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MINUTES

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

July 28, 1981

BOARD MEMBERS PRESENT:	BOARD MEMBERS ABSENT:
Mr. V. B. Woods, Chairman	Mr. Perry Sampson
Judge Allen Sturrock, Vice-Chairman	Rev. Robert Carter
Mr. R. B. Hille, Secretary	Mrs. Agnes Rhoder
Nancy Speck, Ph.D., Treasurer	
Mr. George E. Gee	
Mr. Ward R. Burke	

OTHERS PRESENT:

Wayne Lawrence, Ph.D.	MHMR
Mr. Franklin Avant	MHMR
Mr. Jim McDermott	MHMR
Mr. Sandy Skelton	MHMR
Mrs. Susan Rushing	MHMR
Mrs. Gloria Hutson	MHMR
Dr. George Tipton	MHMR
Mrs. Lois Gee	Jasper, Texas

The 96th Meeting of the Board of Trustees was held in the Ward R. Burke Community Room of the Day Treatment/Administration Facility, 4101 S. Medford Drive, Lufkin, on Tuesday, July 28, 1981 at 5:30 p.m.

INVOCATION: Judge Allen Sturrock gave the Invocation.

CALL TO ORDER AND RECOGNITION OF GUESTS: There being a quorum present, Chairman Woods called the meeting to order at 5:30 p.m. and recognized guests in attendance.

APPROVAL OF MINUTES OF PREVIOUS BOARD MEETING: There being no additions or corrections to the Minutes of the June Board Meeting, on a motion by Dr. Speck, seconded by Mr. Hille, the Board unanimously approved the minutes of the June 16, 1981 Board Meeting.

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EXECUTIVE DIRECTOR'S REPORT: Dr. Lawrence reported on the following items:

1. County Judges Workshop - June 29, 3-5:00 p.m.
2. E. T. Roundtable - June 25; July 9; July 23
3. Board Reappointments: Woods, Speck, Hille, Rhoder - approved
4. Pineywoods Board Meeting: July 8
5. Attended "Thank You" Social for Oscar Brookshire July 9
6. Legislative Update - Laws very favorable for Centers
7. State Board now seems Supportive of Centers
8. Dr. Kavanaugh Resigned - October 1
9. Call on Division Directors for Reports

Director, Business Division

a. Local Funds Report
b. Budget Hearing Report - July 22
c. Advisory Task Force Meeting on Client Data - June 23
d. HHS Systems Review (Audit) Considered Model

Director, Mental Health Division

a. Inpatient Costs for June & July ($4,914.70 in July)
b. Van Accident - June 24 - Status
c. Trip to Gulf Coast Regional MHMR Center - Purpose
d. Psychiatric Schedule - 9-1-81

Director, Mental Retardation Division

a. PRC Meeting July 29
b. Status of Nacogdoches Halfway House
c. TRC - JCAH Certification

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Director, Program Support Services

a. Status of Client Data System (Records)

b. Last Board Meeting for Jim Case

COMMITTEE RECOMMENDATIONS FOR BOARD APPROVAL

Budget and Finance Committee - Nancy Speck, Ph.D., Chairperson

Consideration of Treasurer's Report: On a motion by Dr. Speck, seconded by Judge Sturrock, the Board unanimously approved the following resolution:

> RESOLVED, by the Board of Trustees, THAT the Balance Sheet, Operating Statement, Budget Summaries of Receipts and Expenditures, Cash Flow Statements, Accounts Receivable-Internal Advances, and Accounts Payable-Internal Advances for the month of June, 1981, be approved as submitted, THAT copies of each report be attached to the permanent Minutes of this Board Meeting, and THAT authority be given to the Executive Director to expend an amount in the range of $30,000 to $60,000 from the Reserve Operating Fund for operating expenses in FY 1981.

Consideration of Bids for Office Equipment and Furniture for FY 1982: On a motion by Dr. Speck, seconded by Judge Sturrock, the Board unanimously approved the following resolution:

> RESOLVED, by the Board of Trustees, THAT an annual purchase order for office furniture and equipment, with the exception of Canon calculators, be awarded to W. C. Royle to run from September 1, 1981 through August 31, 1982; THAT an annual purchase order for Canon calculators be awarded to Story-Wright to run from September 1, 1981 through August 31, 1982; THAT the Executive Director be authorized to sign and issue the purchase orders; and THAT the purchase orders be subject to budgetary limitations and satisfactory performance on the part of the vendors.

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Consideration of Bids for Office Supplies and Printing Services for FY 1982 (In Two Parts):

Part 1: Consideration of Bids for Office Supplies: On a motion by Dr. Speck, seconded by Mr. Hille, the Board unanimously approved the following resolution:

> RESOLVED, by the Board of Trustees, THAT an annual purchase order for office supplies be awarded to Story-Wright to run from September 1, 1981 through August 31, 1982; THAT the Executive Director be authorized to sign and issue the purchase order; and THAT this purchase order be subject to budgetary limitations and satisfactory performance on the part of the vendor.

