

MINUTES

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

FEBRUARY 24, 1987

BOARD MEMBERS PRESENT:

Judge Allen Sturrock, Chairman
Mr. George E. Gee, Secretary
Rev. Robert Carter, Treasurer
Mr. Ward R. Burke
Mr. Dan D. Dominey
Mr. Perry Sampson
Rev. Ed Dodson
Judge Charles English

BOARD MEMBERS ABSENT:

Nancy Speck, Ph.D., Vice Chairman

OTHERS PRESENT:

Jim McDermott, Ph.D.	MHMR
Mrs. Susan Rushing	MHMR
Mrs. Linda Naff	MHMR
Mr. Sandy Skelton	MHMR
Mr. Larry Heaton	MHMR
Mr. George Patterson	MHMR
Mrs. Sandy Vann	MHMR
Mr. Pee Wee Crawford	Peavy Switch Community
Mr. Floyd Marsellos	Marsellos and Scott
Mr. Mark Strong	Marsellos and Scott

The 168th 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 24, 1987 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. Chairman Sturrock welcomed Judge Charles English of Houston County as the new Board member representing Houston County. Judge English is replacing Mrs. Rhoder on the Board of Trustees. Chairman Sturrock then welcomed Mr. Floyd Marsellos and Mr. Mark Strong of Marsellos and Scott, Architects and Engineers, and introduced Mr. G. P. Pee Wee Crawford. Mr. Crawford is a local citizen of the Peavy Switch Community and a member of the Hudson Water Board, Inc. He was instrumental in coordinating local support for the substance

abuse program and coordinated the local town meeting. Mr. Burke presented Mr. Crawford with a Certificate of Appreciation.

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. Dominey, seconded by Mr. Sampson, the Board unanimously approved the Minutes of the January 27, 1987 Board Meeting.

EXECUTIVE DIRECTOR'S REPORT

1. Dr. McDermott called on Mr. Marsellos to give an update of the Angelina MHMR Building and the Peavy Switch Farm Building.
2. The letter from Judge Baker of Polk County was discussed. Judge Baker feels that because the County spent money on the MHMR building in Livingston, the County should not have to pay local match to MHMR for several years. It was decided that Mr. Burke would meet with Judge Baker to discuss this issue.

3. Call on Directors for Reports

Director, Financial Services

- a. Local Funds Report (see attached)
- b. Medicare Cost Report - Potential Problems

Director, Residential Services

- a. Report on Joint Conference Committee - Medicare/JCAH Visits. The Medicare Survey of PRTC has been completed. The team stated that the space at PRTC allows for only 14 beds, so some of the facilities are being moved off the floor. The team also stated that treatment plans were not up to par. All problems have been resolved.

The JCAH surveyor said we had a very good program, but should increase our quality assurance. The staff is working on this issue.

- b. Update on Farm
- c. Discussion regarding entrance lights

Director, Community Services

- a. Kirbyville Building Project

Director, Personnel, Training, and Development

- a. Report from Self-Insurance Board Meeting
- b. A discussion of protecting the Board from possible lawsuits in hiring and grievance procedures was held. The Board suggested that a supporting document be prepared with the changes recommended by staff.

COMMITTEE RECOMMENDATIONS FOR BOARD APPROVAL

Budget and Finance Committee - Rev. Robert Carter, Chairman

Consideration of Treasurer's Report: On a motion by Rev. Carter, seconded by Rev. Dodson, 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, 1987 be approved as submitted; and THAT copies of each report be attached to the permanent Minutes of this Board meeting.

Consideration of Sale of Displaywriter System: On a motion by Rev. Dodson, seconded by Rev. Carter, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the Board authorize the sale of the IBM Displaywriter System; THAT the Executive Director be authorized to negotiate and accept the highest bid offered for the system; and THAT copies of all bids received be maintained on file in the office of the Director, Financial Services.

Consideration of Resolution to Purchase from State Purchasing and General Services Commission: On a motion by Rev. Carter, 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 Revised FY 1987 Operating Budget: On a motion by Rev. Dodson, seconded by Rev. Carter, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the revised FY 1987 Operating Budget be approved as submitted; THAT this document be forwarded to TDMHMR; and THAT a copy of the document be maintained in Financial Services.

Consideration of Commodities Contract for Sheltered Work Services: On a motion by Rev. Dodson, seconded by Rev. Carter, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the Board approve the plan for the production of water hoses, THAT the Executive Director be authorized to sign the necessary agreements to produce and market the hoses, and THAT copies of the agreements be maintained in the Financial Services office.

Program Committee - Mr. Ward R. Burke, Chairman

Consideration of Proposed Management Workshop: On a motion by Mr. Burke, seconded by Judge English, 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 Nominees to Professional Staff Organization: On a motion by Judge English, seconded by Mr. Burke, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT Raghuvier M. Reddy, M.D.; Frank M. Eddins, M.D.; Murray D. Hooks, M.D.; Thomas Roy Bennett, Jr., M.D.; Cherry Mathew, M.D.; Virginia O'Quin, R.N.; AND Mary Girard, R.N. be approved for appointment to the Professional Staff of the Pineywoods Regional Treatment Center; and THAT a list of Professional Staff members be kept on file in the office of the Executive Director.

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

RESOLVED, by the Board of Trustees, THAT they do hereby appoint the following nominees to county advisory councils: Jerri Brewer of Angelina County; Marty Belt of Hardin County; Mary Lou Vickery of San Jacinto County; and Ruby Cook, Charles English, and Dorothy English of Houston County; and THAT a copy of their Certificates of Appointment be filed in the Special Services Office.

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

Consideration of Vehicle, Content, and Liability Insurance Program: On a motion by Mr. Gee, seconded by Mr. Sampson, the Board unanimously approved the following amended 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 2, 1987 through February 28, 1988, but that the Center begin looking at other options for coverage now, and THAT a copy of the insurance policy be maintained at Central Administration.

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 7:24 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 8:10 P.M. and asked Board consideration of the following items:

Part 1: Consideration of Salary Augmentation: On a motion by Mr. Dominey, seconded by Mr. Gee, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT Susan Rushing, Director of the Community Services Division, and Sandy Skelton, Director of the Residential Services Division, be awarded a \$1,000.00 salary augmentation for FY 1987, to

be given at the time of the February pay period.

Part 2: Consideration of Salary Increase for Caseworker II: 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 salary for Position #048, Caseworker II, be increased to Step 5 on the FY 1987 Personal Services Schedule, and THAT this increase be effective March 1, 1987.

Part 3: Consideration of Creation of Journalist I Position in Special Services: On a motion by Mr. Dominey, seconded by Mr. Sampson, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT they do hereby approve the creation of a Journalist I position, #265, and THAT the position be added to the FY 1987 Personal Services Schedule effective March 1, 1987.

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

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

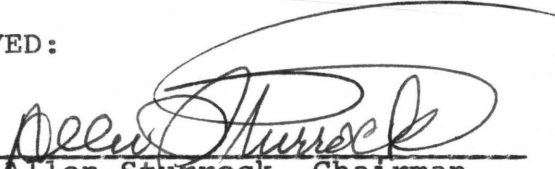
The schedule for the Board Meetings for March and April is as follows:

Tuesday, March 24, 1987

Tuesday, April 28, 1987

Committee meetings will begin at 5:00 P.M. on March 24th, and the Board Meeting will begin at 5:30 P.M.

APPROVED:


Judge Allen Sturrock, Chairman


Mr. George E. Gee, Secretary

2/24/87

LOCAL MATCH CHART - FY 1987

<u>COUNTY</u>	<u>AMOUNT REQUESTED</u>	<u>AMOUNT PLEDGED</u>	<u>AMOUNT RECEIVED</u>
Angelina	\$ 29,286.00	\$ 29,300.00	-0-
Hardin	14,532.00	14,532.00	-0-
Houston	6,584.00	-0-	-0-
Jasper	11,595.00	11,595.00	11,595.00
Nacogdoches	17,963.00	17,963.00	-0-
Newton	5,986.00	-0-	-0-
Polk	9,846.00	-0-	-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	\$102,273.00	\$ 11,595.00

