



August 27, 2026

The Board of Trustees of Community Healthcore (CHC) met on Thursday, August 27, 2026, at 107 Woodbine Place, Longview, TX 75601.

Call to Order

The Board Chair, Linda Hooks, called the meeting to order at 4:45 p.m. Zephaniah Timmins led the opening prayer.

Pledge of Allegiance

Rick Roberts led the group in the Pledge of Allegiance.

Citizen's Comments

There was one citizen comment thanking the Board of Trustees for their support of the Community Healthcore Foundation Board Chair following the death of a family member.

Roll Call

The meeting was conducted in person and via video conference with a quorum present. The following members were present:

Members Present

Shirley Baker	Kristal Clay	Kelly Crane	Linda Hooks
Jay Mitchell	Zephaniah Timmins	Sheriff Valdez	Sheriff Webb

Members Present via Videoconference

Sidney Burns	Jami Duran	Rick Lively	Nell Smith
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Staff Present

Steve Archer	Patti Brady	Joe Carrington	Chisty Cravey
Cindy Goodson	Rachel Harrington	Richard Marks	Shawn Ormes
Sue Rathbun	Rick Roberts	Tom Suess	Sandra Taylor
Inman White			

Staff Present via Videoconference

Lee Brown	Brenda Clark	Amie Whelan	Marilyn Wyman
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Security Present

Jerry Barry, from Greystar Security Services, was introduced to the Board as the new guard for Board meetings.

STAFF RECONGNITIONS

Patti Brady introduced the Story Changer for the Month for August 2026 to the Board:

Lauren Summerson, LMSW Intern – Supervisor: Kim Durham.

Patti Brady introduced a 20 Year Service Award Recipient to the Board:

Camisa Wolfe, Data Systems Coordinator – Supervisor: Sandra Taylor

TRAINING – MENTAL HEALTH AND LAW ENFORCEMENT

Sheriff Larry Webb presented Mental Health and Issues Facing Law Enforcement, Jails and Courts training to Board. Topics included:

- State Statues that deal with Mental Health: Health and Safety Code Chapters 571-612.
- Sec. 573.001. Apprehension By Peace Officer Without Warrant.
- Judge's or Magistrate's Order for Emergency Apprehension and Detention.
 - Sec. 573.011. Application for Emergency Detention.
 - Sec. 573.012. Issuance of Warrant.
- Person who commit crimes and exhibit signs of mental illness.
 - Chapter 46B. Incompetency to Stand Trial.
 - Chapter 46C. Insanity Defense.

Mental illness has turned Texas county jails into the state's largest psychiatric institutions. This causes severe problems, including overcrowded facilities, dangerous delays for court-ordered mental health treatments, rising in-custody deaths, and massive financial burdens for local taxpayers. The key challenges Texas jails face include:

Massive Overcrowding: In many large Texas facilities, such as the Harris County Jail, over 75% of inmates are identified as psychiatric cases. Jails are forced to use disciplinary units and solitary confinement cells for mental health housing simply because there is no other space.

Unconstitutional Waitlists: Individuals deemed "incompetent to stand trial" require professional psychiatric treatment to restore their mental competency before court proceedings. Waitlists for state hospital beds stretch for months. This prolonged jail confinement without medical help worsens inmate conditions, leading to severe physical and psychological decline, self-harm, and death. The average wait is 7 to 8 months or longer.

In-Custody Deaths: A lack of adequate care and proper oversight in local facilities has led to spikes in unnatural deaths, disproportionately affecting individuals with serious mental illness who cannot advocate for their medical needs.

Financial Strain: Texas counties spend upwards of \$450 million annually to house and manage individuals with mental health needs. Mentally ill inmates tend to stay in jail longer and have higher recidivism rates (the tendency to re-offend and return to jail).

Staffing and Safety Risks: Operating jails requires specific medical resources that correctional officers are not trained to provide. Symptoms such as psychosis or extreme distress often led to physical altercations, causing injuries to both inmates and understaffed jail personnel.

In response to the severity of these wait times, a federal judge ruled that holding mentally incompetent detainees in county jails beyond 21 days is an unconstitutional violation of their rights, ordering the state to overhaul its hospital transfer process. (CCP 46c.160).

