

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

February 20, 1975

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
Russ Burbank "
Larry Davis "
Betty Ecker, R.N. "
Randy Godsey "
S. H. Morrison, Jr. "
Dr. Felix Peebles, Jr. "
Ruby Simmons "
Lee Mayberry "
Dr. Bruce E. Bailey, SFAU, Nacogdoches
Judge K. P. Bryant, San Jacinto County
Nancy Burbank, Lufkin
Brenda Davis, Nacogdoches
Diane Ecker, Lufkin
Lois Gee, Jasper
Ron Lepard, SFAU Student
John Kreiger, Austin
Patsy Lawrence, Lufkin
Betty Sue Mann, Colmesneil
Paul Mayberry, Lufkin State School
Bessie Sanders, R.N., Shepherd
Jean Tucker, SFAU Student
Rev. Larry Weaver, Angelina Co. Ministerial Alliance, Diboll

The February meeting of the Board of Trustees was held on Thursday, February 20, 1975, at 7:00 p.m. in the City Hall at Diboll.

Rev. Larry Weaver of the First Baptist Church in Diboll, representing the Angelina 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 were mailed the Agenda with supporting documents prior to Board Meetings enabling them to study the Agenda items beforehand and carry on the meetings in an expeditious manner.

Mr. Burke commented that Board member Judge Tom D. Mann is to be congratulated for receiving the First Annual Chamber of Commerce Outstanding Citizen Award for Tyler County recently. Recipients of this award are selected by the Tyler County civic clubs.

He also congratulated Mr. Woods on the arrival of a new grandson, Joshua Bob David, born on February 17, weighing 9½ lbs.

Chairman Burke commented that this is the anniversary month of the formation of the Board of Trustees, the first meeting being held on February 28, 1974, in Livingston.

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

Judge Mann moved that the minutes of the January 23, 1975, meeting be approved as mailed. Mr. Hille seconded the motion, and the Board approved.

TREASURER'S REPORT: Mr. Woods handed copies of the January Operating Statement to Board members mentioning that copies were available to the guests who wished to review the Statement. (Copy attached to these minutes.)

Mr. Woods reported that as discussed previously with Dr. Lawrence and Mrs. Foley \$50,000 of DETRMHMRS funds had been placed in a time deposit account drawing 5½% for a 90-day period. He said this procedure will be practiced in the future when there is a surplus of funds on hand.

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

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

1. He had talked with Mr. Sappington recently, and he said that he had enjoyed meeting with the Board last month.

2. DETRMHMRS is steadily receiving local match funds from the counties. Not included in the January Operating Statement are local match payments received this month from Newton, Polk, and San Jacinto counties.

3. He attended the meeting of Executive Directors of the East Texas area in Tyler, and that this group is interested in a quarterly or semi-annual meeting involving staff of Community MHMR Centers, State Hospitals, and State Schools. The first conference is tentatively planned for April or May with "continuity of care" as the subject. Dr. Doggett of TDMHMR has given his endorsement, and Commissioner Gaver and Dr. Dolby have been invited. Board members will be given more information at a future Board Meeting, and he invited any interested Board members to plan to attend.

4. All new County Judges have been visited and have received packets of information concerning our agency.

5. He attended a meeting with Mr. Ike Cox of the Livingston Independent School District, Mrs. Mike Brightman of the Beaumont State Center for Human Development, and Dr. S. Myers of the University of Houston regarding the LISD's desire to implement a perceptual motor development training program for pre-school youngsters. He said this agency plans to assist Mr. Cox in any way possible with this program.

6. The Inpatient/Emergency program at the Nacogdoches Memorial Hospital was initiated on February 1, 1975, and Dr. Peebles plans to contact the two local hospitals in the near future to possibly negotiate a contract with them.

7. He attended the organizational meeting of the Nacogdoches Advisory Council on January 30.

8. He met with Mr. Burke, Mr. George Henderson, Jr., and Mr. Eldon Ricks about a Halfway House for the mentally retarded in Lufkin. Hopefully, this program will begin in May or June.

9. He and Mr. Burbank met with Mr. Beaver, Superintendent of the Lufkin State School, regarding the possibility of using a nursing home as alternate living arrangements. They visited

a nursing home in San Augustine which is interested in the possibility of receiving mentally-retarded adults there.

10. Based on the anticipated budget for the next fiscal year, office space will be critical. The possibility of renting additional space in September is being investigated.

11. He met with Judge Love and Mayor Rice of Hemphill regarding the Sabine County Developmental Center. Hopefully, this program can begin within the next 60 days.

12. That the Legislative Budget Board (LBB) presented its recommendations to the Executive Directors at the meeting in Dallas on February 17 and 18. If the Legislature follows the LBB's recommendations, DETRMHMRS' funding will place us seventh in the State for FY 1976, and fifth in the State for FY 1977 out of 27 MHMR Centers. The 90-10 ratio will be an important factor in approaching Commissioners Courts for local match.

13. An Operations and Procedures Manual has been started and will be distributed to the staff at this month's Staff Development session.

14. That a recruiting problem is anticipated the next fiscal year. There is some interest developing toward Community MHMR Centers contracting with a private consulting firm to do recruiting on a national level. Dr. Dolby appointed a sub-committee of five to investigate this matter the next few months.

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

Dr. Peebles:

1. Met with four Medical Societies in the area, and has been favorably received. He is continuing to meet with doctors throughout the region.

2. The patient case load is continuing to increase, particularly at the Angelina County Outpatient Clinic (a number of referrals have been received from Angelina County).

3. The Tyler County Outpatient Clinic is carrying a full schedule, and this program is being well received in Woodville.

Mrs. Ecker:

1. Since the MH programs began in October, 219 persons have been served.

2. Attended meetings of the San Jacinto County Advisory Council and the Tyler County Advisory Council.

3. Spoke to a group of 15 persons representing the DPW from Hardin, Tyler, and Jasper counties.

4. Met with the Nacogdoches County Ministerial Alliance and spoke to them about our services.

5. Attended the meeting in Dallas on JCAH Standards on February 17 and 18.

6. Completed a County Judges' referral system for Inpatient/Emergency services. Four admissions to this program have been received to date (average length of stay, six days).

7. Outpatient Clinics: The Trinity County Outpatient Clinic is now serving 28 persons. Mrs. Cobb (Director) and Mr. Bill Burnett (Advisory Council member) presented a program to the local Lions Club.

The Tyler County Outpatient Clinic is serving 20 clients. Mrs. Arnold, Director, expresses appreciation to Judge Mann for his support and efforts in getting this program started.

The Angelina County Outpatient Clinic has served 113 clients to date. Ruby Simmons, Director, was introduced to the Board.

The Newton County Advisory Council has screened 10 applicants for the position of Director of the Newton County Outpatient Clinic which is planned to open the first week in March. It is hoped that a decision can be made for this position next week. The Clinic will be located in the old hospital building.

8. The MH staff traveled a total of 6,400 miles during January.

9. Will meet with the Community Counseling Centers staff next week to discuss plans for this program to be the most effective. A system is being worked out so that Counselors will check in twice a day when they are away from their offices.

10. Mr. Davis has met with the staff of three high schools, and has had numerous community contacts, particularly in surrounding counties where the Community Counseling Centers are.

11. We are working cooperatively with the Lufkin Police Department on a "hot line" for drug abuse. Mr. Davis will be available for counseling.

Mr. Burbank:

1. Introduced Mr. Randy Godsey, MR Psychological Assistant, to the Board.
2. Have now visited all the MR programs in operation.
3. A new location for the San Jacinto County Developmental Center has been secured. This building will need some repairs and painting before occupancy.
4. We are serving 120 clients in MR programs on almost a daily basis.
5. Currently in the process of writing two grant applications to submit to the TRC for planned Sheltered Workshops in Jasper and Crockett.
6. Developed criteria for admission to any MR program.
7. Twelve State School admission applications have been processed since September.
8. He expressed appreciation to Mr. Morrison for assistance in helping him become oriented with the MR programs.

