

**HOUSTON RECOVERY CENTER LGC**  
 Minutes for Meeting of Board of Directors  
 May 5, 2016

The undersigned, being the duly appointed Acting Secretary of Houston Recovery Center LGC (the "Corporation"), hereby certifies that the following are true and correct Minutes of the May 5, 2016 meeting of the Board of Directors (the "Board") of the Corporation.

In a manner permitted by the Corporation's Bylaws, the meeting was called by providing all Directors with notice of the date, time, place, and purposes of the meeting more than three days before the date of the meeting.

In accordance with Chapter 551, Texas Government Code, which Chapter is made applicable to the Corporation by Section 431.004, Texas Transportation Code, and a notice of the meeting, was duly filed on April 29, 2016, in the same manner and location as required by law of the City of Houston, Texas (the "City").

<b>Summarized Agenda Item</b>	<b>Discussion</b>	<b>Decision &amp; Follow-Up</b>
I. Call to order (Chair)	The meeting was called to order by Dr. Weltge, who chaired the Board meeting at Ms. Austin's request in her absence, at approximately 1 pm on Thursday, May 5, 2016, in the Houston Recovery Center training room, (150 N. Chenevert), Houston, Texas 77002.	
II. Appointment of Acting Secretary; roll call, confirm presence of quorum (Chair)	<p>Dr. Weltge appointed Ms. Ashley Ochoa as Acting Secretary for the meeting. Ms. Ochoa called the roll. The following Directors were present:</p> <ul style="list-style-type: none"> <li>• Tracy R. Beavers</li> <li>• Arlo Weltge, MD</li> <li>• John M. Mills</li> <li>• Elizabeth T. Nunnally</li> <li>• Stephen Williams (ex-officio)</li> <li>• David Persse, MD (ex-officio)</li> </ul> <p>Mr. Leonard Kincaid, Executive Director and Ms. Ursula Williams, Legal Counsel to the</p>	Dr. Weltge announced that a quorum of the Directors was present.

	<p>Board were also present at the meeting. The following Directors were absent:</p> <ul style="list-style-type: none"> <li>• Kay Austin, Chair</li> <li>• Bonnie Hellums</li> <li>• Scott F. Basinger, PhD</li> <li>• Andy Icken (ex-officio)</li> </ul>	
III. Reading of draft Minutes	<p>Dr. Weltge noted that a draft of the Minutes of the Corporation’s meeting of April 7 and April 16, 2016 had been distributed to the Board. A motion was made by Ms. Nunnally to adopt the April 7 and April 16, 2016 Minutes with revision to the April 16 meeting Minutes and was seconded by Dr. Weltge. Revisions included a clerical correction to accurately reflect retreat attendees and a date correction in the footer.</p>	<p>Minutes were unanimously adopted by the Board with corrections to the April 16 Minutes.</p>
IV. Opportunity for Public Comment	<p>There were no comments from the public.</p>	<p>See public sign-in sheet.</p>
V. Report from Finance Committee (John Mills) a. Monthly Financial Report	<p>Dr. Weltge recognized Mr. Mills for the March financial report (Exhibit A). Mr. Mills reviewed the sobering center and 1115 waiver programs revenue and expenses. Mr. Mills shared that expected expenses will be under the budget total and expressed his confidence in the leadership and management of the budget.</p>	
VI. Report from Executive Director (Leonard Kincaid)	<p>Dr. Weltge recognized Mr. Kincaid for the Report from the Executive Director. Mr. Kincaid shared the HRC’s Client Analysis (Exhibit B). The April 2016 admissions decreased from previous activity. There has been discussion on what causes this change in the numbers. One correlation may be the number of frequent clients enrolling in programs and services, therefore not cycling through the sobering center program. Further study is needed to make any determinations. The client analysis included demographic reports with unique</p>	

	<p>client data. Since the April 1, 2014 launch of the 18-month recovery support program, Partners in Recovery, 396 individuals have voluntarily enrolled. Of which 88% are homeless, 76% have a mental illness and 85% have a criminal justice history. This target population has several challenges. Mr. Kincaid said this program was able to launch because of the 1115 Waiver project, which was extended for 15 months through December 2017.</p> <p>Mr. Kincaid discussed the activities of April 2016 (Exhibit C) which included: preparation to launch the Public Intoxication Transportation (PIT) program, the pilot launched May 2; setting up a business agreement and contract with ClientTrack for the Houston Recovery Center database as our current contract ends with the Health Department; and a third-year anniversary event to recognize staff and their contribution to the Houston Recovery Center's accomplishments.</p>	
VII. Presentation on 401K program (Leonard Kincaid)	Dr. Weltge recognized Mr. Kincaid to share the 401K program that has been set up with Bank of Oklahoma (BOK), parent company of Bank of Texas. Mr. Mills made a motion to adopt the 401K plan, seconded by Ms. Nunnally.	The BOK 401K plan was unanimously adopted by the Board.
VIII. Board Development a. Board positions b. Technical Advisory Group approvals	Dr. Weltge opened the meeting for discussion of Board development. The Board has sent invitations to and received biographies from four additional potential members of the Technical Advisory Group: Mr. James Nutter, Chief Vera Bumpers, Dr. James Langabeer and Dr. Umair Shah; all listed as pending on the Board Contacts (Exhibit D). Mr. Mills made a motion to approve the Technical Advisory Group members, seconded by Ms. Nunnally.	The Board unanimously approved the four new Technical Advisory Group members.

<p>IX. Vote on proposed strategic planning and organizational development for HRC:</p> <ul style="list-style-type: none"> <li>a. Expanded entry</li> <li>b. Resources in the community</li> <li>c. Fundraising and development</li> <li>d. Referral issues</li> <li>e. Appointment and report from Committees</li> <li>f. Marketing strategy</li> </ul>	<p>Dr. Weltge opened the meeting for discussion and vote on strategic planning. Voting on the strategic plan was postponed until the next Board meeting.</p>	
<p>X. Discussion of agenda items for next Board meeting</p>	<p>The Board discussed the next meeting, which will be Thursday June 2, 2016, 1 pm at the Houston Recovery Center. Items for the agenda are vote on the strategic plan, Board meeting schedule and closed executive session for Mr. Kincaid's performance evaluation.</p>	<p>The next Board meeting is June 2, 2016.</p>
<p>XI. Evaluation of Director (Closed Executive Session)</p>	<p>Closed executive session discussion postponed until next meeting so the Board Chair, Ms. Austin, could be present to preside.</p>	<p>Add to the agenda for next meeting.</p>

There being no further business, the Board adjourned approximately 2 pm.

By:

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Ashley Ochoa  
Acting Secretary