

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
PERMIAN BASIN COMMUNITY CENTERS**

The regular monthly meeting of the Board of Trustees of the Permian Basin Community Centers was held March 20, 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 Janet Pritchett, Vice Chair; Gus Ortega, Secretary; Larry Edgerton, Treasurer.

Board officer absent was John Landgraf, Chair.

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

Board member absent was Frank Rodriguez.

Staff members present were Ramona Thomas, Chief Executive Officer (CEO); Chris Barnhill, Chief Financial Officer (CFO); Josh Alaniz, Director of Resource Development; Jill Stephens, Human Resources Director; Megan Newman, QM Coordinator and Elsa Garcia, Executive Assistant.

**I. CALL MEETING TO ORDER**

Vice Chair Pritchett called the meeting to order at 3:31 p.m. and gave the invocation.

**II. CHAIR'S REPORT**

Vice Chair Pritchett had no report in the absence of the Chair.

### III. PRESENTATIONS/TRAINING

Jill Stephens presented training on HR Challenges in a Community Center. Some of the highlights of her presentation were as follows:

- PBCC currently has 300 budgeted employees serving over 8,000 clients.
- PBCC has 5 main divisions – Mental Health, Intellectual and Developmental Disability Services, Substance Abuse Services, Early Childhood Intervention Services and HIV Services at 13 different locations spread over 8 counties and 27,000 square miles.
- Multitude of trainings required; multitude of regulations
- High turnover rates – distributed several charts
- Opportunities for professional and leadership development
- Differences from private companies' regulations and requirements

### IV. CONSENT AGENDA

The Consent Agenda was distributed to all members prior to the meeting. Vice Chair Janet Pritchett asked if there were any requests to remove items for discussion. Board member Jones requested the CEO Activity Report be moved to the open agenda for discussion.

CEO Thomas reviewed the report with the group and answered questions.

Vice Chair Pritchett then asked for a motion to approve the Consent Agenda as follows:

1. Minutes of the last meeting
2. Committee Reports
  - Finance Committee
  - Nominating Committee
4. Community Relations Report

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

Motion to approve the consent agenda as presented.

V. REPORT ON REBRANDING EFFORTS

Megan Newman distributed the PermiaCare Rebranding Timeline – 2018 and discussed it with the group.

VI. PUBLIC LIAISON COMMITTEE - REPORT ON PLANNING AND NETWORK ADVISORY COMMITTEE

Megan Newman reported that the meeting of the Planning and Network Advisory Committee occurred February 6<sup>th</sup>. 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. APPOINTMENT OF NEW MEMBER TO PLANNING AND NETWORK ADVISORY COMMITTEE

The PNAC has several vacancies and efforts have been ongoing to find appropriate members. Staff have worked with Sheila Crudginton on several projects and recommend her for appointment to the PNAC. Ms. Crudginton is a former foster care provider of children with special needs and has five adopted children, two of which are in services with PBCC.

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

Motion to approve the appointment of Sheila Crudginton to the Planning and Network Advisory Committee.

**VIII. REVIEW REVISIONS TO BY-LAWS**

The By-Laws have been reviewed and updated by staff in consultation with an attorney. Changes must be approved by two-thirds vote of the Board members. The proposed changes must be presented in writing at least two weeks prior to the meeting upon which it is to be voted.

The Personnel/Policy Committee reviewed the proposed changes and recommend approval.

Action will be taken at a future Board meeting.

**IX. TREASURER'S REPORT**

The Treasurer's Report was distributed to all members prior to the meeting. Treasurer Edgerton reviewed the report.

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

Motion to approve the Treasurer's Report subject to audit.

**X. TEXAS COUNCIL OF COMMUNITY CENTERS' REPORT**

Council Representative Jones had no report. She reminded the group that the Texas Council Conference is June 20 – 22 in Dallas.

**XI. TEXAS COUNCIL RISK MANAGEMENT FUND REPORT**

Risk Management Fund Representative Lambert had no report.

**XII. Other Business**

1. Authorization to Request HOME Funding through the Texas Department of Housing and Community Affairs.

This item was distributed to all members prior to the meeting. CFO Barnhill presented the request.

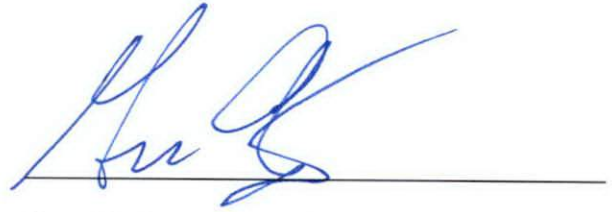
A/M/S (Yarbrough / Ortega) (Unanimous)

Motion to authorize Chief Executive Officer Thomas to request funding from the HOME reservation system by applying for Tenant-Based Rental Assistance through the Texas Department of Housing and Community Affairs and execution of the resolution.

There being no further business, Vice Chair Pritchett adjourned the meeting at 5:00 p.m.

A handwritten signature in blue ink that reads "Ramona Thomas". The signature is written in a cursive style and is positioned above a horizontal line.

Ramona Thomas, CEO

A handwritten signature in blue ink that reads "Gus Ortega". The signature is written in a cursive style and is positioned above a horizontal line.

Gus Ortega, Secretary