

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

AUGUST 25, 1981

BOARD MEMBERS PRESENT:

Mr. V. B. Woods, Chairman
Judge Allen Sturrock, Vice-Chairman
Mr. R. B. Hille, Secretary
Nancy Speck, Ph.D., Treasurer
Mr. Ward R. Burke
Mr. George E. Gee
Rev. Robert Carter

BOARD MEMBERS ABSENT:

Mr. Perry Sampson
Mrs. Agnes Rhoder

OTHERS PRESENT:

Wayne Lawrence, Ph.D.	MHMR
Mr. Franklin Avant	MHMR
Mr. Sandy Skelton	MHMR
Mrs. Susan Rushing	MHMR
Mrs. Gloria Hutson	MHMR
Mrs. Robert Carter	Silsbee, Texas
Mrs. Lois Gee	Jasper, Texas

The 97th Meeting of the Board of Trustees was held in the Ward R. Burke Community Room of the Day Treatment/Administration Facility, 4101 S. Medford Drive, Lufkin, on Tuesday, August 25, 1981 at 5:30 p.m.

INVOCATION: Rev. Robert Carter gave the Invocation.

CALL TO ORDER AND RECOGNITION OF GUESTS: There being a quorum present, Chairman Woods called the meeting to order at 5:30 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 July Board Meeting, on a motion by Mr. Gee, seconded by Mr. Burke, the Board unanimously approved the minutes of the July 28, 1981 Board Meeting.

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

1. Roundtable Meeting August 5 - Contract for HWH Finalized
2. Texas Council Meeting in Houston - August 15 & Aug. 29-30
3. Judge Sturrock - 5 years on Board
4. 97th Regular Meeting of Board Tonight - Completing 7 Fiscal Years
5. Call on Division Directors for Reports

Director, Business Division

- a. Local Funds Report
- b. Business Managers Meeting
- c. Highway Department Audit

Director, Client Services Division

- a. Shelby County Advisory Council Meeting
- b. July - Memorial Inpatient - 19 People - Made thru Month
- c. Employed Rev. Dunn, Part Time - Sunrise Manor
- d. Status of PRC Appointments & PRC Meeting

Director, Program Support Services

- a. Client Data Training Meeting - Forms - Summary Data
- b. Labor Day Holiday - September 7
- c. Professional Advisory Committee Meeting
- d. Developing Code of Ethics for Staff

Discussion of Election of Officers and Appointments to Board
Committees (In Two Parts):

Part 1: Discussion of Election of Officers: On a motion by Mr. Burke, seconded by Mr. Gee, the Board unanimously approved the following officers for re-election:

Mr. V. B. Woods, Chairman

Judge Allen Sturrock, Vice-Chairman

Mr. R. B. Hille, Secretary

Nancy Speck, Ph.D., Treasurer

Part 2: Discussion of Appointments to Board Committees: On a motion by Rev. Carter, seconded by Mr. Hille, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the membership on the three standing committees of the Board be composed of the following members:

BUDGET AND FINANCE COMMITTEE Service Area

Nancy Speck, Ph.D. (Chairperson)	Northern
Rev. Robert Carter	Southern
R. B. Hille	Western

PROGRAM COMMITTEE:

Judge Allen Sturrock (Chairperson)	Southern
Ward R. Burke	Northern
Agnes Rhoder	Western

PERSONNEL & PUBLIC EDUCATION COMMITTEE:

George E. Gee (Chairperson)	Southern
Perry Sampson	Northern
V. B. Woods	Western

COMMITTEE RECOMMENDATIONS FOR BOARD APPROVAL

Budget and Finance Committee - Nancy Speck, Ph.D., Chairperson

Consideration of Treasurer's Report: On a motion by Rev. Carter, seconded by Mr. Hille, 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 Receivable-Internal Advances and Accounts Payable-Internal Advances for the month of July, 1981, be approved as submitted, THAT copies of each report be attached to the permanent Minutes of this Board Meeting, and THAT the budget over-expenditure be approved as reflected in Item 2.b. of the supporting document.

Consideration of Bids for Janitorial Services: On a motion by Rev. Carter, seconded by Mr. Hille, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the Board accept the bid in the amount of \$720.00 per month from Quality Building Maintenance for janitorial services at the Day Treatment/Administration Facility and the Angelina County Outpatient Clinic to run from September 1, 1981 through August 31, 1982; THAT the Executive Director be authorized to sign and issue the purchase order; and THAT this purchase order be subject to budgetary limitations and satisfactory performance on the part of the vendor.

