MINUTES OF MEETING
LIFEPATH SYSTEMS BOARD OF TRUSTEES
LifePath Systems
7304 Alma Drive, Plano, TX, Guadalupe Meeting Room
August 31, 2023

Board Members Present		Staff Members Present		Guests
John Donovan	Arthur Cotten	Tammy Mahan	Danielle Sneed	
Ernest Myers	Rick Crawford	Joanne Huffstetler	Pete Kabira	
Danny Stasik	Dona Watson	Humera Bhaidani	Brent Phillips-Broadrick	
Matt Duncan	Anne Bramlett	Deanna Easley	Jennifer Morgan	
		Keyanta Gaddy	Colby McClatchy	
Absent:		Diann Gregg	Sheila Osborne	
Melvin Thathiah	Doug Kowalski	Julie Everett	Willy Villavicencio	
		Luis Palma	David Robinson	

Call to Order: A quorum was established, and the meeting was called to order at 7:02 PM by Dona Watson, Vice Chair for LifePath Systems Board of Trustees.

010823 **Consent Agenda**

Dona Watson requested comments or concerns regarding items within the Consent Agenda. There being none,

MOTION to approve the Consent Agenda was made by Ernest Myers and seconded by Anne Bramlett. The motion carried unanimously.

020823 **Public Input and Partner Organizations**

a) **Public Commentary**: Dona Watson called for public commentary. No comments were made.

b) **Foundation Monthly Update**: Keyanta Gaddy, Director of Development, presented the August Foundation Report, highlighting the in-kind donations totaling a YTD value of $141.368.59. A June $2790 contribution from Trinity Falls Holding was received as a result of the 5K fundraising event. Keyanta reminded the group that North Texas Giving Day is September 21, 2023.

Six applicants for membership to the Foundation Board were recommended for approval: Amanda Tostrud, Kathleen Williams, Jason Mallett, Doug Ayers, Dorsharica Jefferson, and Dr. Robert Hauser.

MOTION: was made by Ernest Myers and seconded by Matt Duncan to approve the six applicants as presented. Approval was unanimous.

030823 a) **CEO Report**

In addition to highlighting her written report, Tammy Mahan recognized staff present from the finance, facilities, and MIS departments. Tammy added that opportunities for future funds may result from the HHSC Needs and Capacity Assessment. The VOCA grant for the Center for Healing was received this month. A dedication ceremony is being planned.

The IDD Fiscal Monitoring audit, which began in November, finalized with no findings. All Centers are preparing for the Office of the Inspector General (OIG) Audit this year, which can be intensive.

Tammy announced the IDD presentation will be included during the executive session.

040823 **Committee Reports and Action Items**

a. **Budget and Finance Committee:** Matt Duncan, Chair, reported. The Finance Committee met on August 22 for a detailed review of the FY24 Budget Proposal. The Committee also met prior to the board meeting to review the year-to-date financials and program dashboards and to recommend the firm to conduct the FY23 financial audit.
MOTION: The Committee recommends approval of Scott, Singleton, Fincher Company, P.C. to perform the FY23 Financial Audit. Approval was unanimous.

The FY24 Budget Proposal was reviewed. Change from FY23 was minimal. Explanations for variations, focused on budget challenges and remedy opportunities. The IDD Provider services state of financials and impact to FY24 budget were reviewed. Included in the review were the budget decisions related to leased properties, capital items and items to be replaced with Internal Service Funds. Management costs have been contained under the 10% cap.
MOTION: The Committee recommends approval of the FY24 Budget Proposal with exception of the IDD provider section. A call for vote resulted in unanimous approval.

b. **Facilities Search Committee:** Ernest Myers, Chair, reported on the status of the Bloomdale campus. The Center is in negotiations with the North Texas Municipal Water District to establish an Interlocal Agreement to install their waterline through the Bloomdale property as part of our construction. Also discussed working towards a Maximum Guaranteed Price (MGP) for the Bloomdale Campus with Rogers O'Brien.
MOTION: The Committee recommends approval to allow the CEO to sign a Guaranteed Maximum Price (GMP) as an amendment to the Rogers O'Brien Construction contract up to $48 million. The motion carried unanimously.

c. **Compliance and Quality Committee**: Nothing to report.

d. **Human Resource Committee:** Business will be conducted in the Executive Session.

e. **Programs and Communication Committee**: Ernest Myers reported the committee held its monthly meeting. He noted a billboard promoting LifePath is located on Spring Creek and Interstate Highway 75. Ernest reminded the Board that September is Suicide Prevention month and to be watching for the opening date of the Center for Healing.

f. **Technology Committee:** Trey Cotten, Chair, reported no meeting was required this month.

g. **Legislative Committee and Texas Council Report:** Rick Crawford reported on recent Texas Council discussions regarding the upcoming OIG Audits and what to expect. He acknowledged LifePath's IDD Communication piece regarding Direct Services Professionals' duties has been well received.

050823 **Executive Session**

The Board convened in Executive Session at 7:52 pm as allowed by Texas Government code 551.074 (Deliberation of Personnel Matters). No official actions were taken in the executive session.

The general board meeting reconvened at 9:45 pm

060823 **Chairman's Report**

a) **Consider Actions from the Executive Committee**

MOTION: The HR Committee recommends the actions related to IDD Provider Services staff as stated in executive session be accepted by the Board of Trustees. Approval was unanimous.

MOTION: The HR Committee recommends the Board of Trustees accept the provisions related to the CEO performance Review as stated in the executive session. Approval was unanimous.

b) **Announcements and Upcoming Events**

Dona Watson called for members to refer to the Board Calendar in the packet for upcoming opportunities.

c) **New Business for Discussion:** No new business was discussed.

070823 There being no further business, a motion to adjourn was made at 9:46 pm by John Donovan, seconded by Anne Bramlett. Approval was unanimous.

Respectfully Submitted,

Anne Bramlett

Anne Bramlett, Secretary

9/28/2023

Date of Approval