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MINUTES

OF

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

March 20, 1975

Nacogdoches, Texas

BOARD MEMBERS PRESENT:	BOARD MEMBERS ABSENT:
Mr. Ward R. Burke, Chairman	Judge Emmett Lack
Mr. W. J. Gentry, Vice Chairman	Mr. Cleo Hines
Mr. R. B. Hille, Secretary	
Mr. V. B. Woods, Treasurer	
Mr. George Gee	
Judge Tom D. Mann	
Rev. Jerry Self	

OTHERS PRESENT:

Dr. Wayne Lawrence - DETRMHMRS
Russ Burbank "
Byron Crawford "
Larry Davis "
Betty Ecker "
Linda Foley "
Randy Godsey "
Lee Mayberry "
Dr. Felix Peebles, Jr. "
Julie McNiel "
Steve Willingham "
Rev. Charles Pullen, Nacogdoches Co. Ministerial Alliance
Florence Anderson, Nacogdoches Co. Advisory Council
Mollie Brasher "
Marian Goodrum "
Betty Loflin "
Dr. Bruce E. Bailey, SFAU, Nacogdoches
Jean Tucker, SFAU Student
Dallas Baker, Nacogdoches
Peggy Self, Nacogdoches
Allie Valentine, Nacogdoches
H. F. Williamson, Nacogdoches

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OTHERS PRESENT Cont'd.:

Bessie Sanders, San Jacinto Co. Advisory Council
Minnie Thomas, San Jacinto Co.
Lois Gee, Jasper
Victoria Gentry, Crockett
Becky Hille, Livingston
Patsy Lawrence, Lufkin
Mrs. Tom Mann, Colmesneil
David Waxman, DETCOG, Jasper
Leon Evans, National Living Centers, Houston

The March meeting of the Board of Trustees was held on Thursday, March 20, 1975, at 7:00 p.m. in the Commissioners Courtroom at the Nacogdoches County Courthouse in Nacogdoches, Texas.

Rev. Charles Pullen, representing the Nacogdoches County Ministerial Alliance, gave the Invocation.

CALL TO ORDER: There being a quorum present, Chairman Burke called the meeting to order at 7:00 p.m. and welcomed the guests in attendance. He explained to the guests that the Board members are mailed information pertaining to the Agenda in advance of the meetings enabling the Board to study the items and act upon them at the meeting without any delay.

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

> Mr. Woods moved that the minutes of the February 20, 1975, meeting be approved as mailed. Mr. Hille seconded the motion, and the Board approved.

TREASURER'S REPORT:

1. Operating Statement - Mr. Woods handed copies of the February Operating Statement to Board members commenting that extra copies were available to anyone who wished to review the Statement. Mr. Woods mentioned that he had close contact with DETRMHMRS' very able Accountant, Mrs. Foley, and gave assurance that the law was being complied with in every respect in the budgeting of public funds.

2. Second Quarter Expenditure Report - The Second Quarter Expenditure Report for period from December 1, 1974 ending February 28, 1975, was reviewed by the Board. Dr. Lawrence commented that

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DETRMHMRS will have considerable expenses as the group homes are opened (renovations, equipment, food, etc.), and it is hoped that DETRMHMRS will enter the third quarter in good financial condition.

Mr. Gee moved that the Treasurer's Report be approved, and that the Board Chairman be authorized to sign the Second Quarter Expenditure Report for submission to TDMHMR. Mr. Hille gave the second, and the Board approved the motion.

EXECUTIVE DIRECTOR'S REPORT: Dr. Lawrence reported that:

1. Ten counties have pledged their share of the local match funds totaling $84,481.00, and to date $45,125.74 has been received. Hardin County has not made a commitment; however, I understand from Judge Lack that this will be brought before the Commissioners Court this month. San Augustine County also has not made a commitment, but it is hoped that this county will provide its share of the matching funds. A check was received from Tyler County on March 12 for $5,915.00, its full share of the local match.

Sabine County had previously notified DETRMHMRS that the Commissioners Court voted (on September 23, 1974) to participate in our programs; however, at this month's meeting the Commissioners Court passed a resolution to not participate as they could not afford the amount involved at this time ($3,539.00). The staff is investigating other means to finance a program for this county.

2. Several staff members will participate in the "Career Day" at Angelina College on March 21st by attending a booth and distributing information on mental health and mental retardation.

3. Board members will begin receiving TDMHMR's publication, IMPACT, direct from TDMHMR beginning in April.

4. A Secretary I, Mrs. Lillian Newborn, was employed under DETCOG's CETA program for the administration office on March 11.

