

HOUSTON RECOVERY CENTER LGC
 Minutes for Meeting of Board of Directors
 October 1, 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 October 1, 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 September 28, 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 pm on Thursday, October 1, 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"> • Kay Austin, Chair • Elizabeth T. Nunnally • Arlo Weltge, MD • Andy Icken (ex-officio) • Stephen Williams (ex-officio) • David Persse, MD (ex-officio) <p>Mr. Leonard Kincaid, Executive Director, Ms. Ursula Williams, Legal Counsel to the Board and Ms. Kathy Ploch, 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"> • Timothy N. Oettmeier (ex-officio) 	
III. Reading of draft Minutes	<p>Ms. Austin noted that a draft of the Minutes of the Corporation's meeting of August 6, 2015 had been distributed to the Board. A motion was made by Dr. Weltge to adopt the August 6, 2015 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. There was no comment from members of the public.</p>	
V. Monthly Financial Report (Kathy Ploch)	<p>Ms. Austin noted the July 2015 monthly financial reports had been distributed to the Board (Exhibit A). Ms. Austin recognized Ms. Ploch for a summary of the financial report. Ms. Ploch reviewed the financial report for the first month of the new fiscal year. The HRC is awaiting payment for the 1115 Waiver DY4 Mid-Year report.</p> <p>Discussion of Item V. a., Annual audit presentation was moved to the correct area on the agenda under item VII.</p>	
VI. Report from Executive Director (Leonard Kincaid)	<p>Ms. Austin recognized Mr. Kincaid for the Report from the Executive Director.</p> <p>Mr. Kincaid shared the HRC's Client Analysis (Exhibit B). There was a drop in the number of admissions for the month of August. Mr. Kincaid believes this drop could be correlated to the kush ordinance passed by the City of Houston. Mr. Kincaid is working with several entities on how the HRC could be a greater resource for the community on serving clients</p>	

	<p>impacted by kush.</p> <p>Mr. Kincaid discussed the activities of August and September (Exhibit C) which includes working with Harris County personnel on a diversion program for low-level drug offenders; co-sponsoring the Big Texas Rally for Recovery which was organized by the Houston Recovery Initiative; attending trainings to develop marketing and giving trends in philanthropy; engaging with the University of Houston Graduate College of Social Work for a robust evaluation of services; arranging for Cenikor to admit clients over the weekend when beds are available, though at times they are full; meeting with City staff for housing updates in Houston; meeting with HPD and HFD for the HRC to play a bigger role in serving the kush population through expansion of van services; and furthering collaborations and partnerships in the community that support and enhance the HRC.</p>	
<p>VII. Report from Finance Committee (Betty Nunnally)</p>	<p>Ms. Austin recognized Ms. Nunnally for the report from the Finance Committee. The auditors have completed their report and have one correction to make in the revised report that will be sent. On behalf of the Finance Committee, Ms. Nunnally recommended motion to accept the revised audit. The Board unanimously accepted the revised audit.</p> <p>The Finance Committee will review the modified budget to make a recommendation to the Board. The Board will review the modified budget at the next meeting.</p>	
<p>VIII. Board Development</p>	<p>Ms. Austin opened the meeting for discussion of Board development. The Board received an update on the progress of expanding the membership and the approval of new</p>	

	members.	
IX. Discussion of Board Retreat	Ms. Austin opened the meeting for discussion of the Board retreat, which is postponed until the new Board members are appointed.	
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.	
XI. Discussion of agenda items for next Board meeting	The Board discussed the next meeting, which will be Thursday, November 5, 1 pm at the Houston Recovery Center if new members are approved by City Council. If there are not any new members, the Board will convene December 3, 2015.	

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

By:

Ashley Ochoa, LMSW

Digitally signed by Ashley Ochoa, LMSW
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ou, email=aochoa@houstonrecoverycenter.org, c=US
Date: 2015.11.07 16:31:22 -0600

Ashley Ochoa
Acting Secretary