MINUTES OF MEETING
LIFEPATH SYSTEMS BOARD OF TRUSTEES
7304 Alma Drive, Plano, Texas, Guadalupe Meeting Room
June 30, 2022

Board Members Present		Staff Members Present		Guests
John Donovan	Matt Duncan	Jennifer Morgan	Brent Phillips-Broadrick	Ryan Thompson
Rick Crawford	Arthur Cotten	Brandi Hazelwood	Tammy Mahan	
Doug Kowalski	Ernest Myers	Colby McClatchy	Kanz Kayfan	
Melvin Thathiah	Dona Watson	Diann Gregg	Willy Villavicencio	
		Sandra Nalley		

Absent: Mitch Selman, Anne Bramlett

Call to Order: A quorum was established, and the meeting was called to order at 7:02 PM by Doug Kowalski, Chair of the Board of Trustees.

010622 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 Rick Crawford. The motion carried unanimously.

020622 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. Tupps Brewery began their Summer Music Concert Series. Proceeds from sales and onsite donations will benefit LifePath. The next month's concerts are scheduled July 9 and July 23. Diane reminded those present that on July 21, Jeremiah's Ice is donating 20% of sales when LifePath is mentioned. North Texas Giving day is scheduled for September 22 this year and LifePath is accepting donations. Sweet Dreams, our annual fundraising dinner and auction, is scheduled for April 29, 2023.

030622 Staff Reports and Board Training

a) CEO Report

Tammy Mahan's written monthly report for May is included for trustee review within the meeting packet. As reported last month, ECI's service numbers were 77 over the contract target of 1200. The FY23 contract was increased to 1219. The Texas legislature has not increased funding, yet ECI is required to not have waiting lists. More therapists are needed to cover the additional cases, but budget will not support hiring. They are turning in the FY23 budget to HHS tomorrow.

Staff illness has increased due to rise in Covid variant cases within the community. Monkeypox has been identified as a potential viral threat to community health. We will monitor the numbers and CDC guidelines, Children and adolescent mental health issues have noticeably increased over the last two years. Tammy and staff met with juvenile detention leadership to discuss mental health services for this population. The greatest need is inpatient psychiatric beds for youth. There are not enough of these beds available across the state.

FY 23 Budgets will be a major focus over the next two months. A draft of the next year's budget will be presented at the Budget & Finance Committee and Board meetings in July and August..

b) **Recognition** was given to *Dona Watson* for her twenty years (plus two) of service as a member of the Board of Trustees and her contributions to the growth and mission of LifePath Systems.

c) **IDD Crisis Presentation**: Summer Pyles, Lead Crisis Intervention Specialist, presented an update of LifePath IDD Crisis Intervention Services.

040622 **Committee Reports and Action Items**

a. Budget and Finance Committee: Matt Duncan reported for the Committee. The Finance Committee met and reviewed and approved the May financial statements. The proposed FY 23 Collin County Budget Request was reviewed. The Committee recommends Board approval.

MOTION: The Budget & Finance Committee recommends approval of the FY23 Collin County Budget Request with an additional request of $100,000 dedicated to ECI operations for a total of $2,747,781. The Board unanimously approved the budget proposal with the additional amount.

The Committee also reviewed the bid responding to an RFP for FY22 Audit Services from Scott, Singleton, Fincher & Company, P.C. The audit firm met full criteria.

MOTION: The Finance committee recommends Board approval of Scott, Singleton, Fincher & Company, P.C. to provide financial audit services for the year ending August 31, 2022. The vote to approve was unanimous.

b. Facilities Search Committee: Ernest Myers, Chair of the Committee, reported for the Facility Search Committee. Ernest Myers reported on the RFP process to select an architect/engineer on the Bloomdale property facility. Three finalists met separately with the committee. The Committee selected The Beck Group to contract for designing the facility located on the property.

MOTION: The Facility Search Committee recommends approval of the architect/engineering firm, The Beck Group, to design the facility located on the Bloomdale property in McKinney. The board also authorizes the CEO to negotiate and sign the terms of the contract. The motion was unanimously approved.

All board members and executive team members are required to sign a *Conflict of Interest* statement, attesting there are no interest conflicts related to the contractual relationship with The Beck Group for this building project. Mr. Myers also thanked Willy Villavicencio and Randy Locke for coordinating the vendor search processes.

c. Technology Committee: Arthur Cotten, Chair. No report.

d. **Compliance and Quality Committee:** No report

e. **Human Resource Committee** – Dona Watson, Committee Chair, reported that the processes related to the annual CEO performance evaluation has begun. An evaluation form will be mailed to board members for input. The Committee will meet in two weeks to review the evaluations.

f. **Programs and Communication Committee**: Ernest Myers, Chair of the Committee, reported. the Committee met for their routine monthly meeting. Based on review of a new application for membership to the IDD PNAC, the Committee recommends as follows:

MOTION: The Committee recommends approval of Jose Santos to the IDD PNAC. The vote to approve was unanimous.

g. **Legislative Committee and Texas Council Report:** No report.

050522 **Chairman's Report**

a) **Announcements and Upcoming Events**
Doug Kowalski called for members to refer to the Board Calendar for upcoming community opportunities.
   1) Doug Kowalski introduced and welcomed *John Donovan* to the Board. Mr. Donovan was able to attend the Texas Council Annual Conference in Ft. Worth.

b) **New Business for Discussion**: None

060522 There being no further business, motion to adjourn was called by Doug Kowalski at 8:10 PM. Motion to adjourn was made by Melvin Thathiah, seconded by Dona Watson. Approval was unanimous.

Respectfully Submitted,

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Anne Bramlett, Secretary Date of Approval