Consideration of Proposed Service Agency Contracts for FY 1982: On a motion by Mr. Hille, seconded by Rev. Carter, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the proposed service agency contracts for FY 1982 be approved as submitted; THAT the Board Chairman be authorized to sign these contracts; and THAT said contracts be submitted to TDMHMR.

Program Committee - Judge Allen Sturrock, Chairman

Consideration of Annual Public Responsibility Committee Report:
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 Board accept the Annual Report of
the Public Responsibility Committee as
submitted.

Consideration of Proposed Board Policies and Annual Review of
Board Policy Manual (In Two Parts):

Part 1: Consideration of Proposed Board Policies: On a motion
by Mr. Burke, seconded by Mr. Gee, the Board unanimously approved
the following resolution:

RESOLVED, by the Board of Trustees, THAT
the proposed revised Board Policies be
approved as submitted and that they be
placed in the Board Policy Manual:

C-3	D-61
D-2	D-63
D-32	D-87
D-56	D-95

Part 2: Consideration of Annual Review of Board Policy Manual:
On a motion by Mr. Burke, seconded by Mr. Gee, the Board unani-
mously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT
each individual Board Member present any
suggestions, additions, deletions, or re-
visions to the Board Policy Manual at the
August 25, 1981 Board Meeting.

Consideration of Proposed Legislative Priorities: On a motion
by Judge Sturrock, seconded by Mr. Gee, the Board unanimously
approved the following resolution:

RESOLVED, by the Board of Trustees, THAT
the Board adopt the Legislative Program
proposed by the Texas Council of Community
MHMR Centers.

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Consideration of Proposed Resolution Regarding ICF-MR: On a motion by Mr. Burke, seconded by Mr. Gee, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the Board authorize the Administrative Secretary to sign and distribute the Board of Trustees Resolution authorizing the Executive Director to execute contracts and other documents with the Texas State Department of Human Resources for the purpose of participating in the ICF Vendor Program.

Personnel and Public Education Committee: George E. Gee, Chairman

Consideration of Membership in Council of Governments and Workers' Compensation Insurance Fund (In Two Parts):

Part 1: Consideration of Membership in Council of Governments: 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 Center maintain membership in the Deep East Texas Council of Governments (DETCOG) for FY 1982, THAT the Executive Director be authorized to pay the Center's dues, and THAT Mr. James A. Best continue to represent the Board on DETCOG's Board of Directors.

Part 2: Consideration of Membership in Workers' Compensation Insurance Fund: 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 Center continue participation in the Deep East Texas Workers' Compensation Fund and THAT the Executive Director be authorized to sign the Insurance Agreement.

Consideration of Proposed Holiday Schedule for FY 1982: 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 proposed Holiday Schedule for FY 1982 be approved as submitted.

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Consideration of Proposed Affirmative Action Plan: 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 approve the FY 1982 Affirmative Action Plan as submitted and THAT this Affirmative Action Plan be included in the Board Policy Manual.

Consideration of Personnel Matters (In Nine Parts):

The Meeting was called into 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. The Chairman excused guests from the meeting room at 6:45 p.m., stating that no Board action would be taken until the meeting was reopened.

Executive Session

Chairman Woods reopened the meeting to the public at 7:25 p.m. and asked Board consideration of the following items:

Part 1: Consideration of Renewal of Executive Director's Contract with the Board: 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 renew the three-year employment contract with the Executive Director as submitted covering the period of time from September 1, 1981, through August 31, 1984.

Part 2: Consideration of Revised Organizational Chart for FY 1982: 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 Organizational Chart be approved as submitted and THAT this Organizational Chart be effective September 1, 1981.

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Part 3: Consideration of Appointment of a Director, Client Services Division: 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 Mental Health Division and the Mental Retardation Division be combined to create the Client Services Division, THAT Mr. Sandy Skelton be appointed as Director of the Client Services Division, and THAT the Board Chairman and the Executive Director be authorized to sign and submit the appropriate forms to TDMHMR for approval.

