

Full Board Meeting  
September 23, 2025  
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, August 26, 2025  
(*EXHIBIT F-1*)
- IV. CHIEF EXECUTIVE OFFICER'S REPORT**
- V. COMMITTEE REPORTS AND ACTIONS**
  - A. Governance Committee Report and/or Action  
(*J. Lykes, Chair*)
  - B. Resource Committee Report and/or Action  
(*G. Womack, Chair*)
  - C. Program Committee Report and/or Action  
(*M. Miller, Jr., Chair*)
  - D. Quality Committee Report and/or Action  
(*J. Lankford, Chair*)
  - E. Foundation Report and/or Action  
(*N. Hurtado, Chair*)
- VI. CONSENT AGENDA**
  - A. FY'25 Year-to-Date Budget Report-August  
(*EXHIBIT F-2*)
  - B. September 2025 Contract Amendments Over 250K  
(*EXHIBIT F-3*)
  - C. September 2025 Interlocal Agreements  
(*EXHIBIT F-4*)
  - D. Confidentiality and Disclosure of Patient/ Individual Health Information  
(*EXHIBIT F-5*)
  - E. Employee Job Descriptions  
(*EXHIBIT F-6*)
  - F. Employee Performance Evaluations  
(*EXHIBIT F-7*)
  - G. Incident Response Policy  
(*EXHIBIT F-8*)
  - H. Information Security Policy  
(*EXHIBIT F-9*)

- I. Obligation to Identify individuals or Entities Excluded from Participation in Federal Healthcare Program  
(*EXHIBIT F-10*)
- J. Off-Premises Equipment Usage  
(*EXHIBIT F-11*)
- K. Signature for Authorization  
(*EXHIBIT F-12*)
- L. Suicide/Homicide Prevention  
(*EXHIBIT F-13*)
- M. Declaration of Mental Health Treatment  
(*EXHIBIT F-14*)
- N. Pregnant Workers and Accommodations  
(*EXHIBIT F-15*)
- O. Termination of General Revenue Contract Providers with Harris Center-IDD Services  
(*EXHIBIT F-16*)
- P. Recording Policy  
(*EXHIBIT F-17*)

**VII. REVIEW AND COMMENT**

- A. SB30 Overview  
(*EXHIBIT F-18 Wayne Young*)

**VIII. BOARD CHAIR'S REPORT**

**IX. 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 §§551.071 and 551.072 of the Texas Government Code, to consult with attorney and deliberate the purchase, exchange, lease or value of real property. Wayne Young, CEO and Ernest Savoy, Senior Assistant General Counsel-Contract Services & Real Estate**

**• As authorized by Section 551.074 of the Texas Government Code, to review and discuss the performance evaluation of the Chief Executive Officer. Dr. Robin Gearing, Chair and James Lykes, Chair of the Governance Committee**

**• In accordance with §§551.071 and 551.074 of the Texas Government Code, discussion of a personnel matter. Wayne Young, CEO and Kendra Thomas, General Counsel**

**X. RECONVENE INTO OPEN SESSION**

**XI. CONSIDER AND TAKE ACTION AS A RESULT OF THE EXECUTIVE SESSION**

**XII. ADJOURN**

*Veronica Franco*

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Veronica Franco, Board Liaison  
Robin Gearing, Ph.D., 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:** August 26, 2025

**TRUSTEES  
IN ATTENDANCE:** Dr. Robin Gearing, PhD-Chair  
Dr. Max Miller, Jr-Vice Chairperson  
Gerald Womack-Secretary  
Dr. Katherine Bacon  
Resha Thomas  
Natali Hurtado

**TRUSTEES ABSENT:** Jim Lykes, Vice Chairperson  
Dr. Jeremy Lankford  
Dr. Quianta Moore  
Sheriff Ed Gonzalez

**I. Declaration of Quorum**

Dr. Robin Gearing, Chair, called the meeting to order at 8:38 a.m. noting that a quorum of the Board was in attendance.

**II. Public Comments-**

Erika Lopez, Alma Castillo, Brian Kelley, Sheronica Watson, Stephanie Potitte, and Mohagony Bowser provided public comment regarding a cost of living pay raise, proposed, no solicitation policy, just cause, competitive wages, and job security. Makin Naseer provided public comment about fairness and HR.B.29 Time and Attendance Policy. Judy Blake provided public comment regarding the IDD PAC.

Mr. Womack moved to extend time for Sheronica Watson for 2 minutes.  
Resha Thomas seconded the motion.

Mr. Womack moved to extend time for Makin Naseer for 1 minute.  
Resha Thomas seconded the motion.

**III. Approval of Minutes****MOTION BY: WOMACK****SECOND: MILLER, JR.****With unanimous affirmative votes****BE IT RESOLVED** the Minutes of the Regular Board of Trustees meeting held on Tuesday, July 22, 2025 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.

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

- A. Audit Committee Reports and/or Action-J. Lykes, Chair
- B. Resource Committee Reports and/or Action-G. Womack-Chair
- C. Quality Committee Reports and/or Action-J. Lankford-Chair
- D. Foundation Report and/or Action-N. Hurtado, Chair

**VI. Consent Agenda**

- A. FY'25 Year-to-Date Budget Report-July
- B. August 2025 Contract Amendments Over 250K
- D. Harris Center Advisory Committee
- E. Professional Practice Evaluation Policy
- F. Resilience in Stressful Events (We RISE) Program Policy
- G. The Use of Service and Assistance Animals in the Harris Center Facilities Pertaining to Patients and Visitors
- H. Coordination of Care Policy
- I. ICC Integrated Primary Care Program Manual
- J. Bylaws of The Professional Review Committee of The Harris Center for Mental Health and IDD with Signature
- K. Infection Control and Prevention Policy
- M. Performance Reporting and Monitoring of Service Contracts
- N. Personal Relationships in the Workplace
- O. Professional Review Committee
- P. Agency Wide Security Services RFP
- Q. Pharmacy Remote After Hours Services

**MOTION: MILLER, JR.****SECOND: WOMACK****With unanimous affirmative votes****BE IT RESOLVED** Consent Agenda items A-B and- Q (Exhibits F2-F3 and F-5 - F18) as presented are approved.

### C. June 2025 Interlocal Agreements

Dr. Gearing and Dr. Bacon recused themselves from deliberating and voting on Interlocal Agreements related to Harris Center Interlocal Agreements with #5-University of Houston College of Pharmacy

**MOTION: WOMACK      SECOND: MILLER**

**With unanimous affirmative votes**

**BE IT RESOLVED** the Interlocal Agreement with #28 University of Houston- College of Medicine as presented under Exhibit F-5, are approved.

### L. No Solicitation Policy

**MOTION: WOMACK** moved to approve the No Solicitation policy and the CEO meet with CWA union representatives about any concerns related to the policy.

**SECOND: MILLER, JR.**

**With unanimous affirmative votes**

**BE IT RESOLVED** the No Solicitation Policy, Exhibit F-13, is approved and the CEO will meet CWA union representatives to address their concerns.

## VII. Consider and Take Action

### A. Centre Technologies Contract

**MOTION: BACON      SECOND: WOMACK**

**With unanimous affirmative votes**

**BE IT RESOLVED** the Centre Technologies Contract as presented under, is approved.

### B. FY26 Open PO to pay Employee Parking at Texas Medical Center

**MOTION: WOMACK      SECOND: THOMAS**

**With unanimous affirmative votes**

**BE IT RESOLVED** the FY26 Open PO to pay Employee Parking at Texas Medical Center as presented under, is approved.

### C. FY26 Final Budget Presentation

**MOTION: HURTADO      SECOND: MILLER, JR.**

**With unanimous affirmative votes**

**BE IT RESOLVED** the FY26 Final Budget Presentation as presented under, is approved.

### D. Frost, Inc. -Agency of Record Commercial Insurance Program

**MOTION: WOMACK      SECOND: MILLER, JR.**

**With unanimous affirmative votes**

**BE IT RESOLVED** the Frost, Inc -Agency of Record Commercial Insurance Program option #6 as presented, is approved.

Paused Full Board meeting at 9:52am due to no quorum.  
Resume Full Board meeting at 9:55am after quorum was re-established.

**VIII. Board Chair's Report**

**IX. Executive Session-No Executive Session Needed**

**XI. Reconvene into Open Session**

**XII. Consider and take action as a result of the executive session**  
**No action taken**

**XII. ADJOURN**  
**MOTION: BACON SECOND: WOMACK**

**Motion passed with unanimous affirmative votes.**

The meeting was adjourned at 10:04 AM

Respectfully submitted,

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Veronica Franco, Board Liaison  
**Dr. Robin Gearing, Chair, Board of Trustees**  
***The HARRIS CENTER for Mental Health and IDD***



# **EXHIBIT F-2**

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

**Results of Financial Operations and Comparison to Original Budget  
August 31, 2025**

**Fiscal Year 2025**

## The Harris Center for Mental Health and IDD

Resource Committee

Board of Trustees

The Harris Center for Mental Health and IDD (The Center)

The Report on Results of Financial Operations and Comparison to Original Budget (the Report) 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 department.

We believe the Report, as presented, is materially accurate and is 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 of accounting. Under this method, revenues are recognized in the period when they become both measurable and available, and expenditures are recognized when the related fund liability is incurred, if measurable.

The Report submitted herewith was prepared on a budgetary basis which is not in accordance with generally accepted accounting principles nor with financial reporting principles set forth by the Governmental Accounting Standards Board (GASB). The Report has not been audited by an independent auditor.

*Stanley Adams*

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Stanley Adams

Chief Financial Officer



**The Harris Center for Mental Health and IDD**  
**Results of Financial Operations and Comparison to Original Budget - Operating Activities**  
**August 31, 2025**  
*Non-GAAP / Budgetary-Basis Reporting*  
*Unaudited - Subject to Change*

	For the Month Ended				Fiscal Year to Date			
	Original Budget	Actual	Variance \$	%	Original Budget	Actual	Variance \$	%
<b>Operating Revenues</b>								
State General Revenue	\$ 11,054,955	\$ 11,407,070	352,115	3%	\$ 132,659,460	\$ 134,319,291	1,659,831	1%
Harris County and Local	4,415,021	4,347,440	(67,581)	-2%	52,980,252	51,756,090	(1,224,162)	-2%
Federal Contracts and Grants	5,112,180	4,144,142	(968,038)	-19%	61,346,160	63,151,333	1,805,173	3% <b>A</b>
State Contract and Grants	1,886,853	1,255,985	(630,868)	-33%	22,242,236	19,253,867	(2,988,369)	-13% <b>B</b>
Third Party Billing	3,622,889	3,368,833	(254,056)	-7%	43,474,668	39,430,718	(4,043,950)	-9%
Charity Care Pool	3,340,350	3,791,818	451,468	14%	40,084,200	45,505,604	5,421,404	14%
Directed Payment Programs	659,258	456,665	(202,593)	-31%	7,911,096	5,983,109	(1,927,987)	-24%
Patient Assistance Program (PAP)	852,441	1,086,301	233,860	27%	10,229,292	13,433,408	3,204,116	31%
Interest Income	300,142	235,694	(64,448)	-21%	3,601,704	3,355,943	(245,761)	-7%
Insurance proceeds	-	-	-		-	52,000	52,000	
Sale of Capital Assets	-	-	-		-	166,057	166,057	
<b>Operating Revenues, total</b>	<b>\$ 31,244,089</b>	<b>\$ 30,093,948</b>	<b>\$ (1,150,141)</b>	<b>-4%</b>	<b>\$ 374,529,068</b>	<b>\$ 376,407,420</b>	<b>\$ 1,878,352</b>	<b>1%</b>
<b>Operating Expenditures</b>								
Salaries and Fringe Benefits	\$ 21,116,034	\$ 19,804,503	1,311,531	6%	\$ 253,392,408	\$ 253,424,536	(32,128)	0%
Contracts and Consultants	1,379,371	1,584,794	(205,423)	-15%	16,552,452	14,810,496	1,741,956	11% <b>C</b>
Contracts and Consultants-HCPC	3,913,250	3,985,027	(71,777)	-2%	46,959,000	47,062,132	(103,132)	0%
Supplies	354,237	421,702	(67,465)	-19%	4,250,844	3,007,133	1,243,711	29% <b>D</b>
Drugs	1,995,664	2,270,609	(274,945)	-14%	23,947,968	28,585,073	(4,637,105)	-19% <b>E</b>
Purchases, Repairs and Maintenance of:								
Equipment	99,778	214,141	(114,363)	-115%	1,197,336	2,346,400	(1,149,064)	-96% <b>F</b>
Building	177,679	156,735	20,944	12%	2,132,148	2,665,357	(533,209)	-25%
Vehicle	86,851	95,674	(8,823)	-10%	1,042,212	972,263	69,949	7%
Software	358,400	332,805	25,595	7%	4,300,800	3,639,689	661,111	15%
Telephone and Utilities	304,496	337,979	(33,483)	-11%	3,653,952	3,701,818	(47,866)	-1%
Insurance, Legal and Audit	184,268	160,834	23,434	13%	2,211,216	2,458,271	(247,055)	-11%
Travel & Training	251,089	279,189	(28,100)	-11%	3,013,068	2,907,920	105,148	3%
Dues & Subscriptions	555,682	587,404	(31,722)	-6%	6,668,184	6,300,257	367,927	6%
Other Expenditures	383,957	403,946	(19,989)	-5%	4,607,484	4,860,195	(252,711)	-5%
<b>Operating Expenditures, total</b>	<b>\$ 31,160,756</b>	<b>\$ 30,635,342</b>	<b>\$ 525,414</b>	<b>2%</b>	<b>\$ 373,929,072</b>	<b>\$ 376,741,540</b>	<b>\$ (2,812,468)</b>	<b>-1%</b>
<b>Operating Activities -</b>								
<b>Change in Fund Balance/Net Position</b>	<b>\$ 83,333</b>	<b>\$ (541,394)</b>	<b>\$ (624,727)</b>		<b>\$ 599,996</b>	<b>\$ (334,120)</b>	<b>\$ (934,116)</b>	



**The Harris Center for Mental Health and IDD**  
**Results of Financial Operations and Comparison to Original Budget - Capital Outlay & Debt Service Related Activities**  
**August 31, 2025**  
*Non-GAAP / Budgetary-Basis Reporting*  
*Unaudited - Subject to Change*

	For the Month Ended				Fiscal Year to Date			
	Original Budget	Actual	Variance \$	%	Original Budget	Actual	Variance \$	%
<b>Revenues</b>								
State General Revenue								
Harris County and Local (CHC)	\$ -	\$ 590,430	590,430		\$ -	\$ 1,230,361	1,230,361	
State Contract and Grants (HHSC)	-	24,076	24,076		400,000	520,018	120,018	30%
<b>Revenues, total</b>	<b>\$ -</b>	<b>\$ 614,506</b>	<b>\$ 614,506</b>		<b>\$ 400,000</b>	<b>\$ 1,750,379</b>	<b>\$ 1,350,379</b>	<b>338%</b>
<b>Expenditures</b>								
Debt Service	\$ 83,333	\$ 727,002	\$ (643,669)	-772%	\$ 999,996	\$ 2,213,000	\$ (1,213,004)	-121%
Capital outlay	-	417,048	(417,048)		-	9,034,840	(9,034,840)	
<b>Expenditures, total</b>	<b>\$ 83,333</b>	<b>\$ 1,144,050</b>	<b>\$ (1,060,717)</b>		<b>\$ 999,996</b>	<b>\$ 11,247,840</b>	<b>\$ (10,247,844)</b>	
Excess (Deficiency) of revenues over expenditures	\$ (83,333)	\$ (529,544)	(446,211)	535%	\$ (599,996)	\$ (9,497,461)	(8,897,465)	
<b>Other Financing Sources</b>								
Revenue Bonds Issued	-	-	-		-	24,745,000	24,745,000	
Other Financing Sources	-	-	-		-	4,294,847	4,294,847	
Other Financing Uses	-	-	-		-	-	-	
<b>Other Financing Sources, total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>	<b>\$ 29,039,847</b>	<b>\$ 29,039,847</b>	
<b>Capital Outlay &amp; Debt Service Activities -</b>								
<b>Change in Fund Balance/Net Position</b>	<b>\$ (83,333)</b>	<b>\$ (529,544)</b>	<b>\$ (446,211)</b>		<b>\$ (599,996)</b>	<b>\$ 19,542,386</b>	<b>\$ 20,142,382</b>	

**The Harris Center for Mental Health and IDD**  
**Notes to Statements Presented**  
Non-GAAP / Budgetary-Basis reporting  
**August 31, 2025**

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

**A Federal Contract and grants**

Monthly unfavorable due to contracts either being terminated or exhausted by year end. However, new contracts that were not included in original budget made up the difference to end favorable to budget by year end.

