

MINUTES

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

FEBRUARY 25, 1986

BOARD MEMBERS PRESENT:

Judge Allen Sturrock, Chairman
Nancy Speck, Ph.D., Vice Chairman
Mr. George E. Gee, Secretary
Reverend Robert Carter, Treasurer
Mr. Ward R. Burke
Mr. Dan D. Dominey
Mr. Perry Sampson

BOARD MEMBER ABSENT:

Mrs. Agnes Rhoder

OTHERS PRESENT:

Jim McDermott, Ph.D.	MHMR
Mr. Sandy Skelton	MHMR
Mrs. Susan Rushing	MHMR
Mrs. Linda Naff	MHMR
Mr. Larry Heaton	MHMR
Mr. Joe McCulley	MHMR
Mrs. Sandy Vann	MHMR

The 154th meeting of the Board of Trustees was held in the Ward R. Burke Community Room of the Central Administration Facility, 4101 South Medford Drive, Lufkin, on Tuesday, February 25, 1986 at 5:30 P.M.

INVOCATION: Reverend Robert Carter gave the invocation.

CALL TO ORDER AND RECOGNITION OF GUESTS: There being a quorum present, Chairman Sturrock called the meeting to order at 5:30 P.M. There were no guests in attendance.

APPROVAL OF MINUTES OF PREVIOUS BOARD MEETING: There being no additions or corrections to the Minutes of the January Board Meeting, on a motion by Mr. Burke, seconded by Mr. Gee, the Board unanimously approved the Minutes of the January 28, 1986 Board Meeting.

COMMITTEE RECOMMENDATIONS FOR BOARD APPROVAL

Budget and Finance Committee - Rev. Robert Carter, Chairman

Consideration of Treasurer's Report: On a motion by Reverend Carter, seconded by Mr. Dominey, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the Balance Sheet, Operating Statement, Statement of Changes in Fund Balance and Reserve, Internal Advances - Accounts Receivable, Internal Advances - Accounts Payable, and Budget Summaries of Receipts and Expenditures for the month of January, 1986, be approved as submitted, THAT the budget over-expenditure be approved as reflected in Item 5.b. of the Supporting Document; and THAT copies of each report be attached to the permanent Minutes of this Board Meeting.

Consideration of Revised 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 Board Policies be approved as submitted, THAT each Board Member receive a copy of the updated Policies, and THAT a copy of the revised Board Policy Manual be kept on file in the office of the Executive Director.

Consideration of Disposition of Delinquent Accounts Receivable: On a motion by Reverend Carter, seconded by Mr. Dominey, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the lists of client accounts which have been inactive for at least six months be written off as uncollectible accounts receivable, and THAT a copy of these accounts be maintained on file in the office of Financial Services.

Consideration of Purchase of Telephone Equipment for Houston County MHMR Center: On a motion by Reverend Carter, seconded by Mr. Sampson, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the purchase of telephone equipment for the Houston County MHMR Center from Contel Service Corporation in the amount of \$2,563.00 is approved; THAT the Executive Director is authorized to sign and

issue the purchase order and contract for the purchase of the equipment; and THAT a copy of the contract be maintained in the office of Financial Services.

Consideration of Purchase of Land: On a motion by Reverend Carter, seconded by Mr. Gee, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the purchase of land located at 4101 South Medford Drive, Lufkin, Texas as described in Exhibit "A" of lease for said land be approved; THAT the purchase be made in April, 1986 or at such date as the owner is agreeable to the exercising of an option for the early purchase of the land; THAT the Executive Director be authorized to pay to Richard Youngblood, owner of said land, \$60,000.00 for the land; and THAT a copy of the Deed of Trust and other legal documents pertaining to ownership of the land be maintained on file in Financial Services.

Program Committee - Mr. Ward R. Burke, Chairman

Consideration of Proposed Management Workshop: 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 Executive Director be authorized to proceed with plans to conduct a Management Workshop, and THAT a copy of the agenda be attached to the permanent Minutes of this Board meeting.

Consideration of FY 1987 ECI Grant: 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 FY 1987 Early Childhood Intervention Grant be approved as submitted, THAT the Executive Director be authorized to sign and submit the application, and THAT a copy of the application be maintained on file in the office of the Director, Community Services.

Consideration of Approval of DDA Continuation Grant: On a motion by Mr. Burke, seconded by Mr. Sampson, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the

proposed Developmental Disabilities Grant Application be approved as submitted; THAT the Executive Director be authorized to sign said Application, and THAT a copy of the Application be attached to the permanent Minutes of this Board meeting.

Consideration of DHS Contract (In Two Parts):

Part 1: Consideration of Contract for Preparation for Independent Living Program: 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 Executive Director be authorized to enter into a contract with the Department of Human Services to provide Preparation for Independent Living services, and THAT the Board Chairman and Executive Director be authorized to sign and submit the appropriate paperwork to TDMHMR for approval.

Part 2: Consideration of Proposed Contract for In-Home Services: 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 Executive Director be authorized to enter into a contract with the Department of Human Services to provide in-home services, THAT five Community Service Aide III positions be added to the FY 1986 Personal Services Schedule, and THAT the Board Chairman and Executive Director be authorized to sign and submit the appropriate paperwork to TDMHMR for approval.

