MINUTES

OF

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

December 18, 1979

BOARD MEMBERS PRESENT:

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

BOARD MEMBERS ABSENT:

Mr. Perry Sampson
Judge Ray Martin
Mrs. Agnes Rhoder

OTHERS PRESENT:

Dr. Wayne Lawrence,	MHMR
Mr. Franklin Avant	"
Mr. Jim McDermott	"
Dr. Jack Martin	"
Ms. La Jean Read	"
Mr. Lynn Montes, C.P.A., Axley & Rode	
Ms. Linda Foley	MHMR, Business Division

The 77th meeting of the Board of Trustees was held in the Ward R. Burke Community Room of the Day Treatment/Administration Facility, 4101 South Medford Drive, Lufkin, on Tuesday, December 18, 1979, 5:00 p.m.

INVOCATION: Mr. George E. Gee, Member, Board of Trustees, gave the Invocation.

CALL TO ORDER AND RECOGNITION OF GUESTS: There being a quorum present, Chairman Woods called the meeting to order at 5:00 p.m., and recognized guests in attendance.

APPROVAL OF MINUTES OF PREVIOUS BOARD MEETING: There being no additions or corrections to the Minutes of the November Board meeting, on a motion by Mr. Gee, seconded by Judge Sturrock, the Board unanimously approved the Minutes of the November 20, 1979 Board meeting.

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

1. DDA notified us we cannot sell Mobile Evaluation Unit.

2. Board member in Hardin County?

3. East Texas Roundtable meeting - December 5, 1979.

4. Accepted on Program for National Council of Community Mental Health Centers, Inc. - San Francisco - Peer Review.

5. Called on Division Directors for Reports.

Director, Business Division
a. Local Funds Report
b. East Texas Chemical Company - Adjustment to Bid List

Director, Mental Health Division
a. Letter from DHR on Protective Services
b. HSA meeting

Director, Mental Retardation & Support Division
a. Status of Peer Review
b. Meeting of Volunteer Coordinating Board - March-April
c. TEA Site Visit

COMMITTEE RECOMMENDATIONS FOR BOARD APPROVAL

BUDGET AND FINANCE COMMITTEE - Dr. Nancy Speck, Chairperson

Chairman Woods requested that the Board consider one Agenda item out of sequence, as Mr. Lynn Montes and Ms. Linda Foley, attending the meeting in conjunction with this item, were unable to remain for the entirety of the meeting.

Consideration of Fiscal Audit for FY 1979: On a motion by Dr. Speck, seconded by Mr. Hille, the Board unanimously approved the following resolution:

> RESOLVED, by the Board of Trustees, THAT the Board approve the audit report for FY 1979 as submitted by the accounting firm of Axley & Rode, CPA, THAT the Board Chairman and the Board Secretary be authorized to sign the Certificate of Board page, and THAT copies of the audit be forwarded to TDMHMR.

Mr. Montes discussed the fiscal audit and commended our Center's accounting department. He expressed appreciation for the cooperation and courtesy extended to the audit team.

Dr. Speck recommended that a letter of commendation be sent to the Business Division.

Consideration of Treasurer's Report: On a motion by Mr. Hille, seconded by Judge Sturrock, the Board unanimously 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 November, 1979, be approved as submitted, THAT copies of each report be attached to the permanent Minutes of this Board Meeting and THAT the budget over-expenditures be approved as reflected in Item 2.b of the supporting document.

Consideration of Voucher for Remainder of Grant-in-Aid for Second Quarter: On a motion by Dr. Speck, seconded by Mr. Hille, the Board unanimously approved the following resolution:

> RESOLVED, by the Board of Trustees, THAT the Board approve the voucher in the amount of $198,193.15 for State Grant-in-Aid for the months of January and February, 1980, and THAT the Chairman be authorized to sign these vouchers and submit to TDMHMR.

Consideration of First Quarter Expenditure Report: On a motion by Mr. Hille, seconded by Dr. Speck, the Board unanimously approved the following resolution:

> RESOLVED, by the Board of Trustees, THAT the Board approve the First Quarter Expenditure Report for FY 1980, and THAT the Chairman be authorized to sign the Transmittal Form and submit report to TDMHMR.

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

RESOLVED, by the Board of Trustees, THAT the revised contracts for FY 1980 with Memorial Hospital in Lufkin and Medical Center Hospital in Nacogdoches be approved as submitted, THAT the Board Chairman be authorized to sign said contracts, and THAT these be submitted to TDMHMR for approval.

Judge Sturrock suggested that each Board Member communicate with our Senators and Representatives. Judge Sturrock made the motion, seconded by Mr. Burke, that the Executive Director draft a letter for the Board Chairman's and Board Secretary's signature to be sent to our U. S. Senators and Representatives. The Board unanimously approved the motion.

Consideration of Proposed TDMHMR Funding Requests: On a motion by Mr. Hille, seconded by Mr. Gee, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the nine (9) requests for funding from TDMHMR be approved as submitted, and THAT the Executive Director be authorized to sign the letter and forward same to TDMHMR.

The Board voted unanimously to add a tenth item to cover cost of transportation.

PROGRAM COMMITTEE - Judge Sturrock, Chairman

Discussion of Programmatic Priorities for FYs 81-82-83: On a motion by Mr. Burke, seconded by Judge Sturrock, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the Board approve the priority ranking of services for FY 81-82-83 and THAT the Executive Director be authorized to proceed with budget development for these years according to the approved priorities.

Consideration of Admission Criteria for Residential Units: On a motion by Judge Sturrock, seconded by Mr. Burke, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the Admission Criteria for MR Halfway Houses be approved as submitted, and THAT the proposed criteria become effective January 1, 1980.

Discussion of Status of Inpatient Psychiatric Unit: The Board heard a report from Dr. Martin regarding the status of an inpatient psychiatric unit. No action was required by the Board.

