

HOUSTON RECOVERY CENTER LGC
 Minutes for Meeting of Board of Directors
 March 5, 2020

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 5, 2020 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 2, 2020, 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 Ms. Kay Austin at approximately 1:06 pm in the Houston Recovery Center conference room, (150 N. Chenevert), Houston, Texas 77002.	
II. Roll call, confirm presence of quorum (Chair)	<p>Ms. Austin Ms. Marina Franco as Recording Secretary for the meeting. Ms. Franco called the roll as noted below:</p> <p><i>Officio</i> Kay Austin- Present John M. Mills- Present Elizabeth T. Nunnally- Present Judge Bonnie Crane Hellums- Present Scott F. Basinger, PhD- Absent Tom Fritsch- Absent</p> <p><i>Ex-Officio</i> Andy Ickens- Absent David Persse, MD- Absent Stephen Williams- Absent Wendy Baimbridge- Present</p> <p>Mr. Randy Houston, Mr. Bryan Bennett, Mr. Leonard Kincaid, Executive Director of Houston Recovery Center, Ms. Ursula Williams, Legal Counsel for the Board and Marina Franco - Executive Assistant Houston Recovery Center were also present at the meeting.</p>	Ms. Austin announced a quorum of the Directors was present.

III. Reading of the draft Minutes	Mr. John Mills moved to approve minutes, Judge Hellums seconded the approval of the February 6, 2020 draft Minutes. The Board unanimously accepted.	The Board unanimously approved the draft minutes.
IV. Opportunity for Public Comment	There was no comment from members of the public.	See public sign-in sheet.
V. Reports from Executive Director Exh. A & B	<p>Ms. Austin recognized Mr. Kincaid for the report from the Executive Director. Mr. Kincaid highlighted the activities of January and February 2020 (Exhibit A and B respectively) In January; Mr. Kincaid had a conference call with Dr. Mankowitz from New Jersey for an interview on how to start and operate a Sobering Center. He also had a conference call with a Representative from Superior Health Manage Care Organization to discuss how we use our peers. The caller was referred to us by Texas Health and Human Services Commission. Please note that during the last session they approved Peer RSS as a billable service from Medicaid but the reimbursement is so low no one uses it as a pay stream. He had lunch with Elisa and fundraising Professional associated with the Meadows Foundation. We received praises for our work and a commitment to support our efforts. Leonard attended on going meeting with a group of organizations including Coalition for the Homeless to work on addressing the homeless street population. He was invited to attend a two- day meeting at the Austin Recovery Popup Academy. This was a by invitation only event extended to providers from across the state that are heavily staffed by peers. Mr. Kincaid had a meeting with CEO and founder of Equilibria, a training and development co. on communication for senior teams. Invited to attend a one-day training at no cost. He met with a treatment license consultant to review the process of becoming a licensed provider for MAT and outpatient treatment. Leonard convened a meeting to discuss the development of a Public Awareness Campaign. Ms. Austin suggests that we reach out to Debra Duncan for assistance with the campaign. He attended the ASAP meeting in</p>	

	<p>Austin. ASAP is a membership organization for Substance Abuse Treatment Providers from across the state. Mr. Kincaid hosted a site visit with the Wayne Duddlesten Foundation. He had a meeting with a Doctor from Avenue 360 to discuss the possibly expanding services. In February; Leonard met with HRC's Medical Director to discuss frequent client's access to services challenges and possible solutions. He had a conference call with HHSC to discuss Recovery Support Services Request application. We have been tentatively approved for funding, pending completion of additional information requested. Mr. Kincaid met with and toured Mercedes Sanchez, Commissioner Precinct 2. She was surprised to learn of all the services we provide and is interested in working with us. He had a conference call with Caroline and Blazek Vetterling. Leonard met with and toured with a Representatives from of TX. Dot. The individuals were impressed to learn of all the services we provide and agreed to work with us on our public awareness campaign. He met with Maria Montes for a program update. Maria is in charge of LGC boards for the Mayor's office. Mr. Kincaid met with SUD MAT Partners - Alkermes, Indivior, Emerging Biopharm, HRC, Texas Clinic. This meeting was hosted by the Sheriff's office. HRC received high praises for our work. He met with Rep from Harris County to discuss the cost of Homelessness. Leonard and Management staff attended an advance leadership development training that is a two-part series. (Strength Finders)</p> <p>Follow up meeting for the Houston Recovery Center Public Awareness' campaign. He met and toured Representative from United Memorial Medical Center. Leonard attended an Introduction and consultation with Darcy Kues regard HRC service model and Partners in Recovery program. Ms. Kues is an experienced grant writer and curriculum developer. With her assistance, I believe can</p>	
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		lay the foundation for turning our service model into a package program that we can market to other cities. He gave everyone a project update on our current grants.	
VI.	Report from the Finance Committee December Financials, Grant Budgets and Operational Budget spreadsheet.	Ms. Austin turned the discussion over to Mr. John Mills for review of the December 2019 Financials, Grant Budgets and Operational Budget Spreadsheet. (Exhibit C, D, E, F, G, H, I, J, K and L respectively) Mr.Mills went over the total assets, total liabilities, net assets, total revenues, and total expenditures for the month of December. Mr.Mills made a motion to approve December financials Judge Hellums moved to approve and Ms. Nunnally seconded. Mr.Mills then focused the Boards attention to the Operational Budget Spreadsheet and he reviewed each grant budget. Ms. Austin stated that she would like the funding source for each grant to be added to the spreadsheet. Judge Hellums stated that she would like the long title of each grant to be used rather than acronyms. Ms. Austin entertained a motion to approve grant budgets, Judge Hellums accepted and Mr. Mills seconded. The Board unanimously approved financial statements and all budgets.	Exh.C-L The Board unanimously approved financial statements and the budgets.
VII.	Report from Programs, Evaluations and Development Committee	Mr. Bassinger was absent- no report	
VIII.	Report from the Compensation Committee	Mr. Mills stated that the committee still had a few things to discuss before reporting out.	
IX.	Strategic Planning Update	Mr. Tom Fritsch was absent- no update reported. Mr. Kincaid addressed the Board to ask if they wanted to bring new Board Members on Board before moving forward with Strategic Planning. Ms. Austin said she would like the Board to have another Board retreat.	
X.	New Board Member Vote	Ms. Austin asked our guest Mr. Houston to address the Board and give his background information. Mr. Houston address the group	

		and discussed his background and interest in the HRC Board vacancy. Mr. Houston then excused himself for the Board Vote. Judge Hellums moved for approval of Mr. Houston's approval to join the Board and Mr. Mills seconded. The Board unanimously approved.	
XI.	Board Development	Mr. Kincaid reiterated as he stated during the Executive Directors report that during the last session, they approved Peer RSS as a billable service from Medicaid. The reimbursement is so low no one uses it as a pay stream.	
XII.	Discussion of agenda items for next Board Meeting	Mr. John Mills stated that he would have the Compensation Committee report ready to present to the Board at the next meeting. Ms. Austin stated that the Board would start the retreat planning at the next meeting and discuss an outside facilitator.	

There being no further business, the Board adjourned at approximately 1:58 pm.

By:

Elizabeth Nunnally

Board Secretary

Signature: Elizabeth Nunnally
Elizabeth Nunnally (May 24, 2020 13:50 CDT)

Email: bnunnally@sohmission.org






Houston Recovery Center Board Minutes 3 5 20 need your signature

Final Audit Report

2020-05-24

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