

MINUTES

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

March 31, 1986

BOARD MEMBERS PRESENT:

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

BOARD MEMBERS ABSENT:

Mrs. Agnes Rhoder

OTHERS PRESENT:

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

GUESTS:

Mrs. Gaffney Phillips
Reverend Ed Dodson

The 155th 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 Monday, March 31, 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 at this time.

APPROVAL OF MINUTES OF PREVIOUS BOARD MEETING: There being no additions or corrections to the Minutes of the February Board Meeting, on a motion by Mr. Sampson, seconded by Reverend Carter, the Board unanimously approved the Minutes of the February 25, 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 Dr. Speck, 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 February, 1986 be approved as submitted, and that copies of each report be attached to the permanent Minutes of this Board meeting.

Consideration of Second Quarter Financial Report: On a motion by Dr. Speck, seconded by Reverend Carter, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the Board approve the Second Quarter Financial and Performance Report for FY 1986; THAT the Board Chairman be authorized to sign the Transmittal Form; THAT the report be submitted to TDMHMR; and THAT a copy be maintained in the office of Financial Services.

Consideration of Fiscal Audit Compliance Report: Linda Naff reported that the Center has implemented all three recommendations made by the auditors.

Consideration of Revised Fee Schedule: On a motion by Dr. Speck, seconded by Reverend Carter, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the proposed revised Fee Schedule be approved as submitted; THAT it become effective April 2, 1986 with the exception of the proposed fee for inpatient hospital room and board which would be effective retroactive to October 4, 1985; and THAT a copy of the document be maintained in the office of Financial Services.

Consideration of Lease Agreement for Polk County MHMR Center: On a motion by Reverend Carter, seconded by Mr. Gee, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees of Deep East

Texas Regional Mental Health Mental Retardation Services THAT they do hereby authorize Jim McDermott, Ph.D., Executive Director, to negotiate an agreement with the Polk County Commissioners Court on behalf of the Board for the purpose of leasing a building and land in Livingston, Texas, for a term of not more than 20 years and in an amount not to exceed \$20,019, to serve as the location for a community mental health and mental retardation center for persons residing in Polk and San Jacinto Counties, and further we do hereby give him the power and authority to execute any and all documents incident to this lease agreement.

Program Committee - Mr. Ward R. Burke, Chairman

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

RESOLVED, by the Board of Trustees, THAT they accept the Goal Compliance Report for the first six months of FY 1986, and THAT a copy of the Report be added to the permanent Minutes of this Board Meeting.

Consideration of Facility Renovations at Kirbyville Group Home: 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 renovations at the Kirbyville Group Home be approved as submitted, and THAT a copy of the bids for these renovations be maintained on file in the office of Financial Services.

Consideration of Respite Care Plan: 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 Family Support and Respite Care Plan be approved as submitted, THAT the Executive Director be authorized to implement these services, and THAT a copy of the plan be maintained in the office of the Director, Community Services.

At this point, Mrs. Gaffney Phillips joined the meeting and brought with her Reverend Ed Dodson and introduced him as her successor to represent Polk and San Jacinto Counties. Reverend Dodson has already been appointed to the Board by the Polk County Commissioners Court,

and will be appointed by the San Jacinto County Commissioners Court on April 14th.

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

Consideration of Proposed Plan for MHMR Month: 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 approve the Proposed Plan for MHMR Month and THAT the Executive Director be authorized to implement the Plan as described in Attachment #1 which is made a permanent part of the Minutes of this Board Meeting.

Consideration of Certificates 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 and the Executive Director be authorized to sign and present the proposed Certificates of Appreciation to Rex Carleton and Jan Wilson, and THAT a copy of the Certificates be attached to the permanent Minutes of this Board Meeting.

The Board took a ten-minute break at this time to enjoy the cake brought to Judge Sturrock by Mrs. Burke. Judge Sturrock wanted the Minutes to reflect that the cake was excellent.

Consideration of Personnel Matters (In Two 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 6:33 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 6:39 P.M. and asked Board consideration of the following items:

Part 1: Consideration of the Creation of a Secretary III Position for the MR Continuity of Care 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

Secretary III position, #209, be added to the FY 1986 Personal Services Schedule; THAT this position be effective April 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 Upgrading CSA III Position to MHMR Supervisor Position at Jasper MHMR Center: 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 current CSA III position, #092, be upgraded to an MHMR Supervisor position, #196; THAT the new position be added to the FY 1986 Personal Services Schedule; THAT this action be effective April 1, 1986; and THAT the Board Chairman and Executive Director be authorized to sign and submit the appropriate paperwork to TDMHMR.

EXECUTIVE DIRECTOR'S REPORT

1. Summary of Clients Served Report (see attached)
2. Discuss projected budget revisions for FY 1986 (see attached memo dated 3/20/86)
3. Discussion of Lufkin Workshop and Opportunity Center. The Board received a report on the plan of correction for Lufkin Workshop and Opportunity Center to bring their program into compliance with the Center's audit and the requirement to develop programming to serve low-level clients. A copy of the Center's recommendations and requirements to be presented to Lufkin Workshop and Opportunity Center is attached.
4. Discuss staff bus trip to Astro game in Houston
5. Mr. Burke has been selected to receive the Region VI Distinguished Service Award presented by the National Council of Community MHMR Centers
6. Call on Directors for Reports

Director, Financial Services

- a. Local Funds Report (see attached).
Mr. Gee will talk with Judge Kennedy regarding Jasper County's local match pledge.

Director, Residential Services

- a. Report on Joint Conference Committee
 - (1) Medicare: A survey was conducted last week by DHHS and if Lufkin Memorial will submit a plan of correction, they will give Pineywoods a medicare Provider number retroactive to January 13th.
 - (2) Problems with referrals to Pineywoods: Fourteen people have been sent to Rusk State Hospital during the month of March.
- b. Report on Fairway Farm

Director, Personnel, Training, and Development

- a. Report on Camp Leander: Camp will be the week of June 23rd; 60 clients and 20 staff will attend.

Director, Special Services

- a. Report on land purchase at Central Administration: Closing is set for next week; property has been surveyed, appraised, and title search has been performed.