DEEP EAST TEXAS REGIONAL MHMR SERVICES
REVENUE BY FUND
9/1/86 - 1/31/87

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
Court Commitment Income	0	0	1,866	1,866	11,581	11,581	(11,581)	(1,654)
Angelina County	29,286	2,441	2,441	0	12,203	(2)	17,083	2,440
Hardin County	14,532	1,211	1,211	0	6,055	0	8,477	1,211
Houston County	6,584	549	548	(1)	2,743	(2)	3,841	549
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	821	0	4,103	(2)	5,743	820
Sabine County	2,838	237	237	0	1,183	(2)	1,655	236
San Augustine County	2,802	234	234	0	1,168	(2)	1,634	233
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	30,000	2,500	0	(2,500)	0	(12,500)	30,000	4,286
Foundation Grant	361,401	30,117	2,798	(27,319)	14,822	(135,763)	346,579	49,511
Client Fees	397,000	33,083	40,495	7,412	282,680	117,265	114,320	16,331
Title XX - Protective Services	118,926	9,911	12,908	2,997	41,868	(7,687)	77,058	11,008
Texas Rehabilitation Commission	8,500	708	1,130	422	5,572	2,032	2,928	418
ICF - MR	527,000	43,917	28,240	(15,677)	185,936	(33,649)	341,064	48,723
SB 230	100,000	8,333	11,250	2,917	42,750	1,085	57,250	8,179
Dept. of Highways & Pub. Transp.	505,000	42,083	51,876	9,793	207,211	(3,204)	297,789	42,541
Workshop Production	100,000	8,333	10,055	1,722	50,131	8,466	49,869	7,124
Donations	12,000	1,000	70	(930)	4,862	(138)	7,138	1,020
Interest	60,000	5,000	5,161	161	24,779	(221)	35,221	5,032
Miscellaneous	80,000	6,667	(7,115)	(13,782)	39,252	5,917	40,748	5,821
Grant-in-Aid	1,833,077	152,756	158,856	6,100	769,882	6,102	1,063,195	151,885
Rusk State Hospital	235,945	19,662	14,527	(5,135)	78,428	(19,882)	157,517	22,502
SB 630	292,973	24,414	22,555	(1,859)	114,210	(7,860)	178,763	25,538
DHR - Adult Day Care	0	0	1,727	1,727	8,012	8,012	(8,012)	(1,145)
DHR - Child Day Care	167,229	13,936	11,169	(2,767)	56,046	(13,634)	111,183	15,883
RAJ	742,000	61,833	83,728	21,895	394,327	85,162	347,673	49,668
Texas Youth Commission	0	0	0	0	126	126	(126)	(18)
Lelsz	949,642	79,137	69,901	(9,236)	336,079	(59,606)	613,563	87,652
DHR Liaison	118,000	9,833	9,566	(267)	47,327	(1,338)	70,673	10,096
Chapter I	34,343	2,862	1,610	(1,252)	6,995	(7,315)	27,348	3,907
Chapter I Carryover	34,817	2,901	602	(2,299)	9,662	(4,843)	25,155	3,594
DDA	0	0	0	0	0	0	0	0
DDA FY 86-87	34,000	2,833	5,264	2,431	25,412	11,247	8,588	1,227
Mental Health Block Grant	401,815	33,485	33,485	0	167,423	(2)	234,392	33,485
USDA	22,707	1,892	1,950	58	8,436	(1,024)	14,271	2,039
TOTALS	7,291,050	607,587	584,065	(23,522)	2,985,758	(52,177)	4,305,292	615,042