Personnel and Public Education Committee - Mr. Perry Sampson, Chairman

Consideration of Vehicle, Content, and Liability Insurance Program: On a motion by Mr. Dominey, seconded by Mr. Sampson, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the Vehicle, Content, and Professional Liability Insurance Plan offered by St. Paul Insurance Company be renewed from March 1, 1986 through February 28, 1987, and THAT the insurance policy be maintained in the file at Central Administration.

Consideration of Appointment of Trustee for Center Retirement Program: On a motion by Mr. Sampson, seconded by Mr. Gee, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT Mr. V. B. Woods be removed as a Trustee for the Center's Employee Profit Sharing Plan and Trust, THAT Mr. Dan Dominey be added as a Trustee effective March 1, 1986, and THAT a copy of the Resolution and Amendment be maintained in the Personnel Office.

Consideration of Revised Public Information Program: On a motion by Mr. Gee, seconded by Mr. Sampson, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT they do hereby authorize Jim McDermott, Ph.D., Executive Director, to implement the proposed Public Information program as described in Attachment #1, and THAT a copy of the program description be kept on file in the office of the Director of Special Services.

Consideration of Nominees to County Advisory Councils: On a motion by Mr. Dominey, seconded by Mr. Sampson, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the following proposed nominees be appointed members of county advisory councils: John Oglesbee, Jr. of San Augustine County, Mary Ponder of San Augustine County, and Betsy Stafford of Tyler County; and THAT a copy of their Certificates of Appointment be attached to the permanent Minutes of this Board meeting.

Consideration of Resolution of Appreciation: On a motion by Mr. Sampson, seconded by Mr. Gee, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the Board Chairman, Board Secretary, and the Executive Director be authorized to sign and present a Resolution of Appreciation to Mrs. C. Gaffney Phillips, and that a copy of the Resolution be attached to the permanent Minutes of this Board meeting.

Consideration of Personnel Matters (In Nine Parts)

The meeting was called into 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 6:28 P.M., stating that no Board action would be taken until the meeting was reopened.

Executive Session

Chairman Sturrock reopened the meeting to the public at 7:50 P.M. and asked Board consideration of the following items:

Part 1: Consideration of Creation of ADP Programmer III Position: On a motion by Mr. Gee, seconded by Mr. Dominey, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT Position #194, ADP Programmer III, be added to the FY 1986 Personal Service Schedule, THAT this change be effective March 1, 1986, and THAT the Board Chairman and Executive Director be authorized to sign and submit the appropriate paperwork to TDMHMR for approval.

Part 2: Consideration of LVN I position at Shelby MHMR Center: On a motion by Mr. Gee, seconded by Mr. Sampson, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, that LVN I position, #197, be added to the FY 1986 Personal Services Schedule; THAT this action be effective March 1, 1986; and THAT the Board Chairman and Executive Director be authorized to sign and submit the appropriate paperwork to TDMHMR.

Part 3: Consideration of CSA III position, Hardin MHMR Center: On a motion by Mr. Gee, seconded by Mr. Dominey, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, that CSA III position, #199, be added to the FY 1986 Personal Services Schedule; THAT this action be effective March 1, 1986, and THAT the Board Chairman and Executive Director be authorized to sign and submit the appropriate paperwork to TDMHMR.

Part 4: Consideration of Upgrading CSA III position to MHMR Supervisor position at Jasper MHMR Center: The Board voted unanimously to table this item.

Part 5: Consideration of Upgrading LVN I position to MHMR Supervisor position at Jasper MHMR Center: The Board voted unanimously to table this item.

Part 6: Consideration of CSA III position, Shelby MHMR Center: On a motion by Mr. Gee, seconded by Mr. Sampson, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT a CSA III position, #198, be added to the FY 1986 Personal Services Schedule; THAT this action be effective March 1, 1986; and THAT the Board Chairman and Executive Director be authorized to sign and submit the appropriate paperwork to TDMHMR.

Part 7: Consideration of Applicant for Social Service Program Director I - Hardin Outpatient Services: On a motion by Mr. Gee, seconded by Mr. Sampson, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the Executive Director be authorized to employ Mr. Richard L. Mik as Social Service Program Director I in Position #193 on the FY 1986 Personal Services Schedule.

Part 8: Consideration of the Creation of a Caseworker II, LVN I, and Secretary II position at Hardin Outpatient Services: On a motion by Mr. Gee, seconded by Mr. Sampson, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT a Caseworker II, position #206; LVN I, position #207; and Secretary II, position #208, be added to the FY 1986 Personal Services Schedule, THAT the Executive Director be authorized to employ current TDMHMR staff members Nelda White, Faye Williams, and Joyce Cartrett, respectively, in these positions, THAT they be granted tenure with the Center commensurate with their tenure with the State, and THAT the Executive Director and Board Chairman be authorized to sign and submit the appropriate paperwork to TDMHMR.

Part 9: Consideration of Applicant for Social Service Program Director I - Tyler County MHMR Center: On a motion by Mr. Gee, seconded by Mr. Sampson, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the Executive Director be authorized to promote

Larry King from Psychologist, Continuity of Care, to Social Service Program Director I, in Position #019 at the Tyler County MHMR Center, and THAT this change be made on the FY 1986 Personal Services Schedule.

