

HOUSTON RECOVERY CENTER LGC
 Minutes for Meeting of Board of Directors
 March 3, 2022 at 1:00 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 March 3, 2022 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 28, 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 1:09 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 Hank Rush - Present John M. Mills – Present Elizabeth T. Nunnally – Absent Judge Bonnie Crane Hellums – Present Scott F. Basinger, Ph.D. – Present Howard Henderson, Ph.D. – Absent Randall Houston – Present</p> <p><i>Ex-Officio</i> Andy Icken – Absent David Perse, M.D. – Absent Stephen Williams – Absent Asst. Chief Yasar Bashir – Absent Legal Counsel Ms. Ursula Williams – Absent Commander Jennifer Read – Present</p>	Board Chair Dr. Shah announced that a quorum of the Directors was present.

	<p>Lieutenant Bridget Lummus – Present 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 Suzanne Jarvis/Director of Data Management and Program Analytics – Present Julie Long, Houston Recovery Center Director of Finance – Present</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 January 6, 2022. Mr. Randy Houston seconded the approval of the draft Minutes. The Board unanimously accepted.	The Board unanimously approved the Draft Minutes for January 6, 2022.
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 Director’s Report. (Exhibit A and B). Mr. Kincaid reviewed the events for the months of January and February 2022. He discussed his priorities, challenges, and achievements for each month.</p> <p>Mr. Kincaid held the monthly meeting with SAMHSA Grant Project Officer. Presented program annual review that received positive praises, that program performance is above the national average. Mr. Kincaid attended a meeting with the Frontline project partners for a program update and discussion of future funding as this project is in its final year. Both HRC staff and Mr. Kincaid joined in the planning and attendance of the inaugural Sober Chili-Cookoff event held on Saturday, February 26th in celebration of the Rodeo kickoff and it was a big success.</p> <p>Mr. Kincaid met with and provided a tour of the sobering center for the Galveston County District</p>	<p>Exh: (A) Executive Directors Report for January 2022.</p> <p>Exh. (B) Executive Directors Report for February 2022.</p> <p>The Board unanimously approved the Executive Director Reports.</p>

	<p>Attorney, as they are looking for jail diversion options. Mr. Kincaid attended the Cross System Partnership targeting ending homelessness and shared a strategic direction and implementation document (diagram) to further explain the efforts. Mr. Kincaid was approached by the UH School of Pharmacy to join a collaboration with the Moving Waters project. This non-profit organization operates a mobile hygiene shower trailer that drives to select homeless encampment sites offering individual showers and toilets in a heated and air-conditioned environment. Moving Waters wanted HRC to assist with serving individuals that have substance use challenges. In addition, Mr. Kincaid finalized and submitted a federal grant for a harm-reduction program with Baylor, the funding award will be announced on or around May 15, 2022.</p> <p>For the months of January and February, there were no incident reports, legal or maintenance.</p> <p>Dr. Scott Basinger moved to approve the Executive Director Reports and Judge Bonnie Hellums seconded the motion to approve.</p>	
<p>VI. Report from Finance Committee (Mr. Randy Houston)</p>	<p>Board Chair Dr. Shah recognized Mr. Houston to review the Houston Recovery Center December 2021 Financials and January 2022 Financials, (Exhibit C and D respectively).</p> <p>Mr. Houston discussed the liabilities, total assets, and net assets for the months of December and January. Mr. Houston then discussed the revenues, expenditures, and losses for the months of December (2021) and January (2022) listed on the Statement of Activity.</p> <p>Mr. Houston stated that page sixteen of the December Financial Statement indicates, that as of December 31st the Statement of Cash Flows indicates there is cash on hand totaling \$1,579, 433.36 which is healthy. Mr. Houston stated that on page 2 of the January 2022 Financial Statement shows the Total Liabilities as \$888,584.85 and the Total Equity at \$1,045,664.40 which indicate a solid Balance Sheet.</p> <p>Judge Bonnie Hellums moved to approve all Financials and Dr. Scott Basinger seconded the</p>	<p>Exh: (C) December 2021 Financial Statement</p> <p>Exh: (D) January 2022 Financial Statement</p> <p>The Board unanimously approved the December '21 and January '22 Financial Statements.</p>

	approval. The Board unanimously accepted the December 2021 and January 2022 Financial Statements.	
VII. Report from Programs, Evaluations and Development Committee (Scott Basinger)	<p>Board Chair Dr. Shah turned the discussion over to Dr. Scott Basinger who gave a report on the Programs, Development, and (PED) Committee activities.</p> <p>Dr. Basinger announced that he and Suzanne Jarvis, along with other authors, submitted a Paper to the American Journal of Public Health (AJPH). This program evaluation abstract discusses the distinct client populations admitted into the Sobering Center since the center's inception in 2013. The abstract shed some light on the unique 35,635 client admissions for service years of 2013 through 2021. Dr. Basinger recognized Jessica McDaniel who discussed additional Development and Program endeavors.</p> <p>Jessica McDaniel discussed the American Rescue Plan Act (ARPA) grant that has submission date target of March, 15, 2022. The grant proposal encompasses 24/7 emergency department and a community-direct referral phone line, a temporary housing/respite care for clients with Covid symptoms, the need for increased capacity for Partners in Recovery (PIR) and Medical Assisted Treatment (MAT).</p> <p>Judge Bonnie Hellums moved to approve the Program, Evaluations and Development Reports and John Mills seconded the approval. The Board unanimously approved.</p>	<p>Exh: (E) PED Report</p> <p>The Board unanimously approved the Report from Programs, Evaluations and Development Committee.</p>
VIII. Report from Compensation Committee (Betty Nunnally)	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.	
X. Board Development	Board Chair Dr. Shah recognized Mr. John Mills to review and Board Development activities. Mr. Mills announced that the City formally approved the appointment of Mr. Hank Rush's nomination to	Board Summary and Board Chairs

	<p>Position 3 after a few unexpected meeting delays with the City Council. The formal appointment was approved by the City. Mr. Randy Houston moved to approve the Board Development Reporting and Judge Bonnie Hellums seconded the motion. The motion was unanimously approved.</p>	
<p>XI. Discussion of Agenda items for next Board meeting</p>	<p>The Board discussed the next regular meeting which is scheduled for Thursday, April 7, 2022.</p> <p>Agenda items upcoming for discussion are financial in nature, to review and approve agency-wide budgets and any operational matters related to vendor renewals and/or assessments.</p> <p>Dr. Scott Basinger moved to begin the Executive Closed Session and Randy Houston seconded the motion. HRC staff attendees departed and the HRC Board Members remained for the Executive Closed Session at approximately 2:25 p.m.</p>	
<p>XII. Executive Closed Session</p>		

There being no further business, the open portion of meeting adjourned at approximately 2:25 p.m.

By:

Elizabeth Nunnally, Board Secretary