MINUTES OF MEETING
LIFEPATH SYSTEMS BOARD OF TRUSTEES
LifePath Systems
7304 Alma Drive, Plano, Texas
October 28, 2021

Board Members Present		Staff Members Present		Guests
Ernest Myers	Anne Bramlett	Tammy Mahan	Joanne Huffstetler	
Matt Duncan	Dona Watson	Jennifer Morgan	Rik Lindahl	
Doug Kowalski		Danielle Sneed	Diane Kazlow	
Mitch Selman		Jennifer Day	Diann Gregg	
		Brent Phillips-Broadrick		

Trustee(s) Absent: Melvin Thathiah, Rick Crawford, Arthur Cotten

Call to Order: A quorum was established, and the meeting was called to order at 7:00 PM by Dona Watson, Vice Chair of the Board of Trustees.

010921 Consent Agenda

Dona Watson requested further comment or discussion of the items within the Consent Agenda. No further questions or discussion occurred.

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

020921 Public Input and Partner Organizations

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

b) **Foundation Monthly Update**: Diane Kazlow presented the October Foundation Report, noting the Foundation Board events. United Methodist Church of Melissa is donating Christmas gifts for seventy-five children in the ECI program; Fellowship Christian Church is donating gloves, hats, and socks for homeless families. EJ Wills and Batch Bakery are donating a percentage of their sales this month to benefit LifePath programs.

The LifePath Systems Foundation Board is a separate charitable 501(c)3 from LifePath Systems. The bylaws were recently reviewed and amended with minor changes, including capping the board membership at fifteen members. These changes require LifePath Systems Board of Trustees approval.

MOTION: A motion to approve the Amended LifePath Systems Foundation Board Bylaws was made by Ernest Myers and seconded by Matt Duncan. The motion passed by unanimous approval.

c) **Consider application for Foundation Board membership submitted by Jose Santos.** The application by Jose Santos was reviewed and discussed.

MOTION: Ernest Myers moved to accept the membership application by Jose Santos to the Foundation Board. The motion was seconded by Matt Duncan and Board approval was unanimous.

030921 **Staff Reports and Board Training**

a) CEO Report

In addition to the CEO written report, Tammy updated the Board regarding recent legislative funding allocations. $178 million of ARPA funds will be dedicated to direct care staff retention within HCS and ICF IDD programs statewide. Also, funding for a Dallas State hospital was approved by the legislature.

Building leases to accommodate growing BH services are progressing. A portion of the grant money for the Living Room model at 1450 Redbud may be used to fund necessary facility renovations to open the program by January.

RFP responses for a contract management system has been positive. This request addresses a strategic goal to implement a centralized contracts system and process for all divisions. We anticipate it to be operational within the year.

HHSC is reorganizing its organization. Presently, there is uncertainty of how this will impact the Texas Community Centers. Texas Council is staying engaged in this process, which will most likely take effect in September 2022.

040921 **Committee Reports and Action Items**

a) **Budget and Finance Committee.** Matt Duncan, Committee Chair, reported the results of the Committee meeting. September financials were reviewed and accepted by the Committee. The Committee also reviewed and approved the proposed budget for the Supported Employment Building My Future 5-year Grant.

   MOTION: The Committee moved for Board approval of the Supported Employment Building My Future budget as presented. Approval was unanimous.

b) **Facilities and Technology Committee**: Doug Kowalski, Chair of the Committee and the Facility Search Subcommittee, announced recommendations related to property purchase will be discussed in a separate Executive Session.

c) **Human Resources Committee**: Dona Watson, Chair, reported that the Committee participated in the selection process for the annual employee 2021 Awards of Excellence recipients, recognizing outstanding employee performance. Names will be added to the honor plaques on display at the Heritage and Plano locations.

d) **Program and Communication Committee**: Ernest Myers, Chair, reported the Committee met for their monthly meeting with the program directors. There is nothing to bring before the Board.

e) **Compliance and Quality Assurance Committee**: No report.

f) **Legislative Committee and Texas Council Report**: No report other than what is included in the CEO report.

050921 **Executive Session**

Dona Watson called for a Closed Executive Session at 7:30 PM as allowed by the Texas Government Code 551.072 (Deliberation about Real Property) to discuss real estate options. No official actions were taken in the executive session.

The general Board Meeting re-opened at 8:10 PM

060921 **Chairman's Report**

a) Consideration of Actions from the Executive Session

MOTION: Doug Kowalski, Chair of the Facility Search Subcommittee, moved for Board approval to authorize the CEO to negotiate purchase of real property including potential construction of future facilities up to an amount of $15 million. The motion was unanimously approved by Board.

MOTION: Doug Kowalski motioned for the Board to approve maintaining $15 million in restricted reserves for the purpose of purchasing property and/or future construction of facilities. The Board unanimously approved the motion.

b) Announcements and Upcoming Events

Dona Watson called for members to refer to the Board Calendar for upcoming opportunities to participate in LifePath fund raisers, community partnerships and events. She also shared her experiences related to community familiarity and support for LifePath Systems.

Tammy Mahan reminded the members that the next Board meeting and holiday dinner will be Thursday, December 2, 2021. The venue is to be determined.

c) New Business for Discussion

The members were reminded that the January 2022 agenda will include the results of the Annual Audit as well as presentation of the mid-year budget adjustments. The February agenda will include IDD Crisis Intervention training.

Doug Kowalski shared the Board's appreciation of the Directors and staff. He stated it was difficult to choose employee recipients of the Awards of Excellence since the nominees were all deserving of special recognition.

070921 There being no further business,

MOTION: Dona Watson called for a motion to adjourn at 8:19 PM. Ernest Myers made the motion to adjourn, seconded by Doug Kowalski. Approval to adjourn was unanimous.

Respectfully Submitted,

Anne Bramlett

Anne Bramlett, Secretary

December 2, 2021

Date of Approval