

Full Board Meeting  
March 24, 2026  
8:30 am

- I. DECLARATION OF QUORUM**
- II. PUBLIC COMMENTS**
- III. APPROVAL OF MINUTES**
  - A. Minutes of the Board of Trustees Meeting Held on Tuesday, February 24, 2026  
(*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*)
- VI. CONSENT AGENDA**
  - A. FY'26 Year-to-Date Budget Report- February  
(*EXHIBIT F-2*)
  - B. March 2026 New Contracts Over 250K  
(*EXHIBIT F-3*)
  - C. March 2026 Interlocal Agreements  
(*EXHIBIT F-4*)
  - D. Centered Related Meeting Expense Policy  
(*EXHIBIT F-5*)
  - E. Reporting Automobile Accidents Policy  
(*EXHIBIT F-6*)
  - F. Crisis Stabilization Unit- Workplace Violence Prevention Policy  
(*EXHIBIT F-7*)
  - G. Medication Administration Policy  
(*EXHIBIT F-8*)
  - H. Safety and Security Discharge Policy  
(*EXHIBIT F-9*)
  - I. Vehicle Operations Policy  
(*EXHIBIT F-10*)

- J. Assertive and Community Treatment (ACT) Medication and Education Training and Medication Room and Delivery Policy  
(EXHIBIT F-11)

VII. **CONSIDER AND TAKE ACTION**

- A. Interlocal Agreement- Tropical Texas Behavioral Health  
(EXHIBIT F-12 Kim Kornmayer)
- B. Director Appointment to 811 Board  
(EXHIBIT F-13 Maria Richardson)

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.

• As authorized by Section 551.071 of the Texas Government Code, consultation with attorney regarding legal issues connected to a contract for residential services. Kendra Thomas, General Counsel, Ernest Savoy, Senior Assistant General Counsel-Contracts & Real Estate and Wayne Young, CEO

X. **RECONVENE INTO OPEN SESSION**

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

XII. **INFORMATION ONLY**

- A. Board Meeting Update of UWHC meeting with CEO  
(EXHIBIT F-14)

XIII. **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:** February 24, 2026

**TRUSTEES  
IN ATTENDANCE:** Dr. Robin Gearing, PhD-Chair  
Jim Lykes, Vice Chairperson  
Gerald Womack-Secretary  
Dr. Jeremy Lankford  
Dr. Katherine Bacon  
Dr. Quianta Moore  
General Edwin “Buddy” Grantham

**TRUSTEES ABSENT:** Dr. Max Miller, Jr-Vice Chairperson, Resha Thomas, Sheriff Ed Gonzalez

**I. Declaration of Quorum**

Dr. R. Gearing, Chair, called the meeting to order at 8:35 a.m. noting that a quorum of the Board was in attendance.

**II. Public Comments-**

There were no public comments.

**III. Approval of Minutes**

**MOTION BY: WOMACK SECOND: BACON**

**With unanimous affirmative votes**

**BE IT RESOLVED** the Minutes of the Regular Board of Trustees meeting held on Tuesday, January 27, 2026 as presented under Exhibit F-1, are approved.

**With unanimous affirmative votes**

**BE IT RESOLVED** the Minutes of the Regular Board of Trustees meeting held on Saturday, January 31, 2026 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. Governance Committee Reports and/or Action-J. Lykes, Chair
- B. Resource Committee Reports and/or Action-G. Womack-Chair
- C. Program Committee Reports and/or Action-M. Miller, Jr. - Chair
- D. Quality Committee Reports and/or Action-J. Lankford-Chair

**VI. CONSENT AGENDA**

- A. FY'26 Year-To-Date Budget Report-January
- B. February 2026 Contract Amendments Over 250K
- D. Accessibility Plan Policy
- E. Assurance of Individual Rights Policy
- F. Business Associate and Subcontractor Policy
- G. Cash Receipts & Bank Deposits Policy
- H. Charity Care Policy
- I. Corporate Card Policy
- J. Development and Management for Mental Health and IDD Service Wait/Interest List Policy
- K. Disposal of Fixed Assets Policy
- L. Dues and Membership Fees Policy
- M. Employment Policy
- N. Faxing & Emailing Patient Identifying Information Policy
- O. Patient/Individual Records Administration Policy
- P. Personal Property Policy
- Q. Pregnant Workers and Accommodations Policy
- R. Return to In-Patient Care of Furloughed Patient Policy
- S. Section 504 of the Rehabilitation Act (The Act) Policy
- T. Subpoenas Policy
- U. Tenant Selection Policy
- V. Behavioral Crisis Safety and Intervention Policy
- W. Compliance Documentation and Claims Integrity Plan Policy
- X. Compliance Plan FY26 Policy
- Y. Drug Diversion Reporting and Responses Policy
- Z. Pharmacy and Unit Medications/Drug Inventory Policy
- AA. Pharmacy Services and Outpatient Prescriptions Policy
- AB. Prescription Monitoring Program (PMP) Policy
- AC. Screening and Assessment for Mental Health, Substance Use and Intellectual and Development Disabilities (IDD) Services Policy
- AD. Workforce Member Network Internet Use Policy
- AE. Artificial Intelligence Acceptable use and Work Productivity Policy
- AF. Canva Use Policy
- AG. Delegation of Medical Acts Policy
- AH. Viva Engage Use Policy
- AI. Workplace Bullying Policy

**MOTION: BACON            SECOND: LANKFORD****With unanimous affirmative votes****BE IT RESOLVED** Consent Agenda item A, B and D-AI, Exhibit F3-F37 as presented are approved.**C. February 2026 Internal Agreements**

Dr. Lankford recused himself from voting. Dr. Lankford is employed with the University of Texas Health Science Center. The Board considered and acted on Interlocal Agreement #11- University of Texas Health Science Center at Houston.

Dr. Bacon recused herself from voting. Dr. Bacon is employed in the Texas A&M system. The Board considered and acted on Interlocal Agreements #3-East Texas A&M University and #10-Texas A&M University – Kingsville.

**MOTION: WOMACK        SECOND: LYKES****With unanimous affirmative votes****BE IT RESOLVED** Consent Agenda item C, Exhibit F5 as presented are approved.**VII. CONSIDER AND TAKE ACTION****A. Audit Committee Members Election****VIII. Board Chair's Report****IX. Executive Session-** The Board entered into Executive Session at 9:33am for the following reasons:

- 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 §551.071 of the Texas Government Code, consultation with attorney regarding litigation styled Case 4:25-cv-05430 B. Starks v. The Harris Center Foundation d/b/a/ The Harris Center for Mental Health and IDD. Bijul Enaohwo, Assistant General Counsel and Toby Hicks, Senior Director-People Partners & Labor Relations.
- In accordance with §551.074 of the Texas Government Code, discussion of personnel matters related to the nomination and election of individual Board members to the Audit Committee. Dr. Robin Gearing, Board Chair and Mr. James Lykes, Chair of the Governance Committee.

**X. Reconvene into Open Session-**The Board reconvened into open session at 9:48 am.

**XI. Consider and take action as a result of the executive session**

- 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

**MOTION: WOMACK**

I move that Board forward with the re-posting 612 Branard St. for sale and give the CEO the authority to negotiate and conduct necessary actions to complete the sale.

**SECOND: BACON**

**Approved with unanimous affirmative votes.**

- In accordance with §551.074 of the Texas Government Code, discussion of personnel matters related to the nomination and election of individual Board members to the Audit Committee. Dr. Robin Gearing, Board Chair and Mr. James Lykes, Chair of the Governance Committee.

**MOTION: GEARING**

Dr. Gearing moved that the Board elect the following Board members to the Audit Committee:

- Lykes-Chair
- Lankford-Member
- Bacon-Member
- Womack-Member

**SECOND: MOORE**

**Approved with unanimous affirmative votes.**

**XII. ADJOURN**

**MOTION: BACON**

**SECOND: LANKFORD**

**Motion passed with unanimous affirmative votes.**

The meeting was adjourned at 9:50 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  
February 28, 2026**

**Fiscal Year 2026**

## 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**  
**Combined - Results of Financial Operations and Comparison to Original Budget**  
**February 28, 2026**  
*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	\$ 11,145,628	\$ 11,083,873	\$ (61,755)	-1%	\$ 66,873,768	\$ 66,189,230	\$ (684,538)	-1%
Harris County and Local	4,683,587	4,407,234	(276,353)	-6%	28,101,522	27,974,401	(127,121)	0%
Federal Contracts and Grants	4,466,048	5,899,595	1,433,547	32%	26,796,288	27,172,895	376,607	1% <b>A</b>
State Contract and Grants	1,993,454	1,663,235	(330,219)	-17%	11,960,724	10,395,500	(1,565,224)	-13% <b>B</b>
Third Party Billing	3,465,049	2,617,209	(847,840)	-24%	20,790,294	18,546,855	(2,243,439)	-11% <b>C</b>
Charity Care Pool	3,590,350	4,054,613	464,263	13%	21,542,100	24,327,784	2,785,684	13% <b>D</b>
Directed Payment Programs	450,000	437,942	(12,058)	-3%	2,700,000	2,959,206	259,206	10%
Patient Assistance Program (PAP)	1,098,200	1,305,331	207,131	19%	6,589,200	7,562,543	973,343	15%
Interest Income	277,083	178,014	(99,069)	-36%	1,662,498	1,073,008	(589,490)	-35%
<b>Revenues, total</b>	<b>\$ 31,169,399</b>	<b>\$ 31,647,046</b>	<b>\$ 477,647</b>	<b>2%</b>	<b>\$ 187,016,394</b>	<b>\$ 186,201,422</b>	<b>\$ (814,972)</b>	<b>0%</b>
<b>Expenditures</b>								
Salaries and Fringe Benefits	\$ 20,480,600	\$ 20,827,134	\$ (346,534)	-2%	\$ 122,883,600	\$ 124,135,303	(1,251,703)	-1%
Contracts and Consultants	1,260,282	870,710	389,572	31%	7,561,692	4,985,819	2,575,873	34%
Contracts and Consultants-HCPC	3,960,586	4,263,426	(302,840)	-8%	23,763,516	23,700,558	62,958	0%
Supplies	354,213	158,993	195,220	55%	2,125,278	2,504,837	(379,559)	-18%
Drugs	2,310,715	2,610,491	(299,776)	-13%	13,864,290	14,995,546	(1,131,256)	-8%
Purchases, Repairs and Maintenance of:								
Equipment	156,054	174,325	(18,271)	-12%	936,324	841,342	94,982	10%
Building	281,354	75,943	205,411	73%	1,688,124	1,306,432	381,692	23%
Vehicle	90,602	66,532	24,070	27%	543,612	423,229	120,383	22%
Software	346,270	99,395	246,875	71%	2,077,620	1,471,367	606,253	29%
Telephone and Utilities	318,602	385,927	(67,325)	-21%	1,911,612	1,799,020	112,592	6%
Insurance, Legal and Audit	209,827	172,771	37,056	18%	1,258,962	1,224,105	34,857	3%
Travel & Training	252,185	242,460	9,725	4%	1,513,110	1,195,263	317,847	21%
Dues & Subscriptions	630,342	624,180	6,162	1%	3,782,052	3,264,311	517,741	14%
Other Expenditures	371,551	530,918	(159,367)	-43%	2,229,306	2,550,171	(320,865)	-14% <b>E</b>
<b>Expenditures, total</b>	<b>\$ 31,023,183</b>	<b>\$ 31,103,205</b>	<b>\$ (80,022)</b>	<b>0%</b>	<b>\$ 186,139,098</b>	<b>\$ 184,397,303</b>	<b>\$ 1,741,795</b>	<b>1%</b>
<b>Excess (Deficiency) of Operating Revenues over Expenditures</b>	<b>\$ 146,216</b>	<b>\$ 543,841</b>	<b>\$ 397,625</b>		<b>\$ 877,296</b>	<b>\$ 1,804,119</b>	<b>\$ 926,823</b>	
<b>Capital Outlay &amp; Debt Service Activities</b>								
Debt Service	146,216	-	146,216		877,296	1,223,231	(345,935)	
Capital outlay	-	2,018,677	(2,018,677)		-	3,456,424	(3,456,424)	<b>A</b>
<b>Other Financing Sources (Uses)</b>								
Insurance proceeds	-	-	-		-	1,618	1,618	
Sale of Capital Assets	-	-	-		-	189,901	189,901	
Other Financing Sources	-	56,861	56,861		-	194,221	194,221	<b>F</b>
<b>Other Sources (Uses) of Funds, total</b>	<b>\$ (146,216)</b>	<b>\$ (1,961,816)</b>	<b>\$ (1,815,600)</b>		<b>\$ (877,296)</b>	<b>\$ (4,293,915)</b>	<b>\$ (3,416,619)</b>	
<b>Change in Fund Balance/Net Position</b>	<b>\$ -</b>	<b>\$ (1,417,975)</b>	<b>\$ (1,417,975)</b>		<b>\$ -</b>	<b>\$ (2,489,796)</b>	<b>\$ (2,489,796)</b>	

