

HOUSTON RECOVERY CENTER LGC

MEETING OF BOARD OF DIRECTORS MINUTES

September 4, 2014

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 September 4, 2014 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 August 29, 2014, in the same manner and location as required by law of the City of Houston, Texas (the "City").

- I. The meeting was called to order by Dr. David Buck, Acting Chair of the Board, at approximately 1:00 p.m. on Thursday, September 4, 2014, in the Sobering Center Training Room, (150 N. Chenevert), Houston, Texas 77002.
- II. Dr. Buck appointed Ms. Ashley Ochoa as Acting Secretary for the meeting. Dr. Buck called the roll. The following Directors were present:
 - Deborah Duncan
 - Elizabeth T. Nunnally
 - David S. Buck, MD
 - Timothy N. Oettmeier (ex-officio)
 - David Persse, MD (ex-officio)
 - Andy Icken (ex-officio), joined later
 - Stephen Williams (ex-officio), joined later

Mr. Leonard Kincaid, Executive Director, Ms. Ursula Williams, Legal Counsel to the Board, and Ms. Kathy Ploch, Certified Public Accountant, were also present at the meeting.

The following Directors were absent:

- Kay Austin, Chair
- Arlo Weltge, MD

Dr. Buck announced that a quorum of the Directors was present.

- III. Dr. Buck noted that a draft of the Minutes of the Corporation's meeting of August 7, 2014 had been distributed to the Board. A motion was made by Ms. Duncan to approve the July 10, 2014 Minutes without modification and was seconded by Ms. Nunnally. Minutes were adopted by unanimous consent.
- IV. Dr. Buck opened the meeting to members of the public who wished to address the Board. There was no comment from members of the public.
- V. Dr. Buck noted the July 2014 monthly financial report had been distributed to the Board (Exhibit A). Dr. Buck recognized Ms. Ploch for a summary of the financial report. Ms. Ploch reviewed the financial report with the 1115 Waiver funds separated from the operating budget. The Financial Committee, composed of Ms. Nunnally, Dr. Weltge, and Ms. Williams, will meet before the next Board meeting. No action was taken.
- VI. Dr. Buck recognized Mr. Kincaid for the Report from Executive Director. Mr. Kincaid presented the Client Analysis (Exhibit B). Mr. Kincaid discussed the efforts of the Houston Recovery Center to reach the 1115 Waiver milestone of serving 6,000 unique individuals by the end of September. The Houston Recovery Center has held conversations with various law enforcement agencies, hospitals, and the City of Houston Mayor's Homeless Initiative representative to make the sobering center available to their clients.

Dr. Buck requested the Director's Report include a short narrative that explains actions taken to achieve the organization goals. No action was taken.

- VII. Dr. Buck recognized Mr. Kincaid for a discussion on hurricane/disaster planning. The Houston Recovery Center has a five-member committee formed sixteen months ago and is registered with the City of Houston Emergency Evacuation Center. Ms. Nunnally discussed the Star of Hope emergency plan, which ties in with the Houston Recovery Center emergency plan. No action was taken.

Mr. Kincaid identified the Houston Recovery Campus closing as a challenge to fully serving clients in need of residential treatment. The Board also discussed detox resources in the community. No action was taken.

- VIII. The Board discussed the next meeting, which is scheduled for Thursday, October 2, 2014 at 1 pm. The Board will hold a closed executive session to complete the discussion of Mr. Kincaid's performance evaluation.
- IX. Ms. Nunnally made a motion to postpone the closed executive session to complete the

discussion of Mr. Kincaid's performance evaluation to the next Board meeting. The motion was seconded by Ms. Duncan and approved unanimously.

There being no further business, the Board adjourned approximately 1:45 pm.

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By:

Ashley Ochoa

Ashley Ochoa
Acting Secretary