



## BOARD OF TRUSTEES MINUTES

**DATE:** October 27, 2022  
**TIME:** 5:00 p.m.  
**PLACE:** Via TEAMS

**MEMBERS PRESENT:** Hal Katz, Luanne Southern, Trish Young Brown, Dr. Guadalupe Zamora, Deborah Smith, Sheriff Sally Hernandez and Ed Calahan

**MEMBERS ABSENT:** Sarah Churchill Llamas and Emmitt Hayes

**Other Center Staff and Guests were in attendance.**

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With a quorum of Trustees present, Chair Hal Katz, called the Board meeting to order at 5:03 p.m.

### CITIZENS' COMMENTS

None.

### CHAIR'S WELCOME & ANNOUNCEMENTS

Chair Katz welcomed Board Members and Staff. Chair Katz spoke about the meeting he and David Evans had with the Austin Healthcare Council.

### CONSENT AGENDA

The following Consent Agenda items were approved by consensus:

- a. **August 25, 2022 Board of Trustees Meeting Minutes**
- b. **Renewal for Fresh Start (Goal 3) (P&O Sept Item III)**
- c. **Enhancement of the Local Health Data Sharing through Capacity Building of the Central Texas Health Information Exchange (Goal 4) (P&O Sept Item IV)**
- d. **St. David's Foundation Grant Extension for the Judge Guy Herman Center (Goal 3) (P&O Sept Item V)**
- e. **Cash & Investment Reports for August 31, 2022 (Finance Sept Item III)**
- f. **Financial Statements and Budget Amendments (if applicable) for the Period Ending August 31, 2022 (Subject to Audit) (Finance Sept Item IV)**
- g. **Authorizing the CEO and/or CAO/CFO or Designated Representative to Finalize Negotiation and Execution of a Contract with Integrated Prescription Management for Pharmacy Benefits Management services (Finance Sept Item V)**
- h. **Cash & Investment Reports for September 30, 2022 (Finance Oct Item III)**
- i. **Lease Extension for 825 East Rundberg Lane, Suites E-2 and F-1 (Finance Oct Item V)**
- j. **Updating Board Policy 04.01 Client Cash Management (Finance Oct Item VI)**
- k. **Updating Board Policy 04.02 Approval of Grant Contract Foundation or Other Resource Development Proposals Submissions and Awards (Finance Oct Item VII)**

