

MINUTES

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

JULY 21, 1986

BOARD MEMBERS PRESENT:

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

BOARD MEMBERS ABSENT:

Rev. Robert Carter, Treasurer
Mrs. Agnes Rhoder

OTHERS PRESENT:

Jim McDermott, Ph.D.	MHMR
Mrs. Linda Naff	MHMR
Mr. George Patterson	MHMR
Mr. Larry Heaton	MHMR
Mr. Joe McCulley	MHMR
Mr. Sandy Skelton	MHMR
Mrs. Susan Rushing	MHMR
Mrs. Sandy Vann	MHMR
Mr. Charles English	County Judge Elect - Houston County

The 160th 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, July 21, 1986 at 12:00 Noon.

INVOCATION: Reverend Ed Dodson gave the invocation.

CALL TO ORDER AND RECOGNITION OF GUESTS: There being a quorum present, Chairman Sturrock called the meeting to order at 12:00 Noon. Mr. Charles E. English, County Judge Elect of Houston County, was welcomed by Judge Sturrock.

APPROVAL OF MINUTES OF PREVIOUS BOARD MEETING: There being no additions or corrections to the Minutes of the June Board Meeting, on a motion by Mr. Sampson, seconded by Mr. Gee, the Board unanimously approved the Minutes of the June 24, 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 Rev. Dodson, seconded by Mr. Gee, 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, and Budget Summaries of Receipts and Expenditures for the month of June, 1986 be approved as submitted, and THAT copies of each report be attached to the permanent Minutes of this Board meeting.

Consideration of Resolution to Purchase from State Purchasing and General Services Commission (formerly State Board of Control): On a motion by Rev. Dodson, seconded by Mr. Gee, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the Resolution to the State Purchasing and General Services Commission be approved; THAT the Board Chairman be authorized to sign the Resolution; THAT the Executive Director be authorized to submit the necessary documents to the State Purchasing and General Services Commission to enact the Resolution; and THAT a copy of the Resolution be maintained on file in the office of the Director, Financial Services.

Consideration of Bids for Purchase Agreements for FY 1987 (In Three Parts):

Part 1: Consideration of Bids for Office Equipment and Furniture: On a motion by Rev. Dodson, seconded by Mr. Gee, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT an annual purchase order for office furniture and equipment be awarded to Story-Wright Printing & Office Supply Company, Inc. to run from September 1, 1986 through August 31, 1987; THAT the Executive Director be authorized to sign and issue the purchase order; THAT the purchase order be subject to budgetary limitations and satisfactory performance on the part of the vendor; and THAT copies of the bids be maintained on file in the office of Financial Services.

Part 2: Consideration of Bids for Printing Services: On a motion by Rev. Dodson, seconded by Mr. Gee, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT an annual purchase order for printing services be awarded to Kwik-Kopy Printing to run from September 1, 1986 through August 31, 1987; THAT the Executive Director be authorized to sign and issue the purchase order; THAT the purchase order be subject to budgetary limitations and satisfactory performance on the part of the vendor; and THAT copies of the bids be maintained on file in the office of Financial Services.

Part 3: Consideration of Bids for Janitorial Services: On a motion by Rev. Dodson, seconded by Mr. Gee, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the Board accept the bid from Heaton's Janitorial Service for janitorial services at the Angelina MHMR Center and the Administration Facility to run from September 1, 1986 through August 31, 1987; THAT the Executive Director be authorized to sign and issue the purchase order; THAT this purchase be subject to budgetary limitations and satisfactory performance on the part of the vendor; and THAT copies of the bids be maintained on file in the office of Financial Services.

Consideration of Sale of IBM System 34 Computer: On a motion by Rev. Dodson, seconded by Mr. Gee, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the Board approve the sale of the Center's IBM System 34 computer to the City of Huntington for the sum of \$1,000.00; and THAT the Executive Director be authorized to sign necessary documents to accomplish this sale.

