

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

**WHEN:** Tuesday, June 2, 2020  
Start: 10:02 AM  
End: 11:20 AM

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

**ATTENDEES:**

Board of Trustees

Judge Chris Schuchart, Chair, Medina County  
Judge Brett Bray, Vice-Chair, Blanco, Gillespie and Llano Counties  
Judge Rob Kelly, Secretary, Kerr County  
Commissioner Donna Eccleston, Comal County  
Mr. Wallace Whitworth, Bandera and Kendall Counties  
Judge Souli Shanklin, Edwards, Kimble, Mason, Menard, Schleicher and Sutton Counties  
Judge Tully Shahan, Kinney, Real, and Uvalde Counties  
Mr. Charles Campise, Hays County  
Sheriff Al Auxier, Kendall County  
Sheriff-Elect Joe Lancaster, Mason County

Hill Country MHDD Staff

Ross C. Robinson, Executive Director  
Sheree Hess, General Counsel  
Brian Dunagan, Chief Financial Officer  
Landon Sturdivant, Chief Operating Officer  
Ashlee Miller, Interim Director of Behavioral Health Services  
Maria Baskett, Executive Assistant/Board Liaison

**GUESTS:**

None

**ABSENT:**

Judge Lewis Owens, Val Verde County

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

Judge Chris Schuchart, Board Chair, called the meeting of the Hill Country MHDD Centers Board of Trustees to order at 10:02 AM on Tuesday, June 2, 2020 at Hill Country MHDD Centers' Administrative Headquarters, 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 Chris Schuchart gave the invocation.

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

The Board of Trustees reviewed minutes from the May 5, 2020 and May 15, 2020 Board meetings. Judge Souli Shanklin made a motion to approve the minutes as presented. Mr. Wallace Whitworth seconded the motion, and the minutes dated May 5, 2020 and May 15, 2020 were approved without changes.

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

There were no comments.

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

Executive Director Ross Robinson introduced Ashlee Miller, Ph.D, who is Clinic Director at Kerr County Mental Health and recently accepted the position of Interim Director of Behavioral Health Services.

**Agenda Item #7: Executive Director's Report**

A comprehensive written report including details of 10 percent holdback measures, CSU occupancy, utilization of private psychiatric beds, and IDD and Service Coordination updates was included in the Board packet. Executive Director Ross Robinson provided a comprehensive update on COVID-19-related activities, advising the Board that the mental health clinics are providing telephone consultations with psychiatric providers to individuals in services, dayhab activities continue to be provided in the residences of individuals in services, and IDD Service Coordination is being done by phone or video at this time. Hill Country will await more information from the Health & Human Services Commission concerning how to proceed beyond the month of June. Hill Country has an Incident Command team tasked with planning re-entry when possible, starting with the smaller clinics. Several HCMHDDC staff have placed themselves on self-quarantine as a precaution due to possible exposures to COVID-19 and similar symptoms, and some have undergone testing. At the time of this meeting, no HCMHDDC employees are known to have contracted the virus, although a few individuals in services have tested positive. Mr. Robinson informed the Board that Governor Abbott's recent mandate for a five percent reduction does not apply to mental health and developmental disability services budgets. All Texas Access, which is HHSC's project to revamp the State hospital system as per SB 633, was discussed, and that team's primary recommendation is to fund a community mental health hospital based on a regional hub model, such as Hill Country's proposed psychiatric facility in Uvalde, a retrofitted facility in Victoria, and a retrofitted facility in Corpus Christi. Advocacy from elected officials will be necessary, as operating costs for the 48-bed facility would be approximately \$10.2 million annually, and HCMHDDC would likely need to bear construction costs of \$15-16 million, half of which Mr. Robinson intends to request the State of Texas provide. Construction is expected to take 15-18 months, with a projected opening date in April 2022. Another recommendation of All Texas Access is that the State fund telehealth services to be provided in jails. Hill Country's new Director of Development will begin work next week and fundraising efforts are expected to start in the near future. Mr. Robinson advised the Board that the CSU's occupancy is now limited to 8 patients maximum.

Chief Operating Officer Landon Sturdivant discussed the Incident Command team and Crisis Counseling Program (CCP). The grant funding the Crisis Counseling Program is provided by FEMA for a 60-day period, after which FEMA will determine whether to continue funding the program (based on status of the pandemic and performance of the program), and Hill Country has also submitted an application for a similar 9-month program. Dr. Ashlee Miller, Interim Director of Behavioral Health Services, updated the Board of Trustees on efforts to support staff and individuals in services through the changes brought by the COVID-19 pandemic.

This item was for informational purposes only, and no action was taken.

**Agenda Item #8: Discussion and Possible Action Concerning FY 2020 Audit Engagement Letter**

Chief Financial Officer Brian Dunagan presented the audit engagement letter for FY 2020 from Eide Bailly. The proposed cost for the audit is \$38,100, and this will be Eide Bailly's fourth year to serve as Hill Country MHDD Centers' independent auditor. Judge Souli Shanklin made a motion to approve, Judge Rob Kelly seconded, and the motion passed.

**Agenda Item #9: Discussion and Possible Action Concerning Texpool Investment Fund Resolution**

At this time, the Board reviewed a resolution allowing Hill Country MHDD Centers to invest funds with Texpool. Judge Souli Shanklin moved to approve the resolution, Judge Tully Shahan provided a second, and the motion passed.

**Agenda Item #10: Discussion and Possible Action Concerning Contract with Architect for Uvalde Psychiatric Facility**

Executive Director Ross Robinson requested permission to assign up to \$350,000 from the reserve fund balance to contract with an architectural firm to assist with planning for the proposed psychiatric facility in Uvalde. Mr. Robinson stated that he plans to ask potential donors to write letters of commitment indicating that if the legislature funds operations of the facility, they will support building it. Judge Souli Shanklin made a motion to approve the assignment of fund balance as requested. Mr. Charles Campise seconded, and the motion passed. Judge Chris Schuchart asked to receive a breakdown of costs.

**Agenda Item #11: Discussion and Possible Action Concerning Board Policies**

General Counsel Sheree Hess presented Board Policy II.G (Harassment). Judge Souli Shanklin moved to adopt the policy with minor grammatical corrections (specifically, removal of extra commas). Commissioner Donna Eccleston seconded, and the motion passed.

**Agenda Item #12: Discussion and Possible Action Concerning FY 2021 Board of Trustees Meeting Schedule and Revised August Board Meeting Date**

At this time the Board reviewed the proposed schedule of Board meeting dates for FY 2021. Executive Director Ross Robinson requested the August Board meeting date be changed to August 25, 2020, and that the FY 2021 August Board meeting date be changed to August 24, 2021 in order to not coincide with annual budget deadlines. Judge Souli Shanklin made a motion to approve the proposed schedule with these changes. Judge Tully Shahan seconded the motion, and Judge Brett Bray opposed. The motion passed.

**Agenda Item #13: Discussion and Possible Action Concerning FY 2021 Holiday Schedule**

The Board reviewed the proposed schedule of paid holidays for FY 2021. Judge Souli Shanklin made a motion to approve the schedule as presented. Judge Tully Shahan seconded, and the motion passed.

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

This item was postponed until August 25 to include legislative language concerning ex officio Board members.

**Agenda Item #15: Executive Session**

This item was skipped.

**Agenda Item #16: Action Item(s) Resulting from Executive Session**

This item was skipped.

**Adjourn**

The Board of Trustees meeting was adjourned at 11:20 AM by Judge Chris Schuchart, Board Chair.

**Next Meeting**

Hill Country MHDD Centers' next Board of Trustees Meeting will be held on Tuesday, August 25, 2020 at 10:00 AM at Hill Country MHDD Centers' Administrative Headquarters, 819 Water Street, Suite 300 in Kerrville, Texas



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Judge Chris Schuchart, Chair



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Judge Rob Kelly, Secretary