EXECUTIVE DIRECTOR'S REPORT

1. Summary of Clients Served Report (see attached)
2. Report on upcoming presentation to State Board
3. Strategy for approaching counties for funds
4. Problems with Medicare Certification
5. Call on Directors for reports

Director, Financial Services

- a. Local Funds Report - Coming in slow (see attached)

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

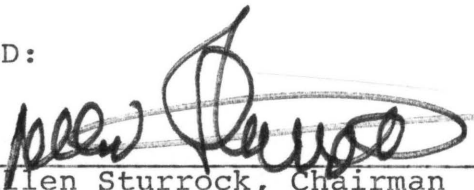
DESIGNATION OF DATE, TIME, AND LOCATION OF NEXT BOARD MEETING:

The schedule for the Board Meetings for March and April is as follows:

Monday, March 31, 1986
Tuesday, April 22, 1986

Committee meetings will begin at 5:00 P.M. on March 31st, and the Board Meeting will begin at 5:30 P.M.

APPROVED:



Judge Allen Sturrock, Chairman



Mr. George E. Gee, Secretary

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DEEP EAST TEXAS REGIONAL MHMR SERVICES
REVENUE BY FUND
9/1/85 - 1/31/86

SOURCE	ANNUAL BUDGET	MONTHLY BUDGET	JANUARY REV. & REC.	JANUARY OVER/(UNDER)	Y-T-D REV & REC	Y-T-D OVER/(UNDER)	Y-T-D BAL REMAINING	REVISED MO. BUDGET
Angelina County	29,286	2,441	2,440	(1)	12,202	(3)	17,084	2,441
Hardin County	14,532	1,211	1,211	0	6,055	0	8,477	1,211
Houston County	6,584	549	0	(549)	6,584	3,839	0	0
Jasper County	11,595	966	966	0	4,831	1	6,764	966
Nacogdoches County	17,963	1,497	1,497	0	7,485	0	10,478	1,497
Newton County	5,986	499	499	0	2,494	(1)	3,492	499
Polk County	9,846	821	820	(1)	4,102	(3)	5,744	821
Sabine County	2,838	236	236	0	1,182	2	1,656	237
San Augustine County	2,802	234	233	(1)	1,167	(3)	1,635	234
San Jacinto County	4,107	342	342	0	1,711	1	2,396	342
Shelby County	6,400	533	534	1	2,667	2	3,733	533
Trinity County	5,127	427	427	0	2,136	1	2,991	427
Tyler County	7,609	634	634	0	3,170	0	4,439	634
Temple Grant	150,000	12,500	6,839	(5,661)	58,295	(4,205)	91,705	13,101
Client Fees	347,455	28,955	(866)	(29,821)	119,839	(24,936)	227,616	32,517
Title XX - Protective Services	23,800	1,983	904	(1,079)	3,125	(6,790)	20,675	2,954
Texas Rehabilitation Commission	12,000	1,000	779	(221)	3,634	(1,366)	8,366	1,195
ICF - MR	405,598	33,800	32,173	(1,627)	168,170	(830)	237,428	33,918
SB 230	87,150	7,263	11,032	3,769	50,000	13,685	37,150	5,307
Dept. of Highways & Pub. Transp.	390,000	32,500	41,473	8,973	179,565	17,065	210,435	30,062
Workshop Production	85,000	7,083	9,861	2,778	44,145	8,730	40,855	5,836
Donations	11,800	983	271	(712)	7,826	2,911	3,974	568
Interest	60,000	5,000	5,257	257	22,194	(2,806)	37,806	5,401
Miscellaneous	15,000	1,250	10,542	9,292	38,640	32,390	(23,640)	(3,377)
Grant-in-Aid	1,822,698	151,892	151,891	(1)	759,457	(3)	1,063,241	151,892
Rusk State Hospital	121,866	10,156	12,649	2,493	63,296	12,516	58,570	8,367
SB 630	302,090	25,174	23,333	(1,841)	110,206	(15,664)	191,884	27,412
DHR - Adult Day Care	45,000	3,750	3,392	(358)	15,426	(3,324)	29,574	4,225
DHR - Child Day Care	132,131	11,011	9,463	(1,548)	29,974	(25,081)	102,157	14,594
RAJ	680,000	56,667	82,885	26,218	265,977	(17,358)	414,023	59,146
Lelsz	775,000	64,583	45,924	(18,659)	182,124	(140,791)	592,876	84,697
DHR Liaison	115,000	9,583	9,908	325	48,197	282	66,803	9,543
Chapter I	50,227	4,186	3,536	(650)	10,113	(10,817)	40,114	5,731
Chapter I Carryover	32,973	2,748	4,150	1,402	12,704	(1,036)	20,269	2,896
DDA	70,000	5,833	5,620	(213)	30,591	1,426	39,409	5,630
Mental Health Block Grant	477,974	39,831	39,831	0	199,156	1	278,818	39,831
USDA	20,243	1,687	976	(711)	2,797	(5,638)	17,446	2,492
TOTALS	6,357,680	529,808	521,662	(8,146)	2,481,237	(167,803)	3,876,443	553,778

UNRECOGNIZED REVENUE:

LELSZ 650,948
TEMPLE GRANT 91,705

SUB-TOTAL 742,653

RESERVE OPERATING FUNDS 132,606

TOTAL REVENUE FUNDS 875,259

DEEP EAST TEXAS REGIONAL MHMR SERVICES
EXPENDITURES BY COST CATEGORY
9/1/85 - 1/31/86

CATEGORY	ANNUAL BUDGET	MONTHLY BUDGET	JANUARY EXP. & ENC	JANUARY OVER/(UNDER)	Y-T-D EXP & ENC	Y-T-D OVER/(UNDER)	Y-T-D BAL REMAINING	REVISED MO. BUDGET
Salaries & Wages	3,310,138	275,845	252,207	(23,638)	1,216,465	(162,760)	2,093,673	299096
Salary & Merit Increase	8,674	723	551	(172)	1,293	(2,332)	7,391	1056
Fringe Benefits	466,370	38,864	34,326	(4,538)	164,430	(29,890)	301,940	43134
Consultation & Professional Fees	122,186	10,182	14,557	4,375	77,182	26,272	45,004	6429
Travel	123,557	10,297	5,311	(4,986)	37,507	(13,978)	86,050	12293
Drugs	26,410	2,201	693	(1,508)	9,611	(1,394)	16,799	2400
Food	134,821	11,235	9,371	(1,864)	48,835	(7,340)	85,986	12284
Supplies	143,102	11,925	10,955	(970)	66,906	7,281	76,196	10885
Equipment & Furniture/Purchase	35,285	2,940	(5)	(2,945)	15,936	1,236	19,349	2764
Equip & Fur./Rental, Rep. & Mt.	77,134	6,428	5,357	(1,071)	27,045	(5,095)	50,089	7156
Building/Rent	284,542	23,712	24,695	983	116,677	(1,883)	167,865	23981
Bldg./Repair, Maint., Rem./Ren.	29,367	2,447	2,772	325	29,230	16,995	137	20
Vehicle/Purchase	9,417	785	815	30	4,015	90	5,402	772
Vehicle/Rental	19,987	1,666	1,659	(7)	8,339	9	11,648	1664
Vehicle/Operating Costs	105,835	8,820	11,921	3,101	43,839	(261)	61,996	8857
Contracts with Service Agencies	733,818	61,152	61,730	578	291,334	(14,426)	442,484	63212
Postage	12,893	1,074	1,356	282	7,253	1,883	5,640	806
Laboratory Expense	2,705	225	213	(12)	643	(482)	2,062	295
Telephone	96,366	8,031	7,138	(893)	40,862	707	55,504	7929
Annual Audit	13,500	1,125	1,125	0	5,625	0	7,875	1125
Insurance	56,200	4,683	4,438	(245)	23,213	(202)	32,987	4712
Client Wages/Fringe	314,260	26,188	20,210	(5,978)	125,079	(5,861)	189,181	27026
Utilities	138,588	11,549	11,675	126	55,013	(2,732)	83,575	11939
Emolument	2,100	175	175	0	875	0	1,225	175
Miscellaneous	81,555	6,796	11,646	4,850	50,506	16,526	31,049	4436
Interest Expense	8,870	739	1,427	688	4,039	344	4,831	690
TOTALS	6,357,680	529,807	496,318	(33,489)	2,471,742	(177,293)	3,885,938	555134

DEEP EAST TEXAS REGIONAL MHMR SERVICES
EXPENDITURES BY PROGRAM
9/1/85 - 1/31/86

PROGRAM	ANNUAL BUDGET	MONTHLY BUDGET	JANUARY EXP. & ENC	JANUARY OVER/(UNDER)	Y-T-D EXP & ENC	Y-T-D OVER/(UNDER)	Y-T-D BAL REMAINING	REVISED MO. BUDGET
Center Administration	592,074	49,340	52,039	2,699	244,132	(2,568)	347,942	49706
Continuity of Care	303,131	25,261	20,480	(4,781)	102,366	(23,939)	200,765	28681
Outpatient Services	800,645	66,720	65,436	(1,284)	340,355	6,755	460,290	65756
Special Education	614,482	51,207	47,782	(3,425)	203,455	(52,580)	411,027	58718
MH Residential	1,445,213	120,435	119,678	(757)	591,035	(11,140)	854,178	122025
MR Residential	679,514	56,626	52,858	(3,768)	272,330	(10,800)	407,184	58169
Sheltered Work Training	1,337,117	111,426	95,803	(15,623)	518,589	(38,541)	818,528	116933
Day/Evening Care	220,107	18,342	19,452	1,110	89,662	(2,048)	130,445	18635
Diagnosis & Evaluation	365,397	30,450	22,790	(7,660)	109,818	(42,432)	255,579	36511
TOTALS	6,357,680	529,807	496,318	(33,489)	2,471,742	(177,293)	3,885,938	555134

DEEP EAST TEXAS REGIONAL MHMR SERVICES
SUMMARY OF REVENUE AND EXPENDITURES
AS OF JANUARY 31, 1986

	JANUARY YEAR-TO-DATE	
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REVENUE & RECEIVABLES	521,662	2,481,237
EXPENDITURES & ENCUMBRANCES	(496,318)	(2,471,742)
DIFFERENCE	25,344	9,495
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DEEP EAST TEXAS REGIONAL MMR SERVICES
BALANCE SHEET
JANUARY 31, 1986

ASSETS	GENERAL OPERATING FUND	GENERAL FIXED ASSETS	TOTAL
Current Assets			
Cash in Bank	983,208		983,208
Change Fund	260		260
Petty Cash	50		50
Accts Receivable-Client Fees 146,848			
Less: Allowance for Uncollect- able Accounts (121,047)			
Net Accounts Receivable	25,801		25,801
Accounts Receivable-Other	397,679		397,679
Accounts Receivable-Internal Advances	145,410		145,410
Prepaid Expenses	21,553		21,553
TOTAL CURRENT ASSETS	1,573,961		1,573,961
Amount To Be Provided Under Accrued Vacation	101,524		101,524
Amount To Be Provided Under Capital Lease Agreements	166,733		166,733
Amount To Be Provided Under Long-Term Agreement	15,284		15,284
General Fixed Assets - At Cost			
Equipment - Furniture/Fixtures		518,754	518,754
Vehicles		324,632	324,632
Building		325,645	325,645
Land		60,000	60,000
TOTAL FIXED ASSETS		843,386	843,386
TOTAL ASSETS	1,857,502	1,229,031	3,086,533
LIABILITIES, RESERVES & FUND BALANCE			
Current Liabilities:			
Accounts Payable	115,522		115,522
Accounts Payable-Internal Advances*	145,410		145,410
Retirement Payable	35,240		35,240
Prepaid Revenue	911,740		911,740
TOTAL CURRENT LIABILITIES	1,207,912		1,207,912
Obligation Under Accrued Vacation	101,525		101,525
Obligation Under Capital Lease Agreements	166,733		166,733
Obligation Under Long-Term Agreement	15,284		15,284
TOTAL LIABILITIES	1,491,454		1,491,454
Reserve for Investment in Fixed Assets		1,229,031	1,229,031
Reserve for Encumbrances	7,068		7,068
Fund Balance	358,980		358,980
TOTAL LIABILITIES, RESERVES & FUND BALANCE	1,857,502	1,229,031	3,086,533

DEEP EAST TEXAS REGIONAL MHMR SERVICES
ANALYSIS OF ACCOUNTS RECEIVABLE/PAYABLE- INTERNAL ADVANCES
AND CASH POSITION STATEMENT
JANUARY 31, 1986

ANALYSIS OF ACCOUNTS RECEIVABLE/ACCOUNTS PAYABLE - INTERNAL ADVANCES

Advance to Chapter I Carryover from Chapter I	5,000
Advance to Local from Lelsz	94,410
Advance to SB 630 from Lelsz	13,000
Advance to Mental Health Block Grant from Lelsz	33,000

TOTAL	145,410
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CASH POSITION STATEMENT

Cash in Bank:	
Operating Account	65,391
Money Market Checking Account - Inpatient	70,817
Pension Savings Account	36,348
Payroll Account	255
Chapter I Account	5,599
DDA Account	2,922
CD - Diboll State Bank	300,000
Money Market Checking Account - Diboll	
State Bank	203,043
Money Market Checking Account	103,005
Reserve Operating Account	132,606
Land Account	58,222
Hardin Building Account	5,000

TOTAL CASH IN BANK	983,208
Change Fund	260
Petty Cash	50

TOTAL CASH ON HAND	983,518
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DEEP EAST TEXAS REGIONAL MMR SERVICES
STATEMENT OF CHANGES IN FUND BALANCE AND RESERVE
AS OF JANUARY 31, 1986

	GENERAL OPERATING FUND	GENERAL FIXED ASSETS
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BALANCE - 1/01/86	333,636	1,217,436
REVENUE	521,662	
EXPENDITURES	(496,318)	
ADDITIONS	0	12,566
DELETIONS	0	(971)
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BALANCE - 1/31/86	358,980	1,229,031
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DEEP EAST TEXAS REGIONAL MHMR SERVICES
OPERATING STATEMENT
JANUARY 31, 1986

SOURCE OF INCOME:	RECEIPT	RECEIVABLES	TOTAL
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Angelina County	0	2,440	2,440
Hardin County	0	1,211	1,211
Houston County	0	0	0
Jasper County	0	966	966
Nacogdoches County	0	1,497	1,497
Newton County	0	499	499
Polk County	0	820	820
Sabine County	0	236	236
San Augustine County	0	233	233
San Jacinto County	0	342	342
Shelby County	1	533	534
Trinity County	0	427	427
Tyler County	0	634	634
Temple Grant	6,839	0	6,839
Client Fees	(866)	0	(866)
Title XX - Protective Services	4	900	904
Texas Rehabilitation Commission	154	625	779
ICF - MR	0	32,173	32,173
SB 230	1,032	10,000	11,032
Dept. of Highways & Pub. Transp.	174	41,299	41,473
Workshop Production	799	9,062	9,861
Donations	271	0	271
Interest	5,257	0	5,257
Miscellaneous	8,749	1,793	10,542
Grant-in-Aid	151,891	0	151,891
Rusk State Hospital	1	12,648	12,649
SB 630	0	23,333	23,333
DHR - Adult Day Care	0	3,392	3,392
DHR - Child Day Care	0	9,463	9,463
RAJ	5,221	77,664	82,885
Lelsz	45,924	0	45,924
DHR Liaison	0	9,908	9,908
Chapter I	3,536	0	3,536
Chapter I Carryover	0	4,150	4,150
DDA	5,620	0	5,620
Mental Health Block Grant	0	39,831	39,831
USDA	0	976	976
TOTALS	234,607	287,055	521,662
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CONTINUED

