

**LAKES REGIONAL COMMUNITY CENTER**  
**REGULAR MEETING OF THE BOARD OF TRUSTEES**  
**WEDNESDAY, AUGUST 26, 2020, 5 PM**

**PER GOV. ABBOTT'S MARCH 26, 2020 PRESS RELESE THIS MEETING WILL TAKE PLACE VIA  
TELECONFERENCE AND IS AVAILABLE TO THE PUBLIC:**

**DIAL: 469.458.9004 ENTER THE PIN CODE: 552484**

**AGENDA**

<b>AGENDA NUMBER</b>	<b>TOPIC</b>
08.01.20	<b>CALL TO ORDER</b> <ul style="list-style-type: none"><li>• Roll Call / Introduction of Guest</li></ul>
08.02.20	<b>APPROVAL OF MINUTES</b> <ul style="list-style-type: none"><li>• Regular Board Meeting Minutes of July 22, 2020</li></ul>
08.03.20	<b>COMMENTS FROM CITIZENS</b> <p><i>Presentations are limited to three minutes per person and must pertain to an agenda item. The Board reserves the right to limit the number of speakers and/or the length of comments on any topic. Citizens wishing to address the Board must register prior to the start of the meeting.</i></p>
08.04.20	<b>COMMITTEE MEETING REPORTS</b> NA
08.05.20	<b>RECOMMENDATIONS FOR APPROVAL</b> <ul style="list-style-type: none"><li>• Review and take action to approve Budget Documents for FY'21 Budget.</li><li>• Review and take possible action to approve one time FY' 20 Incentive payment to all qualifying staff. Total expenditure not to exceed \$250,000.</li></ul>
08.06.20	<b>EXECUTIVE DIRECTOR REPORT</b> <i>(John Delaney)</i> <ul style="list-style-type: none"><li>• 1115 Transformation Waiver Other Update</li><li>• COVID-19 Response Summary</li><li>• Texas Council Update</li><li>• FY-19 Status of State Performance Contracts Update</li><li>• ETBHN Update</li></ul>
08.07.20	<b>FISCAL REPORT</b> <i>(Erwin Hancock)</i> <ul style="list-style-type: none"><li>• Motion to Accept Center's Financial Statement for Period(s) Ending: July 31, 2020.</li></ul>
08.08.20	<b>MENTAL HEALTH SERVICES REPORT</b> <i>(James Williams)</i> <ul style="list-style-type: none"><li>• Program Update Deferred for August Meeting</li></ul>
08.09.20	<b>INTELLECTUAL &amp; DEVELOPMENTAL DISABILITIES REPORT</b> <i>(Laurie White)</i> <ul style="list-style-type: none"><li>• Program Update Deferred for August Meeting</li></ul>



**LRCC Board of Trustees Meeting Agenda**

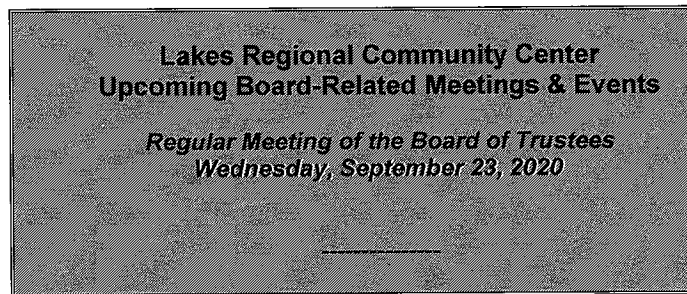
**08.10.20      QUALITY MANAGEMENT/CONTRACTS REPORT** *(Kellie Walker)*

- Contracts/Network Development
- PNAC
- Planning/Audits

**08.11.20      HUMAN RESOURCES REPORT** *(Keith Matthews)*

- Staffing Issues
- Employee Benefits

**08.12.20      ADJOURNMENT**





LAKES REGIONAL COMMUNITY CENTER  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
WEDNESDAY, JULY 22, 2020, 5PM

Per Gov. Abbott's March 26, 2020 Press Release this Meeting was held  
VIA TELECONFERENCE

BOARD MINUTES

AGENDA NUMBER	TOPIC
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**07.01.20**

**CALL TO ORDER**

The July 22, 2020 regular meeting of the Lakes Regional Community Center Board of Trustees called to order by Board Chair, Tom Brown at 5:00 PM with a quorum present by teleconference. Chair asked for Roll Call.

**Members Present:**

Tom Brown, Hunt County, Chair	James Ervin, Rockwall County, Vice-Chair
Margaret Webster, Kaufman County, Board Secretary	
Frances Neal, Titus County	Lisa Heine, Ellis County
Steve Earley, Lamar County	Marti Shaner, Navarro County
Jan Brecht-Clark, PhD, Delta County	Dana Sills, Hopkins County
Linda Sharpin, Franklin County	

**Members Absent:** E.P. Pewitt, Morris County; Carrie Hefner, Camp County

**Vacant Seat(s):** NA

**Guest:** NA

**Ex Officio Members Absent:** Sheriff Scott Cass, Lamar County

**Ex Officio Members Present:** Sheriff Jack Martin, Morris County

**Management Staff Present:**

John Delaney, Erwin Hancock, James Williams, Keith Matthews, Kellie Walker, Laurie White, and Chris Cox (IT)

**Board Liaison/Recording Secretary:** Judy Dodd, Board Liaison/Recording Secretary

**07.02.20**

**APPROVAL OF MINUTES**

**Recommended Board Action:**

- Approval of Minutes of June 24, 2020 meeting.

**Rational:**

Tom Brown asked members if they had reviewed the minutes and if there were any corrections or additions. With no corrections or additions, Chair then asked for motion to approve. Motion made by Frances Neal to approve and seconded by Jan Brecht-Clark. A sign of aye approved minutes unanimously.

**CLOSURE**



07.03.20

**COMMENTS FROM CITIZENS**

- Tom Brown, Chair took this opportunity to congratulate Lisa Heine on being selected as a member of the Partners and Policies Making Committee of the Texas Council for Developmental Disabilities Agency.
- Tom Brown, Chair introduced our new Kaufman County member, Margaret Webster.

**CLOSURE**

07.04.20

**COMMITTEE MEETING REPORT**

- Human Resource Committee Meeting met to review and take action on the FY'21 Employee Insurance Benefits.
  - Motion made to present to Board of Trustees for approval.

**CLOSURE**

07.05.20

**RECOMMENDATIONS FOR APPROVAL**

- Review and take possible action on Human Resource Committee recommendation for FY'21 Employee Insurance Benefits.

**Rationale:**

Keith Matthews presented the following for approval:

- FY'21 Employee Insurance Benefits package noting the changes for the New Year.
- Chairperson then asked for any questions if not; no motion needed. Approved unanimously by a sign of aye.

**CLOSURE**

07.06.20

**EXECUTIVE DIRECTOR REPORT** (*John Delaney*)

**Recommended Board Action:**

- None: Information only

**Rationale:**

Discussion on the following:

Handouts

➤ **1115 Transformation Waiver Update:**

- HHSC approved all of our measures. Lakes should receive our first round payment for demonstration year – 9 by July 31.
- HHSC was asked to petition CMS to extend the Texas 1115 for an additional year at the current level of funding.

➤ **COVID-19:**

- ECI - current service plan continues for the most part but they have increased the number of face-to-face services, such as evaluations and some home visits for skills training.
- IDD Authority Services – continue mostly through a telephone contact or FaceTime contact with families and clients.
- Mental Health: Prescribers are now using both the phone and our regular telemedicine network as usual.
- IDD Provider: IDD HCS, TxHML and GR non-residential services can be billed and completed through telephone or tele-video means. Group day programs continue to be shut down and their staff are now working at the group homes providing day services.





- Administration: Staff continue to work partly remotely, where feasible Appropriate CDC and social distancing recommendations are being followed as needed and most meetings of any size are being conducted through teleconferencing.
- HR Workforce Issued: Continuing to review any opportunities for disaster related stimulus finding.
- **Texas Council Update:**
  - Both the Health Opportunities Workgroup (HOW) and the Executive Directors Consortium Exec. Committee met in the last 2 weeks. The HOW is working with HHS to promote more permanent options in the service waivers currently in place for the COVID-19 response.
- **FY'20 Status of State Performance Contracts Updates:**
  - HHSC continues to waive almost all performance contract penalties and outcome measure sanctions for underachievement during the current designated disaster declaration period. The same has occurred for ECI.

**CLOSURE**

**07.07.20**

**FISCAL REPORT (Erwin Hancock)**

**Recommended Board Action:**

- Approval of Center's Financial Statement for Period(s) Ending:
  - June 2020.

**Rationale:**

- Erwin presented the financial report for the month of June 2020. Notes as follows:
  - Cash- includes PPP Loan Proceeds
  - Short-term Debt – Deferred Revenue – Includes PPP Loan Proceeds less May & June Allocation
  - Long-term Debt – includes PPP Loan recorded
  - With the exception of Hospitality House and Block Grant revenue, all other general revenue was deferred. Also, 1115 Waiver and MAC revenue was not recognized for June. PPP Loans were recorded.

Chairperson asked if any questions. With no further discussion, Chairperson asked for motion to approve. Linda Sharpin made motion to approve with second by Martha Shaner. A sign of aye unanimously approved Financials.

**CLOSURE**

**07.08.20**

**MENTAL HEALTH SERVICES REPORT (James Williams)**

**Recommended by Board Action:**

None: Information only

**Rationale:**

- **Substance Use Disorder**
  - Bonham Renovations – pending acceptance of bids.
  - Sherman Location Move – going smoothly.
- **FEMA Crisis Counseling Grant**
  - Outcome measures – Measures met
  - Social Media – Continuing
  - No End Date Set as Yet
- **FY21 Budget**
  - QMHP – Focusing on increase
  - CCCBHC Grant, 1115, MAC, FEMA



- **Education Service Center Region 8**
  - MOU and Rent
  - Interviews
- **COVID-19**
  - Wellness Checks - Completed
  - Positive Client - 1 tested positive
  - Positive Staff – 1 tested positive
- **CCBHC**
  - Grant Peers and Care Coordinators - Implementing
  - State Certification – Submitting data at end of month for grading.
- **HHSC Program Audit**
  - Interviews have started – Virtual
  - Two Weeks for HER Chart Reviews.

**CLOSURE**

07.09.20

**INTELLECTUAL & DEVELOPMENTAL DISABILITIES REPORT (Laurie White)**

**Recommended by Board Action:**

None: Information only

- **COVID-19 Impact**
  - Homes continue to adhere to CDC guideline by using social distancing as well as both wearing masks while out in the common areas.
  - Continues to be one vacancy bed in Terrell, Paris and Waxahachie groups' homes.
  - Group homes have begun small steps toward transitioning this past week.
  - Individuals have started to go home for visits. Emergency Protocol when returning.
  - Accident occurred while transporting individual. Both women remain in hospital showing progress of healing.
  - Day Programming continues to be conducted in the group homes across all regions.
  - Host Home providers are facilitating day program with their individuals in the home.
  - Day program trainers are conducting daily day habilitation training via Zoom to approximately 10-15 individuals.
- **Electronic Visit Verification (EVV)**
  - Practice period began July 1, 2020 and ends November 30, 2020, claims will not be denied for errors during this time.
  - Identifying appropriate clock in/clock out methods when delivering services.
  - Reviewing reports
- **Exceptional Item 22 (EI22)**
  - Lakes continues to participated in the EI22 Learning Collaboration with Bluebonnet Trails Community Services, Integral Care, Tarrant County, and Harris Center to develop services that address the mental health needs of individuals with intellectual and developmental disabilities.

**CLOSURE**



07.10.20

**QUALITY MANAGEMENT/CONTRACTS REPORT (Kellie Walker)**

**Recommended by Board Action:**

None: Information only

**Rationale:**

- **Contracts/Network Development**
  - FY 2021 contract renewal is in process.
  - Request for Proposals (RFP) for a commercial building remodel at the Bonham SUD office posted on 07/13/2020.
- **PNAC**
  - Local PNAC – Lakes Regional’s Local Provider Network & Development (LPND) Plan posted on our website July 1, 2020 for stakeholder comments. Final draft of the LPND will be presented at the next local PNAC meeting for recommendations. Next meeting is scheduled for August 12, 2020.
  - Regional PNAC – Next meeting scheduled for August 19, 2020.
- **Rights Allegations**
  - GR: 1 (Paris MH)
  - NTBHA: 1 (Terrell MH)
  - IDD: 1 (IDD Authority)
- **APS Allegations**
  - Allegations – 1 Neglect (Paris Group Home) Results: Unconfirmed
- **Corporate Compliance Investigation**
  - Reported Issue: Habilitation Coordinator (HC) incorrectly coded progress note billing strips.
  - Recommendations: HC received training on progress note documentation.
- **QM MH, NTBHA & Substance Abuse**
  - MH Performance Measures: Lakes Regional will be held harmless for performance measures and outcomes until further notice due to COVID-19.
  - HHSC will be auditing Lakes Regional from July 14-30<sup>th</sup>..
- **IDD**
  - Lakes will be held harmless for performance measures and outcomes until further notice due to COVID-19.
  - HHSC will be completing a desk review for GR, HCS, TxHmL, PASRR and CFC August 17-21, 2020.
- **NCQA**
  - NCQA Tam Workgroups continue to meet monthly and collaborate with other centers to develop new processes to meet NCQA accreditation requirements.

**CLOSURE**

07.11.20

**HUMAN RESOURCES REPORT (Keith Matthews)**

**Recommended by Board Action:**

None: Information only

**Rationale:**

- **Staffing issues**
  - Lakes has a total of 399 employees with 459.45 authorized FTEs.
  - Filled eight positions – Separations five
  - We are averaging 7.8 separations per month.



➤ **Employee Compensation and Benefits:**

- Second employee to test positive for COVID-19 in June. We had 16 other staff who were exposed, all of whom have tested negative for the virus.
- Met with the Board's HR Committee on June 30, 2020 and presented proposal for the FY21 employee benefits package to Board of Trustee for approval.
- Implemented a revised procedure to establish the Center as a "substance-free workplace" on June 1, 2020.

**CLOSURE**

07.12.20

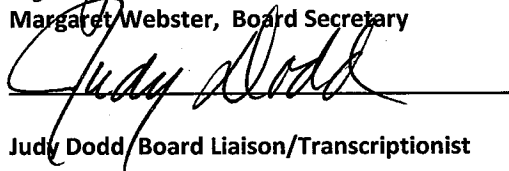
**ADJOURNMENT**

Chairperson asked for motion to adjourn. Dr. Jan Brecht-Clark made motion and seconded by Steve Earley with no further discussion, motion carried.

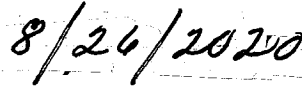
ATTEST:



Margaret Webster, Board Secretary



Judy Dodd, Board Liaison/Transcriptionist



DATE:



