



## FINANCE COMMITTEE MINUTES

**DATE:** January 27, 2020  
**TIME:** 12:00 p.m.  
**PLACE:** 1430 Collier St. – Board Room  
Austin, Texas 78704

**MEMBERS PRESENT:** Luanne Southern, Cynthia Ramos

**MEMBER ABSENT:** Trish Young Brown

**Center staff were in attendance.**

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The meeting was called to order by Ms. Southern at 12:02 p.m.

### **I. CITIZENS' COMMENTS**

None.

### **II. APPROVAL OF FINANCE COMMITTEE MINUTES**

The minutes of the October 28, 2019 meeting stand approved as submitted.

### **III. DISCUSS AND TAKE APPROPRIATE ACTION ON THE FY 2019 FINANCIAL AUDIT**

David Weden and Eide Bailly presented the Committee with the Auditor's report which showed that as of August 31, 2019, Integral Care ended in accordance with accounting principles generally accepted in the US. Cynthia Ramos made a motion to recommend to the Board the acceptance of the proposed recommendation. Luanne Southern seconded. All were in favor. Motion carried.

### **IV. DISCUSS AND TAKE APPROPRIATE ACTION ON CASH & INVESTMENT REPORTS FOR OCTOBER 31, 2019, NOVEMBER 30, 2019 AND DECEMBER 31, 2019**

Mr. Weden reviewed the Cash and Investment Report for October - December 2019 stating the total market and book value at end of month was \$12,002,586. The purchase of a new property brought total down. Discussion followed. Cynthia Ramos made a motion to recommend to the Board the acceptance of the proposed recommendation. Luanne Southern seconded. All were in favor. Motion carried.

**V. DISCUSS AND TAKE APPROPRIATE ACTION ON FINANCIAL STATEMENTS AND BUDGET AMENDMENTS (IF APPLICABLE) FOR THE PERIODS ENDING NOVEMBER 30, 2019 AND DECEMBER 31, 2019 (SUBJECT TO AUDIT)**

Mr. Weden gave an extensive overview of the financial statements and reviewed the Budget Amendments, Balance Sheet for the November and December financials, Statement of Revenues & Expenditures. Cynthia Ramos made a motion to recommend to the Board the acceptance of the proposed recommendation (Subject to Audit). Luanne Southern seconded. All were in favor. Motion carried.

**VI. DISCUSS AND TAKE APPROPRIATE ACTION ON APPROVAL TO AUTHORIZE THE CHIEF EXECUTIVE OFFICER AND/OR CHIEF FINANCIAL OFFICER TO EXECUTE DOCUMENTS NECESSARY FOR THE SALE OF 9408 MOUNTAIN QUAIL**

Mr. Weden provided the Committee with background information on the property which is vacant and determined not suitable for current or upcoming program activities. A contract, subject to Board approval, was entered into in January for the sale of the property. Cynthia Ramos made a motion to recommend to the Board the acceptance of the proposed recommendation. Luanne Southern seconded. All were in favor. Motion carried.

**VII. DISCUSS AND TAKE APPROPRIATE ACTION AUTHORIZING CHIEF EXECUTIVE OFFICER AND/OR HIS DESIGNEE TO ENTER INTO A CONTRACT UNDER DIR-TSO-4288 WITH CARASOFT TECHNOLOGY CORPORATION AND GENESYS TELECOMMUNICATIONS LABORATORIES INC.**

David Weden and Sunila Levi provided the Committee with information on a new vendor for cloud call center technologies. The system would provide our current functions plus more. First year costs with implementation would be \$156k with a recurring cost of \$133k/yr. for a 3-year term. Cynthia Ramos made a motion to recommend to the Board the acceptance of the proposed recommendation. Luanne Southern seconded. All were in favor. Motion carried.

**VIII. UPDATE ON BUSINESS PLAN FOR 1<sup>ST</sup> QUARTER FISCAL YEAR 2020**

David Weden provided the Committee with an update on the 1<sup>st</sup> Quarter Business Plan which included items such as Integral Care being awarded the Mayor's Health & Fitness Council Award in September, Integral Care being awarded over \$26k in grants and as of November 30, achieving 20 of 21 1115 Waiver metrics.

**IX. UPDATE ON ELECTRONIC HEALTH RECORD (EHR) IMPLEMENTATION**

David Weden and Tara Stallard provided the Committee with an update on the Netsmart Implementation of myAvatar which will go live on February 1, 2020. Ms. Stallard spoke about the stages completed and training provided to be able to get the EHR launched for the upcoming transition.

**X. ANNOUNCEMENTS**

- None

**IX. NEW BUSINESS**

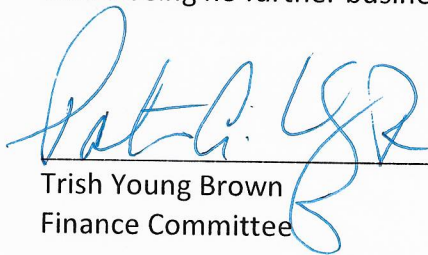
- Consent: Items IV, VI, VII
- Non-Consent: Items III, V

The Finance Committee Meeting will now be held the Thursday


**XII. CITIZENS' COMMENTS**

None.

There being no further business, the meeting adjourned at 12:58 p.m.

  
Trish Young Brown  
Finance Committee

2/20/2020  
Date

  
Kendra Green  
Executive Assistant