HOUSTON RECOVERY CENTER, LGC
Minutes for Meeting of Board of Directors
May 7, 2026 at 11:00 a.m.
150 N. Chenevert St., 2nd fl.
Houston, Texas 77002

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 May 7th, 2026 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 full days before the meeting date. 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 April 30, 2026, 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 11:04 a.m. at 150 N. Chenevert St., 2nd floor conference room, Houston, Texas 77002.	
II. Roll call, confirm presence of quorum (Chair)	Board Chair Dr. Shah recognized the acting Administrative Assistant, Stacey Cramer-Morais, as recording Secretary for the meeting, and she took roll. The roll is noted below: *Officio* · Asim Shah, M.D. – Present · Burnell Jones – Absent · Howard Henderson, Ph.D. – Present · Michelle Alexander, Ph.D. – Present · Sara Jahansouz Wray – Present · David Stutts – Present · Kimberly Thompson – Absent *Ex-Officio* · David Persse, M.D. – absent **retired COH 4/30/26* · Larry Satterwhite – Present · Legal Counsel, Mr. Clifton Journet – Present · Asst. Chief Patricia Cantu – Absent · Captain Samanda Rubin – Present · Susana Deltoro, Houston Recovery Center, Chief Executive Officer – Present	Board Chair Dr. Shah announced that a quorum of the Directors was 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 – Absent · Houston Recovery Center, Accounting Manager – Vacant	
III. Opportunity for Public Comment	Board Chair Dr. Shah allowed an opportunity for the Board to acknowledge guests: Cheryl O'Brien – Finance/Accounting Consultant	Board Administrative Assistant, Stacey Cramer, announced one visitor present
IV. Reading of the draft Minutes	The March 12, 2026 meeting minutes were reviewed, and the Board had no revisions. David Stutts moved to approve the minutes for the March 12, 2026, meeting. Dr. Howard Henderson seconded the motion to approve the draft Minutes. The Board unanimously approved the March 12, 2026 meeting minutes.	The Board unanimously approved Exh: (A) Draft Minutes for Mar. 12, 2026.
V. Report from the Chief Executive Officer (Susana Deltoro)	Board Chair, Dr. Asim Shah, recognized Chief Executive Officer, Susana Deltoro, to provide a report for March/April 2026. Susana introduced the guest, Cheryl O'Brien, and stated that she is assisting with the Finance Department role following Mo Menissy's departure. Ms. Deltoro briefly highlighted the Sobering Center programs and projects and outlined current initiatives. Ms. Deltoro announced that ongoing efforts to stabilize expenses and implement cost-saving measures resulted in a small operational surplus for February and March 2026. Ms. Deltoro highlighted that one of the more significant financial improvements during this period was the successful relocation of the administrative offices to 2339 Commerce Street. The move reduced rent expenses by more than half, from $10,000 per month to $4,300 per month, which created substantial annual savings and improved overall operational efficiency. Ms. Deltoro discussed a recent consultant meeting and highlighted the need for a more comprehensive strategic development plan, including guidance in fundraising, donor cultivation, and revenue	Exh: (B) CEO Report for Mar.-Apr. 2026. The Board unanimously approved the CEO Report for Mar.-Apr. 2026.

	diversification. In addition, the City of Houston expressed recent feedback with a similar sentiment. The City requested an evaluation of key positions and highlighted the need for a full-time Development Officer as part of HRC's permanent team. The fiscal year 2026-2027 budget was sent over to the City of Houston for the annual review process. Ms. Deltoro discussed other operational highlights, including two outstanding shelter bed invoices for the City Shelter Bed Program for the months of February and March 2026. Susana Deltoro announced several program renewals: 1) HROT Program, 2) TTOR Grant, 3) Criminal Justice Program with Harris County Sheriff's Office. Ms. Deltoro expressed that these renewals represent important progress toward maintaining program continuity and revenue stability for the assigned group. Ms. Deltoro highlighted recent meetings with community leaders and funding partners that produced productive, engaging conversations about potential future collaborations. Ms. Deltoro discussed her and attorney Burnell Jones' attendance at the April 8th United Way Annual Board Fair, during which several promising connections were made. Dr. Jahansouz-Wray moved to approve the CEO Report for the months of March and April 2026. Michelle Alexander seconded the motion, and the Board unanimously approved the CEO Report.	

VI. Report from Finance Committee *(David Stutts)*	Board Chair, Dr. Asim Shah, recognized the Finance Committee Chair, David Stutts, to present the Financials for February and March 2026. Mr. Stutts briefly discussed the details of the February 2026 Financial Statements. Mr. Stutts then discussed details of the March 2026 Financial Statements, highlighting page 2, which lists approximately $443,428.69 of cash on hand. David Stutts then discussed page 3, which lists Total Liabilities as $552,506.57 and Total Equity as $673,980.93, bringing Total Liabilities and Equity to $1,226,487.50. David Stutts then discussed page 4, which lists the Statement of Activities net operating income totaling $45,750.69. Mr. Stutts stated the end-of-fiscal-year budget is winding down by the end of May and June, and is anticipating the City of Houston review of funding in June for the new fiscal year starting July 1, 2026. Dr. Howard Henderson moved to approve the February 2026 and March 2026 Financial Statements (Exh. C and D, respectively), and Dr. Sara Jahansouz Wray seconded the approval. The Board unanimously approved the February '26 and March '26 Financial Statements.	Exh: (C) Feb. 2026 Financial Statements Exh: (D) Mar. 2026 Financial Statements The Board unanimously approved the Financial Statements for February 2026 and March 2026.
VII. Programs and Development Committee (Dr. Asim Shah)	Board Chair, Dr. Asim Shah, presented the Development Committee report for April-May 2026, as the Development Committee Chair is currently vacant with the retirement of Dr. Scott Basinger. Dr. Shah highlighted the recent awards noted in green on the Development report, while ongoing efforts (pending or declined-to-award) are noted in the response column on the right. Dr. Shah referenced the awarded section at the bottom of page 2, which lists a forthcoming donation for publication efforts under restricted funding, reserved solely for manuscript and publication efforts, which the Board discussed. Dr. Howard Henderson moved to approve the April - May 2026 Development Report, and Dr. Michelle Alexander seconded the motion. The Board unanimously approved the Programs and Development report.	Exh: (E) The Board unanimously approved the April-May '26 Development activity report.

VIII. Report from Nomination and Executive Search Committee *(Burnell Jones)*	Board Chair Dr. Shah, noted that the Nomination and Executive Search Committee Chair, Mr. Burnell Jones, was absent and that there was nothing to present at this time.	
IX. Report from Compensation Committee (Michelle Alexander)	Board Chair, Dr. Asim Shah, recognized the Compensation Committee Chair, Michelle Alexander, and there was nothing to present at this time.	
Discussion of Agenda items for Next Board Meeting	The Board discussed reconvening on Tuesday, May 19th, at 1:15 p.m. to review and approve the annual budget. After that special session, the next meeting will occur in July 2026, with the date to be determined at the May 19th meeting. One of the discussion items for the future July session will be a statistics and return-on-investment presentation by Suzanne Jarvis, HRC's Director of Strategic Initiatives. The next HRC Board meeting is scheduled for Tuesday, May 19, 2026, at 1:15 p.m. at the Sobering Center. Mr. David Stutts made a motion to dismiss the meeting, and Dr. Howard Henderson seconded the motion to dismiss the meeting.	

There being no further business, the meeting adjourned for closed executive session at approximately 11:49 p.m.

By:

/s:/ *Michelle Alexander*

Michelle Alexander, Board Secretary