

Full Board Meeting
May 26, 2026
8:30 am

- I. DECLARATION OF QUORUM**
- II. PUBLIC COMMENTS**
- III. APPROVAL OF MINUTES**
 - A. Minutes of the Board of Trustees Meeting Held on Tuesday, April 28, 2026
(*EXHIBIT F-1*)
 - B. Minutes of the Board of Trustees Meeting Held on Wednesday, May 6, 2026
(*EXHIBIT F-2*)
- IV. CHIEF EXECUTIVE OFFICER'S REPORT**
- V. COMMITTEE REPORTS AND ACTIONS**
 - A. Governance Committee Report and/or Action
(*J. Lykes, Chair*)
 - B. Resource Committee Report and/or Action
(*G. Womack, Chair*)
 - C. Program Committee Report and/or Action
(*M. Miller, Jr., Chair*)
 - D. Quality Committee Report and/or Action
(*J. Lankford, Chair*)
- VI. CONSENT AGENDA**
 - A. FY'26 Year-to-Date Budget Report- April
(*EXHIBIT F-3*)
 - B. May 2026 New Contracts Over 250K
(*EXHIBIT F-4*)
 - C. May 2026 Contract Amendments Over 250K
(*EXHIBIT F-5*)
 - D. May 2026 Contract Renewals Over 250K
(*EXHIBIT F-6*)
 - E. May 2026 Interlocal Agreements
(*EXHIBIT F-7*)
 - F. All Contracts Policy
(*EXHIBIT F-8*)
 - G. Business Associate Policy
(*EXHIBIT F-9*)
 - H. Community Needs Assessment Policy
(*EXHIBIT F-10*)

- I. Compliance Program Policy
(EXHIBIT F-11)
- J. Consents and Authorizations Policy
(EXHIBIT F-12)
- K. Content of Patient-Individual Records Policy
(EXHIBIT F-13)
- L. Correcting Documentation and Coding Errors Policy
(EXHIBIT F-14)
- M. Credentialing Policy
(EXHIBIT F-15)
- N. Criminal History Clearances Policy
(EXHIBIT F-16)
- O. Emergency Codes-Alerts-and Reponse Policy
(EXHIBIT F-17)
- P. Employee Disciplinary Review Policy
(EXHIBIT F-18)
- Q. Licensure-Certification and Registration Policy
(EXHIBIT F-19)
- R. Lobbying Policy
(EXHIBIT F-20)
- S. Management of Legal Documents & Litigation
(EXHIBIT F-21)
- T. Meal Period and Break Policy
(EXHIBIT F-22)
- U. Medical Peer Review Policy
(EXHIBIT F-23)
- V. Nursing Peer Review-Incident Based or Safe Harbor Policy
(EXHIBIT F-24)
- W. Obligation to Identify Individuals or Entities Excluded from
Participation Policy
(EXHIBIT F-25)
- X. Out of State Employment Policy
(EXHIBIT F-26)
- Y. Overtime Compensation Policy
(EXHIBIT F-27)
- Z. Patient Conduct Policy
(EXHIBIT F-28)
- AA. Patient Individual Access to Medical Records Policy
(EXHIBIT F-29)
- AB. Pharmaceutical Representative Policy
(EXHIBIT F-30)

- AC. Plan of Care Policy
(EXHIBIT F-31)
- AD. Retention of Patient-Individual Records Policy
(EXHIBIT F-32)
- AE. Sanctions for Breach of Security and or Privacy Violations of Health Information Policy
(EXHIBIT F-33)
- AF. Security of Patient-Individual Identifying Information Policy
(EXHIBIT F-34)
- AG. Supervision of Peer Specialists Policy
(EXHIBIT F-35)
- AH. System Quality - Safety and Experience Committee Policy
(EXHIBIT F-36)
- AI. The Development and Maintenance of Center Policies
(EXHIBIT F-37)
- AJ. Time and Attendance Policy
(EXHIBIT F-38)
- AK. Transfers-Promotions-Demotions Policy
(EXHIBIT F-39)
- AL. Voting -Time Off Policy
(EXHIBIT F-40)
- AM. Work Force Reduction Policy
(EXHIBIT F-41)
- AN. Accident Reporting Policy
(EXHIBIT F-42)
- AO. Adding and Receiving Equipment Policy
(EXHIBIT F-43)
- AP. Check and Electronic Payment Signature Authorization
(EXHIBIT F-44)
- AQ. Continuing Employee Communication and Engagement Policy
(EXHIBIT F-45)
- AR. Crisis Stabilization Unit-Workplace Violence Prevention Plan
(EXHIBIT F-46)
- AS. Financial Assessment Policy
(EXHIBIT F-47)
- AT. Investment Policy
(EXHIBIT F-48)
- AU. Relief Service Employee Policy
(EXHIBIT F-49)
- AV. Risk Management Plan
(EXHIBIT F-50)

AW. Tenant Selection Plan

(EXHIBIT F-51)

AX. Artificial Intelligence Acceptable Use and Work Policy

(EXHIBIT F-52)

AY. Charitable Patient Assistance Programs -CPAP-Grant Funds Policy

(EXHIBIT F-53)

AZ. Director Appointment to 811 Board-R. Bryant

(EXHIBIT F-54)

BA. Director Appointment to 811 Board - C. Dade

(EXHIBIT F-55)

VII. CONSIDER AND RECOMMEND ACTION

A. May 2026 Board Ratification Amendments Over 250K

1. Ratification- Metropolitan Landscape Amendment

(EXHIBIT F-56 Ernest Savoy)

2. Ratification- Ultra Medical Cleaning Amendment

(EXHIBIT F-57 Ernest Savoy)

3. Ratification- Aramark Correctional Services Amendment

(EXHIBIT F-58 Ernest Savoy)

B. May 2026 Board Ratification Renewals Over 250K

1. Ratification- Metropolitan Landscape Renewal

(EXHIBIT F-59 Ernest Savoy)

2. Ratification- Ultra Medical Cleaning Renewal

(EXHIBIT F-60 Ernest Savoy)

3. Ratification- Aramark Correctional Services Renewal

(EXHIBIT F-61 Ernest Savoy)

C. May 2026 Board Ratification Interlocals

1. Ratification-City of Houston-BARC Animal Shelter & Adoptions

(BARC)

(EXHIBIT F-62 Ernest Savoy)

2. Ratification-Harris County Sheriff's Office (HCSO)-

Emancipation

(EXHIBIT F-63 Ernest Savoy)

3. Ratification-Harris County Sheriff's Office (HCSO)-Diversions

Center

(EXHIBIT F-64 Ernest Savoy)

4. Ratification-Texas Parks and Wildlife

(EXHIBIT F-65 Ernest Savoy)

5. Ratification-Texas and Wildlife Department-NE Clinic

(EXHIBIT F-66 Ernest Savoy)

D. Reallocation of Bond Proceeds

(Wayne Young)

VIII. REVIEW AND COMMENT

- A. SB30 Grants and Facilities Capital Projects
(*EXHIBIT F-67 Mustafa Cochinwala*)

IX. BOARD CHAIR'S REPORT

X. EXECUTIVE SESSION

• As authorized by §551.071 of the Texas Government Code, the Board of Trustees reserves the right to adjourn into Executive Session at anytime during the course of this meeting to seek legal advice from its attorney about any matters listed on the agenda.

• In accordance with §§551.071 and 551.074 of the Texas Government Code, consultation with attorney and deliberations about personnel matters related to the CEO search. James Lykes, Vice Chair of the Harris Center Board of Trustees

XI. RECONVENE INTO OPEN SESSION

XII. CONSIDER AND TAKE ACTION AS A RESULT OF THE EXECUTIVE SESSION

XIII. INFORMATION ONLY

- A. Public Health Approach to Mental Health Presentation
(*EXHIBIT F-68*)
- B. Board Meeting Update of UWHC meeting with CEO
(*EXHIBIT F-69*)

XIV. ADJOURN

Veronica Franco

Veronica Franco, Board Liaison
Robin Gearing, Ph.D., Chair, Board of Trustees
The Harris Center for Mental Health and IDD

EXHIBIT F-1

THE HARRIS CENTER *for*
Mental Health and IDD

MINUTES OF THE BOARD OF TRUSTEES MEETING

This is an official record of the Board of Trustees, The Harris Center for Mental Health and IDD, an Agency of the State, established by the Harris County Commissioners Court under provisions of Chapter 534 of the Health and Safety Code of the State of Texas.

PLACE OF MEETING: Conference Room 109
9401 Southwest Freeway
Houston, Texas 77074

TYPE OF MEETING: Regular

DATE: April 28, 2026

**TRUSTEES
IN ATTENDANCE:** Dr. Robin Gearing, PhD-Chair
Jim Lykes, Vice Chairperson
Dr. Max Miller, Jr-Vice Chairperson
Gerald Womack-Secretary
Dr. Jeremy Lankford
General Edwin “Buddy” Grantham-videoconference

TRUSTEES ABSENT: Dr. Katherine Bacon
Dr. Quianta Moore
Resha Thomas
Sheriff Ed Gonzalez

I. Declaration of Quorum

Dr. Robin Gearing, Chairperson, called the meeting to order at 8:31 a.m. noting that a quorum of the Board was in attendance.

II. Public Comments-

Kenya Coffman, Gabriel Babalola, Fazil Sayed, Alma Castillo, Brian Kelly, Chris Kelly and Nafissata Diop spoke during public comment regarding pay raises.

III. Approval of Minutes

MOTION BY: LANKFORD SECOND: LYKES

With unanimous affirmative votes

BE IT RESOLVED the Minutes of the Regular Board of Trustees meeting held on Tuesday, March 24, 2026 as presented under Exhibit F-1, are approved.

IV. Chief Executive Officer’s Report was provided by CEO Wayne Young

Mr. Young provided a Chief Executive Officer report to the Board.

V. Committee Reports and Action were presented by the respective chairs:

- A. Audit Committee Reports and/or Action-J. Lykes, Chair
- B. Resource Committee Reports and/or Action-G. Womack-Chair
- C. Program Committee Reports and/or Action-M. Miller, Jr. - Chair
- D. Quality Committee Reports and/or Action-J. Lankford-Chair

VI. CONSENT AGENDA

- A. FY'26 Year-To-Date Budget Report-March
- B. April 2026 New Contracts Over 250K
- C. April 2026 Interlocal Agreements

MOTION: WOMACK SECOND: LYKES

With unanimous affirmative votes

BE IT RESOLVED Consent Agenda item A-C , Exhibit F2-F4 as presented are approved.

VII. CONSIDER AND TAKE ACTION

- A. Interlocal Agreement with the City of Houston

Board of Trustees has requested to move the item into Executive Session.

- B. Reallocation of Bond Proceeds

Board of Trustees decided to table this agenda item to the May Full Board meeting.

VIII. Review and Comment

- A. **FY27 Budget Assumptions**-Stanley Adams presented the FY27 Budget Assumptions to the Board of Trustees.
- B. **Benefits Looking Ahead CY2027**-Kip Baughman presented the Benefits Looking Ahead CT2027 to the Board of Trustees.
- C. **SB30 Grants and Facilities Capital Projects**-This agenda item was tabled to the May Full Board meeting.

IX. Board Chair's Report-

Board Chair spoke about Mr. Young's planned departure from the agency.

IX. Executive Session- The Board entered into Executive Session at 10:11 am for the following reasons:

- As authorized by §551.071 of the Texas Government Code, the Board of Trustees reserves the right to adjourn into Executive Session at anytime during the course of this meeting to seek legal advice from its attorney about any matters listed on the agenda.
- In accordance with §§551.071 and 551.072 of the Texas Government Code, to consult with attorney and deliberate the purchase, exchange, lease or value of real property. Wayne Young, CEO and Ernest Savoy, Senior Assistant General Counsel-Contract Services & Real Estate

- As authorized by §551.071 of the Texas Government Code, consultation with attorney regarding legal issues connected to a contract for residential services. Kendra Thomas, General Counsel, Ernest Savoy, Senior Assistant General Counsel-Contracts & Real Estate and Wayne Young, CEO
- In accordance with §551.071 of the Texas Government Code, consultation with attorney related to contemplated litigation styled, Cause No. 2026-24103 Reveles, et. al. v. The Harris Center for Mental Health & IDD. Kendra Thomas, General Counsel
- In accordance with §551.071 of the Texas Government Code, consultation with attorney related to pending litigation styled, Cause No. 2024-85210 LaTresa Washington v. The Harris Center for Mental Health and IDD. Kendra Thomas, General Counsel
- In accordance with §§551.071 and 551.074 of the Texas Government Code, to deliberate the organizational structure and performance of certain personnel. Dr. Robin Gearing, Board Chair

X. Reconvene into Open Session-The Board reconvened into open session at 11:18 am.

XI. Consider and take action as a result of the executive session

- In accordance with §§551.071 and 551.072 of the Texas Government Code, to consult with attorney and deliberate the purchase, exchange, lease or value of real property. Wayne Young, CEO and Ernest Savoy, Senior Assistant General Counsel-Contract Services & Real Estate

MOTION: WOMACK

Mr. Womack moved that the resolution for the authorization to sell the 612 Branard Street property be approved and that the sale be in accordance with all applicable laws and procedures, and that we authorize the CEO Wayne Young to execute any documents in furtherance of this resolution.

SECOND: LYKES

Yes: 6

No: 0

Approved with unanimous affirmative votes.

- As authorized by §551.071 of the Texas Government Code, consultation with attorney regarding legal issues connected to a contract for residential services. Kendra Thomas, General Counsel, Ernest Savoy, Senior Assistant General Counsel-Contracts & Real Estate and Wayne Young, CEO

MOTION: LYKES

Mr. Lykes moved that we approve the interlocal agreement between the City of Houston and the Harris Center executed on 04/23/26 for the Emancipation Center.

SECOND: WOMACK

Approved with unanimous affirmative votes.

XII. ADJOURN
MOTION: MILLER, JR. SECOND: LYKES

Motion passed with unanimous affirmative votes.

The meeting was adjourned at 11:26 AM

Respectfully submitted,

Veronica Franco, Board Liaison
Dr. Robin Gearing, Chair, Board of Trustees
The HARRIS CENTER for Mental Health and IDD

DRAFT

EXHIBIT F-2

THE HARRIS CENTER *for*
Mental Health and IDD

MINUTES OF THE BOARD OF TRUSTEES MEETING

This is an official record of the Board of Trustees, The Harris Center for Mental Health and IDD, an Agency of the State, established by the Harris County Commissioners Court under provisions of Chapter 534 of the Health and Safety Code of the State of Texas.

PLACE OF MEETING: Conference Room 109
9401 Southwest Freeway
Houston, Texas 77074

TYPE OF MEETING: Regular

DATE: May 6, 2026

**TRUSTEES
IN ATTENDANCE:** Dr. Robin Gearing, PhD-Chair
Jim Lykes, Vice Chairperson
Gerald Womack-Secretary
Dr. Jeremy Lankford
Dr. Katherine Bacon
Resha Thomas-videoconference
General Edwin “Buddy” Grantham

TRUSTEES ABSENT: Dr. Max Miller, Jr-Vice Chairperson
Dr. Quianta Moore
Sheriff Ed Gonzalez

I. Declaration of Quorum

Dr. Robin Gearing, Chairperson, called the meeting to order at 9:00 a.m. noting that a quorum of the Board was in attendance.

II. Public Comments-

Alma Castillo and Cindy M. Zanutti Lazzari spoke during public comments regarding the CEO selection process.

III. Executive Session- The Board entered into Executive Session at 9:05 am for the following reasons:

- As authorized by §551.071 of the Texas Government Code, the Board of Trustees reserves the right to adjourn into Executive Session at anytime during the course of this meeting to seek legal advice from its attorney about any matters listed on the agenda.
- In accordance with §§551.071 and 551.074 of the Texas Government Code, consultation with attorney and deliberations about personnel matters related to a CEO search, including, but not limited to, consideration of the establishment of an Ad Hoc CEO Search Committee.

IV. Reconvene into Open Session-The Board reconvened into open session at 10:27 am.

V. Consider and take action as a result of the executive session

- In accordance with §§551.071 and 551.074 of the Texas Government Code, consultation with attorney and deliberations about personnel matters related to a CEO search, including, but not limited to, consideration of the establishment of an Ad Hoc CEO Search Committee.

MOTION: LANKFORD

I move that the Board of Trustees (“Board”) establish an Ad Hoc Chief Executive Officer Selection Committee (“Committee”) to manage the recruitment, evaluation, and recommendation of a Chief Executive Officer. I further move that the composition of the Committee shall consist of Dr. R. Gearing, Dr. M. Miller, Jr. and Dr. K. Bacon who shall be responsible for identifying the most qualified candidate(s) and recommending the top finalist to the Full Board of Trustees for final approval and appointment and who shall have the following authority, responsibilities, and duties:

Authority

Timeline: The Committee shall be authorized to establish a hiring timeline.

Decision-Making: The Committee shall conduct the vetting, interviews and due diligence, but the Committee does not have the authority to hire the Chief Executive Officer. The final selection and compensation approval rests solely with the Full Board of Trustees.

Responsibilities and Duties

Select Search Methodology: The Committee shall determine the search process, including the protocol for consideration of internal or external candidates. The Committee may recommend the engagement of a search firm or other advisors, subject to Board approval.

Establish CEO Profile: The Committee shall identify leadership competencies, experience, track record, and attributes for organizational alignment.

Voting: The Committee shall make a recommendation to the Board, which may be based on a simple majority of the Committee, but a consensus of the Committee is preferred.

Reporting: The Committee Chair shall provide a status report to the Board at each regularly scheduled or specially called board meeting.

SECOND: WOMACK

Yes: 7

No: 0

Approved with unanimous affirmative votes.

