



**GULF COAST CENTER
BOARD OF TRUSTEES MEETING**
Wednesday, December 3, 2014
Mainland Community Service Center
7510 FM 1765, Texas City, TX

MINUTES

1. **CALL TO ORDER** – Jamie Travis, Board Chair of the Board of Trustees, convened the regular meeting on Wednesday, December 3, 2014 at 6:04 p.m. at the Mainland Community Service Center located at 7510 FM 1765, Texas City, Texas.

The following Board Members were present: Trey Picard, Jaime Castro, Karen DeJean, Caroline Rickaway, Vivian Renfrow, Robert Flick and Linda Coleman

The following Board Members were absent: Mary Lou Flynn-Dupart, Excused

Also present were: G. Michael Winburn, Executive Director – Gulf Coast Center, Barry Goodman, Yvonne Fedee with The Goodman Corporation, Sarah Flick, Chris Cahill, Mills Shirley, LLC and other Center staff.

2. **CITIZENS' COMMENTS:** None.
3. **BOARD MEMBERS' REPORTS:** None
4. **PROGRAM PRESENTATION:** Robert Edeker, Director Network Technology gave a brief update regarding Cocentrix. Due to un-resolvable issues and delays in implementation the TxACE members are in the process of terminating the relationship with Cocentrix. Attorney Carvan Adkins is representing TxACE and negotiating a settlement offer for each Center. The termination process should be complete and a new plan in place by Mid-Spring. All six center's participating in the TxACE project have all terminated the contract with Cocentrix. The six center's will remain together to find a different approach.
5. **ACTION ITEMS:**

a. **Review and approval of previous meeting minutes: October 24, 2014.**

On motion by Karen DeJean, seconded by Jaime Castro, the board voted to approve the September 24, 2014 meeting minutes. The motion carried with all members voting in favor.

b. **Consider the approval of the October 2014 and November 2014 check register.**

On motion by Caroline Rickaway, seconded by Trey Picard the board voted to approve the October 2014 and November 2014 check register. The motion carried with all members voting in favor.

c. **Consider the approval of the Non-Smoking Pilot to be initiated at the 305 East Main, League City facility.**

On motion by Jaime Castro, seconded by Karen DeJean the board approved the approval of the Non-Smoking Pilot to be initiated at the 305 East Main, League City facility. The motion carried with all members voting in favor.

d. **Consider the approval of the new Arbitration and Single-employee Resolution Policy and Procedures. The purpose of the new policy is to provide a single mechanism to resolve disputes between the Center and its employees.**

On motion by Karen DeJean, seconded by Linda Coleman, the board voted the approval of the new Arbitration and Single-employee Resolution Policy and Procedures. The purpose of the new policy is to provide a single mechanism to resolve disputes between the Center and its employees. Following discussion the motion carried with all members voting in favor.

CONNECT SERVICES ACTION ITEMS:

e. **Consider approval of the Resolution for Work Order #1 with The Goodman Corporation for design phase services for the Kemah Transportation Center and Work Order #2 with The Goodman Corporation for design phase services for the Texas City Connect Transit Administration and Park and Ride Facilities.**

On motion by Robert Flick, seconded by Karen DeJean the board voted the approval of the Resolution for Work Order #1 with The Goodman Corporation for design phase services for the Kemah Transportation Center and Work Order #2 with the Goodman Corporation for design phase services for



**GULF COAST CENTER
BOARD OF TRUSTEES MEETING**
Wednesday, December 3, 2014
Mainland Community Service Center
7510 FM 1765, Texas City, TX

MINUTES

the Texas City Connect Transit Administration and Park and Ride Facilities. Following discussion the motion carried with all members voting in favor. Trey Picard abstained from the vote.

- f. Consider approval of the Resolution authorizing the Executive Director to enter into an agreement with the Kemah Public Facility Transportation Corporation for the development of the Kemah City Hall.**

On motion by Robert Flick, seconded by Trey Picard the board voted the approval of the Resolution authorizing the Executive Director to enter into an agreement with the Kemah Public Facility Transportation Corporation for the development of the Kemah City Hall. Following discussion the motion carried with all members voting in favor. Trey Picard abstained from the vote.

FACILITY AND ASSET SERVICES ACTION ITEMS:

- g. Consider the approval of the purchase of two 2015 Ford Fusion sedans for the new 1115 Crisis Respite program in Brazoria County for a total of \$35,273.00 through the best value set-aside opportunity with the Buyboard Cooperative Purchasing Program.**

On motion by Vivian Renfrow, seconded by Karen DeJean the board voted the approval of the purchase of two 2015 Ford Fusion sedans for the new 1115 Crisis Respite program in Brazoria County for a total of \$35,273.00 through the best value set-aside opportunity with the Buyboard Cooperative Purchasing Program.. The motion carried with all members voting in favor.

- h. Consider the approval of the new lease agreement with Shearn Moody Plaza for 7,800 square feet on the fourth floor for Galveston Island Community Service Center and Integrated Health Care clinic and office space. Term: January 12, 2015 - August 31, 2015.**

County of Service: Galveston

Total Amount of Lease FY15: a "base rent" for leased premises (determined by reimbursement of utilization cost) and building improvement payments. Specifically, the "base rent" shall be that pro rata cost of all expensed incurred for operational and maintenance of the building, including but not limited to heating, air conditioning, mechanical work and general upkeep of the complex. (FY15 Cost for Prorated portion of FY15: \$65,686)

On motion by Jaime Castro, seconded by Linda Coleman the board voted the approval of the new lease agreement with Shearn Moody Plaza for 7,800 square feet on the fourth floor for Galveston Island Community Service Center and Integrated Health Care clinic and office space. Following discussion the motion carried with all members voting in favor.

- i. Consider authorization of the Executive Director, or designee, to execute the contract to purchase the 4.42 acre commercial tract at 1401 S. Gordon St, Alvin next to the Northern Brazoria Community Service Center for a sum up to \$275,000 from the owner, First State Bank-Clute.**

On motion by Robert Flick, seconded by Vivian Renfrow the board voted the authorization of the Executive Director, or designee, to execute the contract to purchase the 4.42 acre commercial tract at 14010 S. Gordon St, Alvin next to the Northern Brazoria Community Service Center for a sum up to \$275,000 from the owner, First State Bank-Clute.

IDD SERVICES ACTION ITEMS:

- j. Consider the approval of the new agreements with the 6 below listed non-traditional providers for the provision of respite and/or community support services.**

County of Service: Galveston	TERM:	County of Service: Brazoria	TERM:
Linda Finn	10/28/14-08/31/15	Jeanette Davidson	10/30/14-08/31/15
Annie Burton	10/11/14-08/31/15	Quenisha Doyle	11/12/14-08/31/15
Brandon Wisinger	11/12/14-08/31/15	Debra Thalheimer	11/15/14-08/31/15

On motion by Caroline Rickaway, seconded by Jaime Castro the board voted the approval of the new agreements with the 6 listed non-traditional providers for the provision of respite and/or community support services. The motion carried with all members voting in favor.



**GULF COAST CENTER
BOARD OF TRUSTEES MEETING**
Wednesday, December 3, 2014
Mainland Community Service Center
7510 FM 1765, Texas City, TX

MINUTES

Reimbursement Rate: Standard base level = \$10/hr; Medical/Behavioral need = \$15/hr.

Description: The Non-Traditional Providers (NTP) are part of the Open Enrollment Network for IDD Services. NTP is made up of individual family members, friends, neighbors and others who provide respite and/or community support services (this is new to the agreement) for families or consumers.

MH ADULT SERVICES ACTION ITEMS:

- k. **Consider renewal of the agreement with Galveston County to fund a support staff/Mental Health deputy position for Mental Health Deputies Program. Term: September 1, 2014 to August 31, 2015.**

On motion by Linda Coleman, seconded by Robert Flick the board voted the approval of the renewal of the agreement with Galveston County to fund a support staff/Mental Health deputy position for Mental Health Deputies Program. The motion carried with all members voting in favor. Jaime Castro abstained from the vote.

Service Area: MH Adult

County of Services: Galveston

Amount not to exceed: \$69,174.10 for FY15 (increase of 7.5%)

Description: Responsibilities of the position include: responding to crisis calls, transportation, attending commitment hearings, maintaining documentation for civil commitments and other associated duties and functions.

- l. **Consider approval of the 1115 DSRIP project agreement and the business associate agreement between the Center, University of Texas Medical Branch, and JSA Health LLC for the expansion of telemedicine services in Brazoria County. Term: initial term of one (1) year with three one (1) year renewal options.**

On motion by Karen DeJean, seconded by Vivian Renfrow the board voted the approval of the 1115 DSRIP project agreement and the business associate agreement between the Center, University of Texas Medical Branch, and JSA Health LLC for the expansion of telemedicine services in Brazoria County. The motion carried with all members voting in favor.

Service Area: MH Adult

County of Services: Brazoria

Reimbursement to JSA: Emergency Evaluations = \$295 per patient; Emergency Phone Consultations - \$95 per patient

Description: The Center's DSRIP plan includes the expansion of telemedicine services in Brazoria County. To meet this goal the Center has partnered in a collaborative effort with UTMB and JSA Health. UTMB shall facilitate telemedicine consultations by specialist physicians and other properly qualified healthcare personnel under arrangement with JSA Health.

6. PENDING ACTION ITEMS:

Pending action items are those items which were on a prior board agenda but not completely resolved. The items may be listed for update or final action by the Board.

- a. **Consider the approval of the selected general contractor (Lucas Construction Co, Inc.), scope and overall cost of the Mainland Community Service Center Parking Lot addition and repairs project.**

On motion by Vivian Renfrow, seconded by Linda Coleman the board voted the approval of the selected general contractor (Lucas Construction Co., Inc.) scope and overall cost of the Mainland Community Service Center Parking Lot addition and repairs project. The motion carried with all members voting in favor.

7. EXECUTIVE DIRECTOR'S CALENDAR: Mike Winburn

- Review of the financial report: Mike Winburn – Executive Director, reported that for the month of October the Center preliminarily recognized year-to-date operational expenses \$3,060,836.11 and operational revenue of \$2,943,811.00; for an operational positive variance of \$17,827.77. No action required.

123 ROSENBERG,
SUITE 6
GALVESTON, TEXAS
77550

409.763.2373
FAX 409.763-5538

www.GulfCoastCenter.



GULF COAST CENTER
BOARD OF TRUSTEES MEETING
Wednesday, December 3, 2014
Mainland Community Service Center
7510 FM 1765, Texas City, TX

MINUTES

- Grant activity update: None
- Presentation and review of state comparative reports. None
- Review and discussion of ETBHN: Mike Winburn, Executive Director gave a brief update on ETBHN. No action required.
- Review Texas Council Community MHMR Center Activities and updates: Mike Winburn, Executive Director gave a brief update on Texas Council Community MHMR Center. No action required.
- Quarterly Update - Texas Council Risk Management Fund (TCRMF): None
- Executive Directors Legislative update: None
- Connect Transit Update: None
- 1115 DSRIP Update: Melissa Tucker, Director of Children Services gave a brief update on the 1115 DSRIP projects. No action required.
- Staff Recognitions: Volunteers, Peer Coaches, and Interns were recognized with a luncheon for their time, service, and commitment to Angleton Recovery Program. Peer coaches were awarded \$25.00 gift cards. Many thanks to their dedication and service. No action required.
- Presentation of calendar of upcoming events: Mike Winburn, Executive Director informed the board of trustees of the upcoming events listed above. No action required.
 - Mental Health & Substance Use Community Conversation - January 22, 2015 Clear Springs High School 7:00 - 9:00 p.m.
 - Open House - Nov 5th - Wellness Recovery Clinic for Youth- League City

8. ADJOURN

There being no further business to bring before the Board of Trustees the meeting was adjourned at 6:39 p.m.

Respectfully,

Approved as to Content and Form,

Cathy Claunch-Scott

Secretary to the Board of Trustees

Jamie Travis

Board Chair

123 ROSENBERG,
SUITE 6
GALVESTON, TEXAS
77550

409.763.2373
FAX 409.763-5538

www.GulfCoastCenter.