

HOUSTON RECOVERY CENTER LGC
 Minutes for Meeting of Board of Directors
 April 7, 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 April 7, 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 March 30, 2016, in the same manner and location as required by law of the City of Houston, Texas (the "City").

Summarized Agenda Item	Discussion	Decision & Follow-Up
I. Call to order (Chair)	The meeting was called to order by Ms. Austin Chair of the Board, at approximately 1 pm on Thursday, April 7, 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>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"> • Kay Austin, Chair • Arlo Weltge, MD • John M. Mills • Elizabeth T. Nunnally • Scott F. Basinger, PhD • David Persse, MD (ex-officio) <p>Mr. Leonard Kincaid, Executive Director, Ms. Ursula Williams, Legal Counsel and Ms. Kathy Ploch, Certified Public Accountant (CPA) to the Board 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"> • Tracy R. Beavers • Bonnie Hellums • Andy Icken (ex-officio) • Stephen Williams (ex-officio) 	
III. Reading of draft Minutes	<p>Ms. Austin noted that a draft of the Minutes of the Corporation's meeting of March 3, 2016 had been distributed to the Board. A motion was made by Dr. Weltge to adopt the March 3, 2016 Minutes 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. Public comment was appreciation for the work being done by the Houston Recovery Center and inquiry on the Public Intoxication Transportation program.</p>	<p>See public sign-in sheet.</p>
V. Monthly Financial Report (Kathy Ploch)	<p>Ms. Austin recognized Ms. Ploch, CPA to the Board and Mr. Mills for the February financial report (Exhibit A). Mr. Mills shared the receipt of the 1115 Waiver project performance funds. The Board expressed their appreciation and confidence for Mr. Kincaid's allocation of funds that support current operations and anticipated growth.</p>	
VI. Report from Executive Director (Leonard Kincaid)	<p>Ms. Austin recognized Mr. Kincaid for the Report from the Executive Director. Mr. Kincaid shared the HRC's Client Analysis (Exhibit B). The March 2016 admissions decreased from previous activity; the Final Four did not appear to impact the client population. The client analysis included demographic reports with unique client data. The most significant changes from comprehensive to unique admissions were in living status and age group.</p>	

	<p>Living status is still majority private residence. The largest age category is ages 18-29 years old. Since the April 1, 2014 launch of the 18-month recovery support program, Partners in Recovery, 388 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.</p> <p>Mr. Kincaid discussed the activities of March 2016 (Exhibit C) which included: meeting with representatives organizing the Houston Super Bowl; receiving news the Houston Recovery Initiative article written by an intern was accepted for publish by the Journal of Addictions Nursing; beginning work on a needs assessment to better understand our super-utilizer population; continuing education on ethical considerations for the integration of technology in social work practice; sharing information with entities interested in a sobering center from Salt Lake City, Utah and Prescott, Arizona; and speaking with a representative of Legacy Community Health, the largest federally qualified health center (FQHC) in the City.</p>	
<p>VII. Report from Finance Committee (Betty Nunnally)</p>	<p>Ms. Austin recognized Ms. Nunnally and Mr. Mills for the report from the Finance Committee. The Finance Committee had just met and did not have any items to report to the full Board.</p>	
<p>VIII. Board Development</p>	<p>Ms. Austin 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. The Board will vote on their approval at the next meeting.</p>	

IX. Discussion of Board Retreat	The date for the Board Retreat is April 16, 2016 from 9-1 pm.	
X. 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. This discussion will take place during the Retreat.	
XI. Discussion of agenda items for next Board meeting	The Board discussed the next meeting, which will be Thursday May 5, 2016, 1 pm at the Houston Recovery Center. Items for the agenda are presentation on the 401K plan, approval of TAG members and closed executive session for Mr. Kincaid's performance evaluation.	The next Board meeting is May 5, 2016.

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

By:

Ashley Ochoa
Acting Secretary