Consideration of Proposed Operations Grant Plan: On a motion by Judge Sturrock, seconded by Mr. Burke, the Board unanimously approved the following resolution:

> RESOLVED, by the Board of Trustees, THAT the proposed Plan of Action for gaining approval for MHMR's HEW Operations Grant from the Greater East Texas Health Systems Agency (GETHSA), be adopted.

On a motion by Dr. Speck, seconded by Judge Sturrock, that the Executive Director proceed with the procurement of an attorney for the upcoming meeting. The Board unanimously approved the motion.

Discussion of Proposed Revised TDMHMR Standards: The Board heard a report from the Executive Director regarding TDMHMR standards. No action by the Board was necessary.

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

Consideration of Peer Review Compliance Quarterly Report: On a motion by Mr. Gee, seconded by Mr. Burke, the Board unanimously approved the following resolution:

> RESOLVED, by the Board of Trustees, THAT the first quarter Peer Review Compliance Report be accepted as submitted, and THAT the Executive Director be authorized to forward a copy of the report to Bruce Bailey, Ph.D.

Consideration of Proposed Board Policy (In Two Parts):

Part 1: Consideration of Proposed Revision of Board Policy No. D-34, "Monthly Newsletter": On a motion by Mr. Gee, seconded by Mr. Burke, the Board unanimously approved the following resolution:

> RESOLVED, by the Board of Trustees, THAT the proposed revised Board Policy No. D-34, "Monthly Newsletter", be approved as submitted, and THAT it replace the existing policy in the Board Policy Manual.

Part 2: Consideration of Proposed New Board Policy No. D66, Sick Leave Conversion: On a motion by Mr. Gee, seconded by Mr. Burke, the Board unanimously approved the following resolution:

> RESOLVED, by the Board of Trustees, THAT the proposed new Board Policy No. D66, Sick Leave Conversion, be approved as submitted, and THAT it become effective January 1, 1980 and be placed in the Board Policy Manual.

Consideration of Nominees to Advisory Councils (In Two Parts):

Part 1: Consideration of Nominees to County Advisory Councils: On a motion by Mr. Gee, seconded by Mr. Burke, the Board unanimously approved the following resolution:

> RESOLVED, by the Board of Trustees, THAT the Board accept the appointments of the persons listed herein to their respective local advisory councils.

Part 2: Consideration of Resignations from the San Jacinto County Advisory Council: On a motion by Mr. Gee, seconded by Mr. Hille, the Board unanimously approved the following resolution:

> RESOLVED, by the Board of Trustees, THAT the Board accept the resignation of Mrs. Charlotte Miles and Mrs. Lillian Walker from the San Jacinto County Advisory Council.

Discussion of TCCMHMR Board Training Conference: No Board action required.

Consideration of Personnel Matters (In Six 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 Woods excused guests from the meeting room at 6:25 p.m., stating that no Board action would be taken until the meeting was reopened.

Executive Session

Mr. Woods reopened the meeting to the public at 6:40 p.m., and asked for Board consideration of the following items:

Part 1: Consideration of Administrative Technician IV Position - (Unit Director) - Jasper County Outpatient Clinic: On a motion by Mr. Gee, seconded by Mr. Hille, the Board unanimously voted to table this item. No applicant at this time.

Part 2: Consideration of Proposed Salary Adjustment for Director, Business Division: On a motion by Mr. Gee, seconded by Mr. Hille, the Board unanimously approved the following resolution:

> RESOLVED, by the Board of Trustees, THAT the Director, Business Division (Position #0004) be granted a one-step salary increase, effective January 1, 1980, and THAT the Executive Director and Board Chairman be authorized to sign the Personnel Action Form and forward it to TDMHMR for approval.

Part 3: Consideration of Proposed Salary Adjustment for Director, Mental Retardation and Support Division: On a motion by Mr. Gee, seconded by Mr. Hille, the Board unanimously approved the following resolution:

> RESOLVED, by the Board of Trustees, THAT the Director, Mental Retardation and Support Division, (Position #0006) be granted a one-step salary increase, effective January 1, 1980, and THAT the Executive Director and Board Chairman be authorized to sign the Personnel Action Form and forward it to TDMHMR for approval.

Part 4: Consideration of Proposed Salary Adjustment for the Unit Director - Polk and Houston County Sheltered Workshops: On a motion by Mr. Gee, seconded by Judge Sturrock, the Board unanimously approved the following resolution:

> RESOLVED, by the Board of Trustees, THAT the Unit Director for the Polk and Houston County Sheltered Workshops (Position #0046) be granted a one-step salary increase effective January 1, 1980, and THAT the Executive Director and Board Chairman be authorized to sign the Personnel Action Form and forward it to TDMHMR for approval.

Part 5: Consideration of Proposed Payment of Employees' Share of Social Security (F.I.C.A.): On a motion by Mr. Gee, seconded by Judge Sturrock, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the Center pay the employees' portion of Social Security (F.I.C.A.) for the calendar years 1980 and 1981.

Part 6: Consideration of Proposed Salary Adjustment for Director, Consultation and Education Services: On a motion by Mr. Gee, seconded by Mr. Burke, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the Director, Consultation and Education Services, (Position #0023), be granted a four-step salary increase, effective January 1, 1980, and THAT the Executive Director and Board Chairman be authorized to sign the Personnel Action Form and forward it to TDMHMR for approval.

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

DESIGNATION OF DATE, TIME AND LOCATION OF NEXT BOARD MEETING: The regular January Board meeting was set for the fourth Tuesday which falls on January 22, 1980, and will be held in the Ward R. Burke Community Room of the Day Treatment/Administration Facility. Committee meetings will begin at 5:00 p.m., with the Board meeting starting at 5:30 p.m.

ADJOURN: There being no further items for discussion, the meeting was adjourned at 6:45 p.m.