DEEP EAST TEXAS REGIONAL MMR SERVICE
 OPERATING STATEMENT
 CONTINUED
 JANUARY 31, 1986

SOURCE OF EXPENDITURES	DISBURSEMENTS	ENCUMBRANCES	TOTAL
Salaries & Wages	252,207	0	252,207
Salary & Merit Increase	551	0	551
Fringe Benefits	31,401	2,925	34,326
Consultation & Professional Fees	13,848	709	14,557
Travel	5,311	0	5,311
Drugs	188	505	693
Food	1,296	8,075	9,371
Supplies	3,379	7,576	10,955
Equipment & Furniture/Purchase	0	(5)	(5)
Equipment & Fur./Rental, Rep. & Mt.	5,002	355	5,357
Building/Rent	19,145	5,550	24,695
Bldg./Repair, Maint., Rem./Ren.	510	2,262	2,772
Vehicle/Purchase	815	0	815
Vehicle/Rental	1,659	0	1,659
Vehicle/Operating Costs	7,916	4,005	11,921
Contracts with Service Agencies	14,246	47,484	61,730
Postage	1,356	0	1,356
Laboratory Expense	176	37	213
Telephone	6,977	161	7,138
Annual Audit	0	1,125	1,125
Insurance	4,438	0	4,438
Client Wages/Fringe	20,210	0	20,210
Utilities	9,033	2,642	11,675
Emolument	175	0	175
Miscellaneous	7,712	3,934	11,646
Interest Expense	1,420	7	1,427
TOTALS	408,971	87,347	496,318

BREAKDOWN OF DISBURSEMENTS

JANUARY, 1986

FOOD:

Nacogdoches Group Home - \$2,078

Shelby Group Home - \$3,715

SUPPLIES:

Sheets, clothes - Nacogdoches OPC, SWS, GH - \$1,219

EQUIPMENT & FURNITURE/PURCHASE:

Computer - CA - \$17,744

Furniture - Fries House - \$1,132

Chairs - Nacogdoches MHMR - \$1,743

Refrigerator, scales, oven repair -

Nacogdoches GH & Polk OPC - \$1,293

EQUIPMENT RENTAL:

Copiers - OPC's & MH Residential - \$1,233

BUILDING/RENT:

Angelina MHMR Center - \$3,080

Angelina Substance Abuse - \$1,700

Polk MHMR Center - \$1,480

Shelby MHMR Center - \$3,200

Nacogdoches MHMR Center - \$2,100

Shelby Child Day Care - \$1,650

Newton Group Home - \$2,600

VEHICLE/OPERATION & MAINTENANCE

Ray's Shell - multiple units - \$1,522

CONTRACTS WITH SERVICE AGENCIES:

Mary Miles - \$1,830

Edna Luce - \$1,830

Pansy McGee - \$1,350

Dr. Enrique Huerta - \$4,240

Med-Prep Services - \$2,248

Lufkin Workshop - \$10,139

Wilson McKewen Treatment Center - \$5,160

Memorial Hospital - \$18,279

Dr. James Buckingham - \$1,992

Dr. Gutierrez - \$1,047

Littlest Angels - \$4,920

Livingston Physical Therapy - \$1,051

TELEPHONE:

CA - \$1,144

MISCELLANEOUS:

Angelina Co. - Court Hearings - \$4,105

Highway Department Set-Aside - \$1,701

UTILITIES:

Shelby MHMR - \$1,217

TEXAS PLANNING COUNCIL FOR DEVELOPMENTAL DISABILITIES

PART I: PROJECT PROFILE

1. Agency: Deep East Texas Regional Mental Health Mental Retardation Services Street Address: 4101 South Medford Drive Mailing Address: Same City & Zip: Lufkin, Texas 75901 Telephone: (409) 639-1141 Vendor ID No.: 17514423932000		2. Agency Type: ☐ State ☒ Public, nonprofit ☐ Private N/P ☐ Local Gov't. ☐ Other	
3. Poverty Area: ☒ Poverty ☐ Non-Poverty			

4. Type of Project: ☐ New ☒ Continuation <u>3</u> Yr.	5. Priority Services Addressed: ☒ Alternative Community Living ☐ Planning for Employment-related activities ☐ Other	6. Number to be Served: <u>120</u> Clients <u>0</u> Other (Describe)
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7. Title of Project:
 Jasper Day Treatment/Clubhouse Project

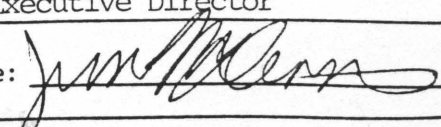
8. Project Abstract:

In order to maximize clients' potential for effective community living, this project will continue to provide day treatment and clubhouse activities to persons with developmental disabilities. A variety of services are offered, including personal and social adjustment, literacy, self-help, leisure time, basic skills, and health/physical fitness activities. The project serves individuals aged 16 and older in Jasper and Newton Counties, and is intended to develop/improve those skills necessary for them to remain in their home communities.

