

REVISED  
**Full Board Meeting**  
February 27, 2024  
8:30 am

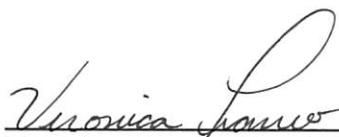
- I. DECLARATION OF QUORUM**
- II. PUBLIC COMMENTS**
- III. APPROVAL OF MINUTES**
  - A. Approve Minutes of the Board of Trustees Meeting Held on Tuesday, January 23, 2024  
(*EXHIBIT F-1*)
- IV. CHIEF EXECUTIVE OFFICER'S REPORT**
- V. COMMITTEE REPORTS AND ACTIONS**
  - A. Audit Committee Report and/or Action  
(*L. Moore, Chair*)
  - B. Resource Committee Report and/or Action  
(*G. Wornack, Chair*)
  - C. Quality Committee Report and/or Action  
(*G. Santos, Chair*)
  - D. Program Committee Report and/or Action  
(*B. Hellums, Chair*)
  - E. Foundation Report and/or Action  
(*J. Lykes, Chair*)
- VI. CONSENT AGENDA**
  - A. Approve FY'24 Year-to-Date Budget Report-January  
(*EXHIBIT F-2*)
  - B. February 2024 Contract Amendments Over 250K  
(*EXHIBIT F-3*)
  - C. February 2024 Interlocal Agreements  
(*EXHIBIT F-4*)
- VII. REVIEW AND TAKE ACTION**
  - A. External Audit  
(*Whitley Penn*)
- VIII. REVIEW AND COMMENT**
  - A. DFPS Update  
(*Wayne Young*)
- IX. BOARD CHAIR'S REPORT**
- X. EXECUTIVE SESSION**

As authorized by §551.071 of the Texas Government Code, the Board of Trustees reserves the right to adjourn into Executive Session at anytime during the course of this meeting to seek legal advice from its attorney about any matters listed on the agenda.

In accordance with §551.074 of the Texas Government Code, discussion of Personnel Matters related to the Nomination and Election of Individual Board members as members of the Audit Committee. Dr. R. Gearing, Chair of the Harris Center Board of Trustees.

In accordance with §551.071 of the Texas Government Code, consultation with attorney on a legal matter related to the financing of capital improvement projects and lines of credit or bond sales in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct to the State Bar of Texas clearly conflicts with the Open Meetings Act. Wayne Young, CEO, Vanessa McKeown, CFO and Kendra Thomas, General Counsel.

- XI. RECONVENE INTO OPEN SESSION
- XII. CONSIDER AND TAKE ACTION AS A RESULT OF THE EXECUTIVE SESSION
- XIII. INFORMATION ONLY
  - A. Journal of Healthcare Management Article  
(EXHIBIT F-5)
- XIV. ADJOURN

  
\_\_\_\_\_  
Veronica Franco, Board Liaison  
Robin Gearing, Chair, Board of Trustees  
The Harris Center for Mental Health and IDD



# **EXHIBIT F-1**

**THE HARRIS CENTER *for*  
Mental Health and IDD**

**MINUTES OF THE BOARD OF TRUSTEES MEETING**

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This is an official record of the Board of Trustees, The Harris Center for Mental Health and IDD, an Agency of the State, established by the Harris County Commissioners Court under provisions of Chapter 534 of the Health and Safety Code of the State of Texas.

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**PLACE OF MEETING:** Conference Room 109  
9401 Southwest Freeway  
Houston, Texas 77074

**TYPE OF MEETING:** Regular

**DATE:** January 23, 2024

**TRUSTEES  
IN ATTENDANCE:** Dr. Robin Gearing, PhD-Chair  
Dr. L. Moore, Vice Chairperson  
Mr. Jim Lykes, Vice Chairperson  
Dr. George Santos  
Mr. Gerald Womack  
Mrs. B. Hellums

**TRUSTEES ABSENT:** Dr. Max Miller, Jr, Mrs. Natali Hurtado, Sheriff Ed Gonzalez,

**I. Declaration of Quorum**

Dr. Robin Gearing, Chair, called the meeting to order at 9:05 a.m. noting that a quorum of the Board was in attendance.

**II. Public Comments-**

Public Comments were made by Seth Hutchinson, Zoe Clark, Sheronica Watson, Brian Kelley, Alma Castillo, Keving Higgins, Cindy Zanutti regarding the desire of some Harris Center employees to form a union and a request for a 7% cost of living raise for all Harris Center employees. Mr. Hutchinson presented the Board with a Consultation Policy and the Union Mission Statement for review and approval.

**III. Approval of Minutes**

**MOTION BY: HELLUMS SECOND: WOMACK**

**With unanimous affirmative votes**

**BE IT RESOLVED** the Minutes of the Regular Board of Trustees meeting held on Tuesday, November 14, 2023 as presented under Exhibit F-1, are approved.

**IV. Chief Executive Officer's Report was provided by CEO Wayne Young**

Mr. Young provided a Chief Executive Officer report to the Board.

Break: Dr. Robin Gearing and Wayne Young requested a break at 9:23am.  
Dr. Robin Gearing reconvened the Full Board at 9:33am.

**V. Committee Reports and Action were presented by the respective chairs:**

- A. Governance Committee Report and/or Action-J. Lykes, Chair  
Mr. Lykes provided an overview of the topics discussed and the decisions made at the Governance Committee meeting on January 23, 2024.

**VI. Review and Take Action**

- A. Approve FY’24 Year-to-Date Budget Report-December

**MOTION:** Mr. Womack moved to table this agenda item to February’s Resource Committee meeting to allow Ms. McKeown to obtain additional information.

**SECOND:** Mr. Lykes seconded the motion.

**The Motion passed with unanimous affirmative votes**

- B. January 2024 Contract Amendments Over 250K

**MOTION BY: SANTOS                      SECOND: LYKES**

**With unanimous affirmative votes**

**BE IT RESOLVED** January 2024 Contract Amendments Over 250K as presented under Exhibit F-3, are approved.

- C. January 2024 Contract Renewals Over 250K

**MOTION BY: SANTOS                      SECOND: WOMACK**

**With unanimous affirmative votes**

**BE IT RESOLVED** January 2024 Contract Renewals Over 250K as presented under Exhibit F-4, are approved.

- D. January 2024 Interlocal Agreements Over 250K

**MOTION:** Mr. Lykes moved to approve agenda items #1, #2, #3, #4, #6, #7

**SECOND:** Mr. Womack seconded the motion

**Dr. Gearing recused himself from item #6 University of Houston Clear Lake and #7 University of Houston, on behalf of The Center for Mental Health Research and Innovation**

**MOTION:** Dr. Lykes moved to approve agenda item #5, #8

**SECOND:** Mrs. Bonnie Hellums seconded the motion

**Dr. Santos recused himself from item #5 The University of Texas at Arlington, #8 University of Texas Health San Antonio-Department of Psychiatry and Behavioral Sciences-Centralized Training Infrastructure**

**The Motion passed with unanimous affirmative votes**

**BE IT RESOLVED, with unanimous affirmative vote, agenda item D is approved.**

E. Award Recommendation-Community Psychiatric Hospital Beds RFP

**MOTION BY: HELLUMS            SECOND: SANTOS**

**With unanimous affirmative votes**

**BE IT RESOLVED** Award Recommendation-Community Psychiatric Hospital Beds RFP as presented under Exhibit F-6, are approved.

F. Proposed 2024 Board Calendar

**MOTION BY: LYKES            SECOND: HELLUMS**

**With unanimous affirmative votes**

**BE IT RESOLVED** Proposed 2024 Board Calendar as presented under Exhibit F-7, are approved.

**VII. Consent Agenda**

- A. The Harris Center System Quality, Safety, and Experience Performance Improvement Plan FY 2024
- B. All Contracts
- C. Corporate Compliance Documentation and Claims Integrity Plan
- D. Financial Assessment
- E. Licensure, Certification and Registration
- F. Mailing Services
- G. Medical Peer Review Policy
- H. Pharmaceutical Representatives Policy
- I. Pharmacy and Unit Medication/Drug Inventory
- J. Plan of Care
- K. Reporting Automobile Accidents
- L. Supervision of Peer Specialists

**MOTION: Mr. Womack moved to approve Consent Agenda item B-L**

**SECOND: Mrs. Bonnie Hellums seconded the motion**

**BE IT RESOLVED, with unanimous affirmative vote, Consent Agenda items B-L are approved. Consent Agenda item A- The Harris Center System Quality, Safety, and Experience Performance Improvement Plan FY 2024 F-8 was tabled.**

**VIII. Review and Comment**

Dr. Gearing moved to defer agenda items the Federally Qualified Health Center Look-A-Like (FQHC-LAL) and DFPS Service Delivery agenda items.

Dr. Santos seconded the motion.

The Motion passed with unanimous affirmative votes

## **IX. Board Chair's Report**

Dr. Gearing provided the Board Chair's report to the Board.

**X. Executive Session-**Dr. Gearing announced the Board would convene into Executive Session at 10:29 am for the following purposes:

- **As authorized by §551.071 of the Texas Government Code, the Board of Trustees reserves the right to adjourn into Executive Session at anytime during the course of this meeting to seek legal advice from its attorney about any matters listed on the agenda.**
- **In accordance with §551.071, Consultation with Attorney regarding pending or contemplated litigation or a settlement offer related to a contract dispute with a HVAC contractor. Michelle Morris, Rogers, Morris and Grover and Kendra Thomas, General Counsel**
- **In accordance with §551.071 of the Texas Government Code, consultation with attorney on a legal matter related to the financing of capital improvement projects and lines of credit or bond sales in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct to the State Bar of Texas clearly conflicts with the Open Meetings Act. Kendra Thomas, General Counsel, Vanessa McKeown, Chief Financial Officer, and Karlos Allen, Dir. of PFM**
- **In accordance with §551.074 of the Texas Government Code, Discussion of Personnel Matters related to the Nomination of Individual Board members as Board Officers and Committee appointments. Mr. James Lykes, Chair of Governance Committee and Dr. R. Gearing, Chair of the Harris Center Board of Trustees**
- **In accordance with §§551.076 and 551.089 of the Texas Government Code, Discussion about security incident, network security assessment and implementation of security devices. Mustafa Cochinwala, Chief Information Officer, Rick Hurst, Dir. of IT Infrastructure, Wes Farris, Dir. Of Information Security and Enterprise Architecture, and Rita Alford, Dir. of Privacy**
- **In accordance with §551.071 of the Texas Government Code, to consult with attorney in Executive session and seek advice and guidance on legal matters. Kendra Thomas, General Counsel and Paul Lamp, Partner, Spalding Nichols Lamp Langlois**



# **EXHIBIT F-2**

**The Harris Center for Mental Health and IDD**

**Results of Financial Operations and Comparison to Original Budget  
January 31, 2024**

**Fiscal year 2024**

# The Harris Center for Mental Health and IDD

Resource Committee  
Board of Trustees  
The Harris Center for Mental Health and IDD (The Center)

The Results of Financial Operations and Comparison to Budget submitted herewith was prepared by The Center's Accounting Department.

