

# **MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES PERMIACARE**

The regular monthly meeting of the Board of Trustees of PermiaCare was held November 17, 2020, via teleconference.

Board officers present were Barbara Yarbrough, Vice-Chair; Patricia Nelson, Treasurer; and Margaret Jones, Secretary. Board officer absent was Gus Ortega, Chair.

Board members present were John Landgraf, Larry Edgerton, Frank Rodriguez, Amy Hendrick, and Ryan Peckham.

Ex-Officio board member present was Captain Steve McNeill.

Staff members present were Chris Barnhill, Chief Executive Officer; Jesse Vick, Chief Financial Officer; Jill Stephens, Director of Human Resources; Todd Luzadder, Director of Mental Health Services; Joshua Alaniz, Chief of Staff; Jessica Smith, Assistant Director of Resource Development; and Amber Pyle, Executive Assistant.

## **I. CALL MEETING TO ORDER**

Vice-Chair Yarbrough declared a quorum and called the meeting to order at 3:34 p.m.

## **II. PUBLIC COMMENT**

There was no public comment.

## **III. CHAIR'S REPORT**

In the absence of Chair Ortega there was no report.

#### **IV. PRESENTATIONS/TRAINING**

Human Resource Director Jill Stephens presented on the 2021 Employee Survey. Director Stephens went over the survey results with the Board and fielded questions from the group.

#### **V. CONSENT AGENDA**

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

1. Minutes of the last meeting
2. CEO Activity Report
3. Community Relations Report

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

Motion to approve the Consent Agenda as presented.

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

Joshua Alaniz reported that a meeting of the Planning and Network Advisory Committee occurred November 10, 2020. He then reviewed the minutes distributed to the Board prior to the meeting.

A/M/S (Hendrick/Peckham) (Unanimous)

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

**VII. QUALITY MANAGEMENT REPORT – Fourth Quarter 2020**

The quarterly report, covering June, July, and August 2020, was distributed to all members prior to the meeting. Chief of Staff Joshua Alaniz explained the difference between external and internal audits, reviewed the audits conducted for each month, and answering questions.

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

Motion to accept the 4th Quarter FY 2020 Quality Management Report as presented

**VIII. CONTRACT COMPLIANCE REPORT – First Quarter 2020**

The quarterly report covering was distributed to all members prior to the meeting. MH Director Todd Luzadder reviewed the report with the group and answered questions. Director Luzadder discussed the current hold harmless that is in place during the COVID-19 pandemic.

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

Motion to accept the 4th Quarter FY 2020 Contract Compliance Report as presented

**IX. TREASURER’S REPORT**

The Treasurer’s Reports for September and October of 2020 were distributed to all members prior to the meeting. Treasurer Nelson reviewed the report and answered questions. Being the last meeting on the board for Treasurer Nelson, the staff and the board thanked her for years of service.

A/M/S (Peckham/Edgerton) (Unanimous)

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

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

Texas Council Representative Margaret Jones provided a report on recent meetings and activities. The Texas Council is preparing for the legislative session, bill filings have begun, the Health and Human Services Commission has published its legislative appropriation request. October 20, 2020 the United States Department of Health and Human Services announced a 20-Billion-dollar bill for new federal funding for health care providers affected by COVID. The Council is working to support the continued use and expansion of technology in service delivery. Representative Jones commended CEO Barnhill on speaking at the Together We Can, "Prepare for and Respond to Mass Casualty Events Webinar" hosted by the Texas Council.

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

Texas Council Risk Management Representative Jesse Vick provided an update on their recent meeting and covered the financial information presented.

**XII. SHERIFF'S OFFICE REPORT**

Captain McNeil provided a report on the operations of the Ector County Detention Center during the COVID-19 pandemic. He discussed the benefits of the collaboration between PermianCare and the Ector County Detention Center for the Senate Bill 292 grants on the treatment of mental illness in the facility. Captain McNeil is interested in requesting additional funding if the

opportunity presents itself to expand the psychiatric services.

CEO Barnhill reported that the sheriff's office representative from Presidio is currently vacant.

### **XIII. OTHER BUSINESS**

#### **1. Finance Committee – Employee Health Insurance Effective February 1, 2021**

Information regarding this request was distributed to all members prior to the meeting. CFO Vick presented the information and answered questions. The employee health insurance and associated dependent coverage will increase 2.5%. No changes were proposed for the Vision and Dental Insurance plans funded by employee contributions. The Employee Assistance Program was renewed for another year.

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

Motion to approve the renewal of the current health, dental and vision contract agreements for PermianCare's employees' health benefit program, as presented by staff and recommended by the Finance Committee.

#### **2. Finance Committee – Approve Fiscal Year 2021 Budget Revision #1**

Information regarding this request was distributed to all members prior to the meeting. CFO Vick reviewed the information and answered questions. The revision which adds funding to the budget for the new Crisis Counseling Program grant related to COVID-19 in the amount of \$114,607, Permian Basin Area Foundation grant in the amount of \$75,000, and other minor increases to various programs.

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

Motion to approve Fiscal Year 2021 budget revision #1 as presented by staff and recommended by the Finance Committee

**3. Policy Committee – Approval of revised policy 1.06.00.00 Code of Conduct; 1.07.00.00 Disaster Response and Recovery; 5.01.00.00 Policies and Procedures Manual; 5.02.00.00 Employment Policies and Procedures; 5.24.00.00 Employee Complaint**

Information regarding this request was distributed to all members prior to the meeting. CEO Barnhill reviewed the information and answered questions. The policies were revised to incorporate the name change to PermiaCare as well as other minor changes resulting from law interpretation and state contracts.

A/M/S (Rodriguez for the Policy Committee) (Unanimous)

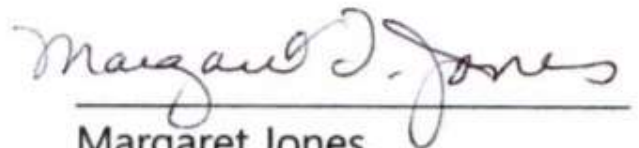
Motion to approve revised policy 1.06.00.00 Code of Conduct; 1.07.00.00 Disaster Response and Recovery; 5.01.00.00 Policies and Procedures Manual; 5.02.00.00 Employment Policies and Procedures; 5.24.00.00 Employee Complaint as presented by staff and recommended by the Personnel and Policy Committee.

There being no further business, Vice - Chair Yarbrough adjourned at 5:04 P.M.



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Chris Barnhill,  
Chief Executive Officer



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Margaret Jones,  
Secretary