5. Six Outreach programs of the Lufkin State School will be assumed by DETRMHMRS in the near future. These programs operate under S.B. 230 and there will be no additional cost to DETRMHMRS.

6. All DETRMHMRS programs will be closed in observance of the Good Friday holiday on March 28.

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7. KTRE-TV has invited three or four representatives of DETRMHMRS to appear on "Feedback" to be aired May 11 (make tape on May 5). It is suggested that a Board member, staff member, and Advisory Council member appear on this program.

8. The Department of Public Welfare is interested in contracting with the Board for consultation services by DETRMHMRS staff. We hope to have a proposed contract ready for the Board's review at the next Board meeting.

9. Plans are to begin appearing before Commissioners Courts within the next two months and report to them on the clients being served in each county. In July or August, the Courts will be approached regarding funding for the next fiscal year.

10. Preliminary planning for the 1976-1977 biennium budget has begun. It appears that about $150,000.00 will be required in local match funds from the counties in order to receive approximately $1.1 million in State grant-in-aid funds. Plans are to expand existing programs and upgrade the quality of services, and the Rusk State Hospital and Beaumont State Center for Human Development are interested in DETRMHMRS assuming some of their programs.

11. Dr. Lawrence asked the Program Directors to report on activities since the last Board Meeting:

Dr. Peebles:

1. The Administrators of Woodland Heights and Memorial Hospitals in Lufkin have been contacted regarding Inpatient/ Emergency Psychiatric services. They were given a copy of the contract with the Nacogdoches Memorial Hospital for their consideration, and we feel that this service will be provided by both hospitals in the near future.

2. Treatment plans are being considered for Outpatient clients. These plans are required for each client's record for JCAH accreditation.

3. TRIMS in Houston has been contacted for information in planning a seminar for ministers concerning counseling techniques.

4. The Angelina County Outpatient Clinic is receiving quite a few adolescents and children referrals, which indicates that other agencies and school counselors are becoming aware of the services DETRMHMRS offer.

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Mrs. Ecker:

1. The MH staff traveled a total of 7,600 miles within the region during the month of February.

2. The Newton County Outpatient Clinic opened on March 10, with Mrs. Charlotte Wolfe as Director. The Advisory Council was very helpful in getting this program started, and special thanks are due Mr. James Duncan for his time and efforts. The Clinic served five clients the first week.

3. A breakdown of clients served in the area Outpatient Clinics is as follows:

Program	Total Clients Served	Current Caseload
Angelina Co. OPC	140	133
Trinity Co. OPC	30	25
Tyler Co. OPC	28	28

Now that the four Outpatient Clinics have been established, a travel schedule for the mental health team has been established and group therapy at the Clinics is planned.

4. A breakdown of clients served in the Community Counseling Centers is as follows:

Program	Total Clients Served	Current Caseload
Jasper Co. CCC	18	16
Nacogdoches Co. CCC	28	14
Polk Co. CCC	16	16
Angelina County	20	9

Mr. Don Braun at the Polk Co. Center will be moving to other quarters at the end of this month due to the expiration of the city's lease on the present building.

5. MH and MR staff members presented a two-hour workshop in Newton last week to about 50 teachers from Newton, and DPW and Probation office staff from Jasper.

6. Mr. Davis and I met with the CCC Counselors and DETCOG last week to discuss needs and to set priorities for the alcoholism program.

7. Mr. Davis spoke to 38 Lufkin police officers this month in a drug education meeting.

8. CCC Counselors and Mr. Davis have met with some newspaper people in the region, and as a result, six newspapers are

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providing ads in the "personals" section of the Classified Ads with no charge. These newspapers are: Jasper Newsboy, Polk County Enterprise, Nacogdoches Daily Sentinel, San Augustine Rambler, Houston County Courier, and The Champion (Shelby Co.).

9. Met with the Caseworker at the Nacogdoches Memorial Hospital and she is going to send us a weekly list of admissions and discharges noting the date of admission and referral to the Inpatient/Emergency Psychiatric program.

10. All MH staff members are making numerous contacts in the communities where they are located.

Program Support Services: Mr. Burbank reported for Mr. Morrison in his absence:

1. Six or seven newspapers in the region have been contacted on ALTERNATIVES; five radio stations, and one television station have agreed to run the spots.

2. In addition to the Secretary for the administration office, two CETA persons have been employed in the Developmental Centers.

3. The services of a volunteer have been secured to assist with the slide presentation.

Mr. Burbank:

1. Introduced Mr. Steve Willingham, Director of the Nacogdoches Co. Sheltered Workshop, and Julie McNeil, Secretary. Also, Mr. Randy Godsey, MR Psychological Assistant, and Mr. Byron Crawford, MR Caseworker.