**The Harris Center for Mental Health and IDD**  
**Notes to Statements Presented**  
Non-GAAP / Budgetary-Basis reporting  
**February 28, 2026**

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

**A Federal Contract and Grants**

The Agency was awarded approximately \$4M in grant funding from the Texas Parks and Wildlife Department for the construction of our Northeast Clinic. We recognized \$2M in grant revenue upon **Capital Outlay** payment to Flintco, LLC related to construction. Without this, Federal Contracts and Grants would have been unfavorable by approximately \$700K. Much of that unfavorable variance is seen in Community Development Block Grant COVID 19 Housing Program which fell \$150K below trend. The contract ended December 31, 2025, and although we received a new contract (Behavioral Health Response Team--BHRT), that contract is only funding 51% of what CDBG funded.

**B State Contract and Grants**

A few programs were unfavorable to budget due to slower than expected spending and vacancies including Local Harris SB292 (\$39K), Other State --Texas Correctional Office TCOMI-Special Need (\$74K), and Smart Innovation (\$70K).

**C Third Party Billing**

We continue to experience a decline in Third Party Billing, particularly Medicaid and Managed Medicaid, that is consistent with the decline in federal subsidies to consumers for these programs. Our most significant year over year variances for February year to date are Federal Medicaid (down 11% from \$4.6M in FY25 to \$4.1M in FY26) and Managed Medicaid (down 6% from \$3.57M in FY25 to \$3.34M in FY26). In order to address our drop in Medicaid volume, we're exploring options that will assist our efforts to offset the impact.

**D Charity Care Pool**

We will receive \$5.7M more than originally expected of Public Health Provider Charity Care Program payments. We've trued-up the balance in January of 2026 and expect a favorable variance of \$464K each month for the remaining of the year.

**E Other Expenditures**

Respite Care Reimbursement increased by 21% of it's 3 month trend to \$160K.

**F Other Financing Sources**

The Agency received \$56K in bond interest received.

The Harris Center for Mental Health and IDD

Balance Sheet

February 28, 2026

Non-GAAP / Budgetary-Basis Reporting

Unaudited - Subject to Change

	January - 2026	February - 2026	Change	%	
<b>Assets</b>					
Current Assets					
Cash and Cash Equivalents					
Cash and Petty Cash	\$ 36,592,027	\$ 16,525,156	\$ (20,066,871)	-55%	
Cash Equivalents	45,086,152	47,640,602	2,554,450	6%	
Cash and Cash Equivalents, total	\$ 81,678,179	\$ 64,165,758	\$ (17,512,421)	-21%	<b>AA</b>
Inventories, Deposits & Prepaids	14,753,111	11,741,588	(3,011,523)	-20%	
Accounts Receivable:					
Patient A/R, Net of Allowance	1,660,199	1,297,610	(362,589)	-22%	
A/R from Other Governments	10,361,640	55,273,324	44,911,684	433%	<b>BB</b>
Other A/R	731,967	579,474	(152,493)	-21%	
Current Assets, total	\$ 109,185,096	\$ 133,057,754	\$ 23,872,658	22%	
Restricted Cash and Cash Equivalents	19,973,557	20,404,538	430,981	2%	
Capital Assets:					
Land	21,064,529	21,064,529	-	0%	
Building and Improvements	81,855,633	81,855,633	-	0%	
Right-to-use Assets (Leases & SBITA)	5,265,206	5,265,206	-	0%	
Furniture, Equipment and Vehicles	8,376,669	8,376,668	(1)	0%	
Construction in Progress	11,960,561	11,960,561	-	0%	
Accumulated Depreciation/Amortization	(41,918,606)	(41,918,607)	(1)	0%	
Capital Assets, net total	\$ 86,603,992	\$ 86,603,990	\$ (2)	0%	
<b>Total Assets</b>	<b>\$ 215,762,645</b>	<b>\$ 240,066,282</b>	<b>\$ 24,303,637</b>	<b>11%</b>	
<b>Liabilities &amp; Fund Balance/Net Position</b>					
Liabilities					
Accounts Payable and Accrued Liabilities	\$ 17,306,716	\$ 18,476,863	\$ 1,170,147	7%	
Unearned Revenues	15,724,910	39,860,234	24,135,324	153%	<b>BB</b>
Noncurrent Liabilities:					
Due within one year	2,262,101	27,592,259	25,330,158	1120%	<b>CC</b>
Due in more than one year	40,743,565	15,829,553	(24,914,012)	-61%	<b>CC</b>
Forgivable Long-Term Obligations	13,377,334	13,377,334	0	100%	
Liabilities, total	\$ 89,414,626	\$ 115,136,243	\$ 25,721,617	29%	
Fund Balance/Net Position					
Net Investment in Capital Assets	51,159,916	67,059,355	15,899,439	31%	
Restricted for Capital Projects	19,973,557	20,404,538	430,981	2%	
Nonspendable	14,753,111	11,741,588	(3,011,523)	-20%	
Assigned	6,848,202	23,619,360	16,771,158	245%	
Unassigned/Unrestricted	34,685,053	4,594,993	(30,090,060)	-87%	
Change in Fund Balance/Net Position	(1,071,821)	(2,489,796)	(1,417,975)	132%	
Fund Balance/Net Position, Total	\$ 126,348,019	\$ 124,930,039	\$ (1,417,980)	-1%	
<b>Total Liabilities &amp; Fund Balance/Net Position</b>	<b>\$ 215,762,645</b>	<b>\$ 240,066,282</b>	<b>\$ 24,303,637</b>	<b>11%</b>	

**The Harris Center for Mental Health and IDD**  
**Notes to Statements Presented**  
Non-GAAP / Budgetary-Basis reporting  
**February 28, 2026**

**Balance Sheet**

**AA Cash and Cash Equivalents**

The decrease in cash was due to the uptick in quarter end payments. Additionally, we paid Fintco, LLC \$2M toward the construction on the Northeast Clinic.

**BB A/R from Other Governments**

We reclassified \$37M for the 2nd quarter State Performance Contract.

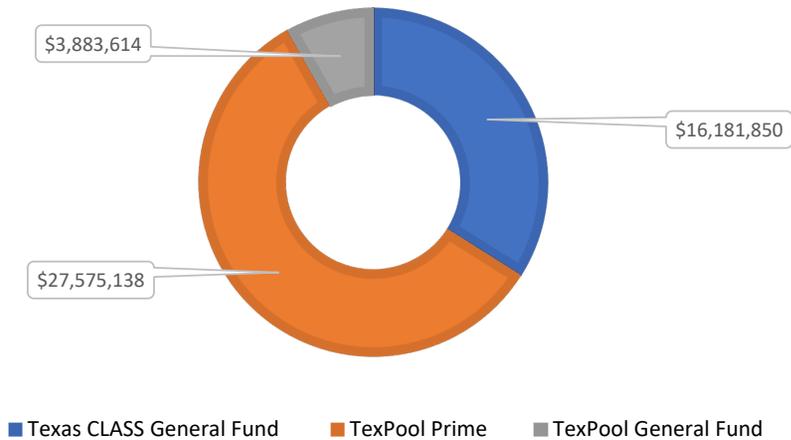
**CC Noncurrent Liabilities**

These variances represent the progression of the PTO accrual under GASB 101 from due within 1 year to due in more than 1 year.

