Minutes

HELEN FARABEE CENTERS
BOARD OF TRUSTEES

May 7, 2026
11:00 AM
TELEVIDEO &
1000 Brook Ave., Sue Nunn Conference, Wichita Falls, TX

Board of Trustee Members Present:	**J. Brian Eby,** Chairman; **Cindy Barksdale; David Cook, Cynthia Kessler, Jessica Traw; Kathy Thorp, Jan Driver Ward, Sheriff Darcy White**
Board of Trustee Members Absent:	**Tom Johnson, 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, **Bruce Sperry** Facilities Manager, **Kelly Wooldridge,** Director of Human Resources
Other Staff and Guests Present:	**Tom Taylor,** City Councilman and Liaison **Dana Tilton,** Place 5 Candidate **Ashley Davin**, Veteran candidate **Melissa Collins**, Board of Trustee Liaison, Recorder

AGENDA TOPICS

050726-1 CALL TO ORDER

J. Brian Eby, Board Chair, called meeting to order at 11:00 A.M. with seven (7) Board Members in attendance.

050726-2 PRESENTATIONS

A. Open Citizen Comment to The Board

No comments were presented to the Board.

050726-3 APPROVAL OF MINUTES

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

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

Motion: **Jan Driver Ward**	Affirmative: 7
Second: **Cynthia Kesler**	Negative: 0

Citizen Comment: None

050726-4 TRAINING

No Agenda Items this month.

050726 - 5 RECOMMENDATIONS

A. BOARD OF TRUSTEES

1) Executive Directors Performance Evaluation

Recommended Action: That the Board of Trustees approve the Executive Director's Evaluation Tool prior to the Fiscal Year 2027 Evaluation, and that the Chairman appoint a coordinator.

The Board of Trustees approved the evaluation tool and appointed David Cook to be the coordinator.

Motion: **Cindy Barksdale**	Affirmative: 7
Second: **David Cook**	Negative: 0

Citizen Comment: None

2) Appoint Ad-Hoc Committee To Review Slate Of Officers

Recommended Action: That the Chair of the Board of Trustees appoint an ad-hoc committee to review the functions of the officers and recommend a slate of officers for fiscal year 2027.

The chair appointed Jan Driver Ward, Jessica Traw, and Cindy Barksdale to review the functions of the officers and recommend a slate of officers for FY2027.

Motion: **Kathy Thorp**	Affirmative: 7
Second: **Cynthia Kesler**	Negative: 0

Citizen Comment: None

3) Veteran on the Board

Recommended Action: That the Board of Trustees approve the appointment of candidate Ashley Davin to fill the Veteran on the Board position according to SB 1580.

The Board of Trustees approved the appointment of Ashley Davin to fill the Veteran on the board position according to SB1580.

Motion: **Kathy Thorp**	Affirmative: 7
Second: **Cynthia Kesler**	Negative: 0

Citizen Comment: None

4) Board of Trustees Meeting Schedule

Recommended Action: That the Board of Trustees approves the Meeting and Training Schedule for fiscal year 2027.

The Board of Trustees approved the Meeting and Training Schedule for fiscal year 2027.

Motion: **Kathy Thorp**	Affirmative: 7
Second: **Jessica Traw**	Negative: 0

Citizen Comment: None

B. BUDGET AND FINANCE

1) Revised Budget

Recommended Action: That the Board of Trustees approve the FY 2026 Budget Revisions.

The Board of Trustees reviewed and approved the FY 2026 Budget Revisions.

Motion: **Kathy Thorp**	Affirmative: 7
Second: **Cindy Barksdale**	Negative: 0

Citizen Comment: None

2) Financial Statements February

Recommended Action: That the Board of Trustees approves the financial statements for February 2026.

The Board of Trustees approved the financial statements for February 2026.

Motion: **Cynthia Kesler**	Affirmative: 7
Second: **Jan Driver Ward**	Negative: 0
Citizen Comment: None	

3) Status of Investments

Recommended Action: That the Board of Trustees review and approve the status of investments.

The Board of Trustees reviewed and approved the status of investments.

Motion: **Kathy Thorp**	Affirmative: 7
Second: **Jan Driver Ward**	Negative: 0
Citizen Comment: None	

4) Financial Statements March

Recommended Action: That the Board of Trustees review and approve the financial statements for March 2026.

The Board of Trustees reviewed and approved the financial statements for March 2026.