DEEP EAST TEXAS REGIONAL MHMR SERVICES
EXPENDITURES BY COST CATEGORY
9/1/86 - 1/31/87

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	3,783,569	315,297	299,789	(15,508)	1,479,845	(96,640)	2,303,724	329,103
Salary & Merit Increase	5,772	481	1,088	607	2,501	96	3,271	467
Fringe Benefits	525,385	43,782	42,206	(1,576)	206,537	(12,373)	318,848	45,550
Consultation & Professional Fees	71,050	5,921	4,319	(1,602)	44,203	14,598	26,847	3,835
Travel	133,395	11,116	8,913	(2,203)	50,589	(4,991)	82,806	11,829
Drugs	31,535	2,628	3,377	749	12,483	(657)	19,052	2,722
Food	158,041	13,170	10,867	(2,303)	43,534	(22,316)	114,507	16,358
Supplies	161,528	13,461	15,094	1,633	85,060	17,755	76,468	10,924
Equipment & Furniture/Purchase	119,576	9,965	13,007	3,042	28,123	(21,702)	91,453	13,065
Equip & Fur./Rental,Rep. & Mt.	74,901	6,242	7,288	1,046	30,323	(887)	44,578	6,368
Building/Rent	268,741	22,395	28,420	6,025	115,352	3,377	153,389	21,913
Building Purchase	0	0	0	0	0	0	0	0
Bldg./Repair, Maint., Rem./Ren.	38,902	3,242	5,697	2,455	25,892	9,682	13,010	1,859
Vehicle/Purchase	85,980	7,165	1,226	(5,939)	5,139	(30,686)	80,841	11,549
Vehicle/Rental	29,900	2,492	1,105	(1,387)	10,093	(2,367)	19,807	2,830
Vehicle/Operating Costs	113,620	9,468	8,213	(1,255)	36,928	(10,412)	76,692	10,956
Contracts with Service Agencies	750,480	62,540	75,956	13,416	317,885	5,185	432,595	61,799
Postage	18,020	1,502	1,467	(35)	6,826	(684)	11,194	1,599
Laboratory Expense	3,135	261	112	(149)	725	(580)	2,410	344
Telephone	112,613	9,384	8,197	(1,187)	43,470	(3,450)	69,143	9,878
Annual Audit	12,000	1,000	992	(8)	4,992	(8)	7,008	1,001
Insurance	79,355	6,613	6,265	(348)	33,322	257	46,033	6,576
Client Wages/Fringe	400,555	33,380	22,612	(10,768)	140,084	(26,816)	260,471	37,210
Utilities	154,661	12,888	5,084	(7,804)	55,219	(9,221)	99,442	14,206
Emolument	2,100	175	175	0	875	0	1,225	175
Miscellaneous	146,282	12,190	1,940	(10,250)	68,705	7,755	77,577	11,082
Interest Expense	9,954	830	870	40	4,517	367	5,437	777
Court Commitment Expense	0	0	2,256	2,256	11,402	11,402	(11,402)	(1,629)
TOTALS	7,291,050	607,588	576,535	(31,053)	2,864,624	(173,316)	4,426,426	632,347

DEEP EAST TEXAS REGIONAL MHMR SERVICES
EXPENDITURES BY PROGRAM
9/1/86 - 1/31/87

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	700,970	58,415	49,744	(8,671)	306,828	14,753	394,142	56,306
Case Management	339,489	28,291	22,963	(5,328)	120,225	(21,230)	219,264	31,323
MH Non-Residential	969,473	80,789	92,211	11,422	438,611	34,666	530,862	75,837
Special Education	1,225,768	102,147	101,503	(644)	463,719	(47,016)	762,049	108,864
MR Non-Residential	1,369,230	114,103	101,625	(12,478)	546,750	(23,765)	822,480	117,497
MR Residential	921,589	76,799	74,904	(1,895)	359,291	(24,704)	562,298	80,328
MH Residential	1,764,531	147,044	133,585	(13,459)	629,200	(106,020)	1,135,331	162,190
TOTALS	7,291,050	607,588	576,535	(31,053)	2,864,624	(173,316)	4,426,426	632,347

DEEP EAST TEXAS REGIONAL MHMR SERVICES
SUMMARY OF REVENUE AND EXPENDITURES
AS OF JANUARY 31, 1987

	JANUARY	YEAR-TO-DATE
REVENUE & RECEIVABLES	584,065	2,985,758
EXPENDITURES & ENCUMBRANCES	(576,535)	(2,864,624)
DIFFERENCE	7,530	121,134