**The Harris Center for Mental Health and IDD  
Investment Portfolio  
February 28, 2026**

<b>Local Government Investment Pools (LGIPs)</b>	<b>Beginning Balance</b>	<b>Transfer In</b>	<b>Transfer Out</b>	<b>Interest Income</b>	<b>Ending Balance</b>	<b>Portfolio %</b>	<b>Monthly Yield</b>
<i>Texas CLASS</i>							
Texas CLASS General Fund	26,417,586	\$ -	\$ (10,300,000)	\$ 64,264	\$ 16,181,850	33.97%	3.80%
<i>TexPool</i>							
TexPool Prime	14,795,886	12,700,000	-	79,252	27,575,138	57.88%	3.82%
TexPool General Fund	3,872,680	-	-	10,934	3,883,614	8.15%	3.68%
<i>TexPool Sub-Total</i>	<b>18,668,566</b>	<b>12,700,000</b>	<b>-</b>	<b>90,186</b>	<b>31,458,752</b>	<b>66.03%</b>	<b>3.80%</b>
<b>Total Investments</b>	<b>\$ 45,086,152</b>	<b>\$ 12,700,000</b>	<b>\$ (10,300,000)</b>	<b>154,450</b>	<b>\$ 47,640,602</b>	<b>100.00%</b>	<b>3.80%</b>
				<b>23,564</b>			
				<b>178,014</b>			

**Investment Portfolio Weight**



3 Month Weighted Average Maturity (Days)	1.00
3 Month Weighted Average Yield	4.18%
3 Month Rolling Weighted Average Daily Treasury Bill Rate (4 week)	3.62%
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 February 28, 2026, 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:

Roxanne Carr  
Roxanne Carr  
Controller

**The Harris Center for Mental Health and IDD**  
**Monthly Report of Financial Transactions Related to Payments of Liabilities for Employee Benefits**  
**February 28, 2026**

<b>Vendor</b>	<b>Description</b>	<b>Monthly Not-To-Exceed <sup>(1)</sup></b>	<b>Feb-26</b>	<b>Fiscal Year to Date Total</b>
Lincoln Financial Group (LFG)	Retirement Funds (401a, 403b, 457)	\$3,650,000	\$2,103,458	\$13,334,418
BCBS/Cigna <sup>(2)</sup>	Health and Dental Insurance	\$3,300,000	\$2,525,896	\$13,059,544
UNUM <sup>(3)</sup>	Life Insurance	\$310,000	\$459,415	\$1,060,866

Notes:

<sup>(1)</sup> As established by the Board Resolution approved October 28, 2025: Harris Center Board of Trustees Signature Authorization and Delegation Authority for Certain Items effective September 1, 2025.

<sup>(2)</sup> BCBS/Cigna - the invoices for JAN26 premiums were paid in advance in September.

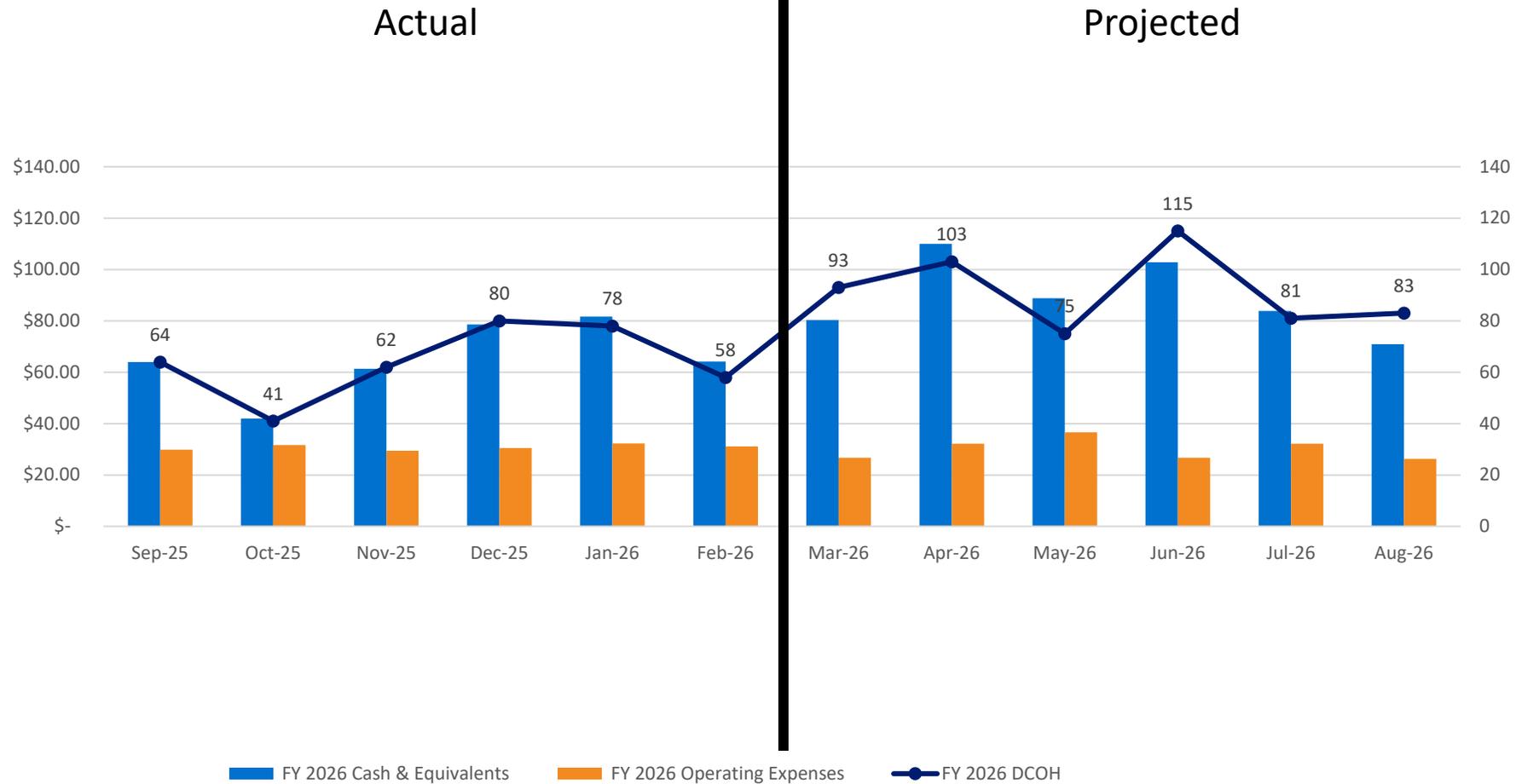
<sup>(3)</sup> UNUM - Two invoices (DEC25 and JAN26) were paid in February.



# Additional Analysis – February 2026

# Days-Cash-On-Hand (DCOH)– as of 2/28/2026

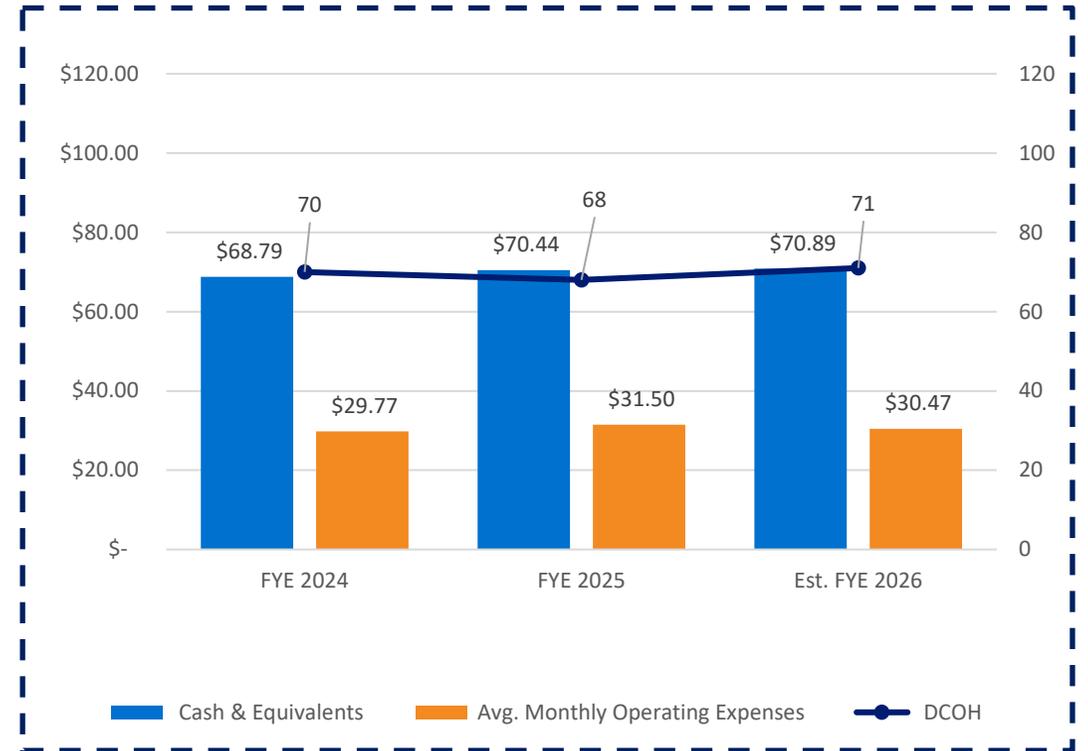
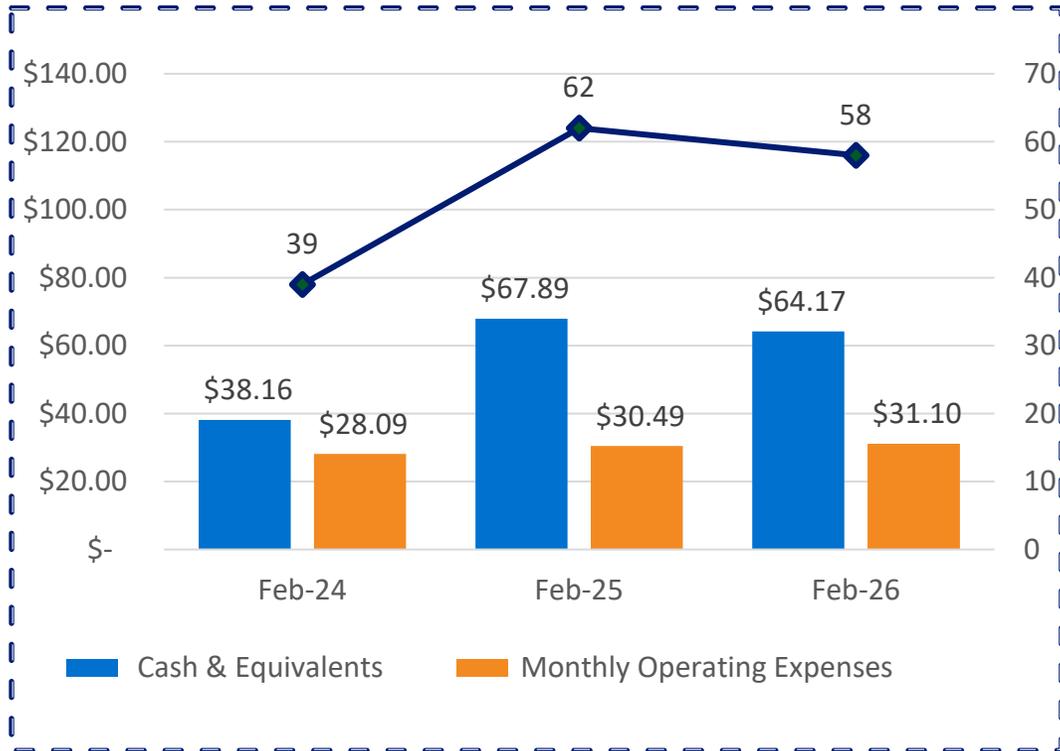
## Month-over-month (“MoM”) (\$ amounts in millions)



