

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

January 23, 1979

BOARD MEMBERS PRESENT:

Mr. Ward R. Burke, Chairman
Judge Allen Sturrock, Vice-Chairman
Mr. R. B. Hille, Secretary
Mr. V. B. Woods, Treasurer
Mr. George E. Gee
Dr. Nancy Speck
Mrs. Agnes Rhoder

BOARD MEMBERS ABSENT:

Mr. Roy R. Woolley
Judge Emmett Lack

OTHERS PRESENT:

Dr. Wayne Lawrence, DETRMHMRS
Mr. Franklin Avant, "
Dr. Jack Martin, "
Mr. Russ Burbank, "
Mr. Jim McDermott, "
Mrs. Linda Foley, "
Mrs. Helen Anderson, "
Mr. Wayne Jones, St. Paul's Insurance Company
Mrs. Lois Gee, Jasper
Mr. Mark Sturrock, Woodville

The 65th 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, January 23, 1979.

INVOCATION: Judge Allen Sturrock, Member of the Board of Trustees, gave the Invocation.

CALL TO ORDER AND RECOGNITION OF GUESTS: There being a quorum present, Chairman Burke called the meeting to order at 5:00 p.m.

APPROVAL OF MINUTES OF PREVIOUS BOARD MEETING: There being no additions or corrections to the Minutes of the December Board Meeting, on a motion by Mr. Hille, seconded by Mr. Gee, the Board approved the Minutes of the December 12, 1978 Board Meeting.

EXECUTIVE DIRECTOR'S REPORT: Dr. Lawrence reported on the following items:

1. Mr. A. L. Mangham - State Board Member - Lunch on Monday
2. Meeting with Temple-Eastex and Texas Rehabilitation Commission - Pine seedlings (December 12) - Mr. Hoebel
3. Meeting with Mr. Kaufman - Rusk State Hospital Contract (December 15)
4. Contacted all new County Judges and have met with most
5. County Judges' Workshop - January 18th - Attendance excellent - 26 people came (11 of 13 counties represented)
6. Dr. Bailey and I have submitted paper on Peer Review to APA
7. TDMHMR Annual Report distributed at end of meeting
8. Mr. Roy R. Woolley resigned
9. Called on Division Directors to report on activities since last Board Meeting

Mr. Avant, Business Division:

1. Local Funds Report
2. Funding status - Board of Pardons and Paroles
3. Call on Linda Foley (Accounts Payable Analysis)
4. Title I Allocation for FY80
5. Goals Report, (see Appendix #1)

Chairman Burke requested that the Board consider one Agenda item out of sequence, as Mr. Wayne Jones, a guest attending the meeting in conjunction with this item, was unable to remain for the entire meeting.

Discussion of Liability Insurance Plan: Discussion followed a report by Mr. Wayne Jones, representing St. Paul's Insurance Company, on the Liability Insurance Plan. This item will be considered at the February Board Meeting.

Chairman Burke declared that at this point the Executive Director's Report would resume.

Dr. Martin, Mental Health Division:

1. Status of Fairweather Lodge - Entry Fee/Monthly Pay question
2. Cost of Crisis Line calls

3. Problem with Probation Client at Angelina OPC - Resolution
4. Goals Report, (see Appendix #2).

Director, Mental Retardation Division:

1. Status of Nacogdoches Halfway House
2. Public Responsibility Committee Meeting - January 17th
3. Visit by Wally Nielsen
4. Visit by Carlton Wainscott
5. Lease Plan in Polk County
6. Jasper-Newton ARC will raise \$10,000-\$15,000 locally rather than applying for DDA funding for workshop
7. Goals Report, (see Appendix #3).

Director, Program Support Services Division:

1. Quality Assurance Meeting - Austin (January 3)
2. Response to MHMR Centers' Conference (January 11, 12, 13)
3. Professional Advisory Committee Meeting (January 9)
4. Holiday - February 19th (Washington's Birthday)
5. Annual Report for FY78
6. Ministers' Coffee - Groveton-Woodville
7. Goals Report, (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. Gee, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the Balance Sheet, Operating Statement, Budget Summaries of Receipts and Expenditures, Cash Flow Statements, Accounts Receivables - Internal Advances, and Accounts Payable - Internal Advances for the month of December, 1978, be approved as submitted, and that copies of each report be attached to the permanent Minutes of this Board Meeting (see Appendix #5).

Consideration of Proposed Response to Auditor's Management Letter:
On a motion by Mr. Woods, seconded by Mr. Gee, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the response to the Auditor's Management Letter pertaining to the audit for FY78 be approved as submitted, and that the response be forwarded to Axley & Rode and to TDMHMR.

Consideration of Proposed Maintenance Agreement for Day Treatment/ Administration Facility: On a motion by Mr. Woods, seconded by Mr. Gee, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the Board approve the Preventative Maintenance Agreement with the Lindy Dennis Company of Lufkin for the air conditioning-heating system at the Day Treatment/Administration Facility at the rate of \$57.50 per month, for the period February 1, 1979 through August 31, 1979. Be it further RESOLVED that the Executive Director be authorized to sign the agreement.

Consideration of Bids for Furniture and Equipment for the Fair-weather Lodge Program (In Three Parts):

Part 1: Consideration of Bids for Furniture: On a motion by Mr. Woods, seconded by Mr. Gee, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the bid in the amount of \$4,500 from Castleberry's, Inc. for the purchase of furniture be approved as submitted. Although not the lowest bid, an on-site inspection of the furniture revealed that it is of higher quality and greater durability. Be it further RESOLVED that the Executive Director be authorized to sign and issue the purchase order for the above mentioned items.

Part 2: Consideration of Bids for Household Appliances: On a motion by Mr. Woods, seconded by Mr. Gee, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the bid in the amount of \$1,885 from Stemple Appliance Co. for the purchase of household appliances be approved as submitted. Be it further RESOLVED that the Executive Director be authorized to sign and issue the purchase order for the above mentioned items.

Part 3: Consideration of Bids for Janitorial Supplies: On a motion by Mr. Woods, seconded by Judge Sturrock, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the bid in the amount of \$1,870.95 from A. C. Chemicals, Inc. for the purchase of janitorial supplies be approved as submitted. Be it further RESOLVED that the Executive Director be authorized to sign and issue the purchase order for the above mentioned items,

Consideration of Bids for Fire Alarm System for Halfway House:
On a motion by Mr. Woods, seconded by Mrs. Rhoder, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the Bid in the amount of \$954.00 for a fire alarm system for the Nacogdoches Halfway House be awarded to LaMarCo Alarm Security Company of Jasper, Texas. Be it further RESOLVED that the Executive Director be authorized to sign and issue the purchase order for the above mentioned item.

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

Consideration of Grant Applications for TCA Programs, Personnel Evaluation System, and Provider Training Project (In Three Parts):

Part 1: Consideration of Grant Application for TCA Programs:
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 grant application to Texas Commission on Alcoholism (TCA) for FY80 be approved as submitted. Be it further RESOLVED that the Executive Director be authorized to sign and submit this application to the Texas Commission on Alcoholism and to expend the funds as outlined in the grant application.

Part 2: Consideration of Grant Application for Personnel Evaluation System: On a motion by Mr. Hille, seconded by Judge Sturrock, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the staff be authorized to request funds through the Intergovernmental Personnel Act to develop a Personnel Evaluation System for MHMR. Be it further RESOLVED that the Executive Director be authorized to sign the grant application and forward it to TDMHMR for consideration.

Part 3: Consideration of Grant Application for Provider Training Project: On a motion by Mr. Hille, seconded by Mr. Gee, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that MHMR staff be authorized to request funds from the U. S. Department of Health, Education and Welfare to finance training for regional caregivers to the elderly. Be it further RESOLVED that, pending approval of the grant of funds, MHMR be the sponsoring agent for the training.

Consideration of Supplemental Grant-in-Aid Application: On a motion by Judge Sturrock, seconded by Mr. Hille, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the proposed Supplemental Grant-in-Aid application in the total amount of \$40,000 be approved as submitted. Be it further RESOLVED that the Board Chairman be authorized to sign and forward the application to TDMHMR, and that in the event it is funded in part or in whole, the Executive Director be authorized to solicit bids from area vehicle dealers to be presented to the Board for consideration.