Consideration of Proposed Start-up Costs for Angelina Client and Family Support Program: On a motion by Rev. Dodson, seconded by Mr. Sampson, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the bid in the amount of \$ 18,800.00 from Gardemal Homes for building renovations for the facility at 1915 Old Mill Road, Lufkin, be accepted, THAT furniture, equipment, and supplies be purchased for the Angelina Client and Family Support Program in an amount not to exceed \$6,000.00; and THAT copies of all

bids and requisitions be maintained on file
in the office of Financial Services.

Program Committee - Mr. Ward R. Burke, Chairman

Consideration of Chapter I 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 Chapter I grant application be approved as submitted, and THAT a copy be maintained in the office of the Director, Community Services.

Consideration of Nominees to Professional Staff Organization: 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 recommendations for appointment to the Professional Staff of the Pineywoods Regional Treatment Center be accepted as submitted; and THAT a list of Professional Staff members be kept on file in the office of the Executive Director.

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

Consideration of Malpractice Insurance for Dr. Dan Capers: 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 Center continue to use the St. Paul Insurance Company to provide medical liability insurance for Dr. Dan Capers for the period September 1, 1986 through August 31, 1987.

Consideration of Appointment of Self-Insurance Trustees: On a motion by Mr. Sampson, seconded by Mr. Gee, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT Allen Sturrock, Dan Dominey, Jim McDermott, Larry Heaton, and Betty Gardemal be appointed as trustees of the Center's Self-Insurance Plan, and THAT a copy of their Certificate of Appointment be maintained in the Executive Director's files.

Consideration of Certificates of Appreciation: 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 Board Chairman and Executive Director be authorized to sign and present the proposed Certificates of Appreciation to the United Way of the Greater Jasper Area, the Jasper Independent School District, the Jasper County Commissioners Court and Judge Harold Kennedy, Erin Baptist Church, and David Waxman, and THAT copies of the Certificates be attached to the permanent Minutes of this Board Meeting.

Consideration of Personnel Matters (In Three 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 12:45 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 1:58 P.M. and asked Board consideration of the following items:

Part 1: Consideration of L.V.N. I and Houseparent I Positions at Shelby 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 L.V.N. I position #234 and Houseparent I position #235 be added to the FY 1987 Personal Services Schedule; THAT this action be effective September 1, 1986; and THAT the Board Chairman and Executive Director be authorized to sign and submit the appropriate paperwork to TDMHMR.

Part 2: Consideration of the Deletion of an R.N. Position and the Creation of an L.V.N. Position at Pineywoods Regional Treatment Center: On a motion by Mr. Dominey, seconded by Mr. Gee, the Board unanimously approved the following resolution:

RESOLVED, By the Board of Trustees, THAT position #066, R.N. I, be deleted from the FY 1986 Personal Services Schedule, THAT an L.V.N. I position #230 be added to the FY 1986 Personal Services Schedule; THAT these actions be effective August 1, 1986; and THAT the Board Chairman be authorized to sign and submit the appropriate paperwork to TDMHMR.

Part 3: Consideration of Proposed Contract: 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 proposed Contract (attached) between the Board and Sanford K. Skelton for the management and supervision of all mental health residential services be approved as submitted, THAT the Executive Director be authorized to sign the Contract for submission to TDMHMR, and THAT a copy of the Contract be maintained in the office of the Executive Director.

EXECUTIVE DIRECTOR'S REPORT

1. Summary of Clients Served Report (see attached)
2. Discussion of Management Audit
3. Announce Dates for Luncheon Meetings with new County Judges
4. Call on Directors for reports

Director, Residential Services

- a. Local Funds Report (see attached)
- b. Report on Pledge Letters for FY 1987
- c. Vehicle Replacement Plan
- d. Discuss Keeping one Cavalier
- e. Peer Review Plan for FY 1987 (attached)

Director, Personnel, Training, & Development Services

- a. Report on Client Injuries in Tyler and Nacogdoches Counties

INVITE COMMENTS FROM VISITORS:

There were no comments from visitors at this time.