2. Arrangements are being made for the group home in Lufkin, to be opened in the latter part of May or first of June for six or eight mentally-retarded males.

3. The current caseload in the mental retardation programs is 131 clients.

4. The San Jacinto Co. Developmental Center in Coldspring has moved into their new location.

5. Attended a consortium on Sheltered Workshops in Longview. Discussed at this meeting was the possibility of securing a procurement officer to serve the region in locating contracts.

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6. Spoke to a group of Revion VII Special Education Supervisors in Kilgore regarding services available through DETRMHMRS.

7. Will attend a planning meeting in Tyler tomorrow for the "Continuity of Care" conference scheduled for April 30.

8. The MR staff traveled a total of 2,995 miles during February.

Dr. Grubb: Reported on the Inpatient/Emergency Psychiatric Services program at the Nacogdoches Memorial Hospital. He said that since the program began in February, 17 clients have received treatment through this program and four clients have received the Emergency services. Dr. Grubb said that admissions are mainly for short-term patients.

Chairman Burke thanked the Program Directors and asked that they continue to give these reports at Board meetings in order to keep everyone informed of program activities.

CONSIDERATION OF NOMINEES FOR LOCAL ADVISORY COUNCILS:

Judge Mann moved that the Board approve the nomination of Mrs. Eileen Mason, Route 1 Box 111A, Woodville, Texas, to serve on the Tyler County Advisory Council. Mr. Hille gave the second, and the Board approved the motion.

CONSIDERATION OF REVISING THE GENERAL INFORMATION BROCHURE: It was suggested that the staff bring the general information brochure up-to-date making needed changes before having more printed. Mr. Woods suggested that the format not be changed too much as the brochure is becoming recognized over the region.

DISCUSSION OF PLANS FOR OPEN HOUSE FOR ALL ORGANIZATIONAL UNITS: Open House plans for all Organizational Units was discussed. The Board approved the proposed planning schedule and the date was set for Friday, May 23. All Board members were invited to participate in this function.

DISCUSSION OF PENDING LEGISLATION PERTAINING TO COMMUNITY MHMR CENTERS: Dr. Lawrence briefly discussed the status of the bills which pertain directly to Community MHMR Centers as follows:

Senate Bill 204 - to allow Centers to acquire real and personal property has been passed by the Senate.

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Senate Bill 205 - to allow the TDMHMR to transfer property to Community Centers is out of committee, but has not been acted upon by the Senate.

Senate Bill 206 - to extend the term of appointment for members on the Boards of Trustees of Centers to three years has been dismissed as unconstitutional.

Senate Bill 208 - to explicitly state that Centers shall conduct their meetings in accordance with the Open Meetings Law has been passed by the Senate.

Mr. Burke briefly commented on the pending Mental Retardation Code. He said that Texas legislation has been modernized to bring the laws pertaining to the mentally retarded in compliance with Federal Court orders; and that it would be very beneficial to the mentally retarded and those who serve them if these modernized laws are passed.

Dr. Lawrence said that TDMHMR has made its budget presentations to both the Senate and House Appropriations Committees. Dr. Gaver appointed an Ad Hoc Committee consisting of seven Board Chairmen to assist TDMHMR in the sessions. Mr. Burke was one of these committee members, and he asked Mr. Burke to comment on the meetings.

Chairman Burke said that he attended a meeting on March 6, and that the presentations to the House Appropriations Committee was not well received--numerous questions concerning salary differentials were asked.

Dr. Lawrence added that the reception at the subsequent meeting was very good, and he was informed by TDMHMR that the House Appropriations Committee was impressed by Dr. Gaver's definite commitments.

CONSIDERATION OF UTILIZING "WATS" LINE FOR LONG DISTANCE CALLS: Dr. Lawrence reported that the possibility of utilizing a WATS line had been investigated. It was found that if an agency's calls are within a radius of less than 200 miles of the point of origin, it is cheaper to use direct distance dialing than to utilize a WATS line.

Judge Mann moved that the staff continue to use direct distance dialing for long distance telephone calls. Mr. Gentry seconded the motion, and the Board approved.

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DISCUSSION OF STATUS OF LEASE/PURCHASE AGREEMENT CONCERNING ACQUISITION OF PROPERTY: Dr. Lawrence stated that this item depends upon legislation pending before the current session of the State Legislature. He said that negotiations are proceeding normally and it is hoped a proposed contract will be ready for the Board's review by the next meeting.