Part 2: Consideration of Bids for Printing Services: On a motion by Dr. Speck, seconded by Mr. Hille, the Board unanimously approved the following resolution:

> RESOLVED, by the Board of Trustees, THAT the Board accept the bid from Kwik-Kopy of Lufkin for printing services; THAT the Executive Director be authorized to sign and issue the purchase order to run from September 1, 1981 through August 31, 1982; and THAT the purchase order be subject to budgetary limitations and satisfactory performance on the part of the vendor.

Consideration of Bids for Cleaning Supplies and Janitorial Services for FY 1982 (In Two Parts):

Part 1: Consideration of Bids for Cleaning Supplies for FY 1982: On a motion by Mr. Hille, seconded by Judge Sturrock, the Board unanimously approved the following resolution:

> RESOLVED, by the Board of Trustees, THAT an annual purchase order for cleaning supplies be awarded to Consolidated Marketing, Inc. to run from September 1, 1981 through August 31, 1982; THAT the Executive Director be authorized to sign and issue the purchase order; and THAT this purchase order be subject to budgetary limitations and satisfactory performance on the part of the vendor.

Part 2: Consideration of Bids for Janitorial Services for FY 1982: On a motion by Dr. Speck, seconded by Mr. Hille, the Board unanimously agreed to table this resolution.

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Consideration of Disposition of Delinquent Accounts Receivable: On a motion by Dr. Speck, seconded by Mr. Hille, the Board unanimously approved the following resolution:

> RESOLVED, by the Board of Trustees, THAT the lists of client accounts which have been inactive for more than one year, as submitted, be written off as uncollectable accounts receivable.

Program Committee - Judge Allen Sturrock, Chairman

Consideration of Proposed TDMHMR Performance Contract for FY 1982: On a motion by Judge Sturrock, seconded by Mr. Gee, the Board unanimously approved the following resolution, with an addition (attached):

> RESOLVED, by the Board of Trustees, THAT the proposed Performance Contract between the Center and Texas Department of MHMR for FY 1982 be adopted as submitted.

Consideration of Proposed Service Agency Contracts for FY 1982 (In Two Parts):

Part 1: Consideration of Proposed Service Agency Contracts for FY 82: On a motion by Mr. Burke, seconded by Judge Sturrock, the Board unanimously approved the following resolution:

> RESOLVED, by the Board of Trustees, THAT the proposed service agency contracts for FY 82 be approved as submitted; THAT the Board Chairman be authorized to sign these contracts; and THAT said contracts be submitted to TDMHMR.

Part 2: Consideration of Senate Bill 230 Contracts and Contracts with Rusk State Hospital: On a motion by Mr. Burke, seconded by Judge Sturrock, the Board unanimously approved the following resolution:

> RESOLVED, by the Board of Trustees, THAT the proposed Senate Bill 230 Contracts with local school districts be approved as submitted; THAT the Executive Director be authorized to execute these contracts; THAT the contracts with Rusk State Hospital be approved as submitted; THAT the Board Chairman be authorized to sign these contracts; and THAT said contracts be submitted to TDMHMR for approval.

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Consideration of Programmatic Objectives for FY 82: On a motion by Judge Sturrock, seconded by Mr. Gee, the Board unanimously approved the following resolution:

> RESOLVED, by the Board of Trustees, THAT the Centerwide objectives for FY 1982 be approved as submitted.

Consideration of Proposed Revised Fee Schedule: On a motion by Mr. Burke, seconded by Judge Sturrock, the Board unanimously approved the following resolution:

> RESOLVED, by the Board of Trustees, THAT the proposed Fee Schedule be approved as submitted, and THAT this revised Fee Schedule be effective September 1, 1981.

Consideration of Quarterly Peer Review Compliance Report: On a motion by Judge Sturrock, seconded by Mr. Gee, the Board unanimously approved the following resolution:

> RESOLVED, by the Board of Trustees, THAT the Peer Review Compliance Report, Third Quarter, FY 1981, be accepted as submitted.

Consideration of Plans for Shelby County Halfway House: On a motion by Mr. Burke, seconded by Mr. Gee, the Board unanimously approved the following resolution (attached):

> RESOLVED, by the Board of Trustees, THAT the Chairman, Secretary and Executive Director be authorized to sign the Resolution, as submitted, regarding the Shelby County Halfway House.

Consideration of Proposed Service Priorities for FY 82: On a motion by Judge Sturrock, seconded by Mr. Gee, the Board unanimously approved the following resolution:

> RESOLVED, by the Board of Trustees, THAT the proposed Service Priorities for FY 82 be adopted as submitted thereby authorizing staff to admit clients according to the severity of their disabilities.

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Personnel and Public Education Committee - George E. Gee, Chairman

Consideration of Plan Regarding Fringe Benefit Program: On a motion by Mr. Gee, seconded by Judge Sturrock, the Board unanimously approved the following resolution:

> RESOLVED, by the Board of Trustees, THAT the proposed Fringe Benefit Program plans be approved as submitted and that the Executive Director be authorized to solicit bids for an employee pension program, disability, insurance program and optional survivors insurance benefit and tax sheltered annuities plan.