INVITE COMMENTS FROM VISITORS:

There were no comments from visitors at this time.

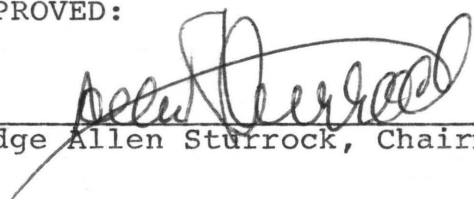
DESIGNATION OF DATE, TIME AND LOCATION OF NEXT BOARD MEETING:

The schedule for the Board Meetings for April and May was set as follows:

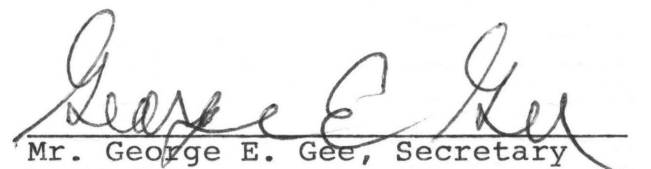
Tuesday, April 29, 1986
Tuesday, May 27, 1986

Committee meetings will begin at 5:00 P.M. on April 29th, and the Board Meeting will begin at 5:30 P.M.

APPROVED:



Judge Allen Sturrock, Chairman



Mr. George E. Gee, Secretary

DEEP EAST TEXAS REGIONAL MHMR SERVICES
REVENUE BY FUND
9/1/85 - 2/28/86

SOURCE	ANNUAL BUDGET	MONTHLY BUDGET	FEBRUARY REV. & REC.	FEBRUARY 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	2,441	0	14,643	(3)	14,643	2,441
Hardin County	14,532	1,211	1,211	0	7,266	0	7,266	1,211
Houston County	6,584	549	0	(549)	6,584	3,290	0	0
Jasper County	11,595	966	967	1	5,798	2	5,797	966
Nacogdoches County	17,963	1,497	1,497	0	8,982	0	8,981	1,497
Newton County	5,986	499	499	0	2,993	(1)	2,993	499
Polk County	9,846	821	821	0	4,923	(3)	4,923	821
Sabine County	2,838	236	237	1	1,419	3	1,419	237
San Augustine County	2,802	234	234	0	1,401	(3)	1,401	234
San Jacinto County	4,107	342	343	1	2,054	2	2,053	342
Shelby County	6,400	533	533	0	3,200	2	3,200	533
Trinity County	5,127	427	428	1	2,564	2	2,563	427
Tyler County	7,609	634	635	1	3,805	1	3,804	634
Temple Grant	150,000	12,500	(17,758)	(30,258)	40,537	(34,463)	109,463	18,244
Client Fees	347,455	28,955	39,249	10,294	159,088	(14,642)	188,367	31,395
Title XX - Protective Services	23,800	1,983	241	(1,742)	3,366	(8,532)	20,434	3,406
Texas Rehabilitation Commission	12,000	1,000	594	(406)	4,228	(1,772)	7,772	1,295
ICF - MR	405,598	33,800	25,648	(8,152)	193,818	(8,982)	211,780	35,297
SB 230	87,150	7,263	13,500	6,237	63,500	19,922	23,650	3,942
Dept. of Highways & Pub. Transp.	390,000	32,500	36,259	3,759	215,824	20,824	174,176	29,029
Workshop Production	85,000	7,083	7,426	343	51,571	9,073	33,429	5,572
Donations	11,800	983	225	(758)	8,051	2,153	3,749	625
Interest	60,000	5,000	4,717	(283)	26,911	(3,089)	33,089	5,515
Miscellaneous	15,000	1,250	8,069	6,819	46,709	39,209	(31,709)	(5,285)
Grant-in-Aid	1,822,698	151,892	151,892	0	911,349	(3)	911,349	151,892
Rusk State Hospital	121,866	10,156	11,423	1,267	74,719	13,783	47,147	7,858
SB 630	302,090	25,174	22,834	(2,340)	133,040	(18,004)	169,050	28,175
DHR - Adult Day Care	45,000	3,750	3,510	(240)	18,936	(3,564)	26,064	4,344
DHR - Child Day Care	132,131	11,011	11,320	309	41,294	(24,772)	90,837	15,140
RAJ	680,000	56,667	82,681	26,014	348,658	8,656	331,342	55,224
Lelsz	775,000	64,583	81,059	16,476	263,183	(124,315)	511,817	85,303
DHR Liaison	115,000	9,583	9,768	185	57,965	467	57,035	9,506
Chapter I	50,227	4,186	4,528	342	14,641	(10,475)	35,586	5,931
Chapter I Carryover	32,973	2,748	0	(2,748)	12,704	(3,784)	20,269	3,378
DDA	70,000	5,833	6,569	736	37,160	2,162	32,840	5,473
Mental Health Block Grant	477,974	39,831	39,831	0	238,987	1	238,987	39,831
USDA	20,243	1,687	1,069	(618)	3,866	(6,256)	16,377	2,730
TOTALS	6,357,680	529,808	554,500	24,692	3,035,737	(143,111)	3,321,943	553,657

