



## PLANNING & OPERATIONS COMMITTEE MINUTES

**DATE:** Tuesday, September 19, 2023  
**TIME:** 5:30 PM  
**PLACE:** 1430 Collier Street  
Austin, TX 78704

**MEMBERS PRESENT:** Dr. Guadalupe Zamora and Emmitt Hayes

**MEMBERS ABSENT:** Ed Calahan

**OTHER BOARD MEMBERS PRESENT:** Ann Kitchen

### **Integral Care staff were present**

Chair Dr. Guadalupe Zamora called the meeting to order at 5:32 p.m.

### **CITIZENS' COMMENTS**

None.

### **APPROVAL OF MINUTES**

The minutes of the July 18, 2023 meeting stand approved as submitted.

**RECOMMENDATION TO APPROVE NEW PLANNING AND NETWORK ADVISORY COMMITTEE (PNAC) MEMBER ABDULLAH BEGA** Louise Lynch introduced the committee to the new PNAC member who is also employed as a Peer Support Specialist. Emmitt Hayes moved to for approval of the recommendation. Dr. Guadalupe Zamora seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

**RECOMMENDATION TO APPROVE, IF AWARDED, HUMANA FOUNDATION (CONNECTED HEALTHY LIVES GRANT) (GOAL 3)** Marlene Buchanan provided the committee with information on the grant which will expand food access for individuals at Oak Springs. Discussion ensued. Dr. Guadalupe Zamora moved to for approval of the recommendation. Emmitt Hayes seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

**RECOMMENDATION TO APPROVE, IF AWARDED, ST. DAVID'S FOUNDATION; SUBMITTED CONTINUATION REQUEST TO SUSTAIN MENTAL HEALTH FIRST AID (GOAL 4)** Brittany Whittington provided the committee with information on the grant which will provide low-cost or no-cost MHFA trainings to residents of Travis, Williamson and Bastrop counties. Dr. Guadalupe Zamora moved to for approval of the recommendation. Emmitt Hayes seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

**RECOMMENDATION TO ACCEPT THE PROPOSAL FOR INPATIENT COMPETENCY RESTORATION PROGRAM (GOAL 3)** Louise Lynch provided the committee with information on the program which will provide forensic inpatient psychiatric hospital services to individuals waiting for competency restoration. Emmitt Hayes moved to for approval of the recommendation. Dr. Guadalupe Zamora seconded the motion. All in favor. Motion carried. *This item will be added to the non-consent agenda.*

**RECOMMENDATION TO APPROVE THE CONSOLIDATED LOCAL SERVICE PLAN (CLSP) MODIFICATION (GOALS 1-4)** Louise Lynch provided the Committee with an update on the CLSP. Emmitt Hayes moved to for approval of the recommendation. Dr. Guadalupe Zamora seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

**RECOMMENDATION TO APPROVE REVISIONS TO B.P. 10.01 STATEMENT OF CLIENTS' RIGHTS AND ASSURANCE (GOAL 3)** Louise Lynch provided the committee with updates on the policy. Emmitt Hayes moved to for approval of the recommendation. Dr. Guadalupe Zamora seconded the motion. All in favor. Motion carried. *This item will be added to the consent agenda.*

**INFORMATION ITEM: NATIONAL STANDARDS FOR CULTURALLY AND LINGUISTICALLY APPROPRIATE SERVICES (CLAS) FY23 4TH QUARTER (GOALS 1-4)**  
Amanda Banks provided the Committee with background information regarding CLAS. Ms. Banks touched on the Context of Trends in Health Care, Governance, Leadership, Workforce and Race Equity.

**INFORMATION ITEM: CHIEF OPERATIONS OFFICER REPORT (GOALS 1-4)** Teresa Williams provided the Committee with an update on the FY23 Population Overview and the Call Center. Discussion ensued.

**NEW BUSINESS**

The items listed below were decided for Consent/Non-Consent Agenda:

Consent:

*Recommendation to Approve New Planning and Network Advisory Committee (PNAC) Member Abdullah Bega (Goal 4)*

*Recommendation to Approve, if Awarded, Humana Foundation (Connected Healthy Lives Grant) (Goal 3)*

*Recommendation to Approve, if Awarded, St. David's Foundation: Submitted Continuation Request to Sustain Mental Health First Aid (Goal 4)*

*Recommendation to Approve the Consolidated Local Service Plan (CLSP) Modification (Goals 1-4)*

*Recommendation to Approve Revisions to B.P. 10.01 Statement of Clients' Rights and Assurance (Goal 3)*

Non-Consent:

*Recommendation to Accept the Proposal for Inpatient Competency Restoration Program (Goal 3)*

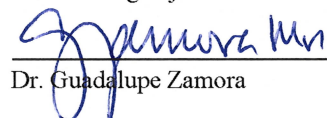
*Information Item: Chief Operations Officer Report (Goals 1-4)*

**CITIZENS' COMMENTS**

None.

**ADJOURNED**

The meeting adjourned at 6:36 p.m.

  
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Dr. Guadalupe Zamora

  
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Kendra Drake, Recording Secretary

October 17, 2023  
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Date