DCOH = Cash & Equivalents @ Month End divided by Daily Operating Expenses  
Months in FY 2026 after current Month are based on projections

# Days-Cash-On-Hand (DCOH)– as of 2/28/2026

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



DCOH = Cash & Equivalents @ Month End divided by Daily Operating Expenses  
 Months in FY 2026 after current Month are based on projections

# Capital Outlay – as of 02/28/2026

Project/Funding Source	Year-to-date Total	Funding Source/Project	Year-to-date Total
<b>Facilities Capital Projects</b>	<b>408,187</b>	<b>Fund Balance</b>	<b>\$ 501,321</b>
Fund Balance	408,187	Facilities Capital Projects	\$ 408,187
<b>IT Capital Projects</b>	<b>48,925</b>	IT Capital Projects	\$ 48,925
Fund Balance	48,925	Emergency Projects	\$ 44,209
<b>6168 Apartments</b>	<b>881,169</b>	<b>Bond Series 2024</b>	<b>\$ 58,305</b>
CHC Grant (9271)	631,005	Northeast Clinic Design and Construction	\$ 41,146
COH Loan (9272)	250,165	NPC Renovation	\$ 13,425
<b>Northeast Clinic Design and Construction</b>	<b>2,056,776</b>	SW Foundation Repair	\$ 3,734
TPWD Grant (4781)	2,015,630	<b>CHC Grant (9271)</b>	<b>\$ 631,005</b>
Bond Series 2024	41,146	6168 Apartments	\$ 631,005
<b>NPC Renovation</b>	<b>13,425</b>	<b>COH Loan (9272)</b>	<b>\$ 250,165</b>
Bond Series 2024	13,425	6168 Apartments	\$ 250,165
<b>SW Foundation Repair</b>	<b>3,734</b>	<b>TPWD Grant (4781)</b>	<b>\$ 2,015,630</b>
Bond Series 2024	3,734	Northeast Clinic Design and Construction	\$ 2,015,630
<b>Emergency Projects</b>	<b>44,209</b>	<b>Grand Total</b>	<b>\$ 3,456,424</b>
Fund Balance	44,209		
<b>Grand Total</b>	<b>3,456,424</b>		

# **EXHIBIT F-3**

**MARCH 2026  
NEW CONTRACTS  
OVER 250k**





# Executive Contract Summary

## Contract Section



**Select Header For This Contract \***

Administration

**Contractor \***

Rey de la Reza Architect, Inc. d/b/a RDLR Architect

**Contract ID # \***

n/a

**Presented To \***

- Resource Committee
- Full Board

**Date Presented \***

3/17/2026

**Parties \* (?)**

RDLR 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 type="checkbox"/> Request for Proposal                            | <input type="checkbox"/> Sole Source   |
| <input type="checkbox"/> Request for Application                         | <input checked="" 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 <span style="background-color: #cccccc; display: inline-block; width: 200px; height: 15px;"></span> |

**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 \* (?)**

3/16/2026

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

8/31/2029

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

Fiscal Year\* (?)

2026

Amount\* (?)

\$ 700,000.00

Funding Source\*

State Grant

Contract Description / Type\* (?)

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

Contract Owner\*

Ben Mendez

Previous History of Contracting with Vendor/Contractor\*

Yes  No  Unknown

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

2012 to present - architectural services

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

Yes  No  Unknown

Please provide the HUB status\*

MWBE - Minority or Women owned business enterprise.

Community Partnership\* (?)

Yes  No  Unknown

Supporting Documentation Upload (?)

FeeProposal\_THC\_MainStCenter-R2.pdf 138.21KB

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

new client services building to improve services on Main Street Campus

Vendor/Contractor Contact Person

Name\*

RDLR / Daniel Ortiz

Address\*

Street Address

800 Sampson St #104

Address Line 2

City

Houston

Postal / Zip Code

77003

State / Province / Region

TX

Country

USA

Phone Number\*

713.868.3121

Email\*

dortiz@rdlr.com

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
1501	\$ 700,000.00	900040
<b>Budget Manager</b>		<b>Secondary Budget Manager</b>
Campbell, Ricardo		Moynihan, Kelly

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

see attachment - SB30.01.1501 3809 Main Street 1 - \$597,270.00 quoted for basic services plus \$102,730.00 contingency (additional services and reimbursable expenses included in contingency) for NTE of \$700,000.00 in unit 1501 gl code 900040

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

SB30.01.1501 - 3809 Main St 1

Requester Name

Harper, Sarah

Submission Date

2/25/2026

Budget Manager Approval(s)

Approved by

*Ricardo Campbell*

Approval Date

2/25/2026

Procurement Approval

File Upload (?)

Approved by

*Sharon Brauner*

Approval Date

2/26/2026

Contract Owner Approval

Approved by

*Ben Mendez*

Approval Date

2/26/2026

Contracts Approval

Approved by

*Belinda Stude*

Approval Date

2/26/2026

# **EXHIBIT F-4**

# **MARCH 2026 INTERLOCAL AGREEMENTS**





# Annual Renewal Evaluation

## Current Fiscal Year Contract Information



**Current Fiscal Year**

2026

**Contract ID# \***

6186

**Contractor Name \***

City of Houston - Department of Health and Human Services

**Service Provided \* (?)**

Lease for the Acres Home Multi-Service Center located at 6719 W. Montgomery, Houston, Texas

**Renewal Term Start Date \***

2/5/2026

**Renewal Term End Date \***

2/1/2027

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

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

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

**Procurement Method(s) \***

Check all that Apply

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

**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

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

- Yes
- No
- Unknown

Contract NTE\* (?)

\$ 3,076.20

Rate(s)/Rate(s) Description

\$256.35 per month

Unit(s) Served\*

0000

G/L Code(s)\*

126006

Current Fiscal Year Purchase Order Number\*

CT145332

Contract Requestor\*

Debbie Shelby

Contract Owner\*

Lance Britt

File Upload (?)

### Evaluation of Current Fiscal Year Performance



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

Yes  No

Were Services delivered as specified in the contract?\*

Yes  No

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

Yes  No

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

Yes  No

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

Yes  No

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

Yes  No

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

Yes  No

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

Yes  No

### Renewal Determination



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

Yes  No

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

Provides safe and adequate parking for client access.

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.*
4736	\$ 2,050.80	555000
<b>Budget Manager*</b>	<b>Secondary Budget Manager*</b>	
Shelby, Debbie	Smith, Janai	

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

\$256.35 monthly rate for months February 2026 to September 2026

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

4 months @ 256.35 = \$1025.40  
 8 months @ 256.35 = \$2050.80

Fiscal Year* (?)	Amount* (?)
2026	\$ 3,076.20

Next Fiscal Year Not to Exceed Amount for Master Pooled Contracts

Contract Funding Source\*

General Revenue (GR)

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 (?)

ID 6186 - City of Houston Acres Homes MSC Occupancy Agmt (Fully Executed), 8 months.pdf	2.57MB
FY26 PO CT145332, Acres Homes.pdf	166.97KB

Contract Owner

**Contract Owner\* (?)**

Please Select Contract Owner

Lance Britt

**Budget Manager Approval(s)**

Approved by

*Debbie Chambers Shetty*

**Contract Owner Approval**

Approved by

*Lance Britt*

**Contracts Approval**

Approve\*

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

Approved by\*

*Belinda Stude*

Approval Date\*

2/3/2026



# Executive Contract Summary

## Contract Section



### Select Header For This Contract \*

Interlocal

### Contractor \*

City of Houston on behalf of Houston Public Library

### Contract ID # \*

2026-1180

### Presented To \*

- Resource Committee
- Full Board

### Date Presented \*

3/17/2026

### Parties \* (?)

Houston Public Library system 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 \* (?)

2/16/2026

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

12/31/2026

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

This Agreement is effective on the Effective Date and remains in effect until December 31, 2026, unless sooner terminated under this Agreement or a new date is agreed upon by both parties in writing

**Fiscal Year\* (?)**

2026

**Amount\* (?)**

\$ 0.00

**Funding Source\***

Private Pay Source

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

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

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

**Contract Owner\***

Dr. Evanthe Collins

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

Yes  No  Unknown

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

Yes  No  Unknown

**Please provide an explanation\***

They do not meet the criteria.

**Community Partnership\* (?)**

Yes  No  Unknown

**Specify Name\***

Houston Public Library system

**Supporting Documentation Upload (?)**

The Harris Center\_Agreement- 3360-4530.pdf

235.3KB

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

Networking and partnering with the community which enhances access to ECI services.

**Vendor/Contractor Contact Person**



**Name\***

Michelle Garcia

**Address\***

Street Address

500 McKinney Street

Address Line 2

Suite 100

City

Houston

Postal / Zip Code

77002

State / Province / Region

TX

Country

US

**Phone Number\***

832-393-1314

**Email\***

michelle.garcia@houstontx.gov

**Budget Section**

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

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
3360	\$ 0.00	000000
<b>Budget Manager</b> Degracia, Ericka		<b>Secondary Budget Manager</b> Johnson, Kenyonika

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
4530	\$ 0.00	000000
<b>Budget Manager</b> Degracia, Ericka		<b>Secondary Budget Manager</b> Johnson, Kenyonika

Provide Rate and Rate Descriptions if applicable\* (?)  
N/A

Project WBS (Work Breakdown Structure)\* (?)  
N/A

**Requester Name**  
Degracia, Ericka

**Submission Date**  
1/30/2026

**Budget Manager Approval(s)**

Approved by

*Ericka Degracia*

Approval Date

1/30/2026

**Procurement Approval**

File Upload (?)

Approved by

Approval Date

Sign

Contract Owner Approval



Approved by

Approval Date

*Evanthe Collins*

2/5/2026

Contracts Approval



Approved by

Approval Date

*Belinda Stude*

2/6/2026



# 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

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

### 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

### 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**

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
6622	\$ 367,000.00	403010

**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

**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 Shetty*

Contract Owner Approval

Approved by

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

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\***

Harris County Juvenile Probation Department

**Contract ID #\***

n/a

**Presented To\***

- Resource Committee
- Full Board

**Date Presented\***

3/17/2026

**Parties\* (?)**

Harris County Juvenile Probation Department and The Harris Center for Mental Health and IDD Services

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

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

**Procurement Method(s)\***

Check all that Apply

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

**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\* (?)**

3/1/2026

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

9/30/2026

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

County fiscal

**Fiscal Year\* (?)**

2026

**Amount\* (?)**

\$ 825,000.00

Fiscal Year\* (?)