**B State Contract and Grants**

Unfavorable variances are attributed largely to vacant positions being unfilled during the year.

**C Contracts and consultants**

The unfavorable spending in contracts and consultants for the month is primarily driven by increased use of Private Psychiatric beds at West Oaks (\$472K variance). These operations are funded by the state performance contract.

**D Supplies**

The unfavorable variance in supplies for the month is driven by an increase in spending activity to close out the year, particularly within the Inspire program (\$84K variance). This monthly unfavorable variance is offset by favorable variance for the year of \$1.2M.

**E Drugs**

The primary driver of the net unfavorable variance in Drugs is the increase in retail drug pharmacy purchases, which is offset by revenue earned on the billing program. On a YTD basis the Pharmacy billing expense exceeds budget by \$2.1M, which is partially offset by billing program revenue exceeding budget by \$1.3M.

**F Equipment (purchase, repair and maintenance)**

The unfavorable variance for the year is primarily driven by overspending relative to budget on IT equipment and agreements. The largest drivers include IT equipment and equipment agreement spending (\$167K), Parata pharmacy equipment (\$146K), replacement devices for ECI program (\$88K), and Recenter properties (\$75K) among other expenses. The overspending in IT equipment was primarily driven by pursuing discounts on multiyear agreements and upgrading boardroom equipment, and this spending was supported by cutting budgeted expenses elsewhere, including the software category.

## The Harris Center for Mental Health and IDD

## Balance Sheet

August 31, 2025

Non-GAAP / Budgetary-Basis Reporting

Unaudited - Subject to Change

	July-25	August-25	Change
<b>Assets</b>			
Current Assets			
Cash and Cash Equivalents			
Cash and Petty Cash	\$ 11,624,856	\$ 18,462,361	\$ 6,837,505
Cash Equivalents	64,277,767	51,980,410	(12,297,357)
Cash and Cash Equivalents, total	\$ 75,902,623	\$ 70,442,771	\$ (5,459,852) <b>AA</b>
Inventories, Deposits & Prepaids	7,894,912	4,365,530	(3,529,382)
Accounts Receivable:			
Patient A/R, net of allowance	1,715,848	1,743,665	27,817
A/R from other governments	35,107,843	28,211,760	(6,896,083)
Other A/R	712,232	663,200	(49,032)
Current Assets, total	\$ 121,333,458	\$ 105,426,926	\$ (15,906,532)
Restricted Cash and Cash Equivalents	20,497,227	19,535,261	(961,966) <b>BB</b>
Capital Assets:			
Land	12,709,144	12,709,144	-
Building and Improvements	55,610,924	55,610,903	(21)
Right-to-use assets (Leases & SBITA)	6,312,466	6,312,466	-
Furniture, Equipment and Vehicles	7,960,059	7,960,059	-
Construction in Progress	11,376,400	11,376,400	-
Accumulated Depreciation/Amortization	(38,908,961)	(38,908,961)	-
Capital Assets, net total	\$ 55,060,032	\$ 55,060,011	\$ (21)
<b>Total Assets</b>	<b>\$ 196,890,717</b>	<b>\$ 180,022,198</b>	<b>\$ (16,868,519)</b>
<b>Liabilities &amp; Fund Balance/Net Position</b>			
Liabilities			
Accounts Payable and Accrued Liabilities	\$ 13,395,784	\$ 14,452,023	\$ 1,056,239
Unearned Revenues	27,257,491	9,678,920	(17,578,571) <b>CC</b>
Noncurrent liabilities:			
Due within one year	2,349,540	2,713,041	363,501
Due in more than one year	39,555,435	39,553,205	(2,230)
Liabilities, total	\$ 82,558,250	\$ 66,397,189	\$ (16,161,061)
Fund Balance/Net Position			
Net Investment in Capital Assets	42,830,775	41,868,788	(961,987)
Restricted for Capital Projects	20,497,227	19,535,261	(961,966) <b>BB</b>
Nonspendable	7,894,912	4,365,530	(3,529,382)
Assigned	15,434,386	15,434,386	-
Unassigned/Unrestricted	7,395,963	13,212,779	5,816,815
Change in fund balance/net position	20,279,204	19,208,266	(1,070,938)
Fund Balance/Net Position, Total	\$ 114,332,467	\$ 113,625,009	\$ (707,458)
<b>Total Liabilities &amp; Fund Balance/Net Position</b>	<b>\$ 196,890,717</b>	<b>\$ 180,022,198</b>	<b>\$ (16,868,519)</b>

**The Harris Center for Mental Health and IDD**  
**Notes to Statements Presented**  
Non-GAAP / Budgetary-Basis reporting  
**August 31, 2025**

**Balance Sheet**

**AA Cash and Investments**

The \$5.5M net decrease in cash is primarily due to cash used in normal operations offset by collections in outstanding receivables; including net receipts of Jail Diversion (\$3.1M), Medicaid Admin Claiming funds (\$2.0M), Harris County Sheriff's Office (\$767K); and bond reimbursement (\$962K).

**BB Restricted Cash & Restricted Net Position for Capital Projects**

Decrease related to the reimbursement of spending on bond-supported capital projects for expenses incurred FEB25-JUL25. This cash is restricted for use for the financing of the approved capital projects and for the payment of principal and interest when due; as such the corresponding net position is restricted for capital projects.

**CC Unearned Revenues**

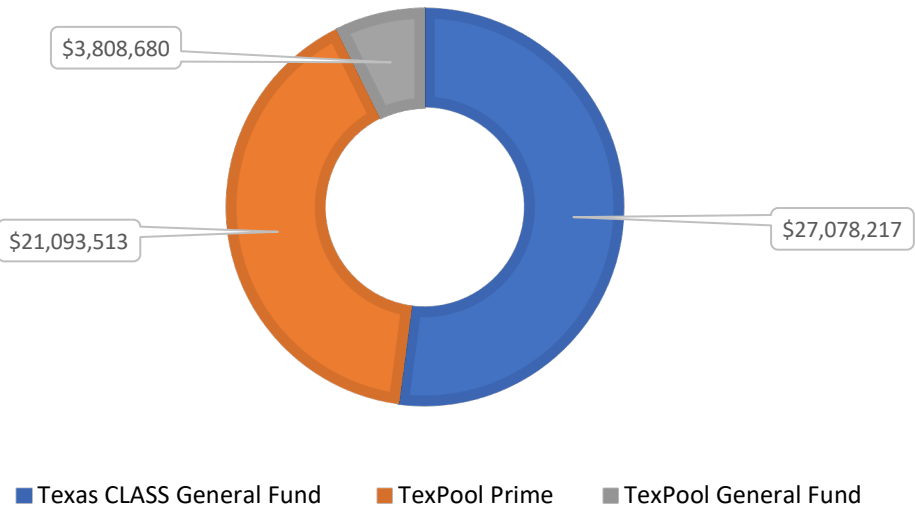
Unearned revenues decreased by \$17.6M due to use of funds provided through state and federal revenue allocations received in advance of performance of related obligations. This balance will continue to decrease as we provide the services supported by the funds and recognize unearned revenues as earned revenues.



The Harris Center for Mental Health and IDD  
Investment Portfolio  
August 31, 2025

Local Government Investment Pools (LGIPs)	Beginning Balance	Transfer In	Transfer Out	Interest Income	Ending Balance	Portfolio %	Monthly Yield
<i>Texas CLASS</i>							
Texas CLASS General Fund	26,977,450.80			100,766	\$ 27,078,217	52.09%	4.39%
<i>TexPool</i>							
TexPool Prime	33,505,512		(12,500,000)	88,001	21,093,513	40.58%	4.42%
TexPool General Fund	3,794,804			13,876	3,808,680	7.33%	4.31%
<i>TexPool Sub-Total</i>	37,300,316	-	(12,500,000)	101,877	24,902,193	47.91%	4.40%
<b>Total Investments</b>	\$ 64,277,767	\$ -	\$ (12,500,000)	202,643	\$ 51,980,410	100.00%	4.40%
Additional Interest on Checking Accounts				33,051			
<b>Total Interest Earned during the current month</b>				235,694			

Investment Portfolio Weight



3 Month Weighted Average Maturity (Days)	1.00
3 Month Weighted Average Yield	4.36%
3 Month Rolling Weighted Average Daily Treasury Bill Rate (4 week	4.23%
Interest Rate - JPMorgan Hybrid Checking	2.90%
Earnings credit rate (ECR) - JPMorgan Hybrid Checking	3.00%

This Investment Portfolio Report of The Harris Center for Mental Health and IDD as of August 31, 2025, is in compliance with the provisions of the Public Funds Investment Act (PFIA), Chapter 2256 of the Texas Government Code and the Investment Strategy approved by the Board of Trustees.

Approved:

Michael T. Hooper Jr.  
Michael T. Hooper Jr.  
Director of Financial Accounting & Reporting

**The Harris Center for Mental Health and IDD**  
**Monthly Report of Financial Transactions Related to Payments of Liabilities for Employee Benefits**  
**August 31, 2025**

<b>Vendor</b>	<b>Description</b>	<b>Monthly Not-To-Exceed <sup>(1)</sup></b>	<b>Aug-25</b>	<b>Fiscal Year to Date Total</b>
Lincoln Financial Group (LFG)	Retirement Funds (401a, 403b, 457)	\$3,650,000	\$2,079,361	\$26,514,545
Blue Cross Blue Shield of TX	Health and Dental Insurance	\$3,300,000	\$2,719,921	\$31,564,382
UNUM	Life Insurance	\$310,000	\$207,386	\$2,569,211

**Notes:**

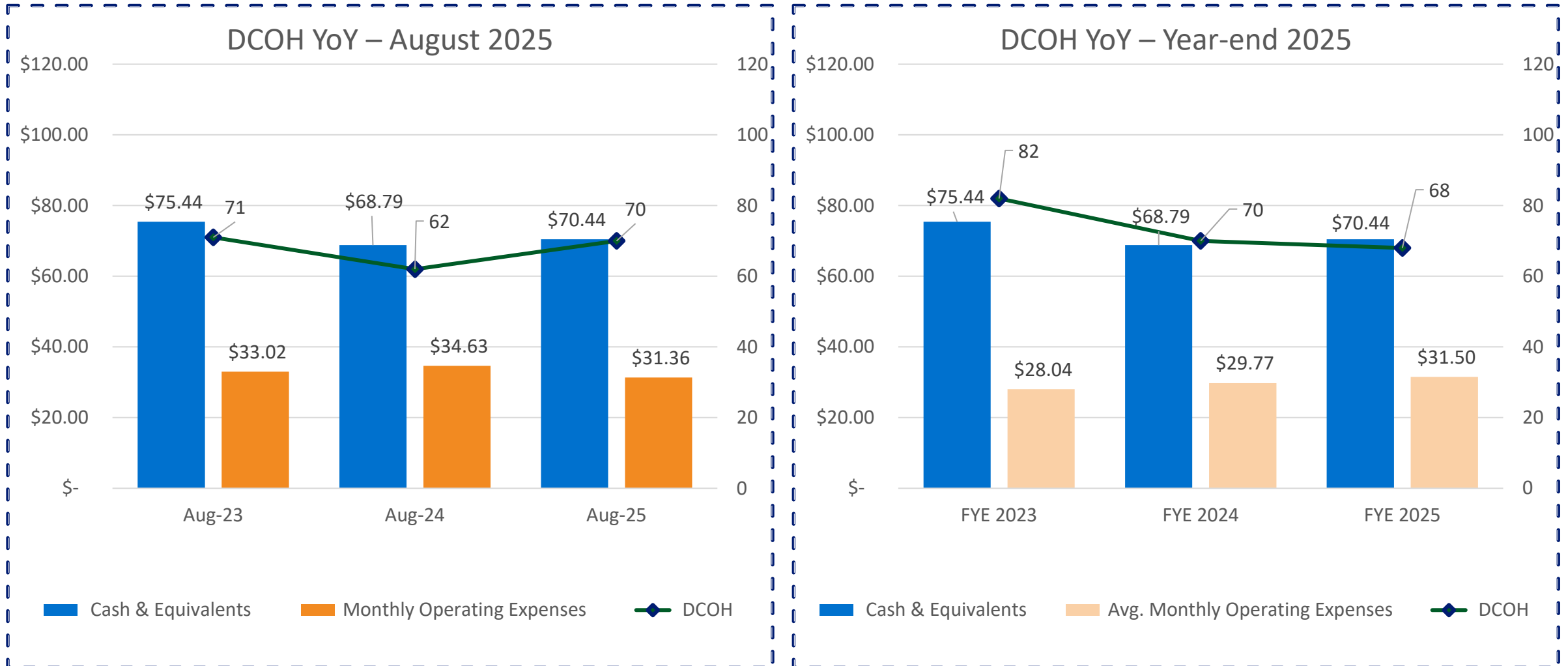
<sup>(1)</sup> *As established by the Board Resolution approved October 22, 2024: Harris Center Board of Trustees Signature Authorization and Delegation Authority for Certain Items effective September 24, 2024.*