DEEP EAST TEXAS REGIONAL MHMR SERVICES
EXPENDITURES BY COST CATEGORY
9/1/85 - 2/28/86

CATEGORY	ANNUAL BUDGET	MONTHLY BUDGET	FEBRUARY EXP. & ENC	FEBRUARY 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	251,868	(23,977)	1,468,333	(186,737)	1,841,805	306,968
Salary & Merit Increase	8,674	723	663	(60)	1,946	(2,392)	6,728	1,121
Fringe Benefits	466,370	38,864	33,964	(4,900)	198,394	(34,790)	267,976	44,663
Consultation & Professional Fees	122,186	10,182	16,211	6,029	93,393	32,301	29,793	4,799
Travel	123,557	10,297	8,567	(1,730)	46,074	(15,708)	77,483	12,914
Drugs	26,410	2,201	3,728	1,527	13,339	133	13,071	2,179
Food	134,821	11,235	12,369	1,134	61,204	(6,206)	73,617	12,270
Supplies	143,102	11,925	17,590	5,665	84,496	12,946	58,606	9,768
Equipment & Furniture/Purchase	35,285	2,940	2,448	(492)	18,384	744	16,901	2,817
Equip & Fur./Rental,Rep. & Mt.	77,134	6,428	6,159	(269)	33,204	(5,364)	43,930	7,322
Building/Rent	284,542	23,712	23,950	238	140,627	(1,645)	143,915	23,986
Bldg./Repair, Maint., Rem./Ren.	29,367	2,447	4,164	1,717	33,394	18,712	(4,027)	(671)
Vehicle/Purchase	9,417	785	850	65	4,865	155	4,552	-759
Vehicle/Rental	19,987	1,666	1,658	(8)	9,997	1	9,990	1,665
Vehicle/Operating Costs	105,835	8,820	6,784	(2,036)	50,623	(2,297)	55,212	9,202
Contracts with Service Agencies	733,818	61,152	89,571	28,419	380,905	13,993	352,913	58,819
Postage	12,893	1,074	1,402	328	8,655	2,211	4,238	706
Laboratory Expense	2,705	225	115	(110)	758	(592)	1,947	325
Telephone	96,366	8,031	6,929	(1,102)	47,791	(395)	48,575	8,096
Annual Audit	13,500	1,125	1,125	0	6,750	0	6,750	1,125
Insurance	56,200	4,683	4,359	(324)	27,572	(526)	28,628	4,771
Client Wages/Fringe	314,260	26,188	27,131	943	152,210	(4,918)	162,050	27,008
Utilities	138,588	11,549	10,392	(1,157)	65,405	(3,889)	73,183	12,197
Emolument	2,100	175	175	0	1,050	0	1,050	175
Miscellaneous	81,555	6,796	11,738	4,942	62,244	21,468	19,311	3,219
Interest Expense	8,870	739	964	225	5,003	569	3,867	645
TOTALS	6,357,680	529,807	544,874	15,067	3,016,616	(162,226)	3,341,064	556,844

DEEP EAST TEXAS REGIONAL MHMR SERVICES
EXPENDITURES BY PROGRAM
9/1/85 - 2/28/86

PROGRAM	* ANNUAL BUDGET	MONTHLY BUDGET	FEBRUARY EXP. & ENC	FEBRUARY 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	55,990	6,650	300,122	4,082	291,952	48,659
Continuity of Care	303,131	25,261	50,506	25,245	152,872	1,306	150,259	25,043
Outpatient Services	800,645	66,720	63,293	(3,427)	403,648	3,328	396,997	66,166
Special Education	614,482	51,207	55,655	4,448	259,110	(48,132)	355,372	59,229
MH Residential	1,445,213	120,435	118,818	(1,617)	709,853	(12,757)	735,360	122,560
MR Residential	679,514	56,626	50,976	(5,650)	323,306	(16,450)	356,208	59,368
Sheltered Work Training	1,337,117	111,426	104,817	(6,609)	623,406	(45,150)	713,711	118,952
Day/Evening Care	220,107	18,342	20,738	2,396	110,400	348	109,707	18,285
Diagnosis & Evaluation	365,397	30,450	24,081	(6,369)	133,899	(48,801)	231,498	38,583
TOTALS	6,357,680	529,807	544,874	15,067	3,016,616	(162,226)	3,341,064	556,844

DEEP EAST TEXAS REGIONAL MMR SERVICES
SUMMARY OF REVENUE AND EXPENDITURES
AS OF FEBRUARY 28, 1986

	FEBRUARY YEAR-TO-DATE	
	-----	-----
REVENUE & RECEIVABLES	554,500	3,035,737
EXPENDITURES & ENCUMBRANCES	(544,874)	(3,016,616)
	-----	-----
DIFFERENCE	9,626	19,121
	=====	=====

DEEP EAST TEXAS REGIONAL MHMR SERVICES
BALANCE SHEET
FEBRUARY 28, 1986

ASSETS	GENERAL OPERATING FUND	GENERAL FIXED ASSETS	TOTAL
Current Assets			
Cash in Bank	911,880		911,880
Change Fund	260		260
Petty Cash	50		50
Accts Receivable-Client Fees	196,415		
Less: Allowance for Uncollect- able Accounts	(162,912)		
Net Accounts Receivable	33,503		33,503
Accounts Receivable-Other	375,630		375,630
Accounts Receivable-Internal Advances	161,404		161,404
Prepaid Expenses	15,834		15,834
TOTAL CURRENT ASSETS	1,498,561		1,498,561
Amount To Be Provided Under Accrued Vacation	101,525		101,525
Amount To Be Provided Under Capital Lease Agreements	167,020		167,020
Amount To Be Provided Under Long-Term Agreement	14,491		14,491
General Fixed Assets - At Cost			
Equipment - Furniture/Fixtures		521,901	521,901
Vehicles		324,632	324,632
Building		325,645	325,645
Land		60,000	60,000
TOTAL FIXED ASSETS		1,232,178	1,232,178
TOTAL ASSETS	1,781,597	1,232,178	3,013,775
	=====	=====	=====
LIABILITIES, RESERVES & FUND BALANCE			
Current Liabilities:			
Accounts Payable	148,502		148,502
Accounts Payable-Internal Advances*	161,404		161,404
Retirement Payable	52,832		52,832
Prepaid Revenue	757,047		757,047
Trust Fund Payable	5,427		5,427
TOTAL CURRENT LIABILITIES	1,125,212		1,125,212
Obligation Under Accrued Vacation	101,525		101,525
Obligation Under Capital Lease Agreements	167,020		167,020
Obligation Under Long-Term Agreement	14,491		14,491
TOTAL LIABILITIES	1,408,248		1,408,248
Reserve for Investment in Fixed Assets		1,232,178	1,232,178
Reserve for Encumbrances	4,743		4,743
Fund Balance	368,606		368,606
TOTAL LIABILITIES, RESERVES & FUND BALANCE	1,781,597	1,232,178	3,013,775
	=====	=====	=====

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	7,500
Advance to Local from Lelsz	143,207
Advance to SB 630 from Lelsz	10,697

