

**HOUSTON RECOVERY CENTER LGC**  
 Minutes for Meeting of Board of Directors  
 March 5, 2015

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 March 5, 2015 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 March 2, 2015, 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 Ms. Austin Chair of the Board, at approximately 2:00 p.m. on Thursday, March 5, 2015, in the Sobering Center Training Room, (150 N. Chenevert), Houston, Texas 77002.	
II. Appointment of Acting Secretary; roll call, confirm presence of quorum (Chair)	<p>Ms. Austin 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>• Kay Austin, Chair</li> <li>• Elizabeth T. Nunnally</li> <li>• Arlo Weltge, MD</li> <li>• Timothy N. Oettmeier (ex-officio)</li> </ul> <p>Mr. Leonard Kincaid, Executive Director, Ms. Ursula Williams, Legal Counsel to the Board and Ms. Kathy Ploch, Certified Public Accountant of Harper &amp; Pearson, P.C. were also present at the meeting.</p>	Ms. Austin announced that a quorum of the Directors was present.

	<p>The following Directors were absent:</p> <ul style="list-style-type: none"> <li>• Deborah Duncan</li> <li>• Andy Icken (ex-officio)</li> <li>• Stephen Williams (ex-officio)</li> <li>• David Persse, MD (ex-officio)</li> </ul>	
III. Reading of draft Minutes	<p>Ms. Austin noted that a draft of the Minutes of the Corporation’s meeting of January 8, 2015 had been distributed to the Board. A motion was made by Dr. Weltge to approve the January 8, 2015 and February 12, 2015 Minutes for modification and was seconded by Ms. Nunnally.</p>	<p>Minutes were unanimously adopted by the Board.</p>
IV. Opportunity for Public Comment	<p>Ms. Austin opened the meeting to members of the public who wished to address the Board. There was no comment from members of the public.</p>	
V. Monthly Financial Report (Kathy Ploch)	<p>Ms. Austin noted the January 2015 monthly financial report had been distributed to the Board (Exhibit A). Ms. Austin recognized Ms. Ploch for a summary of the financial report, which reflects cost centers for the HRC and seeing a breakdown of items under “Direct Public Support.”</p>	
VI. Report from Executive Director (Leonard Kincaid)	<p>Ms. Austin recognized Mr. Kincaid for the Report from the Executive Director (Exhibit B). Mr. Kincaid shared the HRC’s preparations for the anticipated increase in clients due to the rodeo and how HRC can be a greater resource for rodeo planners in 2016.</p> <p>Mr. Kincaid presented the Client Analysis and review of the Personal Addiction Recovery Team (PART). The PART program is funded through the 1115 Waiver and of the 199 individuals currently enrolled, 71% have a mental health diagnosis, 88% are homeless and</p>	

	<p>90% have a criminal justice history.</p> <p>Mr. Kincaid discussed the activities of February which includes marketing and advocacy; learning sessions with legislative, legal and healthcare fields; abstract submissions; recognition of 10,000 diversions with HPD Chief McClelland; collaborations and partnerships in the community that support and enhance the HRC.</p>	<p>HRC staff put together a news piece that can be posted in all the HPD stations to increase officers' awareness of HRC as a resource.</p>
<p>VII. Report from Finance Committee (Betty Nunnally)</p>	<p>Ms. Austin recognized Ms. Nunnally for the report from the Finance Committee. Ms. Nunnally turned the time over to Dr. Weltge to review and discuss the 1115 Waiver budget (Exhibit D). Dr. Weltge moved adoption for the 1115 Waiver 2015-2016 budget and was seconded by Ms. Nunnally.</p> <p>Ms. Nunnally shared the Finance Committee's work on the Technical Advisory Group and presented the guidelines. After discussion, Ms. Nunnally moved for adoption and was seconded by Dr. Weltge with the adjustment that members will serve for two years.</p> <p>Ms. Austin publicly recognized Dr. David Buck's resignation from the HRC Board. Dr. Buck had agreed to serve one year then extended. Since resignation, Dr. Buck has agreed to serve on the Technical Advisory Group.</p> <p>The Board discussed and emphasized that it would be efficient to make all its changes to Board and TAG at once.</p> <p>The Board discussed potential candidates for the TAG in various areas of expertise. The Board will start reaching out to see who is interested, then discuss with the Board for a final decision.</p>	<p>The 1115 Waiver 2015-2016 was unanimously adopted by the Board.</p> <p>The Technical Advisory Group Guidelines were unanimously adopted by the Board.</p>

VIII. Discussion of Board Retreat	Ms. Austin opened the meeting for discussion of the Board retreat.  The retreat will be scheduled when the new Board member is finalized.	Ms. Austin and Mr. Kincaid will reach out to a facilitator for the retreat then confirm dates with Ms. Ochoa.
IX. Strategic planning and organizational development for HRC: a. Expanded entry b. Resources in the community c. Fundraising and development d. Referral issues e. Appointment and report from Committees	Ms. Austin opened the meeting for discussion on strategic planning. Ms. Austin discussed Board development and having someone on the Board skilled in nonprofit financial management.	
X. Discussion of agenda items for next Board meeting	The Board discussed the next meeting, which is re-scheduled for Thursday, April 9, 10 am at the Houston Recovery Center.	Add Board Development to the agenda

There being no further business, the Board adjourned at approximately 3:40 pm.

By:

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Ashley Ochoa  
Acting Secretary