9. Project Year and Budget:	FEDERAL	MATCH	TOTAL
1. <u>3-01-86</u> to <u>2-28-87</u>	\$ <u>66,369.00</u> <u>90</u> %	\$ <u>7,437.00</u> <u>10</u> %	\$ <u>73,806.00</u> <u>100</u> %
2. _____ to _____	\$ _____ %	\$ _____ %	\$ _____ 100%
3. _____ to _____	\$ _____ %	\$ _____ %	\$ _____ 100%
4. _____ to _____	\$ _____ %	\$ _____ %	\$ _____ 100%
5. _____ to _____	\$ _____ %	\$ _____ %	\$ _____ 100%

10. Project Address:

Street: Route 2, Beech Grove School
City/Zip: Jasper, Texas 75951

11. Project Director: Name: <u>George Patterson</u> Title: <u>Director, Mental Health Services</u> Telephone: <u>(409) 639-1141</u>	12. Agency Authorizing Official: Name: <u>Jim McDermott, Ph.D.</u> Title: <u>Executive Director</u> Signature: 
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RESOLUTION AND AMENDMENT

TO

DETRMHMRS EMPLOYEE'S PROFIT SHARING PLAN

A regular meeting of the Board of Directors of Deep East Texas Regional Mental Health Mental Retardation Services, a Texas Non-Profit Organization, was held at the principal office and place of business of the organization in Lufkin, Texas, at 5:30 P.M. on February 25, 1986, a quorum of Directors being present.

A proposed Amendment to the DETRMHMR'S Employee's Profit Sharing Plan and Trust, principally for the purpose of changing the Trustees, was discussed. After a full discussion of the matter, the following resolution was unanimously adopted to become effective March 1, 1986.

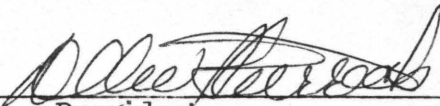
THE DETRMHMR'S EMPLOYEE'S PROFIT SHARING PLAN AND TRUST, effective June 30, 1975, shall be amended as follows:

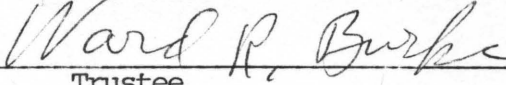
1. V. B. Woods is removed as Trustee.
2. Dan Dominey is appointed Trustee.

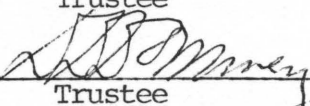
IN WITNESS WHEREOF, the employer by its duly authorized officers, and with its organization seal affixed and the Trustees have caused these presents to be executed this 25th day of February, 1986.

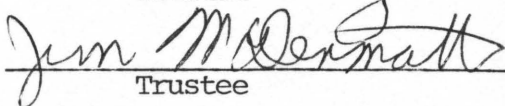
[Seal]

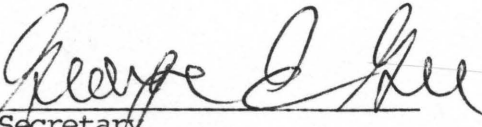
DEEP EAST TEXAS REGIONAL MENTAL
HEALTH MENTAL RETARDATION SERVICES

By: 
President


Trustee


Trustee


Trustee


Secretary



Deep East Texas Regional Mental Health Mental Retardation Services

Resolution of Appointment

Whereas, we the members of the Board of Trustees of Deep East Texas Regional Mental Health Mental Retardation Services, holding special trust and confidence in the loyalty and dedication of this person, and

Whereas, being assured she will give service in her county as stated in her list of duties and carry out such duties diligently and in the best interest of the mentally handicapped residing there, and

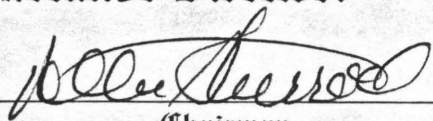
Whereas, being further assured all staff will honor this person as a representative of the people and give to her such information and service as necessary to discharge her duties,

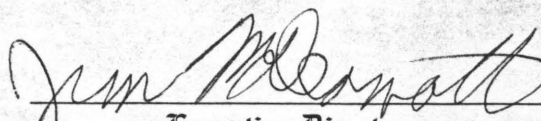
Therefore we do appoint her a member of this County Advisory Council to serve a specific term, subject to reappointment by us.

BETSY STAFFORD

TYLER COUNTY

Given, this day, by the Chairman of the Board and the Executive Director.


Chairman


Executive Director

FEBRUARY 25, 1986

Date



Deep East Texas Regional Mental Health Mental Retardation Services

Resolution of Appointment

Whereas, we the members of the Board of Trustees of Deep East Texas Regional Mental Health Mental Retardation Services, holding special trust and confidence in the loyalty and dedication of this person, and

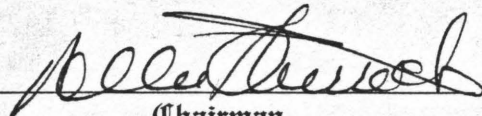
Whereas, being assured he will give service in his county as stated in his list of duties and carry out such duties diligently and in the best interest of the mentally handicapped residing there, and

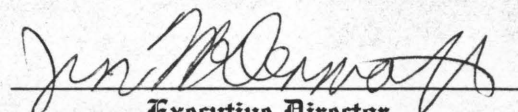
Whereas, being further assured all staff will honor this person as a representative of the people and give to him such information and service as necessary to discharge his duties,

Therefore we do appoint him a member of this County Advisory Council to serve a specific term, subject to reappointment by us.

