

**HILL COUNTRY MHDD CENTERS  
BOARD OF TRUSTEES  
MEETING MINUTES**

**WHEN:** Tuesday, June 4, 2019  
Start: 10:06 AM  
End: 1:39 PM

**WHERE:** Hill Country MHDD Centers Administrative Headquarters  
819 Water Street, Suite 300  
Kerrville, TX 78028

**ATTENDEES:**

Board of Trustees

Commissioner Donna Eccleston, Chair, Comal County  
Judge Chris Schuchart, Vice-Chair, Medina County  
Mr. Charles Campise, Hays County  
Judge Souli Shanklin, Edwards, Kimble, Mason, Menard, Schleicher and Sutton Counties  
Judge Rob Kelly, Kerr County  
Mr. Wallace Whitworth, Bandera and Kendall Counties

Hill Country MHDD Staff

Ross C. Robinson, Executive Director  
Sheree Hess, General Counsel  
Brian Dunagan, Chief Financial Officer  
Maria Baskett, Executive Assistant/Board Liaison  
Kristie Jacoby Tupling, DSRIP Director  
Clay Mitchell, Director of Utilization/Quality Management

**GUESTS:**

None

**ABSENT:**

Judge Brett Bray, Secretary, Blanco, Gillespie and Llano Counties  
Judge Tully Shahan, Kinney, Real, and Uvalde Counties  
Judge Lewis Owens, Val Verde County

**Agenda Item #1: Meeting Called to Order**

Commissioner Donna Eccleston, Board Chair, called the meeting of the Hill Country MHDD Centers Board of Trustees to order at 10:06 AM on Tuesday, June 4, 2019 at 819 Water Street, Suite 300 in Kerrville, Texas.

**Agenda Item #2: Roll Call**

Member roll was called by Maria Baskett, Board Liaison, and a quorum was present.

**Agenda Item #3: Invocation**

Judge Rob Kelly gave the invocation.

**Agenda Item #4: Approval of Minutes**

The Board of Trustees reviewed minutes from the May 7, 2019 Board meeting. Judge Souli Shanklin made a motion to approve the minutes as presented. Mr. Wallace Whitworth seconded the motion, and the minutes dated May 7, 2019 were approved without changes.

**Agenda Item #5: Citizens' Comments**

There were no comments.

**Agenda Item #6: Introductions/Announcements**

Mr. Charles Campise related information shared at a recent rotary club meeting he attended regarding the positive correlation between volunteering and aging gracefully, and that Dripping Springs ISD plans to fund the placement of counselors for every school in their district. Mr. Wallace Whitworth reported that a community meeting has been held in Kendall County to begin to address homelessness. Commissioner Donna Eccleston shared that Hill Country has been awarded a grant from McKenna.

**Agenda Item #7: Board Training: Certified Community Behavioral Health Clinic (CCBHC) Requirements**

Kristie Jacoby Tupling, DSRIP Director, and Clay Mitchell, Director of Utilization/Quality Management, gave a presentation on Certified Community Behavioral Health Clinics (CCBHCs). Hill Country MHDD Centers is working toward achieving this certification.

**Agenda Item #8: Executive Director's Report**

A comprehensive written report including details of legislative activities, community opportunities, stakeholder meetings, and other initiatives was provided in the Board packet, along with updates on Behavioral Health and IDD services, YES Waiver, specialty services (formerly referred to as 1115 Waiver), Patient Assistance Programs, CSU utilization, and HIPAA/HITRUST certification.

Executive Director Ross Robinson related to the Board that HB 4298 has passed and is awaiting signature by Governor Rick Perry. Mr. Robinson expressed his gratitude for assistance from Lee Johnson of the Texas Council of Community Centers, as well as staff of Representative Andrew Murr and Senator Judith Zaffirini, who drafted a letter to HHSC to request additional funds for the Crisis Stabilization Unit. He also discussed the Texas Council on Developmental Disabilities grant, which would allow Hill Country to implement person-centered services in Comal County, including the employment of one staff member and two peers to serve as peer mentors. The four-year grant of \$100,000.00 per year would be used to advocate for and train individuals and their families to become independent, advocate for themselves, and seek employment in the community. Mr. Robinson advised the Board that Judge Brett Bray participated in a conference call including Hill Country, Integral Care and HHSC regarding contractual responsibilities of LMHAs when providing crisis screening and placement services. He also informed Board members that Hill Country will have to re-apply for HB 13 funding after two years, as opposed to that funding being folded into base appropriations by HHSC. Travel to Oregon to visit mental health and IDD programs there is in the planning stages.

**Agenda Item #9: 2<sup>nd</sup> Quarter Contracts**

The 2<sup>nd</sup> Quarter Contracting report was included in the Board packet for review. This item was for information purposes only, and no action was taken.

**Agenda Item #10: Discussion and Possible Action Concerning Composition of Board of Trustees**

At this time, General Counsel Sheree Hess discussed the composition of Hill Country MHDD Centers' Board of Trustees according to the company's organizational structure document. Hill Country currently has four individuals serving on the Board of Trustees who have lived experience with mental illness and/or developmental/intellectual disabilities. Input from the individuals in services with HCMHDDC is obtained through the Citizens' Advisory Committee. Mrs. Hess advised Trustees that going forward, Hill Country can ensure compliance with the organizational plan by seeking Board representation of other ethnicities. The organizational plan states that at least one Board Member be of an ethnic minority. There was no action taken on this item.

**Agenda Item #11: Discussion and Possible Action Concerning FY 2019 Audit Engagement Letter**

Chief Financial Officer Brian Dunagan presented the annual fiscal audit engagement letter, which is for year three of Hill Country's six-year contract with Eide Bailly. A cost increase of \$400 has been assessed for audit of the organization's FY 2019 finances. Judge Chris Schuchart made a motion to authorize the Board Chair to sign the engagement letter. Judge Souli Shanklin seconded, and the motion passed.

**Agenda Item #12: Discussion and Possible Action Concerning FY 2020 Board of Trustees Meeting Schedule**

The Board meeting schedule for FY 2020 was reviewed. Judge Chris Schuchart made a motion to approve the schedule, Mr. Wallace Whitworth seconded the motion, and the meeting schedule for FY 2020 was approved without changes.

**Agenda Item #13: Discussion and Possible Action Concerning FY 2020 Holiday Schedule**

The paid holiday schedule for FY 2020 was reviewed. Mr. Wallace Whitworth made a motion to approve, Judge Souli Shanklin seconded, and the holiday schedule was approved without changes.

**Agenda Item #14: Affirmation of Affidavits Concerning Understanding of Hill Country MHDD Centers' Organizational Structure**

At this time, Board members present for this meeting reviewed Hill Country MHDD Centers' organizational structure document and signed affidavits confirming their understanding in the presence of Board Liaison Maria Baskett, who is a Texas Notary.

**Agenda Item #15: Executive Session**

The Board of Trustees entered Executive Session at 12:46 PM to deliberate on matters in accordance with Sections 551.071 and 551.072 of the Texas Government Code; specifically, an update regarding claims/potential litigation in Uvalde and information regarding Two Schreiner Center. Executive Director Ross Robinson and General Counsel Sheree Hess were present throughout Executive Session. No action was taken during Executive Session.

**Agenda Item #13: Action Item(s) Resulting from Executive Session**


The Board of Trustees reconvened in open session at 1:39 PM. No action was taken as a result of information discussed during Executive Session.

**Adjourn**

The Board of Trustees meeting was adjourned at 1:39 PM by Commissioner Donna Eccleston, Board Chair.

**Next Meeting**

Hill Country MHDD Centers' next Board of Trustees Meeting will be held on Tuesday, August 6, 2019 at 10:00 AM at First State Bank of Uvalde, 200 East Nopal Street in Uvalde, Texas.

  
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Commissioner Donna Eccleston, Chair

  
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Minutes Submitted by: Judge Brett Bray, Secretary