Consideration of Proposed Resolution Regarding Texas Council of Community MHMR Centers: On a motion by Mr. Gee, seconded by Judge Sturrock, the Board approved the following resolution (attached):

> RESOLVED, by the Board of Trustees, THAT the Board authorize the Chairman, Secretary and the Executive Director to sign and distribute the Resolution of Appreciation regarding the Texas Council as submitted.

Consideration of Nominees for County Advisory Councils: On a motion by Mr. Gee, seconded by Mr. Burke, the Board unanimously approved the following resolution:

> RESOLVED, by the Board of Trustees, THAT the Board approve the following nominees for membership on County Advisory Councils: Marianita Milton, Trinity County; Paul E. Williams, San Jacinto County; Sara Brookshire Dudley, Nacogdoches County; and Aldonna Kroeker, Nacogdoches County.

Consideration of Proposed Plans for Annual Volunteer Recognition Banquet: On a motion by Mr. Gee, seconded by Mr. Burke, the Board unanimously approved the following resolution:

> RESOLVED, by the Board of Trustees, THAT the plans for the fifth Annual Volunteer Recognition Banquet be approved as submitted.

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Consideration of Proposed Client Insurance Plan: On a motion by Mr. Gee, seconded by Mr. Burke, the Board unanimously approved the following resolution:

> RESOLVED, by the Board of Trustees, THAT the Board authorize the renewal of the Client Insurance Plan with United States Fire Insurance Company, and THAT this policy be in effect from September 1, 1981 to August 31, 1982.

Consideration of Proposal for TDMHMR Annual Report: On a motion by Mr. Gee, seconded by Mr. Burke, the Board unanimously approved the following resolution:

> RESOLVED, by the Board of Trustees, THAT the Executive Director be authorized to submit the proposed articles for inclusion in the TDMHMR 1981 Annual Report.

Consideration of Personnel Matters (In One Part):

The Meeting was called into an Executive Session to consider personnel matters brought before the Board by the Executive Director according to Article 6252-17, Section 2 (g) of the Open Meetings Law. The Chairman excused guests from the meeting room at 7:15 p.m., stating that no Board action would be taken until the meeting was reopened.

Executive Session

Chairman Woods reopened the meeting to the public at 7:30 p.m. and asked Board consideration of the following item:

Part 1: Consideration of Proposed Resolution of Appreciation: On a motion by Mr. Gee, seconded by Mr. Burke, the Board unanimously approved the following resolution:

> RESOLVED, by the Board of Trustees, THAT the Board Chairman and Board Secretary be authorized to sign and present a Resolution of Appreciation to Jim McDermott, in recognition of his dedicated service as Director, Mental Retardation Division from May 16, 1977 through July 31, 1981.

INVITE COMMENTS FROM VISITORS:

There were no comments from visitors.

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DESIGNATION OF DATE, TIME, AND LOCATION OF NEXT BOARD MEETING:

The schedule for the Board Meetings for August, September and October, 1981 was set as follows:

Tuesday, August 25, 1981
Tuesday, September 22, 1981
Tuesday, October 27, 1981

The meetings will be held in the Ward R. Burke Community Room of the Day Treatment/Administration Facility. Board Committee meetings will begin at 5:00 p.m., with the Board meeting starting at 5:30 p.m. except for the October meeting with Board Committee meetings to begin at 4:30 p.m. and the Board meeting starting at 5:00 p.m.

APPROVED:

V. B. Woods, Chairman

R. B. Hille, Secretary

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DEEP EAST TEXAS MHMR

BALANCE SHEET

June 30, 1981

ASSETS	GENERAL OPERATING FUND	GENERAL FIXED ASSETS FUND	TOTAL
Current Assets:			
Cash in Bank	$242,164.02		$ 242,164.02
Petty Cash	255.00		255.00
Accts. Receivable-Client Fees- $154,368.77			
Less: Allowance for Uncollectable Accounts (78,277.42)			
Net Accounts Receivable	76,091.35		76,091.35
Accounts Receivable-Other	106,066.03		106,066.03
Accounts Receivable-Internal Advances*	42,000.00		42,000.00
Food Stamps on Hand	2,211.00		2,211.00
Prepaid Expenses	8,891.12		8,891.12
TOTAL CURRENT ASSETS	477,678.52		477,678.52
Amount to Be Provided Under Capital Lease Agreements	122,931.40		122,931.40
Provision/Long-Term Agreement	26,892.56		26,892.56
General Fixed Assets - At Cost:			
Equipment - Furniture/Fixtures		$ 452,023.42	452,023.42
Vehicles		189,045.18	189,045.18
Land		60,000.00	60,000.00
Building		325,645.06	325,645.06
TOTAL FIXED ASSETS		1,026,713.66	1,026,713.66
TOTAL ASSETS	$627,502.48	$1,026,713.66	$1,654,216.14
LIABILITIES, RESERVES & FUND BALANCE			
Current Liabilities:			
Accounts Payable	$ 74,806.80		$ 74,806.80
Accounts Payable-Internal Advances*	42,000.00		42,000.00
FICA Tax Payable	(2.59)		(2.59)
Sales Tax Payable	3.35		3.35
Retirement Payable	2,124.25		2,124.25
TOTAL CURRENT LIABILITIES	118,931.81		118,931.81
Obligation Under Capital Lease Agreements	122,931.40		122,931.40
Obligation Under Long-Term Agreement	26,892.56		26,892.56
TOTAL LIABILITIES	268,755.77		268,755.77
Reserve for Investment in Fixed Assets		$1,026,713.66	1,026,713.66
Reserve for Encumbrances	4,848.12		4,848.12
Fund Balance	353,898.59		353,898.59
TOTAL LIABILITIES, RESERVES & FUND BALANCE	$627,502.48	$1,026,713.66	$1,654,216.14