VI. ADJOURN
MOTION: WOMCAK SECOND: LYKES

Motion passed with unanimous affirmative votes.

The meeting was adjourned at 10:29 AM

Respectfully submitted,

Veronica Franco, Board Liaison
Dr. Robin Gearing, Chair, Board of Trustees
The HARRIS CENTER for Mental Health and IDD

DRAFT

EXHIBIT F-3

The Harris Center for Mental Health and IDD

**Results of Financial Operations and Comparison to Original Budget
April 30, 2026**

Fiscal Year 2026

The Harris Center for Mental Health and IDD

Resource Committee

Board of Trustees

The Harris Center for Mental Health and IDD (The Center)

The Report on Results of Financial Operations and Comparison to Original Budget (the Report) submitted herewith was prepared by The Center's Accounting Department.

Responsibility for the accuracy, completeness, and fairness of presentation of the presented data rests with The Center, the Chief Financial Officer and the Accounting department.

We believe the Report, as presented, is materially accurate and is presented in a manner designed to fairly set forth the financial position and results of operations of The Center.

The Center's accounting records for its general fund are maintained on a modified accrual basis of accounting. Under this method, revenues are recognized in the period when they become both measurable and available, and expenditures are recognized when the related fund liability is incurred, if measurable.

The Report submitted herewith was prepared on a budgetary basis which is not in accordance with generally accepted accounting principles nor with financial reporting principles set forth by the Governmental Accounting Standards Board (GASB). The Report has not been audited by an independent auditor.

Stanley Adams

Stanley Adams

Chief Financial Officer

The Harris Center for Mental Health and IDD
Combined - Results of Financial Operations and Comparison to Original Budget
April 30, 2026
Non-GAAP / Budgetary-Basis Reporting
Unaudited - Subject to Change

	For the Month Ended				Fiscal Year to Date				
	Original Budget	Actual	Variance \$	%	Original Budget	Actual	Variance \$	%	
Revenues									
State General Revenue	\$ 11,145,628	\$ 12,319,780	\$ 1,174,152	11%	\$ 89,165,024	\$ 89,611,489	\$ 446,465	1%	A
Harris County and Local	4,683,587	4,471,268	(212,319)	-5%	37,468,696	36,638,576	(830,120)	-2%	
Federal Contracts and Grants	4,466,048	5,141,117	675,069	15%	35,728,384	37,378,786	1,650,402	5%	B
State Contract and Grants	1,993,454	1,755,995	(237,459)	-12%	15,947,632	13,815,843	(2,131,789)	-13%	C
Third Party Billing	3,465,049	3,580,876	115,827	3%	27,720,392	25,977,142	(1,743,250)	-6%	
Charity Care Pool	3,590,350	3,983,389	393,039	11%	28,722,800	32,365,786	3,642,986	13%	D
Directed Payment Programs	450,000	437,942	(12,058)	-3%	3,600,000	3,835,091	235,091	7%	
Patient Assistance Program (PAP)	1,098,200	1,212,333	114,133	10%	8,785,600	10,251,140	1,465,540	17%	
Interest Income	277,083	309,869	32,786	12%	2,216,664	1,587,188	(629,476)	-28%	
Revenues, total	\$ 31,169,399	\$ 33,212,569	\$ 2,043,170	7%	\$ 249,355,192	\$ 251,461,041	\$ 2,105,849	1%	
Expenditures									
Salaries and Fringe Benefits	\$ 20,480,600	\$ 20,997,134	\$ (516,534)	-3%	\$ 163,844,800	\$ 165,413,704	\$ (1,568,904)	-1%	E
Contracts and Consultants	1,260,282	1,071,848	188,434	15%	10,082,256	6,937,922	3,144,334	31%	
Contracts and Consultants-HCPC	3,960,586	4,387,338	(426,752)	-11%	31,684,688	32,666,511	(981,823)	-3%	F
Supplies	354,213	486,427	(132,214)	-37%	2,833,704	3,467,286	(633,582)	-22%	
Drugs	2,310,715	2,588,237	(277,522)	-12%	18,485,720	20,198,803	(1,713,083)	-9%	
Purchases, Repairs and Maintenance of:									
Equipment	156,054	140,351	15,703	10%	1,248,432	1,102,777	145,655	12%	
Building	281,354	160,530	120,824	43%	2,250,832	1,748,694	502,138	22%	
Vehicle	90,602	105,649	(15,047)	-17%	724,816	601,042	123,774	17%	
Software	346,270	468,516	(122,246)	-35%	2,770,160	2,263,932	506,228	18%	G
Telephone and Utilities	318,602	374,138	(55,536)	-17%	2,548,816	2,476,576	72,240	3%	
Insurance, Legal and Audit	209,827	200,454	9,373	4%	1,678,616	1,635,402	43,214	3%	
Travel & Training	252,185	331,702	(79,517)	-32%	2,017,480	1,763,959	253,521	13%	
Dues & Subscriptions	630,342	477,106	153,236	24%	5,042,736	4,524,644	518,092	10%	
Other Expenditures	371,551	630,252	(258,701)	-70%	2,972,408	3,729,003	(756,595)	-25%	H
Expenditures, total	\$ 31,023,183	\$ 32,419,682	\$ (1,396,499)	-5%	\$ 248,185,464	\$ 248,530,255	\$ (344,791)	0%	
Excess (Deficiency) of Operating Revenues over Expenditures	\$ 146,216	\$ 792,887	\$ 646,671		\$ 1,169,728	\$ 2,930,786	\$ 1,761,058		
Capital Outlay & Debt Service Activities									
Debt Service	146,216	-	146,216		1,169,728	1,223,231	(53,503)		
Capital outlay	-	1,640,024	(1,640,024)		-	6,446,344	(6,446,344)		B
Other Financing Sources (Uses)									
Insurance proceeds	-	1,982	1,982		-	3,600	3,600		
Sale of Capital Assets	-	-	-		-	189,901	189,901		
Other Financing Sources	-	56,961	56,961		-	552,711	552,711		
Other Sources (Uses) of Funds, total	\$ (146,216)	\$ (1,581,081)	\$ (1,434,865)		\$ (1,169,728)	\$ (6,923,363)	\$ (5,753,635)		
Change in Fund Balance/Net Position	\$ -	\$ (788,194)	\$ (788,194)		\$ -	\$ (3,992,577)	\$ (3,992,577)		

The Harris Center for Mental Health and IDD
Notes to Statements Presented
Non-GAAP / Budgetary-Basis reporting
April 30, 2026

Results of Financial Operations and Comparison to Original Budget

A State General Revenue

Health and Human Services Commission recouped \$2.5M of funding related to services provided in FY24. The recouped funds were from various contracts with HHSC. A significant amount was received late in the award period and therefore underspent. A total of \$4M was previously recorded in Unearned Revenue, consequently, \$1.5M was recognized as State General Revenue in April.

B Federal Contract and Grants

The Agency was awarded \$4.7M grant from the Texas Parks and Wildlife Department for the construction of our Northeast Clinic. We recognized \$1.36M in grant revenue following a **Capital Outlay** payment to Flintco, LLC related to construction. We've expended and recognized \$4.6 in revenue fiscal year to date.

C State Contract and Grants

Slower than expected spending and vacancies continue for various programs. Smart Innovation (\$57K), Healthy Community (\$79K), and Local Harris SB292 (\$76K) were the most significant unfavorable variances in April.

D Charity Care Pool

We expected to receive \$5.7M more than originally planned for Public Health Provider Charity Care Program payments. This was subsequently reduced by \$106K. We've trued-up the balance in the current month and expect a favorable variance of \$455K each month for the remaining of the fiscal year.

E Salaries and Fringe Benefits

April included 22 working days, which is higher than average (21.75). Our budget for salaries and fringe benefits is straight-line throughout the year.

F Contracts and Consultants - HCPC

Unfavorable budget variance primarily driven by additional costs recognized in the current fiscal year at the new rates of the existing psychiatric beds effective September 1, 2025. State General Revenue recorded for psychiatric beds exceed related expenses by approximately \$500K fiscal year to date.

G Software (purchase, repair and maintenance)

Over \$200K in invoices for Kronos Payroll Software were paid in April but related to prior periods. Fiscal year to date, we are favorable by over \$500K.

H Other Expenditures

The Respite program was budgeted under Contracts and Consultants (\$207K), however, administration of this program is now internal, therefore actual expense is within Other Expenditures (\$182K). April also includes a \$38K recoupment to Health and Human Services Commission for Money Follows the Person services from calendar year 2025.

The Harris Center for Mental Health and IDD

Balance Sheet

April 30, 2026

Non-GAAP / Budgetary-Basis Reporting

Unaudited - Subject to Change

	March - 2026	April - 2026	Monthly Change
Assets			
Current Assets			
Cash and Cash Equivalents			
Cash and Petty Cash	\$ 72,902,370	\$ 18,193,228	\$ (54,709,142)
Cash Equivalents	47,107,560	82,990,171	35,882,611
Cash and Cash Equivalents, total	\$ 120,009,930	\$ 101,183,399	\$ (18,826,531) AA
Inventories, Deposits & Prepaids	7,306,487	11,278,507	3,972,020
Accounts Receivable:			
Patient A/R, Net of Allowance	2,007,086	1,747,157	(259,929)
A/R from Other Governments - Local	9,348,212	7,738,556	(1,609,656)
A/R from Other Governments - Federal	13,787,625	14,661,633	874,008
A/R from Other Governments - State	5,391,469	5,138,660	(252,809)
Other A/R	555,009	697,352	142,343
Current Assets, total	\$ 158,405,818	\$ 142,445,264	\$ (15,960,554)
Restricted Cash and Cash Equivalents	19,973,558	19,973,558	-
Capital Assets:			
Land	21,064,529	21,064,529	-
Building and Improvements	81,855,633	81,855,633	-
Right-to-use Assets (Leases & SBITA)	5,265,206	5,265,206	-
Furniture, Equipment and Vehicles	8,376,669	8,376,669	-
Construction in Progress	11,960,561	11,960,561	-
Accumulated Depreciation/Amortization	(41,918,607)	(41,918,607)	-
Capital Assets, net total	\$ 86,603,991	\$ 86,603,991	\$ -
Total Assets	\$ 264,983,367	\$ 249,022,813	\$ (15,960,554)
Liabilities & Fund Balance/Net Position			
Liabilities			
Accounts Payable	\$ 1,942,019	\$ 4,680,694	\$ 2,738,675
Accrued Liabilities	8,673,233	11,961,920	3,288,687
Unearned Revenues	73,498,525	52,095,099	(21,403,426) BB
Noncurrent Liabilities:			
Due within one year	27,192,175	27,238,688	46,513
Due in more than one year	16,084,629	16,241,820	157,191
Forgivable Long-Term Obligations	13,627,499	13,627,499	-
Liabilities, total	\$ 141,018,080	\$ 125,845,720	\$ (15,172,360)
Fund Balance/Net Position			
Net Investment in Capital Assets	66,378,211	66,378,211	-
Restricted for Capital Projects	19,973,558	19,973,558	-
Nonspendable	7,306,487	11,278,507	3,972,020
Assigned	23,619,360	23,619,360	-
Unassigned/Unrestricted	9,892,055	5,920,035	(3,972,020)
Change in Fund Balance/Net Position	(3,204,383)	(3,992,577)	(788,194)
Fund Balance/Net Position, Total	\$ 123,965,287	\$ 123,177,093	\$ (788,194)
Total Liabilities & Fund Balance/Net Position	\$ 264,983,367	\$ 249,022,813	\$ (15,960,554)

The Harris Center for Mental Health and IDD
Notes to Statements Presented
Non-GAAP / Budgetary-Basis reporting
April 30, 2026

Balance Sheet

AA Cash and Cash Equivalents

Significant uses of cash during April included \$1.36M for Capital Outlay to Flintco, LLC, and \$4.4M in delayed payments to HCPC upon contract execution.

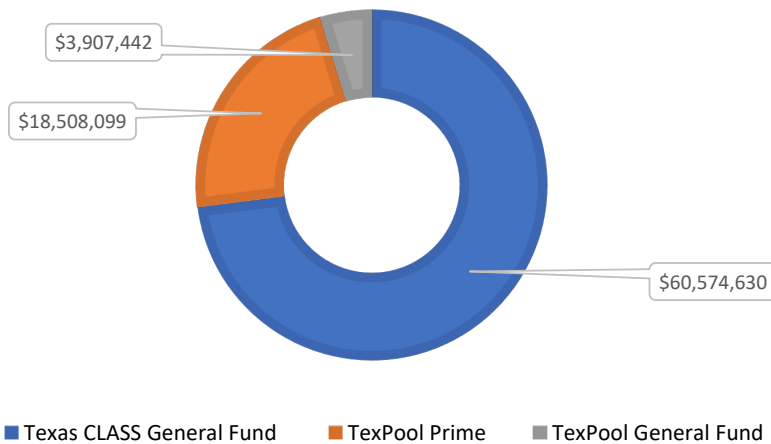
BB Unearned Revenues

In addition to the normal recognition of revenue, we reduced Unearned Revenue by \$4M related to FY24 State General Revenue. Following reconciliation with Health and Human Services Commission, \$2.5M was recouped and \$1.5M was recognized as Revenue.

**The Harris Center for Mental Health and IDD
Investment Portfolio
April 30, 2026**

Local Government Investment Pools (LGIPs)	Beginning Balance	Transfer In	Transfer Out	Interest Income	Ending Balance	Portfolio %	Monthly Yield
<i>Texas CLASS</i>							
Texas CLASS General Fund	21,965,110	\$ 49,800,000	\$ (11,400,000)	\$ 209,521	\$ 60,574,630	72.99%	3.77%
<i>TexPool</i>							
TexPool Prime	21,246,723	-	(2,800,000)	61,376	18,508,099	22.30%	3.80%
TexPool General Fund	3,895,727	-	-	11,715	3,907,442	4.71%	3.66%
<i>TexPool Sub-Total</i>	25,142,451	-	(2,800,000)	73,090	22,415,541	27.01%	3.77%
Total Investments	\$ 47,107,560	\$ 49,800,000	\$ (14,200,000)	282,611	\$ 82,990,171	100.00%	3.77%
	Additional Interest on Checking Accounts			27,258			
	Total Interest Earned during the current month			<u>309,869</u>			

Investment Portfolio Weight



3 Month Weighted Average Maturity (Days)	1.00
3 Month Weighted Average Yield	3.78%
3 Month Rolling Weighted Average Daily Treasury Bill Rate (4 week)	3.63%
Interest Rate - JPMorgan Hybrid Checking	2.25%
Earnings credit rate (ECR) - JPMorgan Hybrid Checking	2.15%

This Investment Portfolio Report of The Harris Center for Mental Health and IDD as of April 30, 2026, is in compliance with the provisions of the Public Funds Investment Act (PFIA), Chapter 2256 of the Texas Government Code and the Investment Strategy approved by the Board of Trustees.

Approved:

Roxanne Carr
Roxanne Carr
Controller

The Harris Center for Mental Health and IDD
Monthly Report of Financial Transactions Related to Payments of Liabilities for Employee Benefits
April 30, 2026

Vendor	Description	Monthly Not-To-Exceed ⁽¹⁾	Apr-26	Fiscal Year to Date Total
Lincoln Financial Group (LFG)	Retirement Funds (401a, 403b, 457)	\$3,650,000	\$2,140,904	\$17,523,528
BCBS/Cigna ⁽²⁾	Health and Dental Insurance	\$3,300,000	\$2,623,191	\$20,350,801
UNUM	Life Insurance	\$310,000	\$260,413	\$1,581,237

Notes:

⁽¹⁾ As established by the Board Resolution approved October 28, 2025: Harris Center Board of Trustees Signature Authorization and Delegation Authority for Certain Items effective September 1, 2025.

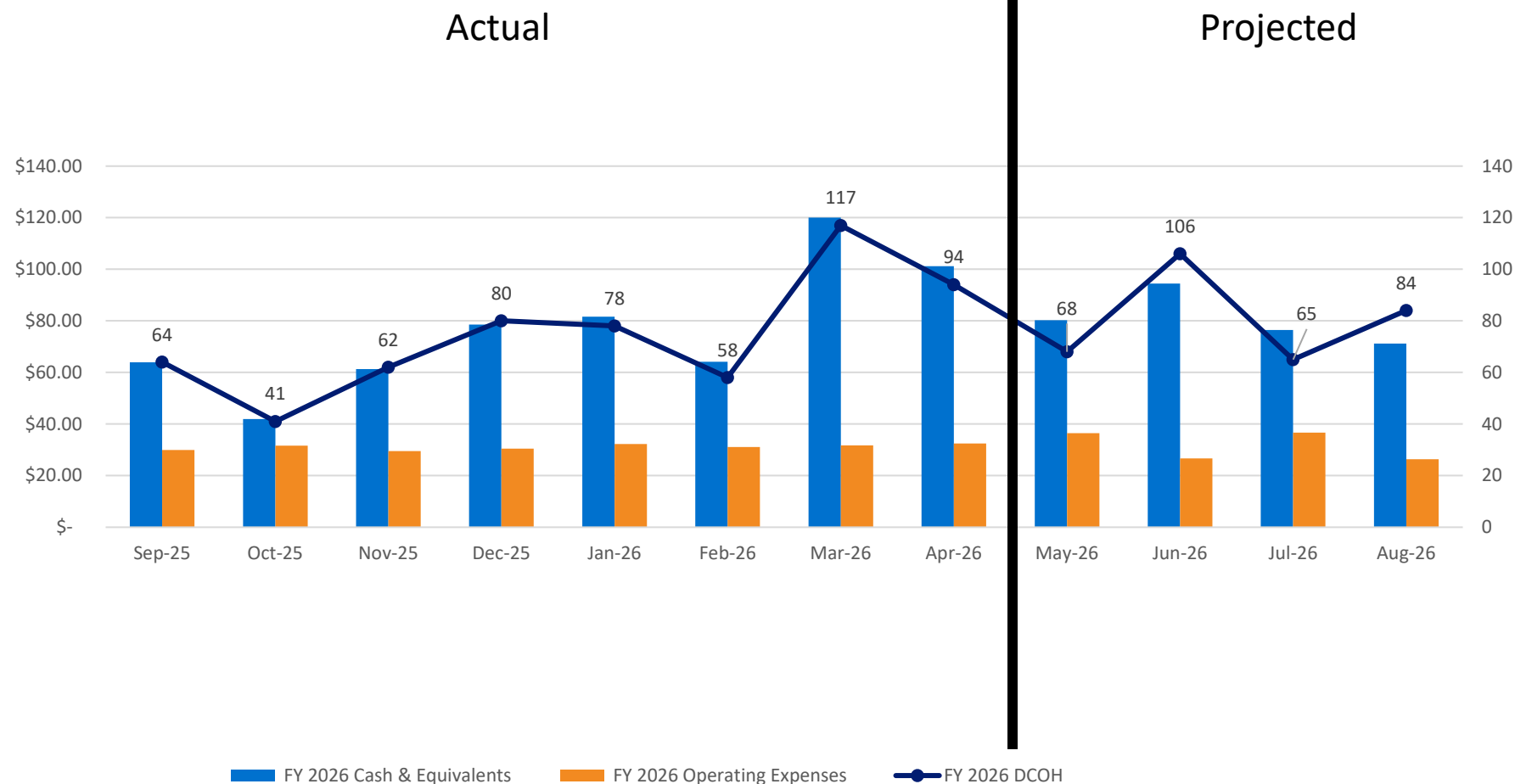
⁽²⁾ BCBS/Cigna - the invoices for FEB26 and MAR26 premiums were paid in March. The second payment was approved by the Board of Trustees.