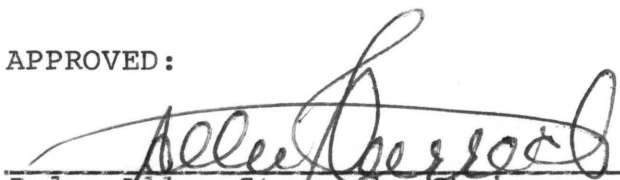
DESIGNATION OF DATE, TIME AND LOCATION OF NEXT BOARD MEETING:

The schedule for the Board Meetings for August and September was set as follows:

Tuesday, August 26, 1986
Tuesday, September 23, 1986

Committee meetings will begin at 5:00 P.M. on August 26th, 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 - 6/30/86

SOURCE	ANNUAL BUDGET	MONTHLY BUDGET	JUNE REV. & REC.	JUNE OVER/(UNDER)	Y-T-D REV & REC	Y-T-D OVER/(UNDER)	Y-T-D BAL REMAINING	REVISED MO. BUDGET
Angelina County	29,265	2,441	2,441	1	24,405	0	4,861	2,441
Hardin County	14,532	1,211	1,211	0	12,110	0	2,422	1,211
Houston County	6,584	549	549	0	5,487	0	1,097	549
Jasper County	11,595	966	967	1	9663	1	1,932	966
Nacogdoches County	17,963	1,497	1,497	0	14,969	(0)	2,994	1,497
Newton County	5,986	499	499	0	4,988	(0)	998	499
Polk County	9,846	821	820	(1)	8,205	0	1,641	821
Sabine County	2,833	237	236	(1)	2,365	0	473	237
San Augustine County	2,802	234	233	(1)	2,335	0	467	234
San Jacinto County	4,107	342	343	1	3,423	1	684	342
Shelby County	6,400	533	533	(0)	5,333	(0)	1,067	534
Trinity County	5,127	427	428	1	4,273	1	854	427
Tyler County	7,609	634	634	(0)	6,341	0	1,268	634
Teagle Grant	150,000	12,500	0	(12,500)	63,760	(61,240)	86,240	43,120
Client Fees	350,000	29,167	24,360	(4,807)	296,283	4,616	53,717	26,859
Title XX - Protective Services	37,500	3,125	4,062	937	9,636	(21,614)	27,864	13,932
Title XX - In Home	0	0	1,983	1,983	5,757	5,757	(5,757)	(2,879)
Texas Rehabilitation Commission	8,700	725	1,535	810	8,852	1,602	(152)	(76)
ICF - MR	409,313	34,109	27,646	(6,463)	323,790	(17,304)	85,523	42,762
SS 230	95,000	7,917	10,500	2,583	103,500	24,333	(8,500)	(4,250)
Dept. of Highways & Pub. Transp.	434,562	36,214	32,025	(4,189)	354,449	(7,686)	80,113	40,057
Workshop Production	95,000	7,917	2,082	(5,835)	87,274	8,107	7,726	3,863
Donations	11,800	983	2,470	1,487	12,798	2,965	(998)	(499)
Interest	60,000	5,000	6,567	1,567	62,944	12,944	(2,944)	(1,472)
Miscellaneous	80,000	6,667	7,330	663	79,421	12,754	579	290
Grant-in-Aid	1,822,698	151,892	151,891	(1)	1,518,915	0	303,783	151,892
Rusk State Hospital	196,399	16,367	17,621	1,254	151,583	(12,083)	44,816	22,408
SB 550	287,090	23,924	24,807	883	228,208	(11,034)	58,682	29,441
DHR - Adult Day Care	40,000	3,333	3,637	304	33,208	(125)	6,792	3,396
DHR - Child Day Care	132,131	11,011	10,571	(440)	83,647	(26,482)	48,484	24,242
RAJ	672,359	56,030	62,675	6,645	524,716	24,417	87,643	43,622
Lelsz	378,931	73,248	71,049	(2,199)	599,224	(133,260)	279,757	139,879
DHR Liaison	115,000	9,583	9,273	(310)	95,484	(349)	19,516	9,758
Chapter I	32,474	2,706	2,053	(653)	20,350	(6,712)	12,124	6,062
Chapter I Carryover	32,973	2,748	4,240	1,492	29,797	2,320	3,176	1,583
DDA	70,000	5,833	0	(5,833)	39,283	(19,050)	30,717	15,359
DDA FY 86-87	0	0	5,366	5,366	20,235	20,235	(20,235)	(10,118)
Mental Health Block Grant	468,856	39,071	37,551	(1,520)	393,753	3,040	75,103	37,552
USDA	14,540	1,212	1,176	(36)	9,425	(2,692)	5,115	2,558
TOTALS	6,620,051	551,671	532,861	(18,810)	5,320,189	(196,520)	1,299,862	649,921