# Additional Analysis – August 2025

# Days-Cash-On-Hand (DCOH)– as of 08/31/2025

## Year-over-year ("YoY") (\$ amounts in millions)



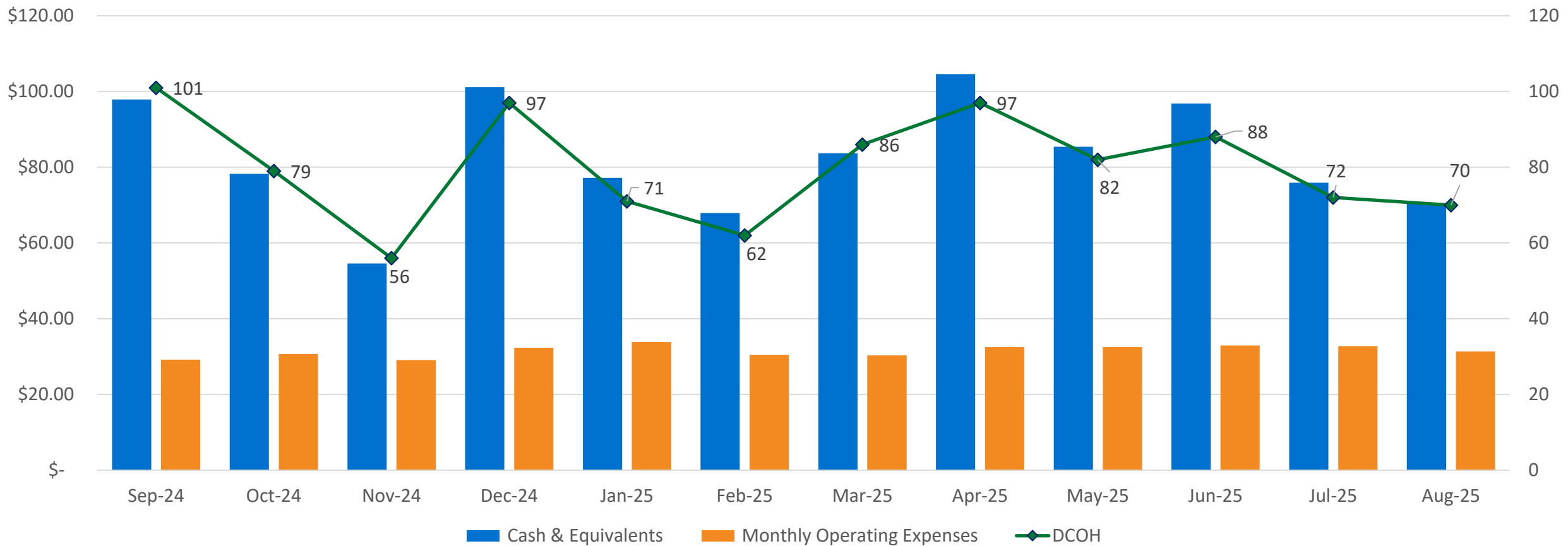
DCOH = Cash & Equivalents @ Month End divided by Daily Operating Expenses  
Months in FY 2025 after current Month are based on projections



# Days-Cash-On-Hand (DCOH)– as of 08/31/2025

## Month-over-month (“MoM”) (\$ amounts in millions)

DCOH MoM – August 2025



DCOH = Cash & Equivalents @ Month End divided by Daily Operating Expenses  
Months in FY 2025 after current Month are based on projections

# Capital Outlay – as of 08/31/2025

Project/Funding Source	Year-to-date Total
<b>6168 Apartments</b>	<b>\$ 5,084,980</b>
HHSC Grant (9268)	\$ 452,705
CHC Grant (9271)	\$ 1,012,921
COH Loan (9272)	\$ 3,619,354
<b>Coffeehouse Clinic Construction</b>	<b>\$ 3,027</b>
Bond Series 2024	\$ 3,027
<b>Equipment Purchase</b>	<b>\$ (4,694)</b>
Fund Balance	\$ (4,694)
<b>Facilities Capital Projects</b>	<b>\$ 5,119</b>
Fund Balance	\$ 5,119
<b>IT Capital Projects</b>	<b>\$ 487,701</b>
Fund Balance	\$ 487,701
<b>Northeast Clinic Design and Construction</b>	<b>\$ 236,266</b>
Bond Series 2024	\$ 236,266
<b>NPC Renovation</b>	<b>\$ 866,268</b>
Bond Series 2024	\$ 866,268
<b>ReCenter Property Purchase</b>	<b>\$ 2,288,004</b>
Fund Balance	\$ 2,288,004
<b>SW Foundation Repair</b>	<b>\$ 35,837</b>
Bond Series 2024	\$ 35,837
<b>Emergency Projects</b>	<b>\$ 32,331</b>
Fund Balance	\$ 32,331
<b>Grand Total</b>	<b>\$ 9,034,840</b>

Funding Source/Project	Year-to-date Total
<b>Fund Balance</b>	<b>\$ 2,808,462</b>
ReCenter Property Purchase	\$ 2,288,004
IT Capital Projects	\$ 487,701
Emergency Projects	\$ 32,331
Facilities Capital Projects	\$ 5,119
Equipment Purchase	\$ (4,694)
<b>Bond Series 2024</b>	<b>\$ 1,141,398</b>
NPC Renovation	\$ 866,268
Northeast Clinic Design and Construction	\$ 236,266
SW Foundation Repair	\$ 35,837
Coffeehouse Clinic Construction	\$ 3,027
<b>HHSC Grant (9268)</b>	<b>\$ 452,705</b>
6168 Apartments	\$ 452,705
<b>CHC Grant (9271)</b>	<b>\$ 1,012,921</b>
6168 Apartments	\$ 1,012,921
<b>COH Loan (9272)</b>	<b>\$ 3,619,354</b>
6168 Apartments	\$ 3,619,354
<b>Grand Total</b>	<b>\$ 9,034,840</b>

# Recenter Financial Update

August 2025

# Recenter Financial Summary – as presented prior to Real Estate Purchase

## Estimated Post Close Settlement Costs

• Alabama Property Taxes & Lease	\$35,000
• Loan Payments	\$1,728,077
• Payroll Taxes	\$20,000
• YPTC Financial Closeout Fee	\$62,000
• Audited Financial Statements	\$400,000
• Moving Expense	\$50,000
• Legal Fees	\$50,000
• Security Camera System	\$50,000
• IT Expense	\$50,000
• Facility Assessment and Repairs	\$519,400

**Total Estimated Costs \$2,964,477**

<b>Divestment of THC Property</b>	<b>\$10,030,000</b>
<b>Total Estimated Costs</b>	<b>-\$2,964,477</b>
<b>Potential Gain for Re-investment</b>	<b>\$7,065,523</b>

# Summary of Financial Transactions – as of 08/31/2025

	FY 2024	FY 2025	Total
Operating Revenues			
City of Houston - TIRZ (Local)	\$ 100,528	\$ 149,472	\$ 250,000
City of Houston - ARPA (Federal)	387,181	112,819	500,000
Tenant Rent (Local)	-	85,768	85,768
Total Operating Revenues	\$ 487,709	\$ 348,059	\$ 835,768
Total Operating Expenditures	(539,755)	(1,574,361)	(2,114,116)
Net Operations Impact	(52,046)	(1,226,302)	(1,278,348)
Purchase of Real Estate properties	-	(2,287,984)	(2,287,984)
Net Impact to Reserves (Fund Balance)	\$ (52,046)	\$ (3,514,286)	\$ (3,566,332)

## Operating Expenditures Detail as of 08/31/2025:

	FY 2024	FY 2025	Total
Salaries and Fringe Benefits	(132,728)	(357,903)	(490,631)
Contracts and Consultants	(94,844)	(357,228)	(452,072)
Supplies	-	(392)	(392)
Equipment	-	(78,388)	(78,388)
Building	(1,185)	(183,756)	(184,941)
Vehicle	-	(60)	(60)
Software	-	(18,977)	(18,977)
Telephone and Utilities	-	(126,757)	(126,757)
Insurance, Legal and Audit	(102,163)	(299,788)	(401,951)
Other Expenditures	(208,835)	(151,112)	(359,947)
Total Operating Expenditures	\$ (539,755)	\$ (1,574,361)	\$ (2,114,116)

Net Impact as of 08/31/2025	\$ (3,566,332)
Original Estimated Net Impact	(2,964,477)
Difference to estimate as of 08/31/2025	\$ (601,855)



# **EXHIBIT F-3**

# **SEPTEMBER 2025 AMENDMENTS OVER 250k**









## Executive Contract Summary

### Contract Section

#### Contractor\*

Facility Interiors, Inc

#### Contract ID #\*

2024-0982

#### Presented To\*

- ☒ Resource Committee  
☐ Full Board

#### Date Presented\*

9/16/2025

#### Parties\* (?)

Facility Interiors and The Harris Center

#### 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                     |

#### Does this contract contain an element of Information Technology (Hardware, Software, or Professional Services)? \*

- ☐ Yes ☒ No

#### Funding Information \*

- ☐ New Contract ☒ Amendment

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

1/15/2025

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

10/31/2025

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

#### Current Contract Amount \*

\$ 360,957.96

**Increase Not to Exceed\***

\$ 18,538.00

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

\*\$ 379,495.96

**Fiscal Year\* (?)**

2025

**Amount\* (?)**

\$ 379,495.96

**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\* (?)**

storage fees for furniture from May 2025 to August 2025. Furniture cannot be delivered until building fire sprinkler is operable. Currently scheduled for delivery 08/27/2025. Increasing contract NTE to cover cost, and extending contract to end of October in case something happens and we have to store the furniture longer.

**Contract Owner\***

Karen Hurst

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

☒ Yes ☐ No ☐ Unknown

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

2025 - furniture

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

☒ Yes ☐ No ☐ Unknown

**Please provide the HUB status\***

WBE - Women owned business.

**Community Partnership\* (?)**

☐ Yes ☒ No ☐ Unknown

**Supporting Documentation Upload (?)**

2H24225.001-FI STORAGE-080625.pdf

73.26KB

**Vendor/Contractor Contact Person****Name\***

Facility Interiors, Inc / Alan Thompson

**Address\***

Street Address

1433 W Frankford Road, Ste. 130

Address Line 2

Ste 203

City

Carrollton

Postal / Zip Code

77265

State / Province / Region

TX

Country

US

**Phone Number\***

8329544869

**Email\***

alan@fmgi.com

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

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
1126	\$ 10,888.00	900040
<b>Budget Manager</b>	<b>Secondary Budget Manager</b>	
Campbell, Ricardo	Campbell, Ricardo	

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

see attached invoice

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

FM21.1126.23 6168 Apartments

Requester Name

Harper, Sarah

Submission Date

8/13/2025

**Budget Manager Approval(s)**

Approved by

*Ricardo Campbell*

Approval Date

8/13/2025

**Procurement Approval**

File Upload (?)

Approved by

Sign

Approval Date

**Contract Owner Approval**

Approved by

*Karen E. Hurst*

Approval Date

8/14/2025

## Contracts Approval

Approve \*

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

Approved by \*

*Belinda Stude*

Approval Date \*

8/14/2025



# **EXHIBIT F-4**

# **SEPTEMBER 2025 INTERLOCAL AGREEMENTS**



## THE HARRIS CENTER FOR MENTAL HEALTH AND IDD

SNAPSHOT SUMMARY  
INTERLOCALSSEPTEMBER 2025  
FISCAL YEAR 2026

	CONTRACTOR	PRODUCT/SERVICE DESCRIPTION	Action Type	CONTRACT PERIOD	FUNDING	COMMENTS
1	Aldine Independent School District	To Perform Screenings and Clinical assessments, Psychosocial Services as needed to Students	New Contract	8/20/2025 - 8/31/2026	General Revenue (GR)	New MOU to provide screenings and clinical assessments, psychosocial services as needed, and follow-up services to students within the Aldine Independent School District.
2	City of Tomball Police Department	Clinician Officer Remote Evaluation Program Services (CORE)	Amendment	9/1/2025 - 8/31/2026	County	New Joinder Interlocal Agreement for an additional 2 iPads to Tomball Police Department to connect with clinicians to aid in suicide prevention, identifying individuals who may also be a danger to self or others and deterioration and link to these individuals to mental health treatment for the CORE program.
3	Harris County Juvenile Probation Department	Psychiatric and Medication Management Services	New Contract	9/1/2025 - 8/31/2026	County	New replacement Interlocal Agreement to provide comprehensive psychiatric services to youth assigned to HCJPD pre and post adjudication facilities. [FY26 Revised Revenue NTE: \$616,250.00].
4	Harris County Juvenile Probation Department	Multi-Systemic Therapy Services (MST) for the Harris County Juvenile Probation Department	Renewal	9/1/2025 - 8/31/2026	County	Annual renewal of Interlocal Agreement to provide Multi-Systemic Therapy Services (MST) for the Harris County Juvenile Probation Department. [FY26 Revenue NTE: \$367,000.00].
5	Harris County Juvenile Probation Department	Continuity of Care to Youth under the Supervision of Harris County Juvenile Probation Department	New Contract	10/1/2025 - 9/30/2026	County	New Interlocal Agreement to provide continuity of care to youth under the supervision of Harris County Juvenile Probation Department. [FY26/27 Revenue NTE: \$428,392.20].
6	Harris County Resources for Children and Adults	AWARE Harris Projective Narrative via SAMSHA Program for Agency's Clinicians to provide therapy, crisis intervention, substance abuse counseling, group therapy and education to children and adolescents.	Renewal	9/30/2025 - 10/1/2026	Federal Grant	Renewal of Agreement for the AWARE Harris Projective Narrative via SAMSHA Program for Agency's Clinicians to provide therapy, crisis intervention, substance abuse counseling, group therapy and education to children and adolescents. [FY26 Revenue NTE: \$830,650.00].
7	La Porte Independent School District	To Perform Screenings and Clinical Assessments and Psychosocial services to Students	New Contract	8/22/2025 - 8/31/2026	General Revenue (GR)	New MOU to provide screenings and clinical assessments, psychosocial services as needed, and follow-up services to students within the Aldine Independent School District.
8	Lone Star College Police Department	Interlocal Agreement to confirm the mutual understanding of The Harris Center and Lone Star College Police Department as a referral partner.	New Contract	8/18/2025 - 8/31/2031	General Revenue (GR)	Interlocal Agreement to confirm the mutual understanding of The Harris Center and Lone Star College Police Department as a referral partner. This interlocal agreement will assist both parties in being able to share needed referral and disposition information for individuals needing help with their mental health needs.
9	TCOOMMI (Adult and Juvenile)	Services for Adult and Juvenile Offenders diagnosed with Mental Illness and/or Impairment identified as needing COC services or long-term support and treatment.	New Contract	9/1/2025 - 8/31/2027	State	Annual renewal of Agreement to provide services for Adult and Juvenile Offenders diagnosed with mental illness and/or impairment identified as needing COC services or long-term support and treatment. [FY26 Revenue NTE: \$3,992,000.00].
10	Texas Department of Family and Protective Services	In partnership with The Department of Family and Protective Services (DFPS) for families residing in Harris County (Region 6A).	New Contract	9/1/2025 - 8/31/2026	State Grant	New Interlocal (Replacement) Agreement with the Texas Department of Family and Protective Services to provide families residing in Harris County (Region 6A) to receive evidence-based services through the Harris Center to help prevent entry into the foster care system. Services include High Fidelity Wraparound or Multisystemic Therapy (MST) treatment. [FY26 Revenue NTE: \$1,689,959.10].

