

**MINUTES OF MEETING
LIFEPATH SYSTEMS BOARD OF TRUSTEES
1515 Heritage Drive, Plano, Texas, Trinity Meeting Room
July 28, 2022**

Board Members Present

John Donovan Anne Bramlett
Arthur Cotten Mitch Selman
Doug Kowalski Ernest Myers
Dona Watson

Staff Members Present

Jennifer Morgan Brent Phillips-Broadrick
Brandi Hazelwood Tammy Mahan
Colby McClatchy Jennifer Day
Pete Kabira Diane Kazlow
Diann Gregg

Guests

Absent: Matt Duncan, Rick Crawford, Melvin Thathiah

Call to Order: A quorum was established, and the meeting was called to order at 7:05 PM by Doug Kowalski, Chair of the Board of Trustees.

010722 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 was made by Ernest Myers and seconded by Dona Watson. The motion carried unanimously.

020722 Public Input and Partner Organizations

- a) **Public Commentary:** Doug Kowalski called for public commentary. No public comments were made.
- b) **Foundation Monthly Update:** Diane Kazlow, Director of the Foundation reported. The last summer concert at Tupp's Brewery benefitting LifePath is scheduled August 13. Overall, fundraising from the music series has been successful with sponsorships from Encore Wire and Abernathy Law. North Texas Giving Day is September 22. Sweet Dreams is scheduled for April 29, 2023. The event name will be rebranded. Also, Sharon Ramage, LifePath Foundation Board member, has resigned, which leaves two open memberships. Diane requested names of potential nominees.

030722 Staff Reports and Board Training

a) CEO Report

Tammy Mahan's written monthly report is included for review within the meeting packet. Dr. Crawford and Tammy are attending Texas Council meetings in Austin on the same dates as our August board meeting. The consensus was to move the August 25 board meeting to Monday, August 22, 6:00 pm in McKinney. The Budget & Finance Committee is scheduled to meet on Thursday, August 18 at 5:30 pm.

The FY23 budget preparation is in process. Tammy noted the Early Childhood Intervention's budget will be challenging since funding has been limited to support 1219 children per month. FY22 case number is currently 1275 and we anticipate a significant increase in FY23. The FY23 budget will be presented to the Commissioner' Court by Tammy Mahan on August 8.

Two-thirds of the TANF funds have been utilized to date. Funds have been spent primarily for rent, utilities, food, and clothing to allowed limit per family. The program expires September 30. Families will be notified to seek other resources after that date. Centers are permitted to share unspent funds with other Centers.

LifePath hosted its first onsite job fair on July 9, 2022. Several new employees were hired and several applications are pending. Based on this outcome, LifePath will schedule job fairs in late November and April to coincide with college graduations.

040722

Committee Reports and Action Items

- a. **Budget and Finance Committee:** Dona Watson reported for the Committee. The Finance Committee met and approved the June financial statements. The next committee meeting has been scheduled for Thursday, August 18, to include a detailed review of the FY23 proposed budget.
- b. **Facilities Search Committee:** Ernest Myers, Chair of the Committee, reported for the Facility Search Committee. The contract with the Beck Group is currently with legal review. A meeting was held with the City, County, the LifePath team and the Water District regarding plans for a road across the eastern edge of the property. Beck is working on a comparison of potential options.
- c. **Technology Committee:** Arthur Cotten, Chair, reported the committee is scheduling their first meeting to receive an update from MIS on LifePath's current technology status and anticipated future needs.
- d. **Compliance and Quality Committee:** Anne Bramlett reported for the Committee. The committee met to review Policy 10.01, Facilities Management.
MOTION: The Committee recommends board approval of Policy 10.01 as written. No second is required. The vote resulted in unanimous approval.
- e. **Human Resource Committee –** Dona Watson, Committee Chair, reported that all board member evaluations were received. Discussion related to the annual CEO performance evaluation will be finalized in Executive Session.
- f. **Programs and Communication Committee:** Ernest Myers, Chair of the Committee, reported. The Committee met for their routine monthly meeting on July 11 with the program directors. A new BH PNAC application by Cynthia Gore for membership was reviewed.
MOTION: The Committee recommends approval of Cynthia Gore to the Behavioral Health PNAC. The vote to approve was unanimous.
- g. **Legislative Committee and Texas Council Report:** Anne Bramlett reported. Anne, Rick Crawford, and Tammy are to meet with Matt Shaheen tomorrow. Tammy and Rick will be scheduling meetings with legislative officials during their Texas Council meetings in Austin, August 26, to update on the needs of county residents.

050722

Executive Session

The Board convened to Executive Session at 7:55 pm as allowed by Texas Government Code 551.074 (Deliberation of Personnel Matters) to consider the CEO's annual evaluation. No official actions will be taken in executive session.

The Board meeting reconvened at 8:30 pm

060722

Chairman's Report

a) Board Actions from the Executive Session.

MOTION: As a result of the Executive Session, Dona Watson moved that the Board of Trustees adopt the agreements discussed regarding the CEO's evaluation. The motion passed by unanimous vote.

b) Announcements and Upcoming Events

Doug Kowalski called for members to refer to the Board Calendar in the packet for upcoming participation opportunities.

c) New Business for Discussion: Doug Kowalski commended the executive staff for the good work they have been doing and highlighted Jennifer Morgan's support on the Finance Committee. He also opined that LifePath's mental health services are becoming a higher priority in the well-being of the community, specifically in context with law enforcement, when considering the exponential growth within the county. Adequate funding needs to be promoted and made available to meet this need.

070722

There being no further business, a motion to adjourn was called by Doug Kowalski at 8:50 PM. Motion to adjourn was made by Arthur Cotten, seconded by Ernest Myers. Approval was unanimous.

Respectfully Submitted,

Anne Bramlett, Secretary

Date of Approval