

MINUTES

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

APRIL 25, 1989

BOARD MEMBERS PRESENT:

Judge Allen Sturrock, Chairman
Mr. Dan D. Dominey, Vice Chairman
Mrs. Gaffney Phillips, Secretary
Judge Charles English, Treasurer
Reverend Robert Carter
Mrs. Bobbie Morgan
Mrs. Nancy Fuller
Ward R. Burke
Nancy Speck, Ph.D.

OTHERS PRESENT:

Jim McDermott, Ph.D.	MHMR
Mr. Sandy Skelton	MHMR
Mrs. Susan Rushing	MHMR
Mrs. Linda Naff	MHMR
Mr. George Patterson	MHMR
Mrs. Sandy Vann	MHMR
Paul Jackson	MHMR
Les Leach	MHMR
James Cobb	Peavy Switch Farm Graduate

The 198th 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, April 25, 1989 at 4:00 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 3:30 P.M. and reported that the guests in attendance would be introduced during the Executive Director's Report.

APPROVAL OF MINUTES OF PREVIOUS BOARD MEETING: There being no additions or corrections to the Minutes of March Board Meeting, on a motion by Mr. Burke, seconded by Mrs. Morgan, the Board unanimously approved the Minutes of the March 28, 1989 Board Meeting.

EXECUTIVE DIRECTOR'S REPORT:

The Executive Director's Report was distributed to the Board during the Committee meetings for their review, and a copy is attached.

Sandy introduced Les Leach, the new Marketing Coordinator for Peavy Switch Farm, who gave the Board an overview of his new position.

Paul Jackson then introduced James Cobb, a graduate of Peavy Switch Farm, who spoke to the Board about his experiences with the program.

COMMITTEE RECOMMENDATIONS FOR BOARD APPROVAL

Budget and Finance Committee - Judge Charles English, Chairman

Consideration of Treasurer's Report: On a motion by Judge English, seconded by Mrs. Phillips, 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 March, 1989 be approved as submitted; and THAT copies of each report be attached to the permanent Minutes of this Board meeting.

Consideration of Vehicle Replacement Program (In Three Parts):

Part 1: Consideration of Sale of Old Vans: On a motion by Mr. Dominey, seconded by Judge English, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the Executive Director be authorized to sell three agency vans according to the plan submitted; and THAT copies of the bids be maintained on file in the Business Services office.

Part 2: Consideration of Purchase of Van for the Kirbyville Group Home: On a motion by Mr. Dominey, seconded by Mrs. Phillips, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the bid from Knapp Ford for the purchase of a van for the Kirbyville Group Home be accepted, and

THAT a copy of the bids be maintained in the Business Services office.

Part 3: Consideration of Purchase of Vehicle for Peavy Switch Farm, Marketing and Sales Services: On motion by Mr. Dominey, seconded by Judge English, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the bid from Angelina Chevrolet-Cadillac, Lufkin, Texas, for the purchase of a car for the Peavy Switch Farm, Marketing and Sales Services, be accepted, and THAT a copy of the bids be maintained in the office of Business Services.

Program Committee - Mr. Ward R. Burke, Chairman

Consideration of Nominees to Professional Staff Organization: On a motion by Mrs. Morgan, seconded by Mr. Burke, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the applications for appointment to the Professional Staff Organization (PSO) by the individuals on the attached list be approved, and THAT the list be a part of the permanent Minutes of this meeting.

Consideration of Revised Professional Staff Organization Bylaws: On a motion by Mr. Burke, seconded by Mrs. Morgan, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the attached Professional Staff Organization (PSO) Bylaws be approved; THAT copies be distributed to members of the PSO, and THAT a permanent copy be maintained in the office of the Director of Quality Assurance Services.

Consideration of Five-Year Plan for Peavy Switch Farm Development: On a motion by Mrs. Morgan, seconded by Mr. Burke, the Board unanimously approved the revised resolution:

RESOLVED, by the Board of Trustees, THAT the Peavy Switch Farm Development Five-Year Plan be approved as submitted; THAT the Executive Director be authorized to present the Plan to the T.L.L. Temple Foundation for information; THAT the Executive Director be authorized to make revisions in the plan as necessary, and THAT a copy of the plan be kept on file in the office of Business Services.

Consideration of Revised Board Policy: On a motion by Mrs. Morgan, seconded by Mr. Dominey, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the Board Policy entitled "Client Fees" be revised; THAT each Board member receive a copy of the revised Policy; and THAT a copy of the revised Board Policy Manual be kept on file in the office of the Executive Director.

Consideration of Revised Organization Chart: On a motion by Mr. Burke, seconded by Mrs. Morgan, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the proposed revised Organization Chart be approved as submitted and that it become effective May 1, 1989; and THAT a copy of the revised Organization Chart be attached to the permanent Minutes of this Board meeting.