[illegible]





## Executive Contract Summary

### Contract Section

#### Contractor\*

Aldine Independent School District

#### Contract ID #\*

NA

#### Presented To\*

- ☒ Resource Committee  
☐ Full Board

#### Date Presented\*

9/16/2025

#### Parties\* (?)

Aldine Independent School District 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 type="checkbox"/> Interlocal   | <input type="checkbox"/> Consumer Driven           |
| <input checked="" type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other                     |

#### Does this contract contain an element of Information Technology (Hardware, Software, or Professional Services)? \*

- ☐ Yes ☒ No

#### Funding Information\*

- ☒ New Contract ☐ Amendment

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

8/20/2025

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

8/31/2026

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

#### Fiscal Year\* (?)

2026

#### Amount\* (?)

\$ 0.00

**Funding Source\***

General Revenue (GR)

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

- |   |   |
|---|---|
| <input type="checkbox"/> Personal/Professional Services         | <input type="checkbox"/> Consultant                     |
| <input type="checkbox"/> Consumer Driven Contract               | <input type="checkbox"/> New Contract/Agreement         |
| <input checked="" 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"/>     |

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

To perform screenings and clinical assessments, psychosocial services as needed, and follow-up services to students within the Aldine Independent School District.

**Contract Owner\***

Tiffanie Williams-Brooks

**Previous History of Contracting with Vendor/Contractor\***☒ Yes ☐ No ☐ Unknown**Please add previous contract dates and what services were provided\***

2022-2025

**Vendor/Contractor a Historically Underutilized Business (HUB)\* (?)**☐ Yes ☐ No ☒ Unknown**Community Partnership\* (?)**☒ Yes ☐ No ☐ Unknown**Specify Name\***

Aldine Independent School District

**Supporting Documentation Upload (?)****Vendor/Contractor Contact Person****Name\***

Abel Garza

**Address\***

Street Address

2520 West West Thorne Boulevard

Address Line 2

Ste 203

City

Houston

Postal / Zip Code

77073-3406

State / Province / Region

TX

Country

United States

**Phone Number\***

2819856203

Email\*

agarza2@aldineisd.org

## Budget Section

## Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
4323	\$ 0.00	000000

Budget Manager

Smith, Janai

Secondary Budget Manager

Shelby, Debbie

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

N/A

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

N/A

Requester Name

Bowser, Mohagony

Submission Date

8/21/2025

## Budget Manager Approval(s)

Approved by

*Debbie Chambers & Shelby*

Approval Date

8/26/2025

## Procurement Approval

File Upload (?)

Approved by

Sign

Approval Date

## Contract Owner Approval

Approved by

*Stephanie Williams-Brooks, M.A., LBS, L.S.*

Approval Date

8/28/2025

## Contracts Approval

Approve\*

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

Approved by\*

*Belinda Stude*

Approval Date\*

8/29/2025



## Executive Contract Summary

### Contract Section

#### Contractor\*

City of Tomball (Police Department)

#### Contract ID #\*

2025-1110

#### Presented To\*

- ☒ Resource Committee  
☐ Full Board

#### Date Presented\*

9/16/2025

#### 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

- |  |  |
|--|--|
| <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                     |

#### Does this contract contain an element of Information Technology (Hardware, Software, or Professional Services)? \*

- ☒ Yes ☐ No

#### Funding Information\*

- ☐ New Contract ☒ Amendment

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

9/1/2025

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

8/31/2026

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

#### Fiscal Year\* (?)

2026

**Funding Source \***

County

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

- |   |  |
|---|--|
| <input type="checkbox"/> Personal/Professional Services | <input type="checkbox"/> Consultant                                |
| <input type="checkbox"/> Consumer Driven Contract       | <input type="checkbox"/> New Contract/Agreement                    |
| <input type="checkbox"/> Memorandum of Understanding    | <input checked="" 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"/>                |

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

The clinician officer remote evaluation program services all of Harris County providing licensed clinicians to complete mental health assessments collaborating with Harris County Sheriff deputies.

\*This contract is to add an additional 2 iPads to Tomball PD to connect with clinicians to aid in suicide prevention, identifying individuals who may also be a danger to self or others and deterioration and link to these individuals to mental health treatment.

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 \***

Harris County Sheriff's Office

**Supporting Documentation Upload (?)****Vendor/Contractor Contact Person****Name \***

Sgt. Courtney White

**Address \***

Street Address

400 Fannin Street

Address Line 2

City

Tomball

Postal / Zip Code

77375-4618

State / Province / Region

TX

Country

US



Phone Number\*

281-351-5451

Email\*

cwhite@tomballtx.gov

## Budget Section

## Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
9259	\$ 0.00	0

Budget Manager

Oshman, Jodel

Secondary Budget Manager

Ramirez, Priscilla

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

Prusuant to the ILA the Agency will submit a detailed report and invoice to the county for review and approval on a monthly basis.

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

na

Requester Name

Singh, Patricia

Submission Date

8/8/2025

## Budget Manager Approval(s)

Approved by

*Jodel Oshman*

Approval Date

8/8/2025

## IT Director Approval

Approved by

*Anthony Jones*

Approval Date

8/12/2025

IT Approval Comments

Approved - AJones

## Contract Owner Approval

Approved by

*Kim Kornmayer*

Approval Date

8/12/2025

## Contracts Approval

**Approve\***

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

**Approved by\***

*Belinda Stude*

**Approval Date\***

8/12/2025



## Executive Contract Summary

### Contract Section

#### Contractor\*

Harris County Juvenile Probation Department

#### Contract ID #\*

2025-1064

#### Presented To\*

- ☒ Resource Committee  
☐ Full Board

#### Date Presented\*

9/16/2025

#### Parties\* (?)

The Harris Center for MH and IDD Services and Harris County Juvenile Probation Department

#### 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                     |

#### Does this contract contain an element of Information Technology (Hardware, Software, or Professional Services)? \*

- ☐ Yes ☒ No

#### Funding Information\*

- ☒ New Contract ☐ Amendment

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

9/1/2025

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

8/31/2026

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

#### Fiscal Year\* (?)

2026

#### Amount\* (?)

\$ 616,250.00

**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\* (?)**

To provide comprehensive psychiatric services to youth assigned to HCJPD pre and post adjudication facilities. Psychiatric and Medication Management.

**Contract Owner\***

Sean McElroy

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

☒ Yes ☐ No ☐ Unknown

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

9/1/24-8/31/25 psychiatric services to at-risk youth

**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\***

Scott Elliott

**Address\***

Street Address

1001 Preston St

Address Line 2

Suite 670

City

Houston

Postal / Zip Code

77002-1839

State / Province / Region

TX

Country

United States

**Phone Number\***

7132744898

Email\*

scott.elliott@pur.hctx.net

## Budget Section

## Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
6901	\$ 616,250.00	540000
Budget Manager	Secondary Budget Manager	
Williams-Wesley, Sheenia	Reyes, Elizabeth	

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

n/a

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

n/a

Requester Name

Williams-Wesley, Sheenia

Submission Date

8/5/2025

## Budget Manager Approval(s)

Approved by

*Sheenia Williams-Wesley*

Approval Date

8/5/2025

## Procurement Approval

File Upload (?)

Approved by

Sign

Approval Date

## Contract Owner Approval

Approved by

*Sean McElroy*

Approval Date

8/6/2025

## Contracts Approval

Approve\*

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

Approved by \*

*Belinda Stude*

Approval Date \*

8/6/2025





## Annual Renewal Evaluation

### Current Fiscal Year Contract Information

**Current Fiscal Year**

2026

**Contract ID# \***

2023-0778

**Contractor Name \***

Harris County Juvenile Probation Department

**Service Provided\* (?)**

Multi-Systemic Therapy Services (MST) for the Harris County Juvenile Probation Department

**Renewal Term Start Date \***

9/1/2025

**Renewal Term End Date \***

8/31/2026

**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                     |

**Contract Description / Type**

- |  |   |
|--|---|
| <input type="checkbox"/> Personal/Professional Services          | <input 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 checked="" type="checkbox"/> Renewal of Existing Contract | <input type="checkbox"/> Other                          |

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

- ☐ Yes
- ☒ No
- ☐ Unknown

**Contract NTE\* (?)**

\$ 367,000.00

**Rate(s)/Rate(s) Description**

N/A

**Unit(s) Served\***

N/A

**G/L Code(s)\***

N/A

**Current Fiscal Year Purchase Order Number\***

N/A

**Contract Requestor\***

Mohagany Bowser

**Contract Owner\***

Tiffanie Williams-Brooks

**File Upload (?)****Renewal Determination****Is the contract being renewed for next fiscal year with this Contractor?\* (?)**☒ Yes ☐ No**How does this contract support Agency/Unit Strategic priorities?\***

Multisystemic Therapy (MST) aligns closely with The Harris Center for Mental Health and IDD's 2025–2027 Strategic Plan, supporting its core domains: Quality, People, Integration, Access, Community, and Innovation.

**Renewal Information for Next Fiscal Year****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>
6622	\$ 367,000.00	403010
<b>Budget Manager*</b>	<b>Secondary Budget Manager*</b>	
Smith, Janai	Shelby, Debbie	

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

N/A

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

N/A

**Fiscal Year\* (?)**

2026

**Amount\* (?)**

\$ 367,000.00

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

## Contract Funding Source\*

County

## 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

Tiffanie Williams-Brooks

## Budget Manager Approval(s)

Approved by

*Debbie Chambers Shelby*

## Contract Owner Approval

Approved by

*Tiffanie Williams-Brooks, M.A., L.P.C.S.*

## Contracts Approval

Approve \*

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

Approved by\*

*Belinda Stude*

Approval Date\*

8/29/2025

9/2/25, 2:13 PM

Contracts Approval

## Executive Contract Summary

### Contract Section

**Contractor\***

Harris County Juvenile Probation Department

**Contract ID #\***

N/A

**Presented To\***

- ☐ Resource Committee  
☒ Full Board

**Date Presented\***

9/16/2025

**Parties\* (?)**

The Harris Center for MH and IDD Services and Harris County Juvenile Probation Department

**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                     |

9/2/25, 2:13 PM

Contracts Approval

**Does this contract contain an element of Information Technology (Hardware, Software, or Professional Services)? \***☐ Yes ☒ No**Funding Information \***☒ New Contract ☐ Amendment**Contract Term Start Date \* (?)**

10/1/2025

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

9/30/2026

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

County fiscal year

**Fiscal Year \* (?)**

2026

**Amount \* (?)**

\$ 392,692.85

**Fiscal Year \* (?)**

2027

**Amount \* (?)**

\$ 35,699.35

**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 continuity of care to youth under the supervision of Harris County Juvenile Probation Department.

**Contract Owner \***

Sean McElroy

**Previous History of Contracting with Vendor/Contractor \***☒ Yes ☐ No ☐ Unknown



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

10/1/24 - 09/30/25 COC for Youth with JPD

**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 \***

Ebony Breeding

**Address \***

Street Address

1001 Preston Street

Address Line 2

Suite 670

City

Houston

State / Province / Region

TX

Postal / Zip Code

77002-1839

Country

US

**Phone Number \***

7132744438

**Email \***

ebony.breeding@pur.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>
6901	\$ 428,392.20	540000

<b>Budget Manager</b>	<b>Secondary Budget Manager</b>
Williams-Wesley, Sheenia	Reyes, Elizabeth

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

n/a

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

n/a

<b>Requester Name</b>	<b>Submission Date</b>
Williams-Wesley, Sheenia	8/27/2025

Budget Manager Approval(s)

**Approved by**

*Sheenia Williams-Wesley*

**Approval Date**  
8/27/2025

Procurement Approval

**File Upload (?)**

**Approved by**

Sign

**Approval Date**

Contract Owner Approval

**Approved by**

*Sean McElroy*

**Approval Date**  
8/28/2025

9/2/25, 2:13 PM

Contracts Approval

## Contracts Approval

---

**Approve \***

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

**Approved by \****Belinda Stude***Approval Date \***

9/2/2025



## Annual Renewal Evaluation

### Current Fiscal Year Contract Information

**Current Fiscal Year**

2025

**Contract ID# \***

2024-0973

**Contractor Name \***

Harris County Resources for Children and Adults

**Service Provided\* (?)**

AWARE Harris Projective Narrative via SAMSHA Program for Agency's Clinicians to provide therapy, crisis intervention, substance abuse counseling, group therapy and education to children and adolescents.

**Renewal Term Start Date \***

9/30/2025

**Renewal Term End Date \***

10/1/2026

**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                     |

**Contract Description / Type**

- |  |   |
|--|---|
| <input type="checkbox"/> Personal/Professional Services          | <input 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 checked="" type="checkbox"/> Renewal of Existing Contract | <input type="checkbox"/> Other                          |

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

- ☐ Yes  
☒ No  
☐ Unknown

## Contract NTE\* (?)

\$ 721,180.00

## Rate(s)/Rate(s) Description

N/A

## Unit(s) Served\*

N/A

## G/L Code(s)\*

N/A

## Current Fiscal Year Purchase Order Number\*

N/A

## Contract Requestor\*

Mohagany Bowser

## Contract Owner\*

Tiffanie Williams-Brooks

## File Upload (?)

## Renewal Determination

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

- ☒ Yes ☐ No

## How does this contract support Agency/Unit Strategic priorities?\*

The additional position will allow program to provide added support to Sheldon ISD community within the scope of works.

## 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.*
4110	\$ 830,650.00	435031
<b>Budget Manager*</b>	<b>Secondary Budget Manager*</b>	
Smith, Janai	Shelby, Debbie	

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

N/A

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

N/A

Fiscal Year\* (?)

2026

Amount\* (?)

\$ 830,650.00

Next Fiscal Year Not to Exceed Amount for Master Pooled Contracts

Contract Funding Source\*

Federal 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

Tiffanie Williams-Brooks

## Budget Manager Approval(s)

Approved by

*Janae Lynnette Smith*

## Contract Owner Approval

Approved by

*Tiffanie Williams-Brooks, M.A., L.P.C.S.*

## Contracts Approval

**Approve\***

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

**Approved by\***

*Belinda Stude*

**Approval Date\***

8/26/2025





## Executive Contract Summary

### Contract Section


**Contractor\***

La Porte Independent School District

**Contract ID #\***

N/A

**Presented To\***

- ☒ Resource Committee  
☐ Full Board

**Date Presented\***

9/16/2025

**Parties\* (?)**

La Porte Independent School District 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 type="checkbox"/> Interlocal   | <input type="checkbox"/> Consumer Driven           |
| <input checked="" type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other                     |

**Does this contract contain an element of Information Technology (Hardware, Software, or Professional Services)? \***

- ☐ Yes ☒ No

**Funding Information\***

- ☒ New Contract ☐ Amendment

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

8/22/2025

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

8/31/2026

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

**Fiscal Year\* (?)**

2026

**Amount\* (?)**

\$ 0.00

**Funding Source \***

General Revenue (GR)

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

- |   |   |
|---|---|
| <input type="checkbox"/> Personal/Professional Services         | <input type="checkbox"/> Consultant                     |
| <input type="checkbox"/> Consumer Driven Contract               | <input type="checkbox"/> New Contract/Agreement         |
| <input checked="" 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                          |

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

To perform screenings and clinical assessments, psychosocial services as needed, and follow-up services to students at La Porte Independent School District.

**Contract Owner\***

Tiffanie Williams-Brooks

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

☒ Yes ☐ No ☐ Unknown

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

2017-present

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

☐ Yes ☐ No ☒ Unknown

**Community Partnership\* (?)**

☒ Yes ☐ No ☐ Unknown

**Specify Name\***

La Porte Independent School District

**Supporting Documentation Upload (?)****Vendor/Contractor Contact Person****Name\***

Nancy Orellana

**Address\***

Street Address

1002 San Jacinto Street

Address Line 2

Ste 203

City

La Porte

Postal / Zip Code

77571-5461

State / Province / Region

TX

Country

US

**Phone Number\***

2816047000

Email\*

orellanabarban@lpsd.org

## Budget Section

## Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
4323	\$ 0.00	000000
Budget Manager	Secondary Budget Manager	
Smith, Janai	Shelby, Debbie	

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

N/A

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

N/A

Requester Name

Bowser, Mohagony

Submission Date

8/22/2025

## Budget Manager Approval(s)

Approved by

*Debbie Chambers & Shelby*

Approval Date

8/25/2025

## Procurement Approval

File Upload (?)