Additional Analysis – April 2026

Days-Cash-On-Hand (DCOH)– as of 04/30/2026

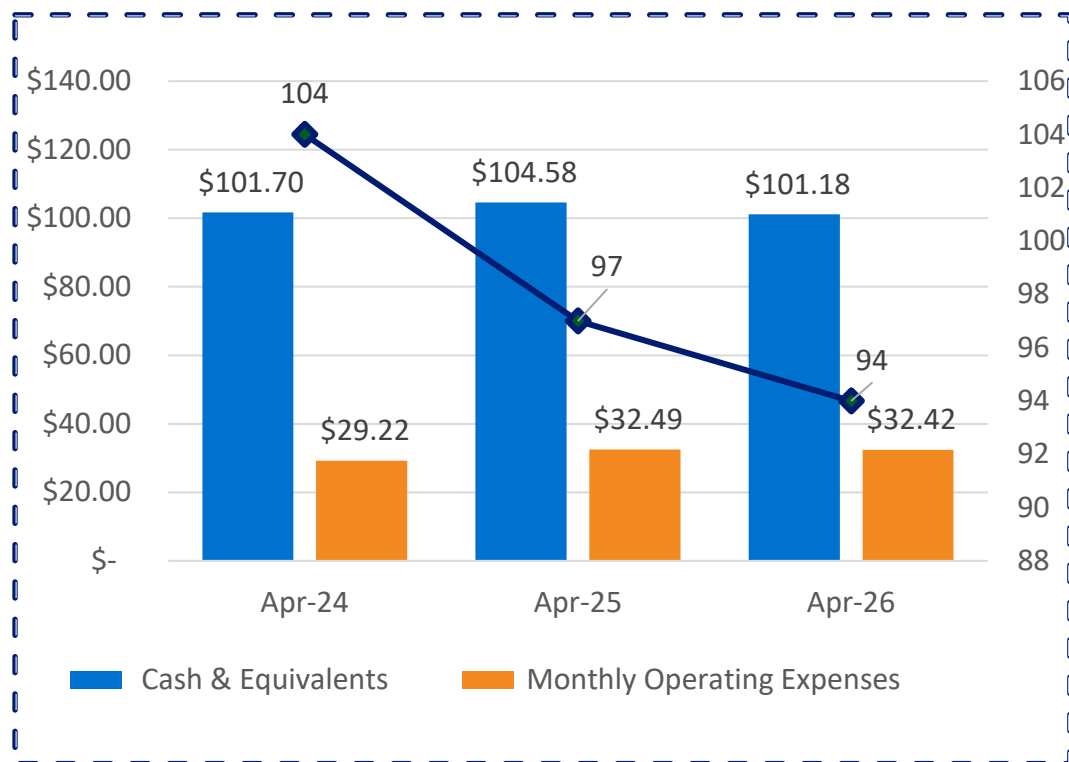
Month-over-month (“MoM”) (\$ amounts in millions)



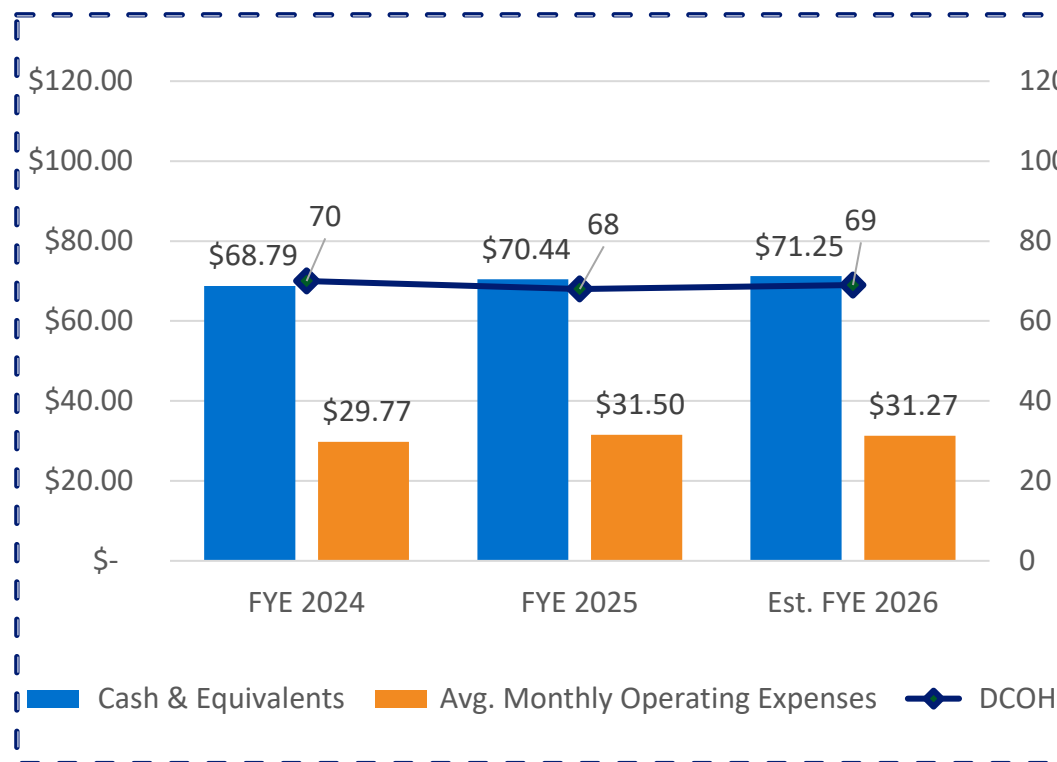
DCOH = Cash & Equivalents @ Month End divided by Daily Operating Expenses
 Months in FY 2026 after current Month are based on projections

Days-Cash-On-Hand (DCOH) Year-over-year ("YoY") (\$ amounts in millions)

For the Month Ending 4/30



For the Fiscal Year Ending 8/31



DCOH = Cash & Equivalents @ Month End divided by Daily Operating Expenses
Months in FY 2026 after current Month are based on projections

Capital Outlay – as of 04/30/2026

Project/Funding Source	Year-to-date Total
Facilities Capital Projects	421,680
Fund Balance	421,680
IT Capital Projects	48,925
Fund Balance	48,925
6168 Apartments	921,583
CHC Grant (9271)	671,419
COH Loan (9272)	250,165
Northeast Clinic Design and Construction	4,969,268
TPWD Grant (4781)	4,648,268
Bond Series 2024	321,000
NPC Renovation	20,357
Bond Series 2024	20,357
SW Foundation Repair	6,234
Bond Series 2024	6,234
Emergency Projects	44,209
Fund Balance	44,209
SB30	14,088
SB30 (1505)	11,430
SB30 (1503)	1,450
SB30 (1501)	1,208
Grand Total	6,446,344

Funding Source/Project	Year-to-date Total
Fund Balance	\$ 514,814
Facilities Capital Projects	\$ 421,680
IT Capital Projects	\$ 48,925
Emergency Projects	\$ 44,209
Bond Series 2024	\$ 347,590
Northeast Clinic Design and Construction	\$ 321,000
NPC Renovation	\$ 20,357
SW Foundation Repair	\$ 6,234
CHC Grant (9271)	\$ 671,419
6168 Apartments	\$ 671,419
COH Loan (9272)	\$ 250,165
6168 Apartments	\$ 250,165
TPWD Grant (4781)	\$ 4,648,268
Northeast Clinic Design and Construction	\$ 4,648,268
SB30 (1505)	\$ 11,430
SB30	\$ 11,430
SB30 (1503)	\$ 1,450
SB30	\$ 1,450
SB30 (1501)	\$ 1,208
SB30	\$ 1,208
Grand Total	\$ 6,446,344

EXHIBIT F-4

MAY 2026
NEW CONTRACTS
OVER 250k

Current Fiscal Year Contract Information

Select Header For This Contract*

Administration

Current Fiscal Year

2026

Contract ID#*

2024-0870

Contractor Name*

Innovation Network Technologies Corporation

Renewal Term Start Date

4/1/2026

Renewal Term End Date

3/31/2027

Term for Off-Cycle Only (For Reference Only)

Agenda Item Submitted For: (?)

- Information Only (Total NTE Amount is Less than \$250,000.00)
- Board Approval (Total NTE Amount is \$250,000.00 or more)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- Other

Procurement Method(s)

Check all that Apply

- | | |
|--|--|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input checked="" type="checkbox"/> Tag-On |
| <input type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input checked="" type="checkbox"/> Other DIR-CPO-5689 |

Contract Description / Type

- | | |
|--|---|
| <input type="checkbox"/> Personal/Professional Services | <input type="checkbox"/> Consultant |
| <input type="checkbox"/> Consumer Driven Contract | <input type="checkbox"/> New Contract/Agreement |
| <input type="checkbox"/> Memorandum of Understanding | <input type="checkbox"/> Amendment to Existing Contract |
| <input type="checkbox"/> Affiliation or Preceptor | <input type="checkbox"/> Service/Maintenance |
| <input type="checkbox"/> BAA/DUA | <input type="checkbox"/> IT/Software License Agreement |
| <input type="checkbox"/> Pooled Contract | <input type="checkbox"/> Lease |
| <input checked="" type="checkbox"/> Renewal of Existing Contract | <input type="checkbox"/> Other |

Vendor/Contractor a Historically Underutilized Business (HUB) (?)

- Yes
- No
- Unknown

Contract NTE* (?)

\$ 123,825.00

Rate(s)/Rate(s) Description

Unit(s) Served*

1130

G/L Code(s)*

574000

Current Fiscal Year Purchase Order Number*

CT144699

Contract Requestor*

Rick Hurst

Contract Owner*

Mustafa Cochinwala

File Upload (?)

Evaluation of Current Fiscal Year Performance

Have there been any significant performance deficiencies within the current fiscal year?*

Yes No

Were Services delivered as specified in the contract?*

Yes No

Did Contractor perform duties in a manner consistent with standards of the profession?*

Yes No

Did Contractor adhere to the contracted schedule?* (?)

Yes No

Were reports, billing and/or invoices submitted in a timely manner?* (?)

Yes No

Did Contractor provide adequate or proper supporting documentation of time spent rendering services for the Agency?* (?)

Yes No

Did Contractor render services consistent with Agency policy and procedures?* (?)

Yes No

Maintained legally required standards for certification, licensure, and/or training?* (?)

Yes No

Renewal Determination

Is the contract being renewed for next fiscal year with this Contractor?* (?)

Yes No

How does this contract support Agency/Unit Strategic priorities?*

REDACTED

Renewal Information for Next Fiscal Year



Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
1130	\$ 117,570.57	574000
Budget Manager* Campbell, Ricardo		Secondary Budget Manager* Campbell, Ricardo

Provide Rate and Rate Descriptions if applicable (?)

See attached

Project WBS (Work Breakdown Structure) (?)

N/A

Fiscal Year* (?)	Amount* (?)
2026	\$ 117,570.57

Next Fiscal Year Not to Exceed Amount for Master Pooled Contracts

Contract Funding Source*

General Revenue (GR)

Contract Content Changes



Are there any required changes to the contract language?* (?)

Yes No

Will the scope of the Services change?*

Yes No

Is the payment deadline different than net (45)?*

Yes No

Are there any changes in the Performance Targets?*

Yes No

Are there any changes to the Submission deadlines for notes or supporting documentation?*

Yes No

File Upload (?)

DIR-CPO-5689_InNet.pdf

217.63KB

Contract Owner



Contract Owner* (?)

Please Select Contract Owner

Mustafa Cochinwala

Budget Manager Approval(s)



Approved by

Ricardo Campbell

Contract Owner Approval



Approved by

Mustafa Cochinwala

Contracts Approval



Approved by

Belinda Stude

Approval Date

4/8/2026

EXHIBIT F-5

MAY 2026
AMENDMENTS OVER 250k

EXHIBIT F-6

MAY 2026
RENEWALS OVER 250k

Current Fiscal Year Contract Information

Current Fiscal Year

2026

Contract ID#*

6648

Contractor Name*

P-YES Waiver CLS/Paraprofessional

Service Provided* (?)

Master Pool for Community Living Supports & Paraprofessional Support Services (YES Waiver Program)

Renewal Term Start Date*

9/1/2026

Renewal Term End Date*

8/31/2027

Term for Off-Cycle Only (For Reference Only)

Agenda Item Submitted For: (?)

- Information Only (Total NTE Amount is Less than \$250,000.00)
- Board Approval (Total NTE Amount is \$250,000.00 or more)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- Other

Procurement Method(s)*

Check all that Apply

- | | |
|--|---|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input type="checkbox"/> Interlocal | <input checked="" type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other |

Contract Description / Type

- | | |
|--|---|
| <input type="checkbox"/> Personal/Professional Services | <input type="checkbox"/> Consultant |
| <input type="checkbox"/> Consumer Driven Contract | <input type="checkbox"/> New Contract/Agreement |
| <input type="checkbox"/> Memorandum of Understanding | <input type="checkbox"/> Amendment to Existing Contract |
| <input type="checkbox"/> Affiliation or Preceptor | <input type="checkbox"/> Service/Maintenance |
| <input type="checkbox"/> BAA/DUA | <input type="checkbox"/> IT/Software License Agreement |
| <input checked="" type="checkbox"/> Pooled Contract | <input type="checkbox"/> Lease |
| <input checked="" type="checkbox"/> Renewal of Existing Contract | <input type="checkbox"/> Other |

Vendor/Contractor a Historically Underutilized Business (HUB) (?)

- Yes
- No
- Unknown

Contract NTE* (?)

\$ 300,000.00

Rate(s)/Rate(s) Description

CLS services are provided at the following rate: \$17.50/15 minutes. Para services are provided at the following rate: \$5/15 minutes. Community living supports provide assistance to the family caregiver in the disability-related care of the YES Waiver participant, while facilitating the YES Waiver participant's independence and integration into the community. The training in skills related to activities of daily living, such as personal hygiene, household chores, and socialization may be included, if these skills are affected by the YES Waiver participant's SED. The paraprofessional services are essential to promote community inclusion in typical child/youth activities and exceed what would normally be available for children in the community. The paraprofessional is a behavioral aide supporting the YES Waiver participant to meet the behavioral goals outlined in their wraparound plan. The paraprofessional may model and coach appropriate behaviors.

Unit(s) Served*

4913

G/L Code(s)*

543064

Current Fiscal Year Purchase Order Number*

CT145127

Contract Requestor*

Stella Olise

Contract Owner*

Stella Olise

File Upload (?)

Evaluation of Current Fiscal Year Performance



Have there been any significant performance deficiencies within the current fiscal year?*

Yes No

Were Services delivered as specified in the contract?*

Yes No

Did Contractor perform duties in a manner consistent with standards of the profession?*

Yes No

Did Contractor adhere to the contracted schedule?*(?)

Yes No

Were reports, billing and/or invoices submitted in a timely manner?*(?)

Yes No

Did Contractor provide adequate or proper supporting documentation of time spent rendering services for the Agency? * (?)

Yes No

Did Contractor render services consistent with Agency policy and procedures? * (?)

Yes No

Maintained legally required standards for certification, licensure, and/or training? * (?)

Yes No

Renewal Determination

Is the contract being renewed for next fiscal year with this Contractor? * (?)

Yes No

How does this contract support Agency/Unit Strategic priorities? *

Per the requirements of the contract between HHSC and The Harris Center, the LMHA is required to develop and maintain an adequate provider network. This includes contracting qualified providers for the full YES Waiver service array, such as Specialized Therapies, Paraprofessional Services, Community Living Supports, and Family Supports.

Does the following apply to the contract?

Exception: Confidentiality of Cybersecurity Measures according to Texas Government Code Public Information §552.1391.