Part 4: Consideration of Applicant for Administrator of Technical Programs I Position: 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 Executive Director be authorized to employ Eleanore Gersten, effective September 1, 1981, as an Administrator of Technical Programs I (Director, Consultation, Education, and Staff Development) in Position #011 on the FY 1982 Personal Services Schedule.

Part 5: Consideration of Applicant for Psychologist Position: 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 Executive Director be authorized to employ Frankie Clark, effective September 1, 1981, as a Psychologist in Position #014 on the FY 1982 Personal Services Schedule.

Part 6: Consideration of Applicant for Teacher Position, Kirbyville Developmental Center: The Board voted unanimously to table this item.

Part 7: Consideration of Applicant for Teacher Position, Silsbee Sheltered Workshop: The Board voted unanimously to table this item.

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Part 8: Consideration of the Creation of an Administrative Technician IV position, three Houseparent I positions and a Secretary I position: On a motion by Mr. Gee, seconded by Mr. Burke, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT Position #111, Administrative Technician IV (Unit Director); Positions #112, #113, and #114, Houseparent I; and Position #115, Secretary I be created September 1, 1981 and THAT the Executive Director be authorized to submit the appropriate forms to TDMHMR for approval.

Part 9: Consideration of the Creation of a Secretary III Position: On a motion by Mr. Gee, seconded by Mr. Burke, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT position #116, Secretary III, be created effective September 1, 1981 and THAT the Executive Director be authorized to submit the appropriate forms 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 schedule for the Board Meetings for September and October, 1981 was set as follows:

Wednesday, September 23, 1981 at Noon
Tuesday, October 27, 1981

Committee meetings will begin at 11:30 a.m. on September 23 with the Board meeting starting at 12:00 Noon; Committee meetings will begin at 4:30 p.m. on October 27 with the Board meeting starting at 5:00 p.m. in the Ward R. Burke Community Room.

APPROVED:



V. B. Woods, Chairman



R. B. Hille, Secretary

BOARD OF TRUSTEES RESOLUTION

STATE OF Texas

COUNTY OF Angelina

On the _____ day of _____, 1981, at a meeting of the Board of Trustees of Deep East Texas Regional Mental Health Mental Retardation Services, held in the City of Lufkin, Angelina County, _____

with a quorum of trustees present, the following resolution was adopted:

BE IT RESOLVED that the Board of Trustees of Deep East Texas Regional Mental Health Mental Retardation Services do hereby authorize

Wayne Lawrence, Ph.D., Executive Director

and his/her successors in office to negotiate a contract or contracts with the Texas State Department of Human Resources and to execute said contract or contracts on behalf of the organization for the purpose of participating in the Department's Title XIX ICF-MR program, and further we do hereby give him/her the power and authority to execute any and all documents incident to this transaction or any future transaction incident to participation in said program; and in addition, authorize to do any and all things necessary to implement, maintain, amend, or renew said contracts.

The above resolution was passed by a majority of those Trustees present and voting in accordance with established procedures of this community center for mental health and mental retardation established pursuant to Vernon's Texas Civil Statutes Article 5547-203.

I certify that the above and foregoing constitutes a true and correct copy of a part of the minutes of the meeting of the Board of Trustees of Deep East Texas Regional Mental Health Mental Retardation Services held on the 25th day of August, 1981.

Gloria Hutson

Administrative Secretary

Subscribed and sworn before me, Lavetta Henderson, a Notary

Public for the County of Angelina, on the 25th day of August, 1981.