- l. Updating Board Policy 04.04 Authorized Out-of-Town Travel Reimbursement** (Finance Oct Item VIII)
- m. Updating Board Policy 04.05 Short-Term Investments and Related Loans** (Finance Oct Item IX)
- n. Board Policy 04.06 Check Signing Authority** (Finance Oct Item X)
- o. Board Policy 04.07 Document Signing Authority** (Finance Oct Item XI)
- p. Board Policy 04.08 Expenditures for Unbudgeted Activities** (Finance Oct Item XII)
- q. Board Policy 04.09 Client Billing** (Finance Oct Item XIII)
- r. Board policy 04.12 Purchase of Goods and Services** (Finance Oct Item XIV)
- s. Board policy 04.13 Annual Review of Financial Information** (Finance Oct Item XV)
- t. Board policy 04.14 Cash Receipt – Deposit Management** (Finance Oct Item XVI)
- u. Board policy 04.15 Budget Amendment Policy** (Finance Oct Item XVII)
- v. Board policy 04.16 Purchase of Goods and Services – Alternate Vendor** (Finance Oct Item XVIII)
- w. Amending Board policy 04.17, Investment and Cash Management, to add Deputy Chief Financial Officer as a designated Investment Officer** (Finance Oct Item XIX)
- x. Board policy 04.18 Resource Development Policy** (Finance Oct Item XX)
- y. Board policy 04.19 Historically Underutilized Businesses** (Finance Oct Item XXI)
- z. Board policy 04.20 Consumer-Owned Businesses** (Finance Oct Item XXII)
- aa. Board policy 04.21 Expenditure of Funds for the Purchase of Food and Beverages for Consumption by Employees and Volunteers** (Finance Oct Item XXIII)
- bb. Board policy 04.22 Fund Balance** (Finance Oct Item XXIV)
- cc. Board policy 04.23 Prohibition of Providing Services Without a Contract** (Finance Oct Item XXV)
- dd. Board Policy 04.24 Interest Charges to Delinquent Payors** (Finance Oct Item XXVI)
- ee. Board Policy 04.25 Unallowable Expenditures** (Finance Oct Item XXVII)
- ff. Board Policy 05.02 Contracting Philosophy** (Finance Oct Item XXVIII)
- gg. Board Policy 05.03 Contract Review and Approval** (Finance Oct Item XXIX)
- hh. Board Policy 06.01 Safe and Healthy Environment** (Finance Oct Item XXX)
- ii. Board Policy 06.03 Vehicle Maintenance** (Finance Oct Item XXXI)
- jj. Board Policy 06.04 Inspection Requirements for Real Property Purchases** (Finance Oct Item XXXII)
- kk. Board Policy 06.05 Weapons** (Finance Oct Item XXXIII)
- ll. Board Policy 06.06 Real Estate Management** (Finance Oct Item XXXIV)
- mm. Board Policy 06.07 Sale and Disposal of Center Assets Other Than Real Property** (Finance Oct Item XXXV)
- nn. Resolution Amending Authorized Representatives on TexPool Accounts** (Finance Oct Item XXXVI)
- oo. Adding the Deputy Chief Financial Officer as a Signor on the Frost Bank Deposits Account, Frost Bank Accounts Payable Account and Frost Bank Payroll Account** (Finance Oct Item XXXVII)
- pp. Adding the Deputy Chief Financial Officer as Signor on the following Accounts for Managed Housing Properties: Frost Housing Operating Account, Frost Housing Security Deposits Account, Frost Housing Reserve Account** (Finance Oct Item XXXVIII)
- qq. Adding the Deputy Chief Financial Officer as Signor on the Chase New Milestones Foundation Operating Account** (Finance Oct Item XXXIX)
- rr. Adding the Deputy Chief Financial Officer as Signor on the Austin Community Foundation Account** (Finance Oct Item XL)
- ss. Adding the Deputy Chief Financial Officer as Signor on the Frost Housing First LLC Account** (Finance Oct Item XLI)

- tt. Adding the Deputy Chief Financial Officer as Signor on the Housing First Oak Springs, LP Accounts with Capital One, National Association for the following accounts: Construction Account, Stabilization Reserve Account, Lease-Up Reserve Account, Replacement Reserve Account, and Equity Funds Account (Finance Oct Item XLII)
- uu. Adding the Deputy Chief Financial Officer as Signor on the Housing First Oak Springs, LP Account with Truist for the following accounts: Rental Operations, Security Deposits, and Reserve Account (Finance Oct Item XLIII)  
Adding the Deputy Chief Financial Officer as Signor on Bank Accounts for NMF I, NMF II, NMF III, NMF IV, NMF V, NMF VI, and NMF VII (Finance Oct Item XLIV)

### ACTION ITEMS

Acceptance of Financial Statements and Budget Amendments (if applicable) for the Period Ending September 30, 2022 (Subject to Audit). Hal Katz called for a motion to recommend to the Board the approval of proposed recommendation. All were in favor. Motion carried.

### CEO REPORT

The CEO report was briefly highlighted with emphasis on the ICCC and Texas Council. The new Medical Director Ziyad Nuwayhid was introduced to the Board.

### CITIZENS' COMMENTS

Citizens' comments were provided.

### NEW BUSINESS

Luanne Southern announced the slate of officers for the Election of New Officers for FY23. Trish Young Brown was elected as the new Chair, Emmitt Hayes will remain Vice Chair and Deborah Smith was elected as Secretary/Treasurer.


It was agreed that the November/December Board Meeting would be held on Thursday, December 8, 2022.


Following introductions, and in accordance with Texas Government Code Annotated, Section 551.074 PERSONNEL MATTERS, the meeting went into closed session to discuss possible action on Chief Executive Officer Succession Plan.

No action was taken.

There being no further business, the meeting was adjourned at 6:01 p.m.

### BOARD APPROVED:

  
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~~Hal Katz~~ Patricia Young Brown  
Board Chair  
December 8, 2022

  
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Kendra Drake  
Recording Secretary