



HELEN FARABEE CENTERS

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ANNOUNCEMENT OF MEETING

**FULL BOARD MEETING
THURSDAY
DECEMBER 7, 2017
11:00 a.m.
11:45 a.m. recess for lunch
12:15 p.m. reconvene
Child and Adolescent Services Center
516 Denver Street
Wichita Falls, TX**

If you need additional assistance to effectively participate in or observe this meeting, please notify Melissa Collins at 940-397-3102, at least 24 hours prior to this meeting, so that reasonable accommodations can be made.

The attached agenda will be observed.

Supporting documentation of agenda items is available upon request by calling Melissa Collins at 940-397-3102.

CERTIFICATION

I certify that the above Notice of Meeting was posted on the bulletin board at Memorial Auditorium, Wichita Falls, TX on this the 1st day of December, 2017, at 8:00 o'clock a.m.

Tracy B. Norr
City Clerk
City of Wichita Falls, Texas

Providing Behavioral Health, Intellectual and Developmental Disabilities, and Substance Abuse Outpatient Services

Agenda

HELEN FARABEE CENTERS BOARD OF TRUSTEES

December 7, 2017, 11:00 AM
Child and Adolescent Services Center,
516 Denver St.,
Wichita Falls, TX

Agenda Topics

MEETING STARTS AT 11:00 A.M., RECESS FOR LUNCH AT APPROXIMATELY 11:45 A.M., RECONVENE AT 12:15 P.M.

120717-1 CALL TO ORDER	Verner Hayhurst
A. INTRODUCTION OF GUESTS	
120717-2 PRESENTATIONS	
A. OPEN CITIZEN COMMENT TO THE BOARD <i>“Texas law in the Open Meetings Act permits a member of the public or a member of the governmental body to raise a subject that has not been included in the notice for the meeting, but any discussion of the subject must be limited to a proposal to place the subject on the agenda for a future meeting.”</i>	
120717-3 APPROVAL OF MINUTES	Verner Hayhurst
Recommended Action: That the Board of Trustees approves the minutes of the November Board of Trustee meeting. Citizen Comment:	Page 4
120717-4 TRAINING	Rose Wilson
Intellectual and Developmental Disabilities Services	Page 9
120717-5 RECOMMENDATIONS	
A. BOARD OF TRUSTEES	
<i>1) Place 5 New Board Member</i>	Verner Hayhurst
Recommended Action: Welcome new member Joan Murray. Citizen Comment:	Page 14
<i>2) Place 2 Vacancy</i>	Verner Hayhurst
Recommended Action: That the Chair of the Board of Trustees appoint a three member ad-hoc committee to interview applicants for Place 2. Citizen Comment:	Page 15

B. BUDGET AND FINANCE	
<i>1) Financial Statements</i>	Jana Simpson
Recommended Action: That the Board of Trustees approves the Financial Statements for September 2017.	Page 16
Citizen Comment:	
<i>2) Fiscal Audit 2017</i>	Jana Simpson
Recommended Action: That the Board of Trustees approve and authorize the chair to sign the resolution indicating the Fiscal Year 2017 audit performed by Scott, Singleton, Fincher and Co, P.C. has been reviewed and approved.	Page 21
Citizen Comment:	
C. CONTRACTS AND PLANS	
<i>1) Cultural Competency Plan</i>	Helen Elms
Recommended Action: That the Board of Trustees approves the status of investments.	Page 90
Citizen Comment:	
<i>2) Infection Control Plan</i>	Helen Elms
Recommended Action: That the Board of Trustees approves the status of investments.	Page 91
Citizen Comment:	
<i>3) McAfee Anti-Virus and Anti-Malware Software Renewal</i>	Ralph Whaite
Recommended Action: That the Board of Trustees approves the renewal of the McAfee Security Software Subscription for a three year term at a cost of \$11,193.00.	Page 92
Citizen Comment:	
D. FACILITIES AND EQUIPMENT	
<i>No Agenda Items</i>	
E. POLICIES AND PROCEDURES	
<i>No Agenda Items</i>	
F. PROGRAM AND PERSONNEL	
<i>1) Satisfaction Survey Summary</i>	Helen Elms
Recommended Action: Information Item Only	Page 96
Citizen Comment:	

120717-6 QUARTERLY REPORTS	
A. ESSENTIAL SERVICES AND CLINICAL ACCOUNTABILITY	
<i>No Agenda Items</i>	
B. PLANNING AND NETWORK ADVISORY COMMITTEE	
<i>No Agenda Items</i>	
C. EXTERNAL AUDITS	
<i>1) 4th Quarter Reports</i>	Rose Wilson
Recommended Action: Information Item Only.	Page 106
Citizen Comment:	
<i>2) 4th Quarter Reports</i>	Helen Elms
Recommended Action: Information Item Only. IDD and ECI Reports	Page 107
Citizen Comment:	
D. TEXAS COUNCIL BOARD OF DIRECTORS MEETING	
<i>1) Approved Minutes from the August 19, 2017 Meeting.</i>	Verner Hayhurst
Recommended Action: Information Item Only. The Minutes were approved on November 4, 2017. Included for review.	Page 108
Citizen Comment:	
120717-7 EXECUTIVE DIRECTOR'S REPORT	
Roddy Atkins	
A. ADMINISTRATION AND BOARD OF TRUSTEES	
B. BUDGET	
C. LEGISLATIVE ISSUES	
D. SERVICES	
E. HUMAN RESOURCES	
120717-8 ANNOUNCEMENTS	
Verner Hayhurst	
<i>No Agenda Items</i>	
A. NEXT MEETING	
<i>11 A.M., Thursday, January 4, 2018 at the Child and Adolescent Services Center, 516 Denver St., Wichita Falls, TX</i>	
120717-9 OTHER BUSINESS	
Verner Hayhurst	
120717-10 ADJOURN	
Verner Hayhurst	