Lavetta Henderson

Notary Public, County of Angelina
State of Texas

July 31, 1981

<u>ASSETS</u>	<u>GENERAL OPERATING FUND</u>	<u>GENERAL FIXED ASSETS FUND</u>	<u>TOTAL</u>
Current Assets:			
Cash in Bank	\$343,382.87		\$ 343,382.87
Petty Cash	255.00		255.00
Accounts Receivable-Client Fees \$173,486.40			
Less: Allowance for Uncollect- able Accounts (85,125.65)			
Net Accounts Receivable	88,360.75		88,360.75
Accounts Receivable-Other	97,735.84		97,735.84
Accounts Receivable-Internal Advances*	100.00		100.00
Food Stamps on Hand	2,121.00		2,121.00
Prepaid Expenses	5,330.03		5,330.03
TOTAL CURRENT ASSETS	537,285.49		537,285.49
Amount To Be Provided Under Capital Lease Agreements	121,040.67		121,040.67
Provision/Long-Term Agreement	26,166.07		26,166.07
General Fixed Assets - At Cost:			
Equipment - Furniture/Fixtures		\$ 454,845.21	454,845.21
Vehicles		182,592.75	182,592.75
Land		60,000.00	60,000.00
Building		325,645.06	325,645.06
TOTAL FIXED ASSETS		\$1,023,083.02	\$1,023,083.02
TOTAL ASSETS	\$684,492.23	\$1,023,083.02	\$1,707,575.25
<u>LIABILITIES, RESERVES & FUND BALANCE</u>			
Current Liabilities:			
Accounts Payable	\$ 20,880.51		\$ 20,880.51
Accounts Payable-Internal Advances*	100.00		100.00
FICA Tax Payable	3.35		3.35
Sales Tax Payable (2.52)			(2.52)
Retirement Payable	4,163.39		4,163.39
Prepaid Income	101,849.33		101,849.33
TOTAL CURRENT LIABILITIES	126,994.06		126,994.06
Obligation Under Capital Lease Agreements	121,040.67		121,040.67
Obligation Under Long-Term Agreement	26,166.07		26,166.07
TOTAL LIABILITIES	274,200.80		274,200.80
Reserve for Investment in Fixed Assets		\$1,023,083.02	1,023,083.02
Reserve for Encumbrances	2,720.39		2,720.39
Fund Balance	407,571.04		407,571.04
TOTAL LIABILITIES, RESERVES & FUND BALANCE	\$684,492.23	\$1,023,083.02	\$1,707,575.25

*Analysis of Accounts Receivable/Accounts Payable - Internal Advances:

Advance to Title I from SB 230 \$ 100.00

CASH POSITION STATEMENT

Cash in Bank:	
Operating Account	\$ 72,285.85
DHHS Operations Account	20,667.92
Savings/Pension Account	4,163.39
Title I Account	36.98
Senate Bill 230 Account	37,522.73
TRC-Sabine/San Augustine Account	2,980.63
TRC-Tyler Account	249.11
FICA Account	4,608.57
Payroll Account	100.20
Reserve Operating Account	168,000.00
Land Account	32,767.49
TOTAL CASH IN BANK	\$343,382.87
Petty Cash	255.00
TOTAL CASH ON HAND	\$343,637.87

OPERATING STATEMENT

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July, 1981

<u>INCOME</u>	<u>RECEIPTS</u>	<u>RECEIVABLES</u>	<u>TOTAL</u>
Angelina County	\$ 3,883.94	\$ -0-	\$ 3,883.94
McCogdoches County	-0-	1,374.13	1,374.13
Newton County	948.00	-0-	948.00
Polk County	-0-	820.50	820.50
Sabine County	-0-	208.37	208.37
San Augustine County	-0-	208.37	208.37
San Jacinto County	-0-	342.25	342.25
Shelby County	-0-	366.81	366.81
Trinity County	825.00	-0-	825.00
Client Fees	9,015.29	-0-	9,015.29
Title XX-Protective Services	-0-	4,849.33	4,849.33
Texas Rehabilitation Commission	309.00	638.25	947.25
ICF-MR	1,815.15	39,878.74	41,693.89
Workshop Production	6,339.82	-0-	6,339.82
Donations	15.00	-0-	15.00
Interest	2,345.46	-0-	2,345.46
Food Stamps	910.00	-0-	910.00
Miscellaneous	3,059.09	252.50	3,311.59
Grant-in-Aid	101,849.33	-0-	101,849.33
Rusk State Hospital	-0-	4,333.25	4,333.25
DHHS Operations	55,666.00	-0-	55,666.00
DHR Liaison	814.78	9,300.00	10,114.78
Office of Traffic Safety	-0-	434.20	434.20
Title I	-0-	890.00	890.00
Title I-Follow the Child	-0-	.03	.03
TOTALS	<u>\$187,795.86</u>	<u>\$63,896.73</u>	<u>\$251,692.59</u>
<u>EXPENDITURES</u>	<u>DISBURSEMENTS</u>	<u>ENCUMBRANCES</u>	<u>TOTAL</u>
Salaries & Wages	\$115,962.87	\$ -0-	\$115,962.87
Salary & Merit Increases	988.00	-0-	988.00
FICA	15,554.38	-0-	15,554.38
Insurance-Hospitalization/Life/Dental	5,275.40	-0-	5,275.40
Retirement	2,039.14	-0-	2,039.14
Consultation & Prof. Fees-Direct	1,953.50	-0-	1,953.50
Travel	855.84	-0-	855.84
Drugs	-0-	(142.20)	(142.20)
Food	1,146.54	-0-	1,146.54
Supplies	813.65	708.10	1,521.75
Equipment & Furniture/Rental	2,697.83	-0-	2,697.83
Equipment & Furniture/Repair & Maintenance	856.87	-0-	856.87
Building/Rent	15,912.00	-0-	15,912.00
Building/Repair & Maintenance	1,653.40	-0-	1,653.40
Vehicle/Purchase	916.98	-0-	916.98
Vehicle/Rental	140.00	-0-	140.00
Vehicle/Operating & Maintenance Costs	2,765.78	259.29	3,025.07
Contracts with Service Agencies	13,666.97	2,775.00	16,441.97
Postage	996.98	-0-	996.98
Laboratory Expense	50.00	-0-	50.00
Telephone	3,695.89	-0-	3,695.89
Insurance	6,235.65	-0-	6,235.65
Client Wages	6,337.60	-0-	6,337.60
Utilities	4,113.71	-0-	4,113.71
Emolument	350.00	-0-	350.00
Client Fringe	324.89	-0-	324.89
Miscellaneous	645.48	-0-	645.48
TOTALS	<u>\$205,949.35</u>	<u>\$ 3,600.19</u>	<u>\$209,549.54</u>