CONSIDERATION OF A PLANNING SEMINAR CONCERNING COUNSELING TECHNIQUES: Dr. Peebles reported that he has contacted TRIMS in Houston for assistance in planning a seminar involving ministers in the region on counseling techniques. It is hoped that such a seminar can be conducted in mid summer.

Mr. Burke commented that this program will strictly be a voluntary one on the part of ministers--that DETRMHMRS will not be paying religious counselors. Benefits of such a program were discussed including:

1. Maintain and improve communication with individual ministers and Ministerial Alliances.
2. Provide increased public awareness of DETRMHMRS' programs.
3. Continue to improve our referral arrangements with the local ministers.
4. Assist in efforts to involve the clergy in DETRMHMRS' programs as much as possible.

DISCUSSION OF STATUS OF GRANT APPLICATIONS:

MHMR Community Counseling Centers - TCA Continuation Grant. Mrs. Ecker reported that this grant application has been submitted to the Texas Commission on Alcoholism for funding for the last six months of this calendar year. DETRMHMRS plans to assume the responsibility of this program January 1, 1976.

Wheels to Opportunity - Developmental Disabilities Program, TDMHMR. Mr. Burbank said that this grant application is for the purchase of three vans to place one at each Sheltered Workshop, and we should know the disposition of this application the later part of April.

Jasper County Work Activity Center and Houston County Work Activity Center - TRC Establishment Grant Applications. Mr. Burbank commented that these applications are for about $65,000 each, and we will be advised in April on the status of each. Dr. Lawrence said that if both of these are funded, it will be about a year from June before these programs could begin as DETRMHMRS will have to provide its share of the local match in the amounts of about $26,000 each.

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The Board authorized the Chairman to sign the Work Activity Center establishment grant applications for Jasper and Houston counties, and submit to TRC for consideration.

CONSIDERATION OF PROPOSED EQUIPMENT PURCHASE: Mrs. Foley reviewed a request to the Board for the purchase of the following office equipment:

10 - used electric typewriters (for use at the Organizational Units)
1 - new IBM electric typewriter for Central Administration
2 - dictating and transcribing machines (1 for Central Administration and 1 for the Nacogdoches Community Counseling Center)

Rev. Self moved that DETRMHMRS be authorized to purchase the requested office equipment. Judge Mann seconded the motion, and the Board approved.

DISCUSSION OF VOLUNTEER SERVICES STATE COUNCIL BOARD MEETING: Dr. Lawrence said that registration cards are available to anyone interested in attending the meeting to be held in Lufkin on March 22 and 23. He commented that Dr. Gaver will be the speaker at the Saturday evening dinner.

DISCUSSION OF "CONTINUITY OF CARE" CONFERENCE: Dr. Lawrence discussed the planned conference to be held on Wednesday, April 30, at the recreational-retreat facilities at Rusk State Hospital. He said the main purpose of this conference is to bring together the staff of State Schools, State Hospitals, and Community MHMR Centers to discuss ways to improve the delivery system from the community to the institution and back to the community. Both State institutions and MHMR Centers will be represented, and several representatives from TDMHMR have consented to make presentations. Board members of MHMR Centers are invited, and Dr. Lawrence urged that members attend as much of the conference as possible.

DISCUSSION OF POSSIBLE CONTRACTURAL ARRANGEMENT FOR ALTERNATE LIVING SITUATIONS: Mr. Leon Evans of National Living Centers, Inc. made a presentation to the Board on the possibility of utilizing nursing homes as alternate living situations for DETRMHMRS' clients. National Living Centers, Inc. has three nursing homes located within the region at Center, Nacogdoches and San Augustine.

It was decided that DETRMHMRS staff meet with Mr. Evans to discuss the proposal further before a decision is made on this.

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OTHER BUSINESS:

TDMHMR Vouchers -

> Rev. Self moved that the Board Chairman be authorized to sign the vouchers for the month of March and the remainder of the third quarter for submission to TDMHMR. Mr. Gentry gave the second, and the Board approved the motion.

Additional Community Service Aide I - Dr. Lawrence explained that one of the aides has been paid by contributions from individuals and citizen groups, and is not on DETRMHMRS' payroll at the present time. It is the feeling of the staff that DETRMHMRS should assume this person on the payroll by adding a Community Service Aide I position for the Jasper County Developmental Center to insure that requirements of HEW are complied with, social security and income tax reported properly, etc. He said that the Jasper County Advisory Council will send the contributions toward this person's salary to the Accounting Office.

