

HOUSTON RECOVERY CENTER LGC
 Minutes for Meeting of Board of Directors
 February 4, 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 February 4, 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 February 1, 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, February 4, 2016, 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 • Tracy R. Beavers • Arlo Weltge, MD • John M. Mills • Elizabeth T. Nunnally • Honorable Bonnie Hellums • David Persse, MD (ex-officio) • Stephen Williams (ex-officio) <p>Mr. Leonard Kincaid, Executive Director, Ms. Ursula Williams, Legal Counsel and Kathy Ploch, Certified Public Accountant (CPA) to the Board were also present at the meeting.</p> <p>The following Directors were absent:</p> <ul style="list-style-type: none"> • Scott F. Basinger, PhD • Andy Icken (ex-officio) 	Ms. Austin announced that a quorum of the Directors was present.

<p>III. Reading of draft Minutes</p>	<p>Ms. Austin noted that a draft of the Minutes of the Corporation’s meeting of January 7, 2016 had been distributed to the Board. A motion was made by Dr. Weltge to adopt the January 7, 2016 Minutes and was seconded by Ms. Nunnally.</p>	<p>Minutes were unanimously adopted by the Board.</p>
<p>IV. Opportunity for Public Comment</p>	<p>Ms. Austin opened the meeting to members of the public who wished to address the Board. Two interns for the Houston Recovery Center, Ms. Shannon Gaw and Ms. Cassie Rickert, were introduced. There was no comment from members of the public.</p>	
<p>V. Monthly Financial Report (Kathy Ploch)</p>	<p>Ms. Austin recognized Ms. Ploch, CPA to the Board for the January financial report (Exhibit A). Ms. Ploch presented the Board the Harper and Pearson Engagement Letter, updated according to the SARS requirements.</p> <p>Ms. Ploch presented the 1115 Waiver funding to the Board. Ms. Ploch also presented the financial projections for the next six months, which confidently allow the Houston Recovery Center to maintain current operations the remainder of the fiscal year.</p>	
<p>VI. Report from Executive Director (Leonard Kincaid)</p>	<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). The 2016 January admissions are lower than the previous years. Already, February has shown increase over January 2016; Mr. Kincaid believes the outreach efforts of the Houston Recovery Center are being reflected in the February increase. Still, the Houston Recovery Center could see further use of capacity and is working on increasing use of the services. The age range of individuals admitted is essentially equal for age groups 18-55. Mr. Kincaid provided an update on a high utilizer who has been admitted to the sobering center program 64 times. Houston Recovery Center staff placed this individual in care December 23rd and they are still in treatment.</p> <p>The Board discussed the financial cost this individual’s behavior would have on the community. It’s known this individual was transported by ambulance well over 100</p>	

	<p>times. A rough estimate of 100 ambulance runs and emergency center admissions is a quarter million dollars to the community. These are costs the Houston Recovery Center relieves the community when individuals are diverted to appropriate resources.</p> <p>Since the April 1, 2014 launch of the 18-month recovery support program, Partners in Recovery, 361 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 barriers.</p> <p>Mr. Kincaid discussed the activities of January 2016 (Exhibit C) which includes collaborative grant applications with Baylor College of Medicine; meeting with the City of Houston to expand the van outreach program; meeting with the Technical Advisory Group; submitting a proposal to NAADAC, a national association for addiction professionals; ongoing discussions with the University of Houston for program evaluation; three interns supporting the work of recovery through placement with the Houston Recovery Center—we are distinctly a learning laboratory for staff and students; meeting with a judge from Felony Mental Health Court regarding recovery support services he is seeking for his court; meeting with policy analysts from the Texas Criminal Justice Coalition; touring several City Council members and their staff; appearing on the Deborah Duncan show to participate in a dialogue on alternatives for addiction; and presenting to downtown security property managers on the van expansion.</p> <p>The Board recommended the Houston Recovery Center extend a tour invitation to the therapeutic courts such as veterans, homeless, juvenile and other courts.</p>	
<p>VII. Report from Finance Committee (Betty Nunnally)</p>	<p>Ms. Austin recognized Ms. Nunnally for the report from the Finance Committee. Ms. Nunnally recognized that moving forward, Mr. John Mills will chair the Finance Committee. The Finance Committee presented and recommended approval of the budget (Exhibit D) that will be submitted to the City of Houston the beginning of March.</p>	<p>The proposed budget was approved unanimously.</p>
<p>VIII. Board</p>	<p>The date for the Board Retreat is April 16, 2016 from 9-1</p>	

Development a. Board Positions b. Board Retreat	pm. Messaging will be on the agenda for the Board Retreat.	
IX. 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. No discussion followed.	
X. Discussion of agenda items for next Board meeting	The Board discussed the next meeting, which will be Thursday, March 3, 2016 at 1 pm. The marketing presentation will be made in March. At 2:00pm, the Board of Directors dismissed the members of the public to convene in an executive session to discuss and conduct the Executive Director's performance evaluation.	The next meeting is March 3, 2016 at 1 pm.
Executive Session	The open meeting resumed at approximately 2:40pm. Motion by Weltge - Adoption of the 2015 evaluation of the personnel committee and the 2015 bonus paid to Executive Director on 12/31/2015. Second, Nunnally. Motion by Weltge - In order to reestablish the timeliness of the evaluation process, the 2016 evaluation will commence in April with another executive session for evaluation in May. Second, Nunnally.	Voted. Passed. Voted Passed.

There being no further business, the Board adjourned approximately 2:45 pm.

By:

Ashley Ochoa, Acting Secretary