Minutes

HELEN FARABEE CENTERS
BOARD OF TRUSTEES

September 3, 2026
1000 Brook Ave., Sue Nunn Conference, Wichita Falls, TX

Board of Trustee Members Present:	**J. Brian Eby,** Chairman; **Cindy Barksdale, Cynthia Kesler, Dana Tilton; Kathy Thorp, Jan Driver Ward, Sheriff Darcy White, Ashley Davin**
Board of Trustee Members Absent:	**David Cook, Place 6 Vacant, Place 8 Vacant, Sheriff Babcock**
Staff Present:	**Gianna Harris,** Executive Director; **Andy Martin**, Associate Executive Director; **Linda Poenitzsch**, Financial Operations Director; **Connie Johnston,** Director of Community, Consumer Support & Client Rights, **Erin Perkins**, Director of IDD, **Sandra Rapson,** Quality Assurance Coordinator; **Bruce Sperry** Facilities Manager; **Kelly Wooldridge,** Director of Human Resources
Other Staff and Guests Present:	**Melissa Collins**, Board of Trustee Liaison, Recorder

AGENDA TOPICS

090326-1 CALL TO ORDER

J. Brian Eby, Board Chair, called meeting to order at 11:03 A.M. with eight (8) Board Members in attendance.

090326-2 PRESENTATIONS

A. Open Citizen Comment to The Board

No comments were presented to the Board.

090326-3 APPROVAL OF MINUTES

Recommended Action: That the Board of Trustees approves the minutes of the July 2026 Board of Trustee meeting.

The Board of Trustees reviewed and approved the minutes of the July 2026 Board of Trustee meeting.

Motion: **Jan Driver Ward**	Affirmative: 8
Second: **Cindy Barksdale**	Negative: 0

Citizen Comment: None

090326-4 TRAINING

No Agenda Items

080226 - 5 RECOMMENDATIONS

A. BOARD OF TRUSTEES

1) Ad Hoc Committee to Recommend Slate Of Officers

Recommended Action: That the ad hoc committee recommends a slate of officers for fiscal year 2027.

The adhoc committee met and Mr. Eby will continue as Chair, Mrs. Thorp will continue as Vice Chair, and Mrs. Ward will serve as Secretary for FY 27.

Motion: **Cindy Barksdale**	Affirmative: 8
Second: **Cynthia Kesler**	Negative: 0

Citizen Comment: None

B. BUDGET AND FINANCE

1) Financial Statements June and July

Recommended Action: That the Board of Trustees approves the financial statements for June and July 2026.

The Board of Trustees approved the financial statements for June and July 2026.

Motion: **Ashley Davin**	Affirmative: 8
Second: **Cindy Barksdale**	Negative: 0

Citizen Comment: None

2) Budget FY 27

Recommended Action: That the Board of Trustees review and approve the Center Budget for FY 27.

The Board of Trustees reviewed and approved the center budget.

Motion: **Jan Driver Ward**	Affirmative: 8
Second: **Cindy Barksdale**	Negative: 0

Citizen Comment: None

3) Line of Credit

Recommended Action: That the Board of Trustees approve and authorize the Board Chair and/or Secretary to sign a Borrowing Resolution to renew the line of credit with Investar Bank.

The Board of Trustees reviewed and approved the line of credit and authorized the chair to sign.

Motion: **Jan Driver Ward**	Affirmative: 8
Second: **Ashley Davin**	Negative: 0

Citizen Comment: None

4) Texas Council Dues

Recommended Action: That the Board of Trustees approve the Fiscal Year 2027 Dues Commitment with the Texas Council of Community Centers and authorize the Chair and Executive Director to sign the commitment form.

The Board of Trustees reviewed and approved the dues and authorized the chair to sign commitment form.

Motion: **Jan Driver Ward**	Affirmative: 8
Second: **Cindy Barksdale**	Negative: 0

Citizen Comment: None

C. CONTRACTS AND PLANS

1) Quality Management Plan

Recommended Action: That the Board of Trustees review and approve the FY 2027 Quality Management Plan and joint FY 2027 Continuous Quality Improvement Plan.

The Board of Trustees reviewed and approved the FY 2027 QM Plan and joint FY 2027 CQI Plan.