*Analysis of Accounts Receivable/Accounts Payable - Internal Advances:

Advance to General Operating from SB 230	$ 40,000.00
Advance to TRC-Tyler from DHHS Operations	2,000.00
TOTAL	$ 42,000.00

CASH POSITION STATEMENT

Cash in Bank:		
Operating Account	$ 11,323.14	
DHHS Operations Account	20,411.90	
Savings/Pension Account	2,124.25	
Title I Account	2,363.36	
Senate Bill 230 Account	498.83	
TRC-Sabine/San Augustine Account	439.87	
TRC-Tyler Account	181.88	
FICA Account	4,544.94	
Payroll Account	100.20	
Reserve Operating Account	168,000.00	
Land Account	32,175.65	
TOTAL CASH IN BANK	$242,164.02	
Petty Cash	255.00	
TOTAL CASH ON HAND		$ 242,419.02

ATTACHMENT FOR ITEM IV-A-1
7/28/81

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DEEP EAST TEXAS MHMR

OPERATING STATEMENT

June, 1981

INCOME	RECEIPTS	RECEIVABLES	TOTAL
Angelina County	$ 2,911.84	$ -0-	$ 2,911.84
Nacogdoches County	-0-	1,374.20	1,374.20
Newton County	-0-	473.20	473.20
Polk County	-0-	820.50	820.50
Sabine County	-0-	208.30	208.30
San Augustine County	-0-	208.30	208.30
San Jacinto County	-0-	342.25	342.25
Shelby County	-0-	366.70	366.70
Trinity County	-0-	412.75	412.75
Tyler County	1,767.07	-0-	1,767.07
Client Fees	4,590.94	-0-	4,590.94
Title XX - Protective Services	-0-	4,616.72	4,616.72
Texas Rehabilitation Commission	1,952.75	634.00	2,586.75
ICF-MR	2,820.26	29,046.07	31,866.33
SB 230	-0-	7,260.00	7,260.00
Workshop Production	11,925.78	-0-	11,925.78
Donations	285.50	-0-	285.50
Interest	763.85	-0-	763.85
Food Stamps	360.00	-0-	360.00
Miscellaneous	1,074.44	1,047.13	2,121.57
Grant-in-Aid	101,849.33	-0-	101,849.33
Rusk State Hospital	-0-	4,333.25	4,333.25
TRC-Sabine/San Augustine	-0-	2,747.00	2,747.00
TRC-Tyler	-0-	3,600.00	3,600.00
DHHS Operations	55,666.00	-0-	55,666.00
DHR Liaison	3,230.28	8,500.00	11,730.28
Office of Traffic Safety	-0-	552.28	552.28
DDA	(5,046.92)	-0-	(5,046.92)
Title I - Follow the Child	-0-	956.50	956.50
TOTALS	$184,151.12	$67,499.15	$251,650.27

EXPENDITURES	DISBURSEMENTS	ENCUMBRANCES	TOTAL
Salaries & Wages	$118,165.04	$ -0-	$118,165.04
Salary & Merit Increases	988.00	-0-	988.00
FICA	15,911.57	-0-	15,911.57
Insurance-Hospitalization/Life	5,273.59	-0-	5,273.59
Retirement	2,124.25	-0-	2,124.25
Consultation & Prof. Fees-Direct	2,047.96	431.00	2,478.96
Consultation & Prof. Fees-Other	-0-	350.00	350.00
Travel	1,140.66	-0-	1,140.66
Drugs	78.03	6,871.37	6,949.40
Food	1,987.40	2,230.94	4,218.34
Supplies	3,373.72	2,412.61	5,786.33
Equipment & Furniture/Purchase	-0-	(1,279.07)	(1,279.07)
Equipment & Furniture/Rental	1,347.44	1,400.95	2,748.39
Equipment & Furniture/Repair & Maint.	513.03	693.95	1,206.98
Building/Rent	15,912.00	-0-	15,912.00
Building/Remodeling & Renovation	-0-	619.68	619.68
Building/Repair & Maintenance	1,556.28	168.83	1,725.11
Vehicle/Purchase	916.98	-0-	916.98
Vehicle/Rental	380.00	-0-	380.00
Vehicle/Operating & Maintenance Costs	5,406.99	2,511.55	7,918.54
Contracts-Service Agencies	37,031.38	21,641.67	58,673.05
Postage	1,102.05	-0-	1,102.05
Laboratory Expense	-0-	40.00	40.00
Telephone	5,751.64	126.20	5,877.84
Insurance	3,007.26	100.00	3,107.26
Client Wages	6,652.27	-0-	6,652.27
Utilities	5,619.16	-0-	5,619.16
Emolument	350.00	-0-	350.00
Client Fringe	349.76	-0-	349.76
Miscellaneous	3,230.17	1,529.89	4,760.06
TOTALS	$240,216.63	$39,849.57	$280,066.20

