

**MINUTES OF MEETING**  
**LIFE PATH SYSTEMS BOARD OF TRUSTEES**  
**LifePath Systems**  
**7304 Alma Drive, Plano, Texas**  
**June 24, 2021**

<b>Board Members Present</b>	<b>Staff Members Present</b>	<b>Guests</b>
Dona Watson	Anne Bramlett	Jeanne Huffstetler
Matt Duncan	Melvin Thathiah	Jennifer Morgan
Doug Kowalski (V)	Ernest Myers	Brandi Hazelwood
Rick Crawford	Anthony Henderson	Rik Lindahl
Tony Nichols		Brent Phillips-Broadrick
		Diann Gregg

Trustee(s) Absent: Mitch Selman

**Call to Order:**

7:08 PM A quorum was established, and the meeting was called to order by Rick Crawford, Chair.

**010621 Consent Agenda**

Rick Crawford called for further comment or discussion of the items within the Consent Agenda. There were no further questions or discussion.

**MOTION** to approve the Consent Agenda was made by Ernest Myers and seconded by Tony Nichols. The motion carried unanimously.

**020621 Public Input and Partner Organizations**

a) Rick Crawford called for public commentary. No public comment was offered.

**030621 Staff Reports and Board Training**

**a) CEO Report**

Tammy presented the results of the salary market survey conducted by Human Resources to examine LifePath Systems staff positions pay equity in relationship to pay ranges from the 2019 US Bureau of Labor Statistics, the State of Texas, Collin County and Texas Council MHMR Centers. Survey results indicate low or high range based on experience, education, and tenure. There are currently 131 LPS positions below minimum range. Efforts to pull up pay in entry level positions will be paramount to promote retention and recruitment as well as hard-to-fill positions. Proposed pay increases average \$3400 and will be included in the FY22 Budget.

Tammy distributed the Texas Council Legislative Session Summary, highlighting release of slots for IDD waivers and approval of \$30 million for inpatient psychiatric beds, to be split between urban and rural providers. Funds also include scaling up the Texas Child Mental Health Care Consortium.

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## Committee Reports

- a) Budget and Finance Committee. Matt Duncan, Committee Chair, reported the results of the Committee meeting. May financials were found to be in order. Also reviewed was a request for a five-year extension of our contract with IPM pharmacy services to include an on-site pharmacy at no additional expense.

**MOTION:** The Committee moved to approve a five-year contract extension and addition of onsite pharmacy services with IPM at no additional charge. The motion to approve was unanimous.

**MOTION:** The Committee moved to approve the audit firm Scott, Singleton, Fincher and Company, P.C. for the FY21 annual audit. The selection was unanimously approved.

- b) Facilities and Technology Committee. Doug Kowalski, Chair, reported the committee met June 17 and June 21 to further discuss the facility search options available. The options will be discussed in Executive Session.
- c) Human Resources Committee. Dona Watson, Committee Chair, is waiting on one more response to a questionnaire. Dona requested an Executive Session related to personnel matters be added to the agenda at the July 22 Board of Trustees meeting.
- d) Program and Communication Committee. Ernest Myers, Chair, reported the Committee met at the monthly meeting, but no actions are required at this time.
- e) Compliance and Quality Assurance. Tony Nichols, Committee Chair, stated the committee met and are recommending the following policies for Board approval.

**MOTION:** The Committee moved to approve the following updated policies: **Policy 313**, Tobacco Free Workplace and Facilities; and **Policy 1.07** Public Information. The motion was unanimously approved.

- f) Legislative Committee and Texas Council Report. Rick Crawford reported he and Tammy Mahan met with each of the Collin County commissioners including Judge Hill to update the financial status of LifePath Systems and explain the FY22 Collin County budget request which includes an increase in funds for IDD Authority. Dr. Crawford wants to meet with our State Representatives to present the data to support funding needs. Anne Bramlett will be joining Dr. Crawford and Tammy Mahan in a meeting with Representative Stanford regarding IDD support.

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## Executive Session

The Board convened to Executive Session at 7:42 PM as allowed by Texas Government Code 551.072 (Deliberation about Real Property) to discuss real estate options. No official actions are taken in executive session.

The Board meeting reconvened at 8:50 PM.

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**Chairman's Report**

a) Consider any actions arising from the Executive Session.

**MOTION:** Doug Kowalski, Chair of the Facilities and Technology Committee, moved to approve the Committee's recommendation for the Committee to move forward with the negotiating process as agreed in Executive Session for facilities that will meet current and future space needs. The motion was approved by unanimous vote.

b) Announcements and Upcoming Events. The members were directed to check the Calendar of Events in their board packets. Brent Phillips-Broadrick, our new Director of Strategic Initiatives, was introduced to the Board Members. Anthony Henderson announced that he will be stepping down as Trustee due to other commitments and time constraints. The Collin County Commissioners will fill the vacancy left by Chief Henderson at an upcoming County Commissioners Court meeting.

c) New Business for Discussion: Doug Kowalski mentioned consideration of dividing the Facilities and Technology Committee into two separate committees considering the volume of work and needed expertise in each area. No action taken at this time.

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**Adjournment**

No further business.

**MOTION:** Rick Crawford called for motion to adjourn at **9:10 PM**. Motion was made by Doug Kowalski and seconded by Anne Bramlett. Approval to adjourn was unanimous.

Respectfully Submitted,

Anne Bramlett

Anne Bramlett, Secretary

1/22/2021

Date of Approval