

**BEXAR COUNTY BOARD OF TRUSTEES FOR  
MENTAL HEALTH MENTAL RETARDATION SERVICES d/b/a  
THE CENTER FOR HEALTH CARE SERVICES**

Regular Board Meeting Minutes

6800 Park Ten Blvd, Suite 200-S

San Antonio, Texas 78213

Tuesday, October 14, 2025

12:00 Noon

**TRUSTEES PRESENT:** Daniel T. Barrett, Chairman  
Polly Jackson Spencer, Ret. Judge, Vice Chair  
Graciela Cigarroa, Treasurer  
Shari Hromas  
Sandee Marion, Ret. Judge  
Travis Smith  
Margaret M. Vera

**TRUSTEES ABSENT:** Donnie Windham Whited, Secretary  
Roberta Krueger, M.D.

**STAFF PRESENT:** Jelynn LeBlanc Jamison, President/Chief Executive Officer  
Frank Garza, General Counsel  
Robert Guevara, Chief Financial Officer  
Elizabeth Ackley, Chief Employee Experience Officer  
Andrew Estrada, VP of Crisis Response Services  
Venisa Saenz, Chief of Staff/Board Liaison  
Adam Velez, Sr. Director of Contracts & Procurement  
Randa Gipson, Director of Contracts & Procurement  
Janet Garcia, Clinical Administrator  
Cynthia Hinton, Executive Assistant

**GUEST PRESENT:** Hunter Stanco, CFA, Morgan Stanley

The regular meeting of the Bexar County Board of Trustees for Mental Health Mental Retardation Services d/b/a The Center for Health Care Services was held on Tuesday, October 14, 2025, at the Administrative Offices located at 6800 Park Ten Blvd, Suite 200, San Antonio, Texas 78213.

**CALL MEETING TO ORDER**

**CERTIFICATION OF QUORUM**

Mr. Barrett called the meeting to order at 6:00 p.m., with the following trustees present: Ms. Cigarroa, Hromas, Marion, Spencer, Vera, and Mr. Smith thereby establishing a quorum.

**PLEDGE OF ALLEGIANCE** – Led by Mr. Barrett

**CITIZENS TO BE HEARD** – None to be heard.

**I. APPROVAL OF MINUTES – Regular Board Meeting, August 19, 2025**

Mr. Barrett asked for a motion to approve the Minutes of August 19, 2025, Regular Board Meeting, which were presented for review and approval. Judge Spencer so moved for approval as presented; Judge Marion seconded the motion. Motion carried.

## **II. BOARD CHAIRMAN REPORT – *Daniel Barrett***

Mr. Barrett reported on the Board Officer Nominations and went over the procedures. He stated that the current Board Officer positions will expire on December 31 and the process for appointing new officers will begin in November, with those officer appointments to be approved at the December Board Meeting. He will nominate a Chair for the Nominating Committee, and the Chair of that Committee will appoint two trustees, who have no interest in becoming an officer, to serve on the Committee. At the last legislative session, LMHAs are now required to have a Veteran on the Board of Trustees, and CHCS has begun work on the Bylaws to include this new requirement. Mr. Barrett asked Judge Marion, who is on the Policy Committee, to give an update. Judge Marion stated the Policy Committee will meet on October 31<sup>st</sup> to review some changes that need to be made to specific policies, and the Bylaws which will include the update of an appointment of a Veteran. Those changes will be brought to the Board at the December Board meeting. She said the Board needs to be thinking about who to nominate. Mr. Barrett said he had a few names.

