

HOUSTON RECOVERY CENTER LGC

MEETING OF BOARD OF DIRECTORS MINUTES

November 6, 2014

The undersigned, being the duly appointed Acting Secretary of Houston Recovery Center LGC (the "Corporation"), hereby certifies that the following are true and correct Minutes of the November 6, 2014 meeting of the Board of Directors (the "Board") of the Corporation.

In a manner permitted by the Corporation's Bylaws, the meeting was called by providing all Directors with notice of the date, time, place, and purposes of the meeting more than three days before the date of the meeting.

In accordance with Chapter 551, Texas Government Code, which Chapter is made applicable to the Corporation by Section 431.004, Texas Transportation Code, and a notice of the meeting, was duly filed on October 31, 2014, in the same manner and location as required by law of the City of Houston, Texas (the "City").

- I. The meeting was called to order by Ms. Kay Austin, Chair of the Board, at approximately 1:00 p.m. on Thursday, November 6, 2014, in the Sobering Center Training Room, (150 N. Chenevert), Houston, Texas 77002.
- II. Ms. Austin appointed Ms. Ashley Ochoa as Acting Secretary for the meeting. Ms. Austin called the roll. The following Directors were present:
 - Kay Austin, Chair
 - Elizabeth T. Nunnally
 - David S. Buck, MD
 - Arlo Weltge, MD
 - Stephen Williams (ex-officio), joined later

Mr. Leonard Kincaid, Executive Director, Ms. Ursula Williams, Legal Counsel to the Board, and Ms. Kathy Ploch, Certified Public Accountant, were also present at the meeting.

The following Directors were absent:

- Deborah Duncan
- Timothy N. Oettmeier (ex-officio)
- David Persse, MD (ex-officio)
- Andy Icken (ex-officio)

Ms. Austin announced that a quorum of the Directors was present.

- III. Ms. Austin noted that a draft of the Minutes of the Corporation's meeting of October 2, 2014 had been distributed to the Board. A motion was made by Dr. Weltge to approve the October 2, 2014 Minutes without modification and was seconded by Dr. Buck. Minutes were adopted by unanimous consent.
- IV. Ms. Austin opened the meeting to members of the public who wished to address the Board. There was no comment from members of the public.
- V. Ms. Austin noted the September 2014 monthly financial report had been distributed to the Board (Exhibit A). Ms. Austin recognized Ms. Ploch for a summary of the financial report. Ms. Ploch reviewed the financial report.

The HRC Finance Committee will discuss an asset policy, review the finance policy, accounting of the 1115 Waiver funding and other items in their next meeting.

- VI. Ms. Austin recognized Mr. Kincaid for the Report from Executive Director. Mr. Kincaid presented the Client Analysis and review of the Personal Addiction Recovery Team (PART) (Exhibit B). Mr. Kincaid shared that two clients had been transported from emergency rooms and placed into treatment by Houston Recovery Center staff within 24 hours. The Board discussed transportation.

Mr. Kincaid presented a narrative summary of meetings and activities within the month of October (Exhibit C). The Board discussed including experts in strategic areas on their committees to increase the growth of the Houston Recovery Center.

- VII. Ms. Austin opened the meeting for discussion on strategic planning. Ms. Austin swore in Dr. Buck, who has been re-appointed as a Board member. Ms. Austin recognized Ms. Nunnally for the Finance Committee's review of the budget under Item VII. E. Dr. Weltge, on behalf of the Finance Committee moved the Board accept the 2014 Audit Report. Ms. Nunnally seconded the acceptance motion, which was passed unanimously.

The Board discussed detox resources. No action was taken.

- VIII. The Board discussed the next meeting, which is scheduled for Thursday, December 4, 2014 at 1 pm.

There being no further business, the Board adjourned approximately 2:15 pm.

HOUSTON RECOVERY CENTER LGC

By:

Ashley Ochoa, LMSW

Digitally signed by Ashley Ochoa, LMSW
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Ashley Ochoa
Acting Secretary