REVENUE/EXPENDITURE ANALYSIS

RECOGNIZED REVENUE/RECEIVABLES		2,985,758
ADD: UNRECOGNIZED REVENUE		
LELSZ	335,153	
TEMPLE	70,787	
TEMPLE FOUNDATION GRANT	185,178	
RAJ (ESTIMATED)	0	
TOTAL UNRECOGNIZED REVENUE		591,118
LESS: RESTRICTED INTEREST		
RESERVE OPERATING FUND	1,131	
PENSION	1,052	
BUILDING FUND	13	
TOTAL RESTRICTED INTEREST		2,196
TOTAL NET REVENUE		3,574,680
RECOGNIZED EXPENDITURES/ENCUMBRANCES		2,864,624
LESS UNRECOGNIZED EXPENDITURES/ENCUMBRANCES		0
TOTAL NET EXPENDITURES/ENCUMBRANCES		2,864,624
DIFFERENCE OF REVENUE OVER/(UNDER) EXPENDITURES		710,056
REVENUE OVER EXPENDITURES		710,056
RESERVE OPERATING FUND		136,080
TOTAL AVAILABLE REVENUE		846,136

DEEP EAST TEXAS REGIONAL MHMR SERVICES
BALANCE SHEET
JANUARY 31, 1987

ASSETS	GENERAL OPERATING FUND	GENERAL FIXED ASSETS	TOTAL
Current Assets			
Cash in Bank	1,213,026		1,213,026
Change Fund	290		290
Petty Cash	50		50
Accts Receivable-Client Fees	492,538		
Less: Allowance for Uncollect- able Accounts	(531,729)		
Net Accounts Receivable	(39,191)		(39,191)
Accounts Receivable-Other	458,985		458,985
Accounts Receivable-Internal Advances	0		0
Prepaid Expenses	38,265		38,265
TOTAL CURRENT ASSETS	1,671,425		1,671,425
Amount To Be Provided Under Accrued Vacation	130,272		130,272
Amount To Be Provided Under Capital Lease Agreements	81,778		81,778
Amount To Be Provided Under Long-Term Agreement	35,598		35,598
General Fixed Assets - At Cost			
Equipment - Furniture/Fixtures		497,133	497,133
Vehicles		417,804	417,804
Building		325,645	325,645
Land		63,940	63,940
TOTAL FIXED ASSETS		1,304,522	1,304,522
TOTAL ASSETS	1,919,073	1,304,522	3,223,595
LIABILITIES, RESERVES & FUND BALANCE			
Current Liabilities:			
Accounts Payable	140,441		140,441
Accounts Payable-Internal Advances*	0		0
Retirement Payable	42,055		42,055
Prepaid Revenue	857,410		857,410
Trust Fund Payable	6,307		6,307
Ins. Payable	(22,500)		(22,500)
TOTAL CURRENT LIABILITIES	1,023,713		1,023,713
Obligation Under Accrued Vacation	130,272		130,272
Obligation Under Capital Lease Agreements	81,778		81,778
Obligation Under Long-Term Agreement	35,598		35,598
TOTAL LIABILITIES	1,271,361		1,271,361
Reserve for Investment in Fixed Assets		1,304,522	1,304,522
Reserve for Encumbrances	107,092		107,092
Fund Balance	540,620		540,620
TOTAL LIABILITIES, RESERVES & FUND BALANCE	1,919,073	1,304,522	3,223,595

DEEP EAST TEXAS REGIONAL MMR SERVICES
ANALYSIS OF ACCOUNTS RECEIVABLE/PAYABLE- INTERNAL ADVANCES
AND CASH POSITION STATEMENT
JANUARY 31, 1987

ANALYSIS OF ACCOUNTS RECEIVABLE/ACCOUNTS PAYABLE - INTERNAL ADVANCES

No Internal Advances	0

TOTAL	0
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CASH POSITION STATEMENT

Cash in Bank:	
Operating Account	136,311
Money Market Checking Account - Inpatient	75,153
Pension Savings Account	42,848
Payroll Account	100
Chapter I Account	10,873
DDA Account	786
CD - Diboll State Bank	0
Money Market Checking Account - Diboll	
State Bank	477,753
Money Market Checking Account	131,428
Reserve Operating Account	136,080
Money Market - Diboll State Bank Foundation	38,430
CD - Diboll State Bank Foundation	150,000
Hardin Building Account	7,211