## **III. PRESIDENT/CEO REPORT**

- **Leadership Briefing – *Jelynn LeBlanc Jamison***  
Kerrville Disaster Response

Ms. Jamison wanted to share with the Board the Center's work that was completed in the Kerrville Disaster Response. She introduced Andrew Estrada, VP of Crisis Response Services; and Janet Garcia, Clinic Administrator, to give their presentation of the role CHCS had in the recovery efforts in Kerrville. Mr. Estrada gave a background of what led to the flash floods in Kerr County. Early on July 4, flash flood warnings were issued and emergency declarations activated. The rapid onset of flooding prompted swift action from emergency services who began evacuating vulnerable areas. The Guadalupe River had surged 30 feet in certain areas. The next few days and weeks turned into a major rescue effort, trying to identify individuals that were still alive, and then in time turned into a recovery phase and trying to work through the resilience of the Community. The floods in Kerr County resulted in significant loss and devastation and death toll was 117 of which most were children.

Ms. Garcia stated that one week after the flooding occurred, Camino Real, Tropical Texas, Bluebonnet Trails, Integral Care, and CHCS committed to sending a team of 10 individuals for 10 days on a rotating basis. Some of the sites they worked out of included the Emotional Support Center. Individuals from the community could present for therapy sessions at no cost to them. The week they were there one of their team members completed a session with an individual who had suicidal intent. Prior to realizing his plan, the individual went to a therapy session, and they were able to activate a plan to get the individual the services he needed. Other sites they worked alongside was the ACT Team where they worked alongside FEMA distributing resources to individuals who could not make it into town to get them.

Mr. Estrada said that on the team CHCS sent there were 5 individuals that work within Crisis Response. Crisis Response is the fastest growing division in CHCS, and they specifically work

with law enforcement, EMS, and clinicians. Other groups working in Kerrville are TDEM (The Texas Division of Emergency Management) and their role is in coordinating disaster response and recovery efforts during emergencies by facilitating communication between federal, state, and local agencies. TDEM works with Preparedness and Planning Assistance and also has Mitigation Programs for Risk Reduction. Also, there was the Texas Emergency Medical Task Force (EMTF) which serves as a vital medical response system under TDEM. It is an integration of medical response and peer support.

Ms. Garcia reported that on August 5 they had their first deployment and MDRT Planning meeting with Dr. Bradley, TDEM's Director of Medical Response Services. She described how the unique skill sets of staff from Crisis Response was combined with clinicians and peer support specialists. The people would be treated immediately at their comfort level and healing would be accomplished with art. They assisted with setting up the tents strategically in a way that felt like a fun hangout area but really, they were incorporating modalities such as play therapy. Play therapy provided a safe and structured environment where children can explore feelings and resolve internal conflicts while waiting through play. There were snack areas and stations where they could color, rock paint, journaling, etc.

Mr. Estrada said even the First Responders had fun. The Clinicians did a great job of getting them to open up. The CHCS team was deployed on August 3, and they are still there. They will continue to be there for most of November, maybe a little longer, until they are no longer needed. He said a coin was designed to commemorate their time there and they will pass them out to the Board. Ms. Garcia said one side of the coin you will see the name Multidisciplinary Peer Support Team and at the bottom it will say Kerrville Kangaroos. On the side with the Crane it has Responding with Strength, Responding with Heart which describes what they were doing there as a team. Mr. Estrada thanked the Board for allowing them the opportunity to reach out to do something new. He thanked Ms. Garcia, who did a great job of seeing the need for Crisis Response to be there and had them deployed within 48 hours.

Ms. Jamison said they were proud of the fact that they were there to respond to the Kerrville MHMR and rotated with Camino Real and other LMHAs. It felt special that CHCS was contributing at a higher level. The Board and Ms. Jamison thanked Mr. Estrada and Ms. Garcia.

#### FY 26 Transition

Ms. Jamison reported she would update the Board on CHCS FY 26 Transition because at the last meeting the Board approved the budget for FY 26 and there were some tough issues with the funding losses. There were 85 positions identified that were lost in the organization. We were able to transition 56 staff into vacant positions from the 85 lost positions. There were 14 individuals who declined to stay, most of them were the individuals that were at JIAA. Those individuals at JIAA had nighttime shifts and wanted to maintain working at night. Since there was not an alternative for them at night, they chose to separate from the Center. She is very pleased that we were able to place 56 individuals, and that they wanted to stay. She thanked the Board again for their support and the budget, and for giving her the time to work with the employees in transition.

