

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES PERMIACARE

The regular monthly meeting of the Board of Trustees of PermiaCare was held May 15, 2018, at the Atmos Energy Corporation's Fischer Community Room, 2304 Loop 40 (behind the Post Office at Midland International Airport) Midland, Texas.

Board officers present were John Landgraf, Chair; Janet Pritchett, Vice Chair; Larry Edgerton, Treasurer and Gus Ortega, Secretary.

Board members present were Ladoyce Lambert, Barbara Yarbrough, Tricia Nelson and Margaret Jones.

Board member absent was Frank Rodriguez.

Staff members present were Ramona Thomas, Chief Executive Officer; Chris Barnhill, Chief Financial Officer; Jill Stephens, Human Resources Director; Joshua Alaniz, Director of Resource Development; Mary Perry, Psychosocial Coordinator; Megan Newman, QM Coordinator and Elsa Garcia, Executive Assistant.

I. CALL MEETING TO ORDER

Chair Landgraf called the meeting to order at 3:34 p.m. and led with an invocation.

II. CHAIR'S REPORT

Chair Landgraf advised the group that it was Janet Pritchett's last meeting, and thanked her for all her years of hard work on the Board. He reminded everyone that there will be no meeting in June due to the Texas Council Annual Conference in Dallas.

III. PRESENTATION/TRAINING

Mary Perry, Psychosocial Coordinator gave a presentation on the "Role of Supported Housing in Delivery of Services to Persons with Mental Illness".

PermiaCare's Supported Housing Program is made up of two components:

- Tenant Based Rental Assistant (TBRA)

- Funded through Texas Department of Housing and Community Affairs
- Client must be disabled to qualify in Odessa
- Client must meet income eligibility
- Client must be willing to work towards self-sufficiency
- Client must apply to Section 8 Housing
- Transitional Supported Housing Program (TSHP)
 - Funded through Health and Human Services Commission (HHSC)
 - Operates in Odessa and Midland
 - Client must apply for Section 8 Housing
 - Client must meet HUD's Homeless guidelines
 - Short term tenants are limited to 3 months or \$2598
 - Long term tenants are for 12 months unless an extension is requested

IV. CONSENT AGENDA

The Consent Agenda was distributed to all members prior to the meeting. Chair Landgraf asked if there were any requests to remove items for discussion. Hearing none, he requested a motion approving the Consent Agenda as follows:

1. Minutes of the last meeting
2. Committee Reports
 - Nominating Committee
 - Personnel/Policy Committee
3. CEO Activity Report
4. Community Relations Report

A/M/S (Yarbrough / Nelson) (Unanimous)

Motion to approve the consent agenda as presented

V. REPORT ON REBRANDING EFFORTS

Megan Newman gave an update on rebranding efforts:

- PBCC is now officially PermiaCare and staff are receiving positive feedback.

- Odessa American ran a story on our name change. Megan contacted all the news media, and hopefully will receive more news coverage.
- Emails will be switched over this weekend to PermiaCare.org.
- Letterhead and business cards have been switched over to new logo and name.
- All brochures are in the process of being updated
- CEO Thomas sent a letter of notification to all cities and counties that sponsor PermiaCare.
- Staff will start sending out email notifications to all their contacts.

This will all be ongoing for a few more months.

VI. PUBLIC LIAISON COMMITTEE REPORT – PLANNING AND NETWORK ADVISORY COMMITTEE MEETING

Megan Newman reported that the meeting of the Planning and Network Advisory Committee occurred May 1st. She then reviewed the minutes distributed to the Board prior to the meeting.

A/M/S (Jones / Ortega) (Unanimous)

Motion to approve the PNAC minutes and recommendations made by the PNAC.

VII. APPROVE REVISIONS TO BY-LAWS

Personnel and Policy Committee Chair Pritchett reported that this was the final reading of the committee's recommended changes to the By-Laws of PBCC dba PermiaCare.

A/M/S (Pritchett for the Personnel/Policy Committee) (Unanimous)

Motion to approve revised By-Laws as proposed by staff and recommended by the Personnel and Policy Committee.

VIII. TREASURER'S REPORT

The Treasurer's Report for the month of April was distributed to all members during the meeting. Treasurer Edgerton reviewed the reports.

A/M/S (Ladoyce / Yarbrough) (Unanimous)

Motion to accept the Treasurer's Report subject to audit

IX. TEXAS COUNCIL OF COMMUNITY CENTERS' REPORT

Council Representative Jones reported on the Board meeting held April 20 - 21. She reported that her and CEO Ramona Thomas met with the Chief of Staff for Representative Craddick and Representative Landgraf. The focus of these meetings was PermianCare's programs for individuals with Intellectual and Developmental Disabilities.

She also reminded everyone of the annual conference in June.

A/M/S (Ortega / Lambert) (Unanimous)

Motion to accept the Texas Council of Community Centers' Report as presented

X. TEXAS COUNCIL RISK MANAGEMENT FUND REPORT

Risk Management Fund Representative Lambert reported on the Risk Management Fund meeting held May 3rd and 4th. The first day was a strategic planning session. The surplus management strategy and the Fund's reserves were discussed. Workers compensation rates are decreasing but liability is increasing. Property renewal rates are expected to increase 40% because of the damages along the coast. The budget for next year will call for a 7% increase in contributions. Overall, the Texas Council Risk Management Fund is in good shape.

A/M/S (Yarbrough / Nelson) (Unanimous)

Motion to accept the Texas Council Risk Management Fund Report as presented

XI. OTHER

1. Finance Committee – UBS Greathouse Trust Review

This item was distributed to all members prior to the meeting and was also presented to the Finance Committee at their May 9th meeting by Dan Michel and Alan Jones of UBS Financial Services. Finance Committee Chair Edgerton reported that the Finance Committee reviewed the Greathouse Trust performance and recommended approval with no changes in asset allocation.

A/M/S (Edgerton for the Finance Committee) (Unanimous)

Motion to approve the report of the Greathouse Trust performance, with no changes in asset allocation, as recommended by the Finance Committee at its meeting on May 9, 2018.

2. Finance Committee – Milliman Post Employment Benefit Trust Review

This item was distributed to all members prior to the meeting. CFO Barnhill pointed out and explained the summary pages of a multi-page report from Milliman Company. The reports were reviewed and approved by the Finance Committee at its meeting on May 9, 2018.

A/M/S (Edgerton for the Finance Committee) (Unanimous)

Motion to approve the review of the Post Employment Benefit (PEB) Trust performance as recommended by the Finance Committee at its meeting on May 9, 2018.

3. Finance Committee - Annual Review of Policy 4.02.04.01 "Investments-Donor Restricted & Particular Purpose Funds" and Investment Plan

This item was distributed to all members prior to the meeting. CFO Barnhill explained this item and answered questions.

A/M/S (Edgerton for the Finance Committee) (Unanimous)

Motion to approve Policy 4.02.04.01 "Investments-Donor Restricted and Particular Purpose Funds" with no revisions, as recommended by the Finance Committee; the Investment Plan with no revisions as recommended by the Finance Committee; the Spending Plan with no revisions, as recommended by the Finance Committee at its meeting on May 9, 2018.

4. Finance Committee -Annual Review of Policy 4.02.04.00 "Investments" & Board Resolution

This item was distributed to all members prior to the meeting. CFO Barnhill reviewed this item and answered questions.

A/M/S (Edgerton for the Finance Committee) (Unanimous)

Motion to approve Policy 4.02.04.00 "Investments" with no revisions and the accompanying Board Resolution as recommended by the Finance Committee at its meeting on May 9, 2018.

5. Finance Committee -Annual Review of Policy 4.02.04.02 "Investments-Post Employment Benefits (PEB) Trust"

This item was distributed to all members prior to the meeting. CFO Barnhill reviewed this item

and answered questions.

A/M/S (Edgerton for the Finance Committee) (Unanimous)

Motion to approve Policy 4.02.04.02 "Investments - Post Employment Benefit (PEB) Trust" with no revisions, as recommended by the Finance Committee at its May 9, 2018 meeting.

6. ***Finance Committee – Selection of Independent Audit Firm***

CFO Barnhill distributed information about this item to those present. He reviewed the information with the group.

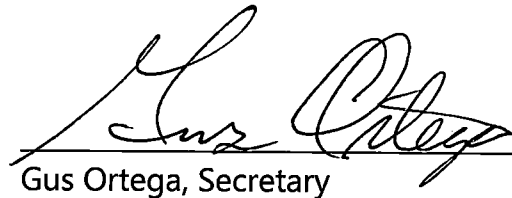
A/M/S (Edgerton for the Finance Committee) (Unanimous)

Motion to accept the Finance Committee's recommendation to engage Eide Bailly, LLP, as the auditor for Fiscal Year 2018.

There being no further business, Chair Landgraf adjourned the meeting at 4:45 p.m.



Ramona Thomas, CEO



Gus Ortega, Secretary