Responsibility for the accuracy, completeness and fairness of presentation of the presented data rests with the Center, the Chief Financial Officer and the Accounting departments.

We believe the statements, as presented, are materially accurate and are presented in a manner designed to fairly set forth the financial position and results of operations of The Center.

The Center's accounting records for its general fund are maintained on a modified accrual basis.

Under this method, revenues are recognized in the period when they become measurable and available, and expenditures are recognized when the related fund liability is incurred, if measurable.

The financial report submitted herewith was prepared to reflect budget basis reporting and has not been audited by an independent auditor.

*vanessa mckeown*

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Vanessa McKeown  
Chief Financial Officer

**The Harris Center for Mental Health and IDD**  
**Results of Financial Operations and Comparison to Original Budget**  
**January 31, 2024**  
*unaudited/budget-basis reporting*

**For the Month**

	<b>Original budget</b>	<b>Actual</b>	<b>Variance</b>
Revenues	\$ 28,619,834	\$ 31,328,756	\$ 2,708,921
Expenditures	28,536,501	30,760,498	(2,223,997)
<b>Change in net assets</b>	<b>\$ 83,333</b>	<b>\$ 568,257</b>	<b>\$ 484,924</b>
Debt payment	\$ (83,333)	\$ -	\$ 83,333
Capital		(359,114)	(359,114)
Other sources and uses		2,869	2,869
	<u>\$ 0</u>	<u>\$ 212,012</u>	<u>\$ 212,012</u>

**Fiscal Year to Date**

	<b>Original budget</b>	<b>Actual</b>	<b>Variance</b>
Revenues	\$ 143,099,171	\$ 141,062,012	\$ (2,037,159)
Expenditures	142,682,505	140,475,920	2,206,584
<b>Change in net assets, operations</b>	<b>\$ 416,667</b>	<b>\$ 586,092</b>	<b>\$ 169,425</b>
Debt payment	\$ (416,667)	\$ -	\$ 416,667
Capital		(1,424,442)	(1,424,442)
Other sources and uses		39,082	39,082
	<u>\$ 0</u>	<u>\$ (799,268)</u>	<u>\$ (799,268)</u>

**The Harris Center for Mental Health and IDD**  
**Results of Financial Operations and Comparison to Original Budget**  
**January 31, 2024**  
*Non-GAAP / Budget-Basis reporting*

	For the Month of				Fiscal Year to Date			
	Budget	Actual	Variance \$	%	Budget	Actual	Variance \$	%
<b>Operating Revenue</b>								
State General Revenue	\$ 10,145,271	\$ 11,392,784	\$ 1,247,513	12%	\$ 50,726,356	\$ 51,111,720	\$ 385,363	1%
Harris County and Local	5,420,027	5,740,898	320,870	6%	27,100,137	26,201,512	(898,625)	-3% <b>A</b>
Federal Contracts and Grants	4,034,513	4,564,510	529,997	13%	20,172,565	18,507,190	(1,665,375)	-8% <b>B</b>
State Contract and Grants	1,128,277	736,954	(391,323)	-35%	5,641,387	3,548,217	(2,093,170)	-37% <b>C</b>
Third Party Billing	2,766,500	3,156,405	389,904	14%	13,832,502	14,963,449	1,130,947	8% <b>D</b>
Charity Care Pool	3,340,350	3,340,350	(0)	0%	16,701,751	16,701,754	3	0%
Directed Payment Programs	726,250	1,320,320	594,070	82%	3,631,250	4,455,176	823,926	23%
PAP	833,578	792,228	(41,350)	-5%	4,167,890	4,135,956	(31,933)	-1%
Interest Income	225,067	284,307	59,241	26%	1,125,333	1,437,039	311,706	28% <b>E</b>
<b>Operating Revenue, total</b>	<b>\$ 28,619,834</b>	<b>\$ 31,328,756</b>	<b>\$ 2,708,921</b>	<b>9%</b>	<b>\$ 143,099,171</b>	<b>\$ 141,062,012</b>	<b>\$ (2,037,159)</b>	<b>-1%</b>
<b>Operating expenditures</b>								
Salaries and Fringe Benefits	\$ 19,926,501	\$ 21,622,642	\$ (1,696,141)	-9%	\$ 99,632,505	\$ 101,176,509	\$ (1,544,004)	-2% <b>F</b>
Contracts and Consultants	2,089,012	2,002,562	86,450	4%	10,445,060	6,739,865	3,705,195	35% <b>G</b>
Contracts and Consultants-HPC	2,322,735	1,840,164	482,571	21%	11,613,673	11,533,250	80,423	1%
Supplies and Drugs	1,531,755	2,419,718	(887,963)	-58%	7,658,774	10,520,117	(2,861,343)	-37% <b>H</b>
Purchases, Repairs and Maintenance of:								
Equipment	597,697	797,371	(199,674)	-33%	2,988,486	2,387,858	600,627	20% <b>I</b>
Building	538,158	289,739	248,420	46%	2,690,792	820,591	1,870,201	70% <b>J</b>
Vehicle	86,436	129,765	(43,329)	-50%	432,181	384,571	47,609	11%
Telephone and Utilities	318,221	258,582	59,639	19%	1,591,103	1,200,006	391,097	25%
Insurance, Legal and Audit	166,175	278,378	(112,203)	-68%	830,877	800,774	30,103	4%
Travel	194,028	201,360	(7,332)	-4%	970,142	688,871	281,271	29%
Other	765,783	920,218	(154,436)	-20%	3,828,913	4,223,509	(394,595)	-10%
<b>Operating Expenditures, total</b>	<b>\$ 28,536,501</b>	<b>\$ 30,760,498</b>	<b>\$ (2,223,997)</b>	<b>-8%</b>	<b>\$ 142,682,505</b>	<b>\$ 140,475,920</b>	<b>\$ 2,206,584</b>	
<b>Change in Net Assets, before Other Sources</b>	<b>\$ 83,333</b>	<b>\$ 568,257</b>	<b>\$ 484,924</b>		<b>\$ 416,667</b>	<b>\$ 586,092</b>	<b>\$ 169,425</b>	
<b>Other Sources</b>								
Debt payment	\$ (83,333)	\$ -	\$ (83,333)		\$ (416,667)	\$ -	\$ (416,667)	
Capital outlay	-	(359,114)	359,114		-	(1,424,442)	(1,424,442)	
Insurance proceeds	-	2,869	(2,869)		-	29,812	29,812	
Proceeds from Sale of Assets	-	-	-		-	9,270	9,270	
<b>Change in Net Assets, all Sources</b>	<b>\$ 0</b>	<b>\$ 212,012</b>	<b>\$ 212,012</b>		<b>\$ 0</b>	<b>\$ (799,268)</b>	<b>\$ (799,268)</b>	

**The Harris Center for Mental Health and IDD**  
**Balance Sheet**  
**January 31, 2024**  
*Non-GAAP / Budget-Basis reporting*

	December-23	January-24	Change	
<b>ASSETS</b>				
<b>Current Assets</b>				
Cash and Cash Equivalents				
Cash and Petty Cash	\$ 10,906,461	\$ 9,057,902	(1,848,558)	
Cash Equivalents	60,045,071	52,802,562	(7,242,509)	
Cash and Cash Equivalents, total	\$ 70,951,532	\$ 61,860,464	\$ (9,091,067)	AA
Inventory and Prepaid	10,265,374	7,551,859	\$ (2,713,515)	BB
Accounts Receivable:				
Other	52,656,165	59,994,177	7,338,012	CC
Patient, net of allowance	5,542,036	2,672,395	(2,869,641)	
<b>Current Assets, total</b>	<b>\$ 139,415,106</b>	<b>\$ 132,078,895</b>	<b>\$ (7,336,211)</b>	
<b>Capital Assets</b>				
Land	\$ 12,694,280	\$ 12,694,280	\$ -	
Building and Building Improvements	46,595,256	46,595,256	-	
Furniture, Equipment and Vehicles	9,952,470	9,952,470	-	
Construction in Progress	24,267,898	24,267,898	-	
<b>Capital Assets, total</b>	\$ 93,509,904	\$ 93,509,904	\$ -	
<b>Total Assets</b>	<b>\$ 232,925,009</b>	<b>\$ 225,588,798</b>	<b>\$ (7,336,211)</b>	
<b>LIABILITIES AND NET ASSETS</b>				
Unearned Income	\$ 37,370,001	\$ 27,672,552	\$ (9,697,449)	DD
Accounts Payable and Accrued Liabilities	24,259,352	26,399,281	2,139,929	EE
Long term Liabilities	780,716	790,013	9,297	
<b>Liabilities, total</b>	\$ 62,410,069	\$ 54,861,846	\$ (7,548,223)	
<b>NET ASSET</b>				
Inventory and Capital Assets	\$ 93,654,093	\$ 93,091,377	\$ (562,715)	
Assigned	66,514,014	66,514,014	-	
Unassigned	11,358,113	11,920,828	562,715	
Change in net assets	(1,011,280)	(799,268)	212,012	
<b>Net Assets, Total</b>	<b>\$ 170,514,939</b>	<b>\$ 170,726,951</b>	<b>\$ 212,012</b>	

**The Harris Center for Mental Health and IDD**  
**Notes to Statements Presented**  
**Non-GAAP / Budget-Basis reporting**

**January 31, 2024**

**Results of Financial Operations and Comparison to Budget**

**A Harris County and Local Revenue**

The primary driver of the net unfavorable budget variance in Harris County and Local Revenue is several County programs revenue are under budget as of January.

**B Federal Contract and grants**

The primary driver of the net unfavorable budget variance in Federal Contract and grants is several program's revenue are under budget as of January.

**C State Contract and Grants**

The primary driver of the net unfavorable variance in State Contract and Grants is related to timing of expenditures for building costs for Healthy Community Collaborative, i.e. 6168 apartments.

**D Third party billing**

Third party billing exceeds anticipated budget, in total, due to revenue generated in our pharmacies. However, we are seeing some areas under budget and are reviewing the cause.

**E Interest**

Interest revenue continues to exceed budget estimates.

**F Salaries/Wages and Fringe Benefits**

The primary driver of the net unfavorable variance in Salaries and Benefits is due to a slight increase in benefit percent costs; our vacancy allowance is roughly 2% higher than actual amounts as of January. We anticipate this to correct itself as we move through the calendar year.

**G Contracts and consultants**

The primary drivers of the positive contracts and consultants variance are savings in contract labor costs and timing of payments as programs get established.

**H Supplies**

The primary driver of the net unfavorable variance in supplies is the increase in retail drug pharmacy purchases. Please note, revenue earned exceeds the original budget as well.

**The Harris Center for Mental Health and IDD**  
**Notes to Statements Presented**  
**Non-GAAP / Budget-Basis reporting**

**January 31, 2024**

**I Equipment**

The primary driver of the favorable variance in equipment is desktop/laptop purchases are under budget by \$507K.