Ms. Jamison stated that as a result of CHCS' recommendation to the Board, the Board accepted the decision to get out of the business of assessing at the Jail Intake Annex. She said that work

was stopped on September 30<sup>th</sup>, CHCS is no longer providing assessments at the Intake Center. It has been reported that University Hospital (UH) is stepping into that role, and they are providing those assessments. The CHCS is continuing to provide services to the Courts; the Community Reintegration Court, County Court 12, and our Probate Court with our assisted outpatient services. We are continuing to serve those existing consumers, and since October 1 we have had four referrals and those have come from Judge Kazen. We have put the County on notice. A Statement of Work was created for them and a new billing sheet, because it is our opinion we have met all of the obligations of Inner-City Development Contract and have met all of the obligations of our FY 2025 Contract. At this point we have been paid for FY 2025, that has been processed, and we have closed that contract out. We have given the new Statement of Work to Bexar County and by the end of the week she hopes the review of CHCS Contract document will be finished to send to them. They can then bring it to Commissioners Court for consideration. Our new Statement of Work includes continuing to support those three courts with specific staffing. A billing schedule was also created that looks like a permanent schedule, and should Bexar County want to refer any citizen, then they can, and we gave them a schedule for that. We have not yet heard back from them. We are going to send the contract to Mr. Gonzales' office and given the schedule for Commissioners Court, we anticipate a lengthy schedule until possibly November. CHCS is prepared to continue to serve the consumers that exist from those courts, and CHCS will monitor the referrals that are received from those courts. If Bexar County indicates they no longer want those services, then we will wrap this up by the end of the calendar year. Ms. Vera asked about the disputed money owed CHCS. Ms. Jamison stated CHCS did get paid for everything for FY 2025, but we do not have a contract for FY 2026 beginning October 1. That is the Statement of Work that has been issued, and Mr. Garza is completing the contract document to send to them. Still outstanding is the credit that we are seeking for Inner City Development, but it is our opinion that CHCS has met all of the obligations and exceeded all the obligations.

Ms. Jamison said since her tenure here at the Center the Safety Program has been embraced and the Board has been very patient. The Center has had some high targets to implement the Safety Program, and she is proud of the staff for turning that program around in less than two years. CHCS has been functioning in Best in Class for some time. The Texas Risk Council came to assess the Center's Safety Program, and they compared the Safety Committee, Accident Investigation, Hazard Identification, Claims Analysis, Return to Work which is not applicable here, and Employee Training. On a scale of 1 High Functioning and 4 Just Starting or Non-Existent, CHCS scored a 1 in our Safety Committee function, Accident Investigation, Hazard Identification. All the LMHAs that are in the Fund, the average was 3.25. In Claims Analysis some work needs to be done, score was a 2 which is considered Doing Some Good Things. The Fund Average was 3.5. Employee Training CHCS scored 2 so improvements need to be made there. The Fund Average was 2.75.

She stated Mr. Guevara and his team deserve a huge round of applause. CHCS just received our fiscal review from Health & Human Services, which includes all of the funds associated with the performance contract and there were no questioned costs, no disallowed costs, and CHCS had a clean billing from HHSC for our fiscal year.

Ms. Jamison mentioned that she and Mr. Guevara will be attending the session tomorrow at

City Council, who will be conducting a tabletop exercise. They are trying to anticipate all of the potential loss of revenue, both federal and state, and trying to identify areas that they need to work with partners to continue to provide services to the community.

- **Chief Medical Officer Report – Dr. Pastusek**

Ms. Jamison stated that Dr. Pastusek is in training today and was unable to attend the Board meeting. A new Medical Director has been hired for Adult Behavioral Health, Dr. Josh Atkinson who joined the Center two weeks ago. Two Psychiatric Mental Health Nurse Practitioners were hired; one for Crisis EOU and one for Justice Programs at Palo Alto.

