MINUTES OF MEETING
LIFEPATH SYSTEMS BOARD OF TRUSTEES
LifePath Systems
1515 Heritage Drive, McKinney, TX, Trinity Meeting Room
January 26, 2023

Board Members Present		Staff Members Present		Guests
John Donovan	Arthur Cotten	Tammy Mahan	Danielle Sneed	Tommy Nelson, CPA
Ernest Myers	Rick Crawford	Joanne Huffstetler	Pete Kabira	
Doug Kowalski	Matt Duncan	Jennifer Morgan	Diane Kazlow	
Melvin Thathiah	Anne Bramlett	Maria Putman	Brent Phillips-Broadrick	
Dona Watson		Humera Bhaidani	Colby McClatchy	
		Diann Gregg	Sheila Osborne	
		Vince Ulmer	Linda Knapik	

Absent: Tracy Utsey

Call to Order: A quorum was established, and the meeting was called to order at 7:00 PM by Doug Kowalski, Chair for the LifePath Systems Board of Trustees.

010123 Consent Agenda

Doug Kowalski requested further comments or discussion of the items within the Consent Agenda. No further questions or discussion were presented.

MOTION to approve the Consent Agenda as presented was made by Dona Watson and seconded by John Donovan. The motion carried unanimously.

MOTION: was made by Matt Duncan to move the Budget and Finance Committee agenda item to the top of the agenda in the interest of time for Tommy Nelson, CPA, who will present the FY 22 Financial and Compliance Audit Report.

Mr. Nelson presented a detailed report to the Budget and Finance Committee on January 24 and the board members were provided a preliminary copy of the audit report to review prior to January 26 board meeting. A final hardcopy was distributed. His report to the Board was a summary of the audit review, results, and recommendations. He commented that the summary shows all audit criteria were satisfactorily met.

MOTION: Matt Duncan, Committee Chair, raised the Budget and Finance Committee recommendation to approve the FY22 Financial and Compliance Audit Report as presented. Vote by the board members resulted in unanimous approval.

020123 Public Input and Partner Organizations

a) **Public Commentary**: Doug Kowalski called for public commentary. No public was present.

b) **Foundation Monthly Update**: Diane Kazlow announced that the annual fundraiser, *Celebrate to Elevate*, in April has been moved to a new location, The Hub in Allen. Tickets will be on sale this week, with a discount available through February 12. The Foundation is still seeking additional sponsorships. Contact Diane with recommendations.

030123 Staff Reports and Board Training

a) **CEO Report**

Tammy Mahan, CEO, added the following to her written report for January business and activities.

a. Plumbing costs were incurred to repair the frozen pipes at our Cross Bend home on Christmas Eve. The Mullins group home will need significant plumbing repairs soon. Bids are being collected.
b. The Charity Care Program (CCP) funding may provide more than budgeted.
c. The Bloomdale Building project is moving forward having completed two architect planning meetings to date with management. Tammy presented an update to the Commissioners Court to show the initial elevations. Payment responsibilities for constructing James Pitts Road is still being negotiated.

Matt Duncan added the Board's appreciation for management's decision to offer an additional 4% employer's match for LifePath's full time employees towards their retirement contributions.

040123 **Committee Reports and Action Items**

a. **Budget and Finance Committee:** Matt Duncan, Committee Chair, reported the Finance Committee met this past Tuesday to review and accept the November and December financials as well as review and discuss the preliminary FY22 Fiscal and Compliance Audit. Other than the Committee approval recommendations under Agenda Item 011222, there were no further actions to consider.

b. **Facilities Search Committee:** Ernest Myers, Chair, reported the Facility Search Committee is continuing to meet every two weeks. He added that the presentation of the plans to the Commissioners Court was well received, and Judge Hill expressed his support during the meeting. He acknowledged executive management's ability to save on building costs by making decisions to go with a steel structure and HVAC units.

c. **Compliance and Quality Committee**: Melvin Thathiah, Chair for the Committee, reported the Committee met and reviewed several policy updates. Additional edits were suggested and are under review.

d. **Human Resource Committee:** Dona Watson, Chair, requested an executive session be added to the Board agenda next month for deliberation on personnel matters.

e. **Programs and Communication Committee**: Ernest Myers, Chair, reported that the Committee is meeting regularly the second Monday of each month, and he is appreciative of staff faithful attendance to report to the Board. He reminded trustees that the Behavioral Health Living Room has added weekend open hours.

f. **Technology Committee:** Arthur (Trey) Cotten, Chair for the Committee, reported the Committee met for an update by Director Colby McClatchy of technology current and future plans. Request For Proposals (RFP) were sent out for the new Human Resources Payroll system and for an Asset Management system. There will be a user kickoff date scheduled for the Healthicity Compliance software. MIS is working on strengthening LPS firewalls.

g. **Legislative Committee and Texas Council Report:** Rick Crawford, LifePath Legislative Representative, provided an update of Texas Council and State legislative activities. He reported on success in educating new legislators on funding needs by inviting them to tour our facilities to better understand who we are and what we do for the community. Dr. Crawford and Tammy met this month with Collin County representative offices at the Capitol.

050123 **Chairman's Report**

a) **Announcements and Upcoming Events**
Doug Kowalski called for members to refer to the Board Calendar in the packet for upcoming opportunities. Doug informed the members of the Point In Time homeless count being conducted this evening.

1. **Board Committee Assignments:** Doug Kowalski assigns committee memberships each January for the rest of the calendar year. All committee membership will remain as assigned in 2022, with John Donovan filling the open position on the Human Resources Committee.

b) **New Business for Discussion:** No new business was presented.

060123 There being no further business, a motion to adjourn was made at 8:21pm by Dona Watson, seconded by Melvin Thathiah. Approval was unanimous.

Respectfully Submitted,

Anne Bramlett

Anne Bramlett, Secretary

Feb 23, 2023

Date of Approval