DEEP EAST TEXAS REGIONAL MHMR SERVICES
EXPENDITURES BY COST CATEGORY
9/1/85 - 6/30/86

CATEGORY	ANNUAL BUDGET	MONTHLY BUDGET	JUNE EXP. & ENC	JUNE OVER(UNDER)	Y-T-D EXP & ENC	Y-T-D OVER(UNDER)	Y-T-D BAL REMAINING	REVISED MO. BUDGET
Salaries & Wages	3,191,161	265,930	263,029	(2,901)	2,499,707	(159,594)	691,454	345,727
Salary & Merit Increase	8,583	715	918	203	5,282	(1,871)	3,301	1,651
Fringe Benefits	438,061	36,505	36,803	298	345,140	(19,911)	92,921	46,461
Consultation & Professional Fees	132,250	11,021	15,116	4,095	153,438	43,230	(21,168)	(10,594)
Travel	106,037	8,836	11,233	2,397	81,608	(6,756)	24,429	12,215
Drugs	26,000	2,167	1,106	(1,061)	22,715	1,048	3,285	1,643
Food	125,000	10,417	8,203	(2,214)	101,055	(3,112)	23,945	11,773
Supplies	166,370	13,866	9,736	(4,130)	135,963	(2,695)	30,427	15,214
Equipment & Furniture/Purchase	54,224	4,519	973	(3,546)	25,466	(19,721)	28,758	14,379
Equip & Fur./Rental, Rep. & Mt.	68,000	5,667	5,593	(69)	56,350	(317)	11,650	5,625
Building/Rent	284,887	23,741	22,670	(1,071)	232,045	(5,361)	52,842	26,421
Building Purchase	50,000	4,167	0	(4,167)	0	(41,667)	50,000	25,000
Bldg./Repair, Maint., Ren./Ren.	68,909	5,742	3,694	(2,048)	59,928	2,504	8,981	4,491
Vehicle/Purchase	70,437	5,870	1,138	(4,732)	68,491	9,794	1,946	973
Vehicle/Rental	20,408	1,701	1,659	(42)	16,633	(374)	3,775	1,888
Vehicle/Operating Costs	107,475	8,956	5,960	(2,996)	75,676	(9,887)	27,799	13,900
Contracts with Service Agencies	907,680	75,640	82,748	7,108	681,118	(75,282)	226,562	113,281
Postage	17,413	1,451	1,653	202	13,858	(653)	3,555	1,778
Laboratory Expense	2,000	167	91	(76)	1,319	(348)	681	341
Telephone	103,093	8,591	7,578	(1,013)	80,665	(5,246)	22,428	11,214
Annual Audit	13,500	1,125	1,125	0	11,250	0	2,250	1,125
Insurance	65,750	5,479	5,291	(188)	48,956	(5,836)	16,794	8,397
Client Wages/Fringe	315,000	26,250	22,607	(3,643)	261,724	(776)	53,276	26,638
Utilities	143,227	11,936	9,903	(2,033)	105,734	(13,622)	37,493	18,747
Emolument	2,100	175	175	0	1,750	0	350	175
Miscellaneous	121,475	10,123	16,843	6,720	127,296	26,067	(5,821)	(2,911)
Interest Expense	10,991	916	991	75	8,706	(453)	2,285	1,143
Land Purchase Expense	0	0	0	0	63,940	63,940	(63,940)	(21,970)
TOTALS	6,620,051	551,671	536,841	(14,830)	5,289,813	(226,896)	1,330,239	665,119