	161,404
	=====
TOTAL	

CASH POSITION STATEMENT

Cash in Bank:	
Operating Account	79,236
Money Market Checking Account - Inpatient	71,197
Pension Savings Account	54,128
Payroll Account	100
Chapter I Account	1,071
DDA Account	3,815
CD - Diboll State Bank	300,000
Money Market Checking Account - Diboll	
State Bank	140,391
Money Market Checking Account	94,109
Reserve Operating Account	133,017
Land Account	24,339
Hardin Building Account	5,000

CASH IN BANK	906,453
Trust Fund Account	5,427

TOTAL CASH IN BANK	911,880
Change Fund	260
Petty Cash	50

TOTAL CASH ON HAND	912,190
	=====

DEEP EAST TEXAS REGIONAL MMR SERVICES
STATEMENT OF CHANGES IN FUND BALANCE AND RESERVE
AS OF FEBRUARY 28, 1986

	GENERAL OPERATING FUND	GENERAL FIXED ASSETS
	-----	-----
BALANCE - 2/01/86	358,980	1,229,031
REVENUE	554,500	
EXPENDITURES	(544,874)	
ADDITIONS	0	4,818
DELETIONS	0	(1,671)
	-----	-----
BALANCE - 2/28/86	368,606	1,232,178
	=====	=====

DEEP EAST TEXAS REGIONAL MHMR SERVICES
OPERATING STATEMENT
FEBRUARY 28, 1986

SOURCE OF INCOME:	RECEIPT	RECEIVABLES	TOTAL
	-----	-----	-----
Angelina County	0	2,441	2,441
Hardin County	0	1,211	1,211
Houston County	0	0	0
Jasper County	0	967	967
Nacogdoches County	0	1,497	1,497
Newton County	0	499	499
Polk County	0	821	821
Sabine County	0	237	237
San Augustine County	0	234	234
San Jacinto County	0	343	343
Shelby County	0	533	533
Trinity County	0	428	428
Tyler County	0	635	635
Temple Grant	0	(17,758)	(17,758)
Client Fees	0	39,249	39,249
Title XX - Protective Services	0	241	241
Texas Rehabilitation Commission	0	594	594
ICF - MR	0	25,648	25,648
SB 230	0	13,500	13,500
Dept. of Highways & Pub. Transp.	0	36,259	36,259
Workshop Production	0	7,426	7,426
Donations	225	0	225
Interest	4,717	0	4,717
Miscellaneous	6,336	1,733	8,069
Grant-in-Aid	151,892	0	151,892
Rusk State Hospital	0	11,423	11,423
SB 630	0	22,834	22,834
DHR - Adult Day Care	0	3,510	3,510
DHR - Child Day Care	0	11,320	11,320
RAJ	0	82,681	82,681
Lelsz	81,059	0	81,059
DHR Liaison	0	9,768	9,768
Chapter I	1,950	2,578	4,528
Chapter I Carryover	0	0	0
DDA	6,569	0	6,569
Mental Health Block Grant	39,831	0	39,831
USDA	0	1,069	1,069
TOTALS	292,579	261,921	554,500
	=====	=====	=====

CONTINUED

DEEP EAST TEXAS REGIONAL MHMR SERVICE
OPERATING STATEMENT
CONTINUED
FEBRUARY 28, 1986

SOURCE OF EXPENDITURES	DISBURSEMENTS	ENCUMBRANCES	TOTAL
	-----	-----	-----
Salaries & Wages	251,868	0	251,868
Salary & Merit Increase	663	0	663
Fringe Benefits	29,070	4,894	33,964
Consultation & Professional Fees	12,031	4,180	16,211
Travel	8,006	560	8,567
Drugs	2,591	1,137	3,728
Food	1,106	11,263	12,369
Supplies	111	17,480	17,590
Equipment & Furniture/Purchase	0	2,448	2,448
Equipment & Fur./Rental, Rep. & Mt.	4,200	1,959	6,159
Building/Rent	7,700	16,250	23,950
Bldg./Repair, Maint., Rem./Ren.	1,408	2,756	4,164
Vehicle/Purchase	850	0	850
Vehicle/Rental	1,658	0	1,658
Vehicle/Operating Costs	2,270	4,515	6,784
Contracts with Service Agencies	27,807	61,764	89,571
Postage	1,397	5	1,402
Laboratory Expense	41	74	115
Telephone	6,929	0	6,929
Annual Audit	0	1,125	1,125
Insurance	4,359	0	4,359
Client Wages/Fringe	27,131	0	27,131
Utilities	2,707	7,686	10,392
Emolument	175	0	175
Miscellaneous	0	11,738	11,738
Interest Expense	935	29	964
	-----	-----	-----
TOTALS	395,012	149,862	544,874
	=====	=====	=====

BREAKDOWN OF DISBURSEMENTS

FEBRUARY, 1986

FOOD:

Nacogdoches Group Home - \$4,430
Shelby Group Home - \$2,491
Shelby MHMR - \$1,479
ASAP - \$3,594

SUPPLIES:

Cleaning supplies - Kirbyville, Shelby Group Home & DC, CA, Nacogdoches Group Home, Fries House, Hardin SWS - \$1,044
Office Supplies - \$1,229

EQUIPMENT & FURNITURE/PURCHASE:

Disposal, vent hood, range, dishwasher - Shelby CDC - \$1,737

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
Houston MHMR - \$1,000

CONTRACTS WITH SERVICE AGENCIES:

Mary Miles - \$1,830
Edna Luce - \$1,830
Pansy McGee - \$1,220
Dr. Enrique Huerta - \$4,000
Med-Prep Services - \$2,423
Lufkin Workshop - \$10,653
Dr. James Buckingham - \$2,535
Dr. Dan Capers - \$12,125 (2 mos.)
Cassels, Haglund & Clark - \$1,167

TELEPHONE:

Angelina MHMR, ASAP, CA - \$1,989

MISCELLANEOUS:

Angelina Co. - Court Hearings - \$1,765
Highway Department Set-Aside - \$1,575
CA - Mental Health Membership - \$1,200
Angelina SWS - Microfilm Maint. - \$1,313

UTILITIES:

Shelby MHMR - \$1,107

DRUGS:

E.R. Squibb & Sons - Prolixin - \$1,975

DEEP EAST TEXAS REGIONAL MHMR SERVICES
Annual Plan, FY 1986Goals and Objectives Compliance Report,
September 1, 1985 through February 28, 1986

