

C. Lamm
11:40 AM
11-11-2013

Notice of Meeting of
HOUSTON RECOVERY CENTER LLC

1:00 p.m., December 5, 2013
150 N. Chenevert (2nd Floor)
Houston, Texas 77002

NOTICE IS HEREBY GIVEN to all interested persons that the Board of Directors of HOUSTON RECOVERY CENTER LLC (the "Corporation") will meet on the date and at the time and place stated above. The Board will consider, discuss, and take such actions as may be necessary, convenient, or desirable with respect to the following matters:

- I. Call to Order (Director Kay Austin)
 - II. Appointment of Acting Secretary for meeting, roll call; confirmation of presence of quorum (Kay Austin).
 - III. Reading of the draft Minutes of previous meeting (October 3, 2013); consideration of proposed corrections, if any; approval of Minutes.
 - IV. Reading of the previously approved and revised Minutes of the (August 3, 2013) meeting; consideration of proposed corrections, if any, approval of Minutes.
 - V. Opportunity for Public Comment. (See "Notice Regarding Public Comment" below).
 - VI. Monthly Financial Report (Kathy Ploch).
 - VII. Report from Director of Operations (Leonard Kincaid).
 - VIII. Report Financial Investment Options (Betsy Nunnally)
 - IX. Discussion:
 - a.) Organizational development for HRC:
 - i. Resources in the community for referral and support of clients
 - ii. Fund-raising and development
 - d.) Planning and Development
 - e.) Referral Issues - Detox
 - X. Plans for service expansion.
 - XI. Discussion of agenda items for the next Board meeting.
- Announcements.
- Adjournment.

NOTICE REGARDING SPECIAL NEEDS --

Persons requiring accommodations for special needs may contact Carolyn Lacye (832-393-6491) to arrange for assistance.

NOTICE REGARDING PUBLIC COMMENT

Action may be taken on any or all of the above items. Members of the public may address the Board during the "Public Comment" segment of the meeting. At least ten minutes before the meeting is called to order, each speaker should sign the Public Comment Sheet available in the meeting room. Each speaker should limit his or her comments to three minutes. The presiding officer may limit both the number of speakers and the time allotted for each speaker. A speaker may address any subject relevant to the purpose of the Corporation; however, under Texas law the Board may not respond to or otherwise discuss a subject not listed on the Agenda set out above. (Exception: The Board may discuss a proposal to place a subject on the agenda for a future meeting.) A speaker who plans to submit a document for the Board's consideration should provide at least ten copies of the document, each marked with the speaker's name.

NOTICE REGARDING CLOSED MEETINGS

As authorized by Texas Government Code Chapter 551 (the "Open Meetings Act"), the presiding officer may announce that the Board will convene in a closed meeting; that is, in "a meeting to which the public does not have access," sometimes known as an "executive session." The presiding officer's announcement will identify the provision(s) of the Open Meetings Act under which the closed meeting will be held. Any final action by the Board on a matter deliberated in the closed meeting will be taken only in a meeting open to the public.

HOUSTON RECOVERY CENTER LGC
MEETING OF BOARD OF DIRECTORS
MINUTES

December 5, 2013

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, December 5, 2013 meeting of the Board of Directors (the "Board") of the Corporation.

A. 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.

B. 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 November 26, 2013, in the same manner and location as required by law of the City of Houston, Texas (the "City").

C. The meeting was called to order by Kay Austin, Chairman of the Board, at approximately 1:00 p.m. on Thursday, December 5, 2013, in the Sobering Center Training Room, (150 N. Chenevert), Houston, Texas 77002. Ms. Austin appointed Carolyn Lacye as Acting Secretary for the meeting. Ms. Austin called the roll. The following Directors were present:

Kay Austin; Elizabeth T. Nunnally; Arlo Welige, MD; David S. Buck, MD; Stephen Williams (ex-officio); David Perse, MD (ex-officio)
Timothy N. Oeltmeyer (ex-officio)

Ms. Ursula Williams was also present

The following Directors were absent:

Deborah Duncan; Andy Icken (ex-officio).