Mr. Morrison:

1. All programs are closed the last working day of the month so that all staff can attend Staff Development. All programs have been asked to post a "Closed" sign on Staff Development day, giving a phone number to call in emergencies.
2. Scheduled for three talks next week and one radio interview in Jasper with Mrs. Marty Walker, Director of the Jasper County Developmental Center.

Dr. Lawrence commented that Mr. Sappington said he felt that TDMHMR's 1976-1977 biennium budget recommendations were favorable because DETRMHMRs has been "producing" since beginning operation. Dr. Lawrence also expressed appreciation to Mr. Morrison for carrying a "double load" the past few months.

CONSIDERATION OF NOMINEES FOR LOCAL ADVISORY COUNCILS: Mr. Woods submitted the following nominee for Board approval to serve on the Trinity County Advisory Council:

Anna Marie Pfleger
RFD 1
Groveton, Texas 75845
Phone: 642-1181

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

Mrs. Shirley Clark
Newton Co. Courthouse Annex
Newton, Texas 75966
Phone: 379-2151

The Board voted unanimously to approve the above-named persons to serve on the Advisory Councils.

CONSIDERATION OF NOMINEES FOR REGIONAL ADVISORY COMMITTEE:

Mr. Gentry submitted for the Board's consideration the following nominee to represent Houston County on the MR Committee:

Mr. Oscar Sanders
P. O. Box 604
Crockett, Texas 75835
Phone: 544-2441

The Board voted unanimously to approve the appointment of Mr. Sanders to the Regional MR Advisory Committee.

CONSIDERATION OF PROPOSED REVISION IN FEE SCHEDULE: Dr. Lawrence stated that he had corresponded with Mr. Sappington concerning this issue, and he concurs. After discussion by the Board,

Mr. Woods moved that the \$50.00 per hour fee for Psychiatric Evaluation and Consultation charge be reduced to \$35.00 per hour. Rev. Self seconded the motion, and the Board approved.

CONSIDERATION OF APPLICANT FOR PSYCHOLOGIST POSITION:

Judge Mann moved, seconded by Rev. Self, that the Executive Director be authorized to promote Mr. Randy Godsey, MR Psychological Assistant, to the position of MR Psychologist upon his presentation of certificate of completion of his degree requirements. The Board approved the motion.

DISCUSSION OF JOINT COMMISSION ON ACCREDITATION OF HOSPITAL STANDARDS FOR COMMUNITY MHMR CENTERS: Dr. Lawrence stated that the TDMHMR Board has adopted a policy that all State facilities and Community MHMR Centers strive to comply with the JCAH Standards. He outlined the procedures involved, commenting on the expense involved and the tremendous amount of records keeping.

Mr. Mayberry, Assistant Superintendent of the Lufkin State School, mentioned that the School had been evaluated by the JCAH professional team and commented on the vast amount of documentation and paper work involved in striving for accreditation.

Dr. Bruce Bailey stated he had been informed that in the near future there will be new standards for rural MHMR Centers as they have special needs different from urban MHMR Centers. He said that at a future Board Meeting, he would like to discuss the possibility of the Board contracting with SFA University for evaluation procedures.

Board members concurred that DETRMHMRS should strive for accreditation by the JCAH

CONSIDERATION OF INCREASING TRAVEL REIMBURSEMENT FOR BOARD AND EMPLOYEES:

Mr. Gentry moved that DETRMHMRS adopt the State's travel reimbursement schedule retroactive to February 1, 1975. Judge Mann seconded the motion, and the Board approved.

CONSIDERATION OF ACCEPTANCE OF DONATED PROPERTY:

Judge Mann made the motion that the Board of Trustees gratefully accepts the recent anonymous donation of property items to DETRMHMRS, and that the Chairman write a letter of appreciation on behalf of the Board. Mr. Woods seconded the motion, which carried.

DISCUSSION OF PUBLIC EDUCATION PROGRAM EFFORTS: Dr. Lawrence presented for the Board's consideration a series of transparencies introducing the Community MHMR Center concept. The transparencies were prepared by the Region VII Education Service Center in Kilgore. The Board agreed that the transparencies will be very useful in presenting programs to civic groups, etc.