ATTACHMENT FOR ITEM V-A-1
8/25/81

July, 1981

DRUGS:

TPERF - \$10,931.49 (2 Months)

EQUIPMENT & FURNITURE/RENTAL:

Computer Equipment - \$1,039.37

BUILDING/RENT:

Angelina County OPC - \$2,800.00
Sunrise Manor - \$2,500.00

CONTRACTS:

Memorial Hospital - \$30,191.48
Robert L. Turner, M. D. - \$5,645.00
George B. Tipton, M. D. - \$2,285.00
Max Himel, M. D. - \$1,615.00

ANNUAL AUDIT:

Alexander & Rogers, Inc. - \$1,187.50

MISCELLANEOUS:

Printing of Budgets - \$1,188.80

INCOME FUND
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 September 1, 1980 - July 31, 1981

LINE ITEM	OBJECT	ANNUAL BUDGET	MONTHS' BUDGET	RECEIVED AND/OR ENCUMBERED YTD	OVER/ (UNDER) AS OF 7/31/81	PROJECTED OVER/(UNDER) FOR THE YEAR
50200	Angelina County	\$ 27,182	\$ 24,917	\$ 27,182	\$ 2,265	\$ -0-
50210	Hardin County	12,970	11,889	12,970	1,081	-0-
50220	Houston County	6,584	6,035	6,584	549	-0-
50230	Jasper County	10,450	9,579	10,450	871	-0-
50240	Nacogdoches County	16,490	15,116	15,116	-0-	-0-
50250	Newton County	5,678	5,205	5,680	475	-0-
50260	Polk County	9,846	9,026	9,026	-0-	-0-
50265	Sabine County	2,500	2,292	2,292	-0-	-0-
50270	San Augustine County	2,500	2,292	2,292	-0-	-0-
50280	San Jacinto County	4,107	3,765	3,765	-0-	-0-
50290	Shelby County	4,400	4,033	4,033	-0-	-0-
50291	Trinity County	4,953	4,540	4,953	413	-0-
50292	Tyler County	7,067	6,478	7,067	589	-0-
50700	Patient Fees	164,000	150,333	94,276*	(56,057)	(58,724)
50710	Protective Services	79,725	73,081	31,548	(41,533)	(41,857)
50720	Texas Rehabilitation Commission	54,474	49,934	22,069	(27,865)	(31,400)
50730..	ICF-MR	187,000	171,417	264,752	93,335	126,757
50740	SB 230	68,500	62,792	72,600	9,808	4,100
50900	Workshop Production	90,000	82,500	77,934	(4,566)	(4,000)
50910	Donations	6,000	5,500	37,618	32,118	31,718
50920	Interest Income	12,000	11,000	16,150	5,150	10,150
50930	Food Stamps	12,000	11,000	5,121	(5,879)	(6,400)
50940	C & E Services	6,000	5,500	283	(5,217)	(5,717)
50950	Miscellaneous Income	9,000	8,250	40,695	32,445	35,380
51100	Grant-in-Aid	1,222,192	1,120,343	1,120,343	-0-	-0-
51600	Rusk State Hospital	51,999	47,666	47,666	-0-	-0-
51610	TRC-Sabine/San Augustine	36,766	33,702	36,678	2,976	(88)
51620	TRC-Tyler	37,798	34,648	40,991	6,343	5,793
52100	DHHS Operations	668,000	612,333	612,326	(7)	-0-
52110	DHR-Liaison	89,000	81,583	72,252	(9,331)	(7,430)
52120	Traffic Safety	12,000	11,000	8,063	(2,937)	(3,430)
52130	Title I	13,504	12,379	10,726	(1,653)	(1,000)
52140	DDA	30,000	27,500	24,953	(2,547)	(5,047)
52150	Title I - Follow the Child	9,565	8,768	9,565	797	-0-
	TOTALS	<u>\$2,974,250</u>	<u>\$2,726,396</u>	<u>\$2,758,019</u>	<u>\$ 31,623</u>	<u>\$ 48,805</u>