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

D. Ms. Austin noted that a draft of the Minutes of the Corporations meeting of November 14, 2013 had been distributed to the Board. A motion was made by Dr. Weltge, seconded by Ms. Nunnally to approve the Minutes. The motion passed unanimously.

E. Ms. Austin noted that a draft of the revised Minutes of the Corporations previously approved August 1, 2013 meeting had been distributed. A motion was made by Dr. Weltge, seconded by Dr. Buck to approve the corrected Minutes. The motion passed unanimously.

F. Ms. Austin opened the meeting to members of the public who wished to address the Board. There was no response from the persons present.

F. Ms. Austin recognized Ms. Ploch to present the monthly financial report. The October 31, 2013 report was distributed (Exhibit A). Ms. Ploch summarized the report. No action was taken.

G. Ms. Austin recognized Mr. Kincaid to present the Directors report. Mr. Kincaid announced that the duties of Acting Secretary would be assumed by Ms. Ashley Ochoa effective January 2014. Ms. Carolyn Laeye has served as Acting Secretary since the creation of the HRC LGC and the Board thanked Ms. Laeye for her service.

Mr. Kincaid distributed the Client Data report (Exhibit B). He discussed the issue of repeat clients and how the sobering center can best serve their needs. There was discussion about the benefits of shared data and how collaboration with other agencies could reduce cost and more importantly improve the lives of the sobering center clients. He is working on an intervention strategy and is in discussion with representatives from the Greater Houston Health Connect to see if there is an opportunity to become a part of their network.

Mr. Kincaid asked Ms. Williams to report on investment options for the Board. Ms. Williams reminded the Directors that the Bank of Texas, the Corporations bank, was selected via a Request for Proposal process. The Corporations funds are held in an interest bearing checking account and the current rate of return is higher than CD

interest rates. She noted the current operating balance and the available funds are about the same and considering these factors the Board may not be in a position to invest at this time. Ms. Williams reported that public funds must be segregated from non-public funds. Dr. Weltge noted the Board should adopt a Financial Policy. The policy should be in place so the HRC LGC can accept funds from other sources. Ms. Williams is in discussions with the City of Houston Finance Dept. regarding this matter and she will report back to the Board.

Mr. Kincaid is working with the City of Houston Health and Human Services Dept. to obtain funding under the 1115 Waiver program. The additional funds will direct the clients on a path to recovery by providing other necessary services, such as detox. Per Mr. Williams there is a specific matrix for receiving the 1115 funds and he is confident that Detox services can be purchased via contracts. Mr. Kincaid anticipates the additional services will begin sometimes in January 2014.

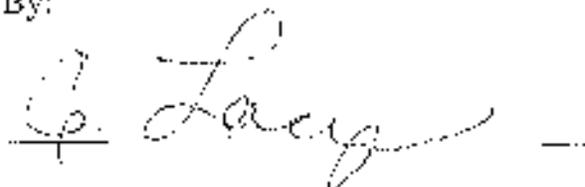
II. Ms. Austin called for a discussion related to planning and development for the Sobering Center. There was discussion of the development of a one, two or three year strategic plan. Mr. Kincaid suggested the Board initially adopt a one year plan. In order to obtain a local and national perspective he suggested they engage professional consultants. After discussion, Ms. Austin asked Mr. Kincaid to review the budget to see if funding is available and make a recommendation to the Board.

The Board discussed the 2014 meeting schedule. They will continue to meet on the first Thursday of each month. However the first meeting of 2014 will be held on January 9th and the July meeting is scheduled for July 10th. Ms. Williams will send an updated schedule to the Directors.

There being no further business, the meeting ADJOURNED at approximately 2:25 p.m.

HOUSTON RECOVERY CENTER LGC

By:



Carolyn Laeye
Acting Secretary