

MINUTES OF MEETING
LIFEPATH SYSTEMS BOARD OF TRUSTEES
1515 Heritage Drive, Plano, Texas, Trinity Meeting Room
August 22, 2022

Board Members Present

John Donovan Mitch Selman
Arthur Cotten Ernest Myers
Doug Kowalski Matt Duncan
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

Tracy Utsey

Absent: Rick Crawford, Melvin Thathiah, Anne Bramlett

Call to Order: A quorum was established, and the meeting was called to order at 6:02 PM by Doug Kowalski, Chair for the LifePath Systems Board of Trustees.

010822 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 Dona Watson and seconded by Ernest Myers. The motion carried unanimously.

020822 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 on the highlights of her written monthly report. North Texas Giving Day is September 22, which has greatly benefitted LifePath System in the past. She encouraged everyone to individually send online information to families and friends to consider giving.

Plans for LifePath Systems' annual fundraising dinner and auction on April 29, 2023, are under way. The event's name has been changed to *Celebrate to Elevate*.

LifePath joined Amazon's Wish List for charities, where people can contribute needed items listed by non-profit organizations.

030822 Staff Reports and Board Training

a) CEO Report

Tammy Mahan's written monthly report is included for review within the meeting packet. Tammy announced our board representative from the Sheriff's Office, Mitch Selman, has moved into another position that requires stepping down from the Board. Lt. Tracy Utsey was introduced and will be taking Mitch's place on our board starting September.

Tammy briefed the members about the Collin County Commissioners Court meeting held August 8 at which she and other agencies submitted explanations regarding their budget requests. Approved amounts will be communicated after the County Budget is completed. Tammy reported that all our

TANF (Temporary Assistance for Needy Families) funds were expended this month prior to the September 30 deadline. This fund benefitted 119 families through LifePath.

The All-Staff Celebration is scheduled for October 6 at Collin College Conference Center. Tenure recognitions and Award of Excellence recipients will be announced at the celebration. The Board of Trustees will select the final recipients. Invitations to the special event will be sent to the board members.

040822

Committee Reports and Action Items

- a. **Budget and Finance Committee:** Matt Duncan, Chair asked Dona Watson to report for the Committee. The Finance Committee met on August 18 to review July financial statements and perform a detailed review of the FY23 Budget. Explanations were satisfactory, and no adjustments recommended.
MOTION: The Committee recommends motion to approve the FY23 Budget as presented to the Board, to include dedicating \$157,981 in reserves for the IDD program. No second is required. The vote for approval was unanimous.
- b. **Facilities Search Committee:** Ernest Myers, Chair of the Committee, reported for the Facility Search Committee. The Search Committee met last Friday for updates on the Bloomdale property. Tammy Mahan and staff toured the Beck Group at the Crisis Center to explain facility space needs as a basis for the preliminary design of the new building. A Statement of Work has been signed with Beck, and our attorney is completing the contract. A recent meeting was held with parties adjacent to James Pitts Road to discuss option of abandoning the road. Beck is continuing conversation with them and will bring back data and options to the committee.
- c. **Technology Committee:** Arthur Cotten, Chair, reported the committee has scheduled a meeting for September 7 with MIS and will report at the next board meeting.
- d. **Compliance and Quality Committee:** Ernest Myers reported for the Committee. The committee met for the bi-annual review of the Utilization Management Plan, the Quality Management Plan, and the Compliance Plan. John Donovan added the plans are comprehensive, well written, and clearly establish purpose and methodologies for continuous regulatory and service excellence.
MOTION: The Committee recommends Board approval of the Utilization Management Plan, the Quality Management Plan, and the Compliance Plan as written. Board approval was unanimous.
- e. **Human Resource Committee:** Dona Watson, Committee Chair, reported the annual CEO performance review process was successfully completed on time and in good order. The review will be signed today.
- f. **Programs and Communication Committee:** Ernest Myers, Chair of the Committee, reported. The Committee met for their routine monthly meeting on August 8 with the program directors. No recommendations from the Committee are being presented to the board at this time. Anne Bramlett and Arthur Cotten were thanked for their commitment on the committee.
- g. **Legislative Committee and Texas Council Report:** Tammy reported for Rick Crawford. Rick and Tammy will be attending Texas Council meetings this week Wednesday through Saturday. Meetings have been scheduled at the State Capital in state representatives' offices

on Friday to discuss the mental health substance use, intellectual and developmental needs of Collin County residents.

050822

Chairman's Report

a) Announcements and Upcoming Events

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

- b) **New Business for Discussion:** Doug Kowalski commented about the Commissions Court meetings he attended and the excellent budget presentation by Tammy Mahan. He also commended the Executive Team for their consistent professionalism and commitment to do what it takes in serving growing mental and developmental needs especially by working with law enforcement. Mitch Selman concurred with Doug's assessment of future needs as witnessed by the Sheriff's Department. He expressed his thanks for LifePath Systems.

060822

There being no further business, motion to adjourn was made at 6:30 pm by Ernest Myers, seconded by Dona Watson. Approval was unanimous.

Respectfully Submitted,

Anne Bramlett, Secretary

Date of Approval