



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, March 28, 2024 – 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**
 - a. Recognition of CEO**
- III. CONSENT AGENDA – Recommendation to Approve**
 - a. February 29, 2024 Board of Trustees Meeting Minutes**
 - b. The HHS Community Mental Health Grant (Improving Student Mental Health in Schools and Foster Care) (Goal 3)** (P&O Item III, Johnson, pgs. 5-12)
 - c. The HHS Community Mental Health Grant (Increasing Access to Outpatient Behavioral Health Services Application) (Goal 3)** (P&O Item IV, West, pgs. 12-17)
 - d. The HHS Community Mental Health Grant (High Intensity Team) (Goal 3)** (P&O Item V, Guirguis, pgs. 18-24)
 - e. The HHS Community Mental Health Grant (Behavioral Health Continuity of Care Team) (Goal 3)** (P&O Item VI, Buchanan, pgs. 25-30)
 - f. BP 08.08 "Nursing Peer Review (NPR)"** (P&O Item VII, Cornelson, pgs. 30-32)
 - g. Cash & Investment Report for February 29, 2024** (Finance Item III, Watson)
 - h. Financial Statements and Budget Amendments (if applicable) for the Period Ending February 29, 2024** (Subject to Audit) (Finance Item IV, Carrington)
 - i. Engaging Audit Firm for Annual Compliance and Financial Audits of Integral Care and Integral Care Foundation, Beginning with FY24, and for Completion of Associated 990s** (Finance Item VI, Weden)
 - j. Purchase of Budget and Financial Planning Software** (Finance Item VIII, Carrington)

IV. ACTION ITEMS

- a. **Recommendation to Approve BP 04.22 “Fund Balance”** (Finance Item V, Mark Watson)
- b. **Recommendation to Approve the FY 2025 Budget Calendar** (Finance Item VII, Joe Carrington)
- c. **Recommendation to Approve BP 07.72 “Reduction in Force”** (Lisa Laky, Rodney Guinn)

V. INFORMATION ITEM

- a. **Update on 2nd Quarter Business Plan** (Teresa Williams)

VI. CEO REPORT

- **Employee Advisory Council Update**
- **ICCC Update**

VII. NEW BUSINESS

- a. **Closed Session Under Section 551.074 of the Texas Government Code Annotated to Discuss Personnel Matters Regarding the Employment of the Chief Executive Officer**
- b. **Action as a Result of Closed Session**

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

IX. 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.*

April 2024 Integral Care Calendar

Date	Time	Event/Meeting/Location	Contact Person
April 11	12:00 PM	Planning Network Advisory Committee Meeting	Louise Lynch
April 12	1:00 PM	C.A.N. Board Meeting	Jeff Richardson
April 15 – 17	8:00 AM	NatCon24 Conference	Jeff Richardson
April 16	5:30 PM	Planning & Operations Meeting	Louise Lynch
April 18	5:00 PM	Finance Committee Meeting	Joe Carrington
April 25	5:00 PM	Board of Trustees Meeting	Jeff Richardson



BOARD OF TRUSTEES MINUTES

DATE: February 29, 2024
TIME: 5:00 p.m.
PLACE: 1430 Colier Street, Austin, TX 78704

MEMBERS PRESENT: Emmitt Hayes, Ed Calahan, Deborah Smith, Dr. Guadalupe Zamora, Ann Kitchen and Sarah Churchill Llamas

Hal Katz (Remote)

MEMBERS ABSENT: Trish Young Brown, Sheriff Sally Hernandez and Stephanie Bazan

Other Center Staff and Guests were in attendance.

With a quorum of Trustees present, Vice Chair Emmitt Hayes, called the Board meeting to order at 5:00 p.m.

CITIZENS' COMMENTS

Citizen's Comments were provided.

CHAIR'S WELCOME & ANNOUNCEMENTS

Vice Chair Hayes welcomed Board Members and Staff. He also thanked everyone who attended and took part in the 24th Annual Central Texas African American Family Support Conference.

CONSENT AGENDA

The following Consent Agenda items were approved by consensus:

- a. **January 25, 2024 Board of Trustees Meeting Minutes**
- b. **The SB26 - Supporting Mental and Emotional Resiliency in Texans (SMART) Innovation (Goal 3)** (P&O Item III, Marlene Buchanan, pgs. 5-9)
- c. **The Jennie K. Scaife Charitable Foundation (Goal 3)** (P&O Item IV, Stacy Spencer, pgs. 9-15)
- d. **Cash & Investment Report for January 31, 2024** (Finance Item III, Mark Watson)
- e. **Financial Statements and Budget Amendments (if applicable) for the Period Ending January 31, 2024 (Subject to Audit)** (Finance Item IV, Joe Carrington)
- f. **Contractor for Repairs at 6222 N. Lamar** (Finance Item VI, Hans Riedel)
- g. **The DSHS "Reduction of Tobacco Use and Dependence Among Texans Receiving Care in Behavioral Health Centers" Grant** (Finance Item VII, Teresa Williams)

ACTION ITEMS

Acceptance of the FY 2023 Financial Audit. Emmitt Hayes called for a motion to recommend to the Board the approval of proposed recommendation. All were in favor. Motion carried.

Discussion was held on BP 07.72 “Reduction in Force”. It was agreed that they would work on the language and bring the item back to the March Board Meeting. No action was taken.

INFORMATION ITEMS

Dawn Handley provided an update on the 1st Quarter Chief Operations Report.

CEO REPORT

The CEO report was briefly highlighted with emphasis on the Employee Advisory Council, the ICCC, and the Joint Commission visit.

CITIZENS’ COMMENTS

Citizen’s Comments were provided.

There being no further business, the meeting was adjourned at 6:35 p.m.

BOARD APPROVED:

Patricia Young Brown
Board Chair
March 28, 2024

Kendra Drake
Recording Secretary