ATTACHMENT FOR ITEM V-A-1
 8/25/81

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September 1, 1980 - July 31, 1981

*Patient Fees Billed
Estimated Bad Debts
Net Patient Income
Net Receivables
Patient Fees Received

\$176,657
(44,164)
132,493
(38,217)
\$ 94,276

ATTACHMENT FOR ITEM V-A-1
8/25/81

September 1, 1980 - July 31, 1981

LINE ITEM	OBJECT	ANNUAL BUDGET	MONTHS' BUDGET	EXPENDED AND/OR ENCUMBERED YTD	OVER/ (UNDER) AS OF 7/31/81	PROJECTED OVER/(UNDER) FOR THE YEAR
60100	Salaries & Increases	\$1,649,612	\$1,512,144	\$1,387,128	(\$125,016)	(\$146,054)
60200	Fringe Benefits	275,469	252,513	258,628	6,115	5,900
60300	Consultation & Professional Fees-Direct	10,000	9,167	17,140	7,973	8,740
60400	Consultation & Professional Fees-Other	9,000	8,250	5,503	(2,747)	(3,497)
60500	Travel	27,500	25,208	22,294	(2,914)	(4,306)
60600	Drugs	37,000	33,917	47,708	13,791	13,520
60700	Food	48,000	44,000	35,318	(8,682)	(11,536)
60800	Supplies	43,000	39,417	84,294	44,877	40,794
60900	Equipment & Furniture/Purchase	24,565	22,518	32,733	10,215	8,168
61000	Equipment & Furniture/Rental	34,704	31,812	39,572	7,760	7,568
61100	Equipment & Furniture/Repair & Maintenance	15,000	13,750	12,155	(1,595)	(2,045)
61200	Building/Rent	138,000	126,500	155,559	29,059	33,471
61300	Building/Remodeling & Renovation	5,000	4,583	26,486	21,903	21,486
61400	Building/Repair & Maintenance	15,500	14,208	24,774	10,566	10,627
61500	Vehicles/Purchase	13,000	11,917	27,293	15,376	15,210
61600	Vehicles/Rental	15,000	13,750	8,290	(5,460)	(6,550)
61700	Vehicles/Operating & Maintenance Costs	40,000	36,667	55,187	18,520	18,087
61800	Contracts with Service Agencies	321,000	294,250	325,930	31,680	45,988
61900	Postage	13,879	12,722	11,015	(1,707)	(2,064)
61910	Laboratory Expense	7,800	7,150	6,798	(352)	(952)
61920	Telephone	41,621	38,152	50,154	12,002	12,433
61930	Annual Audit	8,500	7,792	-0-	(7,792)	2,500
61940	Insurance	40,500	37,125	47,346	10,221	8,310
61950	Client Wages	64,000	58,667	70,550	11,883	12,850
61960	Utilities	38,500	35,292	52,692	17,400	18,292
61970	Emolument	4,200	3,850	2,450	(1,400)	(1,400)
61980	Client Fringe	3,900	3,575	3,816	241	246
61990	Miscellaneous	30,000	27,500	29,798	2,298	498
	TOTALS	<u>\$2,974,250</u>	<u>\$2,726,396</u>	<u>\$2,840,611</u>	<u>\$114,215</u>	<u>\$106,284</u>