JOHN OGLESBEE, JR
SAN AUGUSTINE COUNTY

Given, this day, by the Chairman of the Board and the Executive Director.


Chairman


Executive Director

FEBRUARY 25, 1986

Date



Deep East Texas Regional Mental Health Mental Retardation Services

Resolution of Appointment

Whereas, we the members of the Board of Trustees of Deep East Texas Regional Mental Health Mental Retardation Services, holding special trust and confidence in the loyalty and dedication of this person, and

Whereas, being assured she will give service in her county as stated in her list of duties and carry out such duties diligently and in the best interest of the mentally handicapped residing there, and

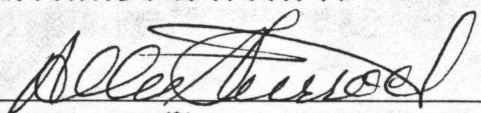
Whereas, being further assured all staff will honor this person as a representative of the people and give to her such information and service as necessary to discharge her duties,

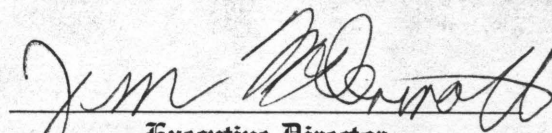
Therefore we do appoint her a member of this County Advisory Council to serve a specific term, subject to reappointment by us.

MARY PONDER

SAN AUGUSTINE COUNTY

Given, this day, by the Chairman of the Board and the Executive Director.


Chairman


Executive Director

FEBRUARY 25, 1986

Date

RESOLUTION OF APPRECIATION

WHEREAS, Mrs. C. Gaffney Phillips was appointed by the County Judges of Polk and San Jacinto Counties to serve on the Board of Trustees of the Deep East Texas Regional Mental Health Mental Retardation Services by reason of the fact that the Commissioners Courts of said counties desired to render community-based services to citizens with problems in the areas of mental health and mental retardation; and

WHEREAS, Mrs. C. Gaffney Phillips has served as a member of the Board of Trustees of Deep East Texas Regional Mental Health Mental Retardation Services, representing Polk and San Jacinto Counties, since January 9, 1984 until the present time, serving on the Budget and Finance Committee; and

WHEREAS, throughout this period of time, Mrs. Phillips has provided capable leadership and has shown exceptional dedication in performing her duties, and has worked not only for the benefit of handicapped persons in Polk and San Jacinto Counties, but for those throughout the thirteen-county region which this Center serves.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees at this regular meeting, that deep and genuine appreciation is hereby expressed to Mrs. Phillips for her dedication and service as a member of this Board.

PASSED BY UNANIMOUS VOTE of the Board of Trustees this 25th day of February, 1986.

BOARD OF TRUSTEES

DEEP EAST TEXAS REGIONAL MENTAL
HEALTH MENTAL RETARDATION SERVICES

By: _____
Judge Allen Sturrock,
Chairman

By: _____
Jim McDermott, Ph.D.
Executive Director

ATTEST:

George E. Gee, Secretary

DEEP EAST TEXAS REGIONAL MHMR SERVICES

CLIENTS SERVED BY COUNTY

REPORT PERIOD - 9/1/85 - 1/31/86

<u>COUNTY</u>	<u>MENTAL HEALTH</u>	<u>MENTAL RETARDATION</u>	<u>ALCOHOLISM</u>	<u>DRUG ABUSE</u>	<u>TOTAL</u>
Angelina	394	100	26	10	530
Hardin	13	54	1	2	70
Houston	64	52	5	0	121
Jasper	132	70	12	2	216
Nacogdoches	272	53	23	3	351
Newton	54	23	7	2	86
Polk	119	47	1	1	168
Sabine	40	24	3	0	67
San Augustine	48	38	3	1	90
San Jacinto	27	5	2	1	35
Shelby	126	57	6	1	190
Trinity	71	13	2	0	86
Tyler	78	32	6	1	117
Out of Region	<u>5</u>	<u>2</u>	<u>2</u>	<u>0</u>	<u>9</u>
SUBTOTAL	1,443	570	99	24	2,136

Applicants - 443

Crisis Line - 245

GRAND TOTAL - 2,824

LOCAL MATCH CHART - FY 1986

<u>COUNTY</u>	<u>AMOUNT REQUESTED</u>	<u>AMOUNT PLEGDED</u>	<u>AMOUNT RECEIVED</u>
Angelina	\$ 29,286.00	\$ 29,286.00	\$ 4,183.72
Hardin	14,532.00	14,532.00	-0-
Houston	6,584.00	6,584.00	6,584.00
Jasper	11,595.00	11,595.00	-0-
Nacogdoches	17,963.00	17,963.00	4,491.00
Newton	5,986.00	5,986.00	-0-
Polk	9,846.00	9,846.00	-0-
Sabine	2,838.00	2,838.00	-0-
San Augustine	2,802.00	2,802.00	-0-
San Jacinto	4,107.00	4,107.00	-0-
Shelby	6,400.00	6,400.00	-0-
Trinity	5,127.00	5,127.00	-0-
Tyler	<u>7,609.00</u>	<u>7,609.00</u>	\$ <u>-0-</u>
TOTALS	\$124,675.00	\$124,675.00	\$ 15,258.72