Mr. Morrison displayed a series of ALTERNATIVES newspaper mats explaining that TDMHMR had supplied 30 sets of 16 different mats

to be delivered to area newspapers. DETRMHMRS' address and telephone number together with the appropriate program's address and telephone number will be inserted on the mats. Hopefully, the area newspapers will run these mats free of charge as a public service message. Dr. Lawrence said that the Superintendent of the Lufkin State School has been contacted about this, and he is agreeable.

TDMHMR also supplied 16, 30-60 second radio spots and 11, 30-60 second TV spots on ALTERNATIVES which will be delivered to the area's 13 radio stations and four or five TV stations.

DETRMHMRS staff plans to do a pre- and post-survey to ALTERNATIVES to find out how many people have heard about the agency. The organizational units will telephone 25 families each before and after the appearance of ALTERNATIVES.

The Board agreed that ALTERNATIVES coverage will help to inform the public of services offered by DETRMHMRS.

CONSIDERATION OF REQUESTING UNEXPENDED BALANCES FROM TDMHMR:

Dr. Lawrence stated that Attorney General Hill's Opinion No. H-505 allows Community MHMR Centers to apply for unexpended funds of TDMHMR for certain types of expenditures. The staff has prepared two Supplemental Grant-In-Aid requests: to purchase equipment for planned Halfway Houses; and to purchase six vans (plus maintenance) to aid in client transportation programs. Dr. Lawrence commented that the chances of these requests being funded are very slim as available funds are limited; however, he requested Board approval to submit to TDMHMR.

Judge Mann moved that the Chairman be authorized to sign the two Supplemental Grant-In-Aid requests, and that they be submitted to TDMHMR. Mr. Woods seconded the motion, and the Board approved.

CONSIDERATION OF ELIGIBILITY CRITERIA FOR PROGRAM ENTRY:

Judge Mann moved that the Eligibility Criteria for Program Entry as prepared by the DETRMHMRS staff be approved. Mr. Gentry seconded the motion, which carried.

CONSIDERATION OF GRANT REQUESTS FOR COMMUNITY COUNSELING CENTERS AND SHELTERED WORKSHOPS:

Dr. Lawrence stated that the Texas Commission on Alcoholism grant funding the three Community Counseling Centers expires June 30, 1975, and the staff is preparing

a new grant application to be submitted by April 1 for funding period July 1, 1975 - December 31, 1975.

Also, Mr. Burbank is preparing two grant requests to the Texas Rehabilitation Commission in the amount of \$50,000 each to support Sheltered Workshops planned for Crockett and Jasper. These programs are included in next year's budget, but with TRC funding the State Grant-In-Aid funds could be "freed up" and distributed to other areas of the budget.

Mr. Hille moved, seconded by Judge Mann, that the Chairman be authorized to sign these grant applications when they are completed, and that they be submitted to the funding agencies for consideration. The Board approved the motion.

OTHER BUSINESS:

1. Lufkin State School Outreach Programs: Dr. Lawrence reported that he had been contacted by Mr. Beaver and Mr. Mayberry regarding the possibility of DETRMHMRS assuming the responsibility of the Lufkin State School's Outreach programs located within our mutual area. These programs would all be completely funded by contract money from the local school districts. Mr. Mayberry is presently contacting the school superintendents. This would allow the State School to concentrate on areas that do not have a program.

Mr. Burke commented that the Lufkin State School has been invaluable to this area, and that the DETRMHMRS Board wishes to cooperate with the School in any way possible.

Judge Mann moved that the DETRMHMRS staff be authorized to negotiate with the Lufkin State School to assume the responsibility of their Outreach programs in question. Rev. Self gave the second, and the Board approved the motion.

2. Consideration of Change in Job Title for Mrs. Alta Patrick: Dr. Lawrence stated that the San Jacinto County Developmental Center has been located in the home of Mrs. Alta Patrick in Coldspring, and that she was listed as a Community Service Aide I with the difference between this and Therapist Technician I salary being paid her separately for rent. Now that the program is being located elsewhere, her title should be changed to a Therapist Technician I (no additional money involved).