- **Contracts executed by the President/CEO over \$50,000 and under \$100,000 for the months of June 2025 and July 2025 – Jelynn LeBlanc Jamison**

Ms. Jamison reported there is one contract that is over the limit. It is a Data Center; the service agreement is a 2-year renewal in the amount of \$76,560.

#### IV. CONSENT AGENDA

1. Review/Approve the Authority for the President/CEO to Negotiate & Execute a Contract with Dr. Eric Cardwell for the provision of Forensic Competency Assessment Services – *Adam Velez*
2. Review/Approve the Authority for the President/CEO to Negotiate & Execute a Contract with Dr. John Delatorre dba Resolution Forensic and Consultation Services, PLLC, for the provision of Forensic Competency Assessment Services – *Adam Velez*
3. Review/Approve the Authority for the President/CEO to Negotiate & Execute a Contract with Jami Netter for the provision of Youth Empowerment Services (YES) Waiver Services – *Adam Velez*
4. Review/Approve the authority for the President/CEO to Negotiate & Execute a Contract with Michele Galan for the provision of Youth Empowerment Services (YES) Waiver Services – *Adam Velez*
5. Review/Approve the Authority for the President/CEO to Negotiate & Execute a Contract with Jonette Lucio, LPC dba Stellar Counseling, PLLC for the provision of Youth Empowerment Services (YES) Waiver Services – *Adam Velez*
6. Review/Approve the Authority for the President/CEO to Negotiate & Execute a Contract with Crystal Trahan for the Provision of Mental Health First Aid Instructor Services – *Adam Velez*
7. Review/Approve the Authority for the President/CEO to Negotiate & Execute a Contract with Exydoc, LLC for the provision of Credentialing Enrollment Services – *Adam Velez*
8. Review Report from the Board Policy Committee regarding the Status of the Annual Board Policy Review – *James Chapman*
9. Review and Approve the Proposed Board and Committee Meeting Schedule for FY 2026 – *Jelynn LeBlanc Jamison*

Mr. Barrett asked for a motion to approve the items under Consent. Ms. Hromas so moved; Judge Spencer seconded. Motion carried.

#### V. INDIVIDUAL ITEMS FOR REPORT, DISCUSSION & APPROPRIATE ACTION

1. Review and Approve the Calendar Year 2025 Second Quarter Performance Report of the Centers 401(a) and 457(b) Accounts from Morgan Stanley – *Hunter Stanco*

Mr. Stanco reported that the second quarter's performance was robustly positive as the markets shook off the tariff-related dip in March and early April. The 401a and 457b plans increased 6.53% and 6.75% respectively, net of all fees and expenses. Through September 1<sup>st</sup>, the date this letter was written, the 401a plan has increased 9.16% and the 457b plan increased 9.47%, net of all fees and expenses. Performance has continued to be doing well up through today. For the 2<sup>nd</sup> quarter, each portfolio's absolute performance and relative performance to its benchmark on the Plans were as follows:

Numbers for the 401a Plan:

- Conservative: up 1.21%, outperformance of 0.09%
- Moderate Conservative: up 4.18%, underperformance of 0.03%
- Moderate: up 5.11%, underperformance of 0.13%
- Moderate Aggressive: up 7.14%, underperformance of 0.34%
- Aggressive: 8.04%, underperformance of 0.68%

Numbers are similar for the 457 Plan:

- Conservative: up 4.42%, outperformance of 0.50%
- Moderate Conservative: up 8.11%, underperformance of 0.26%
- Moderate: up 8.56%, underperformance of 0.64%
- Moderate Aggressive: up 10.34%, underperformance of 0.93%
- Aggressive: 12.38%, underperformance of 0.18%

As of the end of the quarter after changes were made, all portfolios save the aggressive which is all equity by design, and the conservative, which is all fixed income by design, were positioned neutrally with regard to their strategic equity targets. Briefly at the beginning of the year the funds had overweighted value stocks in anticipation of a tariff-related selloff, moving 10% of equity exposure out of growth and to value. After that occurred, the Committee voted to bring portfolios back to neutral growth/value positioning with 50% in each. It was a tough quarter for manager performance. He does not recommend any changes to allocations nor the managers at this time.