**J Building**

The primary driver of the net favorable variance in building costs is timing of building remodel costs budgeted for the Hospital to Home program.

**Balance sheet**

**AA Cash and Investments**

The decline in cash and cash equivalents declines as we approach quarter end and will increase once we receive the third qtr revenue from HHSC (anticipated in February).

**BB Inventory and Prepaid**

Inventory and Prepaid balances decreased decline in DPP IGT balances.

**BB Accounts receivable, other**

The primary driver of the increase in Accounts Receivable, other is the recognition of amounts owed from the County for the annual allocation and the Charity Care program.

**CC Unearned income**

Unearned income has declined due to the recognition of revenue received for the performance contract award from HHSCH.

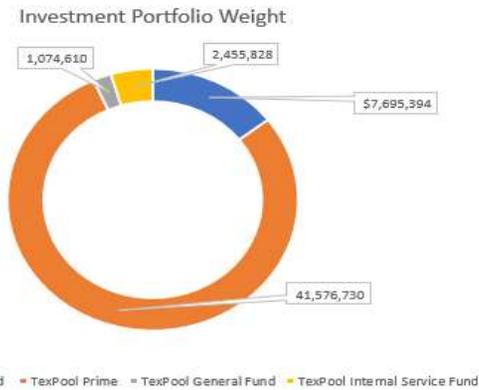
**DD Accounts Payable and Accrued Liabilities**

Accounts Payable and Accrued Liabilities has increased due to timing of payroll and related liabilities.

The Harris Center for Mental Health and IDD  
Investment Portfolio  
January 31, 2024

Local Government Investment Pools (LGIPs)

	Beginning Balance	Transfer In	Transfer Out	Interest Income	Ending Value	Portfolio %	Monthly Interest Rate	Monthly Yield
<b>Texas CLASS</b>								
Texas CLASS General Fund	\$ 15,148,849	\$ -	\$ (7,500,000)	\$ 46,545	\$ 7,695,394	14.6%	5.54%	5.595%
<b>TexPool</b>								
TexPool Prime	41,381,740	-	-	194,990	41,576,730	78.7%	5.55%	4.801%
TexPool General Fund	1,069,753	-	-	4,857	1,074,610	2.0%	5.35%	4.611%
TexPool Internal Service Fund	2,444,729	-	-	11,099	2,455,828	4.7%	5.35%	4.611%
<i>TexPool Sub-Total</i>	<i>44,896,222</i>	<i>-</i>	<i>-</i>	<i>210,946</i>	<i>45,107,168</i>	<i>85.4%</i>		<i>4.786%</i>
<b>Total Investments</b>	\$ 60,045,071	\$ -	\$ (7,500,000)	\$ 257,491	<b>\$ 52,802,562</b>	100%		4.904%
Additional Interest-Checking Accounts					65,275			
<b>Total Interest Earned</b>				<b>\$ 322,766</b>				



<b>3 Month Weighted Average Maturity (Days)</b>	<b>1.00</b>
<b>3 Month Weighted Average Yield</b>	<b>5.53%</b>
<b>3 Month Rolling Weighted Average Daily Treasury Bill Rate (4 weeks)</b>	<b>5.30%</b>
<b>Interest Rate - Chase Hybrid Checking</b>	<b>3.15%</b>
<b>ECR - Chase</b>	<b>3.25%</b>

This Investment Portfolio Report of The Harris Center for Mental Health and IDD As of January 31, 2024 is in compliance with the Public Funds Investment Act (PFIA), Chapter 2256 of the Texas Government Code and the Investment Strategy approved by the Board of Trustees.

Approved:

Hayden Hernandez, Accounting and Treasury Manager

**The Harris Center for Mental Health and IDD**  
**Monthly Report of Financial Transactions Related to Payments of Liabilities for Employee Benefits**  
**January 31, 2024**

<b>Vendor</b>	<b>Description</b>	<b>Monthly Not-To-Exceed*</b>	<b>Jan-24</b>	<b>Fiscal Year to Date Total</b>
Lincoln Financial Group	Retirement Funds (401a, 403b, 457)	\$3,500,000	\$1,857,988	\$10,237,387
Blue Cross Blue Shield of TX	Health and Dental Insurance	\$3,200,000	\$4,892,418	\$12,253,798
UNUM	Life Insurance	\$300,000	\$0	\$621,890

\* As established by the Board Resolution: Harris Center Board of Trustees Signature Authorization and Delegation Authority for Certain Items effective May 23, 2023.

Notes:

# **EXHIBIT F-3**

# **FEBRUARY 2024 AMENDMENTS OVER 250k**





# Executive Contract Summary

## Contract Section



**Contractor\***

Health Management Associates

**Contract ID #\***

2022-0509

**Presented To\***

- Resource Committee
- Full Board

**Date Presented\***

2/20/2024

**Parties\* (?)**

Health Management Associates and The Harris Center for Mental Health and IDD Services

**Agenda Item Submitted For:\* (?)**

- Information Only (Total NTE Amount is Less than \$250,000.00)
- Board Approval (Total NTE Amount is \$250,000.00 or more)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- Other

**Procurement Method(s)\***

Check all that Apply

- |  |  |
|--|--|
| <input type="checkbox"/> Competitive Bid                                 | <input type="checkbox"/> Competitive Proposal                                      |
| <input type="checkbox"/> Request for Proposal                            | <input type="checkbox"/> Sole Source   |
| <input type="checkbox"/> Request for Application                         | <input type="checkbox"/> Request for Qualification                                 |
| <input type="checkbox"/> Request for Quote                               | <input type="checkbox"/> Tag-On  |
| <input type="checkbox"/> Interlocal                                      | <input type="checkbox"/> Consumer Driven   |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input checked="" type="checkbox"/> Other <b>Episcopal Health Foundation Grant</b> |

**Funding Information\***

- New Contract
- Amendment

**Contract Term Start Date\* (?)**

1/4/2024

**Contract Term End Date\* (?)**

5/31/2024

If contract is off-cycle, specify the contract term (?)

**Current Contract Amount\***

\$ 250,000.00

**Increase Not to Exceed\***

\$ 71,428.60

**Revised Total Not to Exceed (NTE)\***

\$ 321,428.60

Fiscal Year\* (?)

Amount\* (?)

2024

\$ 71,428.60

Funding Source\*

Private Grant

Contract Description / Type\* (?)

- Personal/Professional Services
- Consumer Driven Contract
- Memorandum of Understanding
- Affiliation or Preceptor
- BAA/DUA
- Pooled Contract
- Renewal of Existing Contract
- Consultant
- New Contract/Agreement
- Amendment to Existing Contract
- Service/Maintenance
- IT/Software License Agreement
- Lease
- Other

Justification/Purpose of Contract/Description of Services Being Provided\* (?)

Per Dr. Williams' email dated 01-04-23: Please submit an ECS to extend the term of the agreement and increase the NTE for January's board approval.

Contract Owner\*

Stanley Williams

Previous History of Contracting with Vendor/Contractor\*

Yes  No  Unknown

Please add previous contract dates and what services were provided\*

09-01-2022 to 12-31-2023

Vendor/Contractor a Historically Underutilized Business (HUB)\* (?)

Yes  No  Unknown

Community Partnership\* (?)

Yes  No  Unknown

Specify Name\*

Episcopal Health Foundation

Supporting Documentation Upload (?)

FY23 PO CT142677, HMA.pdf

307.19KB

Vendor/Contractor Contact Person

Name\*

Stephen Palmer PhD

Address\*

Street Address

120 North Washington Square

Address Line 2

City

Lansing

Postal / Zip Code

48933-1617

State / Province / Region

MI

Country

USA

Phone Number\*

(512)473-2626 office | (512) 657-2569

Email\*

spalmer@helathmanagement.com

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
2626	\$ 71,428.60	542000
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Shelby, Debbie	Hooper Jr., Michael	

Provide Rate and Rate Descriptions if applicable\* (?)

0.00

Project WBS (Work Breakdown Structure)\* (?)

0.00

Requester Name

Shelby, Debbie

Submission Date

1/4/2024

Budget Manager Approval(s)

Approved by

*Debbie Chambers & Shelby*

Approval Date

1/4/2024

Contract Owner Approval

Approved by

*DR. STANLEY WILLIAMS, PHD*

Approval Date

1/5/2024

Contracts Approval

Approve\*

- Yes
- No, reject entire submission
- Return for correction

Approved by\*

*Bolinda Stude*

Approval Date\*

1/5/2024



# Executive Contract Summary

## Contract Section



### Select Header For This Contract\*

Administration

### Contractor\*

Master Pool Foreign and Sign Language Translation Services

### Contract ID #\*

2023-0793

### Presented To\*

- Resource Committee
- Full Board

### Date Presented\*

2/20/2024

### Parties\* (?)

The Harris Center, Flix Translations Group LLC, Fox Translation Services, GLOBO, Idea Translations, INGO International, Interpreters Unlimited, Nightingale Interpreting Services, Translation & Interpretation Network, Universe Technical Translations Inc, Visual Language and Volatia Language Network

### Agenda Item Submitted For:\* (?)

- Information Only (Total NTE Amount is Less than \$250,000.00)
- Board Approval (Total NTE Amount is \$250,000.00 or more)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- Other

### Procurement Method(s)\*

Check all that Apply

- |  |  |
|--|--|
| <input type="checkbox"/> Competitive Bid                                 | <input type="checkbox"/> Competitive Proposal      |
| <input checked="" type="checkbox"/> Request for Proposal                 | <input type="checkbox"/> Sole Source               |
| <input type="checkbox"/> Request for Application                         | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote                               | <input type="checkbox"/> Tag-On                    |
| <input type="checkbox"/> Interlocal                                      | <input type="checkbox"/> Consumer Driven           |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other                     |

### Funding Information\*

- New Contract
- Amendment

### Contract Term Start Date\* (?)

12/1/2023

### Contract Term End Date\* (?)

8/31/2024

If contract is off-cycle, specify the contract term (?)

