

# Austin/Travis County Sobriety Center Local Government Corporation

## Board of Directors Meeting

Wednesday, February 8, 2017

### 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 Jason Dusterhoft  
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 February 8, 2017 at the Travis County Administrative Building, Room C, Austin, Texas. The following items were considered by the Austin/Travis County Sobriety Center Board of Directors.

**Board Members in Attendance:** Nancy Hohengarten – Chair, Bill Brice, Margaret Gomez, Craig Moore, Jana Ortega, Douglas Smith, Stephen Strakowski, Kathie Tovo, Christopher Ziebell **Ex-Officio Members in Attendance:** Rey Arellano, Jasper Brown, Jason Dusterhoft, Stephanie Hayden **Staffs in Attendance:** Cary Grace, Ora Houston, Carol Drennan, Ken Gaede, Sally Johnson

1. Chair Hohengarten called the meeting to order at 6:04 p.m.
2. Approval of the minutes from the January 11, 2017 Austin/Travis County Sobriety Center Board meeting.

**Motion:** Director Gomez made a motion to approve the minutes as presented. **Second:** Director Ortega. **Vote:** The board voted unanimously in favor of the motion.

3. General citizen communications.

There were no citizens present to address the board.

4. Discussion and possible action to approve construction plans for the sobriety center.

Travis County Facilities staff, Sally Johnson, presented the plans for renovation of the Medical Examiners Office. The board had many questions and lengthy discussion regarding the configuration of the interior space, exterior space and parking areas, dormitories, offices and storage areas. There were no decisions made pertaining to the proposed design.

5. Discussion regarding the authority to file for IRS 501(c)(3) status and file documents as needed for State of Texas tax exemptions.

This item was tabled for the March 8, 2017 board meeting.

6. Discussion and possible action the spending authority of the ATC SC LGC Treasurer.

Director Smith confirmed that steps had been taken to create a bank account and that the Secretary needs to sign the documents to open the account.

**Motion:** Director Strakowski made a motion to authorize the Treasurer and interim or permanent Executive Director as signators for banking and other financial transactions.

**Second:** Director Ortega. **Vote:** The board voted unanimously in favor of the motion.

**Motion:** Director Strakowski made a motion to authorize the Treasurer and interim or permanent Executive Director to expend up to \$1,000 per transaction, not to exceed \$5,000 per month without board approval, on purchases needed to establish and operate the organization. **Second:** Director Gomez. **Discussion:** The board discussed the proposed spending limits, the needs to purchase furniture, equipment and supplies for operations. **Vote:** The board voted unanimously in favor of the motion.

7. Discussion regarding Director and Officer's (D&O) liability insurance.

This item was tabled for the March board meeting.

8. Discussion and possible action regarding the appointment of an Executive Director.

Chair Hohengarten informed the board of the work of the Search Committee following the direction approved by the board at the January 11, 2017 meeting. The Committee consulted with Mission Capital and interviewed several candidates for Interim Executive Director. The chair presented a draft "Contract for Services" between the SC/LGC and Ms. Carol Drennan for the provision of contract services as the Austin/Travis County Sobriety Center LGC as Interim Executive Director.

**Motion:** Director Strakowski made a motion to approve the Contract as presented.

**Second:** Director Moore. **Discussion:** The board discussed the details of the draft Contract and questions regarding work product being the property of the SC/LGC, limitations on hours exceeding 40 per week, valid expenses which do not include expenses related to use of a home office, and the need for interface with the City of Austin's Contract Management staff. **Amendment:** Director Ziebell made a friendly amendment to include a clause referencing that all work product is the property of the SC/LGC. The Amendment was accepted by Directors Strakowski and Moore. **Vote:** The board voted unanimously in favor of the amended motion.

9. Discussion and possible action regarding the recruitment of an Executive Director.

This item was tabled for the March board meeting.

10. Discussion of an interlocal agreement between the City of Austin and the LGC.

Mr. Arellano presented the proposed Interlocal Agreement high-lighting Section 3, which references charges and responsibilities of the LGC.

**Motion:** Director Strakowski made a motion to approve the Interlocal Agreement.

**Second:** Director Ziebell. **Discussion:** Director Tovo requested input from City Legal representative, Cary Grace, on possible conflicts of interest for elected officials to vote on

this motion. Ms. Grace stated that there is no concern of conflict. **Vote:** The board voted unanimously in favor of the motion.

- 11-14. In consideration of the late hour, Chair Hohengarten asked the board whether to move to adjourn and table these items for a future meeting agenda, or to continue the meeting.

**Motion:** Director Strakowski made a motion to adjourn the meeting. **Second:** Director Tovo. **Vote:** The board voted unanimously in favor of the motion.

The meeting adjourned at 7:50 p.m.