ATTACHMENT FOR ITEM IV-A-1
7/28/81

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BREAKDOWN OF DISBURSEMENTS

June, 1981

FOOD:

Hardin County Halfway House - $1,338.21
Sunrise Manor - $1,184.92

SUPPLIES:

Hardin County Halfway House - 8 Wardrobes and Linens - $1,997.58

EQUIPMENT & FURNITURE/RENTAL:

Computer - $1,039.37

BUILDING/RENT:

Angelina County Outpatient Clinic - $2,800.00
Sunrise Manor - $2,500.00

CONTRACTS WITH SERVICE AGENCIES:

Lufkin Workshop & Opportunity Center (2 Mos.) - $14,033.34
Robert L. Turner, M. D. - $3,335.00
George B. Tipton, M.D. - $2,355.00
Lufkin Memorial Hospital - $36,997.07

ANNUAL AUDIT:

Alexander & Rogers, Inc. - $1,187.50

UTILITIES:

Shelby County Halfway House - Electricity - $1,664.53

ATTACHMENT FOR ITEM IV-A-1
7/28/81

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Deep East Texas Regional MHMR Services

INCOME BY FUND

September 1, 1980 - June 30, 1981

LINE ITEM	OBJECT	ANNUAL BUDGET	TEN MONTHS' BUDGET	RECEIVED AND/OR ENCUMBERED YTD	OVER/ (UNDER) AS OF 6/30/81	PROJECTED OVER/(UNDER) FOR THE YEAR
50200	Angelina County	$ 27,182	$ 22,642	$ 23,299	$ 657	$ -0-
50210	Hardin County	12,970	10,810	12,970	2,160	-0-
50220	Houston County	6,584	5,490	6,584	1,094	-0-
50230	Jasper County	10,450	8,710	10,450	1,740	-0-
50240	Nacogdoches County	16,490	13,742	13,742	-0-	-0-
50250	Newton County	5,678	4,732	4,732	-0-	-0-
50260	Polk County	9,846	8,205	8,205	-0-	-0-
50265	Sabine County	2,500	2,083	2,083	-0-	-0-
50270	San Augustine County	2,500	2,083	2,083	-0-	-0-
50280	San Jacinto County	4,107	3,423	3,423	-0-	-0-
50290	Shelby County	4,400	3,667	3,667	-0-	-0-
50291	Trinity County	4,953	4,128	4,128	-0-	-0-
50292	Tyler County	7,067	5,890	7,067	1,177	-0-
50700	Patient Fees	164,000	136,670	85,261*	(51,409)	(65,000)
50710	Protective Services	79,725	66,440	26,699	(39,741)	(41,000)
50720	Texas Rehabilitation Commission	54,474	45,400	21,121	(24,279)	(28,000)
50730	ICF-MR	187,000	155,830	223,058	67,228	157,222
50740	SB 230	68,500	57,080	72,600	15,520	4,100
50900	Workshop Production	90,000	75,000	71,595	(3,405)	2,600
50910	Donations	6,000	5,000	37,603	32,603	33,200
50920	Interest Income	12,000	10,000	13,805	3,805	10,300
50930	Food Stamps	12,000	10,000	4,211	(5,789)	(7,209)
50940	C & E Services	6,000	5,000	283	(4,717)	(5,597)
50950	Miscellaneous Income	9,000	7,500	37,383	29,883	35,383
51100	Grant-in-Aid	1,222,192	1,018,493	1,018,493	-0-	-0-
51600	Rusk State Hospital	51,999	43,332	43,332	-0-	-0-
51610	TRC-Sabine/San Augustine	36,766	30,640	36,678	6,038	-0-
51620	TRC-Tyler	37,798	31,500	40,991	9,491	-0-
52100	DHHS Operations	668,000	556,660	556,660	-0-	-0-
52110	DHR-Liaison	89,000	74,170	62,137	(12,033)	(7,800)
52120	Traffic Safety	12,000	10,000	7,629	(2,371)	(3,000)
52130	Title I	13,504	11,250	9,836	(1,414)	(1,000)
52140	DDA	30,000	25,000	24,953	(47)	(5,047)
52150	Title I - Follow the Child	9,565	7,970	9,565	1,595	-0-
	TOTALS	$2,974,250	$2,478,540	$2,506,326	$27,786	$79,152