APPROVED:

V. B. Woods, Chairman	R. B. Hille, Secretary

ljr

BALANCE SHEET
November 15, 1979

ASSETS	GENERAL OPERATING FUND	GENERAL FIXED ASSETS FUND	TOTAL
Current Assets:			
Cash in Bank	$254,459.39		$ 254,459.39
Petty Cash	165.00		165.00
Accounts Receivable - Client Fees	35,216.52		35,216.52
Accounts Receivable - Other	173,614.16		173,614.16
Accounts Receivable - Internal Advances*	14,000.00		14,000.00
Prepaid Expenses	13,669.68		13,669.68
TOTAL CURRENT ASSETS	491,124.75		491,124.75
Amount to be provided under capital lease agreement	146,709.84		146,709.84
General Fixed Assets - At Cost			
Equipment - Furniture/Fixtures		$339,919.80	339,919.80
Vehicles		139,086.64	139,086.64
Land		119,400.00	119,400.00
Building		325,645.06	325,645.06
TOTAL FIXED ASSETS		924,051.50	924,051.50
TOTAL ASSETS	$637,834.59	$924,051.50	$1,561,886.09

LIABILITIES, RESERVES & FUND BALANCE

	GENERAL OPERATING FUND	GENERAL FIXED ASSETS FUND	TOTAL
Current Liabilities:			
Accounts Payable - Internal Advances*	$ 14,000.00		14,000.00
Accounts Payable	70,455.06		70,455.06
Withholding Tax Payable	-0-		-0-
FICA Tax Payable	28,602.81		28,602.81
Employees Insurance Payable	73.75		73.75
Tax Sheltered Annuity Payable	-0-		-0-
Cancer Insurance Payable	-0-		-0-
Savings Bond Payable	-0-		-0-
Credit Union Payable	-0-		-0-
Sales Tax Payable	2.78		2.78
Retirement Payable	-0-		-0-
Allowance for Uncollectable Accounts	9,001.48		9,001.48
Obligation Under Capital Lease Agreement	146,709.84		146,709.84
TOTAL LIABILITIES	268,845.72		268,845.72
Reserve for Investment in Fixed Assets		$924,051.50	924,051.50
Prepaid Revenue	-0-		-0-
Fund Balance	308,988.87		308,988.87
Reserve Operating Fund	60,000.00		60,000.00
TOTAL LIABILITIES, RESERVES & FUND BALANCE	$637,834.59	$924,051.50	$1,561,886.09

CASH POSITION STATEMENT

Cash in Bank:		
Operating Account	$ 84,233.57	
Title I Account	2,050.47	
Senate Bill 230 Account	506.48	
HEW Account	67.28	
FWL-TRC Account	8,270.54	
FICA Account	32,684.14	
Payroll Account	41.53	
Reserve Operating Account	107,826.87	
Land Account	18,778.51	
TOTAL CASH IN BANK	254,459.39	
Petty Cash	165.00	
TOTAL CASH ON HAND		$ 254,624.39

Attachment to IV-A-1
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*See Page 2 for Analysis.

Analysis of Accounts Receivable/Accounts Payable - Internal Advances

Advance to SB 230 from Title I	$ 3,000.00
Advance to HEW from Title I	11,000.00
	$14,000.00

Attachment to IV-A-1
12/18/79

Deep East Texas Regional MHMR Services

OPERATING STATEMENT
November 15, 1979

INCOME	RECEIPTS	RECEIVABLES	TOTAL
Patient Fees	$ 6,740.89	$12,798.25	$ 19,539.14
Senate Bill 230	-0-	5,730.00	5,730.00
Texas Rehabilitation Commission	100.00	3,586.80	3,686.80
Workshop Production	3,899.89	823.96	4,723.85
Donations	168.00	-0-	168.00
Title I - Follow-the-Child	660.24	-0-	660.24
Miscellaneous Income	401.35	-0-	401.35
Grant-in-Aid	99,096.60	-0-	99,096.60
HEW Operations	30,000.00	25,515.00	55,515.00
Food Stamps		(39.00)	(39.00)
Title XX protective Services	-0-	2,600.00	2,600.00
Rusk State Hospital		4,172.33	4,172.33
TRC - Fairweather Lodge	2,078.00	-0-	2,078.00
DHR - Liaison	-0-	11,206.84	11,206.84
ICF-MR	2,231.05	11,549.30	13,780.35
Traffic Safety	-0-	500.00	500.00
TOTAL INCOME	$145,376.02	$78,443.48	$223,819.50

EXPENDITURES	DISBURSEMENTS	ENCUMBRANCES	TOTAL
Salaries	$123,118.68	$ -0-	$123,118.68
FICA Taxes	6,604.58	-0-	6,604.58
Insurance - Hospitalization/Life	5,480.43	-0-	5,480.43
Retirement	1,993.02	-0-	1,993.02
Travel Expense	1,939.28	-0-	1,939.28
Drugs	1,878.47	-0-	1,878.47
Food	3,362.43	-0-	3,362.43
Supplies	874.34	3,160.42	4,034.76
Furniture and Equipment/Purchased	-0-	4.13	4.13
Furniture and Equipment/Rental	1,747.11	-0-	1,747.11
Furniture and Equipment/Rep. & Maint.	1,994.86	58.00	2,052.86
Building/Rent	10,189.00	-0-	10,189.00
Building/Remodeling and Renovation	-0-	-0-	-0-
Building/Repairs and Maintenance	1,147.99	25.00	1,172.99
Vehicles/Purchase	-0-	34,913.64	34,913.64
Vehicles/Rental	1,086.73	-0-	1,086.73
Vehicles/Operation and Maintenance	3,247.69	237.90	3,485.59
Contracts	6,581.60	14,033.33	20,614.93
Postage	599.29	-0-	599.29
Laboratory Expense	2.40	-0-	2.40
Telephone	1,856.65	(10.32)	1,846.33
Insurance	4,675.61	-0-	4,675.61
Client Training Wages	5,929.64	-0-	5,929.64
Utilities	3,122.00	-0-	3,122.00
Client Fringe Benefits	355.31	-0-	355.31
Miscellaneous Expense	1,675.10	8.00	1,683.10
Consultation & Prof. Fees-Other	90.00	-0-	90.00
Consultation & Prof. Fees-Direct	1,933.93	-0-	1,933.93
Emolument	350.00	-0-	350.00
Salary & Merit Increases	-0-	-0-	-0-
Annual Audit	-0-	-0-	-0-
TOTALS	$191,836.14	$52,430.10	$244,266.24