Consideration of Medicaid Companion Program: On a motion by Mr. Burke, seconded by Mrs. Morgan, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the Center convert funds currently received for Prospective Payment Program clients residing in Medicaid facilities from Lelsz funds to state contract funds; THAT the Executive Director be authorized to sign an amended Prospective Payment Program contract with TDMHMR; and THAT a copy of the contract be maintained on file in the office of Business Services.

Personnel and Public Education Committee - Reverend Robert Carter, Chairman

Consideration of Creation of CSA I Positions for Peavy Switch Farm: On a motion by Mrs. Fuller, seconded by Rev. Carter, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT two Community Service Aide I Positions, #317 and #318, be created for Peavy Switch Farm and added to the FY 1989 Personal Services Schedule, and THAT this action be effective May 1, 1989.

Consideration of Deletion of CSA III Position and Creation of Caseworker II Position at Jasper MHMR Center: On a motion by Rev. Carter, seconded by Judge English, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the Community Service Aide III Position, #133 at the Jasper MHMR Center be deleted; THAT a Caseworker II Position #314, be created and added to the FY 1989 Personal Services Schedule, and THAT this action be effective May 1, 1989.

Consideration of Creation of Social Service Program Director II Position for Peavy Switch Farm: On a motion by Mrs. Fuller, seconded by Rev. Carter, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT a Social Service Program Director II Position, #316, be created for Peavy Switch Farm and added to the FY 1989 Personal Services Schedule, and THAT this action be effective May 1, 1989.

Consideration of Salary Increases (In Two Parts):

Part 1: Consideration of Salary Increase: On a motion by Rev. Carter, seconded by Mr. Burke, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the salary for Position #248, Community Service Aide II, be increased, and THAT this action be effective May 1, 1989.

Part 2: Consideration of Salary Increase for Position #30, Social Services Program Director I: On a motion by Rev. Carter, seconded by Mrs. Fuller, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT a two-step raise be approved for Position #30, Social Services Program Director I, and THAT this increase be effective May 1, 1989.

Consideration of Creation of Hourly CSA II Position for Hardin County Sheltered Workshop: On a motion by Mrs. Fuller, seconded by Rev. Carter, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT Position #5047, Hourly Community Service Aide II for

Hardin County Sheltered Workshop, be added to the FY 1989 Personal Services Schedule effective May 1, 1989.

Consideration of Salary Changes in Business Division: On a motion by Rev. Carter, seconded by Judge English, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT the Accounting Clerk I Position #262 be deleted; THAT Accounting Clerk II Position #315 be created; THAT ADP Equipment Operator II Position #212 be deleted; THAT Accounting Clerk II Position #319 be created; and THAT these actions be effective May 1, 1989.

Consideration of Creation of MHMR Service Assistant and Deletion of CSA II Position: On a motion by Mrs. Fuller, seconded by Rev. Carter, the Board unanimously approved the following resolution:

RESOLVED, by the Board of Trustees, THAT Position #278, Community Service Aide II, be deleted from the FY 1989 Personal Services Schedule; THAT Position #320, MHMR Service Assistant, be added; and THAT these changes be effective May 1, 1989.

Consideration of Personnel Matters: There were no personnel matters for Board consideration.

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

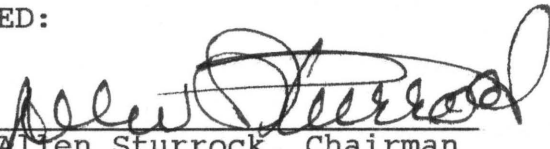
DESIGNATION OF DATE, TIME, AND LOCATION OF NEXT BOARD MEETINGS:

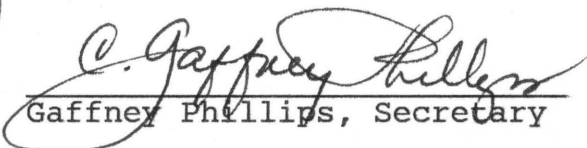
The schedule for the Board Meetings for May and June was set as follows:

Tuesday, May 23, 1989
Tuesday, June 27, 1989

Committee meetings will begin at 3:30 P.M., and the Board Meeting will begin at 4:00 P.M. on May 23rd.