Amount\* (?)

2027

\$ 75,000.00

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\* (?)

The YDC is a facility-based respite, where individual and group skills training are provided and are based on the needs of the individual youth. Services include screening and assessment; education and tutorial services; substance use education and counseling; discharge planning, MH treatment, crisis intervention, family counseling; parenting skills development, supports for rebuilding family relations, quality/therapeutic recreation in a culturally grounded trauma informed care model.

Contract Owner\*

Sean McElroy

Previous History of Contracting with Vendor/Contractor\*

- Yes
- No
- Unknown

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

Forensic and Psychological services Oct 24 - Sept 25

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\*

Matt Shelton

**Address\***

Street Address

1200 Congress Street

Address Line 2

Suite 100

City

Houston

Postal / Zip Code

77002-1956

State / Province / Region

TX

Country

US

**Phone Number\***

7132224806

**Email\***

matt.shelton@hcjpd.org

**Budget Section**

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

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
6500	\$ 900,000.00	540000
<b>Budget Manager</b> Williams-Wesley, Sheenia		<b>Secondary Budget Manager</b> Reyes, Elizabeth

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

\$350.00 per diem per youth

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

n/a

**Requester Name**

Williams-Wesley, Sheenia

**Submission Date**

1/30/2026

**Budget Manager Approval(s)**

**Approved by**

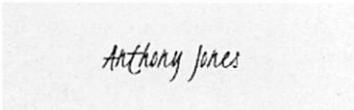


**Approval Date**

1/30/2026

**IT Director Approval**

**Approved by**



**Approval Date**

2/2/2026

**IT Approval Comments**

**Procurement Approval**

File Upload (?)

Approved by

Approval Date

Sign

**Contract Owner Approval**



Approved by

Approval Date

*Sean McEvoy*

2/3/2026

**Contracts Approval**

Approve \*

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

Approved by \*

Approval Date \*

*Belinda Stude*

2/3/2026



# Executive Contract Summary

## Contract Section



**Contractor\***

Houston City College

**Contract ID #\***

N/A

**Presented To\***

- Resource Committee
- Full Board

**Date Presented\***

3/17/2026

**Parties\* (?)**

Houston City College, Public and Behavioral Health Department, and The Harris Center for Mental Health & IDD

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

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

**Procurement Method(s)\***

Check all that Apply

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

**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\* (?)**

2/23/2026

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

2/28/2030

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\* (?)**

This agreement will allow students enrolled in Houston City College, in the Department of Public and Behavioral Health, to complete clinical field placements as part of their degree requirements. The students will utilize the skills gained through education while adhering to agency policies and procedures.

**Contract Owner \***

Ninfa Escobar

**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 (?)**

prevention practicum syllabus\_Stephanie Hollister.docx 28.87KB

**Vendor/Contractor Contact Person**

**Name \***

Dr. Gary-Forte Program Director

**Address \***

Street Address

1900 Pressler Street

Address Line 2

Suite 100

City

Houston

Postal / Zip Code

77030

State / Province / Region

TX

Country

US

**Phone Number \***

713-718-5539

**Email \***

katrina.mccrary@hccs.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>
1108	\$ 0.00	N/A

<b>Budget Manager</b>	<b>Secondary Budget Manager</b>
Moynihan, Kelly	Campbell, Ricardo

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

n/a

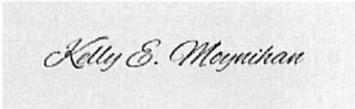
Project WBS (Work Breakdown Structure)\* (?)

n/a

<b>Requester Name</b>	<b>Submission Date</b>
Hemanes, Danyette	2/13/2026

#### Budget Manager Approval(s)

Approved by



Approval Date

2/13/2026

#### Procurement Approval

File Upload (?)

Approved by

Approval Date

#### Contract Owner Approval

Approved by



Approval Date

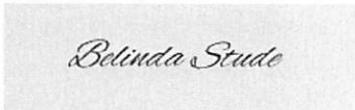
2/13/2026

#### Contracts Approval

Approve\*

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

Approved by\*



Approval Date\*

2/16/2026



# Executive Contract Summary

## Contract Section



**Contractor\***

San Jacinto

**Contract ID #\***

N/S

**Presented To\***

- Resource Committee
- Full Board

**Date Presented\***

2/12/2026

**Parties\* (?)**

This contract is between San Jacinto College and The Harris Center for Mental Health and IDD

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

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

**Procurement Method(s)\***

Check all that Apply

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

**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\* (?)**

1/1/2026

**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\* (?)**

- 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\* (?)**

Three participants will be attending and ASIST class taught by 2 instructors from the Community Training Department, Amelia Tompkins and Allessa Reyes February 25th and 26th. The class will be located at Houston Police Department. San Jacinto will owe us a total of \$165.00 for three seats in the classroom.

**Contract Owner\***

Jennifer Battle

**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 (?)**

Need signature on forms (1).zip	519.26KB
Inovice 1108.pdf	94.95KB

**Vendor/Contractor Contact Person**

**Name\***

Xanthia Baptiste

**Address\***

Street Address

13735 Beamer Road

Address Line 2

City

Houston

Postal / Zip Code

77089

State / Province / Region

Texas

Country

US

**Phone Number\***

281-998-6150 ext. 3088

**Email\***

Xanthia.baptiste@sjcd.edu

**Budget Section**

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

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
7003	\$ 0.00	543058

<b>Budget Manager</b> Ilejay, Kevin	<b>Secondary Budget Manager</b> Campbell, Ricardo
--	--

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

San Jacinto College will pay us \$165.00

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

N/A

<b>Requester Name</b> Prasad, Carroll	<b>Submission Date</b> 2/12/2026
--	-------------------------------------

#### Budget Manager Approval(s)

**Approved by**

*Kevin Ilejay*

**Approval Date**  
2/12/2026

#### Procurement Approval

**File Upload (?)**

**Approved by**

Sign

**Approval Date**

#### Contract Owner Approval

**Approved by**

*Jennifer Battle*

**Approval Date**  
2/16/2026

#### Contracts Approval

**Approve\***

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

**Approved by\***

*Ernest Savoy*

**Approval Date\***  
2/19/2026



# Executive Contract Summary

## Contract Section



**Contractor\***

San Jacinto College, Police Department

**Contract ID #\***

na

**Presented To\***

- Resource Committee
- Full Board

**Date Presented\***

3/17/2026

**Parties\* (?)**

San Jacinto College 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\* (?)**

2/9/2026

**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\* (?)**

- 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\* (?)**

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

**Contract Owner\***

Kim Kornmayer

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

Yes  No  Unknown

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

Yes  No  Unknown

**Community Partnership\* (?)**

Yes  No  Unknown

**Supporting Documentation Upload (?)**

**Vendor/Contractor Contact Person**

**Name\***

Robert Murray

**Address\***

Street Address

4624 Fairmont Parkway

Address Line 2

Suite 100

City

Pasadena

Postal / Zip Code

77504

State / Province / Region

TX

Country

US

**Phone Number\***

281-998-6150 x1116

**Email\***

Robert.Murraylcsw@sjcd.edu

**Budget Section**

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

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
9208	\$ 0.00	0

Budget Manager	Secondary Budget Manager
Oshman, Jodel	Ramirez, Priscilla

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

na

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

na

Requester Name	Submission Date
Singh, Patricia	2/9/2026

#### Budget Manager Approval(s)

Approved by



Approval Date

2/9/2026

#### Procurement Approval

File Upload (?)

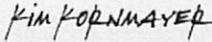
Approved by

Sign

Approval Date

#### Contract Owner Approval

Approved by



Approval Date

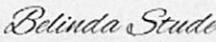
2/10/2026

#### Contracts Approval

Approve\*

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

Approved by\*



Approval Date\*

2/11/2026



# Executive Contract Summary

## Contract Section



**Contractor\***

University of Houston-Clear Lake

**Contract ID #\***

2022-0303

**Presented To\***

- Resource Committee
- Full Board

**Date Presented\***

3/17/2026

**Parties\* (?)**

University of Houston-Clear Lake (College of Human Sciences and Humanities Health Services Psychology PsyD Program) and The Harris Center for Mental Health & IDD

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

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

**Procurement Method(s)\***

Check all that Apply

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

**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\* (?)**

6/1/2026

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

6/30/2030

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

**Current Contract Amount\***

\$ 0.00

Increase Not to Exceed\*

\$ 0.00

Revised Total Not to Exceed (NTE)\*

\$ 0.00

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\* (?)

Current agreement expires 5/31/2026, this is a renewal.  
 This agreement will allow students enrolled in University of Houston-Clear Lake, College of Human Sciences and Humanities Health Services Psychology PsyD Program, to complete clinical field placements as part of their degree requirements.  
 The students will utilize the skills gained through education while adhering to agency policy and procedures.

Contract Owner\*

Ninfa Escobar

Previous History of Contracting with Vendor/Contractor\*

- Yes
- No
- Unknown

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

Academic Affiliation for student practicum field hours expires  
 5/31/2026, after a 4-year renewal.

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

- Yes
- No
- Unknown

Community Partnership\* (?)

- Yes
- No
- Unknown

Supporting Documentation Upload (?)

Spring-2026-PSYC-7039-21534-External-Practicum-Internship.pdf	186.24KB
PsyD HSH External Practicum Site Agreements.pdf	2.54MB
PsyD Program Affiliation Agreement_Harris Center Competency Restoration.pdf	162.52KB
Re Academic Affiliation Agreement for the Health Services Psychology PsyD Program The Harris Center for Mental Health IDD.msg	3.08MB

Vendor/Contractor Contact Person



Name\*

Lidia Quiroga & Anita Shchepetova

Address\*

Street Address

3200 College Park Drive

Address Line 2

2700 Bay Area Blvd

City

Houston

Postal / Zip Code

77058

State / Province / Region

Texas

Country

US

Phone Number\*

385-312-0795

Email\*

quirogali@UHCL.edu

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
1108	\$ 0.00	N/A
<b>Budget Manager</b>		<b>Secondary Budget Manager</b>
Moynihan, Kelly		Campbell, Ricardo

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

N/A

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

N/A

Requester Name

Hemanes, Danyette

Submission Date

2/12/2026

Budget Manager Approval(s)

Approved by

*Ricardo Campbell*

Approval Date

2/13/2026

Contract Owner Approval

Approved by

*Ninfa Escobar*

Approval Date

2/13/2026

Contracts Approval

**Approve\***

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

**Approved by\***

*Belinda Stude*

**Approval Date\***

2/19/2026

# **EXHIBIT F-5**

Status **Pending** PolicyStat ID **18455935**



Origination	06/2022	Owner	Stanley Adams
Last Approved	N/A	Area	Fiscal Management
Effective	Upon Approval	Document Type	Agency Policy
Last Revised	10/2025		
Next Review	1 year after approval		

## FM.A.4 Center related Meeting Expense

### 1. PURPOSE:

The purpose of this procedure is to ensure all expenses related to meals at meetings hosted by The Harris Center for Mental Health and IDD (The Harris Center) staff are accounted for, relevant to agency priorities and represent good stewardship.

