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**BETTY HARDWICK CENTER
MINUTES OF BOARD OF TRUSTEES' MEETING
April 7, 2020
2616 SOUTH CLACK, ABILENE, TEXAS**

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In accordance with section 418.016 of the Texas Government Code, on March 16, 2020, the Governor suspended various provisions that require government officials and members of the public to be physically present at a specified meeting location. The temporary suspension will allow for telephonic or videoconference meetings of government bodies that are accessible to the public, but leaves certain open-meeting requirements in place:

- Members of the public will be entitled to participate and address the governmental body during any telephonic or videoconference meeting;
- To hold a telephonic or videoconference meeting, a governmental body must post a written notice that gives the public a way to participate remotely, such as a tollfree dial-in number, and that includes an electronic copy of any agenda packet that officials will consider at the meeting;
- A governmental body must provide the public with access to a recording of any telephonic or videoconference meeting.

Any member of the public may call in to the meeting using the teleconference information below –

1-800-941-0912

Participant Pin is 601035#

Trustees Present:

Michael Whitehorn
Art Casarez
Dee Moore
Terri Plumlee
Judy Patterson
Priscilla Rayford
Vicky Hicks
Melissa Irby
Ed Miller (Ex-Officio)
Andre Moore (Ex-Officio)

Staff Present:

Jenny Goode
Jennifer Farrar
Dena Heaton

Michael Jones
Chris Mabry
Michael Jones
Deborah Kilpatrick

The above mentioned Trustees were present by teleconference.

Trustees Absent:

Rita Johnston

Executive Staff Absent: Guests Present:

Theron Cole

- 20.08.01. Invocation/Quorum/Recognition of Guests**
To provide assistance due to the circumstances, Jenny Goode, CEO, called the meeting to order at 5:15 p.m. She stated that a quorum of eight (8) Board members was present. There was no invocation.
- 20.08.02. Citizens Comments**
There were no citizens' comments.
- 20.08.03. Training Info/Presentation – BHC COVID 19 Status Report**
Mrs. Goode provided an update on the COVID 19 Status and what BHC is doing to continue to provide services.
- Employees Working Remotely – March 13, staff who have the technology were encouraged to work from home. Approximately half of the employees are working remotely.
 - Permission to Conduct Phone/Video Services – March 17, State allowed tele-help services
 - How staff are doing Psychiatry, Counseling, Targeted Case Management, Rehab, Therapies, etc... - Clinic is making calls to check on clients and refilling meds by telephone when possible. Phone calls to providers are scheduled as needed. ECI is doing therapy and specialized skills training by telephone and video.
 - OIG suspension of penalties for HIPAA compliant video options, allowing Face Time and Zoom, etc.. – The IT department has shared methods of protection against information being compromised during the use of Zoom.
 - Medicaid and Insurance Billing for such services
 - Capturing costs for HHSC on lost revenue, increased direct costs – Accounting staff have a spread sheet of revenue lost due to COVID 19
 - Suspension of Open Access Intakes for MH/IDD – March 30, we stopped performing face-to-face unless critical.
 - Reduction of Census at MH Respite – We reduced this facility to 6 beds and then closed the facility due to illness by an employee.
 - Impact to IDD Day Habilitation and Respite – We only see crisis cases in IDD Respite. Very few folks are participating in Day Hab.
 - Other Operational Items – We have had some success in ordering supplies, such as masks and gloves. Volunteers have donated 140 fabric masks. Every potential exposure is being tracked.
- 20.08.04. Oath of Office (Board Member and Officer)**
Mrs. Kilpatrick administered the Oath of Office to Board member: Melissa Irby. This is a requirement of the Performance Contract with Texas Department of Health and Human Services.
- 20.08.05. Minutes of March 3, 2020 Board Meeting**
On a motion by Dee Moore, seconded by Terri Plumlee, the Board approved the minutes from the Board meeting on March 3, 2020.

7 For 0 Against 1 Abstained

The Board Chair abstains from voting.

20.08.06. Financial Reports, February, 2020

Mr. Mabry summarized the financial reports for February, 2020. The Center had a deficit of \$50,622 for the month and a deficit of \$157,117 YTD.

On a motion by Vicky Hicks, seconded by Priscilla Rayford, the Board accepted the financial report as presented.

7 For 0 Against 1 Abstained

20.08.07. Consideration to Increase Ocean's Behavioral Hospital PPB Contract

On a motion by Terri Plumlee seconded by Vicky Hicks, the Board approved the increase in the Oceans PPB Contract from \$654,6000 to \$783,786.

7 For 0 Against 1 Abstained

20.08.08. Consideration of Quarterly Personnel Report

On a motion by Judy Patterson, seconded by Priscilla Rayford, the Board accepted the FY 2020 2nd Quarter Personnel Report, which reflects a 5% turnover rate.

7 For 0 Against 1 Abstained

20.08.09. Consideration of Quarterly Quality Management Report

On a motion by Vicky Hicks, seconded by Terri Plumlee, the Board accepted the 2nd Quarter QM Report as presented.

7 For 0 Against 1 Abstained

20.08.10. Consideration of Quarterly PNAC Report

On a motion by Priscilla Rayford, seconded by Judy Patterson, the Board accepted the 2nd Quarter PNAC Report, as presented.

7 For 0 Against 1 Abstained

20.08.11. Consideration of PNAC Member

On a motion by Dee Moore, seconded by Priscilla, the Board approved the appointment of James Calvery to the PNAC.

7 For 0 Against 1 Abstained

20.08.12. Consideration of COVID-19 Leave

On a motion by Vicky Hicks, seconded by Dee Moore, the Board approved an additional pool of leave for COVID-19 and enabled the CEO to formalize a policy to implement.

7 For 0 Against 1 Abstained

20.08.13. Information Items

- Texas Council Annual Conference-San Antonio June 24-26

- Donation Report – BHC received \$6,351.24 in donations for the 2nd Quarter.
- Military One Stop Discussion – This is a conversation with some other agencies that serve Veterans about looking at some programs that exist throughout the State. There is one in Waco and El Paso. These programs consist of a facility where Veterans services agencies co-locate together.
- HB 19 ESC Position – This would be a licensed MH professional that would work for BHC, but office at the Education Service Center. They will coordinate trainings on a variety of mental health subjects for the schools in this region.
- Crisis Counseling Program - We have the opportunity to apply for FEMA funds for Crisis Counseling due to the state being declared a disaster area.

Community and/or Staff Meetings for the CEO – Mrs. Goode provided a review of the meetings that she and executive staff attended for the month.

20.08.14. Adjournment

The meeting was adjourned at 6:15 p.m. with all business being completed. The next meeting was set for May 5, 2020 at 5:15 p.m.

APPROVED:



Chair, Board of Trustees



Secretary, Board of Trustees