He reported the Feds have started to cut interest rates, but inflation rates are running higher than the Feds target. Another concern is employment; there are not as many jobs posted. Mr. Stanco added there is an AI bubble happening. Free cash for growth from the Magnificent Seven market leaders is now negative, and pressure to demonstrate returns on massive data center investments will intensify as the implementation speed of generative AI applications are tested.

Mr. Barrett asked for a motion to accept the CY 2025 2<sup>nd</sup> Quarter Performance Report of the Center's 401a and 457b accounts from Morgan Stanley. Mr. Smith so moved; Ms. Hromas seconded. Motion carried.

2. Review and Approve an Order Authorizing the Issuance of \$15,000,000 in Revenue Anticipation Notes from, Series 2025, from Frost Bank – *Robert Guevara*

Mr. Guevara reported that this is a renewal of the Center's line of credit from Frost Ban for \$15 million to service the mitigation strategy for cash flow impacts related to 1115 Waiver Direct Payment and Charity Care Programs, and any impacts to General Operations related to overdue accounts receivables. As a reminder, in FY 2025, CHCS had approximately \$6.9 million in aged



accounts receivable from Bexar County related to the General Fund and STRAC contracts, because the County had not paid STRAC. This line of credit is non-revolving and will mature at the end of August. The interest rate is set at Prime plus 1.25. The closing costs could be approximately \$34,500; \$15,000 for origination, \$10,000 for legal, and \$9,500 for Attorney General's fee. The closing costs must be paid whether or not the line of credit is used. Last year the line of credit was not used. He anticipates that potentially the line of credit will be used in November because of the State Performance Contract coming in late. It will be used only as needed and will be limited to a 12-month maturity. The Revenue Anticipation Notes, Series 2025, will mirror terms of the previous years' note and no material structure changes are anticipated. The \$15 million is equivalent to 2 months of operations. If approved, Center staff will continue to monitor cash flow to determine the utilization of the advancing non-revolving line of credit. Questions ensued.

Mr. Barrett asked for a motion to approve this item. Judge Spencer so moved; Ms. Cigarroa seconded. Motion carried.

3. Review and Approve the Authority for the President/CEO to Accept and Execute a Contract with the Texas Opioid Abatement Fund Council (OAFC), acting by and through the Texas Comptroller of Public Accounts (CPA) for the Community-based Opioid Recovery Effort (CORE) Grant in the amount of \$250,000 – *Robert Guevara*

Mr. Guevara began by stating that this is good news that \$250,000 will be added to the FY 2026 budget. This funding is part of what is called the Opioid Settlement dollars. Overall, there was \$25 million that hasn't been issued. It was issued to 20 regions, and the Center is in Region 6 which had the second largest allocation of settlement dollars. The Region 6 allocation is \$2,461,329 with the maximum grant application limit of \$250,000. The Center applied for that grant to provide Connections to Care Program which is aiding back Care navigation of individuals who are experiencing opioid issues and are connected to current services not only within the Center but within the community. The main purpose of this grant is to provide some outreach, education, and awareness of the resources that are available in our community. In addition to that it is going to add 9 additional opioid slots to CHCS OBOT, expanding the slots from 20 to 29. The OAFC funding will add \$250,000 and 1 FTE to the Board approved FY 26 budget and authorized headcount. The revised budget will not be \$160,520,402 and an authorized headcount of \$1117.72. If approved, this grant will continue until August 31, 2026. It is aimed at providing referrals and outreach to 200 individuals.

Mr. Barrett asked for a motion to approve this CORE Grant. Judge Marion so moved; Judge Spencer seconded. Motion carried.

