

**HOUSTON RECOVERY CENTER LGC**  
 Minutes for Meeting of Board of Directors  
 August 6, 2015

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 August 6, 2015 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 July 29, 2015, in the same manner and location as required by law of the City of Houston, Texas (the "City").

<b>Summarized Agenda Item</b>	<b>Discussion</b>	<b>Decision &amp; Follow-Up</b>
I. Call to order (Chair)	The meeting was called to order by Ms. Austin Chair of the Board, at approximately 1 pm on Thursday, August 6, 2015, in the Sobering 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"> <li>• Kay Austin, Chair</li> <li>• Elizabeth T. Nunnally</li> <li>• Arlo Weltge, MD</li> <li>• David Persse, MD (ex-officio)</li> <li>• Andy Icken (ex-officio)</li> </ul> <p>Mr. Leonard Kincaid, Executive Director, Ms. Ursula Williams, Legal Counsel to the Board and Ms. Kathy Ploch, CPA to the Board were also present at the meeting.</p> <p style="text-align: center;">The following Directors were absent:</p>	Ms. Austin announced that a quorum of the Directors was present.

	<ul style="list-style-type: none"> <li>• Timothy N. Oettmeier (ex-officio)</li> <li>• Stephen Williams (ex-officio)</li> </ul>	
III. Reading of draft Minutes	Ms. Austin noted that a draft of the Minutes of the Corporation's meeting of June 4, 2015 had been distributed to the Board. A motion was made by Dr. Weltge to adopt the June 4, 2015 Minutes and was seconded by Ms. Nunnally.	Minutes were unanimously adopted by the Board.
IV. Opportunity for Public Comment	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. Monthly Financial Report (Kathy Ploch)	Ms. Austin noted the June and July 2015 monthly financial reports had been distributed to the Board (Exhibit A). Ms. Austin recognized Ms. Ploch for a summary of the financial report, including comparisons to the previous year. Ms. Ploch reviewed the financial report and noted there are two good years of accounting history for the HRC.	
VI. Report from Executive Director (Leonard Kincaid)	<p>Ms. Austin recognized Mr. Kincaid for the Report from the Executive Director. Mr. Kincaid shared the HRC's Client Analysis (Exhibit B); including a new chart generated by the Houston Police Department reflecting the decrease in the jail population for public intoxication since 2010. The number of arrests dropped significantly since the opening of the sobering center program. The monthly comparison of numbers for 2015 has been higher than 2014. What the Mayor intended to achieve with the Houston Recovery Center has happened in regards to the reduction of publicly intoxicated individuals in jail.</p> <p>Mr. Kincaid discussed the activities of June and July (Exhibit C) which includes staying open during the heavy rains and flooding; organizing the Care Coordination Planning Team guest speaker Dr. Chris Ziebell to present his High Alert Program; innovative opportunities to</p>	

	<p>program and evaluate data; touring State Representative Alma Allen; advocacy through co-sponsoring the Big Texas Rally for Recovery; collaboration with medical resources; learning sessions with jail staff, testifying on behalf of the 1115 Waiver at public hearing; presenting and sponsoring the Houston Recovery Initiative Family Recovery Resource Expo and Symposium in Houston (FRRESH); attending trainings to develop HRC; program evaluation resources; touring visitors from Harris County, Pasadena, Austin, Corpus Christi, Minneapolis, and SAMHSA; kicking off with a marketing firm; coordinating with the Homeless Outreach Team to see how clients can receive identification, eliminating a barrier to further services; collaborations and partnerships in the community that support and enhance the HRC.</p>	
<p>VII. Report from Finance Committee (Betty Nunnally)</p>	<p>Ms. Austin recognized Ms. Nunnally for the report from the Finance Committee.</p> <p>The City is moving forward with filling the two open positions on the HRC Board per members' resignations, requiring appointment from the Mayor.</p> <p>Ms. Nunnally moved the Board expand from five members to at least five and no more than nine members. Dr. Weltge seconded the motion which was unanimously approved by the Board. Attorney Williams presented material on the procedural considerations of increasing the Board of Directors (Exhibit D).</p> <p>Dr. Weltge's term expires September 2015. Dr. Weltge agrees to continue serving on the HRC Board past his term expiration.</p> <p>Board members reported the Board's progress with reaching out to Technical Advisory Group (TAG) members.</p>	<p>The Board unanimously approved expanding the Board size to at least five, no more than nine members.</p>

VIII. Report from Medical Committee	Ms. Austin recognized Dr. Weltge for the report from Medical Committee. Dr. Weltge moved the Medical Committee be charged with reviewing major acute medical incidents and routine discussion with the HRC Medical Director. The Medical Committee will report to the Board. The motion was seconded by Ms. Nunnally.	The Board unanimously accepted the motion.
IX. Board Development	Ms. Austin opened the meeting for discussion of Board development. The Board received an update on the progress of expanding the membership and the approval of new members.	
X. Discussion of Board Retreat	Ms. Austin opened the meeting for discussion of the Board retreat, which is postponed until the new Board members are appointed.	
XI. Strategic planning and organizational development for HRC: a. Expanded entry b. Resources in the community c. Fundraising and development d. Referral issues e. Appointment and report from Committees	Ms. Austin opened the meeting for discussion on strategic planning.  Mr. Kincaid spoke to the fundraising development plan that is being built out in a very defined manner.  The Board discussed a generator as part of the emergency plan.	Research and further discussion to assess need for a backup generator.
XII. Discussion of agenda items for next Board meeting	The Board discussed the next meeting, which will be Thursday, October 1, 1 pm at the Houston Recovery Center.	The September meeting has been cancelled. The Board is not expecting the September report Oct 1.

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

By:

**Ashley Ochoa,**  
**LMSW**

Digitally signed by Ashley Ochoa, LMSW  
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Ashley Ochoa, Acting Secretary