CASH IN BANK	1,206,973
Trust Fund Account	6,053

TOTAL CASH IN BANK	1,213,026
Change Fund	290
Petty Cash	50

TOTAL CASH ON HAND	1,213,366

DEEP EAST TEXAS REGIONAL MHMR SERVICES
STATEMENT OF CHANGES IN FUND BALANCE AND RESERVE
AS OF JANUARY 31, 1987

	GENERAL OPERATING FUND	GENERAL FIXED ASSETS
	-----	-----
BALANCE - 1/1/87	533,090	1,316,030
REVENUE	584,065	
EXPENDITURES	(576,535)	
ADDITIONS	0	4,152
DELETIONS	0	(15,660)
	-----	-----
BALANCE - 1/31/87	540,620	1,304,522
	=====	=====

DEEP EAST TEXAS REGIONAL MHMR SERVICES
OPERATING STATEMENT
JANUARY 31, 1987

SOURCE OF INCOME:	* RECEIPT	RECEIVABLES	TOTAL
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Court Commitment Income	0	1,866	1,866
Angelina County	0	2,441	2,441
Hardin County	0	1,211	1,211
Houston County	0	548	548
Jasper County	0	966	966
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	342	342
Shelby County	1	533	534
Trinity County	0	427	427
Tyler County	0	634	634
Temple Grant	0	0	0
Foundation Grant	2,798	0	2,798
Client Fees	40,495	0	40,495
Title XX - Protective Services	0	12,908	12,908
Texas Rehabilitation Commissio	90	1,040	1,130
ICF - MR	0	28,240	28,240
SB 230	500	10,750	11,250
Dept. of Highways & Pub. Trans	2,060	49,816	51,876
Workshop Production	325	9,730	10,055
Donations	70	0	70
Interest	5,161	0	5,161
Miscellaneous	0	(7,115)	(7,115)
Grant-in-Aid	152,756	6,100	158,856
Rusk State Hospital	3,684	10,843	14,527
SB 630	1	22,554	22,555
DHR - Adult Day Care	1	1,726	1,727
DHR - Child Day Care	45	11,124	11,169
FAJ	25,728	58,000	83,728
Texas Youth Commission	0	0	0
Lelsz	69,901	0	69,901
DHR Liaison	0	9,566	9,566
Chapter I	1,610	0	1,610
Chapter I Carryover	602	0	602
DDA	0	0	0
DDA FY 86-87	5,264	0	5,264
Mental Health Block Grant	0	33,485	33,485
USDA	385	1,565	1,950
TOTALS	311,477	272,588	584,065
	=====	=====	=====

DEEP EAST TEXAS REGIONAL MHMR SERVICES
 OPERATING STATEMENT
 CONTINUED
 JANUARY 31, 1987

SOURCE OF EXPENDITURES	DISBURSEMENTS	ENCUMBRANCES	TOTAL
Salaries & Wages	299,789	0	299,789
Salary & Merit Increase	1,088	0	1,088
Fringe Benefits	38,626	3,580	42,206
Consultation & Professional Fe	1,677	2,642	4,319
Travel	8,755	158	8,913
Drugs	2,882	495	3,377
Food	3,453	7,414	10,867
Supplies	3,141	11,953	15,094
Equipment & Furniture/Purchase	182	12,825	13,007
Equipment & Fur./Rental,Rep. &	6,286	1,002	7,288
Building/Rent	23,070	5,350	28,420
Bldg./Repair, Maint., Rea./Ren	2,372	3,325	5,697
Vehicle/Purchase	1,226	0	1,226
Vehicle/Rental	1,105	0	1,105
Vehicle/Operating Costs	4,085	4,128	8,213
Contracts with Service Agencie	0	75,956	75,956
Postage	1,467	0	1,467
Laboratory Expense	112	0	112
Telephone	8,197	0	8,197
Annual Audit	0	992	992
Insurance	6,265	0	6,265
Client Wages/Fringe	20,759	1,853	22,612
Utilities	2,309	2,775	5,084
Esolument	175	0	175
Miscellaneous	0	1,940	1,940
Interest Expense	869	1	870
Court Commitment Expense	2,256	0	2,256
TOTALS	440,146	136,389	576,535