Yes No

* Note: This will only apply to IT contracts related to cybersecurity, all others can select NO

Renewal Information for Next Fiscal Year

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number *	Amount Charged to Unit *	Expense/GL Code No. *
4913	\$ 0.00	543064
Budget Manager *	Secondary Budget Manager *	
Shelby, Debbie	Smith, Janai	

Provide Rate and Rate Descriptions if applicable* (?)

CLS services are provided at the following rate: \$17.50/15 minutes.

Para services are provided at the following rate: \$5/15 minutes.

Community living supports provide assistance to the family caregiver in the disability-related care of the YES Waiver participant, while facilitating the YES Waiver participant's independence and integration into the community. The training in skills related to activities of daily living, such as personal hygiene, household chores, and socialization may be included, if these skills are affected by the YES Waiver participant's SED. The paraprofessional services are essential to promote community inclusion in typical child/youth activities and exceed what would normally be available for children in the community.

The paraprofessional is a behavioral aide supporting the YES Waiver participant to meet the behavioral goals outlined in their wraparound plan. The paraprofessional may model and coach appropriate behaviors.

Project WBS (Work Breakdown Structure)* (?)

N/A

Fiscal Year* (?)	Amount* (?)
2027	\$ 300,000.00

Next Fiscal Year Not to Exceed Amount for Master Pooled Contracts

Contract Funding Source*

State

Contract Content Changes

Are there any required changes to the contract language?* (?)

Yes No

Please Explain*

The YES Waiver Policy Manual was updated in December 2025.

Will the scope of the Services change?*

Yes No

Is the payment deadline different than net (45)?*

Yes No

Are there any changes in the Performance Targets?*

Yes No

Are there any changes to the Submission deadlines for notes or supporting documentation?*

Yes No

File Upload (?)

Youth Empowerment Services (YES Waiver) Policy Manual - December 2025.pdf

1.81MB

Contract Owner

Contract Owner* (?)

Please Select Contract Owner

Stella Olise

Budget Manager Approval(s)

Approved by

Debbie Chambers Shelby

Contract Owner Approval

Approved by

Stella Olise

Contracts Approval

Approve*

- Yes
- No, reject entire submission
- Return for correction

Approved by*

Belinda Stude

Approval Date*

5/7/2026

EXHIBIT F-7

MAY 2026
INTERLOCAL AGREEMENTS

	CONTRACTOR	PRODUCT/SERVICE DESCRIPTION	Action Type	CONTRACT PERIOD	FUNDING	COMMENTS
1	City of Houston Health Department	Mental Health First Aid Training Courses	New Contract	5/1/2026 - 8/31/2027	State Grant	New Agency's Community Training Department will provide Mental Health First Aid courses for its staff members.
2	City of Houston-Department of Health and Human Services	Property lease for the Fifth Ward Multi-Service Center located at 4014 Market Street, Houston, Texas	Renewal	6/1/2026 - 5/31/2027	State	Annual renewal of lease for Fifth Ward Multi-Service Center located at 4014 Market Street, Houston, Texas.
3	City of Houston-Department of Health and Human Services	Property Lease for the West End Multi-Service Center Located at 170 Heights Blvd., Houston, Texas	Renewal	6/2/2026 - 6/1/2027	State	Annual renewal of lease for West End Multi-Service Center Located at 170 Heights Blvd., Houston, Texas.
4	Department of Family and Protective Services	Treatment for Adults (TRA) requirement for Substance Use Recovery Services (SURS) Program	New Contract	4/20/2026 - 8/31/2026	General Revenue (GR)	New MOU as part of the Agency's TRA funding requirement for substance use recovery services program. DFPS will assist the Agency with SURS referrals for adult outpatient services.
5	Gulf Bend Center	Crisis Intervention Helpline Services	Renewal	9/1/2026 - 8/31/2027	State Grant	Annual renewal of agreement to provide Crisis Intervention Helpline Services. [FY27 Revenue NTE: \$72,000.00].
6	Harris County Department of Education	Agency Wide Records Management Services	Renewal	9/1/2026 - 8/31/2027	State	Annual renewal of agreement for Agency Wide Records Management Services.
7	Harris County Detention Facilities and Administrative Office of the District Courts	Provides Court-Ordered Competency and Sanity Assessments & Evaluations for inmates in Harris County Jail	Renewal	10/1/2026 - 9/30/2027	County	Annual renewal of interlocal agreement to provide Court-Ordered Competency and Sanity Assessments & Evaluations for inmates in Harris County Jail. [FY27 Revenue NTE: \$2,700,000.00].
8	Harris County Hospital District d/b/a Harris Health System	Facility Use Interlocal Agreement for Space at the 419 Emancipation Ave. Houston, TX 77003.	New Contract	5/1/2026 - 5/1/2029	General Revenue (GR)	New Interlocal Facility Use Agreement to share space with Harris Health System at the new 419 Emancipation Ave. Houston, TX 77003 location.
9	Harris County Hospital District d/b/a Harris Health System	Security, Janitorial and Nutrition Services at the NeuroPsychiatric Center (NPC).	Renewal	9/1/2026 - 8/31/2027	General Revenue (GR)	Annual renewal of agreement for Security, Janitorial and Nutrition Services at the NeuroPsychiatric Center (NPC). [FY27 NTE: \$1,032,638.92].
10	Harris County Juvenile Probation Department	Psychiatric and Medication Management Services	Renewal	9/1/2026 - 8/31/2027	County	Annual renewal of interlocal agreement to provide Psychiatric and Medication Management Services for youth in the Harris County Juvenile system. [FY27 Revenue NTE: \$616,250.00].
11	Harris County Office of County Administration	Community Mental Health Grant (CMHG) that covers the Joint Processing Center (JPC) and Outpatient Restoration (OCR) Programs.	Renewal	9/1/2026 - 9/1/2026	County	Annual renewal of Agreement for CMHG that covers the JPC and OCR Programs. [FY27 Revenue NTE: \$2,115,000.00].
12	Harris County Public Health	Mental Health Crisis Stabilization and Residential Inpatient Bed Services	Renewal	5/7/2026 - 5/6/2027	County	Annual renewal of interlocal agreement for Mental Health Crisis Stabilization and Residential Inpatient Bed Service. [FY26/27 Revenue NTE: \$217,928.00].
13	Harris County Sheriff Office	Community Assistance Referral Program ("CARP")	Amendment	1/1/2026 - 9/30/2026	County	New replacement agreement to provide CARP services for Harris County Joint Processing Center. Per the County all funds must be expensed by the end of September 2026. Contract will not be renewed. [FY26 Revenue NTE: \$30,000.00].
14	Harris County Sheriff's Office	CORE Program for Additional iPads for Goose Creek CISD.	Amendment	9/1/2025 - 8/31/2026	County	Amendment for the CORE Program for an additional 31 iPads (1 per school) for Goose Creek CISD. [FY26 Revenue NTE: \$856,600.00]

Contract Section

Select Header For This Contract*

Interlocal

Contractor*

City of Houston Health Department

Contract ID #*

N/A

Presented To*

- Resource Committee
- Full Board

Date Presented*

5/19/2026

Parties* (?)

The Houston Health Department and The Community Training Department

Agenda Item Submitted For:* (?)

- Information Only (Total NTE Amount is Less than \$250,000.00)
- Board Approval (Total NTE Amount is \$250,000.00 or more)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- Other

Procurement Method(s)*

Check all that Apply

- | | |
|---|---|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input checked="" type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input checked="" type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other <input type="text"/> |

Does this contract contain an element of Information Technology (Hardware, Software, or Professional Services)?*

- Yes No

Funding Information*

- New Contract Amendment

Contract Term Start Date* (?)

5/1/2026

Contract Term End Date* (?)

8/31/2027

If contract is off-cycle, specify the contract term (?)

June thru August 2026

Fiscal Year* (?)

2026

Amount* (?)

\$ 0.00

Funding Source*

State Grant

Contract Description / Type* (?)

- Personal/Professional Services
- Consumer Driven Contract
- Memorandum of Understanding
- Affiliation or Preceptor
- BAA/DUA
- Pooled Contract
- Renewal of Existing Contract
- Consultant
- New Contract/Agreement
- Amendment to Existing Contract
- Service/Maintenance
- IT/Software License Agreement
- Lease
- Other

Contract Owner*

Jennifer Battle

Previous History of Contracting with Vendor/Contractor*

Yes No Unknown

Please add previous contract dates and what services were provided*

HHD has a contract with MCOT for referrals

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)

Yes No Unknown

Community Partnership* (?)

Yes No Unknown

Supporting Documentation Upload (?)

How does this contract support Agency/Unit Strategic priorities?*

Mental Health First Aid is a class offered to our community to help support those struggling with a mental health challenge. Providing public health courses to our community members is aligned with our strategic plan.

Vendor/Contractor Contact Person



Name*

Workforce and Organizational Development

Address*

Street Address

8000 North Stadium Drive

Address Line 2

City

Houston

Postal / Zip Code

77054-1823

State / Province / Region

TX

Country

US

Phone Number*

832-386-0240

Email*

HHDContracts@houston.tx.gov

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
7003	\$ 0.00	549003
Budget Manager Ilejay, Kevin		Secondary Budget Manager Campbell, Ricardo

Provide Rate and Rate Descriptions if applicable* (?)

N/A no cost to HHD

Project WBS (Work Breakdown Structure)* (?)

N/A

Requester Name

Prasad, Carroll

Submission Date

4/24/2026

Budget Manager Approval(s)

Approved by

Kevin Ilejay

Approval Date

4/24/2026

IT Director Approval

Approved by

Anthony Jones

Approval Date

4/28/2026

IT Approval Comments

Approved - AJones

Procurement Approval

File Upload (?)

Approved by

Sign

Approval Date

Contract Owner Approval

Approved by

Jennifer Battle

Approval Date

4/30/2026

Contracts Approval



Approved by

Belinda Stude

Approval Date

5/1/2026

Contract Section

Contractor*

Department of Family and Protective Services

Contract ID #*

NA

Presented To*

- Resource Committee
- Full Board

Date Presented*

5/19/2026

Parties* (?)

Department of Family and Protective Services
Substance Use Recovery Services - The Harris Center for Mental Health and IDD

Agenda Item Submitted For:* (?)

- Information Only (Total NTE Amount is Less than \$250,000.00)
- Board Approval (Total NTE Amount is \$250,000.00 or more)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- Other MOU

Procurement Method(s)*

Check all that Apply

- | | |
|---|--|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input checked="" type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input checked="" type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other |

Does this contract contain an element of Information Technology (Hardware, Software, or Professional Services)?*

- Yes No

Funding Information*

- New Contract Amendment

Contract Term Start Date* (?)

4/20/2026

Contract Term End Date* (?)

8/31/2026

If contract is off-cycle, specify the contract term (?)

Fiscal Year* (?)

2026

Amount* (?)

\$ 0.00

Funding Source*

General Revenue (GR)

Contract Description / Type* (?)

- Personal/Professional Services
- Consumer Driven Contract
- Memorandum of Understanding
- Affiliation or Preceptor
- BAA/DUA
- Pooled Contract
- Renewal of Existing Contract
- Consultant
- New Contract/Agreement
- Amendment to Existing Contract
- Service/Maintenance
- IT/Software License Agreement
- Lease
- Other

Justification/Purpose of Contract/Description of Services Being Provided* (?)

MOU with DFPS as part of our TRA (treatment for adults) funding requirement for SURS (substance use recovery services) programming. DFPS will assist with SURS referrals for adult outpatient services.

Contract Owner*

Lance Britt

Previous History of Contracting with Vendor/Contractor*

Yes No Unknown

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)

Yes No Unknown

Community Partnership* (?)

Yes No Unknown

Supporting Documentation Upload (?)

MOU-ARP-DFPS Interlocal.docx

78.95KB

Vendor/Contractor Contact Person



Name*

Leshia Fisher

Address*

Street Address

Texas Health and Human Services

Address Line 2

City

Austin

Postal / Zip Code

78751-2316

State / Province / Region

TX

Country

US

Phone Number*

936-525-2170

Email*

Leshia.Fisher@dfps.texas.gov

Budget Section



Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
2802	\$ 0.00	NA
Budget Manager Smith, Janai		Secondary Budget Manager Shelby, Debbie

Provide Rate and Rate Descriptions if applicable* (?)

NA

Project WBS (Work Breakdown Structure)* (?)

NA

Requester Name

Boswell, Jennifer

Submission Date

4/13/2026

Budget Manager Approval(s)



Approved by

Janai Lynnette Smith

Approval Date

4/15/2026

Procurement Approval



File Upload (?)

Approved by

Sign

Approval Date

Contract Owner Approval



Approved by

Britt, Lance

Approval Date

4/16/2026

Contracts Approval

Approve*

- Yes
- No, reject entire submission
- Return for correction

Approved by*

Belinda Stude

Approval Date*

4/16/2026

Current Fiscal Year Contract Information

Current Fiscal Year

2026

Contract ID#*

2023-0737

Contractor Name*

Harris County Detention Facilities and Administrative Office of the District Courts

Service Provided* (?)

Provides Court-Ordered Competency and Sanity Assessments & Evaluations for inmates in Harris County Jail

Renewal Term Start Date*

10/1/2026

Renewal Term End Date*

9/30/2027

Term for Off-Cycle Only (For Reference Only)

Agenda Item Submitted For: (?)

- Information Only (Total NTE Amount is Less than \$250,000.00)
- Board Approval (Total NTE Amount is \$250,000.00 or more)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- Other

Procurement Method(s)*

Check all that Apply

- Competitive Bid
- Request for Proposal
- Request for Application
- Request for Quote
- Interlocal
- Not Applicable (If there are no funds required)
- Competitive Proposal
- Sole Source
- Request for Qualification
- Tag-On
- Consumer Driven
- Other

Contract Description / Type

- Personal/Professional Services
- Consumer Driven Contract
- Memorandum of Understanding
- Affiliation or Preceptor
- BAA/DUA
- Pooled Contract
- Renewal of Existing Contract
- Consultant
- New Contract/Agreement
- Amendment to Existing Contract
- Service/Maintenance
- IT/Software License Agreement
- Lease
- Other

Vendor/Contractor a Historically Underutilized Business (HUB) (?)

- Yes
- No
- Unknown

Contract NTE* (?)

\$ 2,700,000.00

Rate(s)/Rate(s) Description

N/A

Unit(s) Served*

N/A

G/L Code(s)*

N/A

Current Fiscal Year Purchase Order Number*

N/A

Contract Requestor*

Sheenia Williams-Wesley

Contract Owner*

Sean McElroy

File Upload (?)

Renewal Determination

Is the contract being renewed for next fiscal year with this Contractor?* (?)

Yes No

How does this contract support Agency/Unit Strategic priorities?*

Promotes Integration of behavioral and primary health

Does the following apply to the contract?

Exception: Confidentiality of Cybersecurity Measures according to Texas Government Code Public Information §552.1391.

Yes No

* Note: This will only apply to IT contracts related to cybersecurity, all others can select NO

Renewal Information for Next Fiscal Year

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
6205	\$ 2,700,000.00	540000

Budget Manager*

Williams-Wesley, Sheenia

Secondary Budget Manager*

Reyes, Elizabeth

Provide Rate and Rate Descriptions if applicable* (?)

n/a

Project WBS (Work Breakdown Structure)* (?)

n/a

Fiscal Year* (?)

2027

Amount* (?)

\$ 2,700,000.00

Next Fiscal Year Not to Exceed Amount for Master Pooled Contracts

Contract Funding Source*

County

Contract Content Changes

Are there any required changes to the contract language?* (?)

Yes No

Will the scope of the Services change?*

Yes No

Is the payment deadline different than net (45)?*

Yes No

Are there any changes in the Performance Targets?*

Yes No

Are there any changes to the Submission deadlines for notes or supporting documentation?*

Yes No

File Upload (?)

Contract Owner

Contract Owner* (?)

Please Select Contract Owner

Sean McElroy

Budget Manager Approval(s)

Approved by

Sheronia Williams Wesley

Contract Owner Approval

Approved by

Sean McElroy

Contracts Approval

Approve*

- Yes
- No, reject entire submission
- Return for correction

Approved by*

Belinda Stude

Approval Date*

4/22/2026

Current Fiscal Year Contract Information



Current Fiscal Year

2026

Contract ID# *

2025-1064

Contractor Name *

Harris County Juvenile Probation Department

Service Provided* (?)

Psychiatric and Medication Management Services

Renewal Term Start Date *

9/1/2026

Renewal Term End Date *

8/31/2027

Term for Off-Cycle Only (For Reference Only)

Agenda Item Submitted For: (?)

- Information Only (Total NTE Amount is Less than \$250,000.00)
- Board Approval (Total NTE Amount is \$250,000.00 or more)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- Other

Procurement Method(s) *

Check all that Apply

- | | |
|--|--|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input checked="" type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other |

Contract Description / Type

- | | |
|--|---|
| <input type="checkbox"/> Personal/Professional Services | <input type="checkbox"/> Consultant |
| <input type="checkbox"/> Consumer Driven Contract | <input type="checkbox"/> New Contract/Agreement |
| <input type="checkbox"/> Memorandum of Understanding | <input type="checkbox"/> Amendment to Existing Contract |
| <input type="checkbox"/> Affiliation or Preceptor | <input type="checkbox"/> Service/Maintenance |
| <input type="checkbox"/> BAA/DUA | <input type="checkbox"/> IT/Software License Agreement |
| <input type="checkbox"/> Pooled Contract | <input type="checkbox"/> Lease |
| <input checked="" type="checkbox"/> Renewal of Existing Contract | <input type="checkbox"/> Other |

Vendor/Contractor a Historically Underutilized Business (HUB) (?)

- Yes
- No
- Unknown

Contract NTE* (?)

