						1,062	1,062
Miscellaneous	27,500	22,167	5,333						2,667	2,666
Emolument	3,675	2,847	828						414	414
Legal Services	38	38	-0-						-0-	-0-
Ther. Rec.	1,000	244	756						378	378
Concessions	4,800	4,389	411						206	205
Client Fringe	2,200	1,892	308						154	154
TOTALS	\$2,585,201	\$2,181,924	\$403,277						\$201,638	\$201,639

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 CASH RECEIPTS FOR THE PERIOD 9/1/77-6/30/78 AND
 PROJECTED CASH RECEIPTS FOR THE PERIOD 7/1/78-8/31/78

SOURCE OF FUNDS	BUDGETED AMOUNT	RECEIPTS 9/1/77-6/30/78	BALANCE	PROJECTED CASH RECEIPTS						
				FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST
County										
Government	\$ 105,327	\$ 84,709	\$ 20,618						\$ 10,309	\$ 10,309
School Dist.	9,987	9,987	-0-						-0-	-0-
Direct Patient										
Fees-Ins	57,215	47,972	9,243						4,621	4,621
Title XX	112,050	67,014	45,036						22,518	22,518
ICF-MR	-0-	-0-	-0-						-0-	-0-
Senate Bill 230	314,932	307,035	7,897						3,948	3,948
TRC-Reimburse- ments	50,086	43,815	6,271						3,136	3,136
Title XX Pro. Ser.	18,990	17,112	1,878						939	939
Lufkin State School	2,000	580	1,420						710	710
Workshop Prod.	45,000	36,540	8,460						4,230	4,230
Donations	4,000	3,988	12						6	6
Concessions	3,500	3,217	283						141	141
Jasper/Newton ARC	34,245	34,245	-0-						-0-	-0-
Interest	3,000	2,327	673						336	336
Miscellaneous	5,000	4,237	763						382	382
Grant-in-Aid	987,337	987,337	-0-						-0-	-0-
Supplemental GIA	51,978	51,978	-0-						-0-	-0-
Tex Comm. Alc.	18,745	14,059	4,686						2,343	2,343
TRC-Hardin Co.	32,770	28,370	4,400						2,200	2,200
TRC-Houst. Co.	33,055	29,855	3,200						1,600	1,600
BSCHD	15,712	15,712	-0-						-0-	-0-
Title I	136,674	102,505	34,169						17,085	17,085
DDA	57,093	49,923	7,170						3,585	3,585
HEW 94-63	415,259	359,598	55,661						27,831	27,831
Title XIX Liaison	13,200	9,891	3,309						1,655	1,655
314D										
National Liv. Cr	2,000	600	1,400						700	700
Pineywoods ARC	28,795	10,879	17,916						8,958	8,958
Food Stamps	8,100	6,928	1,172						586	586
Ser. to Elder.	19,151	4,662	14,489						7,244	7,244
TOTALS 7/2 IV-	\$2,585,201	\$2,335,075	\$250,126						\$125,063	\$125,063

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 7/25/78
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DETRMHMRS
NAME OF CENTER

June 30, 1978
DATE

STATE GRANT-IN-AID

PROGRAM CATEGORY	MONTHLY BUDGET	MONTHLY RECEIPTS	ANNUAL BUDGET	CUMULATIVE RECEIPTS	BALANCE YTD
1. Administration	17,763	17,762.91	213,155	177,629.12	35,525.88
2. Screening, Referral and Emergency	1,982	1,982.17	23,786	19,821.69	3,964.31
3. Outpatient Services	18,130	18,130.33	217,564	181,303.31	36,260.69
4. Special Education	10,956	10,955.42	131,465	109,554.19	21,910.81
5. Sheltered Work Training and Day/Evening Care	23,469	23,469.00	281,628	234,690.00	46,938.00
6. Alternate Residential/ 24-Hour Care	9,978	9,978.25	119,739	99,782.50	19,956.50
TOTALS	<u>82,278</u>	<u>82,278.08</u>	<u>987,337</u>	<u>822,780.81</u>	<u>164,556.19</u>

DETRMHMRS
NAME OF CENTER

June 30, 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	177,629.12	35,525.88
2. Screening, Referral and Emergency	1,982	1,982.17	23,786	19,821.69	3,964.31
3. Outpatient Services	18,130	18,130.33	217,564	181,303.31	36,260.69
4. Special Education	10,956	9,356.48	131,465	107,955.25	23,509.75
5. Sheltered Work Training and Day/Evening Care	23,469	25,067.94	281,628	236,288.94	45,339.06
6. Alternate Residential/ 24-Hour Care	9,978	9,978.25	119,739	99,782.50	19,956.50
TOTALS	<u>82,278</u>	<u>82,278.08</u>	<u>987,337</u>	<u>822,780.81</u>	<u>164,556.19</u>