Rev. Self moved that Mrs. Alta Patrick's job title be changed to Therapist Technician I effective March 1, 1975. Mr. Gee seconded the motion, which carried.

3. Lufkin Halfway House: Dr. Lawrence reported that the Lufkin State School is interested in a cooperative agreement with DETRMHMRS whereby the School would provide funds for referrals to our planned Lufkin Halfway House for the mentally retarded.

The Board agreed to authorize the Executive Director to negotiate such an agreement with the Lufkin State School.

4. Anniversary of Formation of DETRMHMRS Board of Trustees: Dr. Lawrence expressed his appreciation to the Board of Trustees for its accomplishments since the first Board Meeting. He commented that three Board members had perfect attendance at all 16 meetings: Mr. Ward R. Burke, Mr. W. J. Gentry, and Mr. George Gee. Also, that the Board would be presented with an "Anniversary" cake to honor the occasion after the meeting adjourned.


Dr. Bruce Bailey also stated that he, as a member of the audience, would like to express appreciation to the Board for the work it has done.

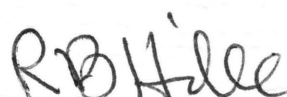
MARCH BOARD MEETING: The Board accepted Rev. Self's invitation to hold the March Board Meeting in Nacogdoches. The meeting was set for Thursday, March 20, at 7:00 p.m. in the Nacogdoches Co. Courthouse.

The Board also accepted Mr. Gentry's invitation to hold the April meeting in Crockett. The time, date, and location will be set at a later date.

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

APPROVED:


Ward R. Burke, Chairman


R. B. Hille, Secretary

OPERATING STATEMENT

January, 1975

INCOME

Interest Income (FICA Savings Account)	50.35
Patient Fees	216.10
Angelina County	2,843.87
Nacogdoches County	3,450.50
Jasper	729.00
Shelby County (Excelsior CSD)	7,179.00
Trinity County	2,072.50
Workshop Production	905.27
Donations	15.00
Concessions	(33.26)
Client Transportation	12.00
Grant-in-Aid/TDMHMR	76,609.00
Supplemental Grant-in-Aid/TDMHMR	23,570.00
Texas Commission on Alcoholism	12,500.00
TOTAL INCOME	130,119.33

EXPENSES

Salaries	22,046.35
FICA Taxes	1,289.71
Insurance	551.39
Travel	1,933.51
Drugs	734.13
Supplies	1,220.22
Equipment/Purchase	622.92
Equipment/Rental	326.96
Rent/Bldg.	516.00
Remodeling and Renovation	610.27
Repairs and Maintenance/Bldg.	525.88
Utilities/Postage/Telephone	904.46
Client Training Wages	1,124.98
Contract Materials	162.07
Miscellaneous	410.50
Housing (Dr. Peebles)	200.00
Concession Expense (Coke Machine--Nacogdoches Workshop)	85.00
TOTAL EXPENSES	33,264.35

NET INCOME	96,854.98
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BREAKDOWN OF MAJOR EXPENDITURES:

Travel: Increase due mainly to addition of three Community Counseling Centers.

Drugs: TPERF billing for October 18 through December 18--\$729.13.

Equipment: Filing Cabinet, Shelby Co. Workshop--\$68; Washer, Polk Co. Workshop--\$285; Psychological Kits--\$65.92; Hot Water Heater, Polk Co. Workshop--\$82.60; Desk and Chair for Psychiatrist--\$121.40.

Eq./Rent: Copier--\$243.08; Office Furniture--\$48.88; Typewriter (2 mos.)--\$35.

Remodeling & Renovation: \$250--Shelby Co. Workshop; \$360.27--Polk Co. Workshop.

Repairs & Maintenance/Bldg.: \$483.31--Polk Co. Workshop; \$40--Central Administration.

Miscellaneous: Installation of Copier--\$61; Janitorial Service--\$60; Signs--\$76; Maintenance Agreement on Mailing Machine--\$55; Newsletter--\$37.91; Registration Fee for four staff members for JCAM Workshop--\$60.