Objective	Results			Remarks
	Actual	Target	Variance	
<u>1.1</u> Serve 2750 clients	2 299	1 873	426	<u>1.1</u> 22.7 percent favorable variance
<u>1.2</u> Serve 74% of clients in service groups I, II, and III (priority population)	77%	74%	3%	<u>1.2</u> 4 percent favorable variance
<u>1.3</u> Serve 25% of mental health clients who have history of TDMHMR State Hospital admission	32%	25%	7%	<u>1.3</u> 7 percent favorable variance
<u>1.4</u> Serve 11% of mental retardation clients who have history of TDMHMR State School admission	37%	11%	26%	<u>1.4</u> 236 percent favorable variance. MHMR is serving a larger than expected number of discharged residents from State Schools because of the Lelsz Settlement initiative.
<u>2.1</u> Add no more than 400 persons to TDMHMR State Hospitals from Center service area at a rate not to exceed 125 per 100,000 population	165	200	(35)	<u>2.1</u> 17.5 percent favorable variance. Rate of admission is currently at 103 per 100,000 population.
<u>2.2</u> Add no more than 240 persons to TDMHMR State Hospitals from Center service area who are being readmitted.	88	120	(32)	<u>2.2</u> 27 percent favorable variance.
<u>2.3</u> Add no more than 10 persons to state schools from center service area at a rate not to exceed 3 per 100,000 population	6	5	1	<u>2.3</u> 20 percent unfavorable variance. Rate of admission is currently at 1.26 per 100,000 population. Involvement with MR clients from state schools has been greater than anticipated.
<u>3.1.1</u> Provide 415 persons with emergency, crisis service at the Pineywoods Regional Treatment Center	191	207	(16)	<u>3.1.1</u> 7.7 percent unfavorable variance.
<u>3.1.2</u> Provide 185 persons with emergency, crisis service at the Angelina Substance Abuse Program	82	92	(10)	<u>3.1.2</u> 10.9 percent unfavorable variance. Occupancy rates at Angelina Substance Abuse Program have increased recently.

Goals and Objectives Compliance Report,
September 1, 1985 through February 28, 1986
 Page Two

Objective	Results			Remarks
	Actual	Target	Variance	
<u>3.2.1</u> Provide 175 mental health clients with case managers				<u>3.2.1</u> To be reported at year end. Program is still developmental.
<u>3.2.2</u> Provide 60 mental retardation clients with case managers				<u>3.2.2</u> To be reported at year end. Program is still developmental.
<u>3.4.1</u> Serve 600 mental health clients in structured residential facilities	266	300	(34)	<u>3.4.1</u> 11.3 percent unfavorable variance. Current occupancy rates indicate there will be no difficulty in meeting objective at year end.
<u>3.4.2</u> Serve 42 mental health clients in intermediate residential facilities	34	21	13	<u>3.4.2</u> 62 percent favorable variance
<u>3.4.3</u> Serve 60 mental retardation clients in intermediate residential facilities	58	43	15	<u>3.4.3</u> 34.9 percent favorable variance
<u>3.8.1</u> Construct a new MHMR Center in Livingston	1	1	-0-	<u>3.8.1</u> MHMR will occupy the new Polk County MHMR Center April 1, 1986
<u>3.8.2</u> Construct a new MHMR Center in Crockett	1	1	-0-	<u>3.8.2</u> MHMR occupied the new Houston County MHMR Center, February 1, 1986
<u>4.1.1</u> Complete a project to develop and/or revise necessary by-laws, plans, rules and regulations and policies and procedures necessary to comply with the TDMHR Standards for community-based services and the consolidated standards of the Joint Commission on Accreditation of Hospitals.	0	1	(1)	<u>4.1.1</u> Project currently underway with a completion date of August 31, 1986
<u>4.1.2</u> Complete plan of correction to remove contingencies to full, three-year accreditation by the Joint Commission on Accreditation of Hospitals as identified in survey conducted during March 11-14, 1985.	1	1	-0-	<u>4.1.2</u> JCAH removed contingencies from the March 11-14 survey in a letter dated December 20, 1985 and following a surveyor visit January 15, 1986.

Goals and Objectives Compliance Report,
September 1, 1985 through February 28, 1986
 Page Three

Objective	Results			Remarks
	Actual	Target	Variance	
<u>4.1.3</u> Extend JCAH Accreditation to the Pineywoods Regional Treatment Center by completing a successful, tailored survey.	1	1	-0-	<u>4.1.3</u> A survey of Pineywoods Regional Treatment Center was conducted Monday, October 21, 1985. Written results of the survey have not been received, although the surveyor indicated a probable accreditation decision.
<u>4.4.1</u> Conduct four, one-day meetings of the Internal Peer Review Committee for a retrospective review of client records.	2	2	-0-	<u>4.4.1</u> No variance
<u>4.4.2</u> Conduct a retrospective review by the Internal Peer Review Committee of 60 client records representing a sampling from all the components of the Regional Service Delivery System.	29	30	(1)	<u>4.4.2</u> 3 percent unfavorable variance
<u>7.3.1</u> Complete a project to enhance and expand the the computerized management information system.	1	1	-0-	<u>7.3.1</u> The computerized management information system has been greatly enhanced with the purchase and successful conversion to an IBM System 36 computer with auxiliary personal computer hardware. Memory has been expanded over 12 times its old capacity.
<u>7.4.1</u> Conduct one financial audit by an external, certified accounting firm according to generally accepted accounting principles applicable to governmental agencies, and comply with all recommendations of the audit report the Board determines accurate and feasible.	1	1	-0-	<u>7.4.1</u> No variance.
<u>7.5.1</u> Publish and distribute four editions of Directions Newsletter.	0	4	(4)	<u>7.5.1</u> Publication of Directions was suspended temporarily in FY 1986 in order for staff to prepare for outside audits from TDMHMR, Medicare and JCAH, all taking place within the first six months of FY 1986.