### Current Contract Amount\*

\$ 327,068.00

**Increase Not to Exceed \***

\$ 77,984.00

**Revised Total Not to Exceed (NTE) \***

\$ 405,052.00

**Fiscal Year\* (?)**

2024

**Amount\* (?)**

\$ 405,052.00

**Funding Source \***

General Revenue (GR)

**Contract Description / Type\* (?)**

- Personal/Professional Services
- Consumer Driven Contract
- Memorandum of Understanding
- Affiliation or Preceptor
- BAA/DUA
- Pooled Contract
- Renewal of Existing Contract
- Consultant
- New Contract/Agreement
- Amendment to Existing Contract
- Service/Maintenance
- IT/Software License Agreement
- Lease
- Other

**Contract Owner \***

Kendra Thomas

**Previous History of Contracting with Vendor/Contractor \***

Yes  No  Unknown

**Please add previous contract dates and what services were provided \***

The pool contract is made up of some vendors returning from the previous contract and new vendors

**Vendor/Contractor a Historically Underutilized Business (HUB)\* (?)**

Yes  No  Unknown

**Community Partnership\* (?)**

Yes  No  Unknown

**Supporting Documentation Upload (?)**

Amendments to Master Pool PO CT 143462 for FY24 .xlsx 130.48KB

**Vendor/Contractor Contact Person**



**Name \***

Rebeca Nini

**Address \***

Street Address

P.O. Box 736101

Address Line 2

City

Dallas

Postal / Zip Code

75373

State / Province / Region

TX

Country

USA

**Phone Number\***

817-289-2844

**Email\***

Rnini@tintranslation.com

**Budget Section****Budget Units and Amounts Charged to each Budget Unit**

<b>Budget Unit Number*</b>	<b>Amount Charged to Unit*</b>	<b>Expense/GL Code No.*</b>
1102	\$ 1,000.00	543018

<b>Budget Manager</b>	<b>Secondary Budget Manager</b>
Brown, Erica	Campbell, Ricardo

<b>Budget Unit Number*</b>	<b>Amount Charged to Unit*</b>	<b>Expense/GL Code No.*</b>
2200	\$ 24,000.00	543018

<b>Budget Manager</b>	<b>Secondary Budget Manager</b>
Shelby, Debbie	Hooper Jr., Michael

<b>Budget Unit Number*</b>	<b>Amount Charged to Unit*</b>	<b>Expense/GL Code No.*</b>
2212	\$ 20,000.00	543018

<b>Budget Manager</b>	<b>Secondary Budget Manager</b>
Shelby, Debbie	Hooper Jr., Michael

<b>Budget Unit Number*</b>	<b>Amount Charged to Unit*</b>	<b>Expense/GL Code No.*</b>
2213	\$ 6,000.00	543018

<b>Budget Manager</b>	<b>Secondary Budget Manager</b>
Shelby, Debbie	Hooper Jr., Michael

<b>Budget Unit Number*</b>	<b>Amount Charged to Unit*</b>	<b>Expense/GL Code No.*</b>
2214	\$ 27,000.00	543018

<b>Budget Manager</b>	<b>Secondary Budget Manager</b>
Shelby, Debbie	Hooper Jr., Michael

<b>Budget Unit Number*</b>	<b>Amount Charged to Unit*</b>	<b>Expense/GL Code No.*</b>
2215	\$ 60,000.00	543018

<b>Budget Manager</b>	<b>Secondary Budget Manager</b>
Shelby, Debbie	Hooper Jr., Michael

<b>Budget Unit Number*</b>	<b>Amount Charged to Unit*</b>	<b>Expense/GL Code No.*</b>
2299	\$ 2,660.00	543018

<b>Budget Manager</b>	<b>Secondary Budget Manager</b>
Shelby, Debbie	Hooper Jr., Michael

<b>Budget Unit Number*</b>	<b>Amount Charged to Unit*</b>	<b>Expense/GL Code No.*</b>
2301	\$ 7,100.00	543018

<b>Budget Manager</b>	<b>Secondary Budget Manager</b>
Shelby, Debbie	Hooper Jr., Michael

<b>Budget Unit Number *</b>	<b>Amount Charged to Unit *</b>	<b>Expense/GL Code No. *</b>
3350	\$ 47,423.00	543018
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Adams-Austin, Mamie	Kerlegon, Charles	
<b>Budget Unit Number *</b>	<b>Amount Charged to Unit *</b>	<b>Expense/GL Code No. *</b>
3360	\$ 74,000.00	543018
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Smith, Janai	Hooper Jr., Michael	
<b>Budget Unit Number *</b>	<b>Amount Charged to Unit *</b>	<b>Expense/GL Code No. *</b>
4323	\$ 15,328.00	543018
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Smith, Janai	Hooper Jr., Michael	
<b>Budget Unit Number *</b>	<b>Amount Charged to Unit *</b>	<b>Expense/GL Code No. *</b>
4325	\$ 2,068.00	543018
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Smith, Janai	Hooper Jr., Michael	
<b>Budget Unit Number *</b>	<b>Amount Charged to Unit *</b>	<b>Expense/GL Code No. *</b>
4736	\$ 7,981.00	543018
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Smith, Janai	Hooper Jr., Michael	
<b>Budget Unit Number *</b>	<b>Amount Charged to Unit *</b>	<b>Expense/GL Code No. *</b>
4913	\$ 10,576.00	543018
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Smith, Janai	Hooper Jr., Michael	
<b>Budget Unit Number *</b>	<b>Amount Charged to Unit *</b>	<b>Expense/GL Code No. *</b>
6201	\$ 200.00	543018
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Williams-Wesley, Sheenia	Jiles, Monalisa	
<b>Budget Unit Number *</b>	<b>Amount Charged to Unit *</b>	<b>Expense/GL Code No. *</b>
6204	\$ 300.00	543018
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Williams-Wesley, Sheenia	Jiles, Monalisa	
<b>Budget Unit Number *</b>	<b>Amount Charged to Unit *</b>	<b>Expense/GL Code No. *</b>
6205	\$ 1,200.00	543018
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Williams-Wesley, Sheenia	Jiles, Monalisa	
<b>Budget Unit Number *</b>	<b>Amount Charged to Unit *</b>	<b>Expense/GL Code No. *</b>
6302	\$ 300.00	543018
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Williams-Wesley, Sheenia	Jiles, Monalisa	

<b>Budget Unit Number *</b>	<b>Amount Charged to Unit *</b>	<b>Expense/GL Code No. *</b>
6401	\$ 1,000.00	543018
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Williams-Wesley, Sheenia	Jiles, Monalisa	
<b>Budget Unit Number *</b>	<b>Amount Charged to Unit *</b>	<b>Expense/GL Code No. *</b>
6601	\$ 7,536.00	543018
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Smith, Janai	Hooper Jr., Michael	
<b>Budget Unit Number *</b>	<b>Amount Charged to Unit *</b>	<b>Expense/GL Code No. *</b>
7001	\$ 13,000.00	543018
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Ilejay, Kevin	Campbell, Ricardo	
<b>Budget Unit Number *</b>	<b>Amount Charged to Unit *</b>	<b>Expense/GL Code No. *</b>
7008	\$ 12,200.00	543018
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Ilejay, Kevin	Campbell, Ricardo	
<b>Budget Unit Number *</b>	<b>Amount Charged to Unit *</b>	<b>Expense/GL Code No. *</b>
7110	\$ 4,000.00	543018
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Ilejay, Kevin	Campbell, Ricardo	
<b>Budget Unit Number *</b>	<b>Amount Charged to Unit *</b>	<b>Expense/GL Code No. *</b>
9206	\$ 4,500.00	543018
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Oshman, Jodel	Ramirez, Priscilla	
<b>Budget Unit Number *</b>	<b>Amount Charged to Unit *</b>	<b>Expense/GL Code No. *</b>
9208	\$ 1,500.00	543018
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Oshman, Jodel	Ramirez, Priscilla	
<b>Budget Unit Number *</b>	<b>Amount Charged to Unit *</b>	<b>Expense/GL Code No. *</b>
9209	\$ 1,500.00	543018
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Oshman, Jodel	Ramirez, Priscilla	
<b>Budget Unit Number *</b>	<b>Amount Charged to Unit *</b>	<b>Expense/GL Code No. *</b>
9210	\$ 900.00	543018
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Oshman, Jodel	Ramirez, Priscilla	
<b>Budget Unit Number *</b>	<b>Amount Charged to Unit *</b>	<b>Expense/GL Code No. *</b>
9228	\$ 1,200.00	543018
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Oshman, Jodel	Ramirez, Priscilla	

<b>Budget Unit Number*</b>	<b>Amount Charged to Unit*</b>	<b>Expense/GL Code No.*</b>
9238	\$ 1,500.00	543018

<b>Budget Manager</b>	<b>Secondary Budget Manager</b>
Oshman, Jodel	Ramirez, Priscilla

<b>Budget Unit Number*</b>	<b>Amount Charged to Unit*</b>	<b>Expense/GL Code No.*</b>
9244	\$ 400.00	543018

<b>Budget Manager</b>	<b>Secondary Budget Manager</b>
Ramirez, Priscilla	Oshman, Jodel

<b>Budget Unit Number*</b>	<b>Amount Charged to Unit*</b>	<b>Expense/GL Code No.*</b>
9247	\$ 500.00	543018

<b>Budget Manager</b>	<b>Secondary Budget Manager</b>
Oshman, Jodel	Ramirez, Priscilla

<b>Budget Unit Number*</b>	<b>Amount Charged to Unit*</b>	<b>Expense/GL Code No.*</b>
9403	\$ 6,180.00	543018

<b>Budget Manager</b>	<b>Secondary Budget Manager</b>
Ramirez, Priscilla	Puente, Giovanni

<b>Budget Unit Number*</b>	<b>Amount Charged to Unit*</b>	<b>Expense/GL Code No.*</b>
9810	\$ 6,000.00	543018

<b>Budget Manager</b>	<b>Secondary Budget Manager</b>
Oshman, Jodel	Ramirez, Priscilla

<b>Budget Unit Number*</b>	<b>Amount Charged to Unit*</b>	<b>Expense/GL Code No.*</b>
1108	\$ 35,000.00	35000

<b>Budget Manager</b>	<b>Secondary Budget Manager</b>
Brown, Erica	Campbell, Ricardo

<b>Budget Unit Number*</b>	<b>Amount Charged to Unit*</b>	<b>Expense/GL Code No.*</b>
2802	\$ 1,000.00	543018

<b>Budget Manager</b>	<b>Secondary Budget Manager</b>
Shelby, Debbie	Hooper Jr., Michael

**Provide Rate and Rate Descriptions if applicable\* (?)**

Rates vary from service to service, See attachment for further details

**Project WBS (Work Breakdown Structure)\* (?)**

N/A

**Requester Name**

MacKinney, Egla

**Submission Date**

1/25/2024

**Budget Manager Approval(s)**



Approved by

*Erica Brown*

Approval Date  
1/25/2024

Approved by

*Debbie Chambers Shetty*

Approval Date  
1/25/2024

Approved by

*Mamie Adams-Austin*

Approval Date  
1/25/2024

Approved by

*Tanai Lynnette Smith*

Approval Date  
1/25/2024

Approved by

*Shemica Williams-Wesley*

Approval Date  
1/26/2024

Approved by

*Kevin DeJary*

Approval Date  
1/26/2024

Approved by

*Priscilla M. Ramirez*

Approval Date  
1/26/2024

Procurement Approval 

File Upload (?)

Approved by

Sign

Approval Date

Contract Owner Approval 

Approved by

*Kendra Thomas*

Approval Date  
1/29/2024

Contracts Approval 

Approved by

*Belinda Stude*

Approval Date

1/31/2024

Final Board Report Comments



**Justification / Purpose of Contract / Description of Services Being Provided (?)**

Rates for this new contract are slightly higher and units want to ensure funds are available for their units. Also adding an MH unit & funds that was left of the PO but does use the services.