Motion: **David Cook**	Affirmative: 7
Second: **Cindy Barksdale**	Negative: 0
Citizen Comment: None	

C. CONTRACTS AND PLANS

1) Approve Lease Extension 1601 9th Street In Wichita Falls

Recommended Action: That the Board of Trustees approves the lease renewal for 1601 9th Street in Wichita Falls with 1601 9th Venture, LLC.

The Board of Trustees approved the lease renewal for 1601 9th St. in Wichita Falls with 1601 9th Venture, LLC.

Motion: **David Cook**	Affirmative: 7
Second: **Jan Driver Ward**	Negative: 0
Citizen Comment: None	

D. FACILITIES AND EQUIPMENT

1) ECI Vehicle Purchase

Recommended Action: That the Board of Trustees approves the purchase of 8 vehicles for the ECI program not to exceed $190,000.

The Board approved the purchase of 8 vehicles for the ECI program not to exceed $190,000..

Motion: **Cynthia Kesler**	Affirmative: 6 (David Cook recused)
Second: **Cindy Barksdale**	Negative: 0
Citizen Comment: None	

2) Maintenance Van Purchase

Recommended Action: That the Board of Trustees approves the purchase of 2 vehicles for the maintenance department not to exceed $84,000.

The Board approved the purchase of 2 vehicles for the maintenance department not to exceed $84,000.

Motion: **Cindy Barksdale**	Affirmative: 6 (David Cook recused)
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:

- 100.2 Administration Policy Statement – No changes
- 200.1.2 Performance-Based Work from Home Policy Stmt – No changes
- 300.2 Contracts and Purchasing Policy Statement – No changes
- 300.3 Property Management Policy Statement – No changes
- 300.4 Reimbursement Policy Statement – No changes
- 500.1.1 Restraint/Seclusion Policy Statement – No changes
- 500.2 Community Relations Policy Statement – No changes
- 700.2 Infection Control Policy Statement – No changes
- 800.3 Utilization Management Policy Statement – No changes
- 800.4 Medical Records Policy Statement – No changes
- 900.5 IDD Authority Policy Statement – No changes

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

Motion: **David Cook**	Affirmative: 7
Second: **Kathy Thorp**	Negative: 0

Citizen Comment: None

F. PROGRAM AND PERSONNEL

1) Holiday Schedule FY27

Recommended Action: That the Board of Trustees approve the proposed Holiday Schedule for fiscal year 2027 beginning September 1, 2026.

The Board of Trustees approved the proposed Holiday Schedule for fiscal year 2027 beginning September 1, 2026.

Motion: **Jan Driver Ward**	Affirmative: 7
Second: **Cindy Barksdale**	Negative: 0

Citizen Comment: None

050726-6 QUARTERLY REPORTS

A. ESSENTIAL SERVICES AND CLINICAL ACCOUNTABILITY

1) Essential Services Report

Recommended Action: Information Only Item

Andy Martin reported.

B. PLANNING AND NETWORK ADVISORY COMMITTEE

1) PNAC 1st Quarter Report

Recommended Action: Information Only Item

Connie Johnston reported.

2) PNAC 2nd Quarter Report

Recommended Action: Information Only Item

Connie Johnston reported.

C. EXTERNAL AUDITS

1) Superior MCO External Audit Report

Recommended Action: Information Only Item

Andy Martin reported.

2) ECI Subrecipient Determination External Audit Report

Recommended Action: Information Only Item

Andy Martin reported.

D. TEXAS COUNCIL BOARD OF DIRECTORS MEETING

1) Report on TX Council Board of Directors Meeting in April

Recommended Action: Information Only Item

J. Brian Eby reported.

E. FACILITIES MANAGEMENT

No Agenda Items

050726 - 7 EXECUTIVE DIRECTOR'S REPORT

Nothing to Report

050726-8 CLOSED SESSION

No Agenda Items

050726-9 OPEN SESSION

No Agenda Items

050726-10 ANNOUNCEMENTS

A. Next Meeting - The next meeting will be held at 11 A.M., Thursday, **July 2, 2026** at the **Sue Nunn Conference Room, Administration Bldg, 1000 Brook Ave. Wichita Falls, TX.**

050726-11 OTHER BUSINESS

No other business

050726-12 ADJOURN

The Board of Trustees meeting was adjourned by **Board Chairman, J. Brian Eby** at 11:48 am.

Approved as presented:		Approved as corrected:
JBrian Eby		
July 2, 2026		July 2, 2026