

# Austin/Travis County Sobriety Center Local Government Corporation

## Board of Directors Meeting Minutes

Wednesday, May 9, 2018

### Board of Directors:

Chair: Judge Nancy Hohengarten  
Director: Stephen Strakowski  
Director: Christopher Ziebell  
Director: Craig Moore  
Director: Douglas Smith  
Director: Jana Ortega  
Director: Bill Brice  
Director: Andy Brown  
Director: Mayor Pro Tem Kathie Tovo  
Director: Commissioner Margaret Gomez  
Director: Reginald Smith  
Ex-Officio: Travis County Roger Jefferies  
Ex-Officio: Asst. City Manager Rey Arellano  
Ex-Officio: Asst. Chief Justin Newsom  
Ex-Officio: Asst. Chief Jasper Brown  
Ex-Officio: Interim Director Stephanie Hayden

The Board of Directors of the Austin/Travis County Sobriety Center Local Government Corporation was convened on May 9, 2018 at the Travis County Administrative Building, Multipurpose 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, Board Chair; Andy Brown, Vice Chair; Doug Smith, Treasurer; Craig Moore; Reginald Smith

**Ex-Officio Members in Attendance:** Margaret Gomez; Roger Jefferies; Rey Arellano; Jasper Brown; Stephanie Hayden

**Board Members Not in Attendance:** Kathie Tovo; Stephen Strakowski; Christopher Ziebell; Jana Ortega; Bill Brice; Justin Newsom;

**Staff in Attendance:** Rhonda Patrick, Executive Director; Danie Connick, Business & Operations Manager

**Guests:** None

1. Chair Hohengarten called the meeting to order at 5:40 p.m.
2. Approval of the minutes from the April 11 meeting of the Sobering Center.

**Motion:** Director Gomez made a motion to approve the minutes as presented.

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

3. General citizens' communication – There were no citizens present wishing to address the board.
4. Board chair update – Executive Director and Treasurer need to open a Savings Account to prepare the Sobering Center to accept donations.

Discussion/possible action – Board development proposal – Mission Capital submitted a proposal at the chair's request to provide board training and development services. The proposed cost for this service is \$2,200 and requires scheduling 3-hours for training.

**Motion:** Director Doug Smith made a motion to accept the Mission Capital proposal for provision of board development and training services at a cost of \$2,200. **Second:**

Commissioner Gomez. **Discussion:** The board discussed possible days/times for the training to take place. The chair will coordinate polling the board members to schedule time for training. **Vote:** The board unanimously approved the motion without further discussion.

Discussion/possible action - amending the Bylaws – The board discussed the possible need to change the bylaws to reflect the definition of “Public Intoxication” to include clients that may be under the influence of alcohol or other substances.

**Motion:** Director Moore made a motion to approve the amendment as presented.

**Second:** Director Reginal Smith. **Vote:** Commissioner Gomez abstained from this vote. The rest of board members in attendance were in favor of motion.

5. Treasurer Monthly Report – Director Doug passed out Statement of Activity and Balance Sheet for the Sobering Center. It was determined that we need a saving account set up for Donations. Rhonda will work with website folks in getting us a “Donate Here” tab on the website.
6. Executive Director Monthly Report
7. Discussion: Personnel Policy

Just a few minor changes: Change Preamble to include statement on diversity and change wording on computer usage and drug testing.

**Motion:** Chair Hohengarten made a motion to approve Personnel Policy. **Second:** Director Moore. **Vote:** The board voted unanimously in favor of the motion.

### **Executive Session**

8. Revision of Executive Director Employment Agreement

The board meeting was closed, and the board opened executive session.

Executive session was closed and the board meeting was reopened.

**Motion:** Director Moore made a motion to amend the executive director’s employment contract. **Second:** Director Smith. **Vote:** The board unanimously approved the motion to amend the executive director’s employment contract.

### **ADJOURN**

**Motion:** Chair Hohengarten made a motion to adjourn. **Second:** Director Smith. **Vote:** The board voted unanimously in favor of the motion.

Meeting adjourned at 7:35 pm