* See Page 2 of 2

ATTACHMENT FOR ITEM IV-A-1
7/28/81

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INCOME BY FUND

September 1, 1980 - June 30, 1981

*Patient Fees Billed	$158,334
Estimated Bad Debts	(39,584)
Net Patient Income	118,750
Net Receivables	(33,489)
Patient Fees Received	$ 85,261

ATTACHMENT FOR ITEM IV-A-1
7/28/81

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Deep East Texas Regional MHMR Services

EXPENDITURES BY COST CATEGORY

September 1, 1980 - June 30, 1981

LINE ITEM	OBJECT	ANNUAL BUDGET	TEN MONTHS' BUDGET	EXPENDED AND/OR ENCUMBERED YTD	OVER/ (UNDER) AS OF 6/30/81	PROJECTED OVER/(UNDER) FOR THE YEAR
60100	Salaries & Increases	$1,649,612	$1,374,677	$1,270,177	($104,500)	($142,359)
60200	Fringe Benefits	275,469	229,557	235,759	6,202	5,558
60300	Consultation & Professional Fees-Direct	10,000	8,333	15,186	6,853	10,186
60400	Consultation & Professional Fees-Other	9,000	7,500	5,503	(1,997)	(3,297)
60500	Travel	27,500	22,917	21,438	(1,479)	(3,500)
60600	Drugs	37,000	30,833	47,850	17,017	19,850
60700	Food	48,000	40,000	34,171	(5,829)	(7,000)
60800	Supplies	43,000	35,833	82,772	46,939	45,000
60900	Equipment & Furniture/Purchase	24,565	20,471	32,733	12,262	8,168
61000	Equipment & Furniture/Rental	34,704	28,920	36,874	7,954	7,170
61100	Equipment & Furniture/Repair & Maintenance	15,000	12,500	11,298	(1,202)	(1,700)
61200	Building/Rent	138,000	115,000	139,647	24,647	33,471
61300	Building/Remodeling & Renovation	5,000	4,167	26,486	22,319	21,700
61400	Building/Repair & Maintenance	15,500	12,917	23,121	10,204	9,000
61500	Vehicles/Purchase	13,000	10,833	26,376	15,543	15,210
61600	Vehicles/Rental	15,000	12,500	8,150	(4,350)	(6,530)
61700	Vehicles/Operating & Maintenance Costs	40,000	33,333	52,162	18,829	20,000
61800	Contracts with Service Agencies	321,000	267,500	309,488	41,988	58,424
61900	Postage	13,879	11,566	10,018	(1,548)	(1,760)
61910	Laboratory Expense	7,800	6,500	6,749	249	700
61920	Telephone	41,621	34,684	46,458	11,774	15,300
61930	Annual Audit	8,500	7,083	-0-	(7,083)	1,500
61940	Insurance	40,500	33,750	41,111	7,361	11,203
61950	Client Wages	64,000	53,333	64,213	10,880	15,000
61960	Utilities	38,500	32,083	48,579	16,496	22,000
61970	Emolument	4,200	3,500	2,100	(1,400)	(1,400)
61980	Client Fringe	3,900	3,250	3,491	241	300
61990	Miscellaneous	30,000	25,000	29,152	4,152	1,000
	TOTALS	$2,974,250	$2,478,540	$2,631,062	$152,522	$153,194

ATTACHMENT FOR ITEM IV-A-1
7/28/81

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CASH RECEIPTS FOR THE PERIOD 9/01/80 - 6/30/81
PROJECTED CASH RECEIPTS FOR THE PERIOD 7/01/81 - 8/31/81

SOURCE OF FUNDS	BUDGETED AMOUNT	ACTUAL RECEIPTS As of 6/30/81	BUDGET BALANCE	PROJECTED BALANCE	PROJECTED CASH RECEIPTS						
					July	August					
County Government	114,727	69,209	45,518	45,518	15,000	30,518					
Direct Patient Fees-Insurance	164,000	85,261	78,739	12,500	6,000	6,500					
Title XX-Protective Services	79,725	14,869	64,856	17,830	5,830	12,000					
Texas Rehabilitation Comm.	54,474	18,050	36,424	8,424	3,072	5,352					
ICF - MR	187,000	200,651	(13,651)	143,571	22,407	121,164					
SB 230 & Transportation	68,500	65,340	3,160	7,260	7,260	-0-					
Workshop Production	90,000	71,595	18,405	18,405	9,000	9,405					
Donations	6,000	37,603	(31,603)	600	300	300					
Interest	12,000	13,805	(1,805)	8,475	2,375	6,100					
Food Stamps	12,000	4,211	7,789	580	280	300					
C & E Services	6,000	283	5,717	120	-0-	120					
Miscellaneous	9,000	36,309	(27,309)	7,000	3,000	4,000					
Grant-in-Aid	1,222,192	1,018,493	203,699	203,699	203,699	-0-					
Rusk State Hospital	51,999	38,999	13,000	13,000	-0-	13,000					
TRC-Sabine/San Augustine	36,766	33,244	3,522	3,434	3,434	-0-					
TRC-Tyler	37,798	36,491	1,307	4,500	4,500	-0-					
DHHS Operations	668,000	556,660	111,340	111,340	55,666	55,674					
DHR Liaison	89,000	44,907	44,093	36,045	11,573	24,472					
Office of Traffic Safety	12,000	6,129	5,871	1,501	501	1,000					
Title I	13,504	9,836	3,668	2,668	-0-	2,668					
DDA	30,000	24,953	5,047	-0-	-0-	-0-					
Title I-Follow the Child	9,565	6,695	2,870	2,870	957	1,913					
TOTALS	2,974,250	2,393,593	580,657	649,340	354,854	294,486					