DEEP EAST TEXAS REGIONAL MHMR SERVICES
EXPENDITURES BY PROGRAM
9/1/85 - 6/30/86

PROGRAM	ANNUAL BUDGET	MONTHLY BUDGET	JUNE EXP. & ENC	JUNE OVER/(UNDER)	Y-T-D EXP & ENC	Y-T-D OVER/(UNDER)	Y-T-D BAL REMAINING	REVISED MO. BUDGET
Center Administration	630,393	52,533	52,907	374	573,682	48,555	56,511	28,256
Continuity of Care	438,834	36,570	44,690	8,121	305,700	(59,995)	133,134	66,567
Outpatient Services	824,270	68,689	67,150	(1,539)	680,199	(6,693)	144,071	72,036
Special Education	614,479	51,207	50,553	(654)	475,818	(36,248)	138,661	69,331
MH Residential	1,473,286	122,774	120,736	(2,038)	1,189,508	(38,230)	283,778	141,889
MR Residential	761,624	63,469	72,712	9,243	579,941	(54,746)	181,683	90,842
Sheltered Work Training	1,344,297	112,025	84,396	(27,629)	1,070,590	(49,658)	273,707	136,554
Day/Evening Care	227,960	18,997	19,182	185	185,905	(4,062)	42,055	21,028
Diagnosis & Evaluation	304,908	25,409	24,515	(894)	228,270	(25,820)	76,638	38,319
TOTALS	6,620,051	551,671	536,841	(14,830)	5,289,813	(226,896)	1,330,233	665,119

DEEP EAST TEXAS REGIONAL NHRM SERVICES
SUMMARY OF REVENUE AND EXPENDITURES
AS OF JUNE 30, 1986

	JUNE YEAR-TO-DATE	
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REVENUE & RECEIVABLES	532,861	5,320,189
EXPENDITURES & ENCUMBRANCES	(536,841)	(5,289,813)
DIFFERENCE	(3,980)	30,376
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DEEP EAST TEXAS REGIONAL MHMR SERVICES
BALANCE SHEET
JUNE 30, 1986

ASSETS	GENERAL OPERATING FUND	GENERAL FIXED ASSETS	TOTAL
Current Assets			
Cash in Bank	974,695		974,695
Change Fund	290		290
Petty Cash	50		50
Accts Receivable-Client Fees 376,212			
Less: Allowance for Uncollect- able Accounts (370,979)			
Net Accounts Receivable	5,233		5,233
Accounts Receivable-Other	438,994		438,994
Accounts Receivable-Internal			
Advances	0		0
Prepaid Expenses	41,368		41,368
TOTAL CURRENT ASSETS	1,460,630		1,460,630
Amount To Be Provided Under Accrued Vacation	101,525		101,525
Amount To Be Provided Under Capital Lease Agreements	99,137		99,137
Amount To Be Provided Under Long-Term Agreement	11,145		11,145
General Fixed Assets - At Cost			
Equipment - Furniture/Fixtures		529,352	529,352
Vehicles		349,647	349,647
Building		325,645	325,645
Land		63,940	63,940
TOTAL FIXED ASSETS		1,268,584	1,268,584
TOTAL ASSETS	1,672,437	1,268,584	2,941,021
LIABILITIES, RESERVES & FUND BALANCE			
Current Liabilities:			
Accounts Payable	121,357		121,357
Accounts Payable-Internal			
Advances*	0		0
Retirement Payable	20,162		20,162
Prepaid Revenue	765,751		765,751
Trust Fund Payable	6,419		6,419
Employee Insurance Payable	(8,237)		(8,237)
TOTAL CURRENT LIABILITIES	905,452		905,452
Obligation Under Accrued Vacation	101,525		101,525
Obligation Under Capital Lease Agreements	99,137		99,137
Obligation Under Long-Term Agreement	11,145		11,145
TOTAL LIABILITIES	1,117,259		1,117,259
Reserve for Investment in Fixed Assets		1,268,584	1,268,584
Reserve for Encumbrances	175,317		175,317
Fund Balance	379,861		379,861
TOTAL LIABILITIES, RESERVES & FUND BALANCE	1,672,437	1,268,584	2,941,021

