

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

August 22, 1978

BOARD MEMBERS PRESENT:

Mr. Ward R. Burke, Chairman
Mr. R. B. Hille, Secretary
Mr. V. B. Woods, Treasurer
Mr. George E. Gee
Judge Allen Sturrock
Mrs. Agnes Rhoder
Mr. Roy Woolley

BOARD MEMBERS ABSENT:

Dr. Nancy Speck
Judge Emmett Lack

OTHERS PRESENT:

Dr. Wayne Lawrence, DETRMHMRS
Dr. Jack Martin, "
Mr. Jim McDermott, "
Mr. Franklin Avant, "
Mr. Russ Burbank, "
Mrs. Helen Anderson, "
Mrs. Lee Mayberry, "
Dr. Bruce Bailey, Planning, Consultation and Evaluation Associates
Dr. Verna Barron, Professional Advisory Committee
Mrs. Lois Gee, Jasper

The 60th 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, August 22, 1978, at 5:00 p.m.

INVOCATION: Rev. Stephen Bancroft, Rector, St. Cyprian's Episcopal Church, gave the invocation.

CALL TO ORDER AND RECOGNITION OF GUESTS: There being a quorum present, Chairman Burke called the meeting to order at 5:10 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 July Board Meeting, on a motion by Mr. Woods, seconded by Judge Sturrock, the Board approved the Minutes of the July 25, 1978 Board Meeting.

DISCUSSION OF BOARD APPOINTMENTS FOR 1979-80 AND RECOGNITION OF INCOMING BOARD MEMBER: Dr. Lawrence announced that Judge Sturrock has been officially reappointed to serve a two-year term on the Board. Mrs. Rhoder has been reappointed for one year. Notification of Mr. Gee's reappointment has been received from Jasper and we anticipate receipt of notification from Newton. We have had verbal approval of Mr. Burke's reappointment. Judge Lack has been reappointed for a two-year term.

Mr. Burke extended a welcome to Mr. Roy Woolley, incoming Board Member, who will be representing Sabine, San Augustine and Shelby Counties. Mr. Woolley responded that he appreciates the honor of serving on the Board, and hopes that he can be a credit to it.

ELECTION OF OFFICERS OF BOARD OF TRUSTEES: On a motion by Judge Sturrock, seconded by Mrs. Rhoder, the Board unanimously voted to reelect Mr. Ward R. Burke, Chairman, by acclamation.

On a motion by Mr. Woods, seconded by Mr. Gee, the Board unanimously voted to elect Judge Allen Sturrock, Vice-Chairman, by acclamation.

On a motion by Mr. Gee, seconded by Mr. Woods, the Board unanimously voted to reelect Mr. R. B. Hille, Secretary, by acclamation.

On a motion by Mrs. Rhoder, seconded by Judge Sturrock, the Board unanimously voted to reelect Mr. V. B. Woods, Treasurer, by acclamation.

The following committee structure was adopted, effective September 26, 1978:

BUDGET & FINANCE

Mr. V. B. Woods, Chairman (W)
Mr. Roy Woolley (N)
Judge Emmett Lack (S)

PROGRAM

Mr. R. B. Hille, Chairman (W)
Dr. Nancy Speck (N)
Judge Allen Sturrock (S)

PERSONNEL & PUBLIC
EDUCATION

Mr. George Gee, Chairman (S)
Mrs. Agnes Rhoder (W)
Mr. Ward Burke (N)

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

1. As a result of our meeting on July 27 with Mr. Paul Kaufman, Acting Superintendent of Rusk State Hospital, he has

agreed to sign a Memorandum of Understanding concerning the phasing of Shelby and Hardin Counties into our Center in September, 1979. Fairweather Lodge and funding problems with CETA were also discussed. Mr. Kaufman will investigate the possibility of their providing funds.

2. I will go to Houston on August 31st to attend the regional budget hearings at Texas Research Institute for Mental Sciences (TRIMS), and would like to have at least one Board Member attend also. Mr. Burke stated that he could possibly go, and realizes the importance of our being represented. Operating funds are in our budget and in Rusk State Hospital's budget. Only one will be approved.

3. Dr. John Kavanagh, Commissioner, TDMHMR, was invited to speak at the next Volunteer Recognition Banquet, but has had to decline as he will be in Corpus Christi on that date. It is requested that we offer Dr. Kavanagh an alternate date. I would like to proceed with efforts to get him for the banquet.

4. The Association of Mental Health Administration (AMHA) Convention will be held in Kansas City on September 21, 22, and 23. I would like to attend if I can arrange it on my calendar.

5. At the September Board Meeting, an annual report on complete Center and Divisional goals will be given during the Executive Director's Report.

6. It is suggested that Board Members contact County Judges and request that letters be sent concerning FY79 Local Funds.

7. Mr. Ward Burke will receive the Commissioner's Award for Volunteers at a reception and dinner which is being held in his honor by the Volunteer Services Council of Lufkin State School on September 11, at the Lufkin Civic Center. Dr. John Kavanagh will make the presentation. The Board will receive formal invitations to this function.

8. On August 11, I met with Mr. R. J. Ross, Executive Director, Samaritan Association, which is located in Indiana. This is a church affiliated mental health center which offers a counseling service that is provided by licensed psychiatrists who are also ordained.

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

Mr. Avant, Business Division:

1. We are anticipating receipt of two more payments from Nacogdoches and Polk Counties to accomplish 100% collections in local match funds.

2. Mr. James M. Reed, Internal Auditor from TDMHMR, has made a very detailed audit on DDA Grants. Dr. Lawrence has discussed the discrepancies which were found with Jack Leath, Director of DDA, and efforts are being made to correct them. A letter of complaint was received from Texas Rehabilitation Commission concerning management of the Houston County Sheltered Workshop. Both the Executive Director and the Business Manager are looking into the situation and will implement necessary action.

3. The HEW Grant has a new requirement. A Letter of Credit is necessary in order to receive payment for next year through the bank.

4. The percentage of co-pay under TPERF is about 15%. The range has been 12.9% to 16.9% each month. Improvement is needed in our fee billing process. We have discussed this with Program Directors who seem receptive to a better system.

5. A procedure to write off and control Uncollectable Accounts Receivable has been written and submitted to Axley & Rode for approval. Their response was that the procedure is acceptable in every way.

6. Reported on goals for the month of July (see Appendix #1).

Dr. Martin, Mental Health Division:

1. We are beginning the process of evaluating the supervisory staff, to see if employees are doing the job they are being paid to do. This level needs to be evaluated.

2. David Smith, Unit Supervisor, Shelby County Halfway House, has been nominated to serve on the Texas Commission on Alcoholism Advisory Board. He will be on the Grants and Finance Committee.

3. Beverly Thaggard was unable to attend this meeting to report for the Forms Committee. Hopefully, methods can be devised to reduce paperwork.

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

Mr. Burbank, Mental Retardation Division:

1. Staff credentials necessary for certification of the Diagnosis and Evaluation Team were submitted, but the initial request was denied. We are in the process of getting the staff involved certified according to standards set down by the MRPA.

2. The zone request for a female halfway house to be located in Nacogdoches was denied. We are presently working through realtors to find a location in which zoning restrictions will not be a problem.

3. The third meeting of the Public Responsibility Committee will be held on September 6, in the Day Treatment/Administration Facility. This recently appointed committee serves as a clearing house for complaints received from mentally retarded clients.

4. Some problems have been encountered with Title I (89-313) funding. We submitted a request in April to re-budget some of the funds, prior to the change in federal regulations. Texas Education Agency did not act until after the change went into effect on June 1, 1978. Therefore, we are submitting another request. A detailed proposal for expending these funds will be presented to the Board at the September Board Meeting. If approved, the September 30 deadline for expending these funds can be met.

5. Reported on goals for the month of July (see Appendix #3).

Mr. McDermott, Program Support Services Division:

1. Letters have been sent to Executive Directors of thirteen centers in the eastern and central parts of the State, inquiring whether they would be interested in participating in a two or three day conference to discuss problems in our area. Six respondents have said they are interested in having this conference.

2. Outpatient clinics and Mental Health Programs will remain open Labor Day. Staff will alternate the holiday.

3. Reported on goals for the month of July (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 Judge Sturrock, 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 July, 1978, be approved as submitted, and that copies of each report be attached to the permanent Minutes of this Board Meeting.

Consideration of Voucher for First Month Grant-in-Aid (FY79):
On a motion by Judge Sturrock, seconded by Mr. Woods, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the Board approve the Voucher in the amount of \$87,657.91 for State Grant-in-Aid for the month of September, 1978. Be it further RESOLVED that the Board Chairman be authorized to sign this Voucher, and that it be submitted to TDMHMR.

Discussion of Compliance with Audit Recommendations: Dr. Lawrence reported that the recommendations made by Axley & Rode have been met. Improvements in purchasing procedures will be made, the data processing system is proceeding very well, a dual set of books will be kept for three or four months into the next fiscal year, the annual inventory of property has been finalized, and we have an acceptable procedure for dealing with Uncollectable Accounts Receivable.

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

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

Discussion of Compliance with Peer Review Recommendations:
Dr. Lawrence commented that staff responses and recommendations for compliance with the Peer Review Team findings, which were submitted to and approved by the Board at the June, 1978 Board Meeting have been forwarded to Dr. Bailey. We feel we are in compliance with the Peer Review Team recommendations.

Dr. Bailey stated that he will have a report for the Board next month. He added that he has never seen an organization be so responsive to reports and is very appreciative.

Consideration of Proposed Developmental Center Calendar: On a motion by Mr. Hille, seconded by Mr. Gee, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the Developmental Center Calendar be approved as submitted.

Consideration of Proposed Programmatic Goals for FY79: On a motion by Mr. Hille, seconded by Mr. Gee, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the goals for the Center for FY79 be approved as submitted. Be it further RESOLVED that regular reports from the Executive Director be submitted to the Board in order to ascertain compliance with stated goals.

Consideration of Proposed Service Agency 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 with Genetics Screening and Counseling Service be approved as submitted. Be it further RESOLVED that the Board Chairman be authorized to sign said contract, and that it be submitted to TDMHMR for approval.

Mr. Burke commented that this is an extremely fine program, and added, "When mental retardation occurs, it cannot be helped. If it can be avoided, that is great."

Consideration of Proposed Senate Bill 230 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 Senate Bill 230 contracts with local school districts be approved as submitted. Be it further RESOLVED that the Board Chairman or Executive Director be authorized to sign the contracts and that they be submitted to TDMHMR for approval.

Mr. Burbank stated that this may be the last year to have Senate Bill 230 contracts as they will no longer be approved after this time.

Consideration of Proposed DHR Contracts for FY79: On a motion by Mr. Hille, seconded by Mr. Gee, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the submitted DHR contracts for Protective Services and Services to the Elderly be approved and that the Executive Director be authorized to sign and submit them to DHR. Be it further RESOLVED that the Executive Director be authorized to negotiate needed revisions in these contracts as long as the total contract amounts do not change.

Consideration of Proposed Fairweather Lodge Program: On a motion by Mr. Hille, seconded by Mr. Gee, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the Executive Director be authorized to continue with the development of a Fairweather Lodge Program pending the receipt of a letter from Rusk State Hospital indicating their willingness to assume financial responsibility for the Lodge Coordinator position. Be it further RESOLVED, that the Executive Director be authorized to expend the necessary funds and to employ the necessary personnel to implement this project.

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

RESOLVED, by the Board of Trustees, that Bruce E. Bailey, Ph.D. is hereby authorized to submit for publication the following documents: "Peer Review Manual for Human Services Program," "Peer Review Criteria Scales," and "Peer Review Client Satisfaction Survey Manual." Be it further RESOLVED that Dr. Bailey be asked to report periodically as to the distribution of these documents.

Consideration of Proposed Revisions in TRC Grant: 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 revisions be approved in the TRC Grant for Hardin County Workshop, as submitted. Be it further RESOLVED that the Executive Director be authorized to solicit and award bids in order to expend the funds by August 31, 1978.

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

Conduct Annual Review of Board Policy Manual: The Board of Trustees was requested to review the Board Policy Manual and it was brought up for discussion at the August 22 Board Meeting.

Consideration of Proposed Board Workshop: 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 Board of Trustees Workshop Schedule and Agenda be approved as submitted. Be it further RESOLVED that the Executive Director proceed with the necessary planning.

Consideration of Proposed Resolution of Appreciation: 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 Chairman, Board Secretary, and Executive Director be authorized to sign and present a Resolution of Appreciation to Mr. Tom D. Mann.

Report from Professional Advisory Committee: Dr. Verna Barron, Secretary, Professional Advisory Committee, reported that the Committee tries to meet at least four times a year. Their function is one of communication, to provide input and talk about

services. Time has been spent discussing such items as the Crisis Line, Mentally Retarded Persons Act, client characteristics, Peer Review, Female Halfway House - MR, budget, policy, Client Satisfaction Survey; and reviewing goals for the coming year. A Female Halfway House - Alc. was debated. A Spanish-speaking member on the Committee has lead to questioning further the possibility of getting someone who speaks Spanish as a counselor.

Dr. Lawrence suggested that a Board Member attend each Professional Advisory Committee Meeting and report back to the Board.

Consideration of Status of Volunteer Advisory Committee: On a motion by Mr. Gee, seconded by Judge Sturrock, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the Board approve the recommendation of the Regional Volunteer Services Advisory Committee that this committee be dissolved. Be it further RESOLVED that the members of the Regional Volunteer Services Advisory Committee be approved as members of respective County Advisory Councils.

Consideration of Proposed Revised Board Policies (In Five Parts):

Part 1: Revised Board Policy Number D43, entitled Duplicating Charges: On a motion by Mr. Gee, seconded by Mrs. Rhoder, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that Board Policy Number D43, entitled Duplicating Charges, be revised as submitted.

Part 2: Revised Board Policy Number D46, entitled Organizational Dues: On a motion by Mr. Gee, seconded by Mr. Hille, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that Board Policy Number D46, entitled Organizational Dues, be revised as submitted.

Part 3: Revised Board Policy Number D3, entitled Delinquent Accounts for Client Fees: On a motion by Mr. Gee, seconded by Mrs. Rhoder, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that Board Policy Number D3, entitled Delinquent Accounts for Client Fees, be revised as submitted.

Part 4: Revised Board Policy Number D20, entitled Revision of Fee Schedule: On a motion by Mr. Gee, seconded by Mrs. Rhoder, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that Board Policy Number D20, entitled Revision of Fee Schedule, be revised as submitted.

Part 5: New Board Policy Number D72, entitled Confidentiality and Security of Client Records: On a motion by Mr. Gee, seconded by Mrs. Rhoder, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that new Board Policy Number D72, entitled Confidentiality and Security of Client Records, be approved as submitted, and that this be included in the Board Policy Manual.

Discussion of Legislative Initiative Program: On a motion by Mr. Gee, seconded by Mrs. Rhoder, 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 Initiative Program as submitted.

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 7:05 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 Deletion of Medical Caseworker Position and Addition of Caseworker III Position: On a motion by Mrs. Rhoder, seconded by Mr. Gee, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that Position Number 0013, in the FY79 Personal Services Schedule, be deleted, and that Position Number 0147 be created as Caseworker III. 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 Deletion of Teacher Position and Addition of Nurse I Position: On a motion by Mr. Gee, seconded by Mrs. Rhoder, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that Position Number 0007, Teacher, be deleted from the Personal Services Schedule, and that Position Number 0148 be created as Nurse I. 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 3: Consideration of Deleting Three Positions and Creating Three New Positions: On a motion by Mrs. Rhoder, seconded by Mr. Gee, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that Position Numbers 0067, 0068, and 0069, Therapist Technician III, be deleted from the FY79 Personal Services Schedule, and that Position Numbers 0149, 0150, and 0151 be created as Therapist Technician II. 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 4: Consideration of Proposed Position Descriptions: On a motion by Mr. Gee, seconded by Mrs. Rhoder, 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:

Caseworker III (D&E Social Worker)
Nurse I - MR

Part 5: Renewal of Executive Director's Contract with the Board: On a motion by Mr. Gee, seconded by Mrs. Rhoder, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the Board renew the three-year employment contract with the Executive Director as submitted to cover the period of time from September 1, 1978, through August 31, 1981.

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

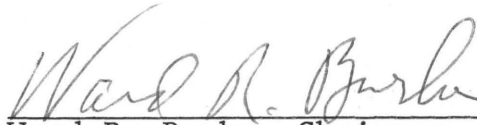
DESIGNATION OF DATE, TIME, AND LOCATION OF NEXT BOARD MEETING:

It is recommended that the regular September Board Meeting be held on the fourth Tuesday which falls on September 26, 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 8:30 p.m.

APPROVED:


Ward R. Burke, Chairman


R. B. Hille, Secretary

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Appendix #1

DEEP EAST TEXAS MHMR SERVICES

DIVISION GOALS AND OBJECTIVES
(Non-Numerical Objectives)

Monthly/Quarterly Report

Division BUSINESSReport Month/Quarter JULY 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 AND STUBS FROM OUS ARE ACCOUNTED FOR.	A. AUGUST 10, 1978 B. AUGUST 11, 1978 C. AUGUST 15, 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 44 REQUISITIONS FILLED IN JULY, 2 WERE OVER 30 DAYS OLD.	AUGUST 1, 1978
4. TOTAL FUNDS RECEIVED SHOULD BE AT LEAST EQUAL TO \$2,585,001. 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 JULY SUPPORTING DOCUMENTS.	1. AUGUST 11, 1978 2. AUGUST 9, 1978
5. To MONITOR ALL CONTRACTS AND LEASES ON A MONTHLY BASIS.	RECEIVED REPORT OF FUNDS EXPENDED UNDER EACH CONTRACT AND LEASE AGREEMENT.	AUGUST 7, 1978

Appendix #2

DEEP EAST TEXAS MHMR SERVICES

DIVISION GOALS AND OBJECTIVES
(Numerical Objectives)

Monthly Report

Division MENTAL HEALTHReport Month JULY, 1978

Program	Clients Served				Client Visits	
	Monthly Total	Year To Date	Goal	% Goal	Monthly Total	Year To Date
OUTPATIENT PROGRAMS	740	2,485	2,422	103%	1,681	19,425
INPATIENT PROGRAMS	18	131	180	73%	47	319
ALCOHOL/DRUG ABUSE PROGRAMS	136	903	515	175%	166	4,164
PRESCREENING/AFTERCARE PROG.	74	145	60	242%	994	5,288
GRAND TOTAL	968	3,664	3,177	115%	2,888	29,196

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

Division MENTAL HEALTH

Report Month/Quarter JULY, 1978

GOALS	DOCUMENTATION OF EFFORT TO MEET GOAL
1. EXPAND AND IMPROVE AFTERCARE SERVICES THROUGHOUT THE REGION.	A. NUMBER OF CLIENTS DISCHARGED: 20 B. NUMBER OF CLIENTS CONTACTED WITHIN 10 DAYS: 12 (60%)
2. EXPAND AND IMPROVE PRESCREENING SERVICES THROUGHOUT THE REGION.	A. NUMBER OF COURT REFERRALS TO CENTER: 31 B. NUMBER AND PERCENT OF COURT REFERRALS TREATED AND MAINTAINED IN A CENTER PROGRAM: 12 (38%)
3. EXPAND EFFORT TO IMPACT INSTITUTIONAL ADMISSIONS/READMISSIONS.	A. NUMBER OF PERSONS ADMITTED TO INPATIENT PROGRAMS: 5
4. DEVELOP CAPABILITY OF RESPONDING TO CRISIS 24 HOURS PER DAY.	A. NUMBER OF CALLS BY COUNTY FOR JULY, 1978: 37 IN CATCHMENT AREA: ANGELINA 14 NEWTON 0 SHELBY 0 HARDIN 0 POLK 0 TRINITY 0 HOUSTON 2 SABINE 1 TYLER <u>3</u> JASPER 3 SAN AUGUSTINE 1 NACOGDOCHES 4 SAN JACINTO 0 TOTAL 28 NOT IN CATCHMENT AREA: HARRIS 2 MONTGOMERY 3 JEFFERSON 1 TITUS <u>3</u> TOTAL 9

Appendix #3

DEEP EAST TEXAS MHMR SERVICES

DIVISION GOALS AND OBJECTIVES
(Numerical Objectives)

Monthly Report

Division MENTAL RETARDATION DIVISIONReport Month JULY, 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	60	214	234	91	1,200	36,054
SHELTERED WORKSHOPS	170	256	338	76	3,400	50,676
MOBILE UNIT	151	302	600	50	453	1,566
SUNRISE MANOR	<u>8</u>	<u>14</u>	<u>16</u>	<u>88</u>	<u>248</u>	<u>3,065</u>
GRAND TOTAL	<u><u>389</u></u>	<u><u>786</u></u>	<u><u>1,188</u></u>	<u><u>66</u></u>	<u><u>5,301</u></u>	<u><u>91,361</u></u>

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

Division MENTAL RETARDATION

Report Month/Quarter JULY, 1978

Goals	Documentation of Effort To Meet Goal	Date Accomplished, if Appropriate
1. EXPAND AND IMPROVE AFTERCARE SERVICES THROUGHOUT THE REGION.	1. DURING JULY, ONE CLIENT WAS DISCHARGED FROM STATE SCHOOL. WE DID NOT PARTICIPATE IN THE PLANNING AND DISCHARGE BUT CLIENT WAS CONTACTED BY LIAISON WORKER AFTER DISCHARGE.	
2. EXPAND AND IMPROVE PRESCREENING SERVICES THROUGHOUT THE REGION.	2. THERE WERE NO APPLICATIONS PROCESSED FOR STATE SCHOOL ADMISSION DURING JULY.	
3. EXPAND EFFORT TO IMPACT STATE SCHOOL ADMISSION READMISSION	3. THERE WAS ONE CLIENT ADMITTED TO SAN AUGUSTINE AS AN ALTERNATIVE TO STATE SCHOOL PLACEMENT. STATE SCHOOL WAITING LIST REDUCED FROM 49 (JUNE, 1977) TO 45 AS OF JULY, 1978.	

Appendix #4

PROGRAM SUPPORT SERVICES

JULY REPORT - FY 1978

<u>ACTIVITY</u>	<u>JUNE TOTALS</u>	<u>FY 78 TOTALS</u>
NO. OF APPLICATIONS DISTRIBUTED	63	886
NO. OF APPLICANTS INTERVIEWED	16	367
NO. OF POSITIONS FILLED	2	54
NO. OF TERMINATIONS	4	47
TURNOVER RATE	3%	38.5%
NO. OF VOLUNTEER HOURS	2,431	23,662

<u>ACTIVITY</u>	<u>JUNE TOTALS</u>	<u>FY 78 TOTALS</u>	<u>% OF GOAL</u>
NEWS RELEASES	121	1,281	177%
PUBLIC SERVICE ADS	60	1,174	489%
T.V. PROGRAMS	1	11	91%
ADVISORY COUNCIL MEETINGS	1	43	97%
BROCHURES DISTRIBUTED	654	25,532	106%
STAFF DEVELOPMENT	0	9	82%

DEEP EAST TEXAS MHR SERVICES

DIVISION GOALS AND OBJECTIVES
(Numerical Objectives)Division PROGRAM SUPPORT SERVICES

Monthly Report

Report Month JULY, 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	Year to Date Cumulative			# Serve This Mo (if appropri
		Numerical	% of Goal			Actual No.	Goal No.	%	
STAFF DEVELOPMENT:									
A. Meetings	1	0	0%	-1	9	11	82%		
B. Attendance	100	0	0%	-100	905	1,110	82%		
C. Hours of Training	400	0	0%	-400	3,885	3,330	117%		
EMPLOYEE ORIENTATION:									
A. Meetings		1			8				
B. Attendance		5			56				
C. Hours of Training		55			544				
NEWS RELEASES	60	121	201%	+61	1,281	720	177%		
PUBLIC SERVICE ADS	20	60	300%	+40	1,174	240	489%		
T.V. PROGRAMS	1	1	100%		11	12	91%		
ADVISORY COUNCIL MEETINGS:									
A. Meetings		1			43	44	97%		
B. Attendance		4			460	308	149%		
BROCHURES DISTRIBUTED	2,000	654	32%	-1,346	25,532	24,000	106%		

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

Monthly Report

Division PROGRAM SUPPORT SERVICES

Report Month JULY, 1978

	1.	2.	3.	4.	5.	6.	7.	8.
Quantified Objectives for Year	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.	%	
"DIRECTIONS":								
A. Issues	1	1	100%		11	12	91%	
B. Number of Persons Receiving Issues	1,200	1,400	116%		14,075	14,440	97%	
NUMBER OF VOLUNTEER HOURS		2,431			23,662			

DIVISION GOALS AND OBJECTIVES
(Numerical Objectives)

Monthly Report

Division PROGRAM SUPPORT SERVICES

Report Month JULY

	1.	2.	3.	4.	5.	6.	7.	8.
Quantified Objectives for Year	Monthly Goal	Actual Performance for Month		Numerical Deviation $\pm$ Columns 1 & 2	Year to Date Cumulative			# Served This Month (appropriate)
		Numerical	% of Goal		Actual No.	Goal No.	%	
RECRUITMENT ACTIVITIES								
A. POSITION IN ACTIVE RECRUITMENT		4						
B. UNITS NOTIFIED OF POSITION OPENING		29 (2)						
C. NEWSPAPER		0						
D. NUMBER OF ORGANIZATIONS NOTIFIED OF EACH PROFESSIONAL POSITIONS		76 (2)						

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DIVISION GOALS AND OBJECTIVES
 (Numerical Objectives)

Monthly Report

Division PROGRAM SUPPORT SERVICES

Report Month JULY

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.	%	
E. NUMBER OF RECRUITMENT VISITS TO COLLEGES AND UNIVERSITIES		0						
INTERVIEWS								
A. NUMBER OF APPLICATIONS DISTRIBUTED		63			886			
B. NUMBER OF APPLICANTS INTERVIEWED		16			367			
C. NUMBER OF POSITIONS FILLED		2			54			

DIVISION GOALS AND OBJECTIVES
(Numerical Objectives)Division PROGRAM SUPPORT SERVICES

Monthly Report

Report Month JULY

Quantified Objectives for Year	1. Monthly Goal.	2. Actual Performance for Month		3. Numerical Deviation $\pm$ Columns 1 & 2	4. Year to Date Cumulative	5. Actual No.	6. Goal No.	7. %	8. # Served This Month (if appropria
		Numerical	% of Goal						
TERMINATIONS:									
A. NUMBER OF EMPLOYEES TERMINATED - JULY		4				47			
B. TURNOVER RATE		3%				38.5%			

			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	8,367	105,327	93,076	12,251
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	4,992	57,215	52,964	4,251
b.	Title XX	(071)	9,337	18,422	112,050	85,436	26,614
c.	ICF-MR	(072)					
d.	SB 230	(073)	26,244	8,037	314,932	315,072	(140)
e.	TRC	(074)	4,174	791	50,086	44,607	5,479
f.	Title XX Protective Services	(075)	1,582	3,684	18,990	20,796	(1,806)
g.	Lufkin State School	(076)	167		2,000	580	1,420
h.	National Living Cen.	(077)	167	85	2,000	685	1,315
i.	Services to Elderly	(078)	1,596		19,151	4,662	14,489
3.	Other Income & Contributions						
a.	Workshop Production	(080)	3,750	5,023	45,000	41,563	3,437
b.	Donations	(081)	333	251	4,000	4,239	(239)
c.	Concessions	(082)	292	413	3,500	3,631	(131)
d.	Miscellaneous	(083)	417	250	5,000	4,487	513
e.	Jasper-Newton ARC	(084)	2,854		34,245	34,245	-0-
f.	Interest Income	(085)	250	664	3,000	2,991	9
g.	Pineywoods ARC	(086)	2,400		28,795	10,879	17,916
h.	Food Stamps	(087)	675	895	8,100	7,823	277
STATE GRANT-IN-AID & SPECIAL GRANTS THROUGH TDMHMR							
1.	Grant-in-Aid	(110)	82,278		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	5,717	18,745	19,776	(1,031)
2.	TRC Establish.-Hardin	(161)	2,731		32,770	28,370	4,400
3.	TRD Establish.-Houston	(162)	2,755		33,055	29,855	3,200
4.	BSCHD	(163)	1,309		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 Dis- abilities	(211)	4,758	511	57,093	50,434	6,659
c.	P.L. 94-63 Grant HEW (DHR) Liaison Workers	(212)	34,605	27,147	415,259	386,745	28,514
		(213)	1,100	971	13,200	10,862	2,338
e.	314D	(214)	1,870		22,444	22,444	-0-
f.		(215)					
g.		(216)					
GRAND TOTAL			215,433	86,220	2,585,201	2,421,297	163,904

DETRMHMRS

NAME OF CENTER

ORGANIZATIONAL UNIT

July, 1978

DATE

		MONTHLY BUDGET	MONTHLY EXP.	ANNUAL BUDGET	CUMULATIVE EXP.	BALANCE YTD
PERSONNEL						
a. Salaries & Wages	(010)	113,775	113,616	1,365,298	1,243,740	121,558
b. Salary & Merit Incrs.	(011)	542	893	6,500	6,919	(419)
c. Fringe Benefits	(020)	10,013	14,438	120,154	145,252	(25,098)
d. Consultation & Prof. Fees						
1. Direct Pat. Servs.	(030)	38		450	113	337
2. Other	(040)	583	75	7,000	4,498	2,502
TRAVEL - STAFF & BOARD	(050)	5,580	3,423	66,965	59,836	7,129
CONSUMABLE ITEMS						
a. Drugs	(060)	6,333		76,000	66,736	9,264
b. Food	(070)	2,000	1,304	24,000	21,288	2,712
c. Other	(080)	5,242	2,837	62,904	67,332	(4,428)
EQUIPMENT & FURNITURE						
a. Purchase	(090)	2,333	156	28,000	24,278	3,722
b. Rental	(100)	1,750	2,135	21,000	20,896	104
c. Repair & Maintenance	(110)	667	39	8,000	7,114	886
BUILDING						
a. Rent	(120)	8,202	8,322	98,426	87,253	11,173
b. Remodel. & Renovation	(130)	708	85	8,500	3,529	4,971
c. Repair & Maintenance	(140)	292	101	3,500	1,366	2,134
VEHICLE						
a. Purchase	(150)	1,197		14,366	14,366	-0-
b. Rental	(160)	788	834	9,450	8,522	928
c. Oper. & Maint. Cost	(170)	2,167	1,713	26,000	24,827	1,173
CONTRACTS-SERV. AGENCIES	(180)	30,074	1,951	360,885	327,596	33,289
OTHER						
a. Postage, Telephone	(190)	4,280	4,052	51,360	48,819	2,541
b. Laboratory Expense	(191)	108		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	4,888	87,198	49,990	37,208
f. Client Wages	(195)	4,250	4,420	51,000	48,593	2,407
g. Utilities	(196)	2,186	2,316	26,232	24,086	2,146
h. Contract Materials	(197)	750	111	9,000	7,160	1,840
i. Educational Materials	(198)	333		4,000	1,876	2,124
j. Miscellaneous	(199)	2,292	1,698	27,500	23,865	3,635
k. Emolument	(200)	306	175	3,675	3,022	653
l. Legal Services	(201)	3		38	38	-0-
m. Therapeutic Recreation	(202)	83		1,000	244	756
n. Concessions	(203)	400		4,800	4,389	411
o. Client Fringe	(204)	183	224	2,200	2,116	84
p. _____	(205)					
q. _____	(206)					
GRAND TOTAL		215,433	169,806	2,585,201	2,351,730	233,471

BALANCE SHEETJuly 31, 1978

	<u>GENERAL OPERATING FUND</u>	<u>GENERAL FIXED ASSETS FUND</u>	<u>TOTAL</u>
<u>ASSETS</u>			
Current Assets:			
Cash in Bank	\$234,027.07	\$	\$ 234,027.07
Petty Cash	150.00		150.00
Accounts Receivable - Client Fees	27,539.21		27,539.21
Accounts Receivable - Other	59,779.17		59,779.17
<u>TOTAL CURRENT ASSETS</u>	<u>321,495.45</u>		<u>321,495.45</u>
Amount to be Provided Under Capital Lease Agreement	<u>111,300.00</u>		<u>111,300.00</u>
General Fixed Assets - At Cost			
Land		119,400.00	119,400.00
Building		325,645.06	325,645.06
Furniture and Equipment		238,690.64	238,690.64
Vehicles		121,703.01	121,703.01
<u>TOTAL FIXED ASSETS</u>		<u>805,438.71</u>	<u>805,438.71</u>
<u>TOTAL ASSETS</u>	<u>\$432,795.45</u>	<u>\$805,438.71</u>	<u>\$1,238,234.16</u>
<u>LIABILITIES, RESERVES & FUND BALANCE</u>			
Current Liabilities:			
Accounts Payable	34,085.96		34,085.96
Obligation Under Capitol Lease Agreement	111,300.00		111,300.00
<u>TOTAL LIABILITIES</u>	<u>145,385.96</u>		<u>145,385.96</u>
Reserve For Investment in General Fixed Assets		805,438.71	805,438.71
Fund Balance	<u>287,409.49</u>		<u>287,409.49</u>
<u>TOTAL LIABILITIES, RESERVES & FUND BALANCE</u>	<u>\$432,795.45</u>	<u>\$805,438.71</u>	<u>\$1,238,234.16</u>

CASH POSITION STATEMENTJuly 31, 1978

Cash in Bank:	
Operating Account	\$ 57,114.77
F.I.C.A. Account	16,993.05
Payroll Account	95.82
Treasury Bill	30,000.00
Certificate of Deposit	59,013.51
Senate Bill 230 Account	1,215.25
Title I Account	34,291.28
HEW Operations Account	22,674.44
Houston County TRC Account	(3,744.69)
Hardin County TRC Account	6,521.79
Land Account	9,851.85
<u>TOTAL CASH IN BANK</u>	<u>234,027.07</u>
Petty Cash	<u>150.00</u>
<u>TOTAL CASH ON HAND</u>	<u>\$234,177.07</u>

OPERATING STATEMENT

July 31, 1978

<u>INCOME</u>	<u>RECEIPTS</u>	<u>RECEIVABLES</u>	<u>TOTAL</u>
Jasper County	\$ 870.83	\$	\$ 870.83
Nacogdoches County	4,122.50		4,122.50
Polk County	2,461.50		2,461.50
San Jacinto County	912.66		912.66
Patient Fees	4,991.73		4,991.73
Title XX		18,422.00	18,422.00
Senate Bill 230	7,317.24	720.00	8,037.24
Texas Rehabilitation Commission	211.44	580.00	791.44
DHR - Protective Services		3,683.77	3,683.77
National Living Centers		85.00	85.00
Workshop Production	5,022.64		5,022.64
Donations	251.00		251.00
Concessions	413.26		413.26
Miscellaneous Income	250.00		250.00
Food Stamps	895.00		895.00
Interest Income	664.46		664.46
Texas Commission on Alcoholism	5,717.00		5,717.00
Developmental Disabilities Act	511.00		511.00
Public Law 94-63	27,147.00		27,147.00
HEW - DHR Liaison Workers		971.09	971.09
TOTALS	\$ 61,759.26	\$24,461.86	\$ 86,221.12

<u>EXPENDITURES</u>	<u>DISBURSEMENTS</u>	<u>ENCUMBRANCES</u>	<u>TOTAL</u>
Salaries	\$113,616.31	\$	\$113,616.31
Salaries & Merit Increases	893.00		893.00
F.I.C.A. Taxes	7,257.62		7,257.62
Hospitalization/Life Ins.	4,714.14		4,714.14
Retirement	2,466.39		2,466.39
Consultation/Other	75.00		75.00
Travel	3,423.14		3,423.14
Food	156.87	1,147.01	1,303.88
Supplies	1,291.15	1,545.74	2,836.89
Equipment/Furniture Purchased	156.06		156.06
Equipment/Furniture Rental	2,134.83		2,134.83
Equipment/Furniture Repair & Maint.	38.83		38.83
Building Rental	8,322.00		8,322.00
Building Remodeling & Renovation	84.75		84.75
Building Repairs & Maintenance		100.50	100.50
Vehicle Rental	833.73		833.73
Vehicle Operation & Maintenance	1,249.72	463.55	1,713.27
Contracts with Services Agencies	1,231.50	720.00	1,951.50
Postage, Telephone	3,595.39	456.96	4,052.35
Insurance	4,887.82		4,887.82
Client Wages	4,420.02		4,420.02
Utilities	1,481.91	834.14	2,316.05
Contract Material	2.60	108.54	111.14
Miscellaneous Expenses	1,314.74	383.73	1,698.47
Emolument	175.00		175.00
Concessions	.01		.01
Client Fringe Benefits	223.61		223.61
TOTALS	\$164,046.14	\$ 5,760.17	\$169,806.31

BREAKDOWN OF DISBURSEMENTS

Drugs: TPERF - \$3,286.24

Food: Shelby County Halfway House - \$1,177.47
Sunrise Manor - \$405.83

Supplies: CA - Envelopes - \$313.37
Miscellaneous Office Supplies - \$594.68

Equipment/Furniture Purchase: Aftercare Unit - Portable Recorder - \$293.00
Genetics Screening & Counseling - Desk and Chair, File Cabinet, Bookshelf
and 2 Side Chairs - \$660.55

Equipment/Furniture Rental: Lease - Purchase on 7 Canon Copiers - \$1,678.95 (2 months)

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

Vehicle Rental: 5 Lease Cars - \$833.75

Vehicle Operation & Maintenance: Jasper SWS - Gasoline - \$321.14

Contracts With Services Agencies: Lufkin Workshop and Opportunity Center - \$20,690.01
Lynn Dunlap - \$500.00
City of Lufkin - \$889.00

Postage, Telephone: Trinity OPC - Telephone - \$356.17
CA - Telephone - \$918.04
Crisis Line - \$305.60

Insurance: Workers Compensation - \$391.92
Professional Liability - \$2,126.00

Utilities: CA - Day Treatment - Electricity - \$505.64
Sunrise Manor - Electricity - \$370.08
Shelby County Halfway House - \$460.11

Miscellaneous: CA - Day Treatment - Janitor Services - \$1,035

BREAKDOWN OF ENCUMBRANCES

Food: Shelby County Halfway House - \$776.80

Supplies: CA - Statements - \$290.25, Receipts - \$279.50

Contracts With Services Agencies: Max Himel, M.D. - \$600.00

Utilities: CA - Day Treatment - Electricity - \$675.57

Miscellaneous: Mentally Retarded Persons Act Workshop - \$315.00

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

SOURCE OF FUNDS	BUDGETED AMOUNT	AMOUNT RECEIVED	BALANCE	MONTHLY BUDGET
Local				
1. County Government	\$ 105,327	\$ 93,076	\$ 12,251	\$ 12,251
2. School District	9,987	9,987	-0-	-0-
3. Fees - Insurance	57,215	52,964	4,251	4,251
4. Title XX Reimbursement	112,050	85,436	26,614	26,614
5. Title XX Protective Ser.	18,990	20,796	(1,806)	(1,806)
6. ICF - MR	-0-	-0-	-0-	-0-
7. Senate Bill 230	314,932	315,072	(140)	(140)
8. TRC Reimbursements	50,086	44,607	5,479	5,479
9. Workshop Production	45,000	41,563	3,437	3,437
10. Donations	4,000	4,239	(239)	(239)
11. Concessions	3,500	3,631	(131)	(131)
12. Miscellaneous	5,000	4,487	513	513
13. Lufkin State School	2,000	580	1,420	1,420
14. Jasper/Newton ARC	34,245	34,245	-0-	-0-
15. Interest	3,000	2,991	9	9
16. National Living Centers	2,000	685	1,315	1,315
17. Pineywoods ARC	28,795	10,879	17,916	17,916
18. Food Stamps	8,100	7,823	277	277
19. Services to Elderly	19,151	4,662	14,489	14,489
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	19,776	(1,031)	(1,031)
2. TRC - Hardin County	32,770	28,370	4,400	4,400
3. TRC - Houston County	33,055	29,855	3,200	3,200
4. Beaumont State CHD	15,712	15,712	-0-	-0-
Federal				
1. Title I (89-313)	136,674	102,505	34,169	34,169
2. DDA	57,093	50,434	6,659	6,659
3. HEW (94-63)	415,259	386,745	28,514	28,514
4. Title XIX (Liaison)	13,200	10,862	2,338	2,338
5. 314D	22,444	22,444	-0-	-0-
TOTAL	\$2,585,201	\$2,421,297	\$163,904	\$163,904

DEEP EAST TEXAS REGIONAL MHMR SERVICES

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

O.U.#	Organizational Unit Name	Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
001	Central Administration	\$ 358,707	\$ 263,560.30	\$ 95,146.70	\$ 95,146.70
040	Personnel, Staff Dev. & Training	43,722	42,363.66	1,358.34	1,358.34
039	Public Education & Consultation	32,681	40,215.38	(7,534.38)	(7,534.38)
044	Research and Evaluation	11,200	18,861.38	(7,661.38)	(7,661.38)
052	Volunteer Services	31,200	29,817.33	1,382.67	1,382.67
042	Mobile Evaluation Unit	80,879	76,188.84	4,690.16	4,690.16
015	Angelina Co. OPC	251,349	217,597.50	33,751.50	33,751.50
047	Nacogdoches Co. OPC	112,015	103,114.61	8,900.39	8,900.39
016	Jasper-Newton Co. OPC	88,792	85,928.07	2,863.93	2,863.93
014	Trinity Co. OPC	94,593	78,992.05	15,600.95	15,600.95
017	Tyler Co. OPC	95,640	79,253.62	16,386.38	16,386.38
019	Jasper Co. CCC	47,038	40,938.92	6,099.08	6,099.08
021	Nacogdoches Co. CCC	29,421	28,864.18	556.82	556.82
020	Polk Co. CCC	70,217	65,884.99	4,332.01	4,332.01

DEEP EAST TEXAS REGIONAL MHMR SERVICES

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

O.U.#	Organizational Unit Name	Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
049	Protective Services	\$ 33,467	\$ 28,820.05	\$ 4,646.95	\$ 4,646.95
058	Aftercare Unit - North	22,444	16,332.55	6,111.45	6,111.45
059	Aftercare Unit - South	29,534	20,966.49	8,567.51	8,567.51
060	Services to Elderly	19,151	11,224.48	7,926.52	7,926.52
028	Excelsior (Shelby Co.) Dev. Ctr.	82,829	104,507.62	(21,678.62)	(21,678.62)
005	Jasper Co. Dev. Ctr.	25,405	27,699.71	(2,294.71)	(2,294.71)
029	Kirbyville Dev. Ctr.	25,422	32,333.04	(6,911.04)	(6,911.04)
030	Newton Co. Dev. Ctr.	21,189	33,324.94	(12,135.94)	(12,135.94)
031	Shelbyville Dev. Ctr.	38,731	39,349.80	(618.80)	(618.80)
032	Teneha Dev. Ctr.	47,826	39,265.83	8,560.17	8,560.17
033	Timpson Dev. Ctr.	32,624	61,002.24	(28,378.24)	(28,378.24)
056	Hardin Co. Dev. Ctr.	23,426	22,759.51	666.49	666.49
041	Angelina Co. Day Treat. Prog.	57,292	51,987.82	5,304.18	5,304.18
002	San Jacinto Co. Dev. Ctr.	27,879	28,759.62	(880.62)	(880.62)
007	Tyler Co. Dev. Ctr.	31,291	31,070.35	220.65	220.65
051	Recreation	7,689	2,421.97	5,267.03	5,267.03

DEEP EAST TEXAS REGIONAL MHMR SERVICES

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

O.U.#	Organizational Unit Name	Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
053	Hardin Co. SWS	\$ 60,508	\$ 62,884.09	\$ (2,376.09)	\$ (2,376.09)
054	Houston Co. SWS	67,871	70,974.70	(3,103.70)	(3,103.70)
050	Jasper-Newton Co. SWS	56,247	57,511.77	(1,264.77)	(1,264.77)
011	Lufkin Workshop & Oppor. Ctr.	84,200	70,166.69	14,033.31	14,033.31
010	Nacogdoches Co. SWS	82,974	66,959.88	16,014.12	16,014.12
009	Polk Co. SWS	59,305	50,894.73	8,410.27	8,410.27
008	Shelby Co. SWS	65,875	62,520.47	3,354.53	3,354.53
038	Shelby Co. HWH-Alcohol	78,196	75,405.42	2,790.58	2,790.58
055	Shelby Co. HWH-MH	30,347	19,324.96	11,022.04	11,022.04
026	Sunrise Manor	70,416	61,229.02	9,186.98	9,186.98
057	Nacogdoches Co. HWH	25,609	838.95	24,770.05	24,770.05
035	Lufkin Memorial Inpatient Ctr.	11,400	14,766.42	(3,366.42)	(3,366.42)
036	Nacogdoches Memorial Inpa. Ctr.	6,900	2,906.45	3,993.55	3,993.55
037	Woodland Heights Inpatient Ctr.	11,700	11,940.20	(240.20)	(240.20)

DEEP EAST TEXAS REGIONAL MHMR SERVICES

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

O.U.#	Organizational Unit Name	Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
	TOTAL	\$2,585,201	\$2,351,730.60	\$233,470.40	\$233,470.40

Note: The amounts shown for the monthly budget are derived by applying 100% of the balance for each organizational unit.

DEEP EAST TEXAS REGIONAL MHMR SERVICES

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

Source of Funds	Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
Local	\$ 823,378	\$ 793,360.31	\$ 30,017.69	\$ 30,017.69
State Grant-in-Aid	987,337	916,015.25	71,321.75	71,321.75
Supplemental G-I-A	29,534	20,966.49	8,567.51	8,567.51
Other State				
1. TCA	18,745	17,030.38	1,714.62	1,714.62
2. TRC Hardin	32,770	28,076.94	4,693.06	4,693.06
3. TRC Houston	33,055	35,068.67	(2,013.67)	(2,013.67)
4. BSCHD	15,712	14,404.00	1,308.00	1,308.00
Federal				
1. Title I (89-313)	136,674	90,966.41	45,707.59	45,707.59
2. DDA	57,093	43,256.96	13,836.04	13,836.04
3. HEW (94-63)	415,259	364,456.82	50,802.18	50,802.18
4. 314 D	22,444	16,332.55	6,111.45	6,111.45
5. Title XIX (Liaison)	13,200	11,795.82	1,404.18	1,404.18
TOTALS	\$2,585,201	\$2,351,730.60	\$233,470.40	\$233,470.40

NOTE: The amounts shown for the monthly budget are derived by applying 100% of the balance for each source of funds.

DEEP EAST TEXAS REGIONAL MHMR SERVICES

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

Program Category	Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
Administration	\$ 477,510	\$ 394,818.05	\$ 82,691.95	\$ 82,691.95
Screening & Referral/Emergency	80,879	76,188.84	4,690.16	4,690.16
Outpatient/Clinic Services	893,661	777,917.51	115,743.49	115,743.49
Special Education Classes	297,452	360,242.69	(62,790.69)	(62,790.69)
Day/Evening Care	124,151	114,239.76	9,911.24	9,911.24
Sheltered Work Training	476,980	441,912.33	35,067.67	35,067.67
Alternate Residential Care	204,568	156,798.35	47,769.65	47,769.65
24-hour Residential Care	30,000	29,613.07	386.93	386.93
Totals	\$2,585,201	\$2,351,730.60	\$233,470.40	\$233,470.40

Note: The amounts shown for the monthly budget are derived by applying 100% of the balance for each program category.

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

[illegible]

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

COST CATEGORY	BUDGETED AMOUNT	EXPENDED AND/R ENCUMBERED 9/1/77-	BALANCE	PROJECTED EXPENDITURES AND/OR ENCUMBERANCES						
				FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST
Salaries-Wages	\$1,365,298	\$1,243,740	\$121,558							\$121,558
Salary-Merit	6,500	6,919	(419)							(419)
Fringe Ben.	120,154	145,252	(25,098)							(25,098)
Consultation										
Direct	450	113	337							337
Other	7,000	4,498	2,502							2,502
Travel	66,965	59,836	7,129							7,129
Drugs	76,000	66,736	9,264							9,264
Food	24,000	21,288	2,712							2,712
Supplies	62,904	67,332	(4,428)							(4,428)
Equip. & Furn.										
Purchase	28,000	24,278	3,722							3,722
Rental	21,000	20,896	104							104
Repairs	8,000	7,114	886							886
Building										
Rent	98,426	87,253	11,173							11,173
Rem./Renova.	8,500	3,529	4,971							4,971
Rep./Maint.	3,500	1,366	2,134							2,134
Vehicle										
Purchase	14,366	14,366	-0-							-0-
Rental	9,450	8,522	928							928
Oper./Maint.	26,000	24,827	1,173							1,173
Cont. Ser. Agns.	360,885	327,596	33,289							33,289
Post. & Tele.	51,360	48,819	2,541							2,541
Lab. Expenses	1,300	1,045	255							255
Annual Audit	8,500	1,026	7,474							7,474
Insurance	87,198	49,990	37,208							37,208
Client Wages	51,000	48,593	2,407							2,407
Utilities	26,232	24,086	2,146							2,146
Cont. Mater.	9,000	7,160	1,840							1,840
Educa. Mater.	4,000	1,876	2,124							2,124
Miscellaneous	27,500	23,865	3,635							3,635
Emolument	3,675	3,022	653							653
Legal Services	38	38	-0-							-0-
Ther. Rec.	1,000	244	756							756
Concessions	4,800	4,389	411							411
Client Fringe	2,200	2,116	84							84
TOTALS	\$2,585,201	\$2,351,730	\$233,471							\$233,471

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8/22/78

DETRMHMRS
NAME OF CENTER

July 31, 1978
DATE

STATE GRANT-IN-AID

PROGRAM CATEGORY	MONTHLY BUDGET	MONTHLY RECEIPTS	ANNUAL BUDGET	CUMULATIVE RECEIPTS	BALANCE YTD
1. Administration	17,763	35,525.88	213,155	213,155.00	-0-
2. Screening, Referral and Emergency	1,982	3,964.31	23,786	23,786.00	-0-
3. Outpatient Services	18,130	36,260.69	217,564	217,564.00	-0-
4. Special Education	10,956	21,910.81	131,465	131,465.00	-0-
5. Sheltered Work Training and Day/Evening Care	23,469	46,938.00	281,628	281,628.00	-0-
6. Alternate Residential/ 24-Hour Care	9,978	19,956.50	119,739	119,739.00	-0-
TOTALS	82,278	164,556.19	987,337	987,337.00	-0-

DETRMHMRS
NAME OF CENTER

July 31, 1978
DATE

STATE GRANT-IN-AID

PROGRAM CATEGORY	MONTHLY BUDGET	MONTHLY EXPENSE	ANNUAL BUDGET	CUMULATIVE EXPENSE	BALANCE YTD
1. Administration	17,763	17,762.94	213,155	195,392.06	17,762.94
2. Screening, Referral and Emergency	1,982	1,982.15	23,786	21,803.84	1,982.16
3. Outpatient Services	18,130	18,130.35	217,564	199,433.66	18,130.34
4. Special Education	10,956	23,509.75	131,465	131,465.00	-0-
5. Sheltered Work Training and Day/Evening Care	23,469	21,871.00	281,628	258,159.94	23,468.06
6. Alternate Residential/ 24-Hour Care	9,978	9,978.25	119,739	109,760.75	9,978.25
TOTALS	<u>82,278</u>	<u>93,234.44</u>	<u>987,337</u>	<u>916,015.25</u>	<u>71,321.75</u>