Motion: **Cindy Barksdale**	Affirmative: 8
Second: **Jan Driver Ward**	Negative: 0

Citizen Comment: None

D. FACILITIES AND EQUIPMENT

1) Plumbing Repairs at 516 Denver St.

Recommended Action: That the Board of Trustees ratify the additional expenditure of $40,000.00 for sewer repairs at 516 Denver St.

The Board approved the expenditure of $40,000 for additional sewer repairs at 516 Denver St.

Motion: **Ashley Davin**	Affirmative: 8
Second: **Jan Driver Ward**	Negative: 0

Citizen Comment: None

2) New Maintenance Van Replacement

Recommended Action: That the Board of Trustees ratify the expenditure for the purchase of one new maintenance vehicle.

The Board approved the expenditure for the purchase of one new maintenance vehicle after the other one was damaged and totalled by insurance.

Motion: **Cindy Barksdale**	Affirmative: 8
Second: **Jan Driver Ward**	Negative: 0

Citizen Comment: None

E. POLICY AND PROCEDURE

1) Policy Statement Summary

Recommended Action: That the Board of Trustees review and approve these Policy Statements:

- 300.1.1 Charity Care Policy Statement – No changes

The Board of Trustees reviewed and approved all Policy Statements as presented.

Motion: **Jan Driver Ward**	Affirmative: 8
Second: **Ashley Davin**	Negative: 0

Citizen Comment: None

F. PROGRAM AND PERSONNEL

1) Public Information Officer Appointment

Recommended Action: That the Board of Trustees delegates the responsibility of responding to Public Information Act request to a Public Information Officer and appoint Connie Johnston.

The Board approved the appointment of Connie Johnston to be the Public Information Officer.

Motion: **Jan Driver Ward**	Affirmative: 8
Second: **Cindy Barksdale**	Negative: 0

Citizen Comment: None

090326-6 QUARTERLY REPORTS

A. ESSENTIAL SERVICES AND CLINICAL ACCOUNTABILITY

No Agenda Items

B. PLANNING AND NETWORK ADVISORY COMMITTEE

No Agenda Items

C. EXTERNAL AUDITS

1) SUD External Audit Report

Recommended Action: Information Only Item

Sandra Rapson reported.

D. TEXAS COUNCIL BOARD OF DIRECTORS MEETING

No Agenda Items

090326 - 7 EXECUTIVE DIRECTOR'S REPORT

Budget Discussion

G. Harris says HHSC has been very slow to deliver contracts this year. Which makes it hard to develop budgets. They are supposed to be learning a new computer programming system, so that could be slowing them down.

OIG Update

We are still undergoing the OIG audit. Per Sandra they have been here since February and really focused on documentation in regard to Recovery Plan and Skills Training sessions and the credentialling of staff, the crisis hotline and the credentialling of their staff. They are really picking apart that whole process. She says they have provided hundreds of documents.

090326-8 CLOSED SESSION

In accordance with Chapter 551.074 of the Government Code, the Board of Trustees will now meet in closed session for the purpose of deliberating the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.

Review and Discussion of Executive Director Evaluation.

Closed Session began at 11:29 am.

090326-9 OPEN SESSION

Open Session was reconvene at 11:41 am. No action was taken in Closed Session.

Executive Directors Contract of Employment

J. Brian Eby, Chair, stated the board members are pleased with the job Gianna Harris, Executive Director, has done.

The motion was made and seconded that the Executive Director's Contract of Employment be revised to reflect an annual salary increase of 4% to be paid effective September 1, 2026.

Motion: **Jan Driver Ward**	Affirmative: 8
Second: **Ashley Davin**	Negative: 0

Citizen Comment: None

090326-10 ANNOUNCEMENTS

A. Next Meeting - The next meeting will be held at 11:00 A.M., Thursday, **November 5, 2026** at the **Sue Nunn Conference Room,** Administration Bldg, 1000 Brook Ave. Wichita Falls, TX.

090326-11 OTHER BUSINESS

No other business

090326-12 ADJOURN		
The Board of Trustees meeting was adjourned by **Board Chairman, J. Brian Eby** at 11:42 am.		
Approved as presented:		Approved as corrected:
J BRIAN EBY LPC/LMFT		
November 5, 2026		November 5, 2026