Attachment to IV-A-1
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BREAKDOWN OF DISBURSEMENTS

Consultation and Professional Fees:
- Sunrise Manor - $501.21
- Nacogdoches Co. HWH - $640.90

Drugs:
- All OPCs - Squibb - $738.00
- All OPCs - TPERF - $1,834.81

Food:
- Nacogdoches Co. HWH - $850.85
- Sunrise Manor - $697.47
- Shelby Co. HWH - $1,210.69
- Fairweather Lodge - $501.43

Equipment/Furniture Purchased:
- Testing Equipment - $573.00
- Viewlex Autoload Projector for Developmental Centers - $645.00
- Duplicator for Developmental Centers - $535.00

Equipment/Furniture Rental:
- Xerox Copier - $634.86
- Canon Copiers - $760.89

Equipment and Furniture/Repair and Maintenance:
- Equipment Repair - Lawn Mowers - Jasper-Newton SWS - $534.45
- Service Contract on Canon Calculators and Canon Copiers - $810.00

Building Rent:

Angelina OPC - MR Offices	$2,800.00
Nacogdoches OPC	791.00
Nacogdoches SWS	700.00
Shelby Co. SWS	600.00
Nacogdoches Co. HWH	575.00

Vehicle Rental:
- 6 Lease Cars - $1,206.73

Vehicle Operation/Maintenance:
- Jasper-Newton SWS - Gasoline - $517.73

Contracts:
- Dr. George B. Tipton - $2,930.00
- Dr. Max Himel - $840.00
- Wilson-McKewen Treatment Ctr. - $1,087.50

Postage:
- Central Administration - $500.00

Insurance:
- Workmen's Compensation - Quarterly Payment - $1,088.10

Attachment to IV-A-1
12/18/79

De East Texas Regional MHMR Services — NAME OF CENTER

November 15, 1979 — DATE

		MONTHLY BUDGET	MONTHLY RECEIPTS	ANNUAL BUDGET	CUMULATIVE RECEIPTS	BALANCE YTD
LOCAL						
1. Tax Funds Appro. to Center						
a. City Government	(010)					
b. County Government	(020)	$ 9,352	$ -0-	$ 112,227	$ 3,483	$ 108,744
c. School District	(030)					
d.						
e.						
2. Patient Fees-Ins. Reimb.						
a. Direct Patient Fees & Insurance	(070)	7,083	19,539	85,000	36,072	48,928
b. Title XX-Protective Services	(071)	13,935	2,600	167,219	6,706	160,513
c. Title XX-Services to Elderly	(072)	4,530	-0-	54,364	7,366	46,998
d. SB 230 & Transportation	(073)	4,892	5,730	58,700	12,100	46,600
e. TRC	(074)	3,750	3,687	45,000	7,365	37,635
f. ICF - MR	(075)	14,017	13,780	168,200	29,008	139,192
g. Title XX - Reimbursement	(076)	7,500	-0-	90,000	90,000	-0-
h. Pineywoods ARC		-0-	-0-	-0-	1,300	(1,300)
i.						
3. Other Income & Contributions						
a. Workshop Production	(090)	7,083	4,724	85,000	11,068	73,932
b. Donations	(091)	333	168	4,000	773	3,227
c. Interest	(092)	333	-0-	4,000	(479)	4,479
d. Food Stamps	(093)	900	(39)	10,800	1,835	8,965
e. Miscellaneous	(094)	822	401	9,865	1,161	8,704
f. C & E Services	(095)	667	-0-	8,000	-0-	8,000
g.						
h.						
STATE GRANT-IN-AID & SPECIAL GRANTS THROUGH TDMHMR						
1. Grant-in-Aid	(110)	99,097	99,097	1,189,159	297,291	891,868
2. Suppl. Grant-in-Aid	(120)					
3. Special Grants-TDMHMR	(130)					
OTHER STATE FUNDS						
1. Texas Comm. on Alcohol	(160)	1,328	-0-	15,934	3,085	12,849
2. Rusk State Hospital	(161)	4,172	4,172	50,068	12,517	37,551
3. Traffic Safety	(162)	833	500	10,000	1,540	8,460
4. TRC	(163)	173	2,078	2,078	2,078	-0-
5.						
6.						
FEDERAL FUNDS						
1. Grants						
a. Title I	(210)	11,588	-0-	139,052	59,852	79,200
b. HEW Operations	(211)	55,756	55,515	669,069	167,026	502,043
c. DHR Liaison	(212)	6,431	11,207	77,168	21,505	55,663
d. Title I - Follow the Child	(213)	550	660	6,602	660	5,942
e.						
f.						
g.						
GRAND TOTAL		$255,125	$223,819	$3,061,505	$773,312	$2,288,193

