

Austin/Travis County Sobriety Center Local Government Corporation

Board of Directors Meeting

Tuesday, November 29, 2016

Board of Directors:

Chair: Judge Nancy Hohengarten
Director: Stephen Strakowski
Director: Christopher Ziebell
Director: Craig Moore
Director: Douglas Smith
Director: Jana Ortega
Director: Deborah Hiser
Director: Bill Brice
Director: Andy Brown
Director: Mayor Pro Tem Kathie Tovo
Director: Commissioner Margaret Gomez
Ex-Officio: Travis County Judge Sarah Eckhardt
Ex-Officio: Asst. City Manager Rey Arellano
Ex-Officio: Asst. Chief Troy Gay
Ex-Officio: Asst. Chief Jasper Brown
Ex-Officio: Asst. Director Stephanie Hayden

The Board of Directors of the Austin/Travis County Sobriety Center Local Government Corporation was convened on November 29, 2016 at the Travis County Administrative Building, Room B, Austin, Texas. The following items were considered by the Austin/Travis County Sobriety Center Board of Directors.

1. Chair Hohengarten called the meeting to order at 6:10 p.m. Those absent were: Director Brown.
2. **Action: Approve the minutes from the November 15, 2016 Austin/Travis County Sobriety Center LGC Board meeting.**

Motion: Director Moore made a motion to approve of the minutes as presented. **Second:** Director Commissioner Gomez. **Vote:** The Board unanimously approved the motion to accept the November 15, 2016 minutes as presented.

3. General citizens/public communication. There were no citizens present that wished to address the Board.
4. **Action: Approve a resolution to set the Board of Directors 2017 Annual Meeting and 2017 Regular Meeting Schedule.** Chair Hohengarten opened the discussion referencing consensus that the Board had reached at its November 15 meeting to hold Board meetings on the second Wednesdays of the month.

Motion: Director Strakowski made a motion to set the date of the 2017 Annual Meeting for 6:00 p.m. Wednesday, January 11, 2017, and for Regular Board meetings to be held the second Wednesday of each month at 700 Lavaca Street, Austin, Texas. **Second:** Director Brice. **Discussion:** The Board identified the 2017 Regular Board meeting dates as: February 8, March 8, April 12, May 10, June 14, July 12, August 9, September 13, October 11, November 8, December 13. **Vote:** The Board unanimously approved the motion setting the dates and location for the 2017 Annual Meeting and Regular Meetings of the Board.

5. Receive a briefing on the Sobriety Center budget.

Assistant City Manager, Rey Arellano, made a presentation on the Fiscal Year 2017 Sobriety Center budget. The City/County Interlocal Agreement proposes a shared cost model where the City provides 78% of the necessary funding to pay for ongoing operations and maintenance, and the County provides 22% funding for the renovation and ongoing physical maintenance of the building. For FY 17, the City has budgeted to pay the LGC \$379,700. The FY 18 estimated annualized cost is \$1,724,500, and the 10-year estimated operating cost is \$22,500,000. The County estimates the cost to renovate the facility to \$1,075,000, and an in-kind credit of 10% of the appraised value of the Medical Examiners' building of \$437,000 in years 2-10.

6. Discussion of an Interlocal Agreement between the LGC and City of Austin.

Assistant City Manager, Rey Arellano, briefed the Board on the need to execute an ILA between the City of Austin and the Local Governing Corporation. He anticipates the proposed ILA being on the Austin City Council's December 15, 2016 agenda for approval. Such approval will enable the LGC to begin drawing down funds that may be needed for legal counsel, executive search processes, or other expenses directly related to creating and operating the organization.

7. Receive a staff briefing on the Project Plan for the Medical Examiner's Facility.

Travis County Facilities Management staffs, Sally Johnson and Ken Gaede, gave a presentation on the draft renovation plan and tentative conversion timeline for the Medical Examiner's Facility located at 1213 Sabine Street. The plan includes renovating the first and second floors of the facility, with all sobriety center functions being planned for the first floor and administrative offices on the second floor. The floor plates are approximately 5,100 and 5,000 square feet respectively.

It is anticipated that the ME's office will move out of the facility as early as July 2017, and that renovation will take approximately 6-months. If project design, bid and award processes, and notice to proceed are completed and in place by July, the earliest anticipated opening date would be sometime in the first quarter of 2018.

8. Discuss scheduling 2017 tours of Houston Recovery Center and the Medical Examiner's Facility.

Chair Hohengarten will contact Leonard Kincaid, executive director of the Houston Recovery Center, to identify possible dates in January and February that Board members can tour the Houston center during peak times. Roger Jefferies, Travis County Executive, will contact the ME's office to identify dates and times the Board members can tour that facility. The Board discussed questions related to Open Meetings Act rules and how the tours would need to be arranged to ensure compliance with the rules. Roger Jefferies and Rey Arellano will research this issue and inform the Board at its January 11 meeting of what is and is not permissible in terms of off-site meetings, quorums, or other concerns.

9. Adjournment

Without further business to discuss, Chair Hohengarten called for a motion to adjourn the meeting. **Motion:** Director Brice made a motion to adjourn the meeting. **Second:** Director Smith. **Vote:** The motion to adjourn passed unanimously at 7:38 p.m.