State Hospitals and Forensic Beds: If a judge rules that a defendant is incompetent to stand trial:

- The judge issues an order for inpatient competency restoration.
- The court mails a copy of the commitment order to the state hospital system's forensic mailbox to add the person to the waitlist for admission to a state hospital.
- Patients who need to stay in a maximum-security unit because of the level of the charged offense will be admitted to Kerrville State Hospital, Rusk State Hospital, Vernon State Hospital, or Wichita Falls State Hospital.
- All other patients are admitted to one of the other seven state hospitals across Texas, as determined by the county of commitment.
- Patients are admitted in the order that their commitment is received.

MEETING MINUTES

Approve July 23, 2026, Board Meeting Minutes

On a motion made by Jay Mitchell and seconded by Shirley Baker, the Board approved the July 23, 2026, Board Meeting Minutes.

FY 2025 SINGLE AUDIT AND FY 2027 BUDGET

The Center has contracted with Melissa L. Lynch, CPA, PLLC to help prepare materials for the FY 2025 pre-audit and preliminary requirements for the 2026 Audit. She has several years of experience auditing community centers over the years and brings a wealth of knowledge of the complexities of the system and its services.

So that the auditors can complete their work, the audit and the budget will be presented at the September Board meeting. Her recommendations for the remaining work needed to move forward with the FY 2026 audit preparation:

1. Strengthen Accounting Team.
2. Modernize GL Structure.
3. Implement Monthly Reconciliation Discipline.
4. Improve Methodology for Fund Allocation.
5. Establish Clear Policies for Inter-Fund/Inter-Entity Transactions.
6. Review methodology and recording of user fees and indirect costs.

We will update the Board at each Board meeting on the implementation of these six recommendations.

Melissa Lynch has offered training for the Board of Trustees, Fiscal Staff and Program Managers during the upcoming year. Our objective is to have sufficient operational improvements to reduce the number of corrections needed, resulting in a timely audit going forward.

FINANCIALS

Approve June 2026 Final Unaudited Financials and Investments

On a motion by Jay Mitchell and seconded by Zephaniah Timmins the Board approved the June 2026 final unaudited financial statements.

We were down about \$337,000, due to a \$230,000 grant that we got for CORE Health in May, that we did not have in June.

We are also truing up Intellectual and Developmental Disabilities (IDD) general revenue, which was \$83,000. Some of the issues we had in 2025 are going to come into 2026 until we get staff trained.

One if the Texas Correctional Office on Offenders with Medical or Mental Impairments (TCOOMMI) invoices was down about \$90,000.

Expenses included the building maintenance had an increase of \$130,000 due to the Tuttle building which we will get back with the bond. Payroll was up \$130,000 with a staff increase of 22 positions.

Contract expense increased by about \$135,000 related to invoices that came in for Melissa and our grant writer for \$35,000. Our Fast Psych use was \$35,000. We had an ETBHN payment of about \$39,000. We also sent up some IG intergovernmental transfer that has some admin fees associated with for \$54,000.

BOARD OF TRUSTEES UPDATE

JUNE 2026 FINANCIAL SUMMARY

RESERVES - OTHER FUNDS

FUND	JUN BAL	MAY BAL	CHANGE
Building Maintenance	\$ 667,132	\$ 566,343	\$ 100,789
IT	\$ 1,321,228	\$ 1,294,921	\$ 26,307
1115 Waiver	\$ 3,043,916	\$ 3,370,918	(\$ 327,002)
Internal Service	\$ 1,155,990	\$ 1,293,714	(\$ 137,724)
TOTAL	\$ 6,188,266	\$ 6,525,896	(\$ 337,630)

DAYS OF OPERATIONS

	JUN BAL	MAY BAL	CHANGE
General Fund Reserves	87	82	5

NET INCOME COMPARISON

	JUN 2026	MAY 2026	CHANGE
Month	(\$ 647,816)	\$ 188,558	(\$ 836,374)
Year-to-Date	(\$ 567,663)	\$ 159,100	(\$ 726,763)

NET INCOME FROM OPERATIONS

	Month	Year-to-Date	
May 2026	(\$ 426,486)	\$ 30,879	

REPORTS

There were no reports presented.

RECOMMENDATIONS FOR CONSIDERATION

Approve Two-Year Term for Sheriff Larry Webb

On a motion made by Kelly Crane and seconded by Jay Mitchell, the recommendation was approved.

On August 29, 2020, the Board of Trustees appointed Sheriff Webb to a one-year term beginning September 1, 2019. The Board reappointed Sheriff Webb for two-year terms on August 27, 2020; August 25, 2022; and August 22, 2024. This appointment begins on September 1, 2026, and expires on August 31, 2028.