Goals and Objectives Compliance Report,
September 1, 1985 through February 28, 1986
 Item Four

Objective	Results			Remarks
	Actual	Target	Variance	
<u>7.5.2</u> Publish and distribute the Annual Report.	0	1	(1)	<u>7.5.2</u> The Annual Report will be published in expanded format as part of the FY 1986 observation of May MHR Month.
<u>7.5.3</u> Conduct four meetings of each County Citizens Advisory Council.	34	26	8	<u>7.5.3</u> 31 percent favorable variance.

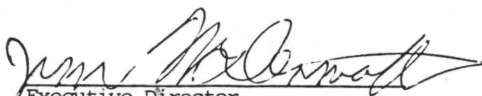
DEEP EAST TEXAS REGIONAL MMR SERVICES
Annual Plan, FY 1986

REGIONAL GOALS AND OBJECTIVES,
FY 1986

Approved at a regular meeting of the Board of Trustees, Tuesday, August 27,
1985.



Chairman of the Board
The Hon. Allen Sturrock



Executive Director
Jim McDermott, Ph.D.

DEEP EAST TEXAS REGIONAL MHMR SERVICES

Regional Goals and Objectives,
FY 1986

Goal 1: Priority Population

Assure that high priority be given to those mentally ill and mentally retarded children and adults from this region who either reside in, or are at significant risk of placement in, a state facility.

Objective 1.1: Serve 2,750 clients.

Objective 1.2: Serve 74% of clients in service groups I, II, and III (priority population).

Objective 1.3: Serve 25% of mental health clients who have history of TDMHMR State Hospital admission.

Objective 1.4: Serve 11% of mental retardation clients who have history of TDMHMR State School admission.

Goal 2: Containment

Increase to the extent appropriate and feasible the number of mentally ill and mentally retarded children and adults who leave state facilities to return to their own communities, and reduce to the extent appropriate and feasible the number of mentally ill and mentally retarded children and adults who leave their own communities to be served elsewhere.

Objective 2.1: Add no more than 400 persons to TDMHMR State Hospitals from center service area at a rate not to exceed 125 per 100,000 population.

Objective 2.2: Add no more than 240 persons to TDMHMR State Hospitals from center service area who are being readmitted.

Objective 2.3: Add no more than 10 persons to state schools from center service area at a rate not to exceed 3 per 100,000 population.

Goal 3: Community Alternatives

Develop and maintain in communities of the region those specific services for mentally ill and mentally retarded children and adults which have been demonstrated to be effective alternatives to care and treatment in state facilities.

Sub-Goal 3.1: Develop and maintain emergency services designed to respond promptly to crises of mentally ill and mentally retarded persons, 24 hours a day, 365 days a year.

Regional Goals and Objectives,

FY 1986

Page Two

Objective 3.1.1: Provide 415 persons with emergency, crisis service at the Pineywoods Regional Treatment Center.

Objective 3.1.2: Provide 185 persons with emergency, crisis service at the Angelina Substance Abuse Program.

Sub-Goal 3.2: Develop and maintain a case management system to provide continuity of care, continuing service responsibility, overall program coordination and linkages to the services of other agencies.

Objective 3.2.1: Provide 175 mental health clients with case managers.

Objective 3.2.2: Provide 60 mental retardation clients with case managers.

Sub-Goal 3.3: Assure that mentally ill members of the priority population have access to psychotropic medications prescribed for treatment of their illnesses including provisions for psychotropic and anti-convulsant medications for the indigent.

Sub-Goal 3.4: Provide a comprehensive array of residential alternatives in communities of the Region for mentally ill and mentally retarded persons suitable to their individual needs and abilities which may include:

- a. Family support services to permit mentally ill and mentally retarded persons to remain at home with their families;
- b. Specialized mental health crisis residential programs; and
- c. Personal care homes, family care arrangements, half-way houses, group homes and cooperative apartments.

Objective 3.4.1: Serve 600 mental health clients in structured residential facilities.

Objective 3.4.2: Serve 42 mental health clients in intermediate residential facilities.

Objective 3.4.3: Serve 60 mental retardation clients in intermediate residential facilities.

Sub-Goal 3.5: Provide brief hospitalization in community hospitals for mentally ill members of the priority population for the purposes of treating acute symptoms of mental illness and preventing admission to state residential facilities.

Regional Goals and Objectives,
FY 1986
Page Three

Sub-Goal 3.6: Assure the maximum utilization of and coordination with community volunteers, mutual assistance groups and client support organizations to enhance the quality of life and to prolong the stay in the community of mentally ill and mentally retarded members of the priority population.

Sub-Goal 3.7: Develop and maintain programs which offer mentally ill and mentally retarded adults a range of work-related activities including vocational training, vocational assessments, sheltered workshops, work stations in industry, and job placements.

Sub-Goal 3.8: Construct or purchase and renovate on a priority basis those buildings in communities of the region that house service activities that are proved to be effective alternatives to care and treatment in state facilities.

Objective 3.8.1: Construct a new MHMR Center in Livingston.

Objective 3.8.2: Construct a new MHMR Center in Crockett.

Goal 4: Quality

Assure that the care and treatment provided to mentally ill and mentally retarded children and adults in the regional service system are of high quality.

Sub-Goal 4.1: Assure that each component of the regional service system meets applicable standards established by appropriate external review agencies and organizations such as the Joint Commission on Accreditation of Hospitals and the TDMHMR Office of Standards and Quality Assurance.

Objective 4.1.1: Complete a project to develop and/or revise necessary bylaws, plans, rules and regulations, and policies and procedures necessary to comply with the TDMHMR Standards for community-based services and the consolidated standards of the Joint Commission on Accreditation of Hospitals.

Objective 4.1.2: Complete plan of correction to remove contingencies to full, three-year accreditation by the Joint Commission on Accreditation of Hospitals as identified in survey conducted during March 11-14, 1985.

Objective 4.1.3: Extend JCAH Accreditation to the Pineywoods Regional Treatment Center by completing a successful, tailored survey.

Regional Goals and Objectives,
FY 1986
Page Four

Sub-Goal 4.2: Assure that all employees and volunteers in direct contact with mentally ill and mentally retarded persons in the regional service system and all administrative and support employees and volunteers in the regional service system, and members of the Board of Trustees receive adequate initial and continuing training and education.

