MINUTES OF MEETING
LIFEPATH SYSTEMS BOARD OF TRUSTEES
7304 Alma Drive, Plano, Texas, Guadalupe Meeting Room
March 24, 2022

Board Members Present		Staff Members Present		Guests
Ernest Myers	Anne Bramlett	Tammy Mahan	Deanna Easley	Dewey Galimore
Dona Watson	Rick Crawford	Jennifer Morgan	Brent Phillips-Broadrick	
Doug Kowalski	Melvin Thathiah	Danielle Sneed	Brandi Hazelwood	
Arthur Cotton	Mitch Selman	Joanne Huffstetler	Colby McClatchy	
		Diann Gregg	Keyanta Carpenter	
		Caroline Nwaekwe		

Absent: Matt Duncan

Call to Order: A quorum was established, and the meeting was called to order at 7:03 PM by Doug Kowalski, Chair of the Board of Trustees.

010322 **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 Anne Bramlett. The motion carried unanimously.

020322 **Public Input and Partner Organizations**

a) **Public Commentary**: Doug Kowalski called for public commentary. No public comments were made.

b) **Foundation Monthly Update**: Tammy Mahan presented for Diane Kazlow, Director of the Foundation. Tammy reminded the members about Sweet Dreams event on April 7 at the Heritage Ranch Country Club in Fairview. This is our major fundraiser during the year. Tupps Brewery is dedicating funds to LifePath during six summer music performances and Tiff's Treats is contributing 20% of sales to LifePath April 12 -26.

030322 **Staff Reports and Board Training**

a) **CEO Report**

Tammy Mahan's written monthly report for February and March are included for review within the packet. Tammy brought attention to the new internal LifePath e-newsletter, *Lifeline*, which has a new look, includes information via video message links, employee recognition, client testimonials, and useful information for employees. Deanna Easley, Communications Director, has moved quickly on several immediate projects and met with the programs to develop a dynamic internal and external communications plan. More of the plan details will be available for review next month.

Tammy announced LifePath representatives have been participating in planning for a new 200-bed acute care state hospital in Dallas. Plans include an adults-only facility with one unit dedicated to forensic patients. Meadows Mental Health Policy Institute is working with UT Southwestern to obtain stakeholder feedback during this planning stage.

LifePath has selected Cobblestone as our Contract Lifecycle Management vendor. Cobblestone was selected from eleven responses to an RFP, from which 5 presented system demonstrations, cost estimates, and the proposal representing the best value to the Center was selected.

Rick and Tammy will be attending the Texas Council meetings in Austin from April 27-30. The board agreed to continue with the Board of Trustees meeting scheduled for April 28 with one of the LifePath chief officers taking Tammy's place at the meeting. Tammy also reminded the group about attending the Texas Council Annual Conference in Ft. Worth, June 21-23. The board agreed to move the June Board of Trustees meeting to June 30 to avoid a conflict with the Texas Council Conference.

MOTION: Due to the Texas Council Conference meetings June 21-23, a motion was made by Dona Watson and seconded by Ernest Myers to move the June Board of Trustees meeting to the following Thursday, June 30. The motion was unanimously approved

The LifePath Leadership Academy has begun with the first group of six emerging leaders. The program goal is to provide leadership development through training and executive team mentorship for staff who wish to grow professionally and take a more active leadership role within our organization. The executive management team members completed a mentorship training course at Collin College in preparation for participants to rotate through key management areas to familiarize them with the inner workings of the Center. The rotation takes 6-months to complete.

Tammy briefed the members of the current planning efforts in the area for the rollout of the 988 emergency number.

Tammy presented Rick Crawford with a gavel plaque in appreciation of his chairmanship for the last two years. She thanked him for his dedication and assistance especially during the past two years of the COVID pandemic.

040322 **Committee Reports and Action Items**

a. **Budget and Finance Committee:** Dona Watson reported for the Committee.
(1) Midyear Review of the Financials: Dona delegated review of the midyear financials. Tammy presented dashboards to the board members, explaining the 6-month status for each division and for the Center overall.
(2) Consider Approval of Replacement of Cooling Tower: Dona recommended consideration be deferred due to insufficient information to present for approval at this meeting.

b. **Facilities and Technology Committee:** Ernest Myers reminded the group that the committee has been split into two committees: Facilities Committee and Technology Committee. Ernest Myers stated that the Facilities Search Subcommittee will meet in Executive Session.

c. **Human Resource Committee:** Dona Watson reported for the Committee which met to review updates to: *Board Policy 1.03 - Trustee Qualifications, Conflict of Interest and Removal* and *HR Policy 3.04 – Workforce Development, Education & Training.*
MOTION: After careful consideration, the HR Committee recommends approval of the updates to (1) Policy:1.03 and (2) Policy 3.04. Board vote resulted in unanimous approval of both policies.

d. **Programs and Communication Committee**: Ernest Myers reported for the committee. The Committee met in their monthly meeting. The reviews of *Policy 5.01 – Medical Service* and *Policy 6.01 – Service Delivery* resulted in bringing the policies to the Board to consider approval.

MOTION: The Committee recommended Board approval for both: (1) *Policy 5.01* and (2) *Policy 6.01*. Both policy updates were unanimously approved.

e. **Legislative Committee and Texas Council Report:** Rick Crawford reminded the Board members to attend the Texas Council Conference, June 21-23 in Ft. Worth since the conference provides many educational opportunities to board members. He reiterated the meetings April 27-30 with Texas Council in Austin. He mentioned the State offices will not be open for visits with legislators during these dates.

050322 **Executive Session**

Doug Kowalski called for a Closed Executive Session at 7:44 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 7:50 PM

061322 **Chairman's Report**

a) Consideration of Actions from the Executive Session

MOTION: Doug Kowalski called for a motion regarding the recommendation from the Executive Session. Dona Watson made a motion authorizing Tammy Mahan, CEO, to negotiate the matters discussed in executive session and to bring back the negotiated terms to the subcommittee for final approval.

b) Announcements and Upcoming Events
Doug Kowalski called for members to refer to the Board Calendar for upcoming community opportunities. He also announced that a faith-based organization, Healing Thine Hearts, in Plano is working with public safety as a referral source.

c) **New Business for Discussion:** 2022 Conflict of Interest Forms were distributed to the Trustees. Additional updated language was explained, and attestation signatures requested.

070322 There being no further business, motion to adjourn was called by Doug Kowalski at 7:55 PM. Arthur Cotten motioned to adjourn, seconded by Anne Bramlett. Approval was unanimous.

Respectfully Submitted,

Anne Bramlett ______________________ 4/28/2022 ______________________

Anne Bramlett, Secretary Date of Approval