Sheriff Webb has agreed to continue his representation of counties with populations at or above the mean.

Award Request for Proposal #1007- 26 Grant Writer

On a motion made by Shirley Baker and seconded by Zephaniah Timmins, the recommendation was approved.

In response to the influx of Federal, State, and Local grant opportunities, the Center is seeking an experienced grant writer/group who can assist the Center in making applications and proposals to various funders. Applications are often complex and require a strong understanding of the subject matter.

The Center posted the RFP on the Center website, advertised it in the local newspaper, and sent notices to vendors we have worked with in the past. The Center received five proposals that were scored and vetted by an evaluation team. It is recommended that the Board of Trustees award Burrows Consulting.

Approve the Notice of Award to Become a Federally Qualified Health Center

On a motion made by Zephaniah Timmins and seconded by Shirley Baker, the recommendation was approved.

In September of 2023, Community Healthcore/CORE Health Systems (CHC/CHS) applied for a New Access Point to become a grant-funded FQHC. Funding for this initiative was paused at the Federal level on January 28, 2025, following an Office of Management and Budget (OMB) memo.

In May 2026, CHC/CHS was contacted by the Health Resources and Services Administration (HRSA) to ask if the grant that we submitted could still be implemented. Our response was, "Yes, the grant that was submitted could and would be implemented".

On August 13, 2026, CHC/CHS received a Notice of Award (NOA) from HRSA, which informed us that CHC/CHS was being transitioned from a Look-Alike to become a funded health center (H80). We were informed that all Form 5B sites are now part of the H80 "scope of project".

Approve Application and, if Approved, Accept the Episcopal Health Foundation Grant for Jefferson Clinic

On a motion made by Kelly Crane and seconded by Shirley Baker, the recommendation was approved.

The Episcopal Health Foundation (EHF) has been supportive of Community Healthcare and CORE Health Systems over the last decade. EHF has a strong interest in expanding primary care and behavioral health services to rural communities.

During EHF's last round of grant applications (Spring 2026), we were informed that our application would be paused and possibly used for the fall 2026 grant application period. We had just recently been awarded two other EHF grants (December 2025 and January 2026).

We have now been invited to apply for the fall 2026 grant cycle. EHF accepts grants on a "by invitation only" basis. This grant will be used to support the new Jefferson clinic.

Approve the Application to the Health Resources and Services Administration (HRSA) Grant Expanding Nutrition Services HRSA-27-099

On a motion made by Zephaniah Timmins and seconded by Shirley Baker, the recommendation was approved.

This grant provides supplemental funding to integrate and expand food-based interventions and clinical nutrition care within community health centers. Allowable activities include:

- Medical Nutrition Therapy (MNT) and nutrition counseling.
- Food prescription initiatives, producing prescription programs, and food pantry setups within clinics.

- Hands-on nutrition education, including cooking demonstrations and teaching kitchens.
- Staffing costs for Registered Dietitian Nutritionists (RDNs), care coordinators, and Community Health Workers.

This grant is only available to H80 Federally Qualified Health Centers (FQHCs).

Approve Audit Engagement Letter

On a motion made by Kelly Crane and seconded by Zephaniah Timmins, the recommendation was approved.

An external financial audit is required under the Texas Health and Safety Code, Section 534.068 and is to be made annually and on an organization-wide basis including all fund types and account groups that are the accounting responsibility of the Center.

The engagement letter is the contract between the Board and the audit firm for the performance of this audit. The cost of the FY 2026 audit is at least \$75,500.

The Engagement Letter also stipulates the possibility of additional costs as listed in the document; an additional 20% (\$15,100) contingency fee has been added to the recommendation.

Regulations prohibit engaging the same external audit firm for more than six consecutive years. This will be the fifth year for Scott, Singleton, Fincher & Company, PC.

Ratify FY 2026 and FY 2027 Funding Contracts

On a motion made by Shirley Baker and seconded by Zephaniah Timmins, the recommendation was approved.

The Health and Human Services Commission (HHSC) funds the activities of the Aging and Disability Resource Center (ADRC) from various Federal and State sources. There are two recent amendments to this contract resulting in a new not-to-exceed amount of \$232,303 for FY 2026. The ADRC assists individuals in locating a wide range of federal and state resources based on their eligibility.

HHSC Local Intellectual and Developmental Disability Authority (LIDDA) funds many activities, which include intake, eligibility determination, diagnosis of an intellectual disability, service planning, monitoring of the plan through Service Coordination, respite, and crisis intervention. Other activities include maintenance of waiting lists, enrollments into waiver programs, and supporting persons in Nursing Facilities with IDD.