Sub-Goal 4.3: Assure that the rights of all mentally ill and mentally retarded persons in the regional service system are protected by:

- a. Designating a staff member to serve in the capacity of Rights Protection Officer, and
- b. Providing an internal mechanism for monitoring the protection of the rights of persons served by the regional service system.

Sub-Goal 4.4: Establish, maintain or expand as necessary internal quality assurance procedures designed to monitor the quality and appropriateness of services provided to mentally ill and mentally retarded persons, and the patterns of utilization of such service.

Objective 4.4.1: Conduct four, one-day meetings of the Internal Peer Review Committee for a retrospective review of client records.

Objective 4.4.2: Conduct a retrospective review by the Internal Peer Review Committee of 60 client records representing a sampling from all the components of the Regional Service Delivery System.

Goal 5: Prevention

Engage in activities designed to reduce the incidence of mental and developmental disabilities and the severity of adult mental and developmental disabilities detected in childhood.

Sub-Goal 5.1: Develop and maintain programs aimed at early detection and treatment of disabilities in infants and children such as the Early Childhood Intervention Program established pursuant to Senate Bill 630.

Sub-Goal 5.2: Cooperate with state agencies in making genetic screening and counseling services available to the people of the region.

Goal 6: Research

Ensure that results of relevant research and current literature in the field are disseminated to regional service system personnel engaged in the care and treatment of mentally ill and mentally retarded persons and to personnel administering such care and treatment programs.

Regional Goals and Objectives,
FY 1986
Page Five

Goal 7: Effective Administration

Assure that all resources are efficiently and effectively managed.

Sub-Goal 7.1: Maintain a long-range strategic plan.

Sub-Goal 7.2: Conduct a program of cost accounting to accurately determine the cost of services provided by all components of the regional service system. Such costs shall be at or below the state average among community MHMR centers in Texas.

Sub-Goal 7.3: Develop and maintain a management information system which supports management decisions affecting resource allocation, assists in efficient management of the regional service system operations and personnel, and supports with relevant and timely information programmatic and clinical decisions regarding services to mentally ill and mentally retarded persons.

Objective 7.3.1: Complete a project to enhance and expand the computerized management information system.

Sub-Goal 7.4: Assure that all components of the regional service system comply with the requirements of law and applicable rules and directives of the Texas Department of Mental Health and Mental Retardation; conduct its operations in an efficient and effective manner; and employ sound financial management practices, including accurate accounting of all revenues and expenditures.

Objective 7.4.1: Conduct one financial audit by an external, certified accounting firm according to generally accepted accounting principles applicable to governmental agencies, and comply with all recommendations of the audit report the Board determines accurate and feasible.

Sub-Goal 7.5: Develop and maintain effective liaison with other agencies and organizations and with the general public in order to exchange relevant and timely information.

Objective 7.5.1: Publish and distribute four editions of Directions Newsletter.

Objective 7.5.2: Publish and distribute the FY 1985 Annual Report.

Objective 7.5.3: Conduct four meetings of each County Citizens Advisory Council.

Regional Goals and Objectives,
FY 1986
Page Six

Sub-Goal 7.6: Recruit competent personnel and volunteers for the regional service system.

Sub-Goal 7.7: Provide employees with a work experience conducive to job satisfaction and long-term employment by the following means:

- a. Provide a competitive level of compensation and fringe benefits for all employees;
- b. Implement strategies aimed at improving career development and education opportunities for employees;
- c. Maintain a Positive Performance Program;
- d. Provide training programs designed to improve the skills of managers and line supervisors in the regional service system;
- e. Maintain an effective Affirmative Action Program; and
- f. Maintain employee turnover rate not to exceed 20 percent.

Plan for the 1986
Observance of May MHMR Month

The following activities will be planned in each of the county service areas in the region to bring public attention to the services of Deep East Texas MHMR:

1. Schedule the annual regional meeting of County Advisory Councils in Lufkin to recognize local achievement in support of MHMR services and to report local needs and initiatives.
2. Publish the newly re-designed Annual Report which will describe services from a regional standpoint and also spotlight programs at the county service area level.
3. Initiate the publication of the newly re-vamped Direction's Newsletter which will spotlight local staff achievements.
4. Encourage local staff to host open house meetings so the public can tour local facilities and meet staff. Make special effort to schedule open houses for new facility locations in Polk and Houston Counties.
5. Distribute special news releases to newspapers, radio, and TV during the month of May.
6. Encourage local staff to participate in any health fairs already scheduled by other health agencies or organize their own public awareness fairs.
7. Request that local county judges and/or city mayors proclaim May as MHMR Month in their county and city.

Certificate of Appreciation

The BOARD OF TRUSTEES of the

DEEP EAST TEXAS REGIONAL MENTAL HEALTH MENTAL RETARDATION SERVICES

hereby recognizes

REVEREND REX CARLETON

*for outstanding contributions to the mentally
handicapped citizens of the Deep East Texas Region.*

*Your loyal support and unselfish service
have been instrumental in helping our local programs continue
to progress for the benefit of our clients.*




Chairman, Board of Trustees


Executive Director

3/31/86
Date

Certificate of Appreciation

The BOARD OF TRUSTEES of the

DEEP EAST TEXAS REGIONAL MENTAL HEALTH MENTAL RETARDATION SERVICES

hereby recognizes

JAN WILSON

*for outstanding contributions to the mentally
handicapped citizens of the Deep East Texas Region.*

*Your loyal support and unselfish service
have been instrumental in helping our local programs continue
to progress for the benefit of our clients.*



[Signature]
Chairman, Board of Trustees

[Signature]
Executive Director

3/31/86
Date

DEEP EAST TEXAS REGIONAL MHMR SERVICES

CLIENTS SERVED BY COUNTY

REPORT PERIOD - 9/1/85 - 2/28/86

<u>COUNTY</u>	<u>MENTAL HEALTH</u>	<u>MENTAL RETARDATION</u>	<u>ALCOHOLISM</u>	<u>DRUG ABUSE</u>	<u>TOTAL</u>
Angelina	427	106	29	13	575
Hardin	13	54	1	3	71
Houston	70	53	5	0	128
Jasper	143	71	13	3	230
Nacogdoches	282	57	25	4	368
Newton	59	23	9	2	93
Polk	136	52	1	1	190
Sabine	42	26	4	0	72
San Augustine	53	44	3	2	102
San Jacinto	31	5	2	1	39
Shelby	134	68	7	1	210
Trinity	73	15	2	0	90
Tyler	82	32	7	1	122
Out of Region	<u>5</u>	<u>2</u>	<u>2</u>	<u>0</u>	<u>9</u>
SUBTOTAL	1,550	608	110	31	2,299

Applicants - 530
 Crisis Line - 319
 GRAND TOTAL - 3,148*

*This figure does not include former clients contacted by follow-up questionnaire.