4. Review/Approve the Center's Financial Statements for the period ending June 30, 2025, July 31, 2025, and August 31, 2025 – *Robert Guevara*

Mr. Guevara reported on the YTD Summary he prepared for the Board. The first Column September – May Gain/Loss shows as of May there was a loss of (\$2.1million); June had a loss of (\$1.3 million); July had a loss of (\$678,000); and August had a loss of (\$1.1 million). This brings the overall year to date loss of (\$5.2 million) for this fiscal year. This includes recognizing 100% of the Charity Care dollars. At the August Finance Committee meeting, he had presented that he estimated the Center would be at a (\$5 million) loss this fiscal year for a couple of things:

- a) The HR 133 dollars that were included in the budget that was about \$2 million was lost.
- b) There was a \$2 million shortfall in the Directed Payment Program.

That makes up the bulk of that loss. There are grants that CHCS was not able to bill for: for example, Towne Twin Village accounts for \$9.4 million of the grants that we weren't able to bill for and therefore cannot draw down that administrative indirect. He just wanted to provide a summary and then focus most of the presentation on the August Financials.

a) August 2025 Financials

- Overall loss for the year is (\$5.2 million) and August ends the fiscal year.
- Monthly personnel costs were (\$181,831) below July expenses. August had 2 less payroll days.
- DPP/Charity Care recognition YTD is \$19,681,375 – Approximately (\$10 million) below the budget YTD
- Fund Balance Composition – Cash \$11.5 million, A/R \$22.3 million

Notable Increases/Decreases from Balance Sheet

- Fund Balance is \$3.9 million
- Investments in Tex Pool. Decreased (\$7.4 million) in the current month
- Interest earned for the month was \$59,940
- With all funds recognized, sitting at a negative 3.7% profit margin
- Again, that includes the (\$10 million) CCP and days of operations are sitting for at least 3 days for the month of August

Cash Flow

- Beginning Balance \$20.4 million, In Flows \$6.4 million, Out Flows \$14.2 million, Ending Balance \$12.6 million.

Questions ensued

Mr. Barrett asked for a motion to approve the Center's Financial Statements. Mr. Smith so moved; Unanimously seconded. Motion carried.

**VI. EXECUTIVE SESSION (DISCUSSION ONLY: CLOSED TO THE PUBLIC) PURSUANT TO CHAPTER 551, TEXAS GOVERNMENT CODE: 551.071 (Consultation with General Counsel)**

Executive Session not held.

**VIII. REPORTS**

**1. TEXAS COUNCIL OF COMMUNITY MHMR CENTERS INC. BOARD – *Daniel T. Barrett***

Mr. Barrett reported that the Texas Council Board discussed new officers and a couple of retirements. He said Texas Council is a lobbying group for the state and has the ear of more legislatives. They are in a study, and the study is to raise money for lobbying efforts. They think our lobbying efforts should be increased by drawing more money to spend on those lobbying efforts. They want to create a PAC (Political Action Committee) and donate money to certain campaigns and criteria to be determined. He doesn't think they will be successful, nor are their lobbying efforts going to get additional funds. More to come.



**2. TEXAS COUNCIL RISK MANAGEMENT FUND BOARD (TCRMF) – Robert Guevara**

Mr. Guevara had nothing to report and stated the next TCRMF Board meeting is scheduled for November 14, 2025.

**3. TEJAS HEALTH MANAGEMENT BOARD – Robert Guevara**


Mr. Guevara had nothing to report and said the next TEJAS Board meeting is scheduled for October 25, 2025.

**IX. ADJOURNMENT**

Mr. Barrett asked for a motion to adjourn the meeting. Judge Spencer so moved; Judge Marion seconded. Mr. Barrett adjourned the meeting at 7:15 p.m.

Passed and approved this 10<sup>th</sup> day of December, 2025.

  
Daniel T. Barrett  
Board Chairman

  
Cynthia Hinton  
Executive Assistant