APPROVED:


Judge Allen Sturrock, Chairman


Gaffney Phillips, Secretary

DEEP EAST TEXAS REGIONAL M-HMR SERVICES

REVENUE BY FUND

9/1/88 - 3/31/89

SOURCE	ANNUAL BUDGET	Y-T-D REVENUE	Y-T-D BAL REMAINING	Y-T-D OVER (UNDER)	MONTHLY BUDGET	MARCH* REV RPTS	MARCH REV REV'BLE	MARCH REVENUE	MARCH OVER
ANGELINA COUNTY	29,286	17,092	12,194	9	2,441	0	2,442	2,442	
HARDIN COUNTY	14,532	8,477	6,055	0	1,211	0	1,211	1,211	
HOUSTON COUNTY	6,584	3,841	2,743	0	549	549	0	549	
JASPER COUNTY	11,595	6,764	4,831	0	966	966	0	966	
NACOGDOCHES COUNTY	12,000	7,000	5,000	0	1,000	0	1,000	1,000	
NEWTON COUNTY	6,003	1,750	4,253	(1,752)	500	0	250	250	
POLK COUNTY	9,846	5,744	4,102	1	821	0	821	821	
SABINE COUNTY	2,838	1,655	1,183	(1)	237	0	237	237	
SAN AUGUSTINE COUNTY	2,802	1,635	1,167	1	234	234	0	234	
SAN JACINTO COUNTY	4,107	2,395	1,712	(1)	342	0	342	342	
SHELBY COUNTY	6,400	3,733	2,667	0	533	533	0	533	
TRINITY COUNTY	5,127	2,991	2,136	0	427	428	0	428	
TYLER COUNTY	7,609	4,438	3,171	(1)	634	0	634	634	
PATIENT/CLIENT FEE RECEIPTS	873,576	447,511	426,065	(62,075)	72,798	77,697	0	77,697	4
SENATE BILL 230	15,000	13,695	1,305	4,945	1,250	0	1,830	1,830	5
COURT COMMITMENTS	22,335	11,438	10,897	(1,591)	1,861	219	1,090	1,309	10
PINEYWOODS ANNEX	130,000	0	130,000	(75,833)	10,833	0	0	0	(10,833)
FOUNDATION (FARM)	276,412	209,391	67,021	48,151	23,034	16,626	0	16,626	(5,408)
NACOGDOCHES ISD	13,480	9,626	3,854	1,763	1,123	0	1,375	1,375	2
DEBT PROCEEDS	18,500	116,481	(97,981)	105,689	1,542	12,000	0	12,000	10,458
WORKSHOP PRODUCTION	190,644	116,386	74,258	5,177	15,887	20,342	0	20,342	4,455
DONATIONS	3,795	16,792	(12,997)	14,578	316	12,062	0	12,062	11,746
INTEREST INCOME	57,718	53,728	3,990	20,059	4,810	3,195	0	3,195	1,685
RAILROAD RETIREMENT BENEFITS	4,500	2,436	2,064	(189)	375	352	0	352	23
SOCIAL SECURITY BENEFITS	31,506	23,094	8,412	4,716	2,626	3,892	0	3,892	1,266
SSI BENEFITS	93,868	30,716	63,152	(24,040)	7,822	4,762	0	4,762	(3,060)
MISCELLANEOUS	840	14,234	(13,394)	13,744	70	9,686	0	9,686	9,616
HARDIN REIMBURSEMENT	6,480	6,480	0	2,700	540	0	0	0	15
FARM INCOME	5,000	297	4,703	(2,620)	417	0	0	0	(4,283)
KITCHEN REVENUE	5,061	4,200	861	1,248	422	1,602	0	1,602	1,180
VOCATIONAL SERVICES	9,950	6,305	3,645	501	829	0	1,222	1,222	393
ICF-MR	665,788	365,240	300,548	(23,136)	55,482	(5,787)	64,456	58,669	3,189
TRC	23,445	10,766	12,679	(2,910)	1,954	1,442	150	1,592	(326)
STATE HIGHWAY DEPT.	542,148	259,053	283,095	(57,200)	45,179	69	41,550	41,619	(3,569)
PROTECTIVE SERVICES	11,000	6,988	4,012	571	917	335	800	1,135	218
PROTECTIVE SERVICES-IN HOME	142,174	75,410	66,764	(7,525)	11,848	644	10,000	10,644	(1,200)
HCS	480,292	274,046	206,246	(6,124)	40,024	0	44,683	44,683	4,659
GENERAL REVENUE	2,280,093	1,345,677	934,416	15,623	190,008	186,881	0	186,881	(3,127)
RAJ	984,826	581,072	403,754	6,590	82,069	(20,432)	61,000	40,568	(41,500)
LELSZ	1,268,121	739,737	528,384	0	105,677	42,156	63,520	105,676	1
TCADA	312,392	181,197	131,195	(1,032)	26,033	0	30,550	30,550	4,517
ECI, SENATE BILL 630	416,497	216,149	200,348	(26,808)	34,708	124	34,489	34,613	(99)
DHS - ADULT DAY CARE	33,242	20,291	12,951	900	2,770	0	3,705	3,705	935
DHS - CHILD DAY CARE	222,576	128,773	93,803	(1,063)	18,548	0	20,143	20,143	1,595
SYETP	31,000	0	31,000	(18,083)	2,583	0	0	0	(2,583)
PROBATION DEPT.	3,000	0	3,000	(1,750)	250	0	0	0	(250)
JTPA	5,000	1,994	3,006	(923)	417	443	0	443	26
MENTAL HEALTH BLOCK GRANT	474,009	276,507	197,502	2	39,501	39,501	0	39,501	0
USDA	28,764	19,416	9,348	2,637	2,397	0	3,238	3,238	841
DHS - LIASON	154,498	95,252	59,246	5,128	12,875	(67)	13,778	13,711	(66)
CHAPTER I	31,164	8,295	22,869	(9,884)	2,597	1,382	0	1,382	(1,215)
CHAPTER I CARRYOVER	34,964	21,723	13,241	1,327	2,914	2,737	0	2,737	(177)
TOTAL	10,022,387	5,777,911	4,244,476	(68,481)	835,201	414,573	404,516	819,089	(16,112)