### 2. POLICY:

It is the policy of the The Harris Center to assume the expense for certain meals provided at The Harris Center-related meetings with approval from the appropriate Vice President and or Chief Executive Officer, or designee.

### 3. APPLICABILITY/SCOPE:

This policy applies to all Harris Center staff, contractors, visitors, and people served.

### 4. RELATED POLICIES/FORMS:

[FM.A.5: Purchasing Card \(P Card\)](#)

### 5. PROCEDURE:

[FM.B.4 Center Related Meeting Expense Procedure](#)

[FM.B.5 Purchasing Card Procedure](#)

# 6. REFERENCES: RULES/REGULATIONS/ STANDARDS:

## Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	03/2026
Legal Review	Kendra Thomas: Counsel	12/2025
Compliance Director Review	Demetria Lockett	11/2025
Department Review	Stanley Adams	10/2025
Compliance 1st Review	Christopher Webb: Audit	10/2025
Initial Assignment	Stanley Adams	09/2025

# **EXHIBIT F-6**

Status **Pending** PolicyStat ID **19669394**



Origination 11/2012  
 Last Approved N/A  
 Effective Upon Approval  
 Last Revised 02/2026  
 Next Review 1 year after approval

Owner Kendra Thomas:  
 Counsel  
 Area Environmental  
 Management  
 Document Type Agency Policy

## EM.A.5 Reporting Automobile Accidents

### 1. PURPOSE:

Ensure all motor vehicular accidents are documented and reported.

### 2. POLICY:

It is the policy of The Harris Center for Mental Health and IDD (The Harris Center) that any accident involving a Harris Center vehicle, or personal vehicle used in the course and scope of Harris Center business shall be reported immediately upon discovery to the appropriate Harris Center personnel, including the immediate supervisor, Risk Management and Facilities and law enforcement officials. Staff are required to complete an Incident Report.

### 3. APPLICABILITY/SCOPE:

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

### 4. RELATED POLICIES/FORMS:

- Employee On-The-Job Inquiries and Illnesses
- Supervisor's Accident Report
- [LD.A.19 Incident Reporting](#)

### 5. PROCEDURES:

### 6. REFERENCES: RULES/REGULATIONS/

# STANDARDS:

- The Harris Center Policy and Procedure Handbook

## Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	03/2026
2nd Legal Review	Kendra Thomas: Counsel	03/2026
1st Legal Review	Bijul Enaohwo	03/2026
Compliance Director Review	Demetria Lockett	02/2026
Compliance 1st Review	Christopher Webb: Audit	02/2026
Initial Assignment	Kendra Thomas: Counsel	01/2026

# **EXHIBIT F-7**

Status **Pending** PolicyStat ID **18455945**



Origination 08/2024  
 Last Approved N/A  
 Effective Upon Approval  
 Last Revised 02/2026  
 Next Review 1 year after approval

Owner Evelyn Locklin:  
 Dir  
 Area Medical Services  
 Document Type Agency Policy

## MED.CPEP. A.9 Crisis Stabilization Unit- Workplace Violence Prevention

### 1. PURPOSE:

~~To protect all staff contractors, volunteers and interns of The Harris Center for Mental Health and Intellectual and Developmental Disability (The Harris Center) from violent behavior and threats of violence behavior occurring at the Crisis Stabilization Unit.~~

The Workplace Violence Protection Policy is designed to safeguard all health care providers and employees from violent behavior and threats of violence occurring within The Harris Center for Mental Health and IDD (The Harris Center) Crisis Stabilization Unit.

### 2. POLICY:

It is ~~The Harris Center's~~the policy of The Harris Center to prohibit and prevent workplace violence or threats of ~~violence~~violent behavior by any person at the Harris Center Crisis Stabilization Unit. The Harris Center shall adopt and implement a workplace violence prevention plan to protect all staff, contractors, volunteers, and interns from violent behavior or threats of violent behavior occurring at the Crisis Stabilization Unit. The workplace violence prevention plan shall be reviewed annually. All Harris Center staff will be permitted to provide confidential information ~~on~~regarding workplace violence to the Workplace Violence Prevention Committee without ~~facing~~fear of retaliation or disciplinary action.

### 3. APPLICABILITY/SCOPE:

All Harris Center staff, contractors, volunteers, and interns.

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

[Not Applicable](#)

## 5. PROCEDURE:

~~Crisis Stabilization Unit-Workplace Violence Plan~~ [MED.CPE.P.1 Crisis Stabilization Unit - Workplace Violence Prevention Plan](#)

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

Workplace Violence Prevention [Policy](#), Tex. Health & Safety Code [Ann. Ch. 331 \(West 2023\)](#).

### Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Review	Wayne Young: Exec	03/2026
Final Legal Review	Kendra Thomas: Counsel	02/2026
1st Legal Review	Bijul Enahwo	02/2026
Compliance Director Review	Demetria Lockett	01/2026
Chief Medical Officer Review	Luming Li: Chief Medical Ofcr (1101 1817)	12/2025
Chief Nursing Officer Review	Kia Walker: Chief Nursing Officer	12/2025
2nd Department Review	Vinay Kapoor: VP	12/2025
1st Department Review	Danyalle Evans	09/2025
Initial	Evelyn Locklin: Dir	09/2025

# **EXHIBIT F-8**

Status **Pending** PolicyStat ID **18830343**

Origination	09/2015
Last Approved	N/A
Effective	Upon Approval
Last Revised	03/2026
Next Review	1 year after approval

Owner	Yen Phan: Mgr
Area	Medical Services
Document Type	Agency Policy

## MED.NUR.A.2 Medication Administration

### 1. PURPOSE:

The purpose of the policy is to describe the medication administration practices provided by The Harris Center for Mental Health and IDD.

### 2. POLICY:

~~All~~ It is the Policy of the Harris Center (The Harris Center) that all nurses employed with or contracted by the Harris Center who administer medications must do so according to their licensing boards. Non-licensed staff who administer or supervise the self-administration of medications ~~(SSAM)~~ (SSAM) must meet the education/training requirements and standards. Medications will be administered only upon the specific order of authorized prescribers in Mental Health and IDD Programs. Psychoactive Medications will only be administered when the patient or Legally Authorized Representative (LAR) has provided written consent except during a psychiatric or medical emergency. Programs not providing nursing services will be excluded from any type of medication administration.

### 3. APPLICABILITY/SCOPE:

This policy applies to all units, programs, and services of the Harris Center where medications are prescribed and administered by licensed practitioners and staff who have been trained and found to be competent and to all units and programs that provide supervision of medication self-administration or medication administration by non-licensed staff.

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

**only):**

~~Pharmacy and Unit Medication/ Drug Inventory~~MED.PHA. A.4 Pharmacy and Unit Medication/Drug Inventory

## 5. PROCEDURES:

- ~~Medication Administration and Documentation Procedure~~MED.NUR.B.2 Medication Administration and Documentation Procedure
- ~~CPEP Medication Administration Procedure~~MED.CPE.B.7 CPEP Medication Administration Procedure
- ~~CPEP Medication Education Procedure~~MED.CPE. B.1 CPEP Medication Education Procedure
- ~~Supervision of Self-Administration of Medications (SSAM)~~MED.NUR.B.10 Supervision of Self Administration of Medication - SSAM
- ~~Medication Administration in Outpatient Clinics~~MED.NUR.B.2.1 IDD Medication Administration
- ~~IDD Medication Administration~~
- ~~MED 11A Pharmacy and Unit Medication/ Drug Inventory~~

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

- ~~Administration of Medication for Clients with Intellectual and Developmental Disabilities, Tex. Human Resources Code Chapter 161, Subchapter D-I~~  
Administration of Medication, Tex. Hum. Res. Code § 161.093 (2011).
- ~~Administration of Medication to Patient under Court Order for Mental Health Services, Tex. Health & Safety Code Ch. 574, Subchapter G~~  
Administration of Medication to Patient Under Court-Ordered Mental Health Services, 7 Tex. Health & Safety Code § 574.103 (2015).
- ~~Rights of Persons with an Intellectual Disability, Tex. Health & Safety Code Ch. 592, Subchapter F~~  
Rights and Protection of Individuals with an Intellectual Disability, 26 Tex. Admin. Code Ch. 334 (2024).
- ~~RN Delegation to Unlicensed Personnel and Tasks Not Requiring Delegation in Independent Living Environments for Clients with Stable &and Predictable Conditions, 22 Tex. Admin. Code ChapterCh. 225.~~
- ~~Consent to Treatment with Psychoactive Medication-Mental Health Services, 25 Texas Administrative Code Ch. 414, Subchapter I.~~Rights of All Individuals Receiving Mental Health Services, 26 Tex. Admin. Code § 320.7 (2024).
- ~~Mental Health Community Services- Standards- Standards of Care-Medication Services, 26 Texas Administrative Code §301.355~~

[Mental Health Community Service Standards, 26 Tex. Admin. Code §§ 301.301- 301.363.](#)

- [Role and Responsibilities of a Local Authority-Health Safety and Rights, 40 Tex. Admin. Code §2.313](#)

[Lidda Role and Responsibilities, 26 Tex. Admin. Code Ch. 330 \(2024\).](#)

---

## Attachments

- [CPEP Medication Administration Procedure.pdf](#)
- [CPEP Medication Education Procedure.pdf](#)
- [IDD Medication Administration.pdf](#)
- [MED 11A Pharmacy and Unit Medication-Drug Inventory.pdf](#)
- [Medication Administration and Documentation Procedure.pdf](#)
- [Supervision of Self Administration of Medication -SSAM.pdf](#)

## Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	03/2026
2nd Legal Review	Kendra Thomas: Counsel	03/2026
1st Legal Review	Bijul Enaohwo	03/2026
Compliance Director Review	Demetria Lockett	02/2026
Department Review I	Kia Walker: Chief Nursing Officer	12/2025
Initial	Yen Phan: Mgr	12/2025

# **EXHIBIT F-9**

Status **Pending** PolicyStat ID **19103315**



Origination	11/2024
Last Approved	N/A
Effective	Upon Approval
Last Revised	02/2026
Next Review	1 year after approval

Owner	Veronica Billings: Security Manager
Area	Environmental Management
Document Type	Agency Policy

## EM.A.16 Safety and Security Discharge

### 1. PURPOSE:

~~The purpose of this policy is to establish the procedure for Safety Security Associate when conducting escorts on The Harris Center's property.~~

The purpose of this policy is to establish a protocol for The Harris Center for Mental Health and IDD's (The Harris Center) Safety Security Associates and Contracted Security personnel to follow when performing escorts, patient discharges, and removals.