\$ 612,250.00

Rate(s)/Rate(s) Description

Varies

Unit(s) Served*

N/A

G/L Code(s)*

N/A

Current Fiscal Year Purchase Order Number*

N/A

Contract Requestor*

Sheenia Williams-Wesley

Contract Owner*

Sean McElroy

File Upload (?)

Renewal Determination

Is the contract being renewed for next fiscal year with this Contractor?* (?)

Yes No

How does this contract support Agency/Unit Strategic priorities?*

Expand program availability and services by providing crisis intervention, individual and family counseling for at-risk youth.

Does the following apply to the contract?

Exception: Confidentiality of Cybersecurity Measures according to Texas Government Code Public Information §552.1391.

Yes No

* Note: This will only apply to IT contracts related to cybersecurity, all others can select NO

Renewal Information for Next Fiscal Year

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
6901	\$ 408,250.00	540000

Budget Manager*	Secondary Budget Manager*
Williams-Wesley, Sheenia	Reyes, Elizabeth

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
6901	\$ 208,000.00	540503

Budget Manager*	Secondary Budget Manager*
Williams-Wesley, Sheenia	Reyes, Elizabeth

Provide Rate and Rate Descriptions if applicable* (?)

n/a

Project WBS (Work Breakdown Structure)* (?)

n/a

Fiscal Year* (?)

2027

Amount* (?)

\$ 616,250.00

Next Fiscal Year Not to Exceed Amount for Master Pooled Contracts

Contract Funding Source*

County

Contract Content Changes

Are there any required changes to the contract language?* (?)

Yes No

Will the scope of the Services change?*

Yes No

Is the payment deadline different than net (45)?*

Yes No

Are there any changes in the Performance Targets?*

Yes No

Are there any changes to the Submission deadlines for notes or supporting documentation?*

Yes No

File Upload (?)

Contract Owner

Contract Owner* (?)

Please Select Contract Owner

Sean McElroy

Budget Manager Approval(s)

Approved by

Shenica Williams-Wesley

Contract Owner Approval

Approved by

Sean Medroy

Contracts Approval

Approve*

- Yes
- No, reject entire submission
- Return for correction

Approved by*

Belinda Stude

Approval Date*

5/7/2026

Current Fiscal Year Contract Information

Current Fiscal Year

2026

Contract ID#*

2025-1006

Contractor Name*

Harris County Office of County Administration

Service Provided* (?)

Community Mental Health Grant (CMHG) that covers the Joint Processing Center (JPC) and Outpatient Restoration (OCR) Programs.

Renewal Term Start Date*

9/1/2026

Renewal Term End Date*

9/1/2026

Term for Off-Cycle Only (For Reference Only)

Agenda Item Submitted For: (?)

- Information Only (Total NTE Amount is Less than \$250,000.00)
- Board Approval (Total NTE Amount is \$250,000.00 or more)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- Other

Procurement Method(s)*

Check all that Apply

- | | |
|--|---|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input checked="" type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other <input type="text"/> |

Contract Description / Type

- | | |
|--|---|
| <input type="checkbox"/> Personal/Professional Services | <input type="checkbox"/> Consultant |
| <input type="checkbox"/> Consumer Driven Contract | <input type="checkbox"/> New Contract/Agreement |
| <input type="checkbox"/> Memorandum of Understanding | <input type="checkbox"/> Amendment to Existing Contract |
| <input type="checkbox"/> Affiliation or Preceptor | <input type="checkbox"/> Service/Maintenance |
| <input type="checkbox"/> BAA/DUA | <input type="checkbox"/> IT/Software License Agreement |
| <input type="checkbox"/> Pooled Contract | <input type="checkbox"/> Lease |
| <input checked="" type="checkbox"/> Renewal of Existing Contract | <input type="checkbox"/> Other <input type="text"/> |

Vendor/Contractor a Historically Underutilized Business (HUB) (?)

- Yes
- No
- Unknown

Contract NTE* (?)

\$ 4,230,000.00

Rate(s)/Rate(s) Description

N/A

Unit(s) Served*

N/A

G/L Code(s)*

N/A

Current Fiscal Year Purchase Order Number*

N/A

Contract Requestor*

Priscilla Ramirez

Contract Owner*

Kim Kornmayer

File Upload (?)

Renewal Determination

Is the contract being renewed for next fiscal year with this Contractor?* (?)

Yes No

How does this contract support Agency/Unit Strategic priorities?*

Continuation funding of OCR and Joint Processing Center

Renewal Information for Next Fiscal Year

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
9402	\$ 681,527.00	403026

Budget Manager*	Secondary Budget Manager*
Ramirez, Priscilla	Puente, Giovanni

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
9407	\$ 1,433,473.00	403026

Budget Manager*	Secondary Budget Manager*
Ramirez, Priscilla	Puente, Giovanni

Provide Rate and Rate Descriptions if applicable* (?)

Reimbursement revenue grant, \$2,115,000 in grant revenue and \$2,115,000 in kind match provided solely by HCSO for a total project cost of \$4,230,000.00

Project WBS (Work Breakdown Structure)* (?)

NA

Fiscal Year* (?)

2027

Amount* (?)

\$ 2,115,000.00

Next Fiscal Year Not to Exceed Amount for Master Pooled Contracts

Contract Funding Source*

County

Contract Content Changes

Are there any required changes to the contract language?* (?)

Yes No

Will the scope of the Services change?*

Yes No

Is the payment deadline different than net (45)?*

Yes No

Are there any changes in the Performance Targets?*

Yes No

Are there any changes to the Submission deadlines for notes or supporting documentation?*

Yes No

File Upload (?)

Contract Owner

Contract Owner* (?)

Please Select Contract Owner

Kim Kornmayer

Budget Manager Approval(s)

Approved by

Priscilla M. Ramirez

Contract Owner Approval

Approved by

KIM KORNMAYER

Contracts Approval

Approve*

- Yes
- No, reject entire submission
- Return for correction

Approved by*

Belinda Stude

Approval Date*

4/15/2026

Current Fiscal Year Contract Information



Select Header For This Contract*

Interlocal

Current Fiscal Year

2026

Contract ID#*

2023-0817

Contractor Name*

Harris County Public Health

Renewal Term Start Date

5/7/2026

Renewal Term End Date

5/6/2027

Term for Off-Cycle Only (For Reference Only)

Agenda Item Submitted For: (?)

- Information Only (Total NTE Amount is Less than \$250,000.00)
- Board Approval (Total NTE Amount is \$250,000.00 or more)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- Other

Procurement Method(s)

Check all that Apply

- Competitive Bid
- Request for Proposal
- Request for Application
- Request for Quote
- Interlocal
- Not Applicable (If there are no funds required)
- Competitive Proposal
- Sole Source
- Request for Qualification
- Tag-On
- Consumer Driven
- Other

Contract Description / Type

- Personal/Professional Services
- Consumer Driven Contract
- Memorandum of Understanding
- Affiliation or Preceptor
- BAA/DUA
- Pooled Contract
- Renewal of Existing Contract
- Consultant
- New Contract/Agreement
- Amendment to Existing Contract
- Service/Maintenance
- IT/Software License Agreement
- Lease
- Other

Vendor/Contractor a Historically Underutilized Business (HUB) (?)

- Yes
- No
- Unknown

Contract NTE* (?)

\$ 217,928.00

Rate(s)/Rate(s) Description

N/A

Unit(s) Served*

N/A

G/L Code(s)*

N/A

Current Fiscal Year Purchase Order Number*

N/a

Contract Requestor*

Patricia Singh

Contract Owner*

Kim Kornmayer

File Upload (?)

Renewal Determination

Is the contract being renewed for next fiscal year with this Contractor?* (?)

Yes No

How does this contract support Agency/Unit Strategic priorities?*

A collaboration with the Harris County Public Health Department to serve patients in the Crisis Stabilization Unit (CSU) and the Crisis Residential Units (CRUs) needing inpatient psychiatric treatment.

Renewal Information for Next Fiscal Year

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
9282	\$ 217,928.00	403005

Budget Manager*

Oshman, Jodel

Secondary Budget Manager*

Ramirez, Priscilla

Provide Rate and Rate Descriptions if applicable (?)

na

Project WBS (Work Breakdown Structure) (?)

na

Fiscal Year* (?)

2027

Amount* (?)

\$ 217,928.00

Next Fiscal Year Not to Exceed Amount for Master Pooled Contracts

0

Contract Funding Source*

County

Contract Content Changes

Are there any required changes to the contract language?* (?)

Yes No

Will the scope of the Services change?*

Yes No

Is the payment deadline different than net (45)?*

Yes No

Are there any changes in the Performance Targets?*

Yes No

Are there any changes to the Submission deadlines for notes or supporting documentation?*

Yes No

File Upload (?)

Contract Owner

Contract Owner* (?)

Please Select Contract Owner

Kim Kornmayer

Budget Manager Approval(s)

Approved by

Jodel Ostman

Contract Owner Approval

Approved by

KIM KORNMAYER

Contracts Approval

Approved by

Belinda Stude

Approval Date

5/5/2026

Contract Section

Contractor*

Harris County Sheriff Office

Contract ID #*

2023-0839

Presented To*

- Resource Committee
 Full Board

Date Presented*

5/19/2026

Parties* (?)

Harris County Sheriff Office and The Harris Center for MH and IDD services

Agenda Item Submitted For:* (?)

- Information Only (Total NTE Amount is Less than \$250,000.00)
 Board Approval (Total NTE Amount is \$250,000.00 or more)
 Grant Proposal
 Revenue
 SOW-Change Order-Amendment#
 Other

Procurement Method(s)*

Check all that Apply

- | | |
|--|---|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input checked="" type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other <input type="text"/> |

Does this contract contain an element of Information Technology (Hardware, Software, or Professional Services)?
*

- Yes No

Does the following apply to the contract?

Exception: Confidentiality of Cybersecurity Measures according to Texas Government Code Public Information §552.1391.

- Yes No

* Note: This will only apply to IT contracts related to cybersecurity, all others can select NO

Funding Information*

- New Contract Amendment

Contract Term Start Date* (?)

1/1/2026

Contract Term End Date* (?)

9/30/2026

If contract is off-cycle, specify the contract term (?)

contract ending must expense all funding

Fiscal Year* (?)

2026

Funding Source*

County

Contract Description / Type* (?)

- Personal/Professional Services
- Consumer Driven Contract
- Memorandum of Understanding
- Affiliation or Preceptor
- BAA/DUA
- Pooled Contract
- Renewal of Existing Contract
- Consultant
- New Contract/Agreement
- Amendment to Existing Contract
- Service/Maintenance
- IT/Software License Agreement
- Lease
- Other

Justification/Purpose of Contract/Description of Services Being Provided* (?)

Contract is ending as of September 30, 2026, total funding was changed from \$36,200 to \$30,000. Per the County all funds must be expensed by the end of September 2026. Contract will not be renewed.

Contract Owner*

Sean McElroy

Previous History of Contracting with Vendor/Contractor*

- Yes
- No
- Unknown

Please add previous contract dates and what services were provided*

1/1/24 - 12/31/25 offering services and referrals to assist felony defendant's nonappearance.

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)

- Yes
- No
- Unknown

Community Partnership* (?)

- Yes
- No
- Unknown

Specify Name*

Harris County

Supporting Documentation Upload (?)

Vendor/Contractor Contact Person



Name*

Karen B. Evans

Address*

Street Address

1001 Preston St

Address Line 2

Suite 500

City

Houston

Postal / Zip Code

77002-1839

State / Province / Region

TX

Country

United States

Phone Number*

8328903519

Email*

karen.evans@harriscountytexas.gov

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
6003	\$ 30,000.00	540000
Budget Manager Williams-Wesley, Sheenia	Secondary Budget Manager Reyes, Elizabeth	

Provide Rate and Rate Descriptions if applicable* (?)

n/a

Project WBS (Work Breakdown Structure)* (?)

n/a

Requester Name

Williams-Wesley, Sheenia

Submission Date

5/4/2026

Budget Manager Approval(s)

Approved by

Sheenia Williams Wesley

Approval Date

5/4/2026

Contract Owner Approval

Approved by

Sean McElroy

Approval Date

5/7/2026

Contracts Approval

Approve*

- Yes
- No, reject entire submission
- Return for correction

Approved by*

Belinda Scude

Approval Date*

5/7/2026

Contract Section

Contractor*

Harris County Sheriff's Office

Contract ID #*

na

Presented To*

- Resource Committee
 Full Board

Date Presented*

5/19/2026

Parties* (?)

Harris County Sheriff's Office and The Harris Center for Mental Health and ID

Agenda Item Submitted For:* (?)

- Information Only (Total NTE Amount is Less than \$250,000.00)
 Board Approval (Total NTE Amount is \$250,000.00 or more)
 Grant Proposal
 Revenue
 SOW-Change Order-Amendment#
 Other

Procurement Method(s)*

Check all that Apply

- | | |
|---|---|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input checked="" type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other <input type="text"/> |

Does this contract contain an element of Information Technology (Hardware, Software, or Professional Services)?

*

- Yes No

Funding Information*

- New Contract Amendment

Contract Term Start Date* (?)

9/1/2025

Contract Term End Date* (?)

8/31/2026

If contract is off-cycle, specify the contract term (?)

Fiscal Year* (?)

2026

Funding Source*

County

Contract Description / Type* (?)

- | | |
|---|--|
| <input type="checkbox"/> Personal/Professional Services | <input type="checkbox"/> Consultant |
| <input type="checkbox"/> Consumer Driven Contract | <input type="checkbox"/> New Contract/Agreement |
| <input type="checkbox"/> Memorandum of Understanding | <input checked="" type="checkbox"/> Amendment to Existing Contract |
| <input type="checkbox"/> Affiliation or Preceptor | <input type="checkbox"/> Service/Maintenance |
| <input type="checkbox"/> BAA/DUA | <input type="checkbox"/> IT/Software License Agreement |
| <input type="checkbox"/> Pooled Contract | <input type="checkbox"/> Lease |
| <input type="checkbox"/> Renewal of Existing Contract | <input type="checkbox"/> Other |

Justification/Purpose of Contract/Description of Services Being Provided* (?)

Amendment for the CORE Program to contract with the Goose Creek CISD.
This is a revenue contract in the amount of \$856,600.
iPads requested: 31 (1 per school)
Director: Kisha Lorio

Contract Owner*

Kim Kornmayer

Previous History of Contracting with Vendor/Contractor*

Yes No Unknown

Please add previous contract dates and what services were provided*

Currently under contract

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)

Yes No Unknown

Community Partnership* (?)

Yes No Unknown

Specify Name*

Harris County

Supporting Documentation Upload (?)

Vendor/Contractor Contact Person

Name*

Dr. Precious L. Reimonenq, Director

Address*

Street Address

4544 I-10

Address Line 2

City

Baytown

Postal / Zip Code

77521

State / Province / Region

TX

Country

US

Phone Number*

281-707-3738

Email*

precious.reimonenq@gccisd.net

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
9259	\$ 853,600.00	403024
Budget Manager		Secondary Budget Manager
Oshman, Jodel		Ramirez, Priscilla

Provide Rate and Rate Descriptions if applicable* (?)

Pursuant to the ILA the Agency will on a monthly basis submit a detailed report and invoice to the county for review and approval prior to any monthly draw down.

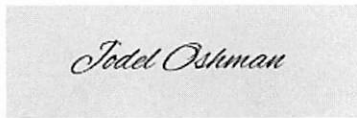
Project WBS (Work Breakdown Structure)* (?)

na

Requester Name	Submission Date
Singh, Patricia	4/14/2026

Budget Manager Approval(s)

Approved by

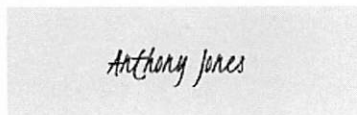


Approval Date

4/14/2026

IT Director Approval

Approved by



Approval Date

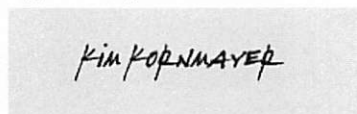
4/20/2026

IT Approval Comments

Approved - AJones

Contract Owner Approval

Approved by



Approval Date

4/22/2026

Contracts Approval

Approve*

- Yes
- No, reject entire submission
- Return for correction

Approved by*

Belinda Scude

Approval Date*

4/22/2026

Contract Section

Contractor*

Harris County Sheriff's Office

Contract ID #*

na

Presented To*

- Resource Committee
- Full Board

Date Presented*

5/19/2026

Parties* (?)

Harris County Sheriff's Office and The Harris Center for Mental Health and IDD

Agenda Item Submitted For:* (?)

- Information Only (Total NTE Amount is Less than \$250,000.00)
- Board Approval (Total NTE Amount is \$250,000.00 or more)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- Other

Procurement Method(s)*

Check all that Apply

- | | |
|--|---|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input checked="" type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other <input type="text"/> |

Does this contract contain an element of Information Technology (Hardware, Software, or Professional Services)?

*

- Yes No

Funding Information*

- New Contract Amendment

Contract Term Start Date* (?)

9/1/2025

Contract Term End Date* (?)

8/31/2026

If contract is off-cycle, specify the contract term (?)

Fiscal Year* (?)

2026

Funding Source *

County

Contract Description / Type* (?)

- | | |
|---|--|
| <input type="checkbox"/> Personal/Professional Services | <input type="checkbox"/> Consultant |
| <input type="checkbox"/> Consumer Driven Contract | <input type="checkbox"/> New Contract/Agreement |
| <input type="checkbox"/> Memorandum of Understanding | <input checked="" type="checkbox"/> Amendment to Existing Contract |
| <input type="checkbox"/> Affiliation or Preceptor | <input type="checkbox"/> Service/Maintenance |
| <input type="checkbox"/> BAA/DUA | <input type="checkbox"/> IT/Software License Agreement |
| <input type="checkbox"/> Pooled Contract | <input type="checkbox"/> Lease |
| <input type="checkbox"/> Renewal of Existing Contract | <input type="checkbox"/> Other |

Justification/Purpose of Contract/Description of Services Being Provided* (?)