MANAGEMENT WORKSHOP
Fairway Farm
April 30 - May 1, 1987

Tenative Agenda

Thursday, April 30

9:00 - 9:30	Registration and Check-in	
9:30 - 9:40	Welcome and announcements	Sandy Skelton
9:40 - 10:45	Discussion: Current Management Styles and Related Issues	Jim McDermott
10:45 - 11:00	Break	
11:00 - 12:00	Management - continued	
12:00 - 1:30	Picnic Lunch (bring sack lunch)	
1:30 - 3:30	Management - continued	
3:30	Adjourn	
6:30	Dinner at Fairway Farm	All Staff

Friday, May 1

8:00 - 9:00	Breakfast at Fairway Farm	All Staff
9:00 - 10:30	Film: In Search of Excellence	Administrative Staff Committee
10:30 - 10:45	Break	
10:45 - 12:00	Discussion: In Search of Excellence	
12:00 - 1:30	Lunch at Fairway Farm	All Staff
1:30 - 3:00	Comments and Wrap-up	Jim McDermott
3:00	Adjourn	



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

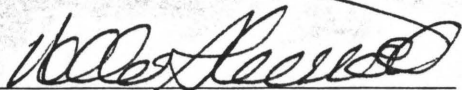
Whereas, being assured she will give service in her county as stated in her list of duties and carry out such duties diligently and in the best interest of the mentally handicapped residing there, and

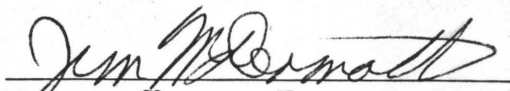
Whereas, being further assured all staff will honor this person as a representative of the people and give to her such information and service as necessary to discharge her duties,

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

Mary Lou Vickery
San Jacinto County

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


Chairman


Executive Director

2/24/87
Date



Deep East Texas Regional Mental Health Mental Retardation Services

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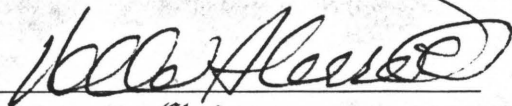
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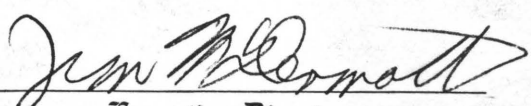
Therefore we do appoint her a member of this County Advisory Council to serve a specific term, subject to reappointment by us.

Jerri Brewer

Angelina County

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


Chairman


Executive Director

2/24/87

Date



Deep East Texas Regional Mental Health Mental Retardation Services

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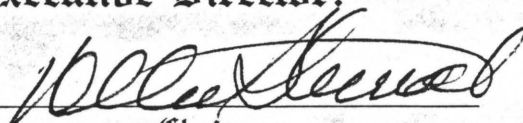
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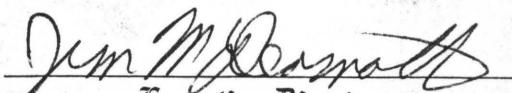
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Marty A. Belt
Hardin County

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


Chairman


Executive Director

2/24/87

Date



Deep East Texas Regional Mental Health Mental Retardation Services

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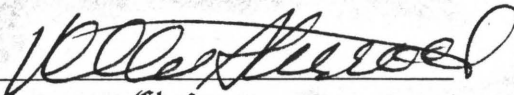
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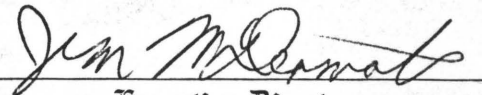
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Therefore we do appoint her a member of this County Advisory Council to serve a specific term, subject to reappointment by us.