### 2. POLICY:

~~The Harris Center Security Department shall provide escort services when requested by employee and/or directed by clinical personnel to remove consumers for behaviors that disrupt and impede operational objective.~~

~~All reasonable efforts will be made to provide escorts to all visitors and staff requesting this service. Escorts will be provided on a prioritized list with other outstanding security issues needed to be executed at the time of the request.~~

~~The Director of Security will determine the reasonable distance for all escorts. The reasonable distance will include all the facilities and designated parking areas being used by employees, consumers, visitors, and contractors.~~

It is the policy of The Harris Center's Security Department/Contract Security personnel to provide assistance, upon request by leadership, employees, and clinical personnel, to escort and/or remove persons who are terminated from employment, consumers who are discharged from services rendered,

and persons who impede or violate operational objectives.

All reasonable efforts will be made to accommodate requested assistance.

All requested escorts, discharges, and removals shall not extend beyond The Harris Center's designated facility property and parking areas.

### 3. APPLICABILITY/SCOPE:

This policy applies to all Employees, Visitors, Consumers and Contractors.

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

NA

### 5. PROCEDURE:

EM.B.16 Safety and Security Escort: Employee and Consumer

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

N/A

## Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	03/2026
2nd Legal Review	Kendra Thomas: Counsel	02/2026
1st Legal Review	Bijul Enaohwo	02/2026
Compliance Director Review	Demetria Lockett	02/2026
Compliance 1st Review	Christopher Webb: Audit	01/2026
Initial Assignment	Veronica Billings: Security Manager	01/2026

# **EXHIBIT F-10**

Status **Pending** PolicyStat ID **18455918**

Origination	11/2020	Owner	Ben Mendez
Last Approved	N/A	Area	Environmental Management
Effective	Upon Approval	Document Type	Agency Policy
Last Revised	02/2026		
Next Review	1 year after approval		

## GA.A.1 Vehicle Operations

### 1. PURPOSE:

To establish requirements and guidelines for employees who operate motor vehicles while performing their job duties [for The Harris Center for Mental Health and IDD \(The Harris Center\)](#).

### 2. POLICY:

[It is the policy of](#) The Harris Center ~~will~~to maintain standards and procedures for the operation of vehicles used for sanctioned business for The Harris Center ~~for Mental Health and IDD (The Harris Center)~~. To the extent possible, procedures and standards will cover Agency Owned Vehicles (AOVs) and personal vehicles used while conducting business on behalf of The Harris Center.

The Harris Center promotes safety and quality care, and employees are encouraged to adopt this spirit by being familiar with all related procedures and being in good standing with all applicable training requirements along with local, state, and federal laws that govern driving activities.

### 3. APPLICABILITY/SCOPE:

This policy applies to employees of The Harris Center who drive a vehicle to conduct Agency business. The scope of this policy includes the use of personal vehicles and/or Agency-Owned Vehicles while in the scope of sanctioned work.

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

## 5. PROCEDURES:

Vehicle Operations GA.B.1 Vehicle Operations

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

- Commission on Accreditation of Rehabilitation Facilities;
- ~~Texas Transportation Code 521.143 and 521.029~~
- Evidence of Financial Responsibility Required, 7 Tex. Transp. Code § 521.143 (2003).
- Operation of Motor Vehicles by New State Residents, 7 Tex. Transp. Code § 521.029 (2009).

### Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	03/2026
2nd Legal Review	Kendra Thomas: Counsel	02/2026
1st Legal Review	Bijul Enahwo	02/2026
Compliance Director Review	Demetria Lockett	01/2026
Compliance 1st Review	Christopher Webb: Audit	12/2025
Initial Assignment	Ben Mendez	12/2025

# **EXHIBIT F-11**

Status **Pending** PolicyStat ID **17769941**

Origination	N/A	Owner	Lance Britt: Dir
Last Approved	N/A	Area	Assessment, Care & Continuity
Effective	Upon Approval	Document Type	Agency Policy
Last Revised	N/A		
Next Review	1 year after approval		

## **ACC.A.18 Assertive and Community Treatment (ACT) Medication and Education Training and Medication Room and Delivery Policy**

### **1. PURPOSE:**

To establish appropriate guidelines on Medication and Education Rehabilitation Skills training, monitoring consumer's medications, staff medication transportation and distribution, medication storage, inventory, and destruction of medications for Assertive Community Treatment (ACT) services.

### **2. POLICY:**

It is the policy of The Harris Center for Mental Health and IDD's (The Harris Center) ACT program to provide comprehensive and multidisciplinary outpatient care, focusing on supporting consumers with severe mental illness by integrating treatment, rehabilitation, and support services, such as medication prescribing and delivery, and education and training within the community rather than more restrictive settings.

### **3. APPLICABILITY/SCOPE:**

This policy applies to all medication-related services The Harris Center's Assertive Community Treatment teams provide.

### **4. RELATED POLICIES/FORMS:**

Medication Storage in Outpatient Clinics Consent

Medication Sign In/Sign Out Log

Authorization for Removal and Destruction of Medication

Medication Drug Destruction Form

Medication Receipt

## 5. PROCEDURE:

[ACC.B.18 Assertive and Community Treatment \(ACT\) Medication and Education Training and Medication Room and Delivery Procedure](#)

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

- A. Medication Services, 26 Tex. Admin. Code § 301.355 (2020).
- B. MH Case Management Services, 26 Tex. Admin. Code § 306.263 (2020).
- C. Tool for Measurement of Assertive Community Treatment (TMACT)

### Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO	Wayne Young: Exec	03/2026
Legal 2nd Review	Kendra Thomas: Counsel	02/2026
Legal 1st Review	Bijul Enaohwo	02/2026
Compliance Director Review	Demetria Lockett	01/2026
4th Department Review	Luming Li: Chief Medical Ofcr (1101 1817)	12/2025
3rd Department Review	Maheshkumar Patel	11/2025
2nd Department Review	Kia Walker: Chief Nursing Officer	11/2025
1st Department Review	Danyalle Evans	11/2025
Initial	Lance Britt: Dir	11/2025

# **EXHIBIT F-12**



# Executive Contract Summary

## Contract Section



### Select Header For This Contract \*

Interlocal

### Contractor \*

Tropical Texas Behavioral Health

### Contract ID # \*

NA

### Presented To \*

- Resource Committee
- Full Board

### Date Presented \*

4/21/2026

### Parties \* (?)

Tropical Texas Behavioral Health 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 \* (?)

5/1/2026

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

8/31/2026

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

Fiscal Year\* (?)

2026

Funding Source\*

General Revenue (GR)

Contract Description / Type\* (?)

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

Contract Owner\*

Kim Kornmayer

Previous History of Contracting with Vendor/Contractor\*

Yes  No  Unknown

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

Yes  No  Unknown

Community Partnership\* (?)

Yes  No  Unknown

Supporting Documentation Upload (?)

TTBH.Harris Center agreement- 03122026.docx 19.07KB

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

Access - Expand program availability and services

Vendor/Contractor Contact Person

Name\*

W. Terry Crocker, CEO

Address\*

Street Address

1901 South 24th Avenue

Address Line 2

City

Edinburg

Postal / Zip Code

78539

State / Province / Region

TX

Country

US

Phone Number\*

(956)289-7258

Email\*

Tcrocker@ttbh.org

Budget Section

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

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
9223	\$ 950,000.00	543044
<b>Budget Manager</b>		<b>Secondary Budget Manager</b>
Oshman, Jodel		Ramirez, Priscilla

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

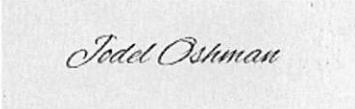
Subject to the availability of funds, in each month of the Agreement beginning on May 1, 2026, TTBH will transfer to Harris Center an amount equal to the unused funds currently projected to remain unused before the end of the fiscal year divided by the number of months remaining in the Agreement term. Transfers will be submitted on the 1st day of each month.

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

na

Requester Name	Submission Date
Singh, Patricia	3/13/2026

#### Budget Manager Approval(s)

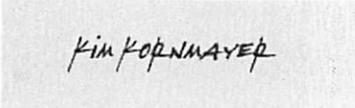
Approved by	Approval Date
	3/13/2026

#### Procurement Approval

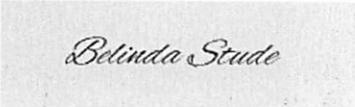
**File Upload (?)**

Approved by	Approval Date
	

#### Contract Owner Approval

Approved by	Approval Date
	3/13/2026

#### Contracts Approval

Approved by	Approval Date
	3/16/2026

# **EXHIBIT F-13**

THE HARRIS CENTER  
9401 Southwest Freeway  
Houston, TX 77074

INFORMATION FORM FOR INDIVIDUAL NOMINEES TO THE

**811 Housing Board**

of

VILLAS AT BAYOU PARK, INC.,  
ACRES HOME GARDEN, INC.,  
PECAN VILLAGE, INC., and  
PEAR GROVE, INC.

(Severally and together, the "Corporation")

**Please Print:**

Name: Matthew R Legg

Mr.     Mrs.     Ms.     Dr.     Consumer     Family Member of Consumer\*

Mailing Address: [REDACTED]

City: [REDACTED] State: Texas Zip Code: [REDACTED] 5

Telephone: Home N/A Work [REDACTED] 3 Cell [REDACTED] 1

Fax No.: N/A E-mail Address: [REDACTED]

Occupation: Senior Vice President & Chief Human Resources Officer

Employed by: Par Pacific Holdings, Inc.

I am seeking appointment as a Board Member of VILLAS AT BAYOU PARK, INC., ACRES HOME GARDEN, INC., PECAN VILLAGE, INC., and PEAR GROVE, INC.