HHSC Medicaid Provider Agreement for IDD Service Coordination and related services has been extended for five more years. This agreement allows the Center to be reimbursed through Medicaid for specific services provided by the LIDDA, such as Service Coordination. The contract itself does not provide a dollar amount; rather, it allows the Center to bill for specific IDD services provided as defined by Medicaid.

Approve FY 2026 and FY 2027 Expense Contracts Over \$45,000

On a motion made by Kristal Clay and seconded by Jay Mitchell, the recommendation was approved.

Melissa Lynch, CPA, PLLC has been engaged to assist the Center in preparing for this year's single-year audit. The Center is requesting to increase this contract to a not-to-exceed amount of \$150,000.

HLH Build and Design is our general contractor for the Tuttle Project. In July 2026 the Board approved an additional \$578,464.93 to keep the project moving. The single financial audit necessary to submit the bond has not been received nor approved by the Board of Trustees. To keep the project moving forward, it was recommended that the Board approve an additional \$1,000,000 in expenses. The new not-to-exceed amount for HLH Build and Design of \$2,154,464.93.

Greystar Security Services provides security to five of our locations and special events. One location, the Crisis Stabilization Unit, services are provided 24/7. The current contract is for \$400,000 and the Center recommends to raise it the not-to-exceed amount to \$430,000.

NextGen is our Electronic Health Record for CORE Health Systems. The Board approved \$195,000 at the September 2025 Board Meeting. It was recommended to increase the contract to \$215,000 to cover enhancements added during the fiscal year.

Northstar Solutions LLC is our janitorial service in Texarkana, Atlanta, and Clarksville. Our current vendor for Longview, Marshall, and Gilmer locations will not be providing services for the Center beginning September 1, 2026. The Center is recommending to add these facilities to Northstar Solutions LLC who was the second place vendor in our RFP scoring for the Longview region. This work will increase the contract for Northstar Solutions LLC to a new total of \$168,000.

Indeed is a service that assists the Center in recruiting employees. This contract will establish an \$80,000 not to exceed amount.

Ratify and Approve Agreements

On a motion made by Zephaniah Timmins and seconded by Jay Mitchell, the recommendation was approved.

Texana Center, a sister Community Mental Health and Intellectual Disability Center, requested a transfer of HHSC funds from Community Healthcore if the Center had unused Private Psychiatric Bed (PPB) funds. Due to the success of the Crisis Stabilization Unit, the Center did have PPB funds, which we would return to the State at the end of the year. After verifying the process with the State, Community Healthcore transferred \$200,000 to Texana Center. We anticipate this to be a one-time event.

The Region VII Educational Service Center Purchasing Cooperative exists to procure goods and services for all the School Districts in Region VII. This includes supplies and facility maintenance that a school may need. This Cooperative is open to governmental entities, like Community Healthcore, to participate for the annual cost of \$1,400. As a member, we can select goods or services from their approved vendor list, as Region VII has already completed the procurement process for each good or service selected. This agreement does require the Board to approve its participation in the program.

Approve Bond Recommendation

On a motion made by Kelly Crane and seconded by Zephaniah Timmins, the recommendation was approved.

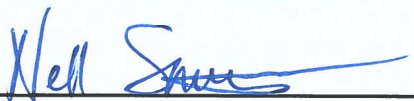
In April 2024 with Board approval, the Tuttle Property was purchased at a cost of \$3,667,302.33 which was below the appraised value and paid for with local funds in the Center's 1154 Waiver Fund. At the time, construction costs were estimated at \$2,000,000. The strategy was always to keep monthly bond fund payments within current lease costs to programs of \$19,718. Financing \$3,500,000 for 29 years will keep payments within that range.

Bond fund advantages include lower interest rates and rates that do not change for entire length of loan. Bond expense includes the last six (6) months of bond payments. Property Sales and 1115 Waiver will be used to fund remaining expenses at a cost not to exceed \$1,398,000. Any savings to the projected project cost will reduce funds currently proposed from the 1115 Waiver Fund.

UPCOMING EVENTS

A. The next meeting will be the September 2026 Meeting – Thursday, September 24, 2026.

B. Meeting adjourned at 6:45 P.M.


Nell Smith
Board Secretary/Treasurer


Cindy Goodson
Recording Secretary

Date approved by the Board of Trustees: September 24, 2026.