

HOUSTON RECOVERY CENTER LGC
 Minutes for Meeting of Board of Directors
 January 7, 2022 at 12:30 p.m.

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 November 4, 2021 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 January 4, 2022, 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 (Board Member)	The meeting was called to order by Board Chair Dr. Shah at approximately 12:33 pm in the Houston Recovery Center training room, 150 N. Chenevert St., Houston, Texas 77002	
II. Roll call, confirm presence of quorum (Chair)	<p>Board Chair Dr. Shah recognized the acting administrative assistant, Ms. Stacey Cramer-Morais as Recording Secretary for the meeting and she took roll.</p> <p>The roll is noted below:</p> <p><i>Officio</i> Asim Shah M.D. – Present Attorney Burnell Jones – Present John M. Mills – Present Elizabeth T. Nunnally – Absent Judge Bonnie Crane Hellums – Present Scott F. Basinger, Ph.D. – Absent Howard Henderson, Ph.D. – Present Randall Houston – Present</p> <p><i>Ex-Officio</i> Andy Icken – Absent David Persse, M.D. – Absent Stephen Williams – Absent Asst. Chief Yasar Bashir – Absent Legal Counsel Ms. Ursula Williams – Present Commander Bryan Bennett – Present Lieutenant Bridget Lummus – Present</p>	Board Chair Dr. Shah announced that a quorum of the Directors was present.

	<p>Mr. Leonard Kincaid, Houston Recovery Center Executive Director – Present Jessica McDaniel – Present Stacey Cramer, Houston Recovery Center Admin. Assistant – Present Debra Villanueva, Houston Recovery Center Human Resource/ Payroll Manager – Absent Julie Long, Houston Recovery Center Director of Finance – Absent</p> <p><i>Members of the public:</i> None in attendance.</p>	
III. Reading of the draft Minutes	Judge Bonnie Hellums moved to approve minutes for November 2021. Mr. John Mills seconded the approval of the draft Minutes. The Board unanimously accepted.	The Board unanimously approved the Draft Minutes for November 2021.
IV. Opportunity for Public Comment	Board Chair Dr. Shah omitted/skipped the opportunity for public comment as no attendees from the public were present.	No public comment.
V. Reports from Executive Director	<p>Board Chair Dr. Shah recognized Mr. Kincaid for a review of the Directors Report. (Exhibit A and B). Mr. Kincaid reviewed the events for the months of November and December 2021. He discussed his priorities, challenges, and achievements for each month.</p> <p>Mr. Kincaid participated in a conference call with Akermes, a global biopharmaceutical company and maker of Vivitrol® which is the medication used for treating opioid and alcohol dependence. They are providing Vivitrol® for a 2-year pilot project that HRC is doing with the Harris County jail and the jail personnel are pleased with the outcomes achieved. Mr. Kincaid held several meetings with the Harris Center staff to work on developing the new detox program. Mr. Kincaid met with Avenue 360, a federally-qualified health center that HRC currently partners with on the SAMHSA grant. Discussions with Avenue 360 about collaboration to offer greater access to primary health care services for our client population. They expressed interest in continuing the discussion. Held conference call with Federal</p>	<p>Exh: (A) Executive Directors Report for November 2021.</p> <p>Exh. (B) Executive Directors Report for December 2021.</p> <p>The Board unanimously approved the Executive Director Reports.</p>

Grant Project Officer and HRC's grant performance continues to be above the national average. Mr. Kincaid received a briefing on the Criminal Justice Coordinating Council (CJCC) performance assessment which indicated a 13% increase in detainees from April to December which posed a capacity issue for the jail system.

Mr. Kincaid reported that some meetings were canceled during Christmas and New Year's due to staff being out ill or exposure risks of the Covid-19 virus by a positive person. Some teams experienced a strain of staffing resources due to illness or exposure. Mr. Kincaid and staff involved met with the CKP group for a project kick-off meeting to support efforts related to marketing, brand messaging and other development efforts.

Mr. Kincaid participated in a call with the University of Cincinnati, who is conducting a national study on sobering centers. HRC was one of four sobering centers from across the country selected for a more in-depth review. Mr. Kincaid provided a tour of the sobering center for leaders from Harris County Precinct 2 and they expressed interest in working with Mr. Kincaid in future collaborations as Precinct 2 is experiencing higher than normal health disparities during the pandemic.

Mr. Kincaid held the quarterly Technical Advisory Group (TAG) meeting, attendance was rather low, and will revisit how to re-build participation. Mr. Kincaid met with Baylor regarding a harm-reduction grant opportunity. This grant helps support services targeting those at risk for HIV and HEP C.

For the months of November and December there were no incident reports, legal or maintenance.

Judge Bonnie Hellums moved to approve the Executive Director Reports and Mr. Burnell Jones Mills seconded the motion to approve.

<p>VI. Report from Finance Committee (Mr. Randy Houston)</p>	<p>Board Chair Dr. Shah recognized Mr. Houston to review the Houston Recovery Center October 2021 Financials and November 2021 Financials, (Exhibit C and D respectively). Mr. Houston discussed the liabilities, total assets and net assets for the months of October and November.</p> <p>He then discussed the revenues, expenditures, and losses for the months of October and November listed on the Statement of Activity.</p> <p>Mr. Houston stated that on page sixteen of the November Financial Statement indicates, as of November 30th the Statement of Cash Flows indicate there is cash on hand totaling \$1,704, 179.28 which is healthy.</p> <p>Judge Bonnie Hellums moved to approve all Financials and Mr. Burnell Jones seconded the approval. The Board unanimously accepted the October and November 2021 Financial Statements.</p>	<p>Exh: (C) October 2021 Financial Statement</p> <p>Exh: (D) November 2021 Financial Statement</p> <p>The Board unanimously approved the October and November Financial Statements.</p>
<p>VII. Report from Programs, Evaluations and Development Committee (Scott Basinger)</p>	<p>Board Chair Dr. Shah turned the discussion over to Jessica McDaniel, Director of Development and Communications, who spoke on behalf of Dr. Scott Basinger who was absent. Ms. McDaniel gave a report on the Programs, Development, and (PED) Committee activities.</p> <p>Ms. McDaniel announced a recent Brown Foundation \$25,000 grant awarded for Partners in Recovery along with another recent grant award for the Cullen Foundation and the Hammill Foundation for \$50,000. Ms. McDaniel reviewed Year End Campaign activities and the relationships built at the HTX Holiday ball with HRC being a beneficiary of a donation of \$1,500 from Exclusive Furniture. She also announced that HRC has been selected to be a benefactor of the 2023 Chevron Marathon Run for a Reason. This exposure will help grow HRC's presence with this larger Houston endeavor. It will encompass marketing and fundraising for the HRC team of runners that will be officially registered by June 1, 2022. Ms. McDaniel reported that the activities related to the CKP Group are going well and the target</p>	<p>Exh: (E) PED Report</p> <p>The Board unanimously approved the Report from Programs, Evaluations and Development Committee.</p>

	<p>date is on or around January 30, 2022 for their Development Plan completion.</p> <p>John Mills moved to approve the Program, Evaluations and Development Reports and Judge Bonnie Hellums seconded the approval. The Board unanimously approved.</p>	
VIII. Report from Compensation Committee (Betty Nunnally)	<p>Board Chair Dr. Shah recognized that Mrs. Betty Nunnally is absent and it was indicated there is nothing new to report from the Compensation Committee and at this time.</p>	
X. Board Development	<p>Board Chair Dr. Shah recognized Mr. John Mills to review and Board Development activities. Mr. Mills reiterated that Dr. Holleman, representing Position 3, had resigned and that Mr. Hank Rush's nominated appointment to join the Board was under consideration by the City. The formal decision was tabled until the next meeting slated for January 12, 2022. Mr. Randy Houston moved to approve the Board Development Reporting and Judge Bonnie Hellums seconded the motion. The motion was unanimously approved.</p>	Board Summary and Board Chairs
XI. Discussion of Agenda items for next Board meeting	<p>The Board discussed the next regular meeting which is scheduled for Thursday, March 3, 2022.</p> <p>Agenda items upcoming for discussion are updates on the City's decision to approve Mr. Hank Rush's nomination for Position 3 on the Board and updates about the new Harris Center 8-bed detox program.</p>	

There being no further business, the Board adjourned at approximately 1:52 p.m.

By:

Elizabeth Nunnally, Board Secretary