**Product/Service Description**

Translation Interpretation/Sign Language Services

**Revised Comments For Board Report\***

Amendment to increase the NTE to add funds for a division unit of Mental Health that was previously not included and to ensure enough funds are available for various department units of the Agency.

**Exclude this ECS from Board Report?\***

Yes  No



# Executive Contract Summary

## Contract Section



**Contractor\***

MCKESSON MEDICAL SURGICAL, INC.

**Contract ID #\***

7137

**Presented To\***

- Resource Committee
- Full Board

**Date Presented\***

2/20/2024

**Parties\* (?)**

McKesson Medical Surgical, inc. and The Harris Center for Mental Health & IDD

**Agenda Item Submitted For:\* (?)**

- Information Only (Total NTE Amount is Less than \$250,000.00)
- Board Approval (Total NTE Amount is \$250,000.00 or more)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- Other

**Procurement Method(s)\***

Check all that Apply

- |  |  |
|--|--|
| <input type="checkbox"/> Competitive Bid                                 | <input type="checkbox"/> Competitive Proposal      |
| <input type="checkbox"/> Request for Proposal                            | <input type="checkbox"/> Sole Source               |
| <input type="checkbox"/> Request for Application                         | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote                               | <input checked="" type="checkbox"/> Tag-On         |
| <input type="checkbox"/> Interlocal                                      | <input type="checkbox"/> Consumer Driven           |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other                     |

**Funding Information\***

- New Contract
- Amendment

**Contract Term Start Date\* (?)**

9/1/2023

**Contract Term End Date\* (?)**

8/31/2024

If contract is off-cycle, specify the contract term (?)

**Current Contract Amount\***

\$ 291,365.00

**Increase Not to Exceed\***

\$ 8,300.00

**Revised Total Not to Exceed (NTE)\***

\$ 299,665.00

Fiscal Year\* (?)

Amount\* (?)

2024

\$ 8,300.00

Funding Source\*

General Revenue (GR)

Contract Description / Type\* (?)

- Personal/Professional Services
- Consumer Driven Contract
- Memorandum of Understanding
- Affiliation or Preceptor
- BAA/DUA
- Pooled Contract
- Renewal of Existing Contract
- Consultant
- New Contract/Agreement
- Amendment to Existing Contract
- Service/Maintenance
- IT/Software License Agreement
- Lease
- Other

Justification/Purpose of Contract/Description of Services Being Provided\* (?)

Increase Unit budgets due to increased medical surgical supply needs.

Contract Owner\*

Kia Walker

Previous History of Contracting with Vendor/Contractor\*

Yes  No  Unknown

Please add previous contract dates and what services were provided\*

Many years.

Vendor/Contractor a Historically Underutilized Business (HUB)\* (?)

Yes  No  Unknown

Community Partnership\* (?)

Yes  No  Unknown

Supporting Documentation Upload (?)

Vendor/Contractor Contact Person

Name\*

Sarah Brady Zujic

Address\*

Street Address

4250 Patriot Drive

Address Line 2

City

Grapevine

Postal / Zip Code

76051

State / Province / Region

TX

Country

US

Phone Number\*

713-377-4677

Email\*

sarah.brady@mckesson.com

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
4323	\$ 4,000.00	547002

Budget Manager	Secondary Budget Manager
Smith, Janai	Hooper Jr., Michael

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
4325	\$ 2,000.00	547002

Budget Manager	Secondary Budget Manager
Smith, Janai	Hooper Jr., Michael

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
4736	\$ 2,300.00	547002

Budget Manager	Secondary Budget Manager
Smith, Janai	Hooper Jr., Michael

Provide Rate and Rate Descriptions if applicable\* (?)

VARIOUS RATES

Project WBS (Work Breakdown Structure)\* (?)

N/A

Requester Name

Arceneaux, Linda

Submission Date

1/30/2024

Budget Manager Approval(s)

Approved by

*Janai Lynnette Smith*

Approval Date

1/30/2024

Procurement Approval

File Upload (?)

Approved by

Sign

Approval Date

Contract Owner Approval

Approved by

*Kia Denaé Walker*

Approval Date

1/31/2024

Contracts Approval

Approve\*

- Yes
- No, reject entire submission
- Return for correction

Approved by\*

*Belinda Stude*

Approval Date\*

2/2/2024

# **EXHIBIT F-4**

# **FEBRUARY 2024 INTERLOCAL AGREEMENTS**





# Executive Contract Summary

## Contract Section



### Select Header For This Contract \*

Forensics

### Contractor \*

Harris County Office of Administration

### Contract ID # \*

2023-0806

### Presented To \*

- Resource Committee
- Full Board

### Date Presented \*

2/20/2024

### Parties \* (?)

The Harris Center for MH and IDD Services and Harris County Office of County Administration

### Agenda Item Submitted For: \* (?)

- Information Only (Total NTE Amount is Less than \$250,000.00)
- Board Approval (Total NTE Amount is \$250,000.00 or more)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- Other

### Procurement Method(s) \*

Check all that Apply

- |  |   |
|--|---|
| <input type="checkbox"/> Competitive Bid                                 | <input type="checkbox"/> Competitive Proposal       |
| <input type="checkbox"/> Request for Proposal                            | <input type="checkbox"/> Sole Source                |
| <input type="checkbox"/> Request for Application                         | <input type="checkbox"/> Request for Qualification  |
| <input type="checkbox"/> Request for Quote                               | <input type="checkbox"/> Tag-On                     |
| <input checked="" type="checkbox"/> Interlocal                           | <input type="checkbox"/> Consumer Driven            |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other <input type="text"/> |

### Funding Information \*

- New Contract  Amendment

### Contract Term Start Date \* (?)

1/1/2024

### Contract Term End Date \* (?)

3/31/2027

If contract is off-cycle, specify the contract term (?)

County fiscal year

### Fiscal Year \* (?)

2024

### Amount \* (?)

\$ 213,333.33

Fiscal Year\* (?)

Amount\* (?)

2025

\$ 186,666.67

Funding Source\*

County

Contract Description / Type\* (?)

- Personal/Professional Services
- Consumer Driven Contract
- Memorandum of Understanding
- Affiliation or Preceptor
- BAA/DUA
- Pooled Contract
- Renewal of Existing Contract
- Consultant
- New Contract/Agreement
- Amendment to Existing Contract
- Service/Maintenance
- IT/Software License Agreement
- Lease
- Other

Contract Owner\*

Monalisa Jiles

Previous History of Contracting with Vendor/Contractor\*

- Yes
- No
- Unknown

Please add previous contract dates and what services were provided\*

December 2022 - December 2023 CARP services

Vendor/Contractor a Historically Underutilized Business (HUB)\* (?)

- Yes
- No
- Unknown

Community Partnership\* (?)

- Yes
- No
- Unknown

Specify Name\*

Harris County

Supporting Documentation Upload (?)

Vendor/Contractor Contact Person



Name\*

Mike Giordanelli

Address\*

Street Address

1001 Preston Street

Address Line 2

Suite 500

City

Houston

State / Province / Region

TX

Postal / Zip Code

77002

Country

United States

Phone Number\*

8329276938

Email \*

micheal.giordanelli@harriscountytexas.gov

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number *	Amount Charged to Unit *	Expense/GL Code No. *
6003	\$ 400,000.00	540000
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Williams-Wesley, Sheenia	Jiles, Monalisa	

Provide Rate and Rate Descriptions if applicable \* (?)

n/a

Project WBS (Work Breakdown Structure) \* (?)

n/a

Requester Name	Submission Date
Williams-Wesley, Sheenia	1/26/2024

Budget Manager Approval(s)

Approved by

*Sheenia Williams-Wesley*

Approval Date

1/26/2024

Procurement Approval

File Upload (?)

Approved by

Sign

Approval Date

Contract Owner Approval

Approved by

*Monalisa Jiles*

Approval Date

1/27/2024

Contracts Approval

Approved by

*Belinda Stude*

Approval Date

1/30/2024

Final Board Report Comments



# Executive Contract Summary

## Contract Section



**Contractor\***

Harris County Office of County Administration

**Contract ID #\***

2024-0839

**Presented To\***

- Resource Committee
- Full Board

**Date Presented\***

2/20/2024

**Parties\* (?)**

The Harris Center for MH and IDD Services and Harris County Office of County Administration

**Agenda Item Submitted For:\* (?)**

- Information Only (Total NTE Amount is Less than \$250,000.00)
- Board Approval (Total NTE Amount is \$250,000.00 or more)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- Other

**Procurement Method(s)\***

Check all that Apply

- Competitive Bid
- Request for Proposal
- Request for Application
- Request for Quote
- Interlocal
- Not Applicable (If there are no funds required)
- Competitive Proposal
- Sole Source
- Request for Qualification
- Tag-On
- Consumer Driven
- Other

**Funding Information\***

- New Contract
- Amendment

**Contract Term Start Date\* (?)**

1/1/2024

**Contract Term End Date\* (?)**

12/31/2025

If contract is off-cycle, specify the contract term (?)

County fiscal cycle

**Fiscal Year\* (?)**

2024

**Amount\* (?)**

\$ 24,133.33

**Fiscal Year\* (?)**

2025

**Amount\* (?)**

\$ 12,066.67

Funding Source \*

County

Contract Description / Type\* (?)

- Personal/Professional Services
- Consumer Driven Contract
- Memorandum of Understanding
- Affiliation or Preceptor
- BAA/DUA
- Pooled Contract
- Renewal of Existing Contract
- Consultant
- New Contract/Agreement
- Amendment to Existing Contract
- Service/Maintenance
- IT/Software License Agreement
- Lease
- Other

Justification/Purpose of Contract/Description of Services Being Provided\* (?)

To operate the Community Assistance Referral Program ("CARP"), offering services and referrals to mitigate the following possible causes of felony nonappearance: lack of transportation, childcare, housing, telephone or computer, confusion about court dates or understanding of procedures and help with mental health, substance abuse and medical emergencies

Contract Owner\*

Monalisa Jiles

Previous History of Contracting with Vendor/Contractor\*

- Yes
- No
- Unknown

Please add previous contract dates and what services were provided\*

December 2022 - December 2023 CARP services

Vendor/Contractor a Historically Underutilized Business (HUB)\* (?)

- Yes
- No
- Unknown

Community Partnership\* (?)

- Yes
- No
- Unknown

Specify Name\*

Harris County

Supporting Documentation Upload (?)

Vendor/Contractor Contact Person

Name\*

Mike Giordanelli

Address\*

Street Address

1001 Preston Street

Address Line 2

Suite 500

City

Houston

Postal / Zip Code

77002-1839

State / Province / Region

TX

Country

US

Phone Number\*

832-927-6938

Email\*

micheal.giordanelli@harriscountytexas.gov

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
6003	\$ 36,200.00	540000
<b>Budget Manager</b> Williams-Wesley, Sheenia		<b>Secondary Budget Manager</b> Jiles, Monalisa

Provide Rate and Rate Descriptions if applicable\* (?)

n/a

Project WBS (Work Breakdown Structure)\* (?)

n/a

Requester Name

Williams-Wesley, Sheenia

Submission Date

1/25/2024

Budget Manager Approval(s)

Approved by



Approval Date

1/26/2024

Procurement Approval

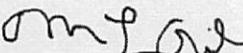
File Upload (?)