ATTACHMENT
FOR ITEM
IV-A-1
7/28/81

DEEP EAST TEXAS REGIONAL MHMR SERVICES

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ACTUAL EXPENDITURES FOR THE PERIOD 9/01/8 - 6/30/81

PROJECTED EXPENDITURES FOR THE PERIOD 7/01/81 - 8/31/81

COST CATEGORY	BUDGETED AMOUNT	ACTUAL EXPENDITURES AS OF 6/30/8	BUDGET BALANCE	PROJECTED BALANCE	PROJECTED EXPENDITURES	
					July	August
Salaries-Wages	1,640,712	1,263,573	377,139	235,100	117,100	118,000
Salary-Merit	8,900	6,604	2,296	1,976	988	988
Fringe Benefits	275,469	235,759	39,710	45,268	22,660	22,608
Consultation						
Direct	10,000	14,755	(4,755)	5,000	3,000	2,000
Other	9,000	5,153	3,847	450	350	100
Travel	27,500	21,438	6,062	2,560	1,360	1,200
Drugs	37,000	36,022	978	20,828	11,828	9,000
Food	48,000	31,171	16,829	6,800	4,000	2,800
Supplies	43,000	76,883	(33,883)	11,100	6,500	4,600
Equip. & Furn.						
Purchase	24,565	32,733	(8,168)	-0-	-0-	-0-
Rental	34,704	35,473	(769)	6,400	3,900	2,500
Rep./Maint.	15,000	10,524	4,476	3,000	2,000	1,000
Building						
Rent	138,000	139,647	(1,647)	31,824	15,912	15,912
Rem./Renovation	5,000	25,866	(20,866)	820	620	200
Rep./Maintenance	15,500	22,952	(7,452)	1,600	800	800
Vehicle						
Purchase	13,000	26,376	(13,376)	1,834	917	917
Rental	15,000	8,150	6,850	320	160	160
Oper./Maintenance	40,000	49,650	(9,650)	10,600	5,200	5,400
Cont. Ser. Agns.	321,000	259,977	61,023	119,447	86,500	32,947
Post. & Tele.	55,500	56,350	(850)	12,560	6,000	6,560
Lab Expenses	7,800	6,708	1,092	1,750	1,000	750
Annual Audit	8,500	-0-	8,500	11,000	-0-	11,000
Insurance	40,500	41,011	(511)	10,692	7,235	3,457
Client Wages	64,000	64,213	(213)	14,700	7,000	7,700
Utilities	38,500	48,579	(10,079)	12,400	6,000	6,400
Emoluments	4,200	2,100	2,100	700	350	350
Client Fringe	3,900	3,491	409	710	350	360
Miscellaneous	30,000	19,927	10,073	2,530	2,000	530
TOTALS	2,974,250	2,545,085	429,165	571,969	313,730	258,239

ATTACH FOR ITEM IV-A- 7/28/

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SUMMARY OF STATE GRANT-IN-AID

RECEIPTS AND EXPENDITURES

June 30, 1981
DATE

RECEIPTS

PROGRAM CATEGORY	MONTHLY BUDGET	MONTHLY RECEIPTS	ANNUAL BUDGET	CUMULATIVE RECEIPTS	BALANCE YTD
. Administration	19,500	19,501	234,007	195,006	39,001
. Screening & Referral/ Emergency	2,417	2,417	29,000	24,167	4,833
. Outpatient Services	22,167	22,167	266,005	221,671	44,334
. Special Education	12,087	12,087	145,047	120,872	24,175
. Sheltered Work Training and Day/Evening Care	26,919	26,918	323,025	269,187	53,838
. lternate Residential/ 24-Hour Care	18,759	18,759	225,108	187,590	37,518
OTALS	101,849	101,849	1,222,192	1,018,493	203,699

EXPENDITURES

PROGRAM CATEGORY	MONTHLY BUDGET	MONTHLY EXPENSES	ANNUAL BUDGET	CUMULATIVE EXPENSES	BALANCE YTD
1. Administration	19,500	19,689	234,007	188,844	45,163
2. Screening & Referral/ Emergency	2,417	2,304	29,000	26,002	2,998
3. utpatient Services	22,167	20,002	266,005	206,316	59,689
4. Special Education	12,087	6,586	145,047	116,727	28,320
5. Sheltered Work Training and Day/Evening Care	26,919	14,259	323,025	292,056	30,969
6. Alternate Residential/ 24-Hour Care	18,759	51,432	225,108	230,504	(5,396)*
TOTALS	101,849	114,272	1,222,192	1,060,449	161,743

* Over-expenditure reflected resulted from encumbrances; other funds will be expended when payment is made.