Amendment for the CORE Program to contract with Friendswood Police Department, as a portion of this location is Harris County. The Galveston County portion will build a relationship with Gulf Coast LMHA.

This is a revenue contract in the amount of \$853,600.

iPad requested: 4

Director: Kisha Lorio

Contract Owner*

Kim Kornmayer

Previous History of Contracting with Vendor/Contractor*

- Yes No Unknown

Please add previous contract dates and what services were provided*

Currently under contract

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)

- Yes No Unknown

Community Partnership* (?)

- Yes No Unknown

Specify Name*

Harris County

Supporting Documentation Upload (?)

Vendor/Contractor Contact Person

Name*

Officer Rebecca Saenz

Address*

Street Address

1600 Whitaker Dr

Address Line 2

City

Friendswood

Postal / Zip Code

77546-4177

State / Province / Region

TX

Country

US

Phone Number*

832-704-7777

Email*

Rsaenz@friendswood.com

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
9259	\$ 853,600.00	403024
Budget Manager		Secondary Budget Manager
Oshman, Jodel		Ramirez, Priscilla

Provide Rate and Rate Descriptions if applicable* (?)

Pursuant to the ILA the Agency will on a monthly basis submit a detailed report and invoice to the county for review and approval prior to any monthly draw down.

Project WBS (Work Breakdown Structure)* (?)

na

Requester Name

Singh, Patricia

Submission Date

4/14/2026

Budget Manager Approval(s)

Approved by

Jodel Oshman

Approval Date

4/14/2026

IT Director Approval

Approved by

Anthony Jones

Approval Date

4/20/2026

IT Approval Comments

Approved - AJones

Contract Owner Approval

Approved by

KIM KOPNMAVER

Approval Date

4/22/2026

Contracts Approval

Approve*

- Yes
- No, reject entire submission
- Return for correction

Approved by*

Belinda Stude

Approval Date*

4/22/2026

Contract Section



Contractor*

Prairie View A&M University

Contract ID #*

N/A

Presented To*

- Resource Committee
- Full Board

Date Presented*

4/21/2026

Parties* (?)

Prairie View A&M University and The Harris Center for Mental Health & IDD

Agenda Item Submitted For:* (?)

- Information Only (Total NTE Amount is Less than \$250,000.00)
- Board Approval (Total NTE Amount is \$250,000.00 or more)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- Other

Procurement Method(s)*

Check all that Apply

- | | |
|---|---|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input checked="" type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other <input type="text"/> |

Does this contract contain an element of Information Technology (Hardware, Software, or Professional Services)?*

- Yes
- No

Funding Information*

- New Contract
- Amendment

Contract Term Start Date* (?)

4/1/2026

Contract Term End Date* (?)

8/31/2030

If contract is off-cycle, specify the contract term (?)

Fiscal Year* (?)

2026

Amount* (?)

\$ 0.00

Funding Source*

General Revenue (GR)

Contract Description / Type* (?)

- | | |
|--|---|
| <input type="checkbox"/> Personal/Professional Services | <input type="checkbox"/> Consultant |
| <input type="checkbox"/> Consumer Driven Contract | <input type="checkbox"/> New Contract/Agreement |
| <input type="checkbox"/> Memorandum of Understanding | <input type="checkbox"/> Amendment to Existing Contract |
| <input checked="" type="checkbox"/> Affiliation or Preceptor | <input type="checkbox"/> Service/Maintenance |
| <input type="checkbox"/> BAA/DUA | <input type="checkbox"/> IT/Software License Agreement |
| <input type="checkbox"/> Pooled Contract | <input type="checkbox"/> Lease |
| <input type="checkbox"/> Renewal of Existing Contract | <input type="checkbox"/> Other |

Justification/Purpose of Contract/Description of Services Being Provided* (?)

This agreement will allow students enrolled in Prairie View A&M University the College of Social Work to complete clinical field placements as part of their degree requirements. The students will utilize the skills gained through education while adhering to agency policy and procedures.

Contract Owner*

Danyette Hemanes

Previous History of Contracting with Vendor/Contractor*

Yes No Unknown

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)

Yes No Unknown

Community Partnership* (?)

Yes No Unknown

Supporting Documentation Upload (?)

Field-Manual.docx	846.28KB
Updated -Standard Two-Year Program MSW 2021-2022 (version 1) (version 1).xlsx	14.82KB
Advanced Standing MSW Program.xlsx	14.36KB

Vendor/Contractor Contact Person

Name*

Beverly Spears, MSW Interim Field Director

Address*

Street Address

PO Box 519, Mail Stop 2203

Address Line 2

City

Prairie View

Postal / Zip Code

77446

State / Province / Region

Texas

Country

United States

Phone Number*

713-824-0114

Email*

baspears@pvamu.edu

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
1108	\$ 0.00	N/A

Budget Manager	Secondary Budget Manager
Moynihan, Kelly	Campbell, Ricardo

Provide Rate and Rate Descriptions if applicable* (?)

N/A

Project WBS (Work Breakdown Structure)* (?)

N/A

Requester Name	Submission Date
Hemanes, Danyette	4/15/2026

Budget Manager Approval(s)

Approved by

Ricardo Campbell

Approval Date

4/16/2026

Procurement Approval

File Upload (?)

Approved by

Sign

Approval Date

Contract Owner Approval

Approved by

Danyette Hemanes

Approval Date

4/20/2026

Contracts Approval

Approve*

- Yes
- No, reject entire submission
- Return for correction

Approved by*

Belinda Stude

Approval Date*

4/21/2026

Current Fiscal Year Contract Information

Current Fiscal Year

2026

Contract ID#*

2023-0735

Contractor Name*

The University of Texas Health Science at Houston on behalf of its Department of Psychiatry and Behavioral Sciences

Service Provided* (?)

Community Track Rotation for Residents Services

Renewal Term Start Date*

7/1/2026

Renewal Term End Date*

6/30/2027

Term for Off-Cycle Only (For Reference Only)

Agenda Item Submitted For: (?)

- Information Only (Total NTE Amount is Less than \$250,000.00)
- Board Approval (Total NTE Amount is \$250,000.00 or more)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- Other

Procurement Method(s)*

Check all that Apply

- | | |
|--|---|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input checked="" type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other <input type="text"/> |

Contract Description / Type

- | | |
|--|---|
| <input type="checkbox"/> Personal/Professional Services | <input type="checkbox"/> Consultant |
| <input type="checkbox"/> Consumer Driven Contract | <input type="checkbox"/> New Contract/Agreement |
| <input type="checkbox"/> Memorandum of Understanding | <input type="checkbox"/> Amendment to Existing Contract |
| <input type="checkbox"/> Affiliation or Preceptor | <input type="checkbox"/> Service/Maintenance |
| <input type="checkbox"/> BAA/DUA | <input type="checkbox"/> IT/Software License Agreement |
| <input type="checkbox"/> Pooled Contract | <input type="checkbox"/> Lease |
| <input checked="" type="checkbox"/> Renewal of Existing Contract | <input type="checkbox"/> Other <input type="text"/> |

Vendor/Contractor a Historically Underutilized Business (HUB) (?)

- Yes
- No
- Unknown

Contract NTE* (?)

\$ 121,996.80

Rate(s)/Rate(s) Description

\$63.45 per hour for 32 hours per week, per resident

Unit(s) Served*

2208

G/L Code(s)*

540504

Current Fiscal Year Purchase Order Number*

CT145178

Contract Requestor*

Danyalle Evans

Contract Owner*

Danyalle Evans

File Upload (?)

Evaluation of Current Fiscal Year Performance

Have there been any significant performance deficiencies within the current fiscal year? *

Yes No

Were Services delivered as specified in the contract? *

Yes No

Did Contractor perform duties in a manner consistent with standards of the profession? *

Yes No

Did Contractor adhere to the contracted schedule? * (?)

Yes No

Were reports, billing and/or invoices submitted in a timely manner? * (?)

Yes No

Did Contractor provide adequate or proper supporting documentation of time spent rendering services for the Agency? * (?)

Yes No

Did Contractor render services consistent with Agency policy and procedures? * (?)

Yes No

Maintained legally required standards for certification, licensure, and/or training? * (?)

Yes No

Renewal Determination

Is the contract being renewed for next fiscal year with this Contractor? * (?)

Yes No

How does this contract support Agency/Unit Strategic priorities? *

Community Track Rotation for Residents Services

Does the following apply to the contract?

Exception: Confidentiality of Cybersecurity Measures according to Texas Government Code Public Information §552.1391.

Yes No

* Note: This will only apply to IT contracts related to cybersecurity, all others can select NO

Renewal Information for Next Fiscal Year

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
2208	\$ 158,595.84	540504
Budget Manager*		Secondary Budget Manager*
Smith, Janai		Shelby, Debbie

Provide Rate and Rate Descriptions if applicable* (?)

63.54 x 32 hours/weeks x 52 weeks

Project WBS (Work Breakdown Structure)* (?)

63.54 x 32 hours/week x 52 weeks = \$105,730.56

63.54 x 32 hours/week x 26 weeks = \$52,865.28

Total = \$158,595.84

Fiscal Year* (?)	Amount* (?)
2027	\$ 158,595.84

Next Fiscal Year Not to Exceed Amount for Master Pooled Contracts

158,595.84

Contract Funding Source*

State Grant

Contract Content Changes

Are there any required changes to the contract language?* (?)

Yes No

Will the scope of the Services change?*

Yes No

Is the payment deadline different than net (45)?*

Yes No

Are there any changes in the Performance Targets?*

Yes No

Are there any changes to the Submission deadlines for notes or supporting documentation?*

Yes No

File Upload (?)

Contract Owner



Contract Owner* (?)

Please Select Contract Owner

Danyalle Evans

Budget Manager Approval(s)



Approved by

Janae Lynnette Smith

Contract Owner Approval



Approved by

Danyalle Evans

Contracts Approval

Approve*

- Yes
- No, reject entire submission
- Return for correction

Approved by*

Belinda Stude

Approval Date*

4/27/2026

Current Fiscal Year Contract Information



Current Fiscal Year

2026

Contract ID#*

2022-0466

Contractor Name*

The University of Texas Health Science at Houston on behalf of its Department of Psychiatry and Behavioral Sciences

Service Provided* (?)

Community Track Rotation for Residents Services

Renewal Term Start Date*

7/1/2026

Renewal Term End Date*

6/30/2027

Term for Off-Cycle Only (For Reference Only)

Agenda Item Submitted For: (?)

- Information Only (Total NTE Amount is Less than \$250,000.00)
- Board Approval (Total NTE Amount is \$250,000.00 or more)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- Other

Procurement Method(s)*

Check all that Apply

- | | |
|--|---|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input checked="" type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other <input type="text"/> |

Contract Description / Type

- | | |
|--|---|
| <input type="checkbox"/> Personal/Professional Services | <input type="checkbox"/> Consultant |
| <input type="checkbox"/> Consumer Driven Contract | <input type="checkbox"/> New Contract/Agreement |
| <input type="checkbox"/> Memorandum of Understanding | <input type="checkbox"/> Amendment to Existing Contract |
| <input type="checkbox"/> Affiliation or Preceptor | <input type="checkbox"/> Service/Maintenance |
| <input type="checkbox"/> BAA/DUA | <input type="checkbox"/> IT/Software License Agreement |
| <input type="checkbox"/> Pooled Contract | <input type="checkbox"/> Lease |
| <input checked="" type="checkbox"/> Renewal of Existing Contract | <input type="checkbox"/> Other <input type="text"/> |

Vendor/Contractor a Historically Underutilized Business (HUB) (?)

- Yes
- No
- Unknown

Contract NTE* (?)

\$ 113,418.24

Rate(s)/Rate(s) Description

\$68.16 per hour for 32 hours per week

Unit(s) Served*

2209

G/L Code(s)*

54054

Current Fiscal Year Purchase Order Number*

CT145308

Contract Requestor*

Danyalle Evans

Contract Owner*

Danyalle Evans

File Upload (?)

Evaluation of Current Fiscal Year Performance

Have there been any significant performance deficiencies within the current fiscal year?*

Yes No

Were Services delivered as specified in the contract?*

Yes No

Did Contractor perform duties in a manner consistent with standards of the profession?*

Yes No

Did Contractor adhere to the contracted schedule?* (?)

Yes No

Were reports, billing and/or invoices submitted in a timely manner?* (?)

Yes No

Did Contractor provide adequate or proper supporting documentation of time spent rendering services for the Agency?* (?)

Yes No

Did Contractor render services consistent with Agency policy and procedures?* (?)

Yes No

Maintained legally required standards for certification, licensure, and/or training?* (?)

Yes No

Renewal Determination

Is the contract being renewed for next fiscal year with this Contractor?* (?)

Yes No

How does this contract support Agency/Unit Strategic priorities?*

Med Ed Program

Does the following apply to the contract?

Exception: Confidentiality of Cybersecurity Measures according to Texas Government Code Public Information §552.1391.

Yes No

* Note: This will only apply to IT contracts related to cybersecurity, all others can select NO

Renewal Information for Next Fiscal Year

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
2209	\$ 100,647.36	0
Budget Manager*		Secondary Budget Manager*
Smith, Janai		Shelby, Debbie

Provide Rate and Rate Descriptions if applicable* (?)

63.54 x 32 hours/week x 52 weeks

Project WBS (Work Breakdown Structure)* (?)

63.54 x 32 hours/week x 52 weeks

Fiscal Year* (?)	Amount* (?)
2027	\$ 100,647.36

Next Fiscal Year Not to Exceed Amount for Master Pooled Contracts

100,647.36

Contract Funding Source*

State Grant

Contract Content Changes

Are there any required changes to the contract language?* (?)

Yes No

Will the scope of the Services change?*

Yes No

Is the payment deadline different than net (45)?*

Yes No

Are there any changes in the Performance Targets?*

Yes No

Are there any changes to the Submission deadlines for notes or supporting documentation?*

Yes No

File Upload (?)

Contract Owner



Contract Owner* (?)

Please Select Contract Owner

Danyalle Evans

Budget Manager Approval(s)



Approved by

Janae Lynette Smith

Contract Owner Approval



Approved by

Danyalle Evans

Contracts Approval

Approve*

- Yes
- No, reject entire submission
- Return for correction

Approved by*

Belinda Stude

Approval Date*

4/27/2026

Contract Section

Contractor*

University of Texas Health Science Center at Houston

Contract ID #*

N/A

Presented To*

- Resource Committee
- Full Board

Date Presented*

5/19/2026

Parties* (?)

THC and UT

Agenda Item Submitted For: * (?)

- Information Only (Total NTE Amount is Less than \$250,000.00)
- Board Approval (Total NTE Amount is \$250,000.00 or more)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- Other

Procurement Method(s)*

Check all that Apply

- | | |
|---|---|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input checked="" type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input checked="" type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other <input type="text"/> |

Does this contract contain an element of Information Technology (Hardware, Software, or Professional Services)? *

- Yes
- No

Funding Information*

- New Contract
- Amendment

Contract Term Start Date* (?)

5/1/2026

Contract Term End Date* (?)

6/30/2027

If contract is off-cycle, specify the contract term (?)

Not sure what this should be

Fiscal Year* (?)

2027

Amount* (?)

\$ 0.00

Funding Source *

Private Pay Source

Contract Description / Type* (?)

- | | |
|--|---|
| <input checked="" type="checkbox"/> Personal/Professional Services | <input type="checkbox"/> Consultant |
| <input type="checkbox"/> Consumer Driven Contract | <input type="checkbox"/> New Contract/Agreement |
| <input checked="" type="checkbox"/> Memorandum of Understanding | <input type="checkbox"/> Amendment to Existing Contract |
| <input type="checkbox"/> Affiliation or Preceptor | <input type="checkbox"/> Service/Maintenance |
| <input type="checkbox"/> BAA/DUA | <input type="checkbox"/> IT/Software License Agreement |
| <input type="checkbox"/> Pooled Contract | <input type="checkbox"/> Lease |
| <input type="checkbox"/> Renewal of Existing Contract | <input type="checkbox"/> Other <input type="text"/> |

Justification/Purpose of Contract/Description of Services Being Provided* (?)

The contract attached is the previously ended contract and is not being renewed but an example of previous agreement with other party. Contracted Clinical Outpatient Psychiatry Services for consumers in the CAS division and supervision of Child Fellows in the Department of Psychiatry

Contract Owner*

Danyalle Evans

Previous History of Contracting with Vendor/Contractor*

Yes No Unknown

Please add previous contract dates and what services were provided*

Numerous

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)

Yes No Unknown

Please provide an explanation*

Numerous

Community Partnership* (?)

Yes No Unknown

Supporting Documentation Upload (?)

FY22-23_UTHSC_ID_7246_Contract_Renewal_(Outpatient_Clinic)(Fully Executed).pdf 544.31KB

Vendor/Contractor Contact Person

Name*

Mary Lopez

Address*

Street Address

Unknown

Address Line 2

City

Houston

Postal / Zip Code

Unknown

State / Province / Region

tx

Country

Unknown

Phone Number*

713-486-2552

Email*

Mary.Lopez@uth.tmc.edu

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
2405	\$ 0.00	0

Budget Manager

Smith, Janai

Secondary Budget Manager

Shelby, Debbie

Provide Rate and Rate Descriptions if applicable* (?)

16 hours per week for 52 weeks per year

Project WBS (Work Breakdown Structure)* (?)

NA

Requester Name

Evans, Danyalle

Submission Date

3/18/2026

Budget Manager Approval(s)

Approved by

Janai Lynette Smith

Approval Date

4/6/2026

Procurement Approval

File Upload (?)