MHMR

Deep East Texas Regional Mental Health Mental Retardation Services

4101 South Medford Drive
Lufkin, Texas 75901 Telephone (409) 639-1141

M E M O R A N D U M

TO: Members, Board of Trustees

FROM: Jim McDermott, Ph.D.
Executive Director

DATE: March 20, 1986

SUBJECT: Financial Projections for FY 1986

As you know, the staff has been very concerned about our financial status for the rest of this fiscal year, due to the delay in medicare certification. The Federal auditors are scheduled to survey the Memorial Hospital building on Thursday of next week. At that time, it should be clear to the Hospital what they will be required to do in order to bring the Hospital facility into compliance with the Life Safety Code. It is my impression that the Hospital will be willing to make the necessary renovations in order for the Hospital to comply with the Code. I doubt, however, if the necessary changes to the physical plant will be completed in time for us to be able to realize much medicare revenue for this fiscal year.

The staff has done a thorough analysis of revenues and expenditures and has made projections on our financial status for the remainder of this fiscal year (see attached). If our revenue and expenditure picture is not altered, we project an approximate \$105,000 deficit. Naturally, that is unacceptable, so during our analysis we have revised our revenue upward by \$14,326, primarily by increasing RAJ and workshop production projections. The RAJ revenue increase is primarily projected from Hardin County. With this increase in projected revenue, our overall shortfall is lowered to \$90,586. As you can see from the attachment, we have also lowered projected expenditures by \$78,817. This was accomplished by freezing three positions that are currently vacant, discontinuing several consultant contracts at Pineywoods Regional Treatment Center, and by not paying Memorial Hospital building rent and utilities at Pineywoods Regional Treatment Center for the remainder of

Board of Trustees

March 20, 1986

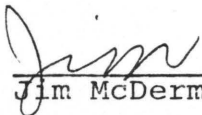
Page 2

this fiscal year. The Hospital has agreed to this reduction in expenses.

By lowering the overall projected expenditures, we are now projecting a total shortfall of \$11,769. Although that is still a significant amount of money, it is significantly less than the original projection of \$105,000, and is a much more manageable deficit to make up. We will discuss strategies for making up the remaining projected deficit at our next Board meeting. At this time, it does not appear that we will have to consider closing a program unless the Hospital is unwilling or unable to make the necessary changes to their physical facility. If the Hospital does not come into compliance with the Life Safety Code, we will not receive our medicare certification and we will be forced to either cut down existing programs, such as ASAP, close the inpatient unit, or attempt to find a suitable alternate site for the inpatient program that would allow us to obtain medicare certification.

I have written Dr. Miller and outlined the projected revenue shortfall of \$105,000. I have alerted him to the potential of possibly having to shut ASAP down, plus additional services unless the Department is willing to assist us this fiscal year. I have requested a meeting with him and it is my hope that he will agree to such a meeting. We will spend time during our upcoming Board meeting discussing this issue.

By the way, I want to remind you that the Board did agree at the last meeting to meet on Monday, March 31st.



Jim McDermott

JM:sv

Attachment

PROJECTED BUDGET - FY 1986

Projected Revenue	\$6,416,352
Projected Expenditures	<u>6,521,264</u>
Projected Shortfall	-\$ 104,912

Revisions to Revenue:

Increased RAJ	14,000	
Increased Workshop Production	<u>326</u>	<u>14,326</u>
SUBTOTAL/SHORTFALL		\$ 90,586

Revisions to Expenditures:

Decreased Salaries	18,311	
Decreased Fringe	2,564	
Decreased Consultations & Professional Fees	3,456	
Decreased Contracts	7,410	
Decreased Building/Rent	32,100	
Decreased Utilities	<u>14,976</u>	<u>78,817</u>
PROJECTED SHORTFALL		\$ 11,769

1. Report findings into program immediately. Jim Lane will assist in developing new behavior plan.
2. Workshop Board and Executive Director commit to plan of correction to remove deficiencies from Audit Report.
3. Workshop Board and Executive Director commit to modifying program to accommodate low-level MR clients.
4. No more additional slots this fiscal year unless significant progress has been made to correct deficiencies and modify program.
5. Joe and Marsha will evaluate progress in plan of correction June 1st and recommend or not recommend additional slots for this fiscal year.
6. Based on results of June 1st evaluation, re-negotiate contract for next fiscal year. New contract must be very specific regarding expectations of each party.
7. All deficiencies must be removed by August 31, 1986 in order to continue contract into next fiscal year. Payment under new contract will be client-specific.
8. MHMR will offer clinical and administrative support in preparing and implementing plan of correction. Work on plan of correction must begin immediately.

LOCAL MATCH CHART - FY 1986

<u>COUNTY</u>	<u>AMOUNT REQUESTED</u>	<u>AMOUNT PLEDGED</u>	<u>AMOUNT RECEIVED</u>
Angelina	\$ 29,286.00	\$ 29,286.00	\$ 8,367.44
Hardin	14,532.00	14,532.00	14,532.00
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	5,986.00
Polk	9,846.00	9,846.00	9,846.00
Sabine	2,838.00	2,838.00	1,419.00
San Augustine	2,802.00	2,802.00	2,802.00
San Jacinto	4,107.00	4,107.00	4,107.00
Shelby	6,400.00	6,400.00	6,400.00
Trinity	5,127.00	5,127.00	5,127.00
Tyler	<u>7,609.00</u>	<u>7,609.00</u>	<u>\$ 7,609.00</u>
TOTALS	\$124,675.00	\$124,675.00	\$ 77,270.44