Approved by

Sign

Approval Date

## Contract Owner Approval

Approved by

*William Williams-Brooks, M.A., LSP, CAS*

Approval Date

8/26/2025

## Contracts Approval

Approve\*

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

Approved by \*

*Belinda Stude*

Approval Date \*

8/29/2025



## Executive Contract Summary

Note: Please use Google Chrome as the preferred browser

[Click here for ECS User Guide](#)

### Contract Section

#### Contractor Name \*

Lone Star College Police Department

#### Contract ID # \*

na

For New Contracts Type NA

#### Presented To \*

- ☒ Resource Committee  
☐ Full Board

#### Date Presented \*

6/17/2025

#### Parties \* (?)

Lone Star College Police 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                     |

#### Funding Information \*

- ☒ New Contract ☐ Amendment

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

5/21/2025

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

8/31/2026

If contract is off-cycle, specify the contract term

#### Fiscal Year \* (?)

2026

#### Amount \* (?)

\$ 0.00



**Funding Source\***

General Revenue (GR)

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

- |   |  |
|---|--|
| <input type="checkbox"/> Personal/Professional Services | <input type="checkbox"/> Consultant                        |
| <input type="checkbox"/> Consumer Driven Contract       | <input checked="" 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"/>        |

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

The care coordination agreement serves to confirm a mutual understanding of The Harris Center and Lone Star College Police Department as a referral partner.

**Contract Owner\***

Kim Kornmayer

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

☒ Yes ☐ No ☐ Unknown

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

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

☐ Yes ☐ No ☒ Unknown

**Community Partnership\* (?)**

☐ Yes ☐ No ☒ Unknown

**How does this contract support Agency/Unit Strategic priorities?\***

This contract allows the agency to provide services in the community to increase community engagement.

**Supporting Documentation Upload (?)****Vendor/Contractor Contact Person****Name\***

Karlye Louritt

**Address\***

Street Address

20515 Texas 249

Address Line 2

City

Houston

Postal / Zip Code

77070-2764

State / Province / Region

TX

Country

US

**Phone Number\***

346-325-9531

**Email\***

Karlye.Louritt@LoneStar.edu

**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>
9208	\$ 0.00	0

**Budget Manager\***

Oshman, Jodel

**Secondary Budget Manager\***

Ramirez, Priscilla

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

na

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

na

**Requester Name**

Singh, Patricia

**Submission Date\***

5/22/2025

# MEETING AGENDA - 1:1 Meeting with Mia

---

Location: Belinda's Office

---

Date: July 11, 2025

---

Time: 2:00 PM – 3:00 PM

---

## Agenda details

- I. Contract Renewals
  - a. Process Q&A
  - b. Pending Review
  - c. Contract Renewal
  - d. Direct Care/Indirect Care Contracts
  - Discussed: Processing renewals and basics
  - Master Pool Contract procedures: Adding new vendors and processing renewals for pooled contractors
  - Documents via DocuSign and required documents
  - Direct Care vs Direct Care Agreements
  - Contract Renewal Amendment for Direct Care and new language
  - Exhibits (whether to include etc.)
  - Requisitions for Leases/Automatic Renewals etc.
  - Pharmacy Clinics DBA legal name
  - Reviewed and discussed drafts of renewals
- II. ROSS (Schedule for separate meeting)
- III. New Contracts (separate meeting)
- IV. Resources/Tools/Needs
  - a. Contract Templates
  - b. Board documents and Info
  - c. Miscellaneous

9/2/25, 2:15 PM

Contracts Approval

## Executive Contract Summary

### Contract Section

**Contractor\***

TCOOMMI Adult and Juvenile

**Contract ID #\***

6915

**Presented To\***

- ☐ Resource Committee
- ☒ Full Board

**Date Presented\***

9/16/2025

**Parties\* (?)**

The Harris Center for MH and IDD Services and Texas Department of Criminal Justice

**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                     |

9/2/25, 2:15 PM

Contracts Approval

**Does this contract contain an element of Information Technology (Hardware, Software, or Professional Services)? \***

☐ Yes ☒ No

**Funding Information \***

☒ New Contract ☐ Amendment

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

9/1/2025

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

8/31/2027

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

**Fiscal Year \* (?)**

2026

**Amount \* (?)**

\$ 3,992,000.00

**Fiscal Year \* (?)**

2027

**Amount \* (?)**

\$ 3,992,000.00

**Funding Source \***

State

**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 services for Adult and Juvenile Offenders diagnosed with mental illness and/or impairment identified as needing COC services or long-term support and treatment.

**Contract Owner \***

Monalisa Jiles

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

☒ Yes ☐ No ☐ Unknown



9/2/25, 2:15 PM

Contracts Approval

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

9/1/23 - 8/31/25 COC and support services for Adults and  
Juvenile

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

☐ Yes ☐ No ☒ Unknown

**Community Partnership \* (?)**

☒ Yes ☐ No ☐ Unknown

**Specify Name \***

Department of Criminal Justice Texas

**Supporting Documentation Upload (?)****Vendor/Contractor Contact Person**

---

**Name \***

TCOOMMI Manager

**Address \***

Street Address

4616 West Howard Lane

Address Line 2

Suite 200

City

Austin

State / Province / Region

TX

Postal / Zip Code

78728

Country

US

**Phone Number \***

5126712134

**Email \***

fiscaltcoommi@tdcj.texas.gov

**Budget Section**

---

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

---

9/2/25, 2:15 PM

Contracts Approval

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
6801	\$ 1,674,632.00	540000

Budget Manager	Secondary Budget Manager
Williams-Wesley, Sheenia	Reyes, Elizabeth

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
6302	\$ 6,309,368.00	540000

Budget Manager	Secondary Budget Manager
Williams-Wesley, Sheenia	Reyes, Elizabeth

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

n/a

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

n/a

Requester Name	Submission Date
Williams-Wesley, Sheenia	8/27/2025

Budget Manager Approval(s)

Approved by

Approval Date

*Sheenia Williams-Wesley*

8/27/2025

Procurement Approval

File Upload (?)

Approved by

Approval Date

Sign

9/2/25, 2:15 PM

Contracts Approval

## Contract Owner Approval

---

**Approved by***Monalisa Williams Jiles***Approval Date**

8/27/2025

## Contracts Approval

---

**Approve \***

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

**Approved by \****Belinda Stude***Approval Date \***

8/29/2025



## Executive Contract Summary

### Contract Section


**Contractor\***

Texas Department of Family Services

**Contract ID #\***

N/A

**Presented To\***

- ☒ Resource Committee  
☐ Full Board

**Date Presented\***

9/16/2025

**Parties\* (?)**

Texas Department of Family Services 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                     |

**Does this contract contain an element of Information Technology (Hardware, Software, or Professional Services)? \***

- ☐ Yes ☒ No

**Funding Information \***

- ☒ New Contract ☐ Amendment

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

9/1/2025

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

8/31/2026

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

**Fiscal Year\* (?)**

2026

**Funding Source\***

State Grant

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

- |   |  |
|---|--|
| <input type="checkbox"/> Personal/Professional Services | <input type="checkbox"/> Consultant                        |
| <input type="checkbox"/> Consumer Driven Contract       | <input checked="" 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                             |

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

In partnership with The Department of Family and Protective Services (DFPS), families residing in Harris County (Region 6A) will receive evidence-based services through the Harris Center for Mental Health and IDD. These services will include High Fidelity Wraparound or Multisystemic Therapy (MST) treatment.

**Contract Owner\***

Tiffanie Williams-Brooks

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

☒ Yes ☐ No ☐ Unknown

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

FY 2024/2025

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

☐ Yes ☐ No ☒ Unknown

**Community Partnership\* (?)**

☐ Yes ☐ No ☒ Unknown

**Supporting Documentation Upload (?)**

Form FFPS 2030\_v.1.3-7.07.2025-TFF-Provider.xlsx

875.82KB

**Vendor/Contractor Contact Person****Name\***

Heather Thorp

**Address\***

Street Address

701 West 51st Street

Address Line 2

City

Austin

Postal / Zip Code

78751-2312

State / Province / Region

TX

Country

US

**Phone Number\***

512438358

**Email\***

Heather.Thorp@dfps.texas.gov



## Budget Section

## Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
4161	\$ 1,689,959.10	437003
Budget Manager		Secondary Budget Manager
Smith, Janai		Shelby, Debbie

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

N/A

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

N/A

Requester Name

Bowser, Mohagony

Submission Date

8/5/2025

## Budget Manager Approval(s)

Approved by

*Janai Lynette Smith*

Approval Date

8/5/2025

## Procurement Approval

File Upload (?)

Approved by

Sign

Approval Date

## Contract Owner Approval

Approved by

*William Williams-Brooks, M.A., LSP, S*

Approval Date

8/8/2025

## Contracts Approval

Approve\*

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

Approved by\*

*Belinda Stude*

Approval Date\*

8/11/2025



## Executive Contract Summary

### Contract Section


**Contractor\***

The University of Texas M. D. Anderson Cancer Center

**Contract ID #\***

n/a

**Presented To\***

- ☒ Resource Committee  
☐ Full Board

**Date Presented\***

8/22/2025

**Parties\* (?)**

The Harris Center for Mental Health and IDD ("Owner"), and The University of Texas M. D. Anderson Cancer Center ("Licensee")

**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 checked="" type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other                     |

**Does this contract contain an element of Information Technology (Hardware, Software, or Professional Services)?\***

☐ Yes ☒ No

**Funding Information\***

☒ New Contract ☐ Amendment

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

9/1/2025

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

9/30/2025

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

Fiscal Year\* (?)

2026

Amount\* (?)

\$ 0.00

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\* (?)

Providing a one-time service at 9401SW and Dacoma location. There will be no cost to the Agency for MD Anderson to provide the mobile unit services on Agency premises. MD Anderson will bill participating employees' health insurance directly for services rendered.

Contract Owner\*

Kip Baughman

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 (?)

MDACC\_Harris Center - License Agrmt. for Use of Project Facility - Mobile  
Mammography.docx

2.18MB

## Vendor/Contractor Contact Person



Name\*

Jacqueline M. Speier

Address\*

Street Address

7007 Bertner Avenue

Address Line 2

Ste 203

City

Houston

Postal / Zip Code

77030

State / Province / Region

TX

Country

US

Phone Number\*

713-792-5092

Email\*

jmspeier@mdanderson.org

## Budget Section

## Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
1111	\$ 0.00	549009
Budget Manager		Secondary Budget Manager
Campbell, Ricardo		Campbell, Ricardo

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

n/a

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

n/a

Requester Name

Abraham, Suja

Submission Date

8/22/2025

## Budget Manager Approval(s)

Approved by

*Ricardo Campbell*

Approval Date

8/22/2025

## Procurement Approval

File Upload (?)

Approved by

Sign

Approval Date

## Contract Owner Approval

Approved by

*Kip BAUGHMAN*

Approval Date

8/25/2025

## Contracts Approval

Approve\*

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

Approved by\*

*Belinda Stude*

Approval Date\*

8/25/2025



## Executive Contract Summary

### Contract Section

#### Contractor\*

YES Prep Public Schools

#### Contract ID #\*

NA

#### Presented To\*

- ☒ Resource Committee  
☐ Full Board

#### Date Presented\*

9/16/2025

#### Parties\* (?)

YES Prep Public Schools 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 type="checkbox"/> Interlocal   | <input type="checkbox"/> Consumer Driven           |
| <input checked="" type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other                     |

#### Does this contract contain an element of Information Technology (Hardware, Software, or Professional Services)?

\*

- ☐ Yes ☒ No

#### Funding Information\*

- ☒ New Contract ☐ Amendment

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

8/13/2025

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

8/31/2026

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

#### Fiscal Year\* (?)

2025

#### Amount\* (?)

\$ 0.00



**Funding Source\***

General Revenue (GR)

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

- |   |   |
|---|---|
| <input type="checkbox"/> Personal/Professional Services         | <input type="checkbox"/> Consultant                     |
| <input type="checkbox"/> Consumer Driven Contract               | <input type="checkbox"/> New Contract/Agreement         |
| <input checked="" 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"/>     |

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

To perform screening and clinical assessments, psychosocial services as needed, and follow-up services to students at YES Prep Public Schools.

**Contract Owner\***

Tiffanie Williams-Brooks

**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\***

Kawana Coulon

**Address\***

Street Address

5455 South Loop East

Address Line 2

Ste 203

City

Houston

Postal / Zip Code

77033

State / Province / Region

TX

Country

US

**Phone Number\***

713-967-9155

**Email\***

Kawana.Coulon@yesprep.org

**Budget Section**

## Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
4323	\$ 0.00	000000

Budget Manager

Smith, Janai

Secondary Budget Manager

Shelby, Debbie

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

0.00

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

0.00

Requester Name

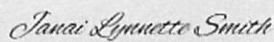
Bowser, Mohagony

Submission Date

8/14/2025

### Budget Manager Approval(s)

Approved by



Approval Date

8/14/2025

### Procurement Approval

File Upload (?)

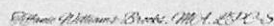
Approved by

Sign

Approval Date

### Contract Owner Approval

Approved by



Approval Date

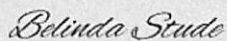
8/14/2025

### Contracts Approval

Approve\*

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

Approved by\*



Approval Date\*

8/15/2025



# **EXHIBIT F-5**

Status **Pending** PolicyStat ID **18462784**



Origination 06/2000

Last Approved N/A

Effective Upon Approval

Last Revised 08/2025

Next Review 1 year after approval

Owner Rita Alford: Dir

Area Information Management

Document Type Agency Policy

## HIM.EHR.A.3 Confidentiality and Disclosure of Patient/ Individual Health Information

### 1. PURPOSE:

The Harris Center shall protect the privacy of all patients'/ individual's health information and safeguard such information against loss, damage, alteration or impermissible disclosure. Uses and disclosures will be made only as permitted or required by law and will consist of only the relevant or minimal amount necessary to satisfy the purpose of the use or disclosure.

### 2. POLICY:

It is the policy of The Harris Center that the patient/ individual records are the property of the Harris Center and may be removed from the Harris Center premises only in accordance with a court order, subpoena or statute, or signed written authorization from patient/ individual or legally authorized representative. Proven privacy violations of patient/ individual health information by any employee or business associate may be cause for disciplinary actions, including termination of employment or contract. Violations will also be mitigated in accordance with privacy regulations.

### 3. APPLICABILITY/SCOPE:

This policy applies to all departments, divisions, facilities and/or programs within The Harris Center, including contractors, volunteers, interns, and business associates.

