

Notice of Meeting for  
**HOUSTON RECOVERY CENTER LGC**  
February 13, 2025 @ 12:30 PM  
150 N. Chenevert St., 2<sup>nd</sup> Floor  
Houston, TX 77002

**NOTICE IS HEREBY GIVEN** to all interested persons that the Board of Directors of the HOUSTON RECOVERY CENTER LGC (the “Corporation”) will meet on the date and at the time and place stated above. The Board will consider, discuss, and take such actions as may be necessary, convenient, or desirable with respect to the following matters:

- I. Call to Order (*Chair / Dr. Shah*)
- II. Roll call; confirmation of presence of a quorum (*Chair and Stacey*)
- III. Reading of the draft Minutes of previous meeting of January 16, 2025 consideration of proposed corrections, if any; approval of Minutes (*Chair*)
- IV. Opportunity for Public Comment (See "Notice Regarding Public Comment" below)
- V. Report from Chief Executive Officer (*Leonard Kincaid*)
  - a. CEO Introduction of HRC Programs Management Team
  - b. Review and approval of CEO revised Succession Plan
- VI. Report from Finance Committee (*Randy Houston*)  
Review and approve
  - a. Financial Statements – December 2024
  - b. HRC Budget 2025-2026
- VII. Report from Programs and Development Committee (*Scott Basinger*)
- VIII. Report on Board Development and Nomination Committee (*Burnell Jones*)
  - a. Status update regarding Mayor’s office consideration of new Board applicants
- IX. Report from the Compensation Committee (*Michelle Alexander*)
  - a. Review and decision of temporary suspension of employee 3% cost of living increase for 2025.
- X. Discussion of Agenda items for the next Board meeting
- XI. Closed Executive Session
  - a. Pursuant to Section 551.074(a)(a) of the Texas Government Code, the Board will convene in a closed meeting to deliberate regarding personnel matters, specifically the evaluation of the Chief Executive Officer.

Adjournment

– NOTICE REGARDING SPECIAL NEEDS –

Persons requiring accommodations for special needs may contact Stacey Cramer (713.236.7801) to arrange for assistance.

– NOTICE REGARDING PUBLIC COMMENT –

Action may be taken on any or all of the above items. Members of the public may address the Board during the "Public Comment" segment of the meeting. At least ten minutes before the meeting is called to order, each speaker should sign the Public Comment Sheet available in the meeting room. Each speaker should limit his or her comments to three minutes. The presiding officer may limit both the number of speakers and the time allotted for each speaker. A speaker may address any subject relevant to the purpose of the Corporation; however, under Texas law, the Board may not respond to or otherwise discuss a subject not listed on the Agenda set out above. (Exception: The Board may discuss a proposal to place a subject on the agenda for a future meeting.) A speaker who plans to submit a document for the Board's consideration should provide at least ten copies of the document, each marked with the speaker's name.

– NOTICE REGARDING CLOSED MEETINGS –

As authorized by Texas Government Code Chapter 551 (the "Open Meetings Act"), the presiding officer may announce that the Board will convene in a closed meeting; that is, in "a meeting to which the public does not have access," sometimes known as an "executive session." The presiding officer's announcement will identify the provision(s) of the Open Meetings Act under which the closed meeting will be held. Any final action by the Board on a matter deliberated in the closed meeting will be taken only in a meeting open to the public.