DEEP EAST TEXAS REGIONAL MMR SERVICES
ANALYSIS OF ACCOUNTS RECEIVABLE/PAYABLE- INTERNAL ADVANCES
AND CASH POSITION STATEMENT
JUNE 30, 1986

ANALYSIS OF ACCOUNTS RECEIVABLE/ACCOUNTS PAYABLE - INTERNAL ADVANCES

NO OUTSTANDING INTERNAL ADVANCES AS OF 6/30/86	0

	0
TOTAL	=====

CASH POSITION STATEMENT

Cash in Bank:	
Operating Account	34,099
Money Market Checking Account - Inpatient	72,709
Pension Savings Account	22,070
Payroll Account	100
Chapter 1 Account	9,670
DDA Account	6,140
CD - Diboll State Bank	200,000
Money Market Checking Account - Diboll	
State Bank	189,284
Money Market Checking Account	298,602
Reserve Operating Account	130,606
Land Account	0
Hardin Building Account	5,206

CASH IN BANK	968,706
Trust Fund Account	5,989

TOTAL CASH IN BANK	974,695
Change Fund	290
Petty Cash	50

TOTAL CASH ON HAND	975,035
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DEEP EAST TEXAS REGIONAL MHMR SERVICES
STATEMENT OF CHANGES IN FUND BALANCE AND RESERVE
AS OF JUNE 30, 1986

	GENERAL OPERATING FUND	GENERAL FIXED ASSETS
	-----	-----
BALANCE - 6/1/86	383,841	1,249,113
REVENUE	532,861	
EXPENDITURES	(536,841)	
ADDITIONS	0	19,471
DELETIONS	0	0
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BALANCE - 6/30/86	379,861	1,268,584
	=====	=====

DEEP EAST TEXAS REGIONAL NMHR SERVICES
OPERATING STATEMENT
JUNE 30, 1986

SOURCE OF INCOME:	RECEIPT	RECEIVABLES	TOTAL
Angelina County	1	2,440	2,441
Hardin County	1,211	0	1,211
Houston County	549	0	549
Jasper County	967	0	967
Nacogdoches County	0	1,497	1,497
Newton County	499	0	499
Polk County	820	0	820
Sabine County	0	236	236
San Augustine County	233	0	233
San Jacinto County	343	0	343
Shelby County	533	0	533
Trinity County	428	0	428
Tyler County	634	0	634
Temple Grant	0	0	0
Client Fees	24,360	0	24,360
Title XX - Protective Services	476	3,566	4,042
Title XX - In Home	0	1,983	1,983
Texas Rehabilitation Commissio	860	675	1,535
ICF - MR	0	27,646	27,646
SB 230	500	10,000	10,500
Dept. of Highways & Pub. Trans	1,174	30,851	32,025
Workshop Production	0	2,082	2,082
Donations	2,470	0	2,470
Interest	6,567	0	6,567
Miscellaneous	2,946	4,384	7,330
Grant-in-Aid	151,891	0	151,891
Rusk State Hospital	4,181	13,440	17,621
SB 630	112	24,695	24,807
DHR - Adult Day Care	1	3,636	3,637
DHR - Child Day Care	0	10,571	10,571
RAJ	7,675	55,000	62,675
Lelsz	71,049	0	71,049
DHR Liaison	0	9,273	9,273
Chapter I	2,053	0	2,053
Chapter I Carryover	4,240	0	4,240
DDA	0	0	0
DDA FY 86-87	5,366	0	5,366
Mental Health Block Grant	0	37,551	37,551
USDA	0	1,176	1,176
TOTALS	292,159	240,702	532,861

