

HOUSTON RECOVERY CENTER LGC
 Minutes for Meeting of Board of Directors
 January 8, 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 January 8, 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 January 2, 2015, 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 1:00 p.m. on Thursday, January 8, 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. Austin called the roll. The following Directors were present:</p> <ul style="list-style-type: none"> • Kay Austin, Chair • Elizabeth T. Nunnally • David S. Buck, MD • Arlo Weltge, MD, Chair for meeting • Timothy N. Oettmeier (ex-officio) • David Persse, MD (ex-officio) <p>Mr. Leonard Kincaid, Executive Director and</p>	Ms. Austin announced that a quorum of the Directors was present.

	<p>Ms. Ursula Williams, Legal Counsel to the Board were also present at the meeting.</p> <p>The following Directors were absent:</p> <ul style="list-style-type: none"> • Deborah Duncan • 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 December 4, 2014 had been distributed to the Board. A motion was made by Dr. Weltge to approve the December 4, 2014 Minutes without modification and was seconded by Ms. Nunnally.</p>	Minutes were adopted by unanimous consent.
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 November 2014 monthly financial report had been distributed to the Board (Exhibit A). Ms. Austin recognized Ms. Nunnally for a summary of the financial report.</p>	The HRC Finance Committee is meeting before the next Board meeting.
VI. Report from Executive Director (Leonard Kincaid)	<p>Ms. Austin recognized Mr. Kincaid for the Report from the Executive Director. Mr. Kincaid presented the Client Analysis and review of the Personal Addiction Recovery Team (PART) (Exhibit B).</p> <p>The Board discussed the number of admissions to the Sobering Center over time.</p> <p>Mr. Kincaid shared the report on the Personal Addiction Recovery Team (PART), indicating the</p>	

	<p>high amount of these clients who have mental health diagnoses, criminal justice histories, and are homeless, signifying the PART program reaches a population that has several needs.</p> <p>The Board discussed evaluation of the HRC.</p> <p>The Board discussed pursuing outside funds to support the HRC.</p> <p>The Board discussed holding a retreat with a third-party facilitator.</p> <p>Mr. Kincaid reviewed the 1115 Waiver milestones.</p>	
VII.	<p>Ms. Austin recognized Ms. Nunnally for a report from the Finance Committee. The Finance Committee recommends establishing an advisory committee made of experts in several fields listed in the report.</p> <p>Based on Finance Committee recommendations, Dr. Weltge moved that the board adopt the concept of creating an Advisory Committee with the role of providing additional resources to the Board. The size of this committee should range from 6 to 15 individuals who will serve the purpose of advising the board in their various areas of expertise and that the board empower the Finance Committee to develop suggested guidelines, policies and operating procedures for the Advisory committee and return such to the board for approval/adoption. Ms. Nunnally seconded the motion.</p> <p>Ms. Nunnally stated the Finance Committee will continue reviewing accounting policies and procedures and incorporating any</p>	The Board unanimously approved the motion.

	recommendations received during the annual audit.	
VIII. 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. The Board discussed expanding the number of members. This discussion is postponed for the retreat.	Ms. Ochoa add expansion of Board to agenda for the Retreat.
IX. Discussion of agenda items for next Board meeting	The Board discussed the next meeting, which is re-scheduled for Thursday, February 12, 2015 at 1 pm.	Add discussion of Board retreat and Medical Committee to the agenda.

There being no further business, the Board adjourned approximately 2:50 pm.

By:

**Ashley Ochoa,
LMSW**

Digitally signed by Ashley Ochoa, LMSW
DN: cn=Ashley Ochoa, LMSW, o=Houston
Recovery Center, ou,
email=aochoa@houstonrecoverycenter.org, c=US
Date: 2015.03.05 17:11:08 -06'00'

Ashley Ochoa
Acting Secretary