MINUTES OF MEETING
LIFEPATH SYSTEMS BOARD OF TRUSTEES
LifePath Systems
7304 Alma Drive, Plano, Texas
August 26, 2021

Board Members Present		Staff Members Present		Guests
Dona Watson	Ernest Myers	Tammy Mahan	Joanne Huffstetler	
Matt Duncan	Trey Cotten	Pete Kabira	Jennifer Morgan	
Doug Kowalski	Tony Nichols	Danielle Sneed	Brandi Hazelwood	
Matt Duncan		Jennifer Day	Diane Kazlow	
		Diann Gregg		

Trustee(s) Absent: Mitch Selman, Anne Bramlett, Melvin Thathiah

Call to Order: A quorum was established, and the meeting was called to order at 7:05 PM by Rick Crawford, Chair of the Board of Trustees.

010821 Consent Agenda

Rick Crawford called for 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 Dona Watson. The motion carried unanimously.

020821 Public Input and Partner Organizations

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

b) Foundation Update: Diane Kazlow updated the members regarding the Foundation Board events which included: Check-In for Charity benefitting the LOSS Program; North Texas Giving Day, September 1 through 23 in which LifePath has doners providing matching funds this year; the October 24 Chili Challenge; and the Sweet Dreams event on April 7, 2022.

030821 Staff Reports and Board Training

a) CEO Report

Tammy presented her written report. She highlighted news regarding Wendy Perrott, LifePath volunteer and Foundation board member, who will be receiving the Frank M. Adams Outstanding Volunteer of the Year award at the Texas Council Conference in November. Kensey Fisher, MHFA Coordinator and Outreach Specialist, received the July Koalified Outreach Worker Star Award in recognition of her work through the MHFA Program.

Tammy notified the Board of a data breach at Texoma Community Center that may have involved names of LifePath individuals served. Potentially exposed PHI was from a report ran from HHSC's data warehouse, MBOW.

Several media events occurred in July including a partnership with the University of Texas at Dallas to feature LifePath through their career center's Instagram account. LifePath was also featured on the Peace in the Home radio show on 104.9 FM Radio Azad.

Tammy noted the good news that The Collin County Commissioner's Court has committed funds for a program in which LifePath will provide mental health assessments at the County jail.

Tammy provided a summary of the status of the Directed Payment Program and the 1115 Waiver renewal. Talks between Texas HHSC and CMS are ongoing.

Tammy reviewed the challenges related to COVID-19 over the last month. Discussions are ongoing by the management team to ensure the safe delivery of service and compliance with state, federal, and local laws and regulations.

The LifePath Values and Visions statements were updated and revised in response to recommendations from the LifePath Board strategic planning meeting

040821 **Committee Reports and Action Items**

a) **Budget and Finance Committee.** Matt Duncan, Committee Chair, reported the results of the Committee meetings. July financials were reviewed and accepted by the Committee. Based on results from the August 19 Budget and Finance Committee meeting where board members reviewed the proposed budget in detail, the final recommendation by the Committee was to request Board approval of the FY22 Proposed Budget.

   Tammy Mahan presented a summary of the FY 22 Budget Proposal, explaining any significant changes. She noted the budget includes a $384,187 deficit in the IDD Provider Services. She noted several potential funding sources not included in the budget. If additional funds are received, a mid-year budget amendment will be presented to the Board.

   1. **Consider Approval of the FY22 Budget.**

      MOTION: The Budget & Finance Committee recommended Board consideration and approval of the FY22 Budget as presented. The motion passed unanimously.

b) **Facilities and Technology Committee**: Doug Kowalski, Chair of the Committee and the Facility Search Subcommittee reported. The Facilities and Technology Committee did not meet this month. The Search Subcommittee reported due diligence is being performed at this time. A committee meeting will be scheduled mid-September.

c) **Human Resources Committee**: Dona Watson, Chair, reported that the Committee met and finalized the annual CEO Performance Review. A meeting was held with the CEO to discuss the review. Dona thanked the board members for their input in this process.

d) **Program and Communication Committee**: Ernest Myers, Chair, reported the Committee met with the program directors and received a BH PNAC report at the Committee monthly meeting. There is no business from the Committee to present for approval.

e) **Compliance and Quality Assurance Committee**: Tony Nichols, Chair, reported there is nothing to present to the Board this month.

f) **Legislative Committee and Texas Council Report**: Rick Crawford reported that a meeting was held last Friday at Texas Council, where they discussed the preliminary injunction that was enforced by the judge regarding 1115 Waiver Extension renewal. He also updated the members regarding the November Texas Council Conference. Currently, the face-to-face conference venue has not been changed or cancelled. We should be hearing a decision soon.

050821 **Chairman's Report**

a) **Announcements and Upcoming Events:** The members were directed to check the Calendar of Events in their board packets. He reminded the members that the Employee Appreciation nominations for Awards of Excellence is coming up to recognize employees who have gone above and beyond within their job functions. There will be a subcommittee assigned to evaluate the nominations. Winners are normally announced at the annual Employee Appreciation celebration.

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

060821 There being no further business,

MOTION: Rick Crawford called for a motion to adjourn at 8:10 PM. Matt Duncan moved for adjournment, seconded by Tony Nichols. Approval to adjourn was unanimous.

Respectfully Submitted,

Anne Bramlett

Anne Bramlett, Secretary

9/23/2021

Date of Approval