CONTINUED

DEEP EAST TEXAS REGIONAL MHMR SERVICES
 OPERATING STATEMENT
 CONTINUED
 JUNE 30, 1986

SOURCE OF EXPENDITURES	DISBURSEMENTS	ENCUMBRANCES	TOTAL
Salaries & Wages	263,029	0	263,029
Salary & Merit Increase	918	0	918
Fringe Benefits	34,925	1,878	36,803
Consultation & Professional Fe	13,106	2,010	15,116
Travel	11,233	0	11,233
Drugs	774	332	1,106
Food	313	7,890	8,203
Supplies	0	9,736	9,736
Equipment & Furniture/Purchase	0	973	973
Equipment & Fur./Rental,Rep. &	4,473	1,125	5,598
Building/Rent	15,820	6,850	22,670
Bldg./Repair, Maint., Rem./Ren	0	3,694	3,694
Vehicle/Purchase	0	1,138	1,138
Vehicle/Rental	1,659	0	1,659
Vehicle/Operating Costs	3,205	2,755	5,960
Contracts with Service Agencie	6,683	76,065	82,748
Postage	1,625	28	1,653
Laboratory Expense	54	37	91
Telephone	7,574	4	7,578
Annual Audit	0	1,125	1,125
Insurance	5,291	0	5,291
Client Wages/Fringe	22,607	0	22,607
Utilities	7,205	2,698	9,903
Emolument	175	0	175
Miscellaneous	8,520	8,323	16,843
Interest Expense	988	3	991
Land Purchase Expense	0	0	0
TOTALS	410,177	126,664	536,841

BREAKDOWN OF DISBURSEMENTS

June, 1986

FOOD:

Shelby Group Home - \$1,043

SUPPLIES:

Office Supplies - CA - \$2,895

EQUIPMENT RENTAL:

Copiers - OPCs & MH Residential - \$1,233

BUILDING/RENT:

Angelina MHMR Center - \$3,080

Angelina Substance Abuse - \$1,700

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

Dr. Enrique Huerta - \$4,000

Med-Prep Services - \$1,300

Lufkin Workshop - \$10,396

Dr. James Buckingham - \$2,245

Dr. Dan Capers - \$6,000

Wilson-McKewen Treatment Center - \$1,980

Lutz Boarding Home - \$2,400

Dr. Raul Gutierrez - \$1,147

Memorial Medical Center - \$19,328

TELEPHONE:

Kirbyville SWS & GH, Shelby CDC & MHMR - \$1,096

Angelina County Units - \$1,952

INSURANCE:

Mutual Benefit Life - \$1,161

Travelers Insurance - \$3,338

UTILITIES:

Shelby Child Day Care & MHMR - \$1,028

CA, ASAP & Houston MHMR - \$1,013

MISCELLANEOUS:

Angelina Co. - Court Hearings - \$2,640

Highway Department Set-Aside - \$1,755

RepublicBank - Camp Leander - \$1,600

VISA - Travel - Various Employees - \$2,344

Remodeling - Kirbyville GH - \$9,594

Travel - Dr. Cleary - \$2,256

Silsbee Hospital - \$1,563

Tyler Co. Hospital - \$3,370

Cassels, Haglund & Clark - \$1,672

Certificate of Appreciation

The BOARD OF TRUSTEES of the

DEEP EAST TEXAS REGIONAL MENTAL HEALTH MENTAL RETARDATION SERVICES

hereby recognizes

The Jasper Independent School District

*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

July 21, 1986

Date

Certificate of Appreciation

The BOARD OF TRUSTEES of the

DEEP EAST TEXAS REGIONAL MENTAL HEALTH MENTAL RETARDATION SERVICES

hereby recognizes

The United Way of the Greater Jasper Area

*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

July 21, 1986

Date

Certificate of Appreciation

The BOARD OF TRUSTEES of the

DEEP EAST TEXAS REGIONAL MENTAL HEALTH MENTAL RETARDATION SERVICES

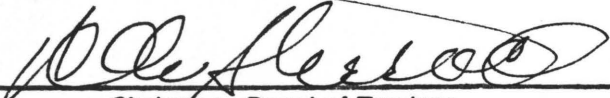
hereby recognizes

Erin Baptist Church

*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

July 21, 1986

Date

Certificate of Appreciation

The BOARD OF TRUSTEES of the

DEEP EAST TEXAS REGIONAL MENTAL HEALTH MENTAL RETARDATION SERVICES

hereby recognizes

Judge Harold Kennedy, Jasper County

*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

July 21, 1986

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The BOARD OF TRUSTEES of the

