

HOUSTON RECOVERY CENTER LGC

MEETING OF BOARD OF DIRECTORS
MINUTES

December 20, 2012

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 December 20, 2012, 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 December 17, 2012, 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, December 20, 2012, in the City Council Annex Chambers, 900 Bagoy 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; Arjo Weltge, MD; Deborah Duncan; Elizabeth T. Nunnally; and David E. Perse, MD (ex-officio); Timothy N. Oettmeier (ex-officio).

The following Directors were absent:

David S. Buck, MD; Stephen L. Williams (ex-officio).

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

D. Ms. Austin noted that a draft of the Minutes of the Corporation's meeting of December 13, 2012 had been distributed to the Board. A motion was made by Dr. Weltge and seconded by Ms. Nunnally to approve the Minutes. Prior to a vote the motion was amended by Ms. Austin to correct the spelling of Mr. Kincaid's name. The amended 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 introduced Mr. Leonard Kincaid and announced that he had accepted the board's offer to serve as Director of Operations for the Sobering Center. The Directors spoke in support of the hiring of Mr. Kincaid and welcomed him on board.

G. At Ms. Austin's request, Mr. Kincaid discussed plans for the opening and operation of the Sobering Center. He is currently focused on developing job descriptions for additional staff and will work with Ms. Nunnally to have the positions posted. He is also working to develop an Operation and Procedures manual for the center. The board will be available to assist Mr. Kincaid throughout this process. Mr. Kincaid will update the board on these matters at the next meeting.

H. The Board discussed employment benefits and a potential contract with Insperity. Ms. Austin asked Mr. Kincaid to meet with Insperity and similar companies and update the board at the next meeting. The board agreed by consensus to hire contract employees pending approval of a contract for employment benefit services. Mr. Kincaid will report to the board at the next meeting.

I. The board discussed matters related to a press conference to announce the opening of the center. Ms. Duncan agreed to be in charge of this effort and she will work with the Mayor's Director of Communications, Chief DeTmeier and Mr. Kincaid to develop an agenda for the press conference.


J. The board discussed dates for holding future meetings. They agreed to meet January 10, 2013 and January 24, 2013 at 7:00pm. Following a brief discussion the board agreed to revert back to meeting on the first and third Thursday of each month beginning February 2013. Ms. Williams will provide a 2013 calendar schedule that includes public notice dates for discussion and review at the next meeting.

K. Ms. Williams agreed to present a report on fund raising and development options at the January 10, 2013 meeting.

There being no further business, the meeting ADJOURNED at approximately 1:23 p.m.

HOUSTON RECOVERY CENTER LGC

By:



Carolyn Lacye
Carolyn Lacye
Acting Secretary