



## FINANCE COMMITTEE MINUTES

**DATE:** December 1, 2022  
**TIME:** 5:00 p.m.  
**PLACE:** 1430 Collier Street – Board Room

**MEMBERS PRESENT:** Luanne Southern & Deborah Smith

**MEMBER ABSENT:** None

**Center staff were in attendance.**

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The meeting was called to order by Board Trustee Luanne Southern at 5:00 p.m.

### **CITIZEN'S COMMENTS**

None

### **APPROVAL OF MINUTES**

The minutes of the October 19, 2022 meeting stand approved as submitted.

### **DISCUSS AND TAKE APPROPRIATE ACTION ON CASH & INVESTMENT REPORTS FOR OCTOBER 31, 2022**

David Weden reviewed the Cash and Investment report for October 30, 2022. Deborah Smith moved to approve the reports. Luanne Southern seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

### **DISCUSS AND TAKE APPROPRIATE ACTION ON FINANCIAL STATEMENTS AND BUDGET AMENDMENTS (IF APPLICABLE) FOR THE PERIOD ENDING OCTOBER 31, 2022 (SUBJECT TO AUDIT)**

David Weden presented the October 30, 2022 Financial Statements. Deborah Smith moved to approve the reports. Luanne Southern seconded the motion. All in favor. Motion carried. *This item will be added to the non-consent agenda.*

### **DISCUSS AND TAKE APPROPRIATE ACTION ON UPDATING BOARD POLICY 07.01 UNPLANNED CLOSURES**

David Weden gave an update on changes made to the policy. Deborah Smith moved for approval of the recommendation. Luanne Southern seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

### **DISCUSS AND TAKE APPROPRIATE ACTION ON UPDATING BOARD POLICY 07.03 DEFINITIONS**

David Weden gave an update on this policy that it will be deleted. Deborah Smith moved for approval of the recommendation. Luanne Southern seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

**DISCUSS AND TAKE APPROPRIATE ACTION ON UPDATING BOARD POLICY 07.05 ARBITRATION**

David Weden gave an update on changes made to the policy. Deborah Smith moved for approval of the recommendation. Luanne Southern seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

**DISCUSS AND TAKE APPROPRIATE ACTION ON UPDATING BOARD POLICY 07.06 EQUAL EMPLOYMENT OPPORTUNITY**

David Weden gave an update on changes made to the policy. Deborah Smith moved for approval of the recommendation. Luanne Southern seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

**DISCUSS AND TAKE APPROPRIATE ACTION ON UPDATING BOARD POLICY 07.07 HARASSMENT**

David Weden gave an update on changes made to the policy. Deborah Smith moved for approval of the recommendation. Luanne Southern seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

**DISCUSS AND TAKE APPROPRIATE ACTION ON UPDATING BOARD POLICY 07.11 CONTROLLED SUBSTANCE TESTING**

David Weden gave an update on changes made to the policy. Deborah Smith moved for approval of the recommendation. Luanne Southern seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

**DISCUSS AND TAKE APPROPRIATE ACTION ON UPDATING BOARD POLICY 07.12 APPLICANT AND EMPLOYEE INVESTIGATION**

David Weden gave an update on changes made to the policy. Deborah Smith moved for approval of the recommendation. Luanne Southern seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

**DISCUSS AND TAKE APPROPRIATE ACTION ON UPDATING BOARD POLICY 07.13 NEPOTISM**

David Weden gave an update on changes made to the policy. Deborah Smith moved for approval of the recommendation. Luanne Southern seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

**DISCUSS AND TAKE APPROPRIATE ACTION ON UPDATING BOARD POLICY 07.14 HIRING**

David Weden gave an update on changes made to the policy. Deborah Smith moved for approval of the recommendation. Luanne Southern seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

**DISCUSS AND TAKE APPROPRIATE ACTION ON UPDATING BOARD POLICY 07.15 TRANSFER PROMOTIONS AND REASSIGNMENTS**

David Weden gave an update on changes made to the policy. Deborah Smith moved for approval of the recommendation. Luanne Southern seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

**DISCUSS AND TAKE APPROPRIATE ACTION ON UPDATING BOARD POLICY 07.17 ASSIGNMENTS AND TERMS OF EMPLOYMENT**

David Weden gave an update on changes made to the policy. Deborah Smith moved for approval of the recommendation. Luanne Southern seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

**DISCUSS AND TAKE APPROPRIATE ACTION ON UPDATING BOARD POLICY 07.18 PERSONNEL FILES**

David Weden gave an update on changes made to the policy. Luanne Southern moved for approval of the recommendation. Deborah Smith seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

**DISCUSS AND TAKE APPROPRIATE ACTION ON UPDATING BOARD POLICY 07.19 PROBATIONARY PERIOD**

David Weden gave an update on changes made to the policy. Luanne Southern moved for approval of the recommendation. Deborah Smith seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

**DISCUSS AND TAKE APPROPRIATE ACTION ON UPDATING BOARD POLICY 07.20 EMPLOYEE PERFORMANCE EVALUATION**

David Weden gave an update on changes made to the policy. Luanne Southern moved for approval of the recommendation. Deborah Smith seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

**DISCUSS AND TAKE APPROPRIATE ACTION ON UPDATING BOARD POLICY 07.21 STANDARDS OF CONDUCT**

David Weden gave an update on changes made to the policy. Luanne Southern moved for approval of the recommendation. Deborah Smith seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

**DISCUSS AND TAKE APPROPRIATE ACTION ON UPDATING BOARD POLICY 07.24 DRUGS AND ALCOHOL**

David Weden gave an update on changes made to the policy. Luanne Southern moved for approval of the recommendation. Deborah Smith seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

**DISCUSS AND TAKE APPROPRIATE ACTION ON UPDATING BOARD POLICY 07.25 REORGANIZATION AND RECLASSIFICATION**

David Weden gave an update on changes made to the policy. Luanne Southern moved for approval of the recommendation. Deborah Smith seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

**DISCUSS AND TAKE APPROPRIATE ACTION ON UPDATING BOARD POLICY 07.26 WAGE CLASSIFICATION**

David Weden gave an update on changes made to the policy. Luanne Southern moved for approval of the recommendation. Deborah Smith seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

**XXIII. DISCUSS AND TAKE APPROPRIATE ACTION ON UPDATING BOARD POLICY 07.27 TIMEKEEPING**

David Weden gave an update on changes made to the policy. Luanne Southern moved for approval of the recommendation. Deborah Smith seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

**DISCUSS AND TAKE APPROPRIATE ACTION ON UPDATING BOARD POLICY 07.28 EMPLOYMENT CONTRACTS**

David Weden gave an update on changes made to the policy. Luanne Southern moved for approval of the recommendation. Deborah Smith seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

**DISCUSS AND TAKE APPROPRIATE ACTION ON UPDATING BOARD POLICY 07.34 AGENCY PERFORMANCE BONUS**

David Weden gave an update on changes made to the policy. Luanne Southern moved for approval of the recommendation. Deborah Smith seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

**DISCUSS AND TAKE APPROPRIATE ACTION ON UPDATING BOARD POLICY 07.37 LEAVE BENEFITS**

David Weden gave an update on changes made to the policy. Luanne Southern moved for approval of the recommendation. Deborah Smith seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

**DISCUSS AND TAKE APPROPRIATE ACTION ON UPDATING BOARD POLICY 07.50 RETIREMENT PLANS**

David Weden gave an update on changes made to the policy. Luanne Southern moved for approval of the recommendation. Deborah Smith seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

**DISCUSS AND TAKE APPROPRIATE ACTION ON UPDATING BOARD POLICY 07.51 GROUP INSURANCE**

David Weden gave an update on changes made to the policy. Luanne Southern moved for approval of the recommendation. Deborah Smith seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

**DISCUSS AND TAKE APPROPRIATE ACTION ON UPDATING BOARD POLICY 07.61 EMPLOYEE SEPARATIONS**

David Weden gave an update on changes made to the policy. Luanne Southern moved for approval of the recommendation. Deborah Smith seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

**DISCUSS AND TAKE APPROPRIATE ACTION ON UPDATING BOARD POLICY 07.62 EMPLOYEE RECOGNITION PROGRAM**

David Weden gave an update on changes made to the policy. Luanne Southern moved for approval of the recommendation. Deborah Smith seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

**DISCUSS AND TAKE APPROPRIATE ACTION ON UPDATING BOARD POLICY 07.64 INTERNAL STAFF GRIEVANCE AND INTERNAL DISPUTE RESOLUTION**

David Weden gave an update on changes made to the policy. Luanne Southern moved for approval of the recommendation. Deborah Smith seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

**DISCUSS AND TAKE APPROPRIATE ACTION ON UPDATING BOARD POLICY 07.65 GOVERNMENTAL REGULATION AND COMPLIANCE**

David Weden gave an update on changes made to the policy. Luanne Southern moved for approval of the recommendation. Deborah Smith seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

**DISCUSS AND TAKE APPROPRIATE ACTION ON UPDATING BOARD POLICY 07.67 WORKPLACE VIOLENCE**

David Weden gave an update on changes made to the policy. Luanne Southern moved for approval of the recommendation. Deborah Smith seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

**DISCUSS AND TAKE APPROPRIATE ACTION ON UPDATING BOARD POLICY 07.69 EMPLOYEE POSITION COMPENSATION**

David Weden gave an update on changes made to the policy. Luanne Southern moved for approval of the recommendation. Deborah Smith seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

**DISCUSS AND TAKE APPROPRIATE ACTION ON UPDATING BOARD POLICY 07.72 RIF**

David Weden gave an update on changes made to the policy. Luanne Southern moved for approval of the recommendation. Deborah Smith seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

**DISCUSS AND TAKE APPROPRIATE ACTION ON ADOPTING BOARD POLICY 07.73 NEUTRAL EMPLOYEE SEPARATION**

David Weden gave an update on changes made to the policy. Luanne Southern moved for approval of the recommendation. Deborah Smith seconded the motion. All in favor. Motion carried. *This item will be added to the non-consent agenda.*

**DISCUSS AND TAKE APPROPRIATE ACTION REGARDING RESOLUTION FOR FORMATION OF TRAVIS COUNTY SUPPORTING HOUSING COLLABORATIVE (TCSHC) AND APPOINTMENT OF DAWN HANDLEY AS A DIRECTOR**

David Weden gave an update on changes made to the policy. Luanne Southern moved for approval of the recommendation. Deborah Smith seconded the motion. All in favor. Motion carried. *This item will be added to the non-consent agenda.*

**DISCUSS AND TAKE APPROPRIATE ACTION REGARDING RESOLUTION ON SEABROOK PHASE II INCLUDING AUTHORIZATION TO APPLY FOR HOME AMERICAN RESCUE PLAN FUNDING THROUGH TDHCA**

David Weden gave an update on changes made to the policy. Luanne Southern moved for approval of the recommendation. Deborah Smith seconded the motion. All in favor. Motion carried. *This item will be added to the non-consent agenda.*

**DISCUSS AND TAKE APPROPRIATE ACTION REGARDING RESOLUTION ON KENSINGTON APARTMENTS**

David Weden gave an update on changes made to the policy. Luanne Southern moved for approval of the recommendation. Deborah Smith seconded the motion. All in favor. Motion carried. *This item will be added to the non-consent agenda.*

**DISCUSS AND TAKE APPROPRIATE ACTION ON EXTENSION OF LEASE WITH 2410 EAST RIVERSIDE, LTD**

David Weden gave an update on changes made to the policy. Luanne Southern moved for approval of the recommendation. Deborah Smith seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

**DISCUSS AND TAKE APPROPRIATE ACTION ON POTENTIAL SALE OF 5515 WOODROW**

David Weden gave an update on changes made to the policy. Luanne Southern moved for approval of the recommendation. Deborah Smith seconded the motion. All in favor. Motion carried. *This item will be added to the non-consent agenda.*

**DISCUSS AND TAKE APPROPRIATE ACTION REGARDING 401(A) RETIREMENT PLAN AND CREATING NON-ELECTIVE 403(B) RETIREMENT PLAN**

David Weden gave an update on changes made to the policy. Luanne Southern moved for approval of the recommendation. Deborah Smith seconded the motion. All in favor. Motion carried. *This item will be added to the non-consent agenda.*

**DISCUSS AND TAKE APPROPRIATE ACTION REGARDING APPROVAL TO FINALIZE NEGOTIATION AND ENTER INTO A CONTRACT WITH T-MOBILE**

David Weden gave an update on changes made to the policy. Luanne Southern moved for approval of the recommendation. Deborah Smith seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

**DISCUSS AND TAKE APPROPRIATE ACTION REGARDING EASEMENT AT 6222 N LAMAR**

David Weden gave an update on changes made to the policy. Luanne Southern moved for approval of the recommendation. Deborah Smith seconded the motion. All in favor. Motion carried. *This item will be added to the non-consent agenda.*

**UPDATE ON HOUSING FIRST OAK SPRINGS**

David Weden provided an update on the Housing First Oak Springs installment payments.

**UPDATE ON PUBLIC HEALTH PROVIDER – CHARITY CARE POOL**

David Weden provided an update on the PHP-CCP.

**UPDATE ON DIRECTED PAYMENT PROGRAM – BEHAVIORAL HEALTH SERVICES**

David Weden provided an update on the Directed Payment Program Component changes.

**XLVIII. UPDATE ON MEDICAID BEHAVIORAL HEALTH IN-LIEU-OF SERVICES**

David Weden provided an update on the report published in November and new plans.

**UPDATE ON 5225 N LAMAR LIGHT RAIL IMPACT**

David Weden provided an update on the proposed Light Rail line for the area.

**UPDATE ON 6937 IH35 RENOVATION**

David Weden and Hans Reidel provided an update on the funding for this renovation.

**UPDATE ON FIRE INSURANCE CLAIM ON NMF VII**

David Weden provided an update on the settlement breakdown for this claim.

**UPDATE ON LEASE FOR SOUTH LAMAR SUITES 101 AND 240**

David Weden provided an update on the lease agreements for these suites.

**ANNOUNCEMENTS**

David Weden announced that he was elected as Vice Chair of the National Association of County Behavioral Health and Developmental Disability Directors (NACBHDD). In that position, he will fill NACBHDD's position on the National Association of Counties (NACo) Board.

**NEW BUSINESS**

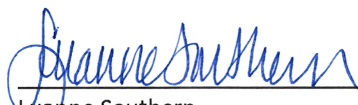
- Consent: Items III, V, VI, VII, VIII, IX, X, XI, XII, XIII, XIV, XV, XVI, XVII, XVIII, XIX, XX, XXI, XXII, XXIII, XXIV, XXV, XXVI, XXVII, XXVIII, XXIX, XXX, XXXI, XXXII, XXXIII, XXXIV, XXXV, XL, XLIII
- Non-Consent: Items IV, XXXVI, XXXVII, XXXVIII, XXXIX, XLI, XLII, XLIV

**CITIZENS' COMMENTS**

None

**ADJOURNED**

The meeting adjourned at 6:23 p.m.

  
LuAnne Southern  
Finance Committee

02/16/2023  
Date

  
Kendra Drake  
Recording Secretary