Approved by

Approval Date

Contract Owner Approval

Approved by



Approval Date

1/27/2024

Contracts Approval

Approve\*

- Yes
- No, reject entire submission
- Return for correction

Approved by\*

*Belinda Stude*

Approval Date\*

1/29/2024



# Executive Contract Summary

## Contract Section



### Select Header For This Contract \*

Interlocal

### Contractor \*

Harris County Public Health

### Contract ID # \*

2023-0817

### Presented To \*

- Resource Committee
- Full Board

### Date Presented \*

2/20/2024

### Parties \* (?)

Harris County Public Health Department and The Harris Center for Mental Health and IDD

### Agenda Item Submitted For: \* (?)

- Information Only (Total NTE Amount is Less than \$250,000.00)
- Board Approval (Total NTE Amount is \$250,000.00 or more)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- Other

### Procurement Method(s) \*

Check all that Apply

- |  |   |
|--|---|
| <input type="checkbox"/> Competitive Bid                                 | <input type="checkbox"/> Competitive Proposal       |
| <input type="checkbox"/> Request for Proposal                            | <input type="checkbox"/> Sole Source                |
| <input type="checkbox"/> Request for Application                         | <input type="checkbox"/> Request for Qualification  |
| <input type="checkbox"/> Request for Quote                               | <input type="checkbox"/> Tag-On                     |
| <input checked="" type="checkbox"/> Interlocal                           | <input type="checkbox"/> Consumer Driven            |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other <input type="text"/> |

### Funding Information \*

- New Contract  Amendment

### Contract Term Start Date \* (?)

1/1/2024

### Contract Term End Date \* (?)

12/31/2024

If contract is off-cycle, specify the contract term (?)

### Fiscal Year \* (?)

2024

**Funding Source \***

County

**Contract Description / Type\* (?)**

- Personal/Professional Services
- Consumer Driven Contract
- Memorandum of Understanding
- Affiliation or Preceptor
- BAA/DUA
- Pooled Contract
- Renewal of Existing Contract
- Consultant
- New Contract/Agreement
- Amendment to Existing Contract
- Service/Maintenance
- IT/Software License Agreement
- Lease
- Other

**Contract Owner \***

Kim Kornmayer

**Previous History of Contracting with Vendor/Contractor \***

Yes  No  Unknown

**Vendor/Contractor a Historically Underutilized Business (HUB) \* (?)**

Yes  No  Unknown

**Community Partnership \* (?)**

Yes  No  Unknown

**Supporting Documentation Upload (?)**

**Vendor/Contractor Contact Person** ▲

**Name \***

Lupe Washington

**Address \***

Street Address

1111 Fannin Street

Address Line 2

City

Houston

Postal / Zip Code

77002

State / Province / Region

TX

Country

United States

**Phone Number \***

7134396179

**Email \***

lupe.washington@phs.hctx.net

**Budget Section** ▲

**Budget Units and Amounts Charged to each Budget Unit**

<b>Budget Unit Number*</b>	<b>Amount Charged to Unit*</b>	<b>Expense/GL Code No.*</b>
9209	\$ 0.00	0

<b>Budget Manager</b>	<b>Secondary Budget Manager</b>
Oshman, Jodel	Ramirez, Priscilla

<b>Budget Unit Number*</b>	<b>Amount Charged to Unit*</b>	<b>Expense/GL Code No.*</b>
9210	\$ 0.00	0

<b>Budget Manager</b>	<b>Secondary Budget Manager</b>
Oshman, Jodel	Ramirez, Priscilla

<b>Budget Unit Number*</b>	<b>Amount Charged to Unit*</b>	<b>Expense/GL Code No.*</b>
9810	\$ 0.00	0

<b>Budget Manager</b>	<b>Secondary Budget Manager</b>
Oshman, Jodel	Ramirez, Priscilla

**Provide Rate and Rate Descriptions if applicable\* (?)**

The provider is entitled to receive a not to exceed amount of \$217,928.00.

Crisis Stabilization Unit (CSU) \$600 per bed day  
Crisis Residential Units (CRUs) \$425 per bed day

**Project WBS (Work Breakdown Structure)\* (?)**  
na

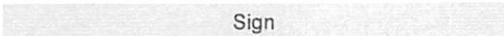
<b>Requester Name</b>	<b>Submission Date</b>
Singh, Patricia	1/26/2024

**Budget Manager Approval(s)**

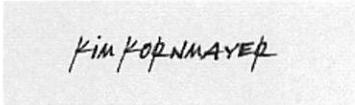
<b>Approved by</b>	<b>Approval Date</b>
	1/26/2024

**Procurement Approval**

**File Upload (?)**

<b>Approved by</b>	<b>Approval Date</b>
	

**Contract Owner Approval**

<b>Approved by</b>	<b>Approval Date</b>
	1/29/2024

**Contracts Approval**



# Executive Contract Summary

## Contract Section

**Contractor\***

Harris County Sheriff Office IDD and MH Clinical Services

**Contract ID #\***

2023-0661

**Presented To\***

- Resource Committee
- Full Board

**Date Presented\***

2/20/2024

**Parties\* (?)**

The Harris Center for MH and IDD Services and Harris County Sheriff Office

**Agenda Item Submitted For:\* (?)**

- Information Only (Total NTE Amount is Less than \$250,000.00)
- Board Approval (Total NTE Amount is \$250,000.00 or more)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- Other

**Procurement Method(s)\***

Check all that Apply

- Competitive Bid
- Request for Proposal
- Request for Application
- Request for Quote
- Interlocal
- Not Applicable (If there are no funds required)
- Competitive Proposal
- Sole Source
- Request for Qualification
- Tag-On
- Consumer Driven
- Other

**Funding Information\***

- New Contract
- Amendment

**Contract Term Start Date\* (?)**

10/1/2023

**Contract Term End Date\* (?)**

9/30/2024

If contract is off-cycle, specify the contract term (?)

Count fiscal year

**Fiscal Year\* (?)**

2024

**Amount\* (?)**

\$ 9,166,666.67

**Fiscal Year\* (?)**

2025

**Amount\* (?)**

\$ 833,333.33

**Funding Source \***

County

**Contract Description / Type\* (?)**

- Personal/Professional Services
- Consumer Driven Contract
- Memorandum of Understanding
- Affiliation or Preceptor
- BAA/DUA
- Pooled Contract
- Renewal of Existing Contract
- Consultant
- New Contract/Agreement
- Amendment to Existing Contract
- Service/Maintenance
- IT/Software License Agreement
- Lease
- Other

**Justification/Purpose of Contract/Description of Services Being Provided\* (?)**

To provide the Services in the Detention Facilities including, but not limited to:  
 Psychological services  
 Psychiatric services  
 Other mental health care and IDD services as appropriate

**Contract Owner\***

Monalisa Jiles

**Previous History of Contracting with Vendor/Contractor\***

Yes  No  Unknown

**Please add previous contract dates and what services were provided\***

10/1/22 - 09/30/23 services for inmates with HCSO

**Vendor/Contractor a Historically Underutilized Business (HUB)\* (?)**

Yes  No  Unknown

**Community Partnership\* (?)**

Yes  No  Unknown

**Specify Name\***

Harris County

**Supporting Documentation Upload (?)**

**Vendor/Contractor Contact Person**

**Name\***

Michael Lanham

**Address\***

Street Address

1200 Baker Street

Address Line 2

City

Houston

Postal / Zip Code

77002-1206

State / Province / Region

TX

Country

US

**Phone Number\***

346-286-1620

Email\*

micheal.lanham@sheriff.hctx.net

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
6201	\$ 1,275,466.00	540000

<b>Budget Manager</b> Williams-Wesley, Sheenia	<b>Secondary Budget Manager</b> Jiles, Monalisa
---	--

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
6202	\$ 2,371,228.00	540000

<b>Budget Manager</b> Williams-Wesley, Sheenia	<b>Secondary Budget Manager</b> Jiles, Monalisa
---	--

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
6203	\$ 2,326,297.00	540000

<b>Budget Manager</b> Williams-Wesley, Sheenia	<b>Secondary Budget Manager</b> Jiles, Monalisa
---	--

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
6204	\$ 4,027,009.00	540000

<b>Budget Manager</b> Williams-Wesley, Sheenia	<b>Secondary Budget Manager</b> Jiles, Monalisa
---	--

Provide Rate and Rate Descriptions if applicable\* (?)

n/a

Project WBS (Work Breakdown Structure)\* (?)

n/a

<b>Requester Name</b> Williams-Wesley, Sheenia	<b>Submission Date</b> 1/24/2024
---	-------------------------------------

Budget Manager Approval(s)

Approved by

*Sheenia Williams-Wesley*

Approval Date

1/29/2024

Procurement Approval

File Upload (?)

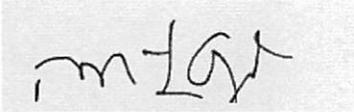
Approved by

Sign

Approval Date

Contract Owner Approval

Approved by



Approval Date

1/29/2024

Contracts Approval

Approve\*

- Yes
- No, reject entire submission
- Return for correction

Approved by\*



Approval Date\*

1/29/2024



# Executive Contract Summary

## Contract Section



**Contractor\***

Harris County Sheriff's Office - CIRT

**Contract ID #\***

2024

**Presented To\***

- Resource Committee
- Full Board

**Date Presented\***

2/20/2024

**Parties\* (?)**

Harris County Sheriff's Office and The Harris Center for Mental Health and IDD

**Agenda Item Submitted For:\* (?)**

- Information Only (Total NTE Amount is Less than \$250,000.00)
- Board Approval (Total NTE Amount is \$250,000.00 or more)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- Other

**Procurement Method(s)\***

Check all that Apply

- Competitive Bid
- Request for Proposal
- Request for Application
- Request for Quote
- Interlocal
- Not Applicable (If there are no funds required)
- Competitive Proposal
- Sole Source
- Request for Qualification
- Tag-On
- Consumer Driven
- Other

**Funding Information\***

- New Contract
- Amendment

**Contract Term Start Date\* (?)**

9/1/2023

**Contract Term End Date\* (?)**

9/30/2024

If contract is off-cycle, specify the contract term (?)

**Fiscal Year\* (?)**

2024

**Amount\* (?)**

\$ 392,354.00

**Funding Source\***

County

**Contract Description / Type\* (?)**

- Personal/Professional Services
- Consumer Driven Contract
- Memorandum of Understanding
- Affiliation or Preceptor
- BAA/DUA
- Pooled Contract
- Renewal of Existing Contract

- Consultant
- New Contract/Agreement
- Amendment to Existing Contract
- Service/Maintenance
- IT/Software License Agreement
- Lease
- Other

**Justification/Purpose of Contract/Description of Services Being Provided\* (?)**

This is a \$392,354 revenue contract. Harris County will fund 3 CIRT clinicians for the Crisis Intervention Response Team (CIRT) program and cover all expenditures for the 2023/24 fiscal year. The Harris Center will provide all services as outlined in the Terms of The Harris Center's responsibilities.

Program Director: Kisha Lorio

**Contract Owner\***

Kim Kornmayer

**Previous History of Contracting with Vendor/Contractor\***

Yes  No  Unknown

**Please add previous contract dates and what services were provided\***

Currently under contract

**Vendor/Contractor a Historically Underutilized Business (HUB)\* (?)**

Yes  No  Unknown

**Community Partnership\* (?)**

Yes  No  Unknown

**Specify Name\***

HCSO

**Supporting Documentation Upload (?)**

**Vendor/Contractor Contact Person** ^

**Name\***

Victoria Jimenez, Legal Director

**Address\***

Street Address

1200 Baker Street, 2nd fl.

Address Line 2

City

Houston

Postal / Zip Code

77002

State / Province / Region

Texas

Country

United States

**Phone Number\***

713-221-6000

Email\*

Victoria.Jimenez@Sheriff.hctx.net

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
9228	\$ 392,354.00	403011
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Oshman, Jodel	Ramirez, Priscilla	

Provide Rate and Rate Descriptions if applicable\* (?)

Pursuant 10 the ILA the Agency will submit a detailed report and invoice every month to the county for review and approval prior to any monthly draw down.

Project WBS (Work Breakdown Structure)\* (?)

na

Requester Name	Submission Date
Singh, Patricia	1/11/2024

Budget Manager Approval(s)

Approved by

*Jodel Oshman*

Approval Date  
1/11/2024

Procurement Approval

File Upload (?)

Approved by

Sign

Approval Date

Contract Owner Approval

Approved by

*Kim Kornmayer*

Approval Date  
1/11/2024

Contracts Approval

Approve\*

- Yes
- No, reject entire submission
- Return for correction

Approved by\*

*Belinda Stude*

Approval Date\*

1/11/2024



# Annual Renewal Evaluation

## Current Fiscal Year Contract Information



**Current Fiscal Year**

2024

**Contract ID#\***

7089

**Contractor Name\***

Houston Downtown Management District ("HDMD")

**Service Provided\* (?)**

Provision of Intensive Case Management and Care Coordination Services for those Experiencing Chronic Homelessness.

**Renewal Term Start Date\***

1/1/2024

**Renewal Term End Date\***

12/31/2024

**Term for Off-Cycle Only (For Reference Only)**

**Agenda Item Submitted For: (?)**

- Information Only (Total NTE Amount is Less than \$250,000.00)
- Board Approval (Total NTE Amount is \$250,000.00 or more)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- Other

**Procurement Method(s)\***

Check all that Apply

- |  |   |
|--|---|
| <input type="checkbox"/> Competitive Bid                                 | <input type="checkbox"/> Competitive Proposal       |
| <input type="checkbox"/> Request for Proposal                            | <input type="checkbox"/> Sole Source                |
| <input type="checkbox"/> Request for Application                         | <input type="checkbox"/> Request for Qualification  |
| <input type="checkbox"/> Request for Quote                               | <input type="checkbox"/> Tag-On                     |
| <input checked="" type="checkbox"/> Interlocal                           | <input type="checkbox"/> Consumer Driven            |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other <input type="text"/> |

**Contract Description / Type**

- |   |   |
|---|---|
| <input type="checkbox"/> Personal/Professional Services | <input checked="" type="checkbox"/> Consultant          |
| <input type="checkbox"/> Consumer Driven Contract       | <input type="checkbox"/> New Contract/Agreement         |
| <input type="checkbox"/> Memorandum of Understanding    | <input type="checkbox"/> Amendment to Existing Contract |
| <input type="checkbox"/> Affiliation or Preceptor       | <input type="checkbox"/> Service/Maintenance            |
| <input type="checkbox"/> BAA/DUA                        | <input type="checkbox"/> IT/Software License Agreement  |
| <input type="checkbox"/> Pooled Contract                | <input type="checkbox"/> Lease                          |
| <input type="checkbox"/> Renewal of Existing Contract   | <input type="checkbox"/> Other <input type="text"/>     |

**Vendor/Contractor a Historically Underutilized Business (HUB) (?)**

- Yes
- No
- Unknown

### Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
9238	\$ 262,361.00	419080

Budget Manager*	Secondary Budget Manager*
Oshman, Jodel	Ramirez, Priscilla

Provide Rate and Rate Descriptions if applicable\* (?)  
Funding is used to cover operational costs for CCAP. Rates  
NA.

Project WBS (Work Breakdown Structure)\* (?)  
NA

Fiscal Year* (?)	Amount* (?)
2024	\$ 262,361.00

Next Fiscal Year Not to Exceed Amount for Master Pooled Contracts  
262,361

Contract Funding Source\*  
Private Grant

#### Contract Content Changes

Are there any required changes to the contract language?\* (?)  
 Yes  No

Will the scope of the Services change? \*  
 Yes  No

Please Explain\*  
Program added Peer Support Services in FY24

Is the payment deadline different than net (45)? \*  
 Yes  No

Are there any changes in the Performance Targets? \*  
 Yes  No

Are there any changes to the Submission deadlines for notes or supporting documentation? \*  
 Yes  No

File Upload (?)

#### Contract Owner

Contract Owner\* (?)  
Please Select Contract Owner  
Kim Kornmayer

#### Budget Manager Approval(s)

Contract NTE\* (?)

\$ 224,000.00

Rate(s)/Rate(s) Description

Unit(s) Served\*

N/A

G/L Code(s)\*

N/A

Current Fiscal Year Purchase Order Number\*

N/A

Contract Requestor\*

Amber Honsinger

Contract Owner\*

Kim Kornmayer

File Upload (?)

Evaluation of Current Fiscal Year Performance

Have there been any significant performance deficiencies within the current fiscal year?\*

Yes  No

Were Services delivered as specified in the contract?\*

Yes  No

Did Contractor perform duties in a manner consistent with standards of the profession?\*

Yes  No

Did Contractor adhere to the contracted schedule?\* (?)

Yes  No

Were reports, billing and/or invoices submitted in a timely manner?\* (?)

Yes  No

Did Contractor provide adequate or proper supporting documentation of time spent rendering services for the Agency?\* (?)

Yes  No

Did Contractor render services consistent with Agency policy and procedures?\* (?)

Yes  No

Maintained legally required standards for certification, licensure, and/or training?\* (?)

Yes  No

Renewal Determination

Is the contract being renewed for next fiscal year with this Contractor?\* (?)

Yes  No

Renewal Information for Next Fiscal Year

### Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
9238	\$ 262,361.00	419080
<b>Budget Manager*</b>	<b>Secondary Budget Manager*</b>	
Oshman, Jodel	Ramirez, Priscilla	

**Provide Rate and Rate Descriptions if applicable\* (?)**  
 Funding is used to cover operational costs for CCAP. Rates NA.

**Project WBS (Work Breakdown Structure)\* (?)**  
 NA

Fiscal Year* (?)	Amount* (?)
2024	\$ 262,631.00

**Next Fiscal Year Not to Exceed Amount for Master Pooled Contracts**  
 262,361

**Contract Funding Source\***  
 Private Grant

#### Contract Content Changes

**Are there any required changes to the contract language?\* (?)**  
 Yes  No

**Will the scope of the Services change?\***  
 Yes  No

**Please Explain\***  
 Program added Peer Support Services in FY24

**Is the payment deadline different than net (45)?\***  
 Yes  No

**Are there any changes in the Performance Targets?\***  
 Yes  No

**Are there any changes to the Submission deadlines for notes or supporting documentation?\***  
 Yes  No

**File Upload (?)**

#### Contract Owner

**Contract Owner\* (?)**  
 Please Select Contract Owner  
 Kim Kornmayer

#### Budget Manager Approval(s)

Approved by

*Jodel Ostman*

Contract Owner Approval



Approved by

*KIM KORNMEYER*

Contracts Approval

Approve \*

- Yes
- No, reject entire submission
- Return for correction

Approved by \*

*Belinda Stude*

Approval Date \*

1/24/2024



# Annual Renewal Evaluation

## Current Fiscal Year Contract Information

### Current Fiscal Year

2024

### Contract ID#\*

2021-0042

### Contractor Name\*

Texas Workforce Commission

### Service Provided\* (?)

Access wage information to determine client eligibility

### Renewal Term Start Date\*

2/1/2024

### Renewal Term End Date\*

1/31/2027

### Term for Off-Cycle Only (For Reference Only)

### Agenda Item Submitted For: (?)

- Information Only (Total NTE Amount is Less than \$250,000.00)
- Board Approval (Total NTE Amount is \$250,000.00 or more)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- Other

### Procurement Method(s)\*

Check all that Apply

- |  |   |
|--|---|
| <input type="checkbox"/> Competitive Bid                                 | <input type="checkbox"/> Competitive Proposal       |
| <input type="checkbox"/> Request for Proposal                            | <input type="checkbox"/> Sole Source                |
| <input type="checkbox"/> Request for Application                         | <input type="checkbox"/> Request for Qualification  |
| <input type="checkbox"/> Request for Quote                               | <input type="checkbox"/> Tag-On                     |
| <input checked="" type="checkbox"/> Interlocal                           | <input checked="" type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other                      |

### Contract Description / Type

- |  |   |
|--|---|
| <input type="checkbox"/> Personal/Professional Services          | <input type="checkbox"/> Consultant                     |
| <input checked="" type="checkbox"/> Consumer Driven Contract     | <input type="checkbox"/> New Contract/Agreement         |
| <input type="checkbox"/> Memorandum of Understanding             | <input type="checkbox"/> Amendment to Existing Contract |
| <input type="checkbox"/> Affiliation or Preceptor                | <input type="checkbox"/> Service/Maintenance            |
| <input type="checkbox"/> BAA/DUA                                 | <input type="checkbox"/> IT/Software License Agreement  |
| <input type="checkbox"/> Pooled Contract                         | <input type="checkbox"/> Lease                          |
| <input checked="" type="checkbox"/> Renewal of Existing Contract | <input type="checkbox"/> Other                          |

### Vendor/Contractor a Historically Underutilized Business (HUB) (?)

- Yes
- No
- Unknown

Contract NTE\* (?)

\$ 2,000.00

Rate(s)/Rate(s) Description

\$2,000 per year

Unit(s) Served\*

2299

G/L Code(s)\*

574000

Current Fiscal Year Purchase Order Number\*

FY23 PO CT142526

Contract Requestor\*

Chekesha Govan

Contract Owner\*

Lance Britt

File Upload (?)

Evaluation of Current Fiscal Year Performance 

Have there been any significant performance deficiencies within the current fiscal year?\*

Yes  No

Were Services delivered as specified in the contract?\*

Yes  No

Did Contractor perform duties in a manner consistent with standards of the profession?\*

Yes  No

Did Contractor adhere to the contracted schedule?\* (?)

Yes  No

Were reports, billing and/or invoices submitted in a timely manner?\* (?)

Yes  No

Did Contractor provide adequate or proper supporting documentation of time spent rendering services for the Agency?\* (?)

Yes  No

Did Contractor render services consistent with Agency policy and procedures?\* (?)

Yes  No

Maintained legally required standards for certification, licensure, and/or training?\* (?)

Yes  No

Renewal Determination 

Is the contract being renewed for next fiscal year with this Contractor?\* (?)

Yes  No

Renewal Information for Next Fiscal Year 

### Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
2299	\$ 2,000.00	574000
<b>Budget Manager*</b> Shelby, Debbie		<b>Secondary Budget Manager*</b> Hooper Jr., Michael

Provide Rate and Rate Descriptions if applicable\* (?)  
0.00

Project WBS (Work Breakdown Structure)\* (?)  
0.00

Fiscal Year* (?)	Amount* (?)
2024	\$ 2,000.00

Next Fiscal Year Not to Exceed Amount for Master Pooled Contracts

Contract Funding Source\*  
State Grant

#### Contract Content Changes

Are there any required changes to the contract language?\* (?)  
 Yes  No

Will the scope of the Services change? \*  
 Yes  No

Is the payment deadline different than net (45)? \*  
 Yes  No

Are there any changes in the Performance Targets? \*  
 Yes  No

Are there any changes to the Submission deadlines for notes or supporting documentation? \*  
 Yes  No

File Upload (?)

#### Contract Owner

Contract Owner\* (?)  
Please Select Contract Owner  
Lance Britt

#### Budget Manager Approval(s)

Approved by

*Debbie Chambers Shelby*

Contract Owner Approval



Approved by

*Lance Britt*

Contracts Approval

Approve \*

- Yes
- No, reject entire submission
- Return for correction

Approved by \*

*Belinda Stude*

Approval Date \*

1/24/2024

# **EXHIBIT F-5**

## INTERVIEW

# Wayne Young, FACHE, CEO, The Harris Center for Mental Health and IDD



As the CEO of The Harris Center for Mental Health and IDD, Wayne Young, FACHE, lives his passion to ensure access to comprehensive mental health and intellectual and developmental disabilities care for anyone in need. Mr. Young has a deep appreciation of the challenges that acute care systems face in providing those services. He also sees the great value of those services—both to the people who need them and to the communities in which they live.

Mr. Young has served as the chair of the Texas Health and Human Services Commission Behavioral Health Advisory Council and was appointed by the Supreme Court of Texas and Court of Criminal Appeals of Texas to the Texas Judicial Commission on Mental Health. His innovative healthcare-centered approach to law enforcement calls associated with mental health has been recognized by *Modern Healthcare* and NAMI (National Alliance on Mental Illness).

In a recent interview with Eric W. Ford, PhD, editor of the *Journal of Healthcare Management*, Mr. Young described his thoughts on leading one of the largest behavioral health organizations in the United States and serving a population that largely relies on safety-net care.

Their conversation is edited here for format and clarity.

**Dr. Ford:** *What ignited your passion for behavioral health?*

**Mr. Young:** It's hard to find someone untouched by mental health or behavioral health conditions. Millions of people are experiencing mental illness and substance use disorders that too frequently result in high rates of poverty, criminal justice involvement, disability, shortened life expectancy, and a host of other poor health outcomes. For me, the ability to offer them hope and support—drawing from both my family's experiences and my own journey to long-term recovery—is a privilege. Being able to connect, share, and make a difference in the lives of so many others is incredibly fulfilling.

**Dr. Ford:** *Given the current mental health epidemic in the United States, what do you see as primary challenges for healthcare providers?*

**Mr. Young:** The basic challenges lie in our nation's historical underinvestment in behavioral health, which has resulted in a lack of infrastructure and underfunded systems. I think the underinvestment is a result of multiple factors, including the stigma

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of mental illness and the fragmentation of the U.S. healthcare system that has treated mental health separately from physical health. This separation has created funding disparities, crisis-driven funding prioritized over longer-term support, and historically less organized advocacy and lobbying for mental health resources. Healthcare faces a general workforce challenge, which also complicates the need to attract and retain qualified talent.

The silver lining is that mental health is now widely recognized and discussed more than ever as an important issue to address. Healthcare systems have begun to realize the impact of mental health on physical healthcare outcomes—they are seeing the need to provide integrated, holistic care to the entire person. Health plans are considering the disproportionate costs of care for those with co-occurring mental health conditions. And legislators and policymakers are recognizing the need to address the growing epidemic of mental illness.

The context of these changes is worth noting. The pandemic created a shared experience where everyone's mental wellness has been impacted in some way. This is not a "they or them" situation. In fact, it seems this shared experience is resulting in less stigma and a stronger movement to provide support.

**Dr. Ford:** *Recently, opioid settlements between states and drug manufacturers and their distributors have made headlines. How do you see them affecting the work of your organization?*

**Mr. Young:** The opioid crisis has broken barriers and broadened our understanding of substance use disorders. I am referring specifically to the huge increases in overdose deaths driven primarily by the misuse of opioids. The national overdose death rate quadrupled between 2000 and 2019. In 2022, there were 109,000 overdose deaths in the United States—more than twice the number of deaths in car accidents.

The reinvestment of opioid settlement dollars into local treatment and services, plus the surge in awareness of the crisis following the settlements, will significantly help communities provide better care.

**Dr. Ford:** *Earlier, you emphasized workforce development issues. Can you share a bit about your career trajectory and the influences that shaped it?*

**Mr. Young:** I have been blessed with outstanding mentors throughout my journey. Initially trained as a licensed professional counselor in Texas, I later pursued a master of business administration degree in healthcare administration. This dual perspective allows me to bridge the gap between clinical and administrative perspectives, facilitating a common ground in advancing our mission to provide high-quality, efficient, and cost-effective services so that everyone with behavioral health and developmental needs can live with dignity as fully functioning, participating, and contributing members of our community.

**Dr. Ford:** *Yes, balancing a clinical background with business needs is indeed a challenge for many leaders. Can you enlighten us about the structure and governance of The Harris Center?*

**Mr. Young:** The Harris Center is based in Houston, Texas, and serves as the primary mental health system for Harris County. We cover a population of around 4.8 million—the state’s most populous county. Our board of trustees, appointed by the Harris County Commissioners Court, oversees our mission to assist those with severe mental illnesses regardless of their ability to pay for our services.

**Dr. Ford:** *The Harris Center has made significant strides in integrating healthcare-centered approaches with law enforcement calls related to mental health. What are you doing that is working in your community and can work elsewhere?*

**Mr. Young:** We have worked extensively to mitigate the overlap of mental health and the criminal justice system. In one of our initiatives, we have provided over 300 tablets to law enforcement officers in a dozen agencies. When the officers are dispatched by 911 to a scene that seems to have a mental health component, they can push an icon on their tablet’s screen and hand it to the person in distress. Our crisis clinicians then do an immediate telehealth crisis assessment.

Also, ours was the first community in the country to embed crisis mental health clinicians in the local 911 call center. The Harris Center counselors are in place to de-escalate mental health crises and prevent thousands of unnecessary dispatches of police, fire, and ambulances. This program has received awards from the National Council for Behavioral Health and the National Association of Counties because it serves as an effective workforce multiplier, reducing criminal justice involvement and ensuring that people get the right treatment at the time in the right setting.

We also operate a precharge diversion center. We have seen that individuals who come through the diversion center are 1.3 times less likely to be booked into jail again (and that number goes up to 3.1 times less likely if they have been arrested five or more times). By connecting them to housing and employment opportunities, we set them on a more positive trajectory—which is hugely beneficial for them and the community.

Besides the health benefits, there is a business case to be made for our goal at The Harris Center to minimize the unnecessary involvement of people with mental illnesses in the criminal justice system. For every dollar spent at the diversion center, we avoid \$5.54 in criminal justice costs. Taxpayers ultimately pay those costs, including jail staff, food/medication while incarcerated, judges, public defenders, district attorney time, and so forth.

**Dr. Ford:** *Funding such a mission and ensuring its sustainability must be a constant challenge. How do you manage it?*

**Mr. Young:** It is indeed a challenge. We rely on a mix of state, federal, and local funding, plus philanthropic support. Most of our funding to address the intersection of mental health and criminal justice comes from state grants, but funds from various sources must be braided together to create a safety net that can fully support the

individual needs of those who seek our services. We are continually seeking unique and special funding opportunities to sustain our initiatives.

**Dr. Ford:** *Can you share a story about how someone's life has been transformed because of the efforts of The Harris Center's staff?*

**Mr. Young:** Of course. Just today (September 1), which marks the start of Suicide Prevention Awareness Month, I was reminded of an individual we served through our mobile crisis teams. Within an hour after he called the national 988 Suicide & Crisis Lifeline, our team was at his door. He later shared with county officials that he would have taken his life if he did not have someone to reach out to—someone who could recognize his crisis and respond quickly. Today, he is doing well.

**Dr. Ford:** *Why is diversity, equity, and inclusion important to the work of your organization?*

**Mr. Young:** Harris County and Houston are among the most culturally diverse communities in the country. Our workforce mirrors that diversity and understands the cultural and contextual nuances that come into play in behavioral health, which builds trust and comfort with those we serve. Behavioral health needs are very personal in nature. Being able to share those challenges with professionals who have a shared lived experience or a shared culture reduces stigma and a host of other communication barriers to care. We have been recognized as an outstanding diverse organization by the *Houston Business Journal*, which speaks to the success of our intentional efforts.

**Dr. Ford:** *With a growing need for professionals in the mental health sector, how do you work to ensure a steady talent pipeline?*

**Mr. Young:** We partner with more than 65 academic institutions, both local and distant. We provide training for those new to the profession and offer a clear career path within our organization. Two of our current vice presidents started at The Harris Center as direct care workers and have been with us for more than two decades, proving the viability of this career path.

**Dr. Ford:** *Personal well-being is always difficult for healthcare leaders. How do you maintain your health, both mentally and physically?*

**Mr. Young:** It's all about balance. While I love what I do, I also prioritize spending time with my family, traveling, and ensuring I get enough rest and exercise.

**Dr. Ford:** *Are there any books you'd recommend to your peers?*

**Mr. Young:** *Healing: Our Path from Mental Illness to Mental Health* is an honest accounting of our national system's failures by Thomas Ensel, former director of the National Institute of Mental Health. Dr. Ensel presents a compelling view of our future direction and infuses hope, recognizing that most people do recover from mental illness.

Quint Studer's work is also invaluable. His emphasis on patient-centered health and quality has influenced our organization immensely. His insights resonate with me as someone in long-term recovery. And he owns two minor-league baseball teams, so baseball is another shared passion!