

**HOUSTON RECOVERY CENTER LGC**  
**Minutes for Meeting of Board of Directors**

Via Zoom at link below:

<https://us02web.zoom.us/j/88374816225?pwd=ajZNGNXIXNlFUyYXVndWY4SjR1YUenR6QjU09>  
 April 30, 2020

The undersigned, being the duly appointed Secretary of Houston Recovery Center LGC (the "Corporation"), hereby certifies that the following are true and correct Minutes of the April 30, 2020 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 April 27, 2020, 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 Chair Ms. Kay Austin at approximately 1:13 pm on the virtual meeting via zoom.	
II. Roll call, confirm presence of quorum (Chair)	Ms. Austin Ms. Marina Fraton as Recording Secretary for the meeting. Ms. Fraton called the roll as noted below:	Ms. Austin announced a quorum of the Directors was present.
	<i>Officio</i>	
	Kay Austin- Present	
	John M. Mills- Present	
	Elizabeth T. Nunnally- Present	
	Judge Bonnie Crane Hellums- Present	
	Scott F. Basinger, PhD- Absent	
	Tom Fritsch- Absent	
	<i>Ex-Officio</i>	
	Andy Lyons- Present	
	David Perzse, MD- Absent	
	Stephen Williams- Absent	
	Wendy Bainbridge- Absent	
	Mr. Randy Houston, Mr. Bryan Bennett, Mr. Leonard Kincaid, Executive Director of Houston Recovery Center, Ms. Ursula	

		Williams, Legal Counsel for the Board and Marina Franon - Executive Assistant Houston Recovery Center were also present at the meeting.	
III.	Reading of the draft Minutes	Mr. Scott Basinger moved to approve minutes, Mr. John Mills seconded the approval of the March 5, 2020 draft Minutes. The Board unanimously accepted.	The Board unanimously approved the draft minutes.
IV.	Opportunity for Public Comment	There was no comment from members of the public.	See public sign-in sheet.
V.	Report from the Finance Committee January and February 2020 Financials,	Ms. Austin turned the discussion over to Mr. John Mills for review of the January and February 2020 Financials. (Exhibit A and B respectively) Mr. Mills went over the total assets, total liabilities, net assets, total revenues, and investments ending in February. Mr Mills stated that we have enough carrying over until the City funding come in. Mr. Mills made a motion to approve January and February financials. Mr. Basinger and Ms. Nunnally seconded the approval. The Board unanimously approved.	Exh. A and B The Board unanimously approved financial statements and the budgets.
VI.	Report from Programs, Evaluations and Development Committee	Mr. Basinger reviewed the Programs, Evaluations and Development Committee report put together by Kliaa Dregghorn the Senior Development Director at the Houston Recovery Center. He discussed the highlights of the report about Covid 19 preparedness, grant updates, upcoming and completed projects.	Exh. C
VII.	Reports from Executive Director for March Exh. D and Houston Recovery Center Presentation	Ms. Austin recognized Mr. Kincaid for the report from the Executive Director. Mr. Kincaid highlighted the activities of March 2020 (Exhibit D) In March Mr. Kincaid had a conference call with a representative from Vision Zero. This is a plan by the Mayor to end traffic deaths and serious injuries caused by crashes on Houston roads by the year 2030. The representative accepted our invitation to join HIRC's workgroup planning the social media campaign to focus on reducing DUI's. He attended a monthly conference call with the Government Project Officer for a debriefing	Exh. D & E

regarding Project Reach. We are currently behind in our enrollment target because the project was delayed in getting started due to a delay in getting IRB approval. However, good progress is being made. Leonard met with Board member John Mills to review HRC 2020-21 budgets. He met with Eddie West. Mr. Kincaid had a conference call with representative from the Downtown Business Development to provide an update on the PIT Project. They are pleased with the Project performance. Leonard met with Bank of Texas representatives for an update on the Bank service options. He attended quarterly Ambassador Circle Meeting. The group decided to postpone the friend raising gathering because of the Coronavirus. The reschedule date is to be determined. Mr. Kincaid met with Security representative from the Midtown Development District for an update report on the PIT project. They are pleased with the Project performance. Leonard met with Project staff from the City of Houston Health Department regarding additional funding for Frontline. This project has been disrupted by Covid-19. Specifically, staff is not being allowed to go into the hospital although EMS is still calling our staff to notify them of opioid overdose transports. Mr. Kincaid had a conference call MVP Community Partners with Dr. Boutwell. Dr. Boutwell is a National Consultant that works with safety net hospitals. She is working with Harris Health to develop a plan for reducing the number of multiple visit patients (MVP) which we are serving as a referral source. Dr. Boutwell has consistently praised our Recovery Program Service Model. He had a meeting scheduled with Ethics office regarding the Riverside project. This meeting was cancelled. However, Scott was invited to have a conference call with the project contact person. Leonard had a conference call as part of the 2020 Rally planning meeting. Note: The rally has been canceled. However, we are now

		<p>discussing having a virtual rally. Mr. Kincaid had a conference call with the National Sobering Collaborative Board. We've canceled our National conference for this year.</p> <p>However, we are continuing to work on developing this National Organization. He attended cost allocation meeting with the Executive Director of the Menness Center Dr. Robinson. Leonard had a conference call with IIRI group chairs. Remember, this is a volunteer driven coalition made up of individuals and organization representatives coming together to network and promote recovery. He had a conference call with Representatives from Ben Taub regarding clients. One of the challenges we continue to face with Ben Taub is inappropriate referrals. We believe the MVP project will help improve this process. Leonard presented a slide about IIRC's current projects, accomplishments and agency growth.</p> <p>Ms. Austin stated that we should use this presentation at the Board retreat.</p>	
VIII.	Report from the Compensation Committee	<p>Mr. Mills stated that the committee will have a report ready in about 1-2 months.</p>	
IX.	Board Retreat planning	<p>Ms. Austin is asked the Board to make recommendations on an outside facilitator and make plans to discuss budget for the facilitator to lead the strategic session. Mr. Bussinger and Mr. Kincaid agreed to send suggestions before the next meeting.</p>	
X.	Board Development	<p>Ms. Austin stated that we have not heard anything on the candidate's approvals to join the Houston Recovery Center and it was probably due to Covid. Mr. Jenkins said he could follow up on the approvals for the Board.</p>	
XI.	Discussion of agenda items for next Board Meeting	<p>Ms. Austin asked Recording Secretary Ms. Franco to poll the Board to confirm next meeting date.</p> <p>We will discuss the retreat in more detail at the next meeting.</p>	

There being no further business, the Board adjourned at approximately 2:03 pm.

By:   
Board Secretary