I am being nominated by: Myself in response to a public posting

[Yourself or person who recommended you]

Why do you want to be a member of the Housing Board?

I was raised in a blue-collar neighborhood in La Porte, with a father who worked at a refinery and a mother who was a substitute teacher. While we were not affluent, I was given every opportunity to succeed, and I recognize that many people do not have access to those same opportunities. Serving on this Board would allow me to go beyond financial contributions by dedicating my time, experience, and perspective to helping individuals and families who need stable housing and support.

What special interests, talents, or experience do you feel you bring to the Board?

I bring a combination of professional leadership experience that aligns closely with the mission of the Housing Board. Professionally, I serve in a senior executive role with responsibility for organizational strategy, governance, planning, and compliance. This experience has given me a strong understanding of fiduciary responsibility, policy development, risk management, and long-term planning, all of which are critical to effective board service.

INDIVIDUAL APPLICATION TO 811 Housing Board

The Housing Board will meet at least annually. Are you available to attend this annual meeting on a regular basis?

Yes  No If no, please explain: \_\_\_\_\_

Please list your memberships in other professional and civic organizations and associations:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

You will be provided a copy of The Harris Center Policy pertaining to Housing Board and advisory board membership and the Code of Ethics for review. To be considered as a nominee, you need to review and sign a non-conflict of interest statement regarding participation on the Council and that you will be guided by the Code of Ethics of the Board of Trustees of The Harris Center. Please include both of these signed statements when you return this completed form.

  
(SIGNATURE)

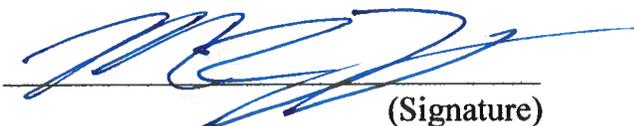
  
(DATE)

Please email the completed application form to [maria.richardson@theharriscenter.org](mailto:maria.richardson@theharriscenter.org), Maria Richardson, Director of Project Management, The Harris Center, 9401 Southwest Freeway, Houston, Texas 77074.

- Attachments:
- The Harris Center Board By-Laws Regarding Advisory Councils
  - Copy of The Harris Center Code of Ethics
  - Certification of Compliance with Code of Ethics
  - Conflict of Interest Declaration
  - Voluntary Disclosure Statement

**THE HARRIS CENTER INDIVIDUAL MEMBER OF  
811 HOUSING BOARD COMPLIANCE  
THE HARRIS CENTER'S CODE OF ETHICS**

I, Matthew R. Legg hereby certify that I have read and will comply with the Code of Ethics as adopted by the Board of Trustees with the most recent revision having been adopted on November 1, 2006 by unanimous affirmative vote of the Board of Trustees FOR The Harris Center.

  
\_\_\_\_\_  
(Signature)

2/12/2026  
\_\_\_\_\_  
(Date)

**THE HARRIS CENTER CONFLICT OF INTEREST DECLARATION  
FOR INDIVIDUAL MEMBER OF THE COMPANY BOARD OF DIRECTORS**

I own no interest in any business, company, or firm which contracts with or sells merchandise or services to VILLAS AT BAYOU PARK, INC., ACRES HOME GARDEN, INC., PECAN VILLAGE, INC., and PEAR GROVE, INC., nor does any member of my immediate family.\*

EXCEPTION:

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I am not employed by a business, company, or firm which has a contract with VILLAS AT BAYOU PARK, INC., ACRES HOME GARDEN, INC., PECAN VILLAGE, INC., and PEAR GROVE, INC., or sells its merchandise or services nor is any member of my immediate family\*.

EXCEPTION:

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I receive no income or payment of any kind from VILLAS AT BAYOU PARK, INC., ACRES HOME GARDEN, INC., PECAN VILLAGE, INC., and PEAR GROVE, INC., nor does any member of my immediate family\*.

EXCEPTION:

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I am not employed by VILLAS AT BAYOU PARK, INC., ACRES HOME GARDEN, INC., PECAN VILLAGE, INC., and PEAR GROVE, INC., nor is any member of my immediate family\*.

EXCEPTION:

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I have no other conflict of interest which would make it undesirable for me to serve on these Board, nor does any member of my immediate family\*.

EXCEPTION:

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**VILLAS AT BAYOU PARK, INC., ACRES HOME GARDEN, INC., PECAN VILLAGE, INC., and PEAR GROVE, INC., BOARD OF DIRECTORS**

Print Your Name: Matthew A. Legg

Signature: 

Date: 2/12/2020

\* Member of immediate family means a relative in the first or second degree, which includes, but is not limited to mother, father, brother, sister, son, daughter, husband, wife, grandmother, grandfather, legally authorized representative.

**The Harris Center**  
**VILLAS AT BAYOU PARK, INC.,**  
**ACRES HOME GARDEN, INC.,**  
**PECAN VILLAGE, INC., and**  
**PEAR GROVE, INC.**  
**(Severally and together, the "Company")**  
**BOARD OF DIRECTORS**

**Voluntary Disclosure Statement**

Matthew R. Legg \_\_\_\_\_

(Name)

Please check one:

- Consumer** (I consider myself to be a person who has or has had a mental illness or an intellectual disability having been diagnosed at some point in my life as having an intellectual disability.)
- Family Member** (I consider myself to be a family member, as I have a person who has been diagnosed with a mental illness or an intellectual disability in my immediate family – mother, father, brother, sister, son, daughter, husband, wife, grandmother, grandfather.)
- Legally Authorized Representative** (I consider myself to be a person who represents a person who has been diagnosed with a mental illness or an intellectual disability.)
- I an Employee of The Harris Center** and work to assist persons who have been diagnosed with a mental illness or an Intellectual disability.

I hereby give The Harris Center permission to utilize the above designation as needed to respond to inquiries as to the composition and/or representation of persons with mental illness or intellectual disabilities or their family members with regard to the planning, evaluation, and input processes of the Agency.

2/12/2020

(Date)



(Signature)

# **EXHIBIT F-14**

CECE Meeting Minutes  
02/24/2026

1. Old Business

a. Grievance appeal process -

- i. UWHC suggestions for more fair process
  - 1. 3 people deciding each appeal
  - 2. Rotating group of appeals people so not just one person deciding appeals
  - 3. Outside agency panel that is fair and impartial
- ii. Wayne's position
  - 1. Wayne stated that he will train one more HR person. This 2nd person will revolve.
  - 2. Toby stated that that the 2nd person is trained and has already started revolving with the original appeals person.

b. Payroll issues

- i. We are current on payment as of yesterday. This is great. However, payment issues have continued. We were assured that no more payment problems would happen so long as we follow the process that Toby created. We have faithfully followed that process and payment issues have persisted.
  - 1. Toby stated that there are no payment issues
  - 2. Toby stated that no invoice from UWHC was received in December.
  - 3. Wayne stated that Anthony doesn't respond to his requests
- ii. We are still not getting timely responses from Toby and the HR team. We agreed in the last meeting that 48 hours was a reasonable amount of time to respond. Wayne stated that he has asked HR to respond within 48 hours.
- iii. Wayne states that he felt the report on the January CECE meeting sent to the Board by UWHC included many inaccuracies and mischaracterizations. He stated that he went through all of these at the Board meeting, and if we have that many discrepancies, that is what he

will do at every meeting. He states that it took a long time and is not a good use of the Board's time.

- iv. UWHC states that we believe that our notes are accurate. Two UWHC members were taking notes throughout the meeting, while Wayne did not take notes. If there are discrepancies between our notes and Wayne's memory, we suggest a third party that can take notes, a recording, some way that is impartial to convey the actual content of our meetings.
- v. Wayne says no, absolutely not.

c. Staff changes in hours/PTO accrual

- i. Wayne stated that employees were informed that PTO would be reduced.
  - 1. Wayne concedes that maybe it could have been more of a dialogue, maintains that employees were notified.
  - 2. Wayne stated that anyone that is .9% will be given full PTO benefits. He stated that he cannot do that retroactively. However, he is implementing that policy going forward.

d. Financial questions response

- i. How were historic, pandemic-era investments in Harris Center Spent?
- ii. What explains the Harris Center's weak operational budgets in FY21-FY24? Why has spending on outside contractors risen so significantly over the last decade?
- iii. What is the plan to ensure that the government partners provide Harris Center with the funding necessary to offer the high quality jobs necessary to fully staff our critical public services?
- iv. Why are Harris Center leaders and their partners in state and local government prioritizing new construction-to the tune of nearly \$50 million in public debt-at a time of crisis?
  - 1. "Not related to wages, hours, and work conditions. So I will not answer that in these meetings."
  - 2. He stated that this was all addressed in the board meeting. "But this is not an appropriate topic for this meeting."

2. CECE Policy Proposals

- a. Access to all employees including access to all Harris Center locations, leafleting employee entrances, New Employee Orientations, wellness events, agency events
  - i. Leafleting at employee entrances - Wayne says no to UWHC leafleting at employee entrances. UWHC says that CECE says we can meet with, talk to, share information, and engage Harris Center employees before or after work or on breaks. Wayne says he will not agree to anywhere for UWHC to talk to employees before they come to work or after they leave work, not by employee entrances, not in parking lots, not in drive.
  - ii. More discussion needed on UWHC access to NEO, wellness events, agency events
- b. Flyers
  - i. Union members can go monthly to put up leaflets on Harris Center bulletin boards. NPC, DDRP, YDC, and other locations that need special access will need to be coordinated with union members that work at those locations.
  - ii. If there is not a Harris Center bulletin board at a location, Wayne will get one put up.
  - iii. Wayne stated that if there is a person that has access to the site then they can go get a date stamp.
- c. More discussion needed to establish tabling schedules ahead of time so UWHC can hold events and have time to plan, as well as discussion of access to other locations
- d. More discussion needed on electronic communications, email, digital boards Viva Engage
- e. UWHC verbal report at Board Meetings to follow CEO report
  - i. Wayne refuses to allow verbal communication; he stated that he believes the board has already made a decision on this issue.
- f. Meeting time increase to 2 hours
  - i. Wayne refuses to add time. Wayne believes that we do not manage the time we have efficiently. He stated that he would be willing to have a different schedule with longer hours meeting less often, but not more than 12 hours per year.
- g. Including additional executives to CECE meeting

- i. Wayne refuses to have more executives at each meeting. He stated that having more executives at the board meeting begins to appear as if the Harris Center is in negotiations with UWHC and he will not negotiate with the union.
- ii. We asked if we requested to have an executive to explain things can we have an executive attend. He said that we can request other administrators, but it is up to his discretion.