Ruby M. Cook
Houston County

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


Chairman


Executive Director

2/24/87
Date



Deep East Texas Regional Mental Health Mental Retardation Services

Resolution of Appointment

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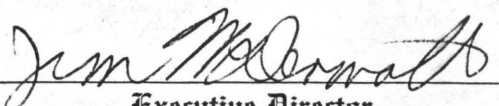
Whereas, being further assured all staff will honor this person as a representative of the people and give to her such information and service as necessary to discharge her duties,

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

Dorothy English
Houston County

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


Chairman


Executive Director

2/24/87

Date



Deep East Texas Regional Mental Health Mental Retardation Services

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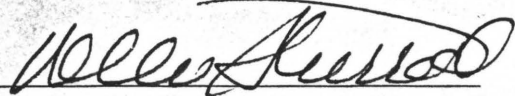
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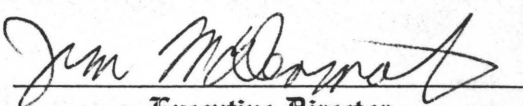
Whereas, being further assured all staff will honor this person as a representative of the people and give to him such information and service as necessary to discharge his duties,

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

Charles English
Houston County

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


Chairman


Executive Director

2/24/87
Date

R E S O L U T I O N

STATE OF TEXAS \$ TO THE STATE PURCHASING AND
COUNTY OF ANGELINA \$ GENERAL SERVICES COMMISSION

WHEREAS, the Board of Trustees of Deep East Texas Regional Mental Health Mental Retardation Services, Lufkin, Texas, pursuant to the authority granted by Article 664-7, V.T.C.S., as amended, desires to participate in described purchasing programs of the State Purchasing and General Services Commission, and

WHEREAS, the Board of Trustees is of the opinion that participation in these programs will be highly beneficial to the taxpayers of this State, through the anticipated savings to be realized.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Deep East Texas Regional Mental Health Mental Retardation Services does request the State Purchasing and General Services Commission to include its stated need for the below-listed contract class numbers on the Commission's annual contracts for these items, whereby the Deep East Texas Regional Mental Health Mental Retardation Services may be allowed to purchase those items from the annual contract:

<u>Class Contract No.</u>	<u>Description</u>
095	Barber and Beauty Shop Equipment and Supplies
245	Data Processing Tapes, Accessories, and Flexible Diskettes
240	Cutlery, Dishes, Flatware, Glassware, Trays, Utensils and Supplies
305	Engineering and Surveying Equipment and Supplies
365	Floor Maintenance Machines
445	Hand Tools
450	Hardware, Shelf Hardware, and Allied Items
475	Hospital Sundry Items and Supplies
515	Lawn Equipment
525	Library Supplies
655	Photographic Supplies
785	School Equipment and Supplies
803	Intercom, Public Address, and Language Laboratory Equipment
832	Tape

and that Linda Naff, Director of Financial Services, is authorized and directed to sign and deliver all necessary requests and other documents in connection therewith for and on behalf of Deep East Texas Regional Mental Health Mental Retardation Services.

I certify that the foregoing is a true and correct copy of the Resolution duly adopted by the Board of Trustees of Deep East Texas Regional Mental Health Mental Retardation Services on the 24th day of February, 1987.

By:

Allen D. Jones
Chairman, Board of Trustees

DEEP EAST TEXAS REGIONAL MENTAL
HEALTH MENTAL RETARDATION SERVICES

Allen Sturrock
(Name of Official)

George E. Gee
(Name of Custodian of Record)

Chairman, Board of Trustees
(Title of Official Signing)

Secretary, Board of Trustees
(Title of Custodian of Record)

R E S O L U T I O N

TO THE STATE PURCHASING AND
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<u>Class Contract No.</u>	<u>Description</u>
095	Barber and Beauty Shop Equipment and Supplies
205	Data Processing Tapes, Accessories, and Flexible Diskette's
240	Cutlery, Dishes, Flatware, Glassware, Trays, Utensils and Supplies
305	Engineering and Surveying Equipment and Supplies
365	Floor Maintenance Machines
445	Hand Tools
450	Hardware, Shelf Hardware, and Allied Items
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By:

DEEP EAST TEXAS REGIONAL MENTAL
HEALTH MENTAL RETARDATION SERVICES

George E. Gee
(Name of Custodian of Record)

Secretary, Board of Trustees
(Title of Custodian of Record)