### 4. RELATED POLICIES/FORMS:

[HIM.EHR.A.5 Content of Patient/ Individual Records](#)



[HIM.EHR.A.7 Faxing and Emailing Patient/Individual Identifying Information](#)

[HIM.EHR.A.8 Patient/ Individual Access to Medical Records](#)

[HIM.EHR.A.9 Patient/Individual Records Administration](#)

[HIM.EHR.A.11 Sanctions for Breach of Security and/or Privacy Violations of Health Information](#)

[LD.A.1 Business Associate](#)

Authorization Request Cover Letter

Emergency Verification for Disclosure of Protected Health Information

Media Consent Form

Release of Information Log

Authorization to Disclose Patient/Individual Health Information

Revocation of Authorization to Disclose Consumer Health Information

### **Attachments**

Release of Information Grid

No Records Affidavit

Verification Checklist for Processing Authorizations

Release of Information Cover Letter

Confidentiality Statement

Release of Information Invoice

Subpoena Information Sheet

Release of Information Processing Fee

Employee Statement of Information Security and Confidentiality

Confidentiality Awareness Guidelines

Business Records Affidavit

Guidelines for Releases

Emergency Verification for Disclosure of Protected Health Information

## **5. PROCEDURES**

[HIM.EHR.B.3 - Confidentiality and Disclosure of Patient/ Individual Health Information](#)

## **6. REFERENCES: RULES/REGULATIONS/**

# STANDARDS

- Privacy Act of 1974, 5 U.S.C. Ch. 5 §552a
- Health Insurance Portability and Accountability Act 1996, Part 160 and 164
- Confidentiality of Substance Use Disorder Patient Records, 42 CFR Part 2
- Investigations and Protective Services for Elderly Persons and Persons with Disabilities, Texas Human Resources Codes Ch. 48
- Medical Records Privacy, Tex. Health & Safety Code Ch. 181
- Mental Health Records, Texas Health and Safety Codes Ch. 611
- Consent to Treatment of Child by Non-parent or Child, Texas Family Code Ch. 32
- Inter-agency Sharing of Certain Noneducational Records, Texas Family Code Sec 58.0052
- Physician-Patient Communication, Texas Occupations Code Ch. 159
- Physician-Patient Privilege, Texas Rules of Civil Evidence Rule 509
- Mental Health Information Privilege in Civil Cases, Texas Rules of Civil Evidence, Rule 510
- Resident Rights, 42 CFR 483.10(e)

## Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	08/2025
Legal Review	Kendra Thomas: Counsel	08/2025
Compliance Director Review	Demetria Lockett [LW]	07/2025
Compliance Manager	Lisa Walker	07/2025
Department Review	Mustafa Cochinwala: Dir	07/2025
Initial Assignment	Rita Alford: Dir	07/2025



# **EXHIBIT F-6**

Status **Pending** PolicyStat ID **14237156**



Origination 04/1998  
 Last Approved N/A  
 Effective Upon Approval  
 Last Revised 08/2025  
 Next Review 1 year after approval

Owner Kip Baughman:  
 Dir  
 Area Human Resources  
 Document Type Agency Policy

## HR.A.4 - Employee Job Descriptions

### 1. PURPOSE:

The purpose of this policy is to ensure that the basic and essential duties and requirements of all Harris Center job positions have a detailed and accurate, up-to-date job descriptions to successfully perform the job.

### 2. POLICY:

It is the policy of the Harris Center for Mental Health and Intellectual and Developmental Disability (The Harris Center) that, every employee shall receive, at the time of employment, reclassification and or promotion, a written job description. Also, job descriptions shall be reviewed and modified for current positions within a reasonable period of time following a material change in the essential duties of the position. Job descriptions shall be updated annually, and if necessary, at the time the position becomes vacant as responsibilities may change.

### 3. APPLICABILITY/SCOPE:

This policy applies to all staff employed by The Harris Center including, both direct and contracted employees.

### 4. RELATED POLICIES/FORMS:

[HR.A.6 Employee Performance Evaluations](#)

Job Description Online Instructions Attachment A

## 5. PROCEDURES:

HR.B.4 Employee Job Descriptions

## 6. REFERENCES: RULES/REGULATIONS/ STANDARDS:

### Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	08/2025
2nd Legal Review	Kendra Thomas: Counsel [BE]	08/2025
1st Legal Review	Bijul Enaohwo	07/2025
Compliance Director Review	Demetria Lockett [LW]	07/2025
Compliance Manager	Lisa Walker	07/2025
Department Review	Kendra Thomas: Counsel	06/2025
Initial Assignment	Kip Baughman: Dir	06/2025



# **EXHIBIT F-7**

Status **Pending** PolicyStat ID **17873264**



Origination 12/1993  
 Last Approved N/A  
 Effective Upon Approval  
 Last Revised 08/2025  
 Next Review 1 year after approval

Owner Toby Hicks  
 Area Human Resources  
 Document Type Agency Policy

## HR.A.6 Employee Performance Evaluations

### 1. PURPOSE:

The performance review policy outlines The Harris Center for Mental Health and IDD's ("The Harris Center") means to provide a formal review of every employee's performance through a collaborative effort, encouraging open communication across multiple levels of the agency.

### 2. POLICY:

It is the policy of the Harris Center that each employee shall receive a regular, formal evaluation as it relates to established performance standards in their position description. The outcome of evaluations assists with potential rewards and recognition, communicating constructive feedback, setting professional growth goals, and determining development and training opportunities. Supervisors will evaluate job performance on an annual basis.

### 3. APPLICABILITY/SCOPE:

This policy applies to all staff employed by The Harris Center, including, both direct and contracted employees.

### 4. RELATED POLICIES/FORMS:

[HR.A.4 Employee Job Description](#)

[HR.A.6 Employee Performance Evaluation](#)



5. PROCEDURES:

Employee Performance Evaluations

6. REFERENCES: RULES/REGULATIONS/  
STANDARDS:

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	08/2025
2nd Legal Review	Kendra Thomas: Counsel	08/2025
1st Legal Review	Bijul Enaohwo	07/2025
Compliance Director Review	Demetria Lockett [LW]	07/2025
Compliance Manager	Lisa Walker	07/2025
Department Review	Kendra Thomas: Counsel	06/2025
Initial Assignment	Toby Hicks	05/2025



# **EXHIBIT F-8**

Status **Pending** PolicyStat ID **18455916**



Origination	03/2005
Last Approved	N/A
Effective	Upon Approval
Last Revised	08/2025
Next Review	1 year after approval

Owner	Mustafa Cochinwala: Dir
Area	Information Management
Document Type	Agency Policy

## HIM.IT.A.3 Incident Response Policy

### 1. PURPOSE:

This policy establishes that The Harris Center for Mental Health and IDD will maintain incident response capabilities and procedures.

### 2. POLICY:

It is the policy of the Harris Center for Mental Health and IDD to ensure that information security incidents are reported, investigated, and responded to according to regulatory requirements and to limit damages.

### 3. APPLICABILITY/SCOPE:

All Harris Center staff, volunteers, contractors, programs, and services.

### 4. RELATED POLICIES/FORMS:

[HIM.EHR.A.2 Breach Notification](#)

### 5. PROCEDURES:

[HIM.IT.B.3 Incident Response Procedure](#)

## 6. REFERENCES: RULES/REGULATIONS/STANDARDS:

- NIST SP 800-53 Rev. 4 CP-2, IR-8
- HIPAA Security Rule 45 C.F.R. §§ 164.308(a)(6), 164.308(a)(7), 164.310(a)(2)(i), 164.312(a)(2)(ii)

### Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	08/2025
Legal Review	Kendra Thomas: Counsel	08/2025
Compliance Director Review	Demetria Lockett [LW]	07/2025
Compliance Manager	Lisa Walker	07/2025
Department Review	Mustafa Cochinwala: Dir	07/2025
Initial Assignment	Mustafa Cochinwala: Dir	07/2025



# EXHIBIT F-9

Status **Pending** PolicyStat ID **18455923**


Origination 08/2014

Last Approved N/A

Effective Upon Approval

Last Revised 08/2025

Next Review 1 year after approval

Owner Mustafa Cochinwala: Dir

Area Information Management

Document Type Agency Policy

## HIM.IT.A.2 Information Security Policy

### 1. PURPOSE:

The purpose of this policy is to promote effective information security practices at The Harris Center for Mental Health by defining and implementing information security standards.

### 2. POLICY:

It is The Harris Center's policy to identify and evaluate the likelihood and consequences of threats to the security of confidential information and implement reasonable and appropriate measures to safeguard the Confidentiality, Availability, and Integrity of that information. The Center's information policy and procedures are based on NIST SP 800-53 and the HIPAA Security Rule.

### 3. APPLICABILITY/SCOPE:

This policy applies to all Harris Center Employees/Staff. All independent contractors who provide services that require access to the Computer Network will be required to adhere to this policy, as well as to any procedures established to support this policy.

### 4. RELATED POLICIES/FORMS:

[HIM.EHR.A.2 Breach Notification](#)

[HIM.IT.A.1 Workforce Member Network Internet Use](#)

[HIM.IT.A.4 Off-Premises Equipment Usage](#)

## 5. PROCEDURES:

[HIM.IT.B.2 Information Security procedures](#)

## 6. REFERENCES: RULES/REGULATIONS/STANDARDS:

- HIPAA Security & Privacy-Security Standards for Protection of Electronic Protected Health Information, 45 CFR Part 164, Subpart C
- NIST SP 800-53 Rev. 4 PM-1, PS-7
- CARF: Section 1., Subsection J., Technology

### Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	08/2025
Legal Review	Kendra Thomas: Counsel	08/2025
Compliance Director Review	Demetria Luckett [LW]	07/2025
Compliance Manager	Lisa Walker	07/2025
Department Review	Mustafa Cochinwala: Dir	07/2025
Initial Assignment	Mustafa Cochinwala: Dir	07/2025



# **EXHIBIT F-10**

Status **Pending** PolicyStat ID **18197194**



Origination 01/2012  
 Last Approved N/A  
 Effective Upon Approval  
 Last Revised 08/2025  
 Next Review 1 year after approval

Owner Toby Hicks  
 Area Human Resources  
 Document Type Agency Policy

## HR.A.15 Obligation to Identify individuals or Entities Excluded from Participation in Federal Healthcare Program

### 1. PURPOSE:

The purpose of this policy is to establish guidelines, which prevent The Harris Center for Mental Health and Intellectual and Developmental Disability (The Harris Center) from employing an individual or entity that has been excluded from federally funded health care programs. The guidelines set in place by this policy ensures the integrity and accountability as it relates to The Health & Human Services Department-Office of Inspector General (HHSC-OIG)

### 2. POLICY:

It is the policy of The Harris Center for Mental Health and Intellectual and Developmental Disability ("The Harris Center") to comply with state and federal rules to protect the interests of patients and the Harris Center.

The Harris Center shall conduct both State and Federal List of Excluded Individuals/Entities (LEIE) searches prior to hire and monthly on all existing employees, interns, contractors, volunteers and entities.

### 3. APPLICABILITY/SCOPE:

All staff employed by The Harris Center including, direct hire, contractors, volunteers, interns and entities. Candidates for hire and contracted entities whom are excluded are considered ineligible for employment or providing services with The Harris Center and will **NOT** be offered a position.



4. RELATED POLICIES/FORMS:

[HR.8.A Employment](#)

5. PROCEDURE:

[HR.B.15 Obligation to Identify Individuals or Entities from Participation in Federal Health Care Programs](#)

6. REFERENCES: RULES/REGULATIONS/  
STANDARDS:

- Social Security Act 42 U.S.C.A.1320a-7
- Barring Vendor from Participation in State Contracts, Tex. Government Code §2155.077
- Debarment, 34 Tex. Admin. Code Ch. 20, Subchapter G

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	08/2025
2nd Legal Review	Kendra Thomas: Counsel [BE]	08/2025
1st Legal Review	Bijul Enahwo	07/2025
Compliance Director Review	Demetria Lockett [LW]	07/2025
Compliance Manager	Lisa Walker [CW]	07/2025
Department Review	Kendra Thomas: Counsel	06/2025
Initial Assignment	Toby Hicks	05/2025

# **EXHIBIT F-11**

Status **Pending** PolicyStat ID **18455922**

Origination 11/2012  
 Last Approved N/A  
 Effective Upon Approval  
 Last Revised 08/2025  
 Next Review 1 year after approval

Owner Mustafa Cochinwala: Dir  
 Area Information Management  
 Document Type Agency Policy

## HIM.IT.A.4 Off-Premises Equipment Usage

### 1. PURPOSE:

The purpose of this policy is to ensure proper assignment and return of all property and equipment owned, leased, or in possession of The Harris Center for Mental Health and Intellectual and Developmental Disabilities (The Harris Center) employees for both temporary and permanent use.

### 2. POLICY:

It is the policy of the Harris Center that all property and equipment owned, leased, or in the possession of The Harris Center are assigned to a unit, a location, and an employee. Most properties will not leave the assigned unit. In the event that it is essential for property or equipment to be used off-premises, written approval must be obtained from the Unit Director. Property and/or Equipment may either be signed out to an employee on a temporary basis to complete a specific assignment or on a longer-term basis if the location of the property or equipment is essential for day to day performance of the job. Property and/or equipment signed out to an employee becomes the financial responsibility of that employee. All property and equipment shall be returned to The Harris Center upon termination of employment or completion of a special assignment, internship, or volunteer experience. Workforce members must report all instances of equipment damage, loss, or theft via The Harris Center incident reporting system.

### 3. APPLICABILITY/SCOPE:

This policy applies to all interns, volunteers, and staff employed by The Harris Center, including, both direct and contracted employees. Property and equipment covered by this policy include 1) all property and equipment with The Harris Center numbered inventory tags on it, including laptop computers, and 2) leased equipment or other equipment that represents a financial obligation of The Harris Center.

4. RELATED POLICIES/FORMS:

[HIM.IT.A.2 Information Security Policy](#)

Request to Transfer Property Form

5. PROCEDURES:

[FM.B.19 Property Inventory](#)

6. REFERENCES: RULES/REGULATIONS/  
STANDARDS:

A. CARF: Section 1., Subsection J., Technology

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	08/2025
Legal Review	Kendra Thomas: Counsel	08/2025
Compliance Director Review	Demetria Lockett [LW]	07/2025
Compliance Manager	Lisa Walker	07/2025
Department Review	Mustafa Cochinwala: Dir	07/2025
Initial Assignment	Mustafa Cochinwala: Dir	07/2025



# **EXHIBIT F-12**

Status **Pending** PolicyStat ID **18455959**



Origination 07/2012  
 Last Approved N/A  
 Effective Upon Approval  
 Last Revised 08/2025  
 Next Review 1 year after approval

Owner Stanley Adams  
 Area Leadership  
 Document Type Agency Policy

## LD.A.5 - Signature for Authorization

### 1. PURPOSE:

The purpose of this policy is to identify the Harris Center personnel authorized to sign and approve various requests in the normal course of business.

### 2. POLICY:

It is the policy of the Harris Center that personnel having authorization to sign, or their authorized designee, both of which are on file with the Chief Financial Officer, must approve all requests for services, contracts, billings, supplies, leave, and other items.

### 3. APPLICABILITY/SCOPE:

This policy applies to all Harris Center personnel.