Approved by

Sign

Approval Date

Contract Owner Approval

Approved by

Danyalle Evans

Approval Date

4/6/2026

Contracts Approval

Approve*

- Yes
- No, reject entire submission
- Return for correction

Approved by*

Belinda Stude

Approval Date*

4/13/2026

EXHIBIT F-8

Status **Pending** PolicyStat ID **19603738**

Origination	01/2024	Owner	Ernest Savoy
Last Approved	N/A	Area	General Administration
Effective	Upon Approval	Document Type	Agency Policy
Last Revised	05/2026		
Next Review	1 year after approval		

GA.A.6 All Contracts

1. PURPOSE:

The purpose of this policy is to protect the business interests of The Harris Center for Mental Health and IDD (The Harris Center) and ensure that any commitment of The Harris Center's financial resources and all contracts obligating The Harris Center are properly reviewed, prepared, approved, and executed by authorized personnel.

2. POLICY:

It is the policy of The Harris Center for the Contract Services department under the supervision of the General Counsel to conduct the legal review and preparation of all contracts. All purchases of goods and services shall be made pursuant to a contract. Funds will only be disbursed through properly completed and approved contracts and amendments.

3. APPLICABILITY/SCOPE:

This policy applies to all contracts for goods and services awarded by The Harris Center and to which The Harris Center is a party, regardless of whether they have been drafted by The Harris Center or a third party. Contracts include, without limitation, all agreements, licenses, leases, purchase orders, promissory notes, assignments, powers of attorney, terms and conditions, memorandum of understanding, letters of intent, settlements, releases, waivers, renewals, amendments, or modifications to existing contracts, and other similar documents.

This policy applies to all employees of the Harris Center (including Trustees, officers, managers, directors and Executive Leaders). All employees shall comply with the policy and procedures for

initiating, reviewing, and executing any contract to which The Harris Center is a party.

4. RELATED POLICIES/FORMS:

Executive Contract Summary

5. PROCEDURE:

[GA.B.6 All Contracts](#)

6. REFERENCES: RULES/REGULATIONS/STANDARDS:

Contracts Management for Local Authorities, 26 Tex. Admin. Code, Ch. 301, Subchapter A
 Uniform Grant and Contract Management Act, Tex. Government Code, Chapter 783
 Texas Health & Safety Code, Chapter 250, §§533.007, 533.035, 534.052, 534.055, 534.061, 534.065, and 534.066

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	04/2026
Legal Review	Kendra Thomas: Counsel	03/2026
Compliance Director Review	Demetria Lockett	02/2026
Department Review	Keena Pace: Exec	01/2026
Initial Assignment	Ernest Savoy	01/2026

EXHIBIT F-9

Status **Pending** PolicyStat ID **19800356**



Origination 10/2020
 Last Approved N/A
 Effective Upon Approval
 Last Revised 05/2026
 Next Review 1 year after approval

Owner Kendra Thomas:
 Counsel
 Area Leadership
 Document Type Agency Policy

LD.A.1 - Business Associate Policy

1. PURPOSE:

The purpose of this policy is to ensure The Harris Center for Mental Health and IDD (The Harris Center) executes Business Associate agreements in compliance with the relevant provisions of Health Insurance Portability and Accountability Act of 1996 (HIPAA) to establish the permitted and required uses and disclosures of protected health information (PHI).

2. POLICY:

It is the policy of The Harris Center to enter into business associate agreements in compliance with the relevant provisions of the Health Insurance Portability and Accountability Act of 1996 (HIPAA), as amended. The Business Associate must sign the Business Associate agreement prior to performing any services on behalf of the Harris Center. The Harris Center shall allow its business associates to create, receive, maintain, or transmit protected health information (PHI) on its behalf, if the Harris Center obtains satisfactory written assurance that the business associate will appropriately maintain the privacy and security of the PHI and fulfill HIPAA business associate obligations.

3. APPLICABILITY/SCOPE

All Harris Center programs, employees, volunteers, interns, contractors and business associates.

4. PROCEDURES:

[LD.B.1 Business Associate](#)

5. RELATED POLICIES/FORMS:

Business Associate Agreement

6. REFERENCES: RULES/REGULATIONS/ STANDARDS:

Health Insurance Portability and Accountability Act of 1996, 45 C.F.R. Parts 160 and 164

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	04/2026
2nd Legal Review	Kendra Thomas: Counsel	04/2026
1st Legal Review	Bijul Enaohwo	04/2026
Compliance Director	Demetria Lockett	04/2026
Initial Assignment	Kendra Thomas: Counsel	03/2026

EXHIBIT F-10

Status **Pending** PolicyStat ID **19595731**

Origination	03/2025
Last Approved	N/A
Effective	Upon Approval
Last Revised	05/2026
Next Review	1 year after approval

Owner	Luc Josaphat: Director of Quality Assurance
Area	General Administration
Document Type	Agency Policy

GA.A.7 Community Needs Assessment Policy

1. PURPOSE:

The purpose of this policy is to establish a systematic approach for conducting community needs assessments to identify and address the needs and priorities of the community effectively.

2. POLICY:

It is the policy of The Harris Center for Mental Health and IDD to conduct regular triennial community needs assessment to gather data and insights about the community's needs, preferences, and challenges. The assessment process will involve engaging with community members, stakeholders, and partners to ensure a comprehensive understanding of the community's needs. The findings from the assessments will inform the strategic planning for programs and services.

3. APPLICABILITY/SCOPE:

This policy applies to all departments and staff involved in planning, developing, and delivering programs and services within The Harris Center for Mental Health and IDD. It also applies to any external partners or contractors engaged in conducting community needs assessments on behalf of the organization.

4. RELATED POLICIES/FORMS:

5. PROCEDURE:

[GA.B.7 Community Needs Assessment](#)

6. REFERENCES: RULES/REGULATIONS/STANDARDS:

Texas Administrative Code, Title 26, Part 1, Chapter 306, Subchapter C,
CCBHC Program Requirement 1: Needs Assessment and Staffing: 1.a.1

Attachments

[📎 The Harris Center Community Needs Assessment 2024 .docx](#)

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO	Wayne Young: Exec	04/2026
Legal Review	Kendra Thomas: Counsel	03/2026
Compliance Director	Demetria Lockett	02/2026
Department Review 2	Luming Li: Chief Medical Ofcr (1101 1817)	01/2026
Department Review	Gertrude Leidich: Vice President Clinical Transformation and Quality	01/2026
Initial	Luc Josaphat: Director of Quality Assurance	01/2026

EXHIBIT F-11

Status **Pending** PolicyStat ID **19800360**



Origination 03/2022
 Last Approved N/A
 Effective Upon Approval
 Last Revised 05/2026
 Next Review 1 year after approval

Owner Kendra Thomas:
 Counsel
 Area Leadership
 Document Type Agency Policy

LD.A.12 Compliance Program

1. PURPOSE:

To ensure The Harris Center complies with all federal, state, and local laws and regulations.

2. POLICY:

It is the policy of The Harris Center to provide services pursuant to the highest ethical, business, and legal standards. The Harris Center through its Compliance Plan will perpetuate a culture that promotes prevention, detection, and resolution of instances of conduct that do not conform to federal, state, and local laws.

3. APPLICABILITY/SCOPE:

All Harris Center employees, volunteers, interns, and contractors.

4. PROCEDURES:

[LD.B.16 Whistleblower](#)

5. RELATED POLICIES/FORMS:

[LD.P.1 The Harris Center Compliance Plan](#)

[LD.A.16 Whistleblower](#)

6. REFERENCES: RULES/REGULATIONS/

STANDARDS:

CARF1.A.6.a.,b.

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	04/2026
Legal Review	Kendra Thomas: Counsel	03/2026
Compliance Director Review	Demetria Lockett	02/2026
Department Review	Keena Pace: Exec	02/2026
Initial Assignment	Kendra Thomas: Counsel	02/2026

EXHIBIT F-12

Status **Pending** PolicyStat ID **20227076**

Origination	05/1993	Owner	Rita Alford: Dir
Last Approved	N/A	Area	Information Management
Effective	Upon Approval	Document Type	Agency Policy
Last Revised	05/2026		
Next Review	1 year after approval		

HIM.EHR.A.4 Consents and Authorizations

1. PURPOSE:

To obtain and document consent from the patient or legally authorized representative for treatment. To obtain and document authorizations to allow the exchange of patient information. This ensures information is provide to the patient allowing an informed consent to be made.

2. POLICY:

It is the policy of The Harris Center to utilize and maintain written consents from patients or the legally authorized representative for patient treatment/program services, as well as, other specific purposes, such as medication, transportation, media purposes, etc. Consents shall be reviewed and explained in a manner and language a patient can understand. All consents shall be signed and dated by the patient or legally authorized representative. Consents shall be maintained in a timely fashion and copies shall be scanned in the patient record.

The Harris Center shall obtain written authorizations from patients and legally authorized representatives prior to the use and/or disclosure of protected health information. Under no circumstance will The Harris Center staff use or disclose patient protected health information without permission or authorization as specified by state and federal law.

3. APPLICABILITY/SCOPE:

This policy is applicable to all Harris Center staff, contractors, interns, volunteers and Business Associates.

4. PROCEDURES:

[HIM.EHR.B.4 Consents and Authorizations](#)

5. RELATED POLICIES/FORMS:

[MED.IRB. A.1 Research Procedures and the Committee for the Protection of Human Subjects](#)

[HIM.EHR. A.3 Confidentiality and Disclosure of Patient/Individual Health Information](#)

Consent to Treatment with Medication

Transportation Consent for Minors/Patient/Individuals with Guardians Form

Media Consent Form

6. REFERENCES: RULES/REGULATIONS/ STANDARDS:

- Confidentiality of Substance Use Disorder Patient Records, 42 CFR Part 2
- Health Insurance Portability and Accountability Act of 1996 (HIPAA), 45 CFR Parts 160 and 164
- Consent to Treatment of Child by Nonparent of Child, Texas Family Code Chapter 32
- Rights & Duties in Parent-Child Relationship, Texas Family Code Chapter 151
- Medical Records Privacy, Tex. Health & Safety Code Chapter 181
- Rights of Patients, Texas Health & Safety Code Chapter 576
- Mental Health Records, Texas Health & Safety Code Chapter 611
- Telemedicine, Title 22 Tex. Admin. Code Chapter 174
- Protection of Clients & Staff-Mental Health Services, Title 25 Texas Administrative Code Chapter 404, Subchapter E
- Rights & Protection of Persons Receiving Mental Health Services, Title 25 Texas Administrative Code Chapter 414, Subchapter I
- patient Rights' Handbook (MH/MR, 9/2006), Title 40 Texas Administrative Code Chapter 2, Subchapter H

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending

CEO Approval	Wayne Young: Exec	04/2026
Legal Review	Kendra Thomas: Counsel	04/2026
Compliance Director Review	Demetria Lockett	04/2026
Department Review	Mustafa Cochinwala: Dir	03/2026
Initial Assignment	Rita Alford: Dir	03/2026

EXHIBIT F-13

Status **Pending** PolicyStat ID **20227074**



Origination	01/1998	Owner	Rita Alford: Dir
Last Approved	N/A	Area	Information Management
Effective	Upon Approval	Document Type	Agency Policy
Last Revised	05/2026		
Next Review	1 year after approval		

HIM.EHR.A.5 Content of Patient/Individual Records

1. PURPOSE:

To ensure a complete and accurate record (electronic or paper-based) shall be maintain for each registered and admitted patient/individual receiving services through The Harris Center.

2. POLICY:

It is the policy of The Harris Center that the content and required documentation in the patient/individual record shall be developed to comply with applicable regulatory, legal and/or accrediting standards.

3. APPLICABILITY/SCOPE:

This policy applies to all employees, volunteers, interns, and contractors of The Harris Center

4. RELATED POLICIES/FORMS:

[HIM.EHR.A.1 Agency Abbreviations](#)

[HIM.EHR.A.9 Patient/Individual Records Administration](#)

[HIM.EHR.A.4 Consents and Authorizations](#)

[MED.NUR.A.2 Medication Administration](#)

Request for New, Revised, and Deleted Individual Record Paper Forms

5. PROCEDURES:

HIM.EHR.B.5 Content of Patient/Individual Records

6. REFERENCES: RULES/REGULATIONS/ STANDARDS:

- Medical Records, 22 Tex. Admin. Code Ch. 165
- Medication Services, 26 Tex. Admin. Code §301.355
- Medical Records System, 26 Tex. Admin. Code §301.329
- Psychological Records, Test Data, & Test Materials, 22 Tex. Admin. Code §465.22
- Mental Health Community Service Standards, 26 Tex. Admin. Code Ch. 301, Subchapter G
- Mental Health Case Management, 26 Tex. Admin. Code §306.275
- Service Coordination for Individual with Intellectual Disability, 40 Texas Admin. Code Chapter 2, Subchapter L

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	04/2026
Legal Review	Kendra Thomas: Counsel	04/2026
Compliance Director Review	Demetria Lockett	04/2026
Department Review	Mustafa Cochinwala: Dir	03/2026
Initial Assignment	Rita Alford: Dir	03/2026

EXHIBIT F-14

Status **Pending** PolicyStat ID **19741380**

Origination	06/2000
Last Approved	N/A
Effective	Upon Approval
Last Revised	05/2026
Next Review	1 year after approval

Owner	Rita Alford: Dir
Area	Information Management
Document Type	Agency Policy

HIM.EHR.A.6 Correcting Documentation and Coding Errors

1. PURPOSE:

Data entry corrections may need to be made as a result of data errors such as miscoding, omission of direct service data entries/medical record documentation, or discrepancies between medical record and computer information related to date, time, location, provider name, and unit number entries identified by internal or external chart reviews.

2. POLICY:

It is the policy of The Harris Center that patient/individual records will be free from errors and discrepancies.

3. APPLICABILITY/SCOPE:

This policy applies to all departments, divisions, facilities, and/or programs within The Harris Center.

4. RELATED POLICIES/FORMS:

[HIM.EHR.A.9 Patient/Individual Records Administration](#)

5. PROCEDURES:

[HIM.EHR.B.6 Correcting Documentation and Code Errors](#)

6. REFERENCES: RULES/REGULATIONS/

STANDARDS:

Health Insurance Portability and Accountability Act, 45 CFR Part 164
 Confidentiality of Substance Use of Disorder Patient Records, 42 CFR Part 2, Subpart B
 Physician-Patient Communication, Tex. Occupation Code Ch. 159
 Medical Records Privacy, Tex. Health and Safety Code Ch. 181
 Mental Health Records, Tex. Health and Safety Code Ch. 611

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	04/2026
Legal Review	Kendra Thomas: Counsel	04/2026
Compliance Director Review	Demetria Lockett	04/2026
Department Review	Mustafa Cochinwala: Dir	03/2026
Initial Assignment	Rita Alford: Dir	02/2026

EXHIBIT F-15

Status **Pending** PolicyStat ID **20227088**

Origination	07/2020
Last Approved	N/A
Effective	Upon Approval
Last Revised	05/2026
Next Review	1 year after approval

Owner	Danyalle Evans
Area	Medical Services
Document Type	Agency Policy

HR.A.35 Credentialing Policy

1. PURPOSE:

The purpose of this policy is to define the terms and standards required for credentialing and re-credentialing for all licensed Providers, peer providers and family partners.

2. POLICY:

It is the policy of The Harris Center to ensure that licensed and unlicensed providers meet the minimum credential and performance standards, as applicable. All physicians (Medical Doctors (MD), Doctor of Osteopathy (DO)), Advanced Practice Registered Nurses (APRN), Physician Assistants (PA), Clinical Pharmacy Specialist (CPS), Licensed Mental Health Professionals (LPHAs), Qualified Mental Health Professionals (QMHP), Qualified Intellectual Disability Professionals, Peer Professionals, Family Partners, Community Services Specialists (CSSP), and Nursing staff, are credentialed before appointment to an assigned position.

All applications for credentialing and re-credentialing will be evaluated based on current licensure, education, training or experience, current competence, and ability to perform the clinical duties requested.

3. APPLICABILITY/SCOPE:

The policy applies to all licensed or non-licensed providers required by law to be credentialed.

4. RELATED POLICIES/FORMS:

[HR.A.8 Employment](#)

[HR.A.9 Employment Eligibility Verification for Worker in the United States](#)

5. PROCEDURES:

[HR.B.35 Credentialing, Re-Credentialing Guideline and Procedure](#)

6. REFERENCES: RULES/REGULATIONS/ STANDARDS:

Mental Health Community Service Standards, 26 Tex. Admin. Code §§ 301.301- 301.363.

Behavioral Health Delivery System, 26 Tex. Admin. Code Ch. 306 (2020).

Mental Health Targeted Case Management and Mental Health Rehabilitation, 1 Tex. Admin. Code §§ 353.1403- 353.1415.

Approval Signatures

Step Description	Approver	Date
3rd Department Review	Luming Li: Chief Medical Ofcr (1101 1817)	Pending
2nd Department Review	Kia Walker: Chief Nursing Officer	05/2026
1st Department Review	Danyalle Evans	05/2026
Initial Assignment	Danyalle Evans	05/2026

EXHIBIT F-16

Status **Pending** PolicyStat ID **20227069**

Origination 03/2000

Last Approved N/A

Effective Upon Approval

Last Revised 05/2026

Next Review 1 year after approval

Owner Camelia Lee: HRGen

Area Human Resources

Document Type Agency Policy

HR.A.2 Criminal History Clearances

1. PURPOSE:

The purpose of this policy is to minimize the potential risk of criminal activity, evaluate the accuracy of applicants, contractors or employees' credentials, as well as increase safety and wellness of Harris Center employees, student interns, contractors, patients, visitors and guests.