DEEP EAST TEXAS REGIONAL MENTAL HEALTH MENTAL RETARDATION SERVICES

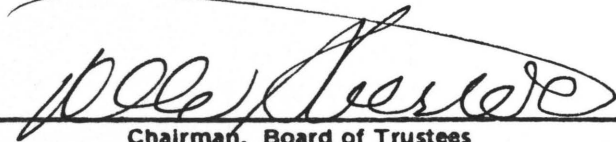
hereby recognizes

The Jasper County Commissioners Court

*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

July 21, 1986

Date

Certificate of Appreciation

The BOARD OF TRUSTEES of the
DEEP EAST TEXAS REGIONAL MENTAL HEALTH MENTAL RETARDATION SERVICES

hereby recognizes

David Waxman

*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

July 21, 1986

Date

DEEP EAST TEXAS REGIONAL MHMR SERVICES

CLIENTS SERVED BY COUNTY

REPORT PERIOD - 9/1/85 - 6/30/86

<u>COUNTY</u>	<u>MENTAL HEALTH</u>	<u>MENTAL RETARDATION</u>	<u>ALCOHOLISM</u>	<u>DRUG ABUSE</u>	<u>TOTAL</u>
Angelina	566	125	44	17	752
Hardin	84	57	4	4	149
Houston	96	57	12	0	165
Jasper	200	77	23	4	304
Nacogdoches	354	64	42	4	464
Newton	73	24	12	2	111
Polk	177	62	6	3	248
Sabine	64	34	4	0	102
San Augustine	69	48	3	2	122
San Jacinto	51	13	2	1	67
Shelby	203	91	9	2	305
Trinity	83	17	3	0	103
Tyler	116	41	8	1	166
Out of Region	<u>13</u>	<u>3</u>	<u>3</u>	<u>1</u>	<u>20</u>
SUBTOTAL	2,149	713	175	41	3,078

Applicants - 1,068
 Crisis Line - 506*
 GRAND TOTAL - 4,652

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

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	\$ 20,918.60
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	11,595.00
Nacogdoches	17,963.00	17,963.00	13,473.00
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	\$110,398.60

DEEP EAST TEXAS MHMR SERVICES
Special Services Division
Quality Assurance
Peer Review Plan, FY 1987

Peer Review Plan, FY 1987

PURPOSE: Peer Review is an internal quality assurance function intended to raise the general level of quality in client care by evaluating and making constructive recommendations concerning the appropriateness, effectiveness, and efficiency of client treatment and training as documented in service records.

METHOD: Peer Review is conducted one day each quarter by members of the Evaluation Committee. Members fairly represent all the program areas and are similar in education, training, and duties as the direct care staff being reviewed. The committee travels to the four major geographic areas of the region during the four meetings during the year, visiting in a host unit and reviewing records from the outlying service units. The committee selects records for review based on its own explicit criteria. The committee records results of its review on Peer Review Report Forms which include the following information:

1. An indication of whether the committee concurs with the services being provided.
2. An evaluation of:
 - a. Necessity of care
 - b. Adequacy of goals
 - c. Progress
 - d. Maintenance of record content
3. An indication of whether the committee wishes to conduct a subsequent review.
4. Committee comments and recommendations.

REPORTING FINDINGS AND RECOMMENDATIONS:

1. Once completed, Peer Review Report Forms are mailed under confidential, sealed cover to the provider of record who has been reviewed in the case. The provider is requested to enter an activity note in the client's record documenting the review and any corrective action the provider intends to make. Providers have the right of appeal to the Evaluation Committee and the Administrative Staff Committee.
2. Recommendations of the Committee are submitted to the Administrative Staff Committee (ASC) who sits as the regional quality assurance committee for this purpose. The ASC responds to the recommendations of the Evaluation Committee in writing within 30 days.
3. An Annual Report of Peer Review Findings and Recommendations is submitted to the Board of Trustees each September. At the discretion of the Executive Director, the Report may be made in closed session when personnel issues are involved.