

HOUSTON RECOVERY CENTER LGC

MEETING OF BOARD OF DIRECTORS MINUTES

February 21, 2013

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 January 10, 2013, meeting of the Board of Directors (the "Board") of the Corporation.

A. 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.

B. In accordance with Chapter 551, Texas Government Code, which Chapter is made applicable to the Corporation by Section 431.004, Texas Transportation Code, a notice of the meeting was duly filed on February 18, 2013, in the same manner and location as required by law of the City of Houston, Texas (the "City").

C. The meeting was called to order by Kay Austin, Chairman of the Board, at approximately 1:00 p.m. on Thursday, February 21, 2013, in the City Council Annex Chambers, 900 Bagby St. (Public Level), Houston, Texas 77002. Ms. Austin appointed Carolyn Lacye as Acting Secretary for the meeting. Ms. Austin called the roll. The following Directors were present:

Kay Austin; Elizabeth Nunnally; Arlo Weltge; MD; Timothy Oettmeier (ex-officio);

Ms. Ursula Williams was also present.

The following Directors were absent:

Deborah Duncan; David S. Buck; MD; David E. Persse MD (ex-officio).

Ms. Austin announced that a quorum of the Directors was present.

Mr. Andy Icken (ex-officio) and Mr. Stephen L. Williams (ex-officio) arrived at approximately 1:10pm.

D. Ms. Austin noted that a draft of the Minutes of the Corporation's meeting of February

7, 2013 had been distributed to the Board. A motion was made by Mr. Weltge and seconded by Ms. Nunnally to approve the Minutes. The motion passed unanimously.

E. Ms. Austin opened the meeting to members of the public who wished to address the Board. There was no response from the persons present.

F. Ms. Austin recognized Ms. Williams for a discussion regarding financial management and banking matters for the Sobering Center. The bank account is open and is ready for transactions. The check from the City of Houston should be received and deposited within the next few days.

G. Ms. Austin recognized Mr. Kincaid for a discussion regarding a contract for employee benefit services. ADP has provided implementation training and they have assigned a representative to assist with worker's compensation insurance and health benefits insurance.

H. Ms. Austin asked Mr. Kincaid to update the board on matters related to the Sobering Center operation. Mr. Kincaid is working with the City of Houston Health and Human Services Department on the Section 1115 Waiver Initiative. The draft financial management procedures manual is ready for review. On behalf of the board, pro bono financial management oversight services will be provided by Harper & Pearson Company, P.C.. The operations procedures manual is near completion. The personnel, policy and procedures handbook and random drug testing procedures are being developed.

I. The City of Houston's Government Affairs Staff is working to include a line item in the State budget to fund additional services for the Sobering Center. Mr. Icken will keep the board informed on their progress. City Council is expected to approve the next phase of the budget for the Sobering Center in March.

I. At Ms. Austin's request Mr. Icken updated the board regarding the ribbon cutting ceremony and public announcement for the opening of the Sobering Center. Mayor Parker and Mayor Pro Tem Gonzalez will tour the facility prior to the official ribbon cutting ceremony. The details for the event are being handled by Mr. Icken, Ms. Duncan, Lt. Lee and the Mayor's Communication's Office.

J. At Ms. Austin's request Mr Icken briefed the board regarding the partial lease assignment and assumption of lease agreement. The partial lease assignment is currently under review by Ms. Williams and will be posted for consideration at the next meeting.

K. Ms. Austin opened the meeting for a discussion regarding the location for future meetings. Ms. Williams advised that there is no legal requirement to video or audio tape

the meeting and further advised that if such tapes are made, then they should be retained in accordance with the Open Meetings and Public Information Acts. After discussion the board agreed by consensus to hold future meetings in the Sobering Center conference room pending availability of the room.

There being no further business, the meeting ADJOURNED at approximately 1:40 p.m.

HOUSTON RECOVERY CENTER LGC

By:



Carolyn Lacy
Acting Secretary