

HOUSTON RECOVERY CENTER LGC
Minutes for Meeting of Board of Directors
March 7, 2019

The undersigned, being the duly appointed Secretary of Houston Recovery Center LGC (the "Corporation"), hereby certifies that the following are true and correct Minutes of the March 7, 2019 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 March 4, 2019, 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 Chair Kay Austin at approximately 1:12 pm in the Houston Recovery Center training room, (150 N. Chenevert), Houston, Texas 77002.	
II. Roll call, confirm presence of quorum (Chair)	<p>The Chair called for everyone to announce attendance. The roll is noted below:</p> <p><i>Officio</i> Kay Austin- Present Tracy Beavers- Absent Arlo Weltge, MD- Present John M. Mills- Present Elizabeth T. Nunnally- Absent Bonnie Crane Hellums- Present Scott F. Basinger, PhD- Present Tom Fritsch- Present Susan Little- Absent</p> <p><i>Ex-Officio</i> Andy Ickens- Absent David Perse, MD- Absent Stephen Williams- Absent Wendy Baimbridge- Present</p>	The Chair announced that a quorum was not yet present and we proceeded to start the meeting with the Executive Report review until another member of the Board arrived.

	<p>Mr. Leonard Kincaid, Executive Director of Houston Recovery Center and Marina Franco the Administrative Assistant and Acting Secretary as well as Guest Sherry Mose were also present at the meeting.</p> <p>Ms. Ursula Williams Legal Counsel for the Board was present.</p>	
<p>III. Report from Executive Director</p>	<p>Mr. Kincaid reviewed the meetings and activities of January and February 2019 (Exh. A and B respectively). Met with Dr. Crystal Collier, a subject matter expert on addiction. The meeting focused on planning for a review of HRC service model with a goal of identifying and incorporating industry Best Practices; Held a day of filming for the HRC educational video; Toured the new Harris County Joint Processing Center (JPC); Met with an Allac representative to discuss Cancer, Hospital & Accident coverage; Met with John and Celina to review budget and financials; Toured TSU law students; Attended Mid-town public safety committee meeting; Call with Chief Bairbridge regarding access to JPD arrest data on HRC clients; Attended meeting called by Emergency Management to review the City's emergency response plan for inclement weather; Conference call with Dr. Revere (UT Health School of Public Health), and Mr. Husain of Greater Houston Health connect to discuss the possibility of partnering on some research projects; Met with staff from Avenue 360 to discuss details of Project Reach; Attended meeting with City Health Department to discuss video production plan for the FRONTline project; This video will be used to train first responders and key individuals from the community on how to administer naloxone; Conference call with the National Sobering Collaborative (NSC); Conference call with Executive Director from the Austin Sobering Center to discuss our Sobering Center service models; Lunch</p>	

	<p>meeting with representative from Harris County budget office to discuss the future of projects being funded by the county; Met with UT Health to discuss Program Evaluation; Met with Program Director of the Felony Mental Health Court to respond to her request for access to our Partners in Recovery program; Follow up meeting with Dr. Persse on coordination between the opioid projects and opioid funded providers to work on a plan for collaboration to prevent duplication and potential conflicts; Attended Joint Processing Center Grand opening; Conference call with Consultant from Alvin Gump a firm that provides the City of Houston with information on federal funding being proposed; Attended 2019 Mayor's History Makers Awards Luncheon; Met with COO from the Harris Center to explore service collaboration possibilities; Cold Weather Action Plan Follow-Up meeting; Lunch meeting with Lisa Dahm to discuss assistance with updating JRC employment handbook; Conference call Harris County Specialty Courts representative for performance review and an update on RIC funding; Meeting w Shannon Smith-Bernardin and Rhonda Patrick on National Sobering Center Collaborative; Met with and toured Representatives from The Harris Center; Met with Executive Director of the Mid-town Management District to discuss PFI performance review and future funding commitment; Met with Ike Kimmel of Star of Hope to discuss space needs; Attended Center for Wellness and Recovery Resources re-certification site.</p>	
<p>IV. Reading of the draft Minutes</p>	<p>Mr. Arlo Weltge moved to approve minutes, Mr. John Mills seconded the approval of the January 10, 2019 draft Minutes. The Board unanimously accepted.</p>	<p>Board member Judge Bonnie Hellums arrived at 1:22 pm and Board Chair Kay Austin announced that we now</p>

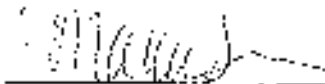
		had a quorum. The Board unanimously approved the draft Minutes.
V. Opportunity for Public Comment	There was no comment from members of the public.	See public sign-in sheet.
VI. Report from Finance Committee John Mills	<p>Mr. Mills reviewed the Current Grant Schedule handout (Exh. C), financial statements for December 2018 (Exh. D), January 2019 (Exh. E), Annual Budget for the SAMSHA TCE-IIIIV Program (Exh. F), Annual Budget for the Reintegration Court Program (Exh. G), Annual Budget for the Public Intoxicant Transportation Program (Exh. H), Annual Budget for the HEROES & COAP Program (Exh. I), Annual Budget for the HCCSCD Adult Probation Program (Exh. J) and Annual Budget for the Partners in Recovery Program (Exh. K).</p> <p>Mr. Mills discussed the 18-month program funds that will be cut and expressed that we will have some funds to absorb some but not all of that money that we will need by June 2020 when that money runs out.</p> <p>Mr. Mills moved to approve financial statements and the annual budgets. The motion was seconded by Mr. Weltge. The Board unanimously adopted.</p>	The Board unanimously accepted the financial statements and Annual Budgets for all programs.

<p>VII. Report from Programs and Evaluations Committee</p>	<p>In Mr. Bassinger's absence at time of the discussion regarding the Reports from Programs and Evaluations (Exh.L), Ms. Austin recognized Mr. Kincaid to share a summary of the report. Leonard discussed the data collected by PCHC. Mr. Kincaid reiterated that there is a Target for HRC to raise \$375,000 by June 2020 to fund the \$600,000 budget for Partners in Recovery. Mr. Kincaid discussed the Dinner experience that the Ambassadors are hosting in efforts to help raise awareness and thus the funds needed.</p>	
<p>VIII. Board Development</p>	<p>Ms. Austin opened the meeting for discussion of Board development. Ms. Williams stated that Ms. Beavers had resigned as Board Secretary. Ms. Williams reminded to Board to fill out evaluations. Mr. Fritsch stated that he needed assistance and Ms. Williams said she would send the 2 ½ hour online training to help. This will also be one of the training items to be discussed at Board retreat. Ms. Williams also stated that there should be a personnel review committee for annual reviews. Mr. Weltge moved to approve the committee and Mr. Fritsch seconded the motion. The Board unanimously approved the request to create a personnel review committee.</p>	<p>The Board unanimously approved the request to create a personnel review committee.</p> <p>Mr. Bassinger joined the meeting.</p>
<p>IX. Strategic Planning Update</p>	<p>Ms. Austin recognized Mr. Fritsch to share the update on Strategic Planning. Mr. Fritsch went over our utilization rate at 19% and discussed our mission and a strategy on how we can optimize recovery resources in the Houston community based on his report (Exh.M). He discussed the importance of Board engagement and continuity. Ms. Austin recommended that Mr. Kincaid and Mr. Fritsch review the Strategic Plan before Board retreat so that it may be discussed then.</p>	

<p>X. Discussion of agenda items for next Board meeting</p>	<p>The Board will include on the next agenda: 1. Board retreat date in June 2. The Strategic Plan to be added to Retreat Agenda 3. Discuss all Retreat agenda items</p>	
<p>XI. Evaluation of Executive Director (Closed Executive Session)</p>	<p>Pursuant to Section 551.071 (Consultations with Attorney) and 551.074 (a)(2) (Personnel Matters) of the Texas Government Code, the Board will convene in a closed meeting.</p>	

There being no further business, the Board adjourned approximately 2:55 pm.

By:



Marina Franco, Acting Secretary