ATTACHMENT FOR ITEM V-A-1
8/25/81

COST CATEGORY	BUDGETED AMOUNT	ACTUAL EXPENDITURES AS OF 7/31/81	BUDGET BALANCE	PROJECTED BALANCE	PROJECTED EXPENDITURES					
					August					
Salaries-Wages	1,640,712	1,379,536	261,176	115,400	115,400					
Salary-Merit	8,900	7,592	1,308	1,030	1,030					
Fringe Benefits	275,469	258,628	16,841	22,741	22,741					
Consultation										
Direct	10,000	17,140	(7,140)	1,600	1,600					
Other	9,000	5,503	3,497	-0-	-0-					
Travel	27,500	22,294	5,206	900	900					
Drugs	37,000	47,695	(10,695)	2,825	2,825					
Food	48,000	34,782	13,218	1,682	1,682					
Supplies	43,000	81,583	(38,583)	2,211	2,211					
Equip. & Furn.										
Purchase	24,565	32,733	(8,168)	-0-	-0-					
Rental	34,704	39,572	(4,868)	2,700	2,700					
Rep./Maint.	15,000	12,155	2,845	800	800					
Building										
Rent	138,000	155,559	(17,559)	15,912	15,912					
Rem./Renovation	5,000	26,486	(21,486)	-0-	-0-					
Rep./Maintenance	15,500	24,727	(9,227)	1,400	1,400					
Vehicle										
Purchase	13,000	27,293	(14,293)	917	917					
Rental	15,000	8,290	6,710	160	160					
Oper./Maintenance	40,000	54,727	(14,727)	3,360	3,360					
Cont. Ser. Agns.	321,000	306,283	14,717	60,705	60,705					
Post. & Tele.	55,500	61,169	(5,669)	4,700	4,700					
Lab Expenses	7,800	6,798	1,002	50	50					
Annual Audit	8,500	-0-	8,500	11,000	11,000					
Insurance	40,500	47,346	(6,846)	1,464	1,464					
Client Wages	64,000	70,550	(6,550)	6,300	6,300					
Utilities	38,500	52,692	(14,192)	4,100	4,100					
Emoluments	4,200	2,450	1,750	350	350					
Client Fringe	3,900	3,816	84	330	330					
Miscellaneous	30,000	29,798	202	700	700					
TOTALS	2,974,250	2,817,197	157,053	263,337	263,337					

ATTACH
FOR
ITEM
V-A-1
8/25/8

SUMMARY OF STATE GRANT-IN-AID
RECEIPTS AND EXPENDITURES

July 31, 1981
DATE

RECEIPTS

PROGRAM CATEGORY	MONTHLY BUDGET	MONTHLY RECEIPTS	ANNUAL BUDGET	CUMULATIVE RECEIPTS	BALANCE YTD
Administration	19,500	19,500	234,007	214,507	19,500
Screening & Referral/ Emergency	2,417	2,417	29,000	26,583	2,417
Outpatient Services	22,167	22,167	266,005	243,838	22,167
Special Education	12,087	12,087	145,047	132,960	12,087
Sheltered Work Training and Day/Evening Care	26,919	26,919	323,025	296,106	26,919
Alternate Residential/ 24-Hour Care	18,759	18,759	225,108	206,349	18,759
TOTALS	101,849	101,849	1,222,192	1,120,343	101,849

EXPENDITURES

PROGRAM CATEGORY	MONTHLY BUDGET	MONTHLY EXPENSES	ANNUAL BUDGET	CUMULATIVE EXPENSES	BALANCE YTD
Administration	19,500	18,501	234,007	207,345	26,662
Screening & Referral/ Emergency	2,417	1,485	29,000	27,487	1,513
Outpatient Services	22,167	16,519	266,005	222,835	43,170
Special Education	12,087	5,494	145,047	122,221	22,826
Sheltered Work Training and Day/Evening Care	26,919	3,916	323,025	295,972	27,053
Alternate Residential/ 24-Hour Care	18,759	(29,546)	225,108	200,958	24,150
TOTALS	101,849	16,369	1,222,192	1,076,818	145,374