> Mr. Gee moved that a Community Service Aide I position be added to the payroll effective March 1, 1975. Judge Mann seconded the motion, and the Board approved.

Temporary Secretary I Position - Dr. Lawrence reported that a Secretary I in Central Administration is resigning to return to college and requested Board approval to temporarily add a Secretary I position in order that the replacement can be employed the week that the resigned person will be on vacation. This is requested because of the work load and to not delay the progress reports to the Clinics. At the end of the one-week period, the temporary position will be abolished and this individual will assume the vacated position.

> Mr. Woods moved, seconded by Judge Mann, that a temporary position of Secretary I be added to Central Administration for a period beginning March 31 and ending April 8. The Board approved the motion.

Alcoholism/Drug Institute - Mr. Davis reported that DETRMHMRS and the Deep East Texas Council of Governments are co-sponsoring a seminar on alcoholism and drug abuse at the Stephen F. Austin University in Nacogdoches on Tuesday, May 6. He said there will be a general session in the morning, and four individual workshops conducted in the afternoon. Invitations are being mailed to individuals and agencies, and anyone interested is invited to attend.

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DESIGNATION OF DATE, TIME, AND LOCATION OF NEXT MEETING: The next Board meeting was set for Thursday, April 24, at 7:00 p.m. at the Community Center in Crockett, Texas.

ADJOURN: There being no further business, the meeting adjourned at 8:50 p.m.

APPROVED:

Ward R Burke
Ward R. Burke, Chairman

RB Hille
R. B. Hille, Secretary

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DEEP EAST TEXAS REGIONAL MHMR SERVICES
OPERATING STATEMENT
February, 1975

INCOME-CASH

Angelina County		$ 2,843.87
Jasper County		729.00
Newton County		4,752.00
Polk County		2,747.00
San Jacinto County		3,438.00
Production		964.82
Patient Fees		516.75
Concessions		(.25)
Donations		10.00
TOTAL INCOME-CASH		16,001.19

*INCOME-NON-CASH

Production (Lufkin Workshop & Opportunity Center)		10,475.79
Donations:		
Lufkin Workshop & Opportunity Center (Sept.-Feb.)	1,468.69	
Tyler County Developmental Center (Feb.)	179.54	
Jasper County Developmental Center (Sept.-Jan.)	1,725.00	
Polk County Sheltered Workshop (Nov.-Jan.)	1,512.30	4,885.53
Concessions (Lufkin Workshop & Opportunity Center)		3.64
TOTAL INCOME-NON-CASH		15,364.96

*These funds are maintained in the appropriate organizational unit due to fact that those making these contributions wish funds to be used strictly for the organizational unit concerned. However, we can record them on our books for local match.

EXPENSES

Salaries	25,614.96
FICA	1,498.45
Insurance	612.53
Consultation/Professional (Dr. G. T. Grubb)	1,216.91
Travel	2,613.41
Drugs (TPERF)	184.48
Supplies	1,504.49
Equipment/Purchase	481.44
Equipment/Rent	321.63
Equipment/Repairs	40.00
Rent/Building	1,246.00
Remodeling & Renovation/Building	25.78
Repair & Maintenance/Building	18.50
Contracts (Lufkin Workshop & Opportunity Center)	12,660.00
Utilities/Postage/Telephone	1,066.15
Client Wages	721.28
Client Training Fringe Benefits (Client Insurance)	385.00
Contract Materials	27.41
Miscellaneous	396.08
Housing (Dr. Felix Peebles, Jr.)	400.00
TOTAL EXPENSES	51,034.50
NET INCOME	(19,668.35)

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BREAKDOWN OF MAJOR EXPENDITURES:

SUPPLIES: Stationery--$331.46; new programs starting required initial supplies to implement programs.

EQUIPMENT/PURCHASE: Chairs, Desks, and Tables purchased from Texas Surplus Property @ 9% of fair market value (example, several desks cost $5.58)--$473.46.

EQUIPMENT/RENT: Xerox Copier--$291.63; office furniture rented--$30.00.

RENT/BUILDING: Angelina County Outpatient Clinic--$200.00; Tyler County Outpatient Clinic (two months)--$480.00; Trinity County Outpatient Clinic--$100.00; Nacogdoches County Community Counseling Center--$250.00; San Jacinto County Developmental Center--$76.00; Nacogdoches County Sheltered Workshop--$140.00.

MISCELLANEOUS: Sign for Houston County Developmental Center--$21.00; Ads--$23.52; IBM Maintenance Agreement on 3 typewriters--$108.35; Janitorial Service (2 months)--$120.00; Newsletter--$57.12.