Attachment to IV-A-1
12/18/79

5

D East Texas Regional MHMR Services
NAME OF CENTER

November 15, 1979
DATE

		MONTHLY BUDGET	MONTHLY EXP.	ANNUAL BUDGET	CUMULATIVE EXP.	BALANCE YTD
PERSONNEL						
a. Salaries & Wages	(010)	$134,602	$123,118	$1,615,229	$367,376	$1,247,853
b. Salary & Merit Incrs.	(011)	883	-0-	10,600	1,244	9,356
c. Fringe Benefits	(020)	17,979	14,078	215,747	42,838	172,909
d. Consultation & Prof. Fees						
1. Direct Pat. Servs.	(030)	500	1,934	6,000	2,761	3,239
2. Other	(040)	500	90	6,000	704	5,296
TRAVEL - STAFF & BOARD	(050)	4,814	1,939	57,767	5,520	52,247
CONSUMABLE ITEMS						
a. Drugs	(060)	2,083	1,878	25,000	7,805	17,195
b. Food	(070)	2,642	3,362	31,700	9,635	22,065
c. Other	(080)	3,927	4,035	47,125	12,712	34,413
EQUIPMENT & FURNITURE						
a. Purchase	(090)	2,284	4	27,411	13,307	14,104
b. Rental	(100)	2,695	1,747	32,340	7,028	25,312
c. Repair & Maintenance	(110)	971	2,053	11,652	4,131	7,521
BUILDING						
a. Rent	(120)	11,251	10,189	135,021	30,570	104,451
b. Remodel & Renovation	(130)	400	-0-	4,800	500	4,300
c. Repair & Maintenance	(140)	874	1,173	10,485	3,517	6,968
VEHICLE						
a. Purchase	(150)	3,067	34,914	36,800	34,914	1,886
b. Rental	(160)	1,187	1,087	14,248	3,481	10,767
c. Oper. & Maint. Cost	(170)	2,815	3,486	33,781	11,731	22,050
CONTRACTS-SERV. AGENCIES	(180)	39,519	20,615	474,225	46,757	427,468
OTHER						
a. Postage, Telephone	(190)	6,002	2,446	72,027	13,043	58,984
b. Laboratory Expense	(191)	69	2	829	116	713
c. Client Transportation	(192)	-0-	-0-	-0-	-0-	-0-
d. Annual Audit	(193)	792	-0-	9,500	-0-	9,500
e. Insurance	(194)	5,011	4,676	60,127	13,601	46,526
f. Client Wages	(195)	4,167	5,930	50,000	18,099	31,901
g. Utilities	(196)	3,577	3,122	42,921	10,339	32,582
h. Emolument	(197)	350	350	4,200	1,050	3,150
i. Client Fringe	(198)	235	355	2,823	1,080	1,743
j. Miscellaneous	(199)	1,929	1,683	23,147	7,095	16,052
GRAND TOTAL		$255,125	$244,266	$3,061,505	$670,954	$2,390,551

Attachment to IV-A-1
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BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/79 - 11/15/79
AND THE MONTHLY BUDGET FOR THE PERIOD 11/16/79-8/31/80 BY COST CATEGORY

Cost Category		Annual Budgeted Amount	Quarterly Budgeted Amount	Expended and/or Encumbered	Balance Annual Budget	Balance Quarterly Budget	Monthly Budget
laries and wages	(010)	$ 1,615,229	$ 403,806	$367,376	$1,247,853	$36,430	$138,650
lary and merit	(011)	10,600	2,649	1,244	9,356	1,405	1,039
inge benefits	(020)	215,747	53,937	42,838	172,909	11,099	19,212
nsultation & Prof. fees							
Direct Patient Ser.	(030)	6,000	1,500	2,761	3,239	(1,261)	360
Other	(040)	6,000	1,500	704	5,296	796	588
avel-Staff & Board	(050)	57,767	14,442	5,520	52,247	8,922	5,805
nsumable Items							
Drugs	(060)	25,000	6,249	7,805	17,195	(1,556)	1,910
Food	(070)	31,700	7,926	9,635	22,065	(1,709)	2,452
Other (Office,etc.)	(080)	47,125	11,781	12,712	34,413	(931)	3,824
uipment & Furniture							
Purchase	(090)	27,411	6,852	13,307	14,104	(6,455)	1,567
Rental	(100)	32,340	8,085	7,028	25,312	1,057	2,812
Repairs & Mainten.	(110)	11,652	2,913	4,131	7,521	(1,218)	836
ilding							
Rent	(120)	135,021	33,753	30,570	104,451	3,183	11,606
Remodeling & Renov.	(130)	4,800	1,200	500	4,300	700	478
Repairs & Mainten.	(140)	10,485	2,622	3,517	6,968	(895)	774
nicle							
Purchase	(150)	36,800	9,201	34,914	1,886	(25,713)	210
Rental	(160)	14,248	3,561	3,481	10,767	80	1,196
Operating & Mainten.	(170)	33,781	8,445	11,731	22,050	(3,286)	2,450
ntracts with Service encies	(180)	474,225	118,557	46,757	427,468	71,800	47,496
ner							
Postage & Phone	(190)	72,027	18,006	13,043	58,984	4,963	6,554
Laboratory Exp.	(191)	829	207	116	713	91	79
Client Transport.	(192)	-0-	-0-	-0-	-0-	-0-	-0-
Annual Audit	(193)	9,500	2,376	-0-	9,50[illegible]	2,376	1,056

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BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/79-11/15/79
AND THE MONTHLY BUDGET FOR THE PERIOD 11/16/79-8/31/80 BY COST CATEGORY

Cost Category		Annual Budgeted Amount	Quarterly Budgeted Amount	Expended and/or Encumbered	Balance Annual Budget	Balance Quarterly Budget	Monthly Budget
Other continued:							
Insurance	(194)	$ 60,127	$ 15,033	$ 13,601	$ 46,526	$ 1,432	$ 5,170
Client Wages	(195)	50,000	12,501	18,099	31,901	(5,598)	3,545
Utilities	(196)	42,921	10,731	10,339	32,582	392	3,620
Emoluments	(197)	4,200	1,050	1,050	3,150	-0-	350
Client Fringe	(198)	2,823	705	1,080	1,743	(375)	194
Miscellaneous	(199)	23,147	5,787	7,095	16,052	(1,308)	1,784
Grand Total	(300)	$3,061,505	$ 765,375	$670,954	$2,390,551	$94,421	$265,617

Note: The amounts shown for the monthly budget are derived by applying 1/9 of the balance for each cost category.

BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/79-11/15/79 AND THE MONTHLY BUDGET FOR THE PERIOD 11/16/79-8/31/80 BY DISABILITY CATEGORY

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Disability Category	Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
Mental Health (amount of budget allocated and expended to serve people with mental health problems)	$ 1,479,713	$ 290,619	$ 1,189,094	$ 132,122
Mental Retardation (amount of budget allocated and expended to serve people with mental retardation problems)	1,183,206	299,343	883,863	98,207
Alcoholism (amount of budget allocated and expended to serve people with alcoholism problems)	367,621	75,066	292,555	32,506
Drug (amount of budget allocated and expended to serve people with drug problems)	30,965	5,926	25,039	2,782
Grand Total	$ 3,061,505	$670,954	$2,390,551	$265,617

Note: The amounts shown for the monthly budget are derived by applying 1/9 of the balance for each disability category. Costs pertaining to administration are prorated to the disability categories.

BUDGETED FUNDS RECEIVED FOR THE PERIOD 9/1/79-11/15/79 AND THE MONTHLY BUDGET FOR THE PERIOD 11/16/79-8/31/80 BY SOURCE OF FUNDS

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SOURCE OF FUNDS	BUDGETED AMOUNT	AMOUNT RECEIVED	BALANCE	MONTHLY BUDGET
Local				
1. County Government	$ 112,227	$ 3,483	$ 108,744	$ 12,083
2. Fees - Insurance	85,000	36,072	48,928	5,436
3. Title XX Protective Services	167,219	6,706	160,513	17,834
4. Title XX Services to Elderly	54,364	7,366	46,998	5,222
5. Senate Bill 230 & Transportation	58,700	12,100	46,600	5,177
6. TRC Reimbursements	45,000	7,365	37,635	4,182
7. ICF - MR	168,200	29,008	139,192	15,466
8. Title XX Reimbursements	90,000	90,000	-0-	-0-
9. Workshop Production	85,000	11,068	73,932	8,215
10. Donations	4,000	773	3,227	359
11. Interest	4,000	(479)	4,479	498
12. Food Stamps	10,800	1,835	8,965	996
13. Miscellaneous	9,865	1,161	8,704	967
14. C & E Services	8,000	-0-	8,000	889
15. Pineywoods ARC	-0-	1,300	(1,300)	(144)
16.				
17.				
State Grant-in-Aid	1,189,159	297,291	891,868	99,096
Supplemental Grant-in-Aid				
Other State				
1. Texas Comm. on Alcoholism	15,934	3,085	12,849	1,428
2. Rusk State Hospital	50,068	12,517	37,551	4,172
3. Traffic Safety	10,000	1,540	8,460	940
4. TRC	2,078	2,078	-0-	-0-
5.				
6.				
Federal				
1. Title I (89-313)	139,052	59,852	79,200	8,800
2. HEW Operations	669,069	167,026	502,043	55,783
3. DHR Liaison	77,168	21,505	55,663	6,185
4. Title I - Follow the Child	6,602	660	5,942	660
5.				
6.				
TOTAL	$3,061,505	$773,312	$2,288,193	$254,244

Note: The amounts shown for the monthly budget are derived by applying 1/9 of the balance for each source of funds

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BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/79-11/15/79
AND THE MONTHLY BUDGET FOR THE PERIOD 11/16/79-8/31/80 BY ORGANIZATIONAL UNIT

.U.#	Organizational Unit Name	Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
101	Central Administration	$ 343,153	$82,449	$260,704	$28,967
103	Personnel, Staff Dev. & Training	70,536	15,464	55,072	6,119
104	Research and Evaluation	33,048	4,703	28,345	3,149
202	Screening and Referral	150,069	29,403	120,666	13,407
203	Consultation and Education	43,037	8,862	34,175	3,797
301	Angelina Co. OPC	293,801	66,102	227,699	25,300
302	Jasper Co. OPC	104,597	27,019	77,578	8,620
303	Nacogdoches Co. OPC	147,947	37,673	110,274	12,253
304	Polk Co. CCC	84,590	19,034	65,556	7,284
305	Trinity Co. OPC	89,439	20,724	68,715	7,635
306	Tyler Co. OPC	84,572	22,074	62,498	6,944
307	DHR-Services to the Elderly	76,314	6,792	69,522	7,725
308	DHR-Protective Services	180,219	7,898	172,321	19,147
311	Shelby Co. OPC	92,952	20,975	71,977	7,998

BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/79-11/15/79
AND THE MONTHLY BUDGET FOR THE PERIOD 11/16/79- 8/31/80 BY ORGANIZATIONAL UNIT

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O.U.#	Organizational Unit Name	Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
404	Kirbyville Dev. Ctr	$ 47,890	$18,725	$29,165	$3,241
405	Newton Co. Dev. Ctr.	46,650	19,651	26,999	3,000
406	Tyler Co. Dev. Ctr.	40,725	14,848	25,877	2,875
407	San Jacinto Co. Dev. Ctr.	48,001	17,744	30,257	3,362
408	Angelina Co. Dev. Ctr.	9,000	1,815	7,185	798
409	Hardin Co. Adult Education	21,666	4,397	17,269	1,919
410	Houston Co. Adult Education	23,199	4,837	18,362	2,040
411	Jasper-Newton Co. Adult Education	21,933	6,530	15,403	1,711
412	Nacogdoches Co. Adult Education	25,819	6,593	19,226	2,136
413	Polk Co. Adult Education	18,217	3,322	14,895	1,655
414	Shelby Co. Adult Education	22,271	5,141	17,130	1,903
501	Hardin Co. SWS	50,216	10,210	40,006	4,445
502	Houston Co. SWS	53,828	11,258	42,570	4,730
503	Jasper-Newton Co. SWS	50,811	15,202	35,609	3,957
504	Lufkin Workshop & Oppor. Ctr.	84,200	21,050	63,150	7,017
505	Nacogdoches Co. SWS	60,886	15,352	45,534	5,059
506	Polk Co. SWS	42,170	7,714	34,456	3,828
507	Shelby Co. SWS	51,501	11,966	39,535	4,393

BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/79-11/15/79
AND THE MONTHLY BUDGET FOR THE PERIOD 11/16/79-8/31/80 BY ORGANIZATIONAL UNIT

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O.U.#	Organizational Unit Name	Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
601	Angelina Co. Day Treat. Prog.	$ 82,643	$ 19,123	$ 63,520	$ 7,058
701	Nacogdoches Co. HWH	69,078	15,780	53,298	5,922
702	Sunrise Manor	67,479	17,165	50,314	5,590
703	Shelby Co. HWH	132,720	31,659	101,061	11,229
704	Fairweather Lodge - Angelina Co.	2,303	14,020	(11,717)	(1,301)
803	Psychiatric Inpatient	194,025	7,680	186,345	20,705
	TOTAL	$3,061,505	$670,954	$2,390,551	$265,617

Note: The amounts shown for the monthly budget are derived by applying 1/9 of the balance for each organizational unit.

BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/79-11/15/79
AND THE MONTHLY BUDGET FOR THE PERIOD 11/16/79-8/31/80 BY SOURCE OF FUNDS

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Source of Funds	Budget Amount	Expanded and/or Encumbered	Balance	Monthly Budget
Local	$ 902,375	$157,084	$745,291	$ 82,810
State Grant-in-Aid	1,189,159	261,851	927,308	103,034
Supplemental G-I-A				
Other State				
1. TCA	15,934	3,945	11,989	1,332
2. RSH	50,068	11,185	38,883	4,320
3. Traffic Safety	10,000	41	9,959	1,107
4. TRC	2,078	11,906	(9,828)	(1,092)
5.				
Federal				
1. Title I	139,052	58,383	80,669	8,963
2. HEW Operations	669,069	151,258	517,811	57,535
3. DHR Liaison	77,168	15,214	61,954	6,884
4. Title I Follow-the Child	6,602	87	6,515	724
TOTALS	$3,061,505	$670,954	$2,390,551	$265,617

Note: The amounts shown for the monthly budget are derived by applying 1/9 of the balance for each source of funds.

BUDGETED FUNDS EXPENDED AND/OR ENCUMBERED FOR THE PERIOD 9/1/79-11/15/79 AND THE MONTHLY BUDGET FOR THE PERIOD 11/16/79-8/31/80 BY PROGRAM CATEGORY

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Program Category	Budgeted Amount	Expended and/or Encumbered	Balance	Monthly Budget
Administration	$ 446,737	$ 102,616	$ 344,121	$ 38,236
Screening & Referral/Emergency	193,106	38,265	154,841	17,204
Outpatient/Clinic Services	1,154,431	228,291	926,140	102,904
Special Education Classes	325,371	103,603	221,768	24,641
Day/Evening Care	82,643	19,123	63,520	7,058
Sheltered Work Training	393,612	92,752	300,860	33,429
Alternate Residential Care	271,580	78,624	192,956	21,440
24-hour Residential Care	194,025	7,680	186,345	20,705
Totals	$3,061,505	$670,954	$2,390,551	$265,617

Note: The amounts shown for the monthly budget are derived by applying 1/9 of the balance for each program category.

DEEP EAST TEXAS REGIONAL MHMR SERVICES

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CASH RECEIPTS FOR THE PERIOD 9/1/79-11/15/79 AND
PROJECTED CASH RECEIPTS FOR THE PERIOD 11/16/79-8/31/80

OURCE OF FUNDS	BUDGETED AMOUNT	RECEIPTS 9-1-79 -11-15-79	BALANCE	PROJECTED CASH RECEIPTS December	January	February	March	April	May	June	July-August
y vernment	$ 112,227	$ 3,483	$ 108,744	$ -0-	$ 13,593	$ 13,593	$ 13,593	$ 13,593	$ 13,593	$ 13,593	$ 27,186
t Patient es-Ins.	85,000	36,072	48,928	5,436	5,436	5,436	5,436	5,436	5,436	5,436	10,876
XX-Protective Serv.	167,219	6,706	160,513	10,000	15,000	19,359	19,359	19,359	19,359	19,359	38,718
XX-Serv. to Elderly	54,364	7,366	46,998	-0-	-0-	-0-	-0-	-0-	-0-	-0-	-0-
0 & Transportation	58,700	12,100	46,600	6,170	6,170	6,170	6,170	6,170	6,170	6,170	3,410
	45,000	7,365	37,635	3,600	3,600	4,600	4,600	4,600	4,600	4,600	7,435
MR	168,200	29,008	139,192	15,466	15,466	15,466	15,466	15,466	15,466	15,466	30,930
XX - Reimbursement	90,000	90,000	-0-	-0-	-0-	-0-	-0-	-0-	-0-	-0-	-0-
shop Production	85,000	11,068	73,932	4,000	4,000	4,000	4,500	5,000	6,000	8,500	17,000
ions	4,000	773	3,227	150	100	200	200	200	250	200	447
est	4,000	(479)	4,479	-0-	3,272	4,650	977	1,033	1,219	1,000	2,300
Stamps	10,800	1,835	8,965	920	920	920	920	920	920	920	1,840
llaneous	9,865	1,161	8,704	400	400	400	450	450	450	500	1,000
Services	8,000	-0-	8,000	-0-	559	-0-	-0-	1,957	1,886	209	3,389
-in-Aid	1,189,159	297,291	891,868	99,097	198,194	-0-	99,097	198,194	-0-	99,097	198,189
Comm. Alc.	15,934	3,085	12,849	-0-	4,283	-0-	-0-	4,283	-0-	-0-	4,283
State Hospital	50,068	12,517	37,551	-0-	-0-	-0-	12,517	-0-	-0-	12,517	12,517
ic Safety	10,000	1,540	8,460	-0-	2,820	-0-	-0-	2,820	-0-	-0-	2,820
	2,078	2,078	-0-	-0-	-0-	-0-	-0-	-0-	-0-	-0-	-0-
I	139,052	59,852	79,200	-0-	26,400	-0-	-0-	26,400	-0-	-0-	26,400
perations	669,069	167,026	502,043	56,000	56,000	56,000	56,000	56,000	56,000	56,000	110,043
Liaison	77,168	21,505	55,663	-0-	6,958	6,958	6,958	6,958	6,958	6,958	13,915
I - Follow the Child	6,602	660	5,942	660	660	660	660	660	660	660	1,322
ywoods ARC	-0-	1,300	(1,300)	-0-	-0-	-0-	-0-	-0-	-0-	-0-	-0-
	$3,061,505	$773,312	$2,288,193	$201,899	$363,831	$138,412	$246,903	$369,499	$138,967	$251,185	$514,020

DEEP EAST TEXAS REGIONAL MHMR SERVICES

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EXPENDITURES AND/OR ENCUMBRANCES FOR THE PERIOD 9/1/79 -11/15/79 AND
PROJECTED EXPENDITURES AND/OR ENCUMBRANCES FOR THE PERIOD 11/16/79-8/31/80

COST CATEGORY	BUDGETED AMOUNT	EXPENDED AND/R ENCUMBERED 9/1/79- 11/15/79	BALANCE	PROJECTED EXPENDITURES AND/OR ENCUMBRANCES						
				December	January	February	March	April	May-June	July-August
es-Wages	$1,615,229	$367,376	$1,247,853	$123,200	$123,200	$123,200	$123,200	$123,200	$246,400	$246,400
-Merit	10,600	1,244	9,356	550	550	300	700	700	1,500	1,500
Ben.	215,747	42,838	172,909	16,000	16,000	15,950	16,100	16,100	32,200	32,200
tation ct	6,000	2,761	3,239	360	360	360	360	360	720	719
r	6,000	704	5,296	500	300	500	300	500	800	800
	57,767	5,520	52,247	2,000	2,500	2,000	2,700	2,000	4,500	4,500
	25,000	7,805	17,195	2,000	2,000	2,100	2,100	2,100	4,200	4,200
	31,700	9,635	22,065	3,600	3,200	3,300	3,300	2,800	6,000	6,000
es	47,125	12,712	34,413	3,800	3,800	3,800	3,800	3,800	7,600	7,813
& Furn. chase	27,411	13,307	14,104	1,500	1,500	1,500	1,500	1,500	3,000	3,604
al	32,340	7,028	25,312	2,800	2,800	2,800	2,800	2,800	5,600	5,712
/Maint.	11,652	4,131	7,521	836	836	836	836	836	1,672	1,669
ng	135,021	30,570	104,451	10,190	10,190	10,190	10,190	10,190	20,380	20,380
/Renova.	4,800	500	4,300	200	200	200	200	200	400	400
/Maint.	10,485	3,517	6,968	774	774	774	774	774	1,548	1,550
e chase	36,800	34,914	1,886	-0-	-0-	-0-	-0-	-0-	-0-	-0-
al	14,248	3,481	10,767	1,208	1,245	1,245	1,245	1,245	2,490	2,490
./Maint.	33,781	11,731	22,050	3,900	4,100	4,200	4,300	4,300	9,000	9,000
Ser. Agns.	474,225	46,757	427,468	22,017	33,750	47,784	40,767	33,750	81,534	88,547
& Tele.	72,027	13,043	58,984	5,000	4,600	4,600	5,100	4,700	9,900	9,500
xpenses	829	116	713	70	70	70	70	70	140	170
Audit	9,500	-0-	9,500	-0-	-0-	-0-	-0-	-0-	-0-	9,500
nce	60,127	13,601	46,526	4,534	6,000	6,000	6,500	6,500	13,000	13,000
Wages	50,000	18,099	31,901	5,500	5,500	5,500	5,500	6,000	13,000	13,000
ies	42,921	10,339	32,582	3,600	3,600	3,600	3,600	3,600	7,500	8,000
nts	4,200	1,050	3,150	350	350	350	350	350	350	350
Fringe	2,823	1,080	1,743	300	300	300	325	375	780	780
laneous	23,147	7,095	16,052	2,500	2,000	2,000	2,000	2,000	4,000	4,000
	$3,061,505	$670,954	$2,390,551	$217,289	$229,725	$243,459	$238,617	$230,750	$478,214	$495,784

Deep East Texas MHMR
NAME OF CENTER

November 15, 1979
DATE

STATE GRANT-IN-AID

PROGRAM CATEGORY	MONTHLY BUDGET	MONTHLY RECEIPTS	ANNUAL BUDGET	CUMULATIVE RECEIPTS	BALANCE YTD
1. Administration	$18,941	$18,941	$ 227,295	$ 56,824	$170,471
2. Screening, Referral and Emergency	2,339	2,339	28,072	7,018	21,054
3. Outpatient Services	21,790	21,790	261,479	65,370	196,109
4. Special Education	11,110	11,110	133,315	33,329	99,986
5. Sheltered Work Training and Day/Evening Care	26,382	18,535	316,578	79,145	237,433
6. Alternate Residential/ 24-Hour Care	18,535	26,382	222,420	55,605	166,815
TOTALS	$99,097	$99,097	$1,189,159	$297,291	$891,868

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12/18/79

Deep East Texas MHMR
NAME OF CENTER

November 15, 1979
DATE

STATE GRANT-IN-AID

PROGRAM CATEGORY	MONTHLY BUDGET	MONTHLY EXPENSE	ANNUAL BUDGET	CUMULATIVE EXPENSE	BALANCE YTD
1. Administration	$18,941	$16,468	$ 227,295	$ 54,794	$172,501
2. Screening, Referral and Emergency	2,339	1,790	28,072	5,575	22,497
3. Outpatient Services	21,790	20,809	261,479	62,461	199,018
4. Special Education	11,110	9,760	133,315	30,992	102,323
5. Sheltered Work Training and Day/Evening Care	26,382	31,270	316,578	77,888	238,690
6. Alternate Residential/ 24-Hour Care	18,535	9,762	222,420	30,141	192,279
TOTALS	$99,097	$89,859	$1,189,159	$261,851	$927,308

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