*NEGATIVE AMOUNTS REPRESENT PRIOR MONTHS' CORRECTIONS FLOWING THROUGH THE CURRENT MONTH.

DEEP EAST TEXAS REGIONAL MHMR SERVICES
EXPENDITURES BY COST CATEGORY
9/1/88 - 3/31/89

EXPENSE CATEGORY	ANNUAL BUDGET	Y-T-D EXP & ENC	Y-T-D BAL REMAINING	Y-T-D OVER(UNDER)	MONTHLY BUDGET	MARCH EXP & ENC	MARCH OVER(UNDER)
SALARIES	5,301,929	2,943,222	2,358,707	(149,570)	441,827	423,341	(18,486)
MERIT, LONGEVITY, BONUS, ETC.	12,236	5,833	6,403	(1,305)	1,020	833	(187)
FRINGE BENEFITS	816,945	498,703	318,242	22,152	68,079	67,935	(94)
CONSULTANTS & PROFESSIONALS	91,109	37,352	53,757	(15,795)	7,592	4,671	(2,921)
TRAVEL	198,071	117,081	80,990	1,540	16,506	13,633	(2,873)
DRUGS	24,806	18,004	5,802	3,534	2,067	3,360	1,293
FOOD	170,417	88,926	81,491	(10,484)	14,201	15,215	1,014
SUPPLIES	239,721	157,871	81,850	18,034	19,977	30,521	10,544
FARM OPERATION SUPPLIES	7,000	4,107	2,893	24	583	780	197
DEBT PRINCIPAL RETIREMENT	175,518	60,554	114,964	(41,832)	14,627	12,911	(1,716)
EQUIPMENT & FURNITURE	95,481	56,388	39,093	691	7,957	6,457	(1,500)
EQUIPMENT & FURNITURE RENTAL	36,405	17,948	18,457	(3,288)	3,034	2,524	(510)
EQUIP/FURN REPAIRS/MAINT	31,555	15,979	15,576	(2,428)	2,630	2,300	(330)
BUILDING RENT	245,607	144,656	100,951	1,385	20,467	19,070	(1,397)
BLDG REMODELING/RENOVATION	45,375	68,655	(23,280)	42,186	3,781	(1,402)	(5,183)
BLDG REPAIR & MAINTENANCE	43,600	33,957	9,643	8,524	3,633	6,309	2,676
VEHICLE PURCHASED	18,500	55,379	(36,879)	44,587	1,542	1,613	71
VEHICLE LEASE	4,920	2,870	2,050	0	410	410	0
VEHICLE OPERATION/MAINT	149,823	81,975	67,848	(5,422)	12,485	11,904	(581)
CONTRACTS W/SERVICE AGENCIES	855,789	524,798	330,991	25,588	71,316	62,787	(8,529)
POSTAGE	22,193	14,704	7,489	1,758	1,849	2,253	404
LAB EXPENSE	4,875	1,994	2,881	(850)	406	394	(12)
TELEPHONE	139,320	69,824	69,496	(11,446)	11,610	10,768	(842)
ANNUAL AUDIT	9,400	5,775	3,625	292	783	2,205	1,422
LEGAL FEES	0	7,950	(7,950)	7,950	0	288	288
INSURANCE	115,652	55,405	60,247	(12,059)	9,638	6,059	(3,579)
CLIENT WAGES/FRINGE	383,120	178,662	204,458	(44,825)	31,927	24,574	(7,353)
UTILITIES	196,524	97,596	98,928	(17,043)	16,377	14,209	(2,168)
EMOLUMENT	2,100	1,225	875	0	175	175	0
MISCELLANEOUS	147,563	127,556	20,007	41,478	12,297	10,930	(1,367)
BOND ISSUE EXPENSE	0	39,500	(39,500)	39,500	0	0	0
SSI BENEFITS - FOSTER PARENTS	28,164	9,996	18,168	(6,433)	2,347	1,814	(533)
SS BENEFITS - FOSTER PARENTS	20,787	13,881	6,906	1,755	1,732	2,277	545
RR BENEFITS - FOSTER PARENTS	3,600	2,100	1,500	0	300	300	0
FOSTER CARE SUPPLEMENT	0	2,360	(2,360)	2,360	0	332	332
INTEREST EXPENSE	24,124	31,761	(7,637)	17,689	2,010	6,425	4,415
COURT COMMITMENT EXPENSE	22,335	11,418	10,917	(1,611)	1,861	2,050	189
CLIENT ACTIVITY	10,993	1,365	9,628	(5,048)	916	(712)	(1,628)
MARKETING	39,000	12,808	26,192	(9,942)	3,250	1,250	(2,000)
CONSTRUCTION EXPENSE	1,000	0	1,000	(583)	83	0	(83)
CAPITAL BUILDING EXPENSE	146,736	49,455	97,281	(36,141)	12,228	0	(12,228)
CONTINGENCY - PRIOR YEARS	77,094	77,094	0	32,123	6,425	0	(6,425)
CONTINGENCY - 1989	63,000	28,000	35,000	(8,750)	5,250	7,000	1,750
CONTINGENCY - INT INCOME	0	10,527	(10,527)	10,527	0	961	961
CASH SHORT & OVER	0	139	(139)	139	0	30	30
TOTAL	10,022,387	5,785,353	4,237,034	(61,039)	835,199	778,804	(56,395)