### 4. RELATED POLICIES/FORMS:

### 5. PROCEDURE:

[LD.B.5 Signature for Authorization](#)

## 6. REFERENCES: RULES/REGULATIONS/STANDARDS:

### Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	08/2025
Legal Review	Kendra Thomas: Counsel [BE]	08/2025
Compliance Director	Demetria Lockett [LW]	07/2025
Initial Assignment	Stanley Adams	07/2025

# **EXHIBIT F-13**

Status **Pending** PolicyStat ID **18175712**



Origination	11/2002
Last Approved	N/A
Effective	Upon Approval
Last Revised	08/2025
Next Review	1 year after approval

Owner	Lance Britt: Dir
Area	Assessment, Care & Continuity
Document Type	Agency Policy

## ACC.A.10 - Suicide/Homicide Prevention

### 1. PURPOSE:

To ensure that patients engaged in treatment in any of our programs or residential settings who voice thoughts of harm to self or others or engage in high-risk behaviors are thoroughly assessed and dispositioned to the most appropriate and safe setting for further evaluation and treatment.

### 2. POLICY:

It is the policy of The Harris Center to protect the health, safety, and well-being of patients and others by taking timely and prudent action to prevent, assess the risk of, intervene in, and respond to patients' threats of harm to self or others or high-risk behaviors.

### 3. APPLICABILITY/SCOPE:

This policy applies in all Harris Center Mental Health Service providers, including those providing rehabilitative services to consumers dually diagnosed with mental illness and intellectual and developmental disabilities and in other programs serving individuals with intellectual and developmental disabilities.

### 4. RELATED POLICIES/FORMS:

[LD.A.19 Incident Reporting](#)

### 5. PROCEDURES:

## 6. REFERENCES: RULES/REGULATIONS/STANDARDS:

### Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	08/2025
Legal Review	Kendra Thomas: Counsel [BE]	08/2025
Compliance Director Review	Demetria Luckett [LW]	07/2025
Compliance Manager	Lisa Walker [CW]	06/2025
Departmental Review	Keena Pace: Exec	06/2025
Initial Assignment	Keena Pace: Exec	06/2025



# **EXHIBIT F-14**

Status **Pending** PolicyStat ID **18611966**

Origination 06/2006

Last Approved N/A

Effective Upon Approval

Last Revised 08/2025

Next Review 1 year after approval

Owner Lance Britt: Dir

Area Assessment, Care &amp; Continuity

Document Type Agency Policy

## ACC.A.14 Declaration of Mental Health Treatment

### 1. PURPOSE:

The purpose of this policy is to ensure that The Harris Center for Mental Health and IDD (The Harris Center) staff are informed, trained, and demonstrate competence accordingly with regards to Declarations of Mental Health Treatment. All Harris Center ~~patients~~persons served have the right to execute a Declaration of Mental Health Treatment.

### 2. POLICY:

It is the policy of The Harris Center to offer persons served an opportunity to make a Declaration for Mental Health ~~and IDD (The Harris Center) to offer persons served an opportunity to make a Declaration for Mental Health~~ Treatment. This opportunity is offered to each person upon entry into ~~THE HARRIS CENTER~~The Harris Center services and when services are sought through the Psychiatric Emergency Services programs, including the Crisis Stabilization Unit of The Harris Center. All Harris Center staff have a duty to act in accordance with Declarations for Mental Health Treatment to the fullest extent possible.

### 3. APPLICABILITY/SCOPE:

This policy applies to all Harris Center staff, employees, contractors, volunteers and the ~~clients~~persons served and family/legally authorized representatives accessing services with The Harris Center as applicable.

## 4. PROCEDURES:

~~ACC.B.14 Declaration of Mental Health Treatment~~

- : [ACC.B.14 Declaration of Mental Health Treatment](#)

## 5. RELATED POLICIES/FORMS:

<del>Assurance of Individual Rights</del>	RR3A
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- : [RR.A.2 Assurance of Individual Rights](#)
- : [LD.A.13 - Code of Ethics Policy](#)

## 6. REFERENCES: RULES/REGULATIONS/STANDARDS:

~~Texas Civil Practices and Remedies Code, Chapter 137-Declaration for Mental Health Treatment Interventions in Mental Health Services; Staff Member Training, Title 25 Texas Administrative Code §415.257~~  
~~CCBHC 2.C.3 Availability and Accessibility of Services~~

- : [Declaration for Mental Health Treatment, Tex. Civ. Prac. & Rem. Code Ch. 137](#)
- : [Staff Member Training, 26 Tex. Admin. Code § 320.113\(b\)\(6\)\(A\)-\(B\)](#)
- : [SAMHSA, CCBHC Certification Criteria § 2.C.3 \(2023\)](#)

### Attachments

 [A: Declaration for Mental Health Treatment](#)

### Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	08/2025
Legal Review	Kendra Thomas: Counsel	08/2025
Compliance Director Review	Demetria Luckett	08/2025
Departmental Review	Keena Pace: Exec	07/2025

Initial Assignment

Lance Britt: Dir

07/2025

# **EXHIBIT F-15**



Status **Pending** PolicyStat ID **18770111**



Origination 06/2023  
 Last Approved N/A  
 Effective Upon Approval  
 Last Revised 08/2025  
 Next Review 06/2024

Owner Eunice Davis: Dir  
 Area General Administration  
 Document Type Agency Policy

## GA.A.3 Pregnant Workers and Accommodations

### 1. PURPOSE:

To ensure that temporary reasonable accommodations are provided to pregnant job applicants and employees at The Harris Center for Mental Health and IDD (The Harris Center) as set forth under the Pregnant Workers Fairness Act (PWFA).

### 2. POLICY:

It is the policy of The Harris Center to provide a reasonable accommodation to a qualified job applicant and employee's known limitations, related to pregnancy, childbirth, or related medical conditions unless providing the accommodation would impose an undue hardship on the Harris Center.

### 3. APPLICABILITY/SCOPE:

This policy applies to Harris Center employees.

### 4. RELATED POLICIES/FORMS ~~(for reference only)~~:

[Employment Policy](#)

: [Employment Policy](#)

Pregnancy Accommodation Request Form

## 5. PROCEDURES:

~~Pregnant Workers and Accommodations~~

- : Pregnant Workers and Accommodations

## 6. REFERENCES: RULES/REGULATIONS/STANDARDS:

~~Consolidated Appropriations Act, 2023, PL 117-328, Div. II Sec. 103~~

~~Title VII of the Civil Rights Act of 1964 as amended by the Pregnancy Discrimination Act of 1978, 42 U.S.C. sec. 2000e~~

- : Pregnant Workers Fairness Act, 42 U.S.C. §2000gg
- : Title VII of the Civil Rights Act of 1964 as amended by the Pregnancy Discrimination Act of 1978, 42 U.S.C. sec. 2000e

### Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	08/2025
Legal Review	Kendra Thomas: Counsel	08/2025
Compliance Director Review	Demetria Lockett	08/2025
Initial Assignment	Eunice Davis: Dir	08/2025

# EXHIBIT F-16

Status **Pending** PolicyStat ID **18197195**



Origination 05/2005  
 Last Approved N/A  
 Effective Upon Approval  
 Last Revised 08/2025  
 Next Review 1 year after approval

Owner Kendra Thomas:  
 Counsel  
 Area Leadership  
 Document Type Agency Policy

## LD.A.9 - Termination of General Revenue Contract Providers with Harris Center-IDD Services

### 1. PURPOSE:

The purpose of this policy is to protect the interests of The Harris Center and the health and safety of the individuals served.

### 2. POLICY:

The Harris Center shall ensure that vendors and contractors suspended or debarred by the state or federal government are not awarded contracts with the Harris Center. When a vendor or contractor is suspended or debarred, the Harris Center shall terminate its contracts with debarred vendors and contracts as soon as possible, considering such factors as a need to procure replacement goods and services for an alternate vendor. Suspended or Debarred vendors are prohibited from participating in a procurement process or otherwise make offers to receive a contract or subcontract.

The Harris Center shall remove funded individuals served and suspend referrals to General Revenue ("GR") contractors and vendors who are notified by a licensing entity that they have been recommended for decertification. The Harris Center shall initiate the termination of the general revenue contract. In the event that the appeal is upheld, referrals and consumer choice may be reinstated after review and approval by Vice President of Intellectual and Developmental Disabilities.

### 3. APPLICABILITY/SCOPE:

This policy applies to all contractors and vendors who sell goods and services to the Harris Center.

4. PROCEDURES:

5. RELATED POLICIES/FORMS:

6. REFERENCES: RULES/REGULATIONS/  
STANDARDS:

- Debarment, 34 Tex. Admin. Code Chapter 20, Subchapter G
- ~~Contract Management for Local Authorities~~Authority Responsibilities, ~~Title 40~~26 Tex. Admin. Code Chapter ~~2301~~, Subchapter ~~BA~~
- ICF/ID Programs--Contracting, ~~40~~26 Tex. Admin. Code Chapter ~~6~~, ~~Subchapter B~~. 286
- ~~Contracting for Community Services~~, ~~Title 40~~ ~~Tex. Admin. Code Chapter 49~~, ~~Subchapter B~~

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	08/2025
2nd Legal Review	Kendra Thomas: Counsel	08/2025
1st Legal Review	Bijul Enaohwo	08/2025
Compliance Director	Demetria Luckett [LW]	07/2025
Initial Assignment	Kendra Thomas: Counsel	06/2025



# **EXHIBIT F-17**

Status **Pending** PolicyStat ID **18617213**



Origination	N/A	Owner	Toby Hicks
Last Approved	N/A	Area	Human Resources
Effective	Upon Approval	Document Type	Agency Policy
Last Revised	N/A		
Next Review	1 year after approval		

## HR.A.55 - Recording

### 1. PURPOSE:

The Harris Center for Mental Health and IDD has a responsibility to ensure the integrity of proprietary information, preserve the privacy of staff, patients, families and visitors and ensure that unauthorized recording does not breach the Health Insurance Portability and Accountability Act ("HIPAA") and state confidentiality laws or reasonable expectation of privacy in the workplace. This policy does not permit behavior that is otherwise prohibited by state and federal law.

### 2. POLICY:

It is the policy of The Harris Center to uphold transparency, trust, and respect for privacy in all workplace communications and interactions. Therefore, Harris Center employees, contractors and patients are prohibited from unauthorized or secret recording of meetings, appointments, and/or conversations regarding proprietary information, confidential information or where sensitive information or protected health information is discussed, displayed, or the potential of capturing this information exists. In the interest of preventing the wrongful disclosure of protected health information, the recording of patients, patient information, Harris Center equipment, property or facilities is strictly prohibited. While Texas law permits one-party consent for recording conversations, the Harris Center requires that all employees and patients obtain prior disclosure and consent from all parties involved before recording any meeting, conversation, patient appointments or interaction with another Harris Center employee or manager. Taking pictures, video recordings, or audio recordings of Harris Center staff and patients is prohibited without the expressed written consent of Leadership.

Secret audio and visual recordings are strictly prohibited, even if legally permissible under state law. Recordings in areas where individuals have a reasonable expectation of privacy such as restrooms,

break rooms, or wellness rooms are not allowed under any circumstances.

The Harris Center may record meetings for training, documentation, or compliance purposes, but only with appropriate notice provided to all participants. This policy ensures that all recordings are conducted ethically and with mutual awareness, reinforcing a culture of openness and accountability.

3. APPLICABILITY/SCOPE:

This policy applies to all Harris Center staff, contractors, interns, volunteers and patients.

4. RELATED POLICIES/FORMS

Request to Record a Meeting Form

[HR.A.5 Employee Counseling, Supervision, Progressive Discipline and Termination](#)

[HR.A.8 Employment](#)

[EM.A.18 Reasonable Accommodation \(Employees\)](#)

[LD.A.13 Code of Ethics Policy](#)

5. PROCEDURE:

[HR.B.55.Recording Procedure](#)

6. REFERENCES: RULES/REGULATIONS/STANDARDS:

Unlawful Interception, Use, or Disclosure of Wire, Oral, or Electronic Communications, Tex. Penal Code Ann. §16.02(c)(4)

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	08/2025
2nd Legal Review	Kendra Thomas: Counsel	08/2025
1st Legal Review	Bijul Enaohwo	08/2025
Compliance Director Review	Demetria Lockett	08/2025

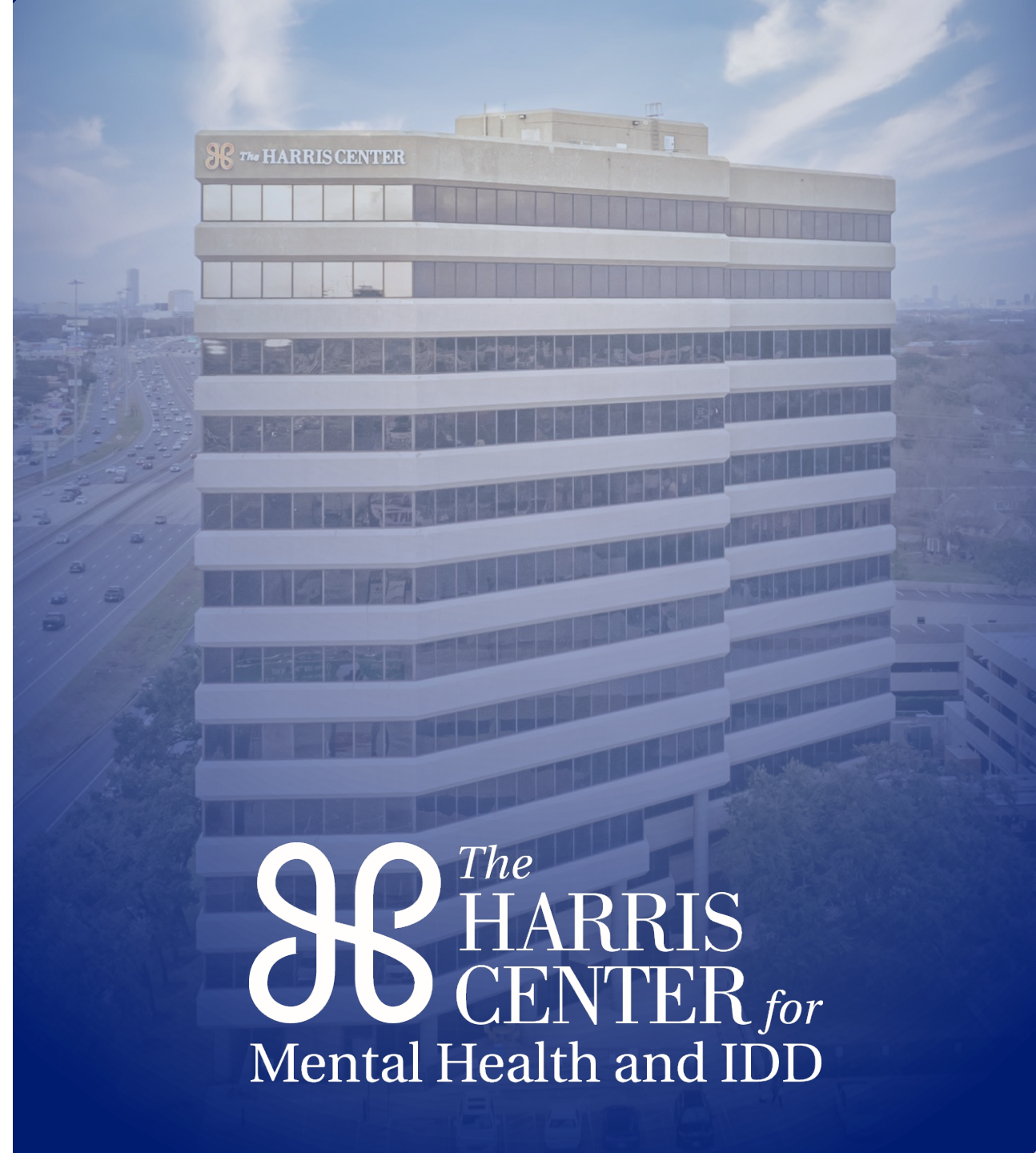
Department Review	Kendra Thomas: Counsel	08/2025
Initial Assignment	Toby Hicks	08/2025

