

HOUSTON RECOVERY CENTER LGC
MEETING OF BOARD OF DIRECTORS
MINUTES

May 2, 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 May 2, 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 April 29, 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, May 2, 2013, in the City Council Annex Chambers, (900 Bagby), 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; Arlo Weltge, MD; Elizabeth T. Nunnally; David E. Persse, MD (ex-officio); Stephen L. Williams (ex-officio)

Ms. Ursula Williams was also present.

The following Directors were absent:

Deborah Duncan; David S. Buck, MD; Timothy N. Oettmeier (ex-officio); Andy Icken (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 Corporations meeting of April 4, 2013 had been distributed to the Board. A motion was made by Dr. 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 called for a discussion of the monthly financial report. In the absence of Ms. Ploch the report was presented by Ms. Nunnally and Mr. Kincaid. No action was taken.

G. Ms. Austin recognized Ms. Williams for an update of the partial lease assignment and assumption of the lease agreement. Ms. Williams explained that language to clarify the lease payments arrangements was added. The prior lease agreement is void and Ms. William will secure the appropriate signature on the amended agreement.

H. Ms. Austin recognized Mr. Kincaid for a discussion regarding the proposed FY2014 budget for the Sobering Center. The proposed annual budget was distributed. (Exhibit A) A discussion ensued, by consensus the Board agreed to increase the Security line item from \$41,184 to \$90,096 and to increase the Indirect cost line item from \$129,122 to \$154,122. Dr. Weltge made a motion, seconded by Ms. Nunnally to approve the budget with the recommended changes and forward it to City Council for approval. The motion passed unanimously. (Exhibit B) Mr. Kincaid will make the make the revisions and send the revised budget to the Directors. At Ms. Austin's request Ms. Williams will assist Mr. Icken with completion of the budget process.

I. Ms. Austin recognized Mr. Kincaid for a report on operations of the Sobering Center. Per Mr. Kincaid the Sobering Center staff received de-escalation training. The training included a train the trainer component. To date sixty clients have been served. Mr. Kincaid summarized and provided data related to the clients age group, living status, gender and other factors. Data collection to measure the success of the program will continue and Mr. Kincaid will provide the Board with periodic updates. A carrier to handle General liability insurance has been identified and an update will be provided at the next meeting.

J. Ms. Austin called for a discussion of the screening process and procedures for the Sobering Center. The Medical Subcommittee is currently reviewing the draft document provided by Mr. Kincaid. It was agreed that the board will ultimately approve the guidelines and procedures but no action was taken.

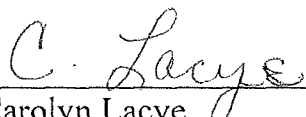
K. Dr. Weltge called for a discussion of future items the Board may want to consider. He requested and the Chair agreed to post the following matters on the next Board agenda:

- (1.) Professional Organization Support for recovery and sobering centers,
- (2.) Medical Issues – entry screen from Medical Subcommittee,
- (3.) Organizational development for HRC:
 - (a.) Resources in community for referral and support of clients,
 - (b.) Utilization of sobering services by other organizations
 - (c.) Fund raising and development.
- (4.) Long term planning.

There being no further business, the meeting ADJOURNED at approximately 2:25 p.m.

HOUSTON RECOVERY CENTER LGC

By:



Carolyn Lacye
Acting Secretary