

HOUSTON RECOVERY CENTER LGC
 Minutes for Meeting of Board of Directors
 March 3, 2016

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 March 3, 2016 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 February 25, 2016, in the same manner and location as required by law of the City of Houston, Texas (the "City").

Summarized Agenda Item	Discussion	Decision & Follow-Up
I. Call to order (Chair)	The meeting was called to order by Ms. Austin Chair of the Board, at approximately 2:30 pm on Thursday, March 3, 2016, in the Houston Recovery Center training room, (150 N. Chenevert), Houston, Texas 77002.	
II. Appointment of Acting Secretary; roll call, confirm presence of quorum (Chair)	<p>Ms. Austin appointed Ms. Ashley Ochoa as Acting Secretary for the meeting. Ms. Ochoa called the roll. The following Directors were present:</p> <ul style="list-style-type: none"> • Kay Austin, Chair • Tracy R. Beavers • Arlo Weltge, MD • John M. Mills • Elizabeth T. Nunnally • Scott F. Basinger, PhD <p>Mr. Leonard Kincaid, Executive Director, Ms. Ursula Williams, Legal Counsel and Ms. Kathy Ploch, Certified Public Accountant (CPA) to the Board were also present at the meeting.</p>	Ms. Austin announced that a quorum of the Directors was present.

	<p>The following Directors were absent:</p> <ul style="list-style-type: none"> • Andy Icken (ex-officio) • David Persse, MD (ex-officio) • Stephen Williams (ex-officio) 	
III. Reading of draft Minutes	<p>Ms. Austin noted that a draft of the Minutes of the Corporation’s meeting of February 4, 2016 had been distributed to the Board. A motion was made by Dr. Weltge to adopt the February 4, 2016 Minutes and was seconded by Ms. Nunnally.</p>	<p>Minutes were unanimously adopted by the Board.</p>
IV. Opportunity for Public Comment	<p>Ms. Austin opened the meeting to members of the public who wished to address the Board.</p> <p>Members of the Technical Advisory Group were present:</p> <ul style="list-style-type: none"> • Captain Mike Lee • Ms. Lillian Ortiz 	<p>See the public speaker sign-in sheet.</p>
V. Presentation on Marketing Campaign (Black Sheep Agency)	<p>Ms. Austin recognized Ms. Woodall and Ms. Smith for the marketing presentation prior to announcing a quorum. Ms. Woodall and Ms. Smith shared their research and proposal for the Houston Recovery Center marketing campaign. A brief summary of the presentation is below:</p> <p>Because of name confusion and people not knowing us, use name Houston Recovery Center. If must use acronym, then say completely first. Shared an elevator pitch and boiler plate. The creative campaign is “Every Number Counts.” Ms. Austin wants all the Board and TAG members to have a uniform message they can share in a way they are comfortable, but the framework is the same.</p>	

<p>VI. Monthly Financial Report (Kathy Ploch)</p>	<p>Ms. Austin recognized Mr. Mills and Ms. Ploch, CPA to the Board for the January financial report (Exhibit A). Mr. Mills shared revisions made to the financial report presentation to clarify the report for the Board.</p>	
<p>VII. Report from Executive Director (Leonard Kincaid)</p>	<p>Ms. Austin recognized Mr. Kincaid for the Report from the Executive Director. Mr. Kincaid shared the HRC's Client Analysis (Exhibit B). The February 2016 admissions increased over February 2015. Since the April 1, 2014 launch of the 18-month recovery support program, Partners in Recovery, 361 individuals have voluntarily enrolled. Of which 88% are homeless, 76% have a mental illness and 85% have a criminal justice history. This target population has several barriers.</p> <p>Mr. Kincaid discussed the activities of February 2016 (Exhibit C) which included: attending the State of the County; attending the Harris County Criminal Justice Coordinating Council; meeting and tours with City Council members and Harris County Commissioners to inform them of the Houston Recovery Center programs and services; attending the One Voice Texas luncheon honoring State Representative Coleman, two of the HRC staff came from his office; held the Care Coordination Planning Team meeting to improve coordination of care across the systems; hosted the Houston Recovery Initiative meeting with guest speaker Philander Moore from the Texas Department of State Health Services to speak on updates for recovery coaching from the State; met with stakeholders for the van outreach program to vet the program for liability to be addressed, the pilot program is ready to move forward; met with SEARCH Homeless for collaboration on their building a new facility nearby.</p>	

	<p>Mr. Kincaid provided an update on “Client J” high utilizer who has been admitted to the sobering center program 44 times. Houston Recovery Center staff placed this individual in care December 23rd and they are still in treatment. They have now been sober for ten weeks and two days. Client J’s quality of life has increased significantly since this current period of treatment.</p>	
VIII. Report from Finance Committee (Betty Nunnally)	<p>Ms. Austin recognized Ms. Nunnally for the report from the Finance Committee. The Finance Committee will meet in the next month.</p>	
IX. Board Development	<p>Ms. Austin opened the meeting for discussion of Board development. A request was made for the list of Technical Advisory Group members.</p>	
X. Discussion of Board Retreat	<p>The date for the Board Retreat is April 16, 2016 from 9-1 pm. Messaging will be on the agenda for the Board Retreat.</p>	
<p>XI. Strategic planning and organizational development for HRC:</p> <ul style="list-style-type: none"> a. Expanded entry b. Resources in the community c. Fundraising and development d. Referral issues e. Appointment and report from Committees 	<p>Ms. Austin opened the meeting for discussion on strategic planning. This discussion will take place during the Retreat.</p>	
XII. Discussion of agenda items for next Board meeting	<p>The Board discussed the next meeting, which will be Thursday April 7, 2016, 1 pm at the Houston Recovery Center.</p>	

There being no further business, the Board adjourned approximately 3:30 pm.

By:

Ashley Ochoa,
LMSW

Digitally signed by Ashley Ochoa, LMSW
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Date: 2016.04.07 14:59:31 -05'00'

Ashley Ochoa
Acting Secretary