ATTACHMENT FOR ITEM IV-A-1
7/28/81

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I. Special Terms and Conditions

That Deep East Texas MHMR is not responsible for the mental health, alcohol, or drug abuse screening and aftercare services for residents of Hardin County as per the rider in the General Appropriations Bill.

THE PARTIES HERETO have caused this six (6) page Agreement to be executed by their duly authorized representatives on the dates noted below.

COMMUNITY CENTER

Chairperson, Board of Trustees, or authorized designee

July 28, 1981
Date

TEXAS DEPARTMENT OF MENTAL HEALTH AND MENTAL RETARDATION

Commissioner

Date

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DEEP EAST TEXAS REGIONAL
MENTAL HEALTH MENTAL RETARDATION
SERVICES

RESOLUTION

WHEREAS, the Board of Trustees of the Deep East Texas Regional MHMR Services has made a concerted effort to locate all of its programs in facilities that meet the Life Safety Code; and,

WHEREAS, the Board of Trustees in an effort to ensure high quality of services continually strives to meet all standards such as those published by the Joint Commission on Accreditation of Hospitals; and,

WHEREAS, the Board undertook a study to consider relocating Shelby County Halfway House; and,

WHEREAS, as a part of this study, the Board solicited input from the citizens of Shelby County including the Shelby County Advisory Council; and,

WHEREAS, after the Shelby County Advisory Council indicated their desire to keep the Shelby County Halfway House within the geographic boundaries of Shelby County; and,

WHEREAS, the Board is pleased to be able to indicate its desire to have the facility to remain in Shelby County;

NOW, BE IT RESOLVED, that the members of the Shelby County Advisory Council are hereby asked to assist the staff in locating a facility within Shelby County which can meet the appropriate standards; and,

BE IT FURTHER RESOLVED that the members of this Council, working cooperatively within the present spirit of reduced government expenditures, attempt to locate sources of revenue within Shelby County which can defray the cost of said facility.

PASSED BY UNANIMOUS VOTE by the Board of Trustees this the 28th day of July, 1981.

DEEP EAST TEXAS REGIONAL MENTAL HEALTH MENTAL RETARDATION SERVICES

By: _____
V. B. Woods, Chairman
Board of Trustees

ATTEST:

R B Hille
R. B. Hille, Secretary
Board of Trustees

By: Wayne Lawrence
Wayne Lawrence, Ph.D.
Executive Director

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DEEP EAST TEXAS REGIONAL
MENTAL HEALTH MENTAL RETARDATION
SERVICES

RESOLUTION OF APPRECIATION

WHEREAS, the Texas Council of Community MHMR Centers, Inc. was organized in 1976 as a non-profit corporation for the purpose of improving the efficiency of the delivery of humane mental health and mental retardation care in the communities of Texas in a fashion that is responsive to local values and is accessible to the people; and,

WHEREAS, the Council has performed this activity by providing Boards of Trustees and staff members of Community MHMR Centers in Texas with valuable information on planning, management and evaluation techniques for Community MHMR Centers; and,

WHEREAS, the Council has exercised a leadership role in the area of providing elected officials and sponsoring agencies with pertinent information necessary for the legislative and decision making processes pertaining to Community Centers; and,

WHEREAS, the Council has served as a liaison between Boards of Trustees and the Texas Department of MHMR as well as other State agencies; and,

WHEREAS, the Council has worked closely with the Texas Board of MHMR and has provided this group with pertinent information necessary for its policy decisions; and,

WHEREAS, all Centers across the State of Texas have benefited greatly from the efforts of the Council;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Deep East Texas Regional Mental Health Mental Retardation Services that at this regular meeting that deep and genuine appreciation is hereby expressed to the Council by reason of the tireless and dedicated efforts which have been put forth by the Council's Board and staff. It is recognized by this Board that many of the improvements which have come to the Centers of Texas in the last five (5) years are a direct result of the efforts of the Council.

PASSED BY UNANIMOUS VOTE by the Board of Trustees this the 28th day of July, 1981.

DEEP EAST TEXAS REGIONAL MENTAL HEALTH MENTAL RETARDATION SERVICES

By: _____
V. B. Woods, Chairman
Board of Trustees

ATTEST:

R B Hille
R. B. Hille, Secretary
Board of Trustees

By: Wayne Lawrence
Wayne Lawrence, Ph.D.
Executive Director