2. POLICY:

It is the policy of The Harris Center to protect individuals receiving services provided by The Harris Center and contract providers of such services and the property of those individuals. In order to promote a safe environment, pursuant to law, The Harris Center conducts criminal history clearances of applicants for: 1) employment, 2) individual contractors who would provide direct care services, 3) student internships, and 4) volunteer positions.

The Harris Center will also conduct annual criminal history clearances on all existing employees, individual contractors, student interns, and volunteers. All background check information will be kept confidential. All information obtained as a result of a background check will be used solely for employment purposes.

3. APPLICABILITY/SCOPE:

Applicants for employment, all Harris Center employees, contractors providing direct care services, interns, volunteer applicants and volunteers.

4. PROCEDURES:

[HR.B.2 - Criminal History Clearances](#)

5. RELATED POLICIES/FORMS:

[HR.A.8 - Employment](#)

6. REFERENCES: RULES/REGULATIONS/ STANDARDS:

- Access to Criminal History Information: Department of State Health Services & Human Services Commission; Local Authorities; Community Centers- Texas Government Code §411.115
- Nurse Aide Registry & Criminal History Checks of Employees and Applicants for Employment in Certain Facilities Serving the Elderly, Persons with Disabilities or Persons with Terminal Illness- Texas Health & Safety Code, Chapter 250
- Use of Criminal History Record Information-Texas Health & Safety Code §533.007
- Criminal History & Registry Clearance-Title 26 Texas Administrative Code, Part 1, Subchapter B, Chapter 301

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	04/2026
2nd Legal Review	Kendra Thomas: Counsel	04/2026
1st Legal Review	Bijul Enaohwo	04/2026
Compliance Director Review	Demetria Lockett	04/2026
Department Review	Toby Hicks	04/2026
Initial Assignment	Toby Hicks	04/2026

EXHIBIT F-17

Status **Pending** PolicyStat ID **19669796**



Origination 10/2020
 Last Approved N/A
 Effective Upon Approval
 Last Revised 05/2026
 Next Review 1 year after approval

Owner Kendra Thomas:
 Counsel
 Area Environmental
 Management
 Document Type Agency Policy

EM.A.2 Emergency Codes, Alerts, and Response

1. PURPOSE:

To provide plain language emergency alerts and procedures to be used in response to emergency situations.

2. POLICY:

It is the policy of The Harris Center for Mental Health and IDD (The Harris Center) that The Harris Center Emergency Management Services is responsible for using plain language emergency notification to alert staff and prompt appropriate, predetermined actions and responses, in the event of an emergency situation.

3. APPLICABILITY/SCOPE:

This policy is applicable to all employees, staff, interns, volunteers, and contractors of The Harris Center.

4. RELATED POLICIES/FORMS:

[EM.P.1 Risk Management Plan](#)

5. PROCEDURES:

[EM.B.2.1 Security Alert - Armed Intruder](#)

[EM.B.2.2 Facility Alert - Hazardous Spill](#)

[EM.B.2.3 Facility Alert - Utility Systems Failures](#)

[EM.B.2.4 Medical Alert - Code Blue](#)

[EM.B.2.5 Medical Alert - Crisis Intervention](#)

[EM.B.2.6 Security Alert - Bomb Threat/Suspicious Package](#)

[EM.B.2.7 Security Alert - Hostage Situation](#)

[EM.B.2.8 Security Alert - Missing Child/Abduction of Child](#)

[EM.B.2.9 Facility Alert - Fire Evacuation Plan](#)

[EM.B.2.11 Weather Alert](#)

ALERT CATEGORIES: MEDICAL, FACILITY, SECURITY, AND WEATHER

A. Medical Alert:

- i. **Code Blue:** Indicates a suspected or imminent cardiopulmonary arrest
 - "Medical Alert + Code Blue + Location"
- ii. **Medical Emergency:** Indicates an acute injury or illness which poses an immediate risk to an individual's life or health.
 - "Medical Emergency + Location"
- iii. **Crisis Intervention:** Indicates patient is harmful to self or others in a Harris Center facility.
 - "Medical Alert + Crisis Intervention + Location"

B. Security Alert:

- i. **Active Shooter/ Armed Intruder:** Indicates there is an active shooter or an armed intruder (knife, bat, etc.) incident in a Harris Center Facility.
 - "Security Alert + Active Shooter/ Armed Intruder + Location"
- ii. **Hostage Situation:** Indicates there is a hostage situation at a Harris Center facility.
 - "Security Alert + Hostage Situation"
- iii. **Missing Child:** Indicates a missing or abducted child who is a visitor or child/ adolescent patient in a Harris Center facility.
 - "Security Alert + Missing Child & Adult + Location"
- iv. **Suspicious Package:** Indicates a bomb threat or the discovery of a suspicious device in a Harris Center facility.
 - "Security Alert + Suspicious Package + Location"

C. Facility Alert:

- i. **System Failure:** Indicates a utility or system failure in a Harris Center facility.

- "Facility Alert + Utility Failure + Location"
- ii. **Hazardous Spill:** Indicates an unintentional release of one or more hazardous substances which could harm human health or the environment in and around a Harris Center facility.
 - "Facility Alert + Hazardous Spill + Location"
- iii. **Code Red:** Indicates an actual or suspected fire in a Harris Center facility.
 - "Facility Alert + Code Red + Location"

D. Weather Alert:

- i. Indicates a severe weather condition (e.g., tornado, flooding, ice storm, etc.) at or near a Harris Center facility.
 - "Weather Alert + Description + Location"

PLAIN LANGUAGE ALERT CODES DESK TOOL

Emergency	Alerts & Communication	Notification Mode
Code Blue/Medical Emergency	Medical Alert+ Code Blue+ Location	Overhead page
Crisis Intervention	Medical Alert + Crisis Intervention + Location	Overhead page
Active Shooter/ Armed Intruder	Security Alert + Active Shooter/Armed Intruder + Location	Alert System Overhead page
Hostage Situation	Security Alert + Hostage Situation + Location	Alert System
Missing Child	Security Alert + Missing Child + Location	Alert System & Overhead page
Bomb Threat/ Suspicious Package	Security Alert + Suspicious Package + Location	Alert System If bomb threat, use bomb threat checklist
Utility or System Failure	Facility Alert + Utility Failure + Location	Alert System
Hazardous Spill	Facility Alert + Hazardous Spill + Location	Alert System
Code Red/Fire	Facility Alert + Code Red + Location	Overhead page
Tornado, flooding, hurricane	Weather Alert + Description + Location	Alert System & Overhead page

6. REFERENCES: RULES/REGULATIONS/STANDARDS:

CARF: Risk Management 1.G.1; Health and Safety1.H.2

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	04/2026
2nd Legal Review	Kendra Thomas: Counsel	04/2026
1st Legal Review	Bijul Enaohwo	04/2026
Compliance Director Review	Demetria Lockett	04/2026
Compliance 1st Review	Christopher Webb: Audit	02/2026
Initial Assignment	Kendra Thomas: Counsel	01/2026

EXHIBIT F-18

Status **Pending** PolicyStat ID **19741393**

Origination	02/2025
Last Approved	N/A
Effective	Upon Approval
Last Revised	05/2026
Next Review	1 year after approval

Owner	Kendra Thomas: Counsel
Area	Human Resources
Document Type	Agency Policy

HR.A.37 Employee Disciplinary Review

1. PURPOSE:

The purpose of this policy is to provide employees placed on probation, a Performance Improvement Plan (PIP) or terminated by the Harris Center for Mental Health and IDD (The Harris Center) an opportunity to file an appeal through the Employee Disciplinary Review process.

2. POLICY:

It is the policy of The Harris Center that the Employee Disciplinary Review is an administrative, fact-finding process where in the Harris Center offers employees an opportunity to appeal a decision made by a supervisor or manager to place the employee on probation, a Performance Improvement Plan (PIP) or terminate the employment. The Employee Disciplinary Review process shall be an impartial review of evidence by an administrative third party.

3. APPLICABILITY/SCOPE:

This policy is applicable to all Harris Center staff with at least six (6) months of continuous employment with the Harris Center.

4. RELATED POLICIES/FORMS:

The Harris Center Employee Handbook

[HR.A.5 Employee Counseling, Supervision, Progressive Discipline and Termination](#)

5. PROCEDURE:

[HR.B.37 Employee Disciplinary Review Procedure](#)

6. REFERENCES: RULES/REGULATIONS/ STANDARDS:

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	04/2026
2nd Legal Review	Kendra Thomas: Counsel	03/2026
1st Legal Review	Bijul Enahwo	02/2026
Compliance Director Review	Demetria Lockett	02/2026
Department Review	Kendra Thomas: Counsel	02/2026
Initial Assignment	Kendra Thomas: Counsel	01/2026

EXHIBIT F-19

Status **Pending** PolicyStat ID **20227083**

Origination	02/2001
Last Approved	N/A
Effective	Upon Approval
Last Revised	05/2026
Next Review	1 year after approval

Owner	Camelia Lee: HRGen
Area	Human Resources
Document Type	Agency Policy

HR.A.14 - Licensure, Certification, and Registration

1. PURPOSE:

The purpose of this policy is to ensure The Harris Center for Mental Health and IDD (The Harris Center) verifies the professional licensure, registration and certification of employees, volunteers and contractors who are in identified positions or job classifications that require an occupational license, certification or registration.

2. POLICY:

It is the policy of The Harris Center that requires employees in identified positions and/or job classifications to hold and maintain in good standing applicable professional licenses, registrations, certifications, and educational credentials. Employees must provide The Harris Center proof of the existence and current status of such professional licenses, registration, certifications and educational records by submitting official copies that bear authenticity. Upon receipt of proof, it is the policy of The Harris Center to validate such licenses, registrations and certifications electronically, as appropriate, when available.

3. APPLICABILITY/SCOPE:

All The Harris Center employees, volunteers and contractors whose position requires a license, certification, and/or registration.

4. PROCEDURES:

- [HR.B.14 Licensure, Certification, and Registration](#)

5. RELATED POLICIES/FORMS:

- [HR.A.35 - Credentialing Policy](#)
- [HR.A.9 - Employment Eligibility Verification](#)

6. REFERENCES: RULES/REGULATIONS/STANDARDS:

- Competency and Credentialing, 26 Tex. Admin. Code §301.331
- Local Mental Health Authority, Local Behavioral Health Authority and Continuity of Care Liaison Responsibilities, 26 Tex. Admin. Code §306.155
- LIDDA, LMHA, and LBHA Responsibilities Related to the PASRR Process, 26 Tex. Admin. Code §303.302
- 26 Tex. Admin. Code §§306.221, 306.271, 306.273, 306.325
- Tex. Health & Safety Code §534.001–534.003
- HHSC Community Mental Health Contracts, Information Item A
- HHSC Behavioral Health Services Provider Guidelines

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	04/2026
2nd Legal Review	Kendra Thomas: Counsel	04/2026
1st Legal Review	Bijul Enaohwo	04/2026
Compliance Director Review	Demetria Lockett	04/2026
Department Review	Toby Hicks	04/2026
Initial Assignment	Toby Hicks	04/2026

EXHIBIT F-20

Status **Pending** PolicyStat ID **19800361**



Origination	03/2023
Last Approved	N/A
Effective	Upon Approval
Last Revised	04/2026
Next Review	1 year after approval

Owner	Kendra Thomas: Counsel
Area	General Administration
Document Type	Agency Policy

GA.A.2 Lobbying

1. PURPOSE:

The purpose of this policy is to encourage employees to participate in lawful political activities on the employee's own personal time and not on behalf of The Harris Center for Mental Health and IDD (The Harris Center) or at any of our facilities.

2. POLICY:

The Harris Center believes its employees should be free to participate in lawful political activity as they see fit. It is the policy of The Harris Center that the following lobbying and political activities are prohibited while on duty at The Harris Center:

- Use any equipment (computer, fax, phone, copier)
- Demonstrating
- Circulating petitions
- Soliciting votes at any time in any work area of The Harris Center
- Conducting or participating in polls
- Fundraising
- Sending political messages or materials to co-workers
- Harassment of any co-workers regarding political preferences

Participating in these activities must be conducted on the employee's own time and should in no way suggest The Harris Center's support. Vacation leave may be requested to conduct such activities.

ADDITIONAL PROHIBITED ACTIVITIES OF AGENCIES AND INDIVIDUALS

- a. The Harris Center and employees may not use any money under its control, including appropriated money, to finance or otherwise support the candidacy of a person for an office in the legislative, executive, or judicial branch of state government or of the government of the United States. This prohibition extends to the direct or indirect employment of a person to perform an action described by this section.
- b. The Harris Center and employees may not use leased vehicles to engage in any prohibited acts outlined in this policy.
- c. The Harris Center and employees may not use appropriated money to attempt to influence the passage or defeat of a legislative measure. This section does not prohibit employees from using resources to provide public information or to provide information responsive to a request.
- d. The Harris Center and employees may not use their official authority or influence, or permit the use of a program administered by The Harris Center to interfere with or affect the result of an election or nomination of a candidate or to achieve any other political purpose.
- e. The Harris Center and employees must not coerce, attempt to coerce, command, restrict, attempt to restrict, or prevent the payment, loan, or contribution of anything of value to a person or political organization for a political purpose.

EMPLOYMENT OF LOBBYIST

- a. The Harris Center may not use appropriated money to employ, as a regular full-time, part-time, or contract employee, a person is required by state law to register as a lobbyist.
- b. The Harris Center may not use appropriated money to pay, on behalf of The Harris Center or an officer or employee of The Harris Center, membership dues to an organization that pays part or all of the salary of a person who is required by state law to register as a lobbyist.
- c. If the Harris Center violates Subsection (a) it is subject to a reduction of amounts appropriated for administration by the General Appropriations Act for the biennium following the biennium in which the violation occurs in an amount not to exceed \$100,000 for each violation.

RESTRICTIONS ON LOBBYING EXPENDITURES

- a. The Harris Center may not use state funds to pay:
 1. lobbying expenses incurred by The Harris Center;
 2. a person or entity that is required to register with the Texas Ethics Commission under Chapter 305;
 3. any partner, employee, employer, relative, contractor, consultant, or related entity of a person or entity described who is required to register with the Texas Ethics Commission); or
 4. a person or entity that has been hired to represent associations or other entities for the purpose of affecting the outcome of legislation, agency rules,

ordinances, or other government policies.

- b. A political subdivision or private entity that violates Subsection (a) is not eligible to receive additional state funds.

DISCIPLINARY ACTION

Any Harris Center employee who is in violation of this policy may be subject to additional discipline, up to and including termination, if immediate and sustained corrective action is not taken.

3. APPLICABILITY/SCOPE:

This policy applies to all Harris Center employees, contractors, interns, and volunteers.

4. RELATED POLICIES/FORMS:

NA

5. PROCEDURES:

6. REFERENCES: RULES/REGULATIONS/ STANDARDS:

Texas Gov't Code Ch. 556

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	04/2026
Legal Review	Kendra Thomas: Counsel	04/2026
Compliance Director Review	Demetria Lockett	02/2026
Department Review	Keena Pace: Exec	02/2026
Initial Assignment	Kendra Thomas: Counsel	02/2026

EXHIBIT F-21

Status **Pending** PolicyStat ID **19800358**

Origination	06/2020
Last Approved	N/A
Effective	Upon Approval
Last Revised	05/2026
Next Review	1 year after approval

Owner	Kendra Thomas: Counsel
Area	Leadership
Document Type	Agency Policy

LD.A.11 - Management of Legal Documents & Litigation

1. PURPOSE:

To ensure all staff of The Harris Center for Mental Health & Intellectual and Developmental Disability (The Harris Center) properly respond to service of lawsuits, court orders, legal documents and other official notices.

2. POLICY:

It is the policy of The Harris Center to comply and respond timely to lawsuits, court orders, legal documents or other official documents served on The Harris Center to avoid any delay in legal proceedings and to protect the legal rights of The Harris Center, its staff and persons served.

The Harris Center's Legal Services Department is administratively responsible for all legal matters related to The Harris Center, including management of litigation.

3. APPLICABILITY/SCOPE:

All Harris Center Staff, contractors, volunteers and interns.

4. PROCEDURES:

5. RELATED POLICIES/FORMS:

[LD.A.8 Subpoenas](#)

6. REFERENCES: RULES/REGULATIONS/ STANDARDS:

The Harris Center Compliance Plan

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	04/2026
2nd Legal Review	Kendra Thomas: Counsel	04/2026
1st Legal Review	Bijul Enaohwo	03/2026
Compliance Director	Demetria Lockett	03/2026
Initial Assignment	Kendra Thomas: Counsel	03/2026

EXHIBIT F-22

Status **Pending** PolicyStat ID **20227098**



Origination	05/2025
Last Approved	N/A
Effective	Upon Approval
Last Revised	05/2026
Next Review	1 year after approval

Owner	Camelia Lee: HRGen
Area	Human Resources
Document Type	Agency Policy

HR.A.48 Meal Period and Break Policy

1. PURPOSE:

The purpose of this policy is to:

- Ensure compliance with relevant labor laws.
- Provide clear guidelines for scheduling and taking meal periods and paid breaks.
- Promote the health and well-being of employees.
- Maintain consistent and fair practices across the organization.
- Ensure minimal disruption to operations and continuity of care provided to clients.

2. POLICY:

it is the policy of The Harris Center for Mental Health and IDD (The Harris Center) to outline the guidelines for meal periods and paid breaks for all employees of The Harris Center. The organization is committed to ensuring that all employees have adequate time to rest and recharge during their shifts, promoting overall well-being and maintaining operational efficiency.

3. APPLICABILITY/SCOPE:

All employees, contractors and relief staff of The Harris Center.

4. RELATED POLICIES/FORMS:

5. PROