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MINUTES

OF

THE DEEP EAST TEXAS REGIONAL MENTAL HEALTH MENTAL RETARDATION SERVICES BOARD OF TRUSTEES MEETING

January 23, 1974

Diboll, Texas

BOARD MEMBERS PRESENT:

Mr. Ward R. Burke, Chairman
Mr. W. J. Gentry, Vice Chairman
Mr. R. B. Hille, Secretary
Mr. V. B. Woods, Treasurer
Mr. George Gee
Judge Tom D. Mann
Rev. Jerry Self

BOARD MEMBERS ABSENT:

Judge Emmett Lack
Mr. Cleo Hines

OTHERS PRESENT:

Dr. Wayne Lawrence, DETRMHMRS
Mrs. Betty Ecker "
Mr. S. H. Morrison, Jr. "
Mr. Larry Davis "
Mr. Don Braun "
Mr. Jolyon Bowman "
Mr. Jon Ed Smith "
Mrs. Debbie Barthol "
Dr. Felix Peebles, Jr. "
Mrs. Lee Mayberry "
Judge Wayne Baker, Polk County
Judge K. P. Bryant, San Jacinto County
Mr. E. Hartley Sappington, TDMHMR
Dr. Bruce E. Bailey, SFAU, Nacogdoches
Mr. Paul Mayberry, Lufkin State School
Mr. Jimmy D. Wells, DETCOG, Nacogdoches
Mr. Russ Burbank, Richmond
Mrs. Nancy Burbank, Richmond
Mrs. Lois Gee, Jasper
Mrs. Victoria Gentry, Crockett
Mrs. Hazel Kent, Grapeland
Mrs. Patsy Lawrence, Lufkin
Mrs. Judy Bowman, Jasper
Mrs. Mae Peebles, Lufkin

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The January meeting of the Board of Trustees was held on Thursday, January 23, 1975, at 7:00 p.m. in the City Hall at Diboll.

The Invocation was given by Mr. Burke.

There being a quorum present, Chairman Burke called the meeting to order at 7:05 p.m. and introduced the following guests: E. Hartley Sappington, Assistant Deputy Commissioner, Community Services, TDMHMR; Judge Wayne Baker, Polk County; Judge K. P. Bryant, San Jacinto County; Jim Wells, DETCOG; Paul Mayberry, Assistant Superintendent, Lufkin State School; Dr. Bruce E. Bailey, SFA University Department of Psychology; and Dr. Felix Peebles, Jr., Director of Psychiatric Services, DETRMHMRS.

APPROVAL OF MINUTES OF DECEMBER BOARD MEETING: There being no corrections or additions to the minutes of the December Board Meeting,

> Judge Mann made the motion that the minutes for the December 19, 1974, meeting be approved as mailed. Mr. Gee seconded the motion, and the Board approved.

TREASURER'S REPORT: Mr. Woods presented the Operating Statement for December to the Board (copy attached to these minutes).

> Mr. Gentry moved that the Treasurer's Report be approved. Judge Mann seconded the motion, which carried.

EXECUTIVE DIRECTOR'S REPORT: Dr. Lawrence commented that Judge Mann stated he would have to leave the meeting early. Dr. Lawrence reported that:

1. At the last meeting, the Board had discussed the local match situation, and letters have been written to nine Judges about sending local money in three equal payments. The other four Judges will be written as the local situation indicates. As a result, DETRMHMRS has received local match funds as follows:

Houston County	$5,510.00	(all)
Jasper County	$2,916.00	(1/3)
Nacogdoches County	$3,450.50	(1/4)
Shelby County	$7,179.00	(all)
Trinity County	$2,072.50	(1/2)

2. Mrs. Foley is attending SFA University three nights a week taking nine hours, and will not be able to attend the Board meetings for several months.

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3. DETRMHMRS has been invited to participate in the Lufkin State School Federal Credit Union. There are no funds required on our part, and we are eligible to participate. Mr. Mayberry, President of the Credit Union, has been notified that this will be an individual decision by DETRMHMRS employees and he will notify DETRMHMRS if approved.

4. The Trinity County Advisory Council held an organizational meeting on January 9.

5. The contract with the Nacogdoches Memorial Hospital for Inpatient and Emergency services has been signed, and this program should begin February 1, 1975. A contract has also been signed with Dr. Grubb for psychiatric inpatient and emergency services, and this program will hopefully begin February 1. These will provide alternatives for County Judges to place persons experiencing psychiatric, alcoholism, or drug abuse problems rather than placing them in county jails.

7. Dr. Peebles joined the staff on January 15, and has been visiting around the region in Groveton, Nacogdoches, Jasper and Woodville.

8. We have seven new County Judges, and I have met with all except one. An appointment is scheduled with Judge Carlisle of Shelby County.

9. Several trips have been made to the Texas Surplus Property Agency, and DETRMHMRS has acquired property costing $400 which is estimated would have cost about $3,000.

10. Several staff members plan to attend a meeting in Dallas concerning the JCAH accreditation standards for Community MHMR Centers on February 17 and 18.

11. He plans to attend a meeting in Tyler on January 28, involving Executive Directors of East Texas concerning JCAH accreditation, Title IV-A, etc.

12. DETRMHMRS is getting an increased number of referrals from other agencies such as DPW. The Lufkin State School is notifying us of discharges, and we contact the families offering any needed assistance. I met with Mr. Beaver, Superintendent of the Lufkin State School, and there is a possibility of a nursing home in one of our counties as an alternative resource--this will be investigated.

13. We are at the point now where we can expand and improve the quality of existing programs, and also provide better supervision of employees in the field.

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14. We have been approached by DETCOG and they are interested in co-sponsoring with Angelina College an alcoholism/drug institute for professionals and interested persons in this region.

15. He asked the Program Directors to report on activities since the last Board Meeting:

Dr. Peebles: Commented that the accomplishments the staff have made in such a short time is well advanced with 14 facilities already in operation since September 1, 1974; and that in visiting around the region, everyone has been very enthusiastic and anxious for the services.

Dr. Lawrence said that Dr. Peebles is scheduled to meet with the Medical Societies and has been interviewed on television.

Mrs. Ecker:

1. The caseloads at the Trinity County Outpatient Clinic and Angelina County Outpatient Clinic have doubled since Christmas. To date, we have served 96 persons in these Clinics, and 40 persons in the alcoholism/drug abuse program.

2. Seven new persons have been added to the Mental Health staff this month.

3. The Tyler County Outpatient Clinic opened on January 20, with Mrs. Barbara Arnold as Director. She has already made appointments for several clients next week. Also, the professional team will serve as a panel at a meeting of all local agency persons to explain the services. Judge Mann and the Advisory Council did a lot of work in getting this program started.

4. The Newton County Outpatient Clinic is scheduled to open in mid February. The Advisory Council is screening applicants for the Director's position, and assisting in locating office space.

5. On January 1, DETRMHMRS assumed from DETCOG the responsibility for three Community Counseling Centers located in Jasper, Livingston, and Nacogdoches. Staff includes three counselors and one Secretary: Debbie Barthol, Secretary; Jon Ed Smith at Nacogdoches serving Nacogdoches, Shelby, San Augustine and Sabine counties; Don Braun at Livingston serving Polk, San Jacinto, Houston and Trinity counties; and Jolyon Bowman at Jasper serving Jasper, Newton, Hardin, and Tyler counties.

6. Attended Advisory Council meetings this month of Angelina, Trinity, and Newton counties.

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7. A meeting of the Regional Mental Health Advisory Committee was held in Livingston on January 21.

8. Dr. Peebles, Judy Gibson, and I met with Judge Welch of Angelina County regarding a referral procedure. The Judge said he had 45 requests for commitment to the Rusk State Hospital in 14 working days this month. Mr. West and Mr. Davis have also met with Judge Welch. He plans to route all persons to the Angelina County Outpatient Clinic for evaluation and determination of needs regarding commitment to Rusk State Hospital.

9. Presently working on a referral system to present to the 13 County Judges regarding our referral procedures.

10. A two-way referral procedure was submitted to the Angelina Ministerial Alliance this month. Five Lufkin ministers have volunteered to provide in-depth Christian counseling to our clients when this is indicated.

11. The mental health staff traveled a total of 2,837 miles in the region in December.

Mr. Davis:

1. Addressed high school assemblies at Grapeland and Trinity with 200 - 250 in attendance.

2. Making contacts with school counselors, and they plan to work out of the Counseling Centers.

3. Serving on the DETCOG Alcoholism Regional Planning Committee, and attended a meeting of this Committee on January 16.

4. Met with several agencies (Probation Departments, DPW, AA Chapters, etc.)

Mr. Morrison:

1. The Houston County Developmental Center opened this morning, with Mrs. May Hailey as Director. This was possible through the cooperation of the community, and the program is temporarily housed in the All Saint's Episcopal Church Annex in Crockett.

2. The Shelby County Sheltered Workshop located in Center opened on January 12, with 11 clients. Mr. Tom Watkins is the Director.

3. The San Jacinto County Developmental Center at Coldspring currently has six clients.

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4. The MR staff traveled a total of 3,381 miles in the region in December.

Judge Bryant commented that the enthusiasm of the San Jacinto County Commissioners Court has not waivered, and said that DETRMHMRS would receive that county's local match funds on about February 10, 1975.

CONSIDERATION OF PROPOSED FY 1975 BUDGET REVISIONS AND ADDITIONS: Dr. Lawrence reviewed each budget revision and addition, commenting that it should be the prerogative of the Board to make changes in the budget as needed.

> Rev. Self moved that the FY 1975 budget revisions and additions be approved, and that the Chairman be authorized to sign and submit to TDMHMR. Mr. Gee seconded the motion, and the Board approved.

DISCUSSION OF SERVICE AREA CONCEPT: Dr. Lawrence stated that we will not be able to provide a full range of mental health and mental retardation programs in each county because of the lack of funds. However, with the Service Area Concept, a full range of services becomes available to the citizens within each area. He recommended to the Board that this regional approach be utilized.

A discussion of this item ensued, and the Chairman stated that no Board action was necessary.

DISCUSSION OF UNEMPLOYMENT COMPENSATION PROGRAM: Possible participation in this program was discussed. Mr. Hille commented he thought that there were other programs that would be of more benefit to DETRMHMRS employees.

> Mr. Burke made the motion that DETRMHMRS not participate in this program at the present time, and to table this item for the present. Mr. Woods seconded the motion, and the Board approved.

DISCUSSION OF PURPOSE AND FUNCTION OF BOARD COMMITTEES: Chairman Burke commented that because of the complications of the Open Records Law, the procedure of utilizing Board Committees to conduct Board Meetings (which would require additional meetings) would not be practical. He suggested that the Board Meeting procedure remain as in the past.

APPROVAL OF REQUEST FOR FUNDS FROM TDMHMR FOR HALFWAY HOUSE: The question was raised if the halfway house would be available for both males and females. Chairman Burke said that the problem

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would be in finding suitable facilities to have such a program, but that this matter would be considered.

> Mr. Gee moved that the Chairman be authorized to sign the voucher to submit to TDMHMR for funds for a halfway house for alcoholics. Mr. Gentry gave the second, and the motion passed.

PARTICIPATION IN COMPREHENSIVE EMPLOYMENT TRAINING ACT (CETA): The proposed contract between DETRMHMRS and the DETCOG CETA program was reviewed. Mr. Morrison commented that entering into such a contract would give DETRMHMRS the opportunity to place five CETA persons in the Developmental Centers as Aides and afford training in the field of mental retardation.

> Rev. Self moved that DETRMHMRS participate in the CETA program, and that the Chairman be authorized to sign the contract. Mr. Gentry gave the second, and the Board approved the motion.

STAFF PARTICIPATION IN MANAGEMENT TRAINING PROGRAM: Dr. Lawrence outlined the requirements of the Management Training Program offered by the University of Alabama in Birmingham in conjunction with the Southern Regional Education Board. He requested authorization to attend the Final Week Seminar on February 24-28 to complete his involvement in the program; and recommended the Board consider authorizing other staff members to participate in this training program in the future.

Rev. Self commented that involving DETRMHMRS staff in this program would be beneficial.

> Mr. Gee moved that the Executive Director be authorized to attend the Final Week Seminar, and that other staff members participate in this program as travel funds allow in the future. Mr. Gentry seconded the motion, which passed.

OTHER BUSINESS:

1. Approval of Nominees for Advisory Councils:

Mr. Burke submitted the following nominees for Board approval to serve on the Angelina County Advisory Council:

> Mr. J. N. Barnes - Huntington
> Mrs. Easel Williams - Huntington
> Mr. Marcellus Jones - Diboll

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Mr. Gee moved that the above-named be approved to serve on the Angelina County Advisory Council. Mr. Gentry seconded the motion, which carried.

Mr. Gee submitted for Board approval the following nominee to serve on the Newton County Advisory Council:

Mrs. Janice G. Booker
Box 202
Newton, Texas 75966
Ph: 379-3451 (Office) 379-5536 (Home)

Mr. Woods made the motion, seconded by Rev. Self, that Mrs. Booker be approved to serve on the Newton County Advisory Council. The Board approved the motion.

Mr. Gee said that Mr. Landon Bradshaw was killed in an ambulance wreck while being transported to the hospital. Mr. Bradshaw had represented Jasper County on both the Advisory Council and the Regional MR Advisory Committee.

Mr. Gee moved that Mr. John Morrison, 150 W. Milam, Jasper, be approved to represent Jasper County on both the Council and Committee. Rev. Self seconded the motion, and the Board approved.

2. Liability Insurance for Clients:

Mr. Woods moved that liability insurance for DETRMHMRS Mental Retardation clients be secured as outlined. Mr. Hille seconded the motion, and the Board approved.

3. Agreement between DETRMHMRS and All Saints Episcopal Church:

Mr. Woods moved that the Agreement submitted and signed by Richard Donohoo, Member of the Bishop's Committee, All Saints Episcopal Church in Crockett, regarding the use of the Church's Annex as a temporary location for the Houston County Developmental Center, be approved and the Chairman authorized to sign the Agreement. Mr. Hille seconded the motion, which carried.

CONSIDERATION OF APPLICANTS FOR POSITION OF DIRECTOR OF MR PROGRAMS: Chairman Burke stated that the Board was authorized to declare an Executive Session to discuss personnel matters under

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Art. 6252-17, Sec. 2 (g) of the Open Meetings Law. Visitors were excused from the meeting room.

(Executive Session)

The meeting was reopened by Chairman Burke who stated that the Board had reviewed the application of Mr. Russ Burbank for the position of Director of Mental Retardation Programs, and

> Mr. Woods moved, seconded by Mr. Hille, that Mr. Russ Burbank be employed as Director of Mental Retardation Programs effective February 10, 1975. The Board approved the motion.

DISCUSSION OF LEASE/PURCHASE AGREEMENT FOR THE ACQUISITION OF PROPERTY: No official action was taken on this item.

Comments of Mr. Sappington:

Mr. Sappington said that Dr. Dolby had asked him to extend his best wishes to the Board of Trustees and to express his regrets at not being able to attend the Board Meetings. Dr. Dolby feels that without the aggressive and courageous efforts of the Board, DETRMHMRS would not have moved as fast as it has. Mr. Sappington continued that he is pleased at the interaction of the Board and County officials, and that the whole area is to be commended. He said that the staff has done a tremendous job of implementing programs, and that now is the time to go back and insure quality--that this cannot be stressed enough. The TDMHMR Board, Dr. Dolby, and staff are demanding quality to meet the standards of care and that future funding from all sources will depend upon the quality of care that is delivered by MHMR Centers. Mr. Sappington said that he has a lot of confidence in the Executive Director, Dr. Lawrence, and believes DETRMHMRS is well on its way. He expressed appreciation for the opportunity to make these comments and looks forward to working with the Board.

FEBRUARY BOARD MEETING: The next Board Meeting was set for Thursday, February 20, 1975, at 7:00 p.m. in the City Hall at Diboll, Texas.

ADJOURN: There being no further items of business, the meeting was adjourned at 9:00 p.m.

APPROVED:

Ward R. Burke — R B Hille

Ward R. Burke, Chairman — R. B. Hille, Secretary

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DEEP EAST TEXAS REGIONAL MHMR SERVICES

OPERATING STATEMENT

DECEMBER, 1974

INCOME

Production (Nacogdoches Workshop)	625.60
*Concessions (Coke Machine--Nacogdoches Workshop)	(5.62)
Nacogdoches FY 1974 Carryover	186.50
Miscellaneous Income ($103.43-Refund of Telephone Deposit for Nacogdoches Workshop)	188.93
Patient Fees	54.60
Grant-in-Aid/TDMHMR	38,304.00
Jasper County	2,916.00
Title IV-A	356.36
	42,626.37

EXPENSES

Salaries		16,927.61
Fringe Benefits		
FICA	$990.27	
Insurance	607.63	1,597.90
Consultation Fees (Dr. Grubb)		629.18
Travel		1,172.81
Drugs		2.72
Supplies		867.49
Equipment		1,040.03
Equipment/Furniture--Rental		258.60
Rent/Building		516.00
Remodeling & Renovation/Bldg.		98.42
Repair & Maintenance/Bldg.		25.00
Utilities/Postage/Telephone		722.31
Client Wages		549.47
Contract Materials		78.50
Miscellaneous		268.25
		24,754.29

NET INCOME 17,872.08

BREAKDOWN OF MAJOR EXPENDITURES:

Equipment: Transcribing Machine-$358.49; Psychological Test Kits-$64.12; Tape Recorders-$241.92; Desk and Chair-$354.50.
Rent: Trinity Co. Outpatient Clinic-$100; Angelina Co. Outpatient Clinic-$200; Nacogdoches Workshop-$140; San Jacinto Co. Developmental Center-$76.
Miscellaneous: Janitorial Contract-$60; Printing of Newsletter-$73.89; Ads-$41.40.

* This figure reflects the drinks purchased for the coke machine deducted from the income collected, thereby showing a net loss on selling drinks in the Nacogdoches Workshop of $5.62.