DEEP EAST TEXAS REGIONAL MMR SERVICES
EXPENDITURES BY PROGRAM
9/1/88 - 3/31/89

EXPENSE CATEGORY	ANNUAL BUDGET	Y-T-D EXP & ENC	Y-T-D BAL REMAINING	Y-T-D OVER(UNDER)	MONTHLY BUDGET	MARCH EXP & ENC	MARCH OVER(UNDER)
MENTAL HEALTH:							
RESIDENTIAL	2,480,878	1,406,916	1,073,962	(40,263)	206,740	184,172	(22,568)
CLIENT & FAMILY SUPPORT	1,280,502	808,152	472,350	61,193	106,709	110,404	3,696
CASE MANAGEMENT	324,337	199,845	124,492	10,648	27,028	23,337	(3,691)
MM SUBTOTAL	4,085,717	2,414,913	1,670,804	31,578	340,476	317,913	(22,563)
MENTAL RETARDATION:							
RESIDENTIAL	1,593,990	926,667	667,323	(3,161)	132,833	123,366	(9,467)
CLIENT & FAMILY SUPPORT	3,127,872	1,730,210	1,397,662	(94,383)	260,656	248,273	(12,383)
CASE MANAGEMENT	89,677	50,749	38,928	(1,563)	7,473	8,862	1,389
MR SUBTOTAL	4,811,539	2,707,626	2,103,913	(99,107)	400,962	380,501	(20,461)
MANAGEMENT & SUPPORT	1,125,131	662,814	462,317	6,490	93,761	80,390	(13,371)
FACILITY TOTAL	10,022,387	5,785,353	4,237,034	(61,039)	835,199	778,804	(56,395)

DEEP EAST TEXAS REGIONAL MMR SERVICES
SUMMARY OF REVENUE AND EXPENDITURES
9/1/88 - 3/31/89

	MARCH	Y-T-D
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REVENUE	819,089	5,777,911
EXPENDITURES & ENCUMBRANCES	(778,804)	(5,735,353)
DIFFERENCE	40,285	(7,442)
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ANALYSIS OF PREPAID REVENUE:

BOND ISSUE	615,500
HCS	53,473
SSI BENEFITS	6,025
TEMPLE FOUNDATION GRANT	599,269
GENERAL REVENUE	478,396
PINEYWOODS ANNEX	128,008
COUNTY REVENUE	13,545
PATIENT FUNDS	219
RETIREMENT FUNDS	250
CHAPTER I	4,104
CHAPTER I, CARRYOVER	1,469

TOTAL PREPAID REVENUE	1,900,258
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ANALYSIS OF RESTRICTED INTEREST INCOME:

RESERVE OPERATING FUND	3,895
PENSION	1,670
BUILDING FUND	11
CONTINGENCY CD'S	10,527

TOTAL RESTRICTED INTEREST INCOME	16,103
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DEEP EAST TEXAS REGIONAL MNR SERVICES
BALANCE SHEET
MARCH 31, 1989

	GENERAL OPERATING FUND	GENERAL FIXED ASSETS	TOTAL
ASSETS:			
Unrestricted Cash-General	427,137		
Restricted Cash:			
Cash from Bond Issue	550,000		
Int & Sinking Cash - Bonds	65,500		
Trust Funds - Clients	5,458		
Pension Funds	35,474		
Hardin Building Fund	8,493		
Foundation Grant	595,873		
Reserve Operating Funds	489,077		
Pineywoods Annex	129,014	1,878,889	
Total Cash in Bank	2,306,026		2,306,026
Petty Cash	1,240		1,240
Change Fund	290		290
Accts Receivable-Client Fees	631,627		
Less: Allowance for			
Uncollectible Accounts	(195,749)	435,878	435,878
Accounts Receivable - Other	648,311		648,311
Accts Rec/Internal Advances	63,520		63,520
Prepaid Expenses	32,392		32,392
Supply Inventory	106,730		106,730
Amount to be Provided under:			
Long Term Agreements	953,143		953,143
Accrued Vacation	196,293		196,293
General Fixed Assets (at Cost):			
Equipment & Furniture		682,622	682,622
Vehicles		712,789	712,789
Building		1,862,579	1,862,579
Leasehold Improvements		7,892	7,892
Land		82,315	82,315
TOTAL ASSETS	4,743,823	3,348,197	8,092,020
LIABILITIES & FUND EQUITY			
Liabilities:			
Accounts Payable/Internal Advance	63,520		63,520
Accounts Payable	90,894		90,894
Employee Insurance Payable	15,716		15,716
Retirement Payable	30,902		30,902
Miscellaneous Payroll Deductions	91		91
Unemployment Tax Payable	12,390		12,390
Sales Tax Payable	243		243
Cafeteria Plan Payable	0		0
Deferred Revenue	1,900,258		1,900,258
Obligation under:			
Long-Term Agreements	953,143		953,143
Accrued Vacation	196,293		196,293
Trust Fund Payable	5,458		5,458
Contingency Fund	332,297		332,297
Total Liabilities	3,601,205	0	3,601,205
Fund Equity:			
Investment in Fixed Assets		3,348,197	3,348,197
Fund Balances:			
Reserved for Hardin Building	8,229		8,229
Reserved for Encumbrances	77,846		77,846
Unreserved	1,056,543		1,056,543
Total Fund Equity	1,142,618	3,348,197	4,490,815
TOTAL LIABILITIES & FUND EQUITY	4,743,823	3,348,197	8,092,020

DEEP EAST TEXAS REGIONAL MAMR SERVICES
STATEMENT OF CHANGES IN UNRESTRICTED FUND BALANCE AND FIXED ASSETS
AS OF MARCH 31, 1989

	GENERAL OPERATING FUND	GENERAL FIXED ASSETS	TOTAL
BALANCE - 2/28/89	988,875	3,331,528	4,320,403
REVENUE	819,089	0	819,089
EXPENDITURES	(776,304)	0	(776,304)
ADDITIONS TO FIXED ASSETS	0	26,543	26,543
DELETIONS OF FIXED ASSETS	0	(9,874)	(9,874)
CONVERSION OF CLIENT FEES FROM CASH BASIS TO ACCRUAL:			
CURRENT MONTH'S CASH RECEIPTS	(77,697)	0	(77,697)
CURRENT MONTH'S NET CHARGES	105,080	0	105,080
BALANCE - 3/31/89	1,056,543	3,348,197	4,404,740

ANALYSIS OF ACCOUNTS RECEIVABLE/ACCOUNTS PAYABLE - INTERNAL ADVANCES

LELSZ OWES GENERAL	63,520
BALANCE @ 3/31/89	63,520

DEEP EAST TEXAS REGIONAL MMR SERVICES
FINANCIAL DEPOSITORIES
MARCH 31, 1989

DEPOSITORY	NAME OF ACCOUNT	TYPE OF ACCOUNT	BALANCE OF ACCOUNT	FDIC/ FSLIC MAX.	SECURITIES PLEDGED
NCNB Texas Nat'l, Lufkin:	General Funds	MM Checking	135,061		
	Payroll	MM Checking	100		
	Employee Medical Plan	MM Checking	11,688		
	Foundation	MM Checking	1,892		
	Pineywoods Annex	MM Checking	1,506		
	Clients' Trust Fund	MM Checking	5,458		
	General Holding Acct	MM Savings	200		
	Reserve Operating	2 CD's	35,756		1,100,000
	Bond Issue	Inv by Tx Council	550,000		550,000
	Bond Issue	Int & Sinking	65,500	100,000	65,500
Total for NCNB Texas Nat'l			857,161	100,000	1,715,500
Lovelady State Bank:	Chapter I	Checking	5,574		
	Pension	MM Checking	35,474	41,048	100,000
Total for Lovelady State Bank			41,048	41,048	100,000
Diboll State Bank:	Lelsz	MM Checking	498		
	Reserve Operating	1 CD	44,217	44,715	500,000
Total for Diboll State Bank			44,715	44,715	500,000
First Nat'l Bank, San Augustine	Reserve Operating	1 CD	9,428	9,428	0
Commercial Nat'l Bank	Reserve Operating	1 CD	19,274	19,274	0
First Nat'l Bank, Livingston	Reserve Operating	1 CD	24,139	24,139	0
First Nat'l Bank, Newton	Reserve Funds - PRTC	1 CD	19,489	19,489	0
First Nat'l Bank, Silsbee	Hardin Building Fund	1 CD	8,493	8,493	0
Lufkin Federal Savings & Loan	Pineywoods Annex	1 CD	54,000	54,000	0
First Nat'l Bank, Woodville	Reserve Operating	1 CD	6,467	6,467	0
Crockett State Bank	Reserve Operating	1 CD	13,302	13,302	0
Citizens State Bank, Center	Reserve Funds - PRTC	1 CD	14,500	14,500	0
First State Bank, Hemphill	Reserve Funds - PRTC	1 CD	9,210	9,210	0
First Nat'l Bank, Jasper	Reserve Funds - PRTC	1 CD	9,210	9,210	0
Bank of San Jacinto, Coldspring	Reserve Funds - PRTC	1 CD	7,000	7,000	0
Sub-total			1,137,436	380,275	2,315,500

Attachment to Item IV-A-1
4/25/89

DEEP EAST TEXAS REGIONAL MMR SERVICES
FINANCIAL DEPOSITORIES
MARCH 31, 1989

DEPOSITORY	NAME OF ACCOUNT	TYPE OF ACCOUNT	BALANCE OF ACCOUNT	FDIC/ FSLIC MAX.	SECURITIES PLEGDED
Sub-total from page 1			1,137,436	380,275	2,315,500
United States Government:	Reserve Funds - PRTC	Federal Funds	209,823		209,823
	Foundation	Federal Funds	593,981		593,981
	Pineywoods Annex	Federal Funds	73,508		73,508
	General Operating	Federal Funds	224,016		224,016
	Reserve Operating	Treasury Bills	67,262		67,262
Total for United States Government Securities			1,168,590	0	1,168,590
Total of All Cash in Bank			2,306,026	380,275	3,484,090

FINAL
4/25/89

IV. EXECUTIVE DIRECTOR'S REPORT:

1. Discuss Guidelines for Business Practices and Ethical Standards (see attached memo from Texas Council.
2. Discussion of need to build additional administrative space. A Preliminary Indication of Interest has been sent to the Texas Council by the Executive Director to participate in next year's bond package. The Indication of Interest is not binding. We are in need of additional office space for Central Administration for the MR professional staff, substance abuse staff, and additional room for growth. The idea of either building a second story on the current Central Administration building or purchasing land and building next to the current facility are two ideas for discussion by the Board.
3. Discuss possible participation with eight other MHMR centers in the creation of a statewide managed health care nonprofit corporation.
4. Call on Directors for Reports

Director, Business Services

- a. Local Match Report: Nacogdoches and Sabine Counties are making their payments in installments. All other counties have paid their Local Match pledge in full.

Director, Mental Health Services

- a. Peavy Switch Farm Statistics: Mr. Skelton will lead a discussion concerning aftercare statistics for Peavy Switch Farm. The content of the discussion will be shown on the overhead screen.
- b. Introduce James Cobb, graduate of Peavy Switch Farm, who will speak to the Board on his experiences at Peavy Switch.
- c. Introduce Les Leach, Peavy Switch Farm Marketing Coordinator

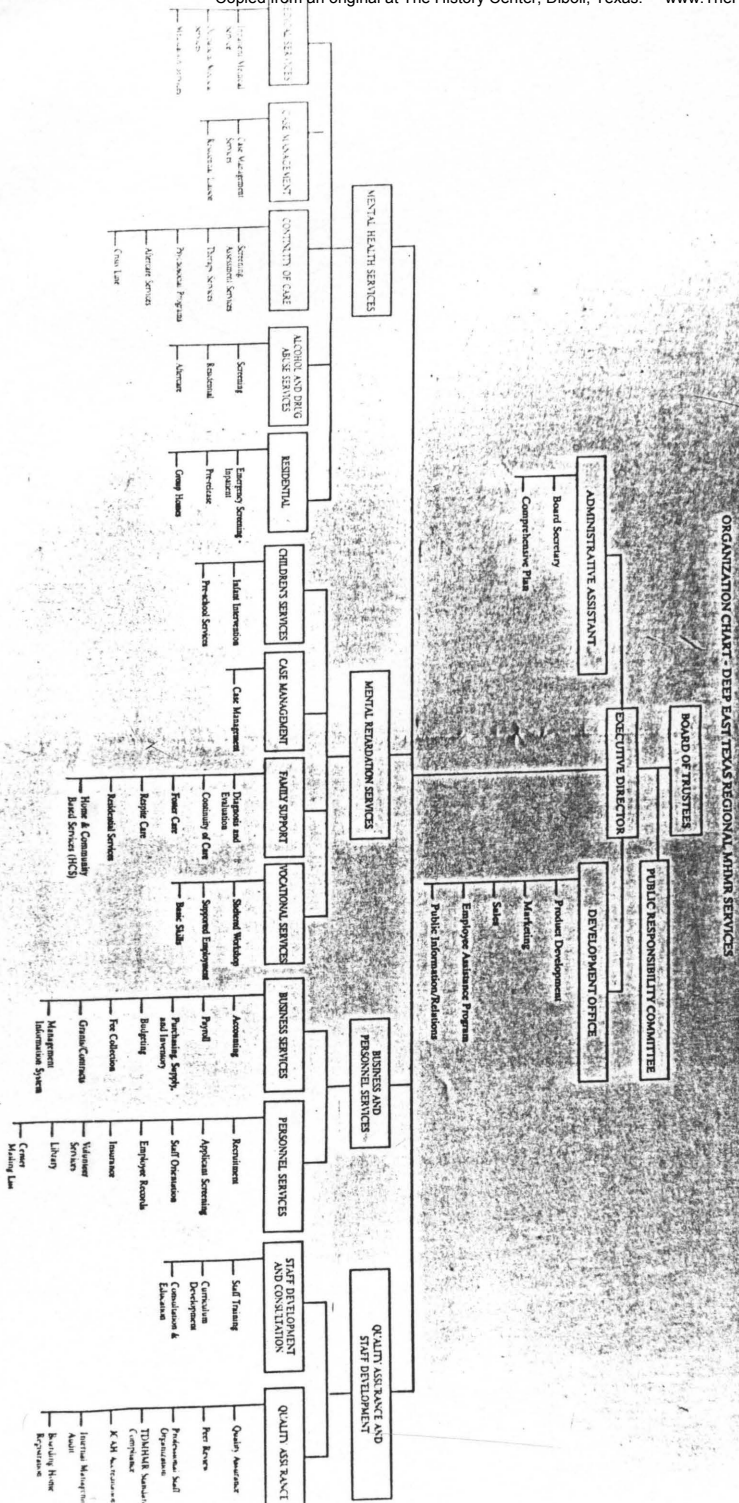
Director, Mental Retardation Services

- a. Highway Contracts: Staff have been collecting data for the past three months on costs associated with the highway litter contract. Preliminary figures show that the Center is spending more on the litter contracts than is earned. Efforts are underway to re-negotiate the litter contracts with the Lufkin and Beaumont district offices.
- b. Shelby Day Care Expansion: With the enactment of federal welfare reform legislation, mothers receiving AFDC will be required to seek training or employment and are to be furnished with federally subsidized day care, if needed. The Department of Human Services is piloting the implementation of this legislation in our region and has requested that we expand our contract for the Shelby Child Development Center from 60 to 80 slots over the next year to meet the increased demand for day care. The facility is currently licensed for 80 children but has an enrollment of 60. Funds generated from the increased enrollment will cover the costs of expansion.
- c. Guardianship of Client: The Center is currently serving a young man in the Home and Community Services program in Lufkin who is profoundly retarded and physically handicapped. Up until his 18th birthday in February, this client was under the conservatorship of the Department of Human Services, but because of the severity of his handicap, he was unable to become his own legal guardian at age 18. Staff have been working with DHS to find a third party to become his legal guardian. An attorney ad litem has been appointed for the client and this attorney contends that the Center has no legal basis for acting as payee for the client's SSI check. He has scheduled a hearing in county court on May 2, 1989. Wayne Haglund anticipates that the court will make a determination of guardianship at that time.

NOMINEES TO PROFESSIONAL STAFF ORGANIZATION

April 25, 1989 Board Meeting

<u>Applicant</u>	<u>Discipline</u>
1. Carol Dohanich, B.A.A.S. MH Liaison, Centerwide	Case Management Staff
2. Michelle Blocker, M.S.W. Service Director, Houston County MHMR	Supervisor/Department Head Staff
3. Robert Sterken, Jr. Cornerstone North Nacogdoches MHMR	Parent Advisor Staff



Attachment #1 to Item IV-B-5
4/25/89

APPROVED:

Jim McInnes Ph.D.
Executive Director

DAILY