



## BOARD OF TRUSTEES MEETING

*Integral Care's mission is to improve the lives of people affected by behavioral health and developmental and/or intellectual challenges.*

Thursday, December 14, 2023 – 5:00 PM  
1430 Collier Street – Integral Care Board Room, Austin, TX 78704

This meeting may include one or more members of the Board of Trustees that will participate by videoconference. The presiding officer and a quorum of the Board will be physically present and it is their intent to preside over the meeting at the Integral Care Administration Building, 1430 Collier Street, Austin, Texas 78704. The meeting shall be open to the public during the open portions of the meeting, and the member participating by videoconference shall be visible and audible to the public for as long as the member participates while speaking.

The public may also view this meeting while in progress online at the following:

[Click here to join the meeting](#)

An electronic copy of the agenda and packet can be found at:

<https://integralcare.org/en/agendas-minutes>

### **AGENDA:**

- I. CITIZENS' COMMENTS** (Presentations are limited to 3 minutes.)
- II. CHAIR'S WELCOME & ANNOUNCEMENTS**
- III. CONSENT AGENDA – Recommendation to Approve**
  - a. **October 26, 2023 Board of Trustees Meeting Minutes**
  - b. **November 17, 2023 Board of Trustees Meeting Minutes**
  - c. **November 18, 2023 Board of Trustees Meeting Minutes**
  - d. **November 27, 2023 Board of Trustees Meeting Minutes**
- IV. ACTION ITEMS**
  - a. **Recommendation to Approve the Cash & Investment Report for October 31, 2023**  
(Joe Carrington)
  - b. **Recommendation to Approve Financial Statements and Budget Amendments (if applicable) for the Period Ending October 31, 2023 (Subject to Audit)** (Joe Carrington)
  - c. **Recommendation to Approve, if Awarded, the Travis County Outpatient Substance Abuse Treatment Services-Dual Diagnosed Intensive Outpatient Services (DDIOP)** (Goal 3) (Wade Miller)
- V. CEO REPORT**
  - **ICCC Update**

**VI. NEW BUSINESS**

- a. **Closed Session Under Section 551.074 of the Texas Government Code Annotated to Discuss Personnel Matters Including CEO Finalists**
- b. **Action as a Result of Closed Session**

**VII. CITIZENS’ COMMENTS** (Presentations are limited to 3 minutes.)

**VIII. ADJOURNMENT**

*Integral Care is committed to compliance with the Americans with Disabilities Act. To request a reasonable accommodation, please call the Executive Office at 440-4031 for information or write to:  
P.O. Box 3548, Austin, Texas 78764-3548.*

*January 2024 Integral Care Calendar*

<b>Date</b>	<b>Time</b>	<b>Event/Meeting/Location</b>	<b>Contact Person</b>
January 11	12:00 PM	<b>Planning Network Advisory Committee Meeting</b>	Louise Lynch
January 12	1:00 PM	<b>C.A.N. Board Meeting</b>	David Evans
January 16	5:30 PM	<b>Planning &amp; Operations Meeting</b>	Louise Lynch
January 18	5:00 PM	<b>Finance Committee Meeting</b>	Joe Carrington
January 25	5:00 PM	<b>Board of Trustees Meeting</b>	David Evans



## BOARD OF TRUSTEES MINUTES

**DATE:** October 26, 2023  
**TIME:** 5:00 p.m.  
**PLACE:** 1430 Colier Street, Austin, TX 78704

**MEMBERS PRESENT:** Trish Young Brown, Emmitt Hayes, Ed Calahan, Hal Katz, Sheriff Sally Hernandez, Stephanie Bazan, Deborah Smith, Ann Kitchen and Sarah Churchill Llamas

**MEMBERS ABSENT:** Dr. Guadalupe Zamora

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

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With a quorum of Trustees present, Chair Trish Young Brown, called the Board meeting to order at 5:06 p.m.

### CITIZENS' COMMENTS

None.

### CHAIR'S WELCOME & ANNOUNCEMENTS

Chair Young Brown welcomed Board Members and Staff. She also welcomed new Board Member Stephanie Bazan and provided an update on the CEO search.

### CONSENT AGENDA

The following Consent Agenda items were approved by consensus:

- a. **September 28, 2023 Board of Trustees Meeting Minutes**
- b. **The Adult PES/15th Street (Goal 3)** (P&O Item III, Malik, pgs. 5-10)
- c. **The Continuum of Care Permanent Supportive Housing Bonus Project (Goal 3)** (P&O Item IV, Holyfield, pgs. 11-17)
- d. **Continuum of Care Permanent Supportive Housing Renewal (Goal 3)** (P&O Item V, Holyfield, pgs. 17-23)
- e. **Central Health Proposed FY 24 Agreement (Goal 3)** (P&O Item VI, Handley, pgs. 24-27)
- f. **HHSC Contract for Private Psychiatric Bed (PPB) Purchase (Goal 3)** (P&O Item VII, Lynch, pgs. 27-30)
- g. **HHSC Childrens Respite (Goal 3)** (P&O Item VIII, Buchanan, pgs. 30-35)

### ACTION ITEMS

Acceptance of Financial Statements and Budget Amendments (if applicable) for the Period Ending September 30, 2023 (Subject to Audit). Patricia Young Brown called for a motion to recommend to the Board the approval of proposed recommendation. All were in favor. Motion carried.

Acceptance of the Cash & Investment Report for September 30, 2023. Patricia Young Brown called for a motion to recommend to the Board the approval of proposed recommendation. All were in favor. Motion carried.

**INFORMATION ITEMS**

Dawn Handley and Scott Ruff provided an update on Current Funded Vacant Positions, Reduction in Force and FY24 Resource Development.

**CEO REPORT**

The CEO report was briefly highlighted with emphasis on the Employee Advisory Committee and ICCC.

**CITIZENS' COMMENTS**

None.

**NEW BUSINESS**

Sarah Churchill Llamas announced the slate of officers for the Election of New Officers for FY24. The officers remained the same with Trish Young Brown as the Chair, Emmitt Hayes as Vice Chair and Deborah Smith as Secretary/Treasurer.

It was agreed that the November/December Board Meeting would be held on Thursday, December 14, 2023.

There being no further business, the meeting was adjourned at 6:26 p.m.

**BOARD APPROVED:**

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Emmitt Hayes  
Vice Board Chair  
December 14, 2023

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Kendra Drake  
Recording Secretary



## BOARD OF TRUSTEES MINUTES

**DATE:** November 17, 2023  
**TIME:** 4:30 p.m.  
**PLACE:** 1430 Colier Street, Austin, TX 78704

**MEMBERS PRESENT:** Trish Young Brown, Emmitt Hayes, Dr. Guadalupe Zamora, Hal Katz, Stephanie Bazan and Ann Kitchen

**MEMBERS ABSENT:** Sheriff Sally Hernandez, Ed Calahan, Deborah Smith and Sarah Churchill Llamas

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

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With a quorum of Trustees present, Chair Trish Young Brown, called the Board meeting to order at 4:30 p.m.

### **CITIZENS' COMMENTS**

None.

### **CLOSED SESSION UNDER SECTION 551.074 OF THE TEXAS GOVERNMENT CODE ANNOTATED TO DISCUSS PERSONNEL MATTERS INCLUDING CONDUCTING CEO INTERVIEWS**

Following introductions, and in accordance with Texas Government Code Annotated, Section 551.074 PERSONNEL MATTERS, the meeting went into closed session to Discuss Personnel Matters Including Conducting CEO Interviews.

### **ACTION AS A RESULT OF CLOSED SESSION**

No action was taken.

### **CITIZENS' COMMENTS**

None.

There being no further business, the meeting was adjourned at 6:26 p.m.

### **BOARD APPROVED:**

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Emmitt Hayes  
Vice Board Chair  
December 14, 2023

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Kendra Drake  
Recording Secretary



**BOARD OF TRUSTEES MINUTES**

**DATE:** November 18, 2023  
**TIME:** 9:00 a.m.  
**PLACE:** 1430 Colier Street, Austin, TX 78704

**MEMBERS PRESENT:** Trish Young Brown, Emmitt Hayes, Dr. Guadalupe Zamora, Hal Katz, Deborah Smith and Ann Kitchen

**MEMBERS ABSENT:** Ed Calahan, Sheriff Sally Hernandez, Stephanie Bazan and Sarah Churchill Llamas

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

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With a quorum of Trustees present, Chair Trish Young Brown, called the Board meeting to order at 9:00 a.m.

**CITIZENS' COMMENTS**

None.

**CLOSED SESSION UNDER SECTION 551.074 OF THE TEXAS GOVERNMENT CODE ANNOTATED TO DISCUSS PERSONNEL MATTERS INCLUDING CONDUCTING CEO INTERVIEWS**

Following introductions, and in accordance with Texas Government Code Annotated, Section 551.074 PERSONNEL MATTERS, the meeting went into closed session to Discuss Personnel Matters Including Conducting CEO Interviews.

**ACTION AS A RESULT OF CLOSED SESSION**

No action was taken.

**CITIZENS' COMMENTS**

None.

There being no further business, the meeting was adjourned at 1:00 p.m.

**BOARD APPROVED:**

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Emmitt Hayes  
Vice Board Chair  
December 14, 2023

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Kendra Drake  
Recording Secretary



## BOARD OF TRUSTEES MINUTES

**DATE:** November 27, 2023  
**TIME:** 5:30 p.m.  
**PLACE:** 1430 Colier Street, Austin, TX 78704

**MEMBERS PRESENT:** Trish Young Brown, Emmitt Hayes, Dr. Guadalupe Zamora, Hal Katz, Deborah Smith, Ann Kitchen, Sheriff Sally Hernandez and Sarah Churchill Llamas

**MEMBERS ABSENT:** Ed Calahan and Stephanie Bazan

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

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With a quorum of Trustees present, Chair Trish Young Brown, called the Board meeting to order at 5:40 p.m.

### **CITIZENS' COMMENTS**

Comments were provided.

### **ACTION ITEMS**

Acceptance of BP 04.06 "Check Signing Authority". Patricia Young Brown called for a motion to recommend to the Board the approval of proposed recommendation. All were in favor. Motion carried.

### **CLOSED SESSION UNDER SECTION 551.074 OF THE TEXAS GOVERNMENT CODE ANNOTATED TO DISCUSS PERSONNEL MATTERS INCLUDING CEO INTERVIEWS**

Following introductions, and in accordance with Texas Government Code Annotated, Section 551.074 PERSONNEL MATTERS, the meeting went into closed session to Discuss Personnel Matters Including CEO Interviews.

### **ACTION AS A RESULT OF CLOSED SESSION**

No action was taken.

### **CITIZENS' COMMENTS**

None.

There being no further business, the meeting was adjourned at 8:08 p.m.

### **BOARD APPROVED:**

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Emmitt Hayes  
Vice Board Chair  
December 14, 2023

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Kendra Drake  
Recording Secretary