Consideration of Establishing Work Activity Center in San Augustine: On a motion by Dr. Speck, seconded by Mrs. Rhoder, the Board approved the following resolution:

RESOLVED, by the Board of Trustees, that the Executive Director be authorized to negotiate with National Living Centers and San Augustine County for the establishment of a Work Activity Center in San Augustine County. Be it further RESOLVED, that the Executive Director be authorized to apply to the Department of Labor for a Work Activity Center permit, and to the Texas Health Facilities Commission for a Certificate of Need, if appropriate.

Consideration of Proposed Admission Criteria for Fairweather Lodge Program: On a motion by Dr. Speck, seconded by Judge Sturrock, the Board voted to table this item until next month's Board Meeting.

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

Consideration of Revised Employee Handbook: 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 approve the revision of the Employee Handbook for FY79. Be it further RESOLVED that a copy of the revised Employee Handbook be given existing MHMR staff.

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

RESOLVED, by the Board of Trustees, that the Board approve Ms. Linda Murray of Woodville for membership on the Tyler County Advisory Council.

Consideration of Personnel Matters (In Two Parts): 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 7:00 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 7:35 p.m., and asked for Board consideration of the following items:

Part 1: 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 following new position description be approved as submitted, and that it be placed in the MHMR Position Description Manual.

Assistant House Manager - Alcohol/Mental Health
(Community Service Aide II)

Part 2: Possible Consideration of Psychiatrist Applicant: There was no Board action taken on this item.

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

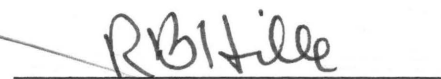
DESIGNATION OF DATE, TIME, AND LOCATION OF NEXT BOARD MEETING:

The regular February Board Meeting was set for the fourth Tuesday which falls on February 27, 1979. Committee meetings will begin at 4:30 p.m. with the Board Meeting starting at 5:00 p.m. in the Day Treatment/Administration Facility Conference Room.

ADJOURN: There being no further items for discussion, the meeting was adjourned at 7:37 p.m.

APPROVED:


Ward R. Burke, Chairman


R. B. Hille, Secretary

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Appendix #1

DEEP EAST TEXAS MMR SERVICES

DIVISION GOALS AND OBJECTIVES
(Non-Numerical Objectives)Division BUSINESS

Monthly/Quarterly Report

Report Month/Quarter FIRST

Goals	Evaluation
4. TO INSURE THAT CONTRACTS AND LEASE AGREEMENTS ARE NOT OVEREXPENDED.	4. OBTAINED A QUARTERLY REPORT REFLECTING BUDGETED AMOUNTS, EXPENDITURES FOR THE FIRST QUARTER AND BALANCES FOR EACH CONTRACT AND LEASE AGREEMENT.
6. IMPLEMENT DATA PROCESSING SYSTEM FOR FISCAL YEAR.	6. E. HAD 2% MANUALLY ISSUED PAYROLL CHECKS.
8. TO TAKE ACTION ON ALL PURCHASE REQUISITIONS WITHIN 30 DAYS AFTER RECEIPT.	8. DURING THE FIRST QUARTER ONE REQUISITION WAS OUTSTANDING OVER 30 DAYS.

DEEP EAST TEXAS MMR SERVICES

DIVISION GOALS AND OBJECTIVES (Non-Numerical Objectives)

Division BUSINESS

Monthly/Quarterly Report

Report Month/Quarter DECEMBER, 1978

Goals	Evaluation
6. IMPLEMENT DATA PROCESSING SYSTEM FOR FISCAL YEAR.	6. A. IN DECEMBER THE FOLLOWING AUTOMATED REPORTS WERE PRODUCED FOR THE MONTH OF SEPTEMBER, 1978: EXPENDITURE REPORT BY GRANT; GRANT FUNDS RECEIVED; EXPENDITURE BY UNIT AND FUND; LEDGERS (GENERAL AND OPERATING); JOURNALS (DISBURSEMENTS AND CASH RECEIPTS).
9. PROVIDE A MONTHLY REPORT TO THE APPROPRIATE DIVISION DIRECTOR REGARDING THE STATUS OF REVENUE GENERATED BY UNIT.	9. REVENUE GENERATED BY UNIT HAS BEEN PROVIDED TO THE DIVISION DIRECTORS.
10. TO INSURE COMPLIANCE WITH BOARD POLICY REGARDING OVEREXPENDITURES OF FUNDS BY BUDGET LINE ITEM.	10. OBTAINED REPORT ON JANUARY 9, 1979, OF EACH BUDGET LINE CATEGORY WHICH WAS OVEREXPENDED.
11. TO EFFECT A MORE FISCALLY RESPONSIBLE STAFF, I.E., PROGRAM DIRECTORS AND UNIT SUPERVISORS.	11. A COPY OF THE MONTHLY REPORT INCLUDED IN THE TREASURER'S REPORT WAS FURNISHED EACH DIVISION DIRECTOR REFLECTING UNIT BUDGETS, YEAR-TO-DATE EXPENDITURES, AND BALANCES REMAINING.

Appendix #2

DIVISION GOALS/OBJECTIVES

Division MENTAL HEALTH
 Report of Month/Quarter DECEMBER, 1978

GOALS	EVALUATION
1. TO PROVIDE PRESCREENING SERVICES TO 40% OF ALL INVOLUNTARY FIRST ADMISSIONS AND 56% OF ALL INVOLUNTARY READMISSIONS TO RSH.	A. <u>ADMISSIONS/READMISSIONS</u> * <u>% SCREENED</u> * FIRST ADMISSIONS - 11 82% (9) READMISSIONS - 13 69% (9) TOTAL 24 75% (18) B. (1) NUMBER OF COURT REFERRALS TO CENTER: 18 (2) NUMBER AND PERCENT TREATED AND MAINTAINED IN CENTER PROGRAMS: 3 (17%) C. NUMBER ADMITTED TO CENTER INPATIENT PROGRAMS WHO WOULD OTHERWISE BE INSTITUTIONALIZED: 0
2. PROVIDE SERVICES TO 90% OF ALL RUSK STATE HOSPITAL CLIENTS DISCHARGED INTO THE CENTER'S CATCHMENT AREA WHO HAVE HAD A PREDISCHARGE PLAN DEVELOPED PRIOR TO THEIR RELEASE.	A. NUMBER OF CLIENTS DISCHARGED INTO CENTER'S CATCHMENT AREA WITH PREDISCHARGE PLAN DEVELOPED: 28 (1) NUMBER CONTACTED BY CENTER STAFF: 14 (2) NUMBER NOT CONTACTED BY CENTER STAFF: 14 (A) REFERRED TO RUSK OUTREACH: 9 (B) REFUSED AFTERCARE AT CONFERENCE: 1 (C) MOVED OR REFERRED OUT-OF-REGION: 0 (D) WHEREABOUTS UNKNOWN: 4 * THESE STATISTICS REFLECT ONLY ADMISSIONS/READMISSIONS FROM COUNTIES NOT SERVED BY RUSK STATE HOSPITAL OUTREACH CLINICS.

DEEP EAST TEXAS MHMR SERVICES

DIVISION GOALS/OBJECTIVES

Division MENTAL HEALTHReport of Month/Quarter DECEMBER, 1978

Goal	Monthly Total	Year To Date	Goal	% Goal
1. To ACHIEVE 7,128 DUPLICATE CLIENTS SERVED THROUGH PROGRAMS IN THE MENTAL HEALTH DIVISION DURING FY79.	362	3,981	7,128	56%
2. To SERVE A TOTAL OF 3,575 CLIENTS THROUGH PROGRAMS IN THE MENTAL HEALTH DIVISION DURING FY79.	863	2,596	3,575	73%
3. To CONDUCT 35,000 CLIENT VISITS WITHIN THE MENTAL HEALTH DIVISION DURING FY79,	2,377	12,563	35,000	36%

DEEP EAST TEXAS MHMR SERVICES

DIVISION GOALS/OBJECTIVES

Division MENTAL HEALTHReport of Month/Quarter NOVEMBER, 1978 (FIRST QUARTER)

Goal	Monthly Total	Year To Date	Goal	% Goal
1. To ACHIEVE 7,128 DUPLICATE CLIENTS SERVED THROUGH PROGRAMS IN THE MENTAL HEALTH DIVISION DURING FY79.	692	3,617	7,128	51%
2. To SERVE A TOTAL OF 3,575 CLIENTS THROUGH PROGRAMS IN THE MENTAL HEALTH DIVISION DURING FY79.	1,442	2,409	3,575	67%
3. To CONDUCT 35,000 CLIENT VISITS WITHIN THE MENTAL HEALTH DIVISION DURING FY79.	3,209	10,186	35,000	29%

CRISIS LINE CALLS BY COUNTY

FIRST QUARTER FY79

<u>IN CATCHMENT AREA:</u>	<u>SEPTEMBER</u>	<u>OCTOBER</u>	<u>NOVEMBER</u>	<u>TOTAL</u>
ANGELINA COUNTY	17	22	14	53
HARDIN COUNTY	0	0	0	0
HOUSTON COUNTY	0	4	14	18
JASPER COUNTY	10	4	2	16
NACOGDOCHES COUNTY	5	2	8	15
NEWTON COUNTY	0	1	0	1
POLK COUNTY	2	4	0	6
SABINE COUNTY	0	0	0	0
SAN AUGUSTINE COUNTY	0	0	0	0
SAN JACINTO COUNTY	0	2	0	2
SHELBY COUNTY	2	2	0	4
TRINITY COUNTY	1	3	0	4
TYLER COUNTY	<u>1</u>	<u>0</u>	<u>0</u>	<u>1</u>
TOTAL	38	44	38	120
NOT IN CATCHMENT AREA	13	6	8	27
UNKNOWN	<u>3</u>	<u>1</u>	<u>5</u>	<u>9</u>
GRAND TOTAL	54	51	51	156

Appendix #3

DEEP EAST TEXAS MHMR SERVICES

DIVISION GOALS/OBJECTIVES

Division MENTAL RETARDATIONReport of Month/Quarterly DECEMBER, 1978

GOALS	EVALUATION
1. TO ACHIEVE 821 UNIT ADMISSIONS THROUGH PROGRAMS IN THE MR DIVISION IN 1979.	1. TO DATE, THERE HAVE BEEN 698 DUPLICATED CLIENTS SERVED IN THE MR DIVISION. 85% OF GOAL.
2. TO SERVE A TOTAL OF 571 CLIENTS THROUGH PROGRAMS IN THE MR DIVISION IN 1979.	2. A TOTAL OF 499 UNDUPLICATED CLIENTS HAVE BEEN SERVED IN THE MR DIVISION. 87% OF GOAL.
3. TO EXPAND AND IMPROVE PRESCREENING SERVICES THROUGHOUT THE REGION.	3. THERE WERE NO APPLICATIONS PROCESSED FOR STATE SCHOOL ADMISSION DURING DECEMBER.
4. TO PARTICIPATE IN PRE-DISCHARGE PLANNING FOR AT LEAST 14 CLIENTS FROM STATE SCHOOLS.	4. DURING DECEMBER, THERE WERE TWO CLIENTS DISCHARGED FROM STATE SCHOOL. WE PARTICIPATED IN THE PROCESS.

Appendix #4

DEEP EAST TEXAS REGIONAL
MENTAL HEALTH MENTAL RETARDATION
SERVICES



4101 SOUTH MEDFORD DRIVE LUFKIN, TEXAS 75901
PHONE: AREA CODE 713-639-1141

Wayne Lawrence, Ph.D., Executive Director

REPORT OF MHMR CENTERS' WORKSHOP

A total of 364 persons attended the MHMR Centers' Workshop held at Stephen F. Austin State University on January 11 - 13, 1979. The evaluations were returned by 90 of the participants. This represents 25% of the total persons attending the workshop. The following is a summary of the responses made by the 90 participants:

	<u>No. of Respondents</u>	<u>%</u>
1. What is your opinion concerning the degree of organization of this workshop?		
a. Very well organized	34	37.7
b. Well organized	39	43.3
c. Organization fair	13	14.5
d. Poorly organized	4	4.5
e. Very poorly organized	0	0.0
2. Do you like the concurrent session format for presenting topic areas?		
a. Yes	86	95.5
b. No	4	4.5
5. I would give this workshop the following rating:		
a. Excellent	20	22.3
b. Good	48	53.3
c. Fair	16	17.7
d. Poor	4	4.5
e. Waste of time	2	2.2

As can be seen from the above summary, the participants felt the concurrent session format was beneficial and that the workshop was well organized. Over 75% of the participants rated the workshop positively while only a little over 6% rated the workshop negatively.

An Equal Opportunity/Affirmative Action Employer

Counties Served: Angelina • Hardin • Houston • Jasper • Nacogdoches • Newton • Polk • Sabine • San Augustine •

San Jacinto • Shelby • Trinity • Tyler

PROGRAM SUPPORT SERVICES DIVISION

QUARTERLY REPORT

1ST QUARTER, FY79

STAFF ORIENTATION AND DEVELOPMENT REPORT

	<u>QUARTERLY</u>	<u>% OF GOAL</u>	<u>YEAR TO DATE</u>	<u>% OF GOAL</u>
1. EMPLOYEE ORIENTATION SESSIONS	3	133%	3	33%
2. SUPERVISOR ORIENTATION SESSIONS	1	100%	1	25%
3. STAFF DEVELOPMENT SESSIONS	3	100%	3	27%
4. NUMBER OF STAFF TRAINING HOURS	1,848	112%	1,848	28%
5. UNIT TRAINING	3	120%	3	30%
6. NUMBER OF STAFF TRAINING HOURS	675	180%	675	45%
7. SPECIAL WORKSHOPS	6	-	6	-
8. NUMBER OF STAFF TRAINING HOURS	327	-	327	-
9. EXTERNAL STAFF TRAINING	30	-	30	-
10. NUMBER OF STAFF TRAINING HOURS	1,070	-	1,070	-
11. TOTAL TRAINING HOURS	3,920	189%	3,920	47%

VOLUNTEER SERVICES REPORT

	<u>QUARTERLY</u>	<u>% OF GOAL</u>	<u>YEAR TO DATE</u>	<u>% OF GOAL</u>
1. NUMBER OF VOLUNTEERS	181	241%	181	60%
2. NUMBER OF VOLUNTEER HOURS	7,578	173%	7,578	43%
3. % OF VOLUNTEER NEEDS MET	35%	-	35%	-

PROGRAM SUPPORT SERVICES DIVISION

QUARTERLY REPORT

1ST QUARTER, FY79

PERSONNEL REPORT

	<u>QUARTERLY</u>	<u>YEAR TO DATE</u>
1. NUMBER OF COLLEGE RECRUITMENT TRIPS	3	3
2. NUMBER OF APPLICATIONS DISTRIBUTED	160	160
3. NUMBER OF APPLICANTS INTERVIEWED	93	93
4. NUMBER OF POSITIONS FILLED	23	23
5. NUMBER OF EMPLOYEE TERMINATIONS	13	13
6. EMPLOYEE TURNOVER RATE	9.6%	9.6%

CONSULTATION AND EDUCATION REPORT

	<u>QUARTERLY</u>	<u>% OF GOAL</u>	<u>YEAR TO DATE</u>	<u>% OF GOAL</u>
1. NEWS RELEASES	419	139%	419	35%
2. PUBLIC SERVICE ADS	300	120%	300	30%
3. T. V. PROGRAMS	2	66%	2	17%
4. BROCHURES DISTRIBUTED	3,332	95%	3,332	24%
5. NEWSLETTERS	4,200	116%	4,200	29%
6. ADVISORY COUNCIL MEETINGS	14	127%	14	32%
7. CONSULTATION PROGRAMS	7	280%	7	58%
8. EDUCATION PROGRAMS	26	144%	26	35%
9. PUBLIC AWARENESS PROGRAMS	32	76%	32	19%

Appendix #5

BALANCE SHEET

Page 1 of 2

December 22, 1978

	<u>GENERAL OPERATING FUND</u>	<u>GENERAL FIXED ASSETS FUND</u>	<u>TOTAL</u>
<u>ASSETS</u>			
Current Assets:			
Cash in Bank	\$274,882.72		\$ 274,822.72
Petty Cash	150.00		150.00
Accounts Receivable - Client Fees	30,649.26		30,649.26
Accounts Receivable - Other	234,219.09		234,219.09
Accounts Receivable - Internal Advances*	54,085.85		54,085.85
Prepaid Expense	6,474.36		6,474.36
<u>TOTAL CURRENT ASSETS</u>	<u>\$600,461.28</u>		<u>\$ 600,461.28</u>
Amount to be provided under capital lease agreement	<u>\$151,209.84</u>		<u>\$ 151,209.84</u>
General Fixed Assets - At Cost			
Equipment - Furniture/Fixtures		\$304,163.88	\$ 304,163.88
Vehicles		129,064.21	129,064.21
Land		119,400.00	119,400.00
Building		325,645.06	325,645.06
<u>TOTAL FIXED ASSETS</u>		<u>\$878,273.15</u>	<u>\$ 878,273.15</u>
<u>TOTAL ASSETS</u>	<u>\$751,671.12</u>	<u>\$878,273.15</u>	<u>\$1,629,944.27</u>

LIABILITIES, RESERVES & FUND BALANCE

Current Liabilities:			
Accounts Payable - Internal Advances*	\$ 54,085.85		\$ 54,085.85
Accounts Payable	164,757.64		164,757.64
Withholding Tax Payable	17,697.81		17,697.81
FICA Tax Payable	40,028.80		40,028.80
Employees Insurance Payable	7,188.43		7,188.43
Tax Sheltered Annuity Payable	665.36		665.36
Cancer Insurance Payable	298.80		298.80
Savings Bond Payable	112.50		112.50
Credit Union Payable	1,771.44		1,771.44
Sales Tax Payable	35.55		35.55
Retirement Payable	2,516.61		2,516.61
Allowance for Uncollectable Accounts	4,040.43		4,040.43
Obligation under capital lease agreement	151,209.84		151,209.84
<u>TOTAL LIABILITIES</u>	<u>\$444,409.06</u>		<u>\$ 444,409.06</u>
Reserve for investment in fixed assets		\$878,273.15	\$ 878,273.15
Reserve for encumbrances	\$ 42,934.92		42,934.92
Fund Balance	<u>264,327.14</u>		<u>264,327.14</u>
<u>TOTAL LIABILITIES, RESERVES & FUND BALANCE</u>	<u>\$751,671.12</u>	<u>\$878,273.15</u>	<u>\$1,629,944.27</u>

CASH POSITION STATEMENT

Cash in Bank:		
Operating Account	\$ 90,594.50	
FICA Account	30,610.34	
Payroll Account	95.82	
Title I Account	7,219.81	
Senate Bill 230 Account	7,455.99	
HEW Operations Account	51,977.87	
Houston County TRC Account	-0-	
Hardin County TRC Account	3,469.47	
Treasury Bill	30,558.75	
Treasury Bill	10,000.00	
Certificate of Deposit	-0-	
Certificate of Deposit	30,412.50	IV-A-1
Land Account	12,487.67	1/23/79
<u>TOTAL CASH IN BANK</u>	<u>\$274,882.72</u>	
Petty Cash	150.00	
<u>TOTAL CASH ON HAND</u>		<u>\$275,032.72</u>

*See Page 2 for analysis

Balance Sheet - Continued

Page 2 of 2

Analysis of Accounts Receivable/Accounts Payable - Internal Advances

Advance to Center from Title I	\$22,000.00
Advance to Center From HEW	32,000.00
Advance to Fairweather Lodge from Center	<u>85.85</u>
	<u>\$54,085.85</u>

DEEP EAST TEXAS REGIONAL MHR SERVICES

OPERATING STATEMENT

De-ember 22, 1978

<u>INCOME</u>	<u>RECEIPTS</u>	<u>RECEIVABLES</u>	<u>TOTAL</u>
Jasper County	\$ 1,741.66	-0-	\$ 1,741.66
Patient Fees	6,315.04	\$8,960.27	15,275.31
Senate Bill 230	17,810.00	1,960.00	19,770.00
Texas Rehabilitation Commission	2,756.75	2,388.87	5,145.62
National Living Centers	-0-	350.00	350.00
Workshop Production	6,139.34	-0-	6,139.34
Donations	40.00	-0-	40.00
Concessions	567.10	-0-	567.10
Miscellaneous Income	1,471.35	122.34	1,593.69
Interest Income		(425.61)	(425.61)
Grant-in-Aid	87,657.91	175,315.84	262,973.75
DDA-Mobile Evaluation Unit	(3,704.00)		(3,704.00)
HEW Operations	60,000.00		60,000.00
Food Stamps	773.00	-0-	773.00
Title XX - Reimbursements	6,407.00	-0-	6,407.00
Title XX - Protective Services	-0-	1,818.69	1,818.69
Title XX - Services to Aged	-0-	2,168.24	2,168.24
BSCHD	-0-	4,270.00	4,270.00
Rusk State Hospital	-0-	3,307.80	3,307.80
Title I	15,835.94	-0-	15,835.94
DHR - Liaison	-0-	238.10	238.10
ICF-MR	-0-	3,381.11	3,381.11
 TOTAL INCOME	 \$203,811.09	 \$203,855.65	 \$407,666.74

<u>EXPENDITURES</u>	<u>DISBURSEMENTS</u>	<u>ENCUMBRANCES</u>	<u>TOTAL</u>
Salaries	\$ 3,906.37	\$124,274.76	\$128,181.13
FICA Taxes		6,400.12	6,400.12
Insurance - Hospitalization/Life		5,391.63	5,391.63
Retirement		2,516.61	2,516.61
Travel Expense	5,652.79	66.74	5,719.53
Drugs	-0-	5,023.80	5,023.80
Food	727.88	1,202.67	1,930.55
Supplies	-0-	9,955.87	9,955.87
Furniture and Equipment/Purchased	-0-	590.30	590.30
Furniture and Equipment/Rental	-0-	3,793.36	3,793.36
Furniture and Equipment/Rep. & Maint.	-0-	767.94	767.94
Building/Rent	9,395.00	-0-	9,395.00
Building/Remodeling and Renovation	-0-	(432.60)	(432.60)
Building/Repairs and Maintenance	-0-	1,247.40	1,247.40
Vehicles/Purchase	-0-	10,669.79	10,669.79
Vehicles/Rental	-0-	833.73	833.73
Vehicles/Operation and Maintenance	-0-	3,871.49	3,871.49
Contracts	11,916.34	12,280.69	24,197.03
Postage	413.34	-0-	413.34
Laboratory Expense	-0-	10.00	10.00
Telephone	3,842.55	3,435.82	7,278.37
Insurance	-0-	13,622.55	13,622.55
Client Training Wages	1,543.34	2,485.84	4,029.18
Utilities	1,194.12	1,183.24	2,377.36
Concessions	-0-	502.16	502.16
Client Fringe Benefits	-0-	213.38	213.38
Miscellaneous Expense	640.37	1,587.48	2,227.85
Consultation & Prof. Fees - Other	78.52	-0-	78.52
Emolument	175.00	-0-	175.00
 TOTALS	 \$39,485.62	 \$211,494.77	 \$250,980.39

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BREAKDOWN OF DISBURSEMENTS

Food: Shelby Co. Halfway House - \$1,487.04, Sunrise Manor - \$556.80

Supplies: Printing - All Units - \$550.58, Cleaning supplies - All Units - \$272.43

Equipment/Furniture Purchased: Hardin Co. SWS - 2 Sewing machines - \$680.00, Table saw & Band saw - \$527.01, Stacking chairs - \$377.85, Lawn edger, blades, vacuum cleaner, drill press, vice, belt sander - \$525.00, Audio equipment - \$837.08, Electronic equipment for Dev. Ctrs. & Workshops - \$6,900.00, Angelina Day Treatment - 2 Redwood tables - \$285.00, Central Administration - Paper shredder - \$295.00

Furniture/Fixtures Rental: Xerox - \$2,422.84 (3 months)

Repairs and Maintenance: Manintenance Agreements - Typewriters - \$1,968.96, Dictating equipment - \$3,995.69

<u>Building Rent:</u> Angelina Building	\$1,489.00
Angelina Co. OPC	1,200.00
Nacogdoches Co. OPC	791.00
Trinity Co. OPC	300.00
Tyler Co. OPC	267.00
Kirbyville Dev. Ctr.	300.00
Newton Co. Dev. Ctr.	265.00
Tyler Co. Dev. Ctr.	285.00
Hardin Co. Dev. Ctr. & SWS	250.00
Houston Co. SWS	485.00
Nacogdoches Co. SWS	700.00
Shelby Co. SWS	560.00
Sunrise Manor	450.00
Jasper Co. OPC	368.00
Nacogdoches Co. HH	725.00
C/A - Day Treatment	450.00

Building Repair/Manintenance: Cleaning - C/A - \$363.22

Vehicle Rental: Lease Cars - \$833.73

Vehicle Operation/Maintenance: Gas - \$333.59

Contract: Wilson McKewen Treatment Ctr. - \$905.00, Lufkin Workshop - \$13,166.07, Shelby Co. School Board - \$12,942.00

Telephone: Angelina Bldg. - \$751.25, C/A - \$911.99, Crisis Line - \$401.60

Miscellaneous: Dues - Texas Council of Community MHMR Centers - \$569.44 (2 months)

BREAKDOWN OF ENCUMBRANCES

Consultation: Legal services - \$1,020.83

Food: Sunrise Manor - \$532.08, Shelby Co. Halfway House - \$373.75

Supplies: All Units - Printing - \$816.90, Statements - \$290.25, Letterhead, Envelopes & Routing Silps - \$423.00, Calendars, file folders - \$288.12, Binders, trays, indexes - \$333.52, Film for Dev. Ctrs. - \$290.00, Kirbyville Dev. Ctr. - Educational supplies - \$2,087.35, Hardin Co. Dev. Ctr. - Educational supplies - \$2.163.20, Newton Co. Dev. Ctr. - Educational supplies - \$2.163.20, San Jacinto Co. Dev. Ctr. - Educational supplies - \$1,652.50, Film for Alcohol & Drug Abuse units - \$350.00, Smead folders - Dev. Ctrs. - \$1,588.52, Nacogdoches HH - Household supplies - \$597.68

Equipment/Furniture Purchases: Nacogdoches Co. HH - Desk, file, bookcase, chair - \$451.45, Lawn mower - \$350.00, Hardin Co. SWS - Fireproof cabinet - \$936.30, Washer and Air Compressor - \$1,268.95, Riding mower - \$929.88, Table - \$270.75, 2 Storage units- \$255.90, Water cooler - \$311.85, Kirbyville Dev. Ctr. - Storage units - \$383.85, Newton County Dev. Ctr. - Storage files - \$383.85, Water cooler - \$311.85, San Jacinto Co. Dev. Ctr. - Storage files - \$383.85, Polk Co. SWS - Greenhouse supplies - \$304.82, Aftercare - Calculators - \$359.10

BREAKDOWN OF ENCUMBRANCES

Equipment/Furniture Rental: 7 Copiers - \$2,957.67 (3 months), Xerox - \$1,046.53

Furniture/Equipment Repair & Maintenance: Service Contract - Typewriters, calculators, adding machines - \$1,040.00, Service Contract - Calculators - \$256.50

Building Remodeling & Renovation: Shelby Co. HH - Ramp for Handicapped - \$402.85, San Jacinto Dev. Ctr. - Paneling - \$1,225.00, Polk Co. SWS - Ramp - \$550.00, Hardin Co., Newton Co., Kirbyville & San Jacinto Co. Dev. Ctrs. - Carpet - \$1,384.72

Building Repairs & Maintenance: Cleaning - C/A - \$395.00, Yard Work - C/A - \$270.00, Shelby Co. HH - Repairs - \$372.82

Vehicles Purchased: Van - \$9,289.90, Tandem Trailer - \$1,379.89 - Fairweather Lodge

Vehicle Rental: 5 Lease Cars - \$833.73

Vehicle Operation & Maintenance: San Jacinto Dev. Ctr. - Van repairs - \$909.35, Tyler Co. Dev. Ctr. - Gasoline - \$398.91, Kirbyville Dev. Ctr. - Gasoline - \$272.81

Contracts: Genetics - \$1,662.42, Memorial Hospital - \$300.00, Nacogdoches Treatment Ctr. - \$1,125.00, Region VII - \$351.82, Woodland Heights - \$257.55, Wilson McKewen Treatment Ctr. - \$890.50

Telephone: Angelina Bldg. - \$919.05, C/A - Day Treatment - \$926.59, Trinity Co. OPC - \$446.74 (2 months), Nacogdoches Co. OPC - \$264.67, Public Communications (Crisis Line) - \$434.04

Drugs: TPERF - \$4,735.80, E.R. Squibb - \$288.00

Insurance: Professional Liability - \$532.00, Deep East Texas Workmen's Comp. - \$1,175.76 (3 months), Newton Co. Dev. Ctr. - Van - \$319.00

Concessions: Polk Co. SWS - \$487.40

Miscellaneous: Volunteer Banquet - \$850.00

Deep East Texas Regional MHA
NAME OF CENTER

Dec 22, 78
DATE

LOCAL

1. Tax Funds Appro. to Center
 - a. City Government (010)
 - b. County Government (020)
 - c. School District (030)
 - d. Hospital District (040)
 - e. Other (050)

2. Patient Fees-Ins. Reimb.
 - a. Direct Patient Fees & Insurance (070)
 - b. Title XX-Reimbursements (071)
 - c. Title XX-Protective Ser. (072)
 - d. Title XX-Services to Aged (073)
 - SB 230 (074)
 - t. TRC (075)
 - g. Lufkin State School (076)
 - h. National Living Centers (077)
 - i. ICF-MR (078)

3. Other Income & Contributions
 - a. Workshop Production (080)
 - b. Pineywoods ARC (081)
 - c. Donations (082)
 - d. Concessions (083)
 - e. Miscellaneous (084)
 - f. Jasper-Newton ARC (085)
 - g. Interest Income (086)
 - h. Food Stamps (087)
 - i. Bureau of Pardons & Paroles (088)

STATE GRANT-IN-AID & SPECIAL GRANTS THROUGH TDMHMR

1. Grant-in-Aid (110)
2. Suppl. Grant-in-Aid (120)
3. Special Grants-TDMHMR (130)

OTHER STATE FUNDS

1. Texas Comm. on Alcohol (160)
2. SCHD (161)
3. Traffic Safety (162)
4. Rural State Hospital (163)
5. TRC (164)

FEDERAL FUNDS

1. Grants
 - a. Title I (210)
 - b. Developmental Disabilities (211)
 - c. P.L. 94-63 Grant (212)
 - d. DHR Liaison (213)
 - e. (214)
 - f. (215)
 - (216)

GRAND TOTAL

MONTHLY BUDGET	MONTHLY RECEIPTS	ANNUAL BUDGET	CUMULATIVE RECEIPTS	BALANCE YTD
8986	1,742	107,827	3,483	104,344
832		9,987		9,987
7083	15,275	85,000	30,649	54,351
6,125	6,407	73,506	6,407	67,099
2,032	1,819	24,384	5,652	18,732
2,493	2,168	29,920	7,001	22,919
16,271	19,770	195,250	59,065	136,185
6,250	5,146	75,000	10,934	64,066
250	-0-	3,000	-0-	3,000
523	350	7,000	2,120	4,880
4,167	3,381	50,000	3,381	46,619
7083	6,139	85,000	18,488	66,512
2,727	-0-	32,713	-0-	32,723
1,000	410	12,000	323	11,677
541	567	6,497	1,618	4,879
653	1,594	7,930	2,610	5,320
2,412	-0-	28,938	-0-	28,938
667	426	8,000	1,349	6,651
1,250	773	15,000	1,846	13,154
840	-0-	10,080	-0-	10,080
87,658	262,974	1,051,895	525,947	525,947
1,506	-0-	18,068	3,520	15,548
1,423	4,270	17,080	8,540	8,540
685	-0-	8,220	-0-	8,220
1,250	3,308	15,000	3,308	11,692
3,414	-0-	20,967	-0-	40,967
7,127	15,836	91,527	15,836	75,691
1,823	3,704	21,870	11,115	10,755
44,640	60,000	535,684	195,000	340,684
3,667	238	44,000	3,235	40,765
225,938	407,667	2,711,253	920,487	1,790,766

Deep East Texas Regional MHMR Services
NAME OF CENTER

Dec 22, 1978
DATE

		MONTHLY BUDGET	MONTHLY EXP.	ANNUAL BUDGET	CUMULATIVE EXP.	BALANCE YTD
PERSONNEL						
a. Salaries & Wages	(010)	\$130,288	128,181	\$1,563,461	493,951	1,069,610
b. Salary & Merit Incrs.	(011)	667	-0-	8,000	210	7,790
c. Fringe Benefits	(020)	14,592	14,308	175,108	54,920	120,188
d. Consultation & Prof. Fees						
1. Direct Pat. Servs.	(030)	1,500	-0-	18,000	-0-	18,000
2. Other	(040)	292	19	3,500	1,513	1,987
TRAVEL - STAFF & BOARD	(050)	4,000	5,720	48,000	17,372	30,628
CONSUMABLE ITEMS						
a. Drugs	(060)	2,500	5,024	30,000	8,280	21,720
b. Food	(070)	2,333	1,931	28,000	5,975	22,025
c. Other	(080)	4,667	9,956	56,000	29,099	26,901
EQUIPMENT & FURNITURE						
a. Purchase	(090)	4,583	590	55,000	16,334	38,666
b. Rental	(100)	1,083	3,793	13,000	6,972	6,028
c. Repair & Maintenance	(110)	650	768	7,800	7,691	109
BUILDING						
a. Rent	(120)	9,877	9,395	118,524	36,214	82,310
b. Remodel & Renovation	(130)	667	1,433	8,000	3,130	4,870
c. Repair & Maintenance	(140)	417	1,247	5,000	3,789	1,211
VEHICLE						
a. Purchase	(150)	892	10,670	10,703	10,670	33
b. Rental	(160)	939	834	11,268	3,335	7,933
c. Oper. & Maint. Cost	(170)	2,375	3,871	28,500	9,353	19,147
CONTRACTS-SERV. AGENCIES	(180)	24,833	24,197	298,000	75,282	222,718
OTHER						
a. Postage, Telephone	(190)	4,500	7,692	54,000	18,517	35,483
b. Laboratory Expense	(191)	83	10	1,000	141	859
c. Client Transportation	(192)	-0-	-0-	-0-	-0-	-0-
d. Annual Audit	(193)	750	-0-	9,000	-0-	9,000
e. Insurance	(194)	4,000	13,623	48,000	18,479	29,521
f. Client Wages	(195)	4,500	4,029	54,000	18,511	35,489
Utilities	(196)	2,417	2,377	29,000	9,248	19,752
n. Emolument	(197)	175	175	2,100	700	1,400
i. Concessions	(198)	542	502	6,499	1,414	5,085
j. Client Fringe	(199)	201	213	2,414	999	1,415
k. Miscellaneous	(200)	1,615	2,220	19,378	4,652	14,726
GRAND TOTAL		\$225,938	250,980	\$2,711,253	856,781	1,854,472

BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/78-12/22/78
AND THE MONTHLY BUDGET FOR THE PERIOD 12/23/78-8/31/79 BY COST CATEGORYIV-A-1
1/23/78

Cost Category	Annual Budgeted Amount	Quarterly Budgeted Amount	Expended and/or Encumbered	Balance Annual Budget	Balance Quarterly Budget	Monthly Budget
Salaries and wages (010)	\$ 1,563,461	\$ 390,866	\$ 493,851	\$ 1,069,610	\$ 262,685	\$ 133,701
Salary and merit (011)	8,000	2,000	210	7,790	2,000	973
Fringe benefits (020)	175,108	43,777	54,980	120,128	29,469	15,015
Consultation & Prof. fees						
Direct Patient Ser. (030)	18,000	4,500	-	18,000	4,500	2,250
Other (040)	3,500	875	1,583	1,917	796	240
Travel-Staff & Board (050)	48,000	12,000	17,372	30,628	6,280	3,828
Consumable Items						
Drugs (060)	30,000	7,500	8,280	21,720	2,476	2,714
Food (070)	28,000	7,000	5,975	22,025	5,069	2,753
Other (Office, etc.) (080)	56,000	14,000	29,099	26,901	4,044	3,362
Equipment & Furniture						
Purchase (090)	55,000	13,750	16,334	38,666	13,160	4,833
Rental (100)	13,000	3,250	6,972	6,028	543	753
Repairs & Mainten. (110)	7,800	1,950	7,691	109	1,182	13
Building						
Rent (120)	118,524	29,631	36,214	82,310	20,236	10,288
Remodeling & Renov. (130)	8,000	2,000	3,130	4,870	2,433	609
Repairs & Mainten. (140)	5,000	1,250	3,789	1,211	3	152
Vehicle						
Purchase (150)	10,703	2,674	10,670	33	7996	4
Rental (160)	11,268	2,817	3,335	7,933	1,983	992
Operating & Mainten. (170)	28,500	7,125	9,353	19,147	3,254	2,394
Contracts with Service Agencies (180)	298,000	74,500	75,282	222,718	50,303	27,840
Other						
Postage & Phone (190)	54,000	13,500	18,517	35,483	5,808	4,436
Laboratory Exp. (191)	6,000	250	141	859	240	108
Clien' Transport. (192)	-	-	-	-	-	-
Annual Audit (193)	9,000	2,250	-	9,000	2,250	1,125

DEEP EAST TEXAS REGIONAL MMR SERVICES
Copied from an original at The History Center, Diboll, Texas. www.TheHistoryCenterOnline.com 2017:005
 BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/78-12/22/78
 AND THE MONTHLY BUDGET FOR THE PERIOD 12/23/78-2/31/79 BY COST CATEGORY

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 1/23/79

Cost Category	Annual Budgeted Amount	Quarterly Budgeted Amount	Expended and/or Encumbered	Balance Annual Budget	Balance Quarterly Budget	Monthly Budget
Other continued:						
Insurance (194)	\$ 48,000	\$ 12,000	\$ 18,477	\$ 29,521	< \$ 1,623 >	\$ 3,691
Client Wages (195)	54,000	13,500	18,511	35,489	9,471	4,437
Utilities (196)	29,000	7,250	9,248	19,752	4,873	2,469
Emoluments (197)	2,100	525	700	1,400	350	175
Concessions (198)	6,497	1,625	1,414	5,083	1,123	636
Client Fringe (199)	2,414	604	999	1,415	391	177
Miscellaneous (200)	19,378	4,845	4,652	14,726	2,617	1,841
Grand Total (300)	\$ 2,711,253	\$ 677,814	\$ 856,781	\$ 1,854,472	\$ 426,834	\$ 231,809

Note: The amounts shown for the monthly budget are derived by applying $\frac{1}{3}$ of the balance for each cost category.

Copied from an original at The History Center, Diboll, Texas. www.TheHistoryCenterOnline.com 2017:005
 BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/78-12/22/78 AND THE
 MONTHLY BUDGET FOR THE PERIOD 12/23/78-8/31/79 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)	\$ 1,149,979	\$ 361,508	\$ 788,471	\$ 98,559
<u>Mental Retardation</u> (amount of budget allocated and expended to serve people with mental retardation problems)	1,287,186	411,923	875,263	109,408
<u>Alcoholism</u> (amount of budget allocated and expended to serve people with alcoholism problems)	253,405	77,872	175,533	21,942
<u>Drug</u> (amount of budget allocated and expended to serve people with drug problems)	20,683	5,478	15,205	1,900
Grand Total	\$ 2,711,253	\$ 856,781	\$ 1,854,472	\$ 231,809

Note: The amounts shown for the monthly budget are derived by applying $\frac{1}{8}$ of the balance for each disability category. Costs pertaining to administration are prorated to the disability categories.

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BUDGETED FUNDS RECEIVED FOR THE PERIOD 12/23/78-8/31/79 AND THE
MONTHLY BUDGET FOR THE PERIOD 12/23/78-8/31/79 SOURCE OF FUNDS

SOURCE OF FUNDS	BUDGETED AMOUNT	AMOUNT RECEIVED	BALANCE	MONTHLY BUDGET
Local	\$ 107,827	\$ 3,483	\$ 104,344	\$ 13,043
1. County Government				
2. School District	9,987	-0-	9,987	1,248
3. Fees - Insurance	85,000	30,649	54,351	6,794
4. Title XX Reimbursement	73,506	6,407	67,099	8,387
5. Title XX Protective Ser.	24,384	5,652	18,732	2,341
6. Title XX Services to Aged	29,920	7,001	22,919	2,865
7. Senate Bill 230	195,250	59,065	136,185	17,023
8. TRC Reimbursements	75,000	10,934	64,066	8,008
9. Lufkin State School	3,000	-0-	3,000	375
10. National Living Centers	7,000	2,180	4,820	603
11. ICF - MR	50,000	3,381	46,619	5,827
12. Workshop Production	85,000	18,488	66,512	8,314
13. Pinewoods ARC	32,723	-0-	32,723	4,090
14. Donations	12,000	323	11,677	1,460
15. Concessions	6,497	1,618	4,879	610
16. Miscellaneous	7,830	2,610	5,220	653
17. Jasper/Newton ARC	28,938	-0-	28,938	3,617
18. Interest	8,000	1,349	6,651	831
19. Food Stamps	15,000	1,846	13,154	1,644
20. Bureau of Prisons and Paroles	10,080	-0-	10,080	1,260
State Grant-in-Aid	1,051,895	525,947	525,948	65,744
Supplemental Grant-in-Aid				
Other State				
1. Texas Comm. on Alcoholism	18,068	2,520	15,548	1,944
2. Beaumont State CHD	17,080	8,540	8,540	1,068
3. Traffic Safety	8,220	-0-	8,220	1,027
4. Rusk State Hospital	15,000	3,308	11,692	1,462
5. TRC	40,967	-0-	40,967	5,121
Federal				
1. Title I (89-313)	91,527	15,836	75,691	9,461
2. DDA	21,870	11,115	10,755	1,344
3. HEW (94-63)	535,684	195,000	340,684	42,586
4. Title XIX (Liaison)	44,000	3,235	40,765	5,096
TOTAL	\$2,711,253	\$920,487	\$1,790,766	\$223,846

Note: The amounts shown for the monthly budget are derived by applying 1/8 of the balance for each source of fund.

Attachment to IV-A-1
1/23/79
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BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/78-12/22/78
AND THE MONTHLY BUDGET FOR THE PERIOD 12/23/78-8/31/79 BY ORGANIZATIONAL UNIT

O.U.#	Organizational Unit Name	Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
101	Central Administration	\$ 76,364	\$ 25,716	\$ 50,648	\$ 6,330
102	Accounting	224,210	67,804	156,406	19,550
103	Personnel, Staff Dev. & Training	79,709	28,345	51,364	6,420
104	Research and Evaluation	27,931	6,057	21,874	2,734
201	Screening and Referral	154,640	35,612	119,028	14,878
202	MR Diagnostic & Evaluation Team	93,161	21,691	71,470	8,933
203	Consultation and Education	36,887	11,122	25,765	3,220
301	Angelina Co. OPC	223,197	75,171	148,026	18,503
302	Jasper Co. OPC	94,496	28,866	65,630	8,203
303	Nacogdoches Co. OPC	124,195	40,630	83,565	10,445
304	Polk Co. CCC	53,001	21,659	31,342	3,917
305	Trinity Co. OPC	65,955	22,432	43,523	5,440
306	Tyler Co. OPC	69,938	19,929	50,009	6,252
307	Services to the Aged	38,529	14,999	23,530	2,942
308	Children and Protective Services	29,743	12,365	17,378	2,173
309	Discharge Planning & Follow-up - MH	83,185	29,266	53,919	6,740

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BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/78 - 12/22/78
AND THE MONTHLY BUDGET FOR THE PERIOD 12/23/78 - 2/31/79 BY ORGANIZATIONAL UNIT

O.U.#	Organizational Unit Name	Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
310	Discharge Planning & Follow-up - MR	\$ 28,490	\$ 5,341	\$ 23,149	\$ 2,894
401	Excelsior (Shelby Co.) Dev. Ctr.	140,197	42,475	97,722	12,216
402	Hardin Co. Dev. Ctr.	31,293	14,285	17,008	2,126
403	Jasper Co. Dev. Ctr.	24,799	7,528	17,271	2,159
404	Kirbyville Dev. Ctr.	33,597	15,231	18,366	2,296
405	Newton Co. Dev. Ctr.	31,282	14,414	16,868	2,109
501	Hardin Co. SWS	62,233	18,170	44,063	5,508
502	Houston Co. SWS	70,452	24,696	45,756	5,720
503	Jasper-Newton Co. SWS	62,411	21,416	40,995	5,125
504	Lufkin Workshop & Oppor. Ctr.	90,647	29,990	60,657	7,583
505	Nacogdoches Co. SWS	79,877	26,103	53,774	6,722
506	Polk Co. SWS	45,854	18,603	27,251	3,407
507	Shelby Co. SWS	65,186	21,978	43,208	5,400
601	Angelina Co. Day Treat. Prog.	55,696	17,955	37,741	4,718
602	Tyler Co. Dev. Ctr.	40,583	13,759	26,824	3,353

Attachment to IV-A-1
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BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/78-12/22/78
 AND THE MONTHLY BUDGET FOR THE PERIOD 12/23/78-8/31/79 BY ORGANIZATIONAL UNIT

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O.U.#	Organizational Unit Name	Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
603	San Jacinto Co. Dev. Ctr.	\$ 39,837	\$ 17,959	\$ 21,878	\$ 2,735
701	Nacogdoches Co. HWH	69,627	13,381	56,246	7,030
702	Sunrise Manor	66,352	20,164	46,188	5,774
703	Shelby Co. HWH	108,510	35,278	73,232	9,154
704	Fairweather Lodge	61,189	15,581	45,608	5,700
801	Detoxification	2,126	- 0 -	2,126	266
802	Transitional Residential Care	1,000	60	940	118
803	Psychiatric Inpatient	24,874	750	24,124	3,016
	TOTAL	\$ 2,711,253	\$ 856,781	\$ 1,854,472	\$ 231,809

Note: The amounts shown for the monthly budget are derived by applying $\frac{1}{8}$ of the balance for each organizational unit.

BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/78 - 12/22/78
 AND THE MONTHLY BUDGET FOR THE PERIOD 12/23/78-8/31/79 BY SOURCE OF FUNDS

Source of Funds	BUDGETED AMOUNT	EXPENDED AND/OR ENCUMBERED	BALANCE	MONTHLY BUDGET
Local	\$ 866,942	\$258,350	\$ 608,592	\$ 76,074
State Grant-in-Aid	1,051,895	350,632	701,263	87,658
Supplemental G-I-A				
Other State				
1. TCA	18,068	6,260	11,808	1,476
2. BSCND	17,080	5,693	11,387	1,424
3. Traffic Safety	8,220	-0-	8,220	1,028
4. Rusk State Hospital	15,000	4,308	10,692	1,337
5. TRC	40,967	11,279	29,688	3,710
Federal				
1. Title I (89-313)	91,527	48,620	42,907	5,363
2. DDA	21,870	15,653	6,217	777
3. HEW (94-63)	535,684	149,261	386,423	48,302
4. DHR Liaison	44,000	6,725	37,275	4,660
TOTALS	\$2,711,253	\$856,781	\$1,854,472	\$231,809

Note: The amounts shown for the monthly budget are derived by applying 1/8th of the balance for each source of funds.

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BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 7/1/78-12/22/78 AND
THE MONTHLY BUDGET FOR THE PERIOD 12/23/78-8/31/79 BY PROGRAM CATEGORY

Program Category	Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
Administration	\$ 408,214	\$ 127,922	\$ 280,292	\$ 35,037
Screening & Referral/Emergency	284,688	68,425	216,263	27,033
Outpatient/Clinic Services	810,729	270,658	540,071	67,509
Special Education Classes	261,168	93,933	167,235	20,905
Day/Evening Care	136,116	49,673	86,443	10,805
Sheltered Work Training	476,660	160,956	315,704	39,462
Alternate Residential Care	305,678	84,404	221,274	27,660
24-hour Residential Care	28,000	810	27,190	3,398
Totals	\$ 2,711,253	\$ 856,781	\$ 1,854,472	\$ 231,809

Note: The amounts shown for the monthly budget are derived by applying $\frac{1}{8}$ of the balance for each program category.

CASH RECEIPTS FOR THE PERIOD 9/1/78-12/22/78 AND
PROJECTED CASH RECEIPTS FOR THE PERIOD 12/23/78-8/31/79

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SOURCE OF FUNDS	BUDGETED AMOUNT	RECEIPTS 9/1/78-12/22/78	BALANCE	PROJECTED CASH RECEIPTS						
				January	February	March	April	May	June	July - August
County Government	\$ 107,827	\$ 3,483	\$ 104,344	\$ 22,615	\$ 11,168	\$ 26,622	\$ 5,306	\$ 9,862	\$ 7,528	\$ 21,243
School Dist.	9,987	-0-	9,987	-0-	9,987	-0-	-0-	-0-	-0-	-0-
Direct Patient Fees-Ins.	85,000	30,649	54,351	6,794	6,794	6,794	6,794	6,794	6,794	13,587
Title XX-Reimb.	73,506	6,407	67,099	6,407	6,407	6,219	6,219	6,219	6,032	27,576
CF-MR	50,000	3,381	46,619	4,000	5,000	5,500	5,500	5,500	5,500	15,619
enate Bill 230	145,250	59,065	136,185	22,698	22,698	22,698	22,698	22,698	22,698	-0-
RC-Reimb.	75,000	10,934	64,066	5,000	7,000	8,000	8,000	8,000	8,000	20,066
Title XX-Prot. Ser.	24,324	5,652	18,732	2,342	2,342	2,342	2,342	2,342	2,342	4,680
ufkin St. School	3,000	-0-	3,000	375	375	375	375	375	375	750
orkshop Prod.	85,000	12,488	62,512	4,500	4,500	4,500	5,000	12,003	12,003	24,006
onations	12,000	323	11,677	500	500	1,000	1,500	1,500	1,500	5,177
oncessions	6,497	1,618	4,879	610	610	610	610	610	610	1,219
asper/Newton ARC	22,938	-0-	22,938	-0-	9,646	-0-	9,646	-0-	-0-	7,646
nterest	2,000	1,349	6,651	2,217	-0-	-0-	2,217	-0-	-0-	2,217
iscellaneous	7,830	2,610	5,220	653	653	653	653	653	653	1,302
Grant-in-Aid	1,051,895	525,947	525,948	-0-	-0-	87,658	175,316	-0-	87,658	175,316
Traffic Safety	1,220	-0-	8,220	-0-	1,175	1,175	1,175	1,175	1,175	2,345
ex. Comm. Alc.	18,068	2,520	15,548	5,183	-0-	-0-	5,183	-0-	-0-	5,182
ISCHD	17,080	8,540	8,540	-0-	-0-	4,270	-0-	-0-	4,270	-0-
Title I	91,527	15,836	75,691	-0-	25,231	-0-	-0-	25,230	-0-	25,230
DA	21,840	11,115	10,725	-0-	-0-	10,725	-0-	-0-	-0-	-0-
EW 94-63	535,684	195,000	340,684	45,000	45,000	45,000	45,000	45,000	45,000	70,684
IR Liaison	44,000	3,235	40,765	5,096	5,096	5,096	5,096	5,096	5,096	10,189
atl. Liv. Ctrs.	7,000	2,180	4,820	603	603	603	603	603	603	1,202
ineywoods ARC	32,723	-0-	32,723	10,908	-0-	-0-	10,908	-0-	-0-	10,907
ood Stamps	15,000	1,846	13,154	1,645	1,645	1,645	1,645	1,645	1,645	3,284
Title XX-Ser. to Aged	29,820	7,001	22,919	2,865	2,865	2,865	2,865	2,865	2,865	5,729
ureau of Pardons & Paroles	10,080	-0-	10,080	-0-	-0-	-0-	-0-	-0-	-0-	-0-
usk State Hospital	15,000	3,308	11,692	-0-	-0-	3,896	-0-	-0-	3,898	3,898
RC	40,967	-0-	40,967	19,875	3,000	3,000	3,000	3,000	3,000	6,070
TOTALS	\$ 2,711,253	\$ 920,487	\$ 1,790,766	\$ 169,886	\$ 172,295	\$ 251,276	\$ 327,651	\$ 161,170	\$ 229,242	\$ 469,166

DEEP EAST TEXAS REGIONAL MMR SERVICES

EXPENDITURES AND/OR ENCUMBRANCES FOR THE PERIOD 9/1/78 - 12/22/78 AND
PROJECTED EXPENDITURES AND/OR ENCUMBRANCES FOR THE PERIOD 12/23/78 - 8/31/79

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COST CATEGORY	BUDGETED AMOUNT	EXPENDED AND/OR ENCUMBERED 9/1/78-12/22/78	BALANCE	PROJECTED EXPENDITURES AND/OR ENCUMBRANCES						
				January	February	March	April	May	June	July-August
Salaries-Wages	\$1,563,461	\$493,851	\$1,069,610	\$133,702	\$133,702	\$133,702	\$133,702	\$133,702	\$133,702	\$267,398
Salary-Merit	8,000	210	7,790	974	974	974	974	974	974	1,946
Fringe Ben.	175,108	54,980	120,128	15,016	15,016	15,016	15,016	15,016	15,016	30,032
Consultation										
Direct	18,000	-0-	18,000	2,250	2,250	2,250	2,250	2,250	2,250	4,500
Other	3,500	1,583	1,917	240	240	240	240	240	240	477
Travel	48,000	17,372	30,628	3,829	3,829	3,829	3,829	3,829	3,829	7,654
Drugs	30,000	8,280	21,720	2,715	2,715	2,715	2,715	2,715	2,715	5,430
Food	28,000	5,974	22,026	2,754	2,754	2,754	2,754	2,754	2,754	5,502
Supplies	56,000	29,139	26,861	3,358	3,358	3,358	3,358	3,358	3,358	6,713
Equip. & Furn.										
Purchase	55,000	16,335	38,665	4,834	4,834	4,834	4,834	4,834	4,834	9,661
Rental	13,000	6,973	6,027	754	754	754	754	754	754	1,503
Rep./Maint.	7,800	7,691	109	14	14	14	14	14	14	25
Building										
Rent	112,524	36,214	82,310	10,289	10,289	10,289	10,289	10,289	10,289	20,576
Rem./Renova.	8,000	3,130	4,870	609	609	609	609	609	609	1,216
Rep./Maint.	5,000	3,790	1,210	152	152	152	152	152	152	298
Vehicle										
Purchase	10,703	10,670	33	-0-	33	-0-	-0-	-0-	-0-	-0-
Rental	11,268	3,335	7,933	992	992	992	992	992	992	1,981
Oper./Maint.	28,500	9,354	19,146	2,394	2,394	2,394	2,394	2,394	2,394	4,782
Cont. Ser. Agns.	298,000	75,282	222,718	27,840	27,840	27,840	27,840	27,840	27,840	55,678
Post. & Tele.	54,000	18,517	35,483	4,436	4,436	4,436	4,436	4,436	4,436	8,867
Lab. Expenses	1,000	141	859	108	108	108	108	108	108	211
Annual Audit	9,000	-0-	9,000	-0-	-0-	-0-	-0-	-0-	-0-	9,000
Insurance	48,000	18,479	29,521	218	218	218	218	218	218	131
Client Wages	54,000	18,511	35,489	4,437	4,437	4,437	4,437	4,437	4,437	8,867
Utilities	29,000	9,218	19,782	2,469	2,469	2,469	2,469	2,469	2,469	4,938
Emoluments	2,100	700	1,400	175	175	175	175	175	175	350
Concessions	6,497	1,414	5,083	636	636	636	636	636	636	1,267
Client Fringe	2,414	999	1,415	177	177	177	177	177	177	353
Miscellaneous	19,378	4,611	14,767	1,846	1,846	1,846	1,846	1,846	1,846	3,691
TOTALS	\$2,711,253	\$856,783	\$1,854,470	\$227,218	\$227,551	\$255,000	\$227,218	\$227,218	\$227,218	\$463,047

Deep East Texas Reg.

MWARR, Services
NAME OF CENTER

12-22-78
DATE

STATE GRANT-IN-AID

PROGRAM CATEGORY

- 1. Administration
- 2. Screening, Referral and Emergency
- 3. Outpatient Services
- 4. Special Education
- 5. Sheltered Work Training and Day/Evening Care
- 6. Alternate Residential/ 24-Hour Care

TOTALS

MONTHLY BUDGET	MONTHLY RECEIPTS	ANNUAL BUDGET	CUMULATIVE RECEIPTS	BALANCE YTD
\$ 19,453	\$ 19,453	\$ 233,434	\$ 47,812	\$ 155,622
3,867	3,867	46,404	15,468	30,936
19,935	19,935	239,225	79,741	159,484
10,956	10,956	131,465	43,823	87,642
23,469	23,469	281,628	66,894	214,734
9,978	9,978	119,739	66,894	52,845
\$ 87,658	\$ 87,658	\$ 1,051,895	350,632	\$ 701,263

Deep East Texas Reg.

MMPR Services

NAME OF CENTER

12-22-78

DATE

STATE GRANT-IN-AID

PROGRAM CATEGORY

1. Administration

2. Screening, Referral and
Emergency

3. Outpatient Services

4. Special Education

5. Sheltered Work Training and
Day/Evening Care

6. Alternate Residential/
24-Hour Care

TOTALS

MONTHLY BUDGET	MONTHLY EXPENSE	ANNUAL BUDGET	CUMULATIVE EXPENSE	BALANCE YTD
\$ 19,453	\$ 22,438	\$ 233,434	77,812	\$ 155,622
3,867	882	46,404	15,468	30,936
19,935	19,935	239,225	79,741	159,484
10,956	10,956	131,465	43,822	87,643
23,469	23,469	281,628	93,876	187,752
9,978	9,978	119,739	39,913	79,826
\$ 87,658	\$ 87,658	\$ 1,051,895	\$ 350,632	\$ 701,263