# **EXHIBIT F-18**

# SB30 Construction Grants

## Overview

Presented by: Wayne Young, CEO  
September 23, 2025



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



# Construction Grant Program for Mental Health Facilities

- \$100 million in Senate Bill 30 Sec 3.02 (15) to HHSC
- Funds the construction, expansion, or remodel of specific mental health facilities to support local area needs.
- This program *CANNOT* fund operational costs of running a facility.
- A grant awarded may only be used to construct:
  - Jail Diversion Facilities
  - Step Down Facilities
  - Permanent Supportive Housing (a facility that provides this service)
  - Crisis Stabilization Unit
  - Crisis Respite Unit

# Requirements

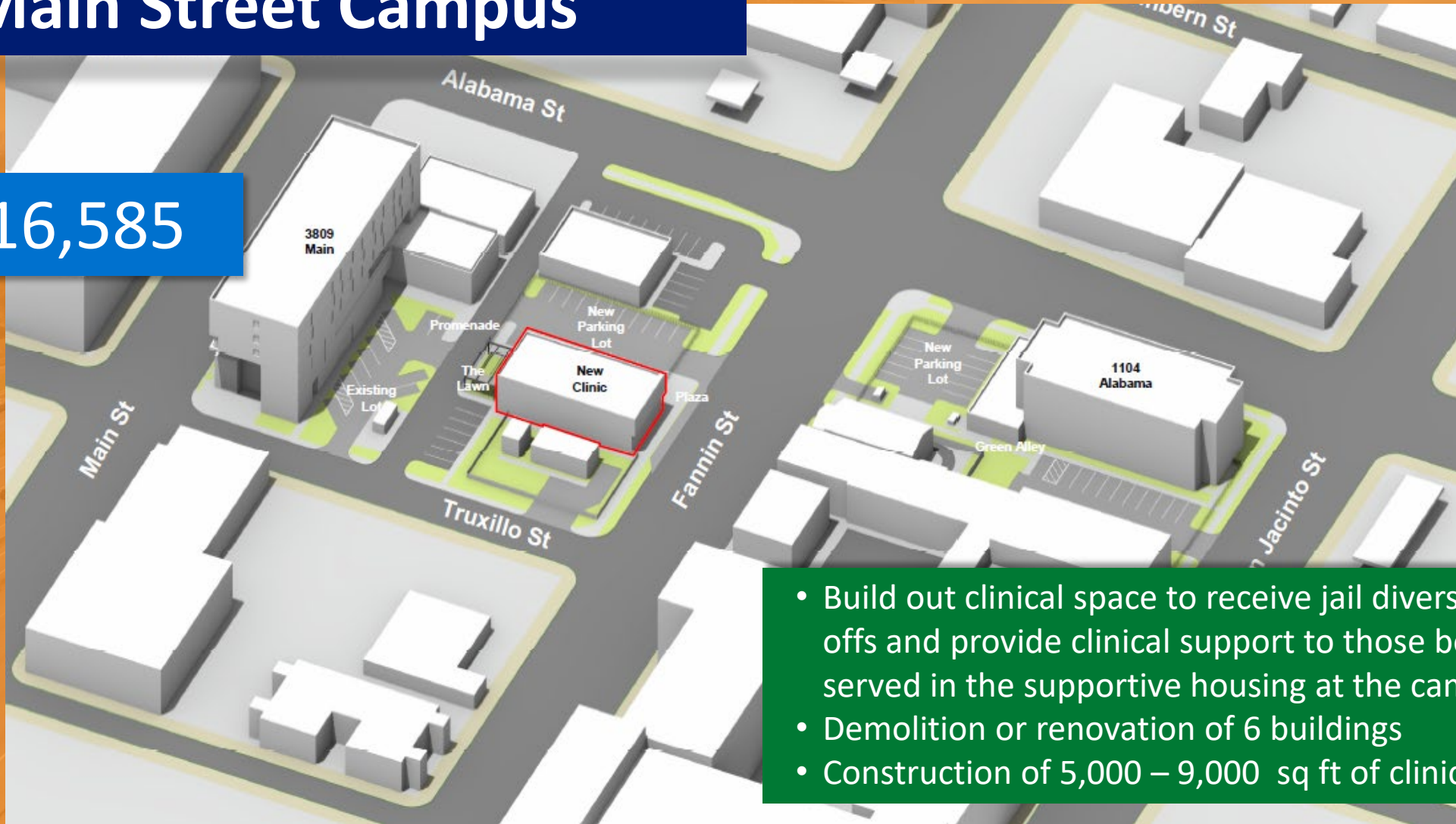
- Grants awarded to a County-Based Community Collaborative that must:
  - Meet the match requirement through in-kind contributions or local governments funds
  - Submit letters of support from:
    - The local mental health authorities;
    - The municipality; and
    - Local law enforcement agency.
  - Submit evidence of law enforcement policy diverting individuals from jail to a County-Based Community Collaborative partner for services.

# Grant Project Overview

Facility	Address	Grant Award Amount
Main Street Campus 1 & 2	3809 Main St., Houston, TX 77002	\$8,716,585
Temporary Stabilization Program (DFPS - CWOP)	6500 Chimney Rock, Houston, TX 77081 (Current)	\$8,000,000
NeuroPsychiatric Center (NPC)	1502 Ben Taub Loop, Houston TX, 77030	\$8,200,000
Dennis Street	1215 Dennis, Houston TX, 77004	\$2,000,000
Total		\$26,916,585

# Main Street Campus

\$8,716,585



- Build out clinical space to receive jail diversion drop offs and provide clinical support to those being served in the supportive housing at the campus.
- Demolition or renovation of 6 buildings
- Construction of 5,000 – 9,000 sq ft of clinic space



# 1215 DENNIS STREET



\$2,000,000

- To renovate and make ready Dennis St and Bob White to provide crisis respite and jail deflection for persons with co-occurring MH and IDD diagnoses.
- First in the nation
- Individuals with IDD and in contact with law enforcement or discharging from jail, hospitals or psychiatric facilities.



# Temporary Stabilization Program (DFPS - CWOP)



NOTE: THE LONG-TERM VISION IS A 10-YEAR PLAN. HARRIS COUNTY AND PARTNERS WILL RELY ON THIS AS A GUIDE TO SHAPE THE LONG-TERM REDEVELOPMENT AND FUNDING AT BURNETT BAYLAND PARK.

ALL RENDERINGS ARE CONCEPTUAL AND SUBJECT TO CHANGE. THEY ARE INTENDED FOR ILLUSTRATIVE PURPOSES ONLY AND MAY NOT REFLECT THE FINAL DESIGN.



# Temporary Stabilization Program (DFPS - CWOP)

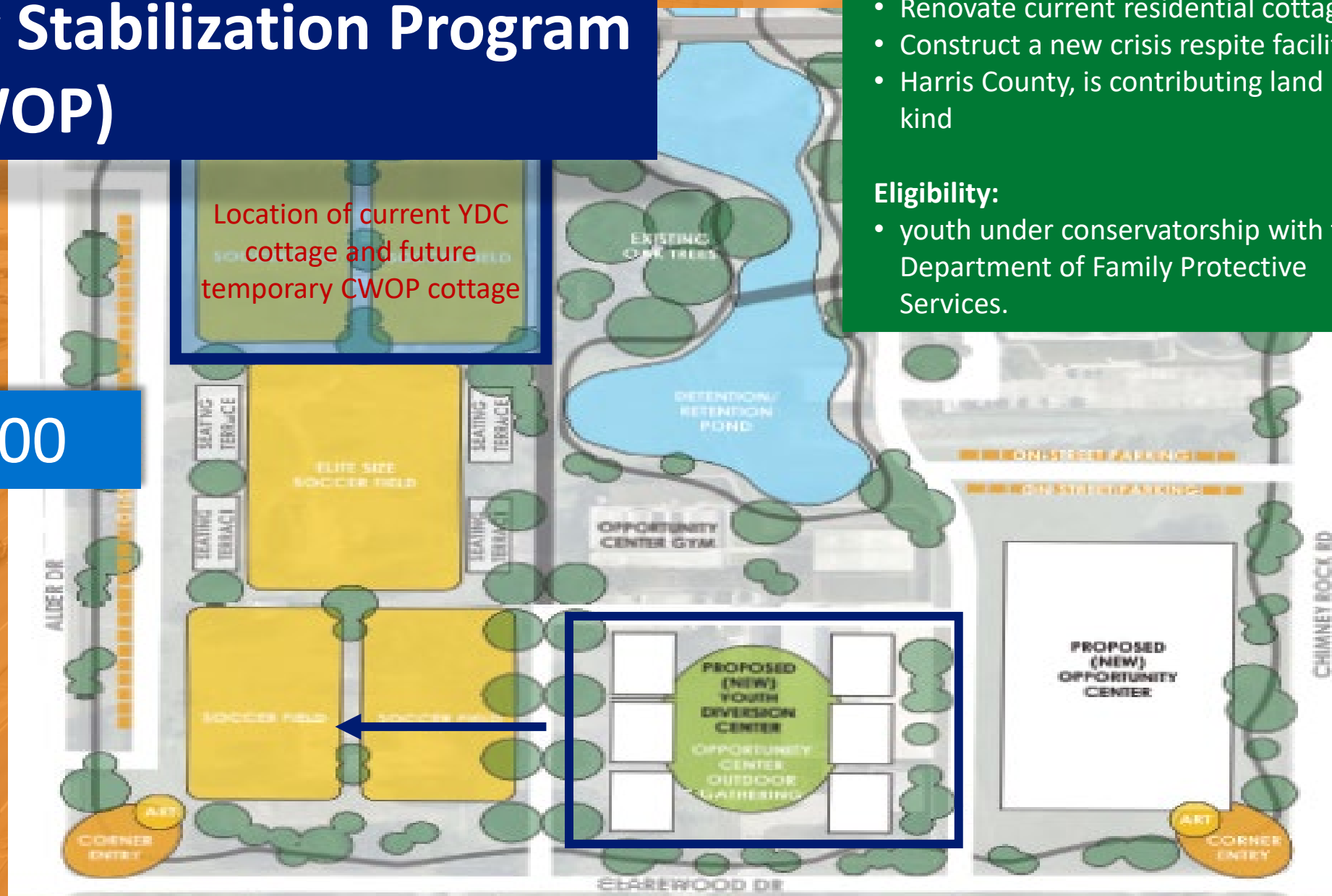
\$8,000,000

Location of current YDC  
cottage and future  
temporary CWOP cottage

- Renovate current residential cottages
- Construct a new crisis respite facility
- Harris County, is contributing land in-kind

## Eligibility:

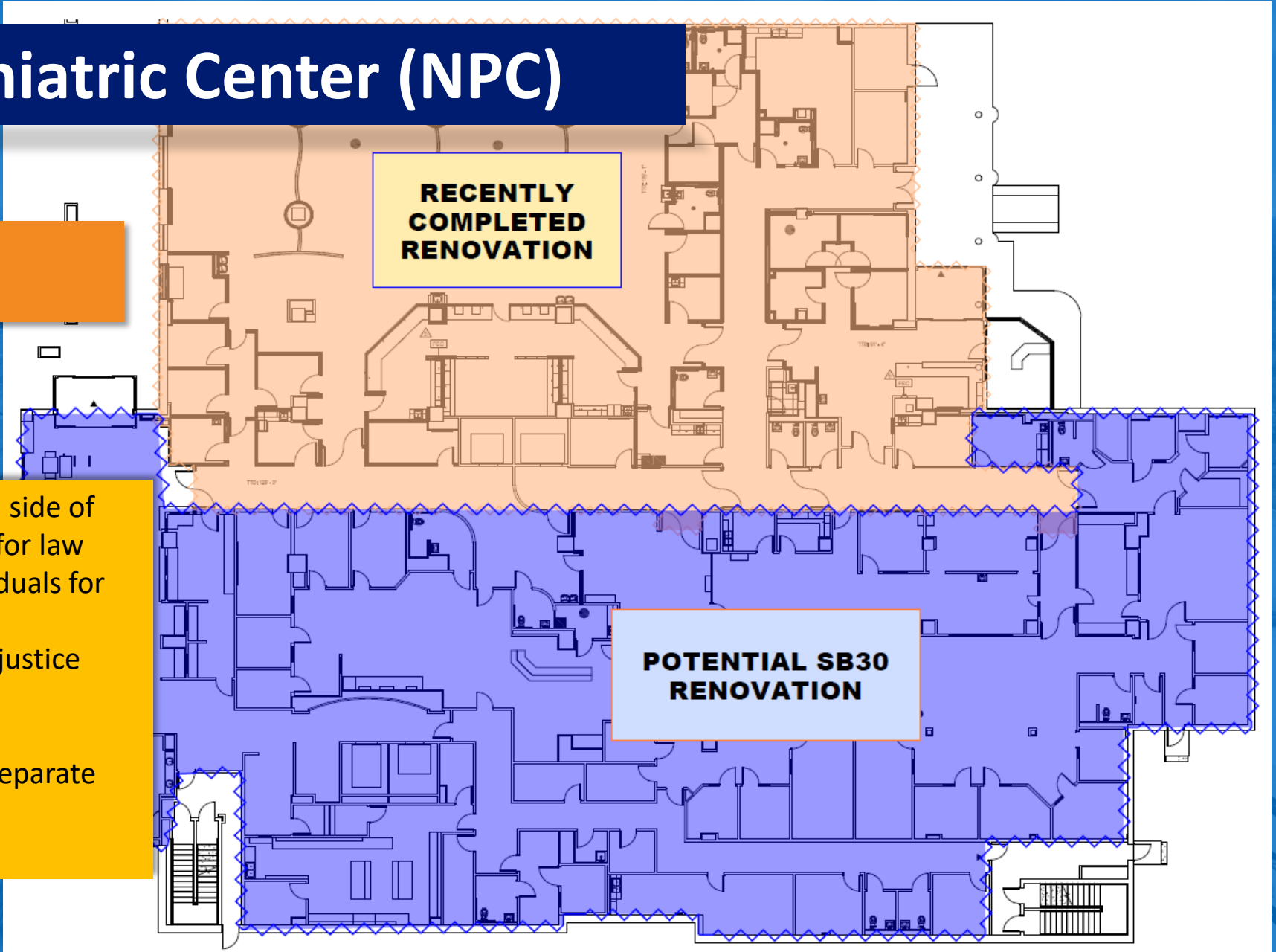
- youth under conservatorship with the Department of Family Protective Services.



# NeuroPsychiatric Center (NPC)

\$8,200,000

- Renovate the previously exited side of NPC to provide more capacity for law enforcement to drop off individuals for psychiatric care rather further involvement with the criminal justice system.
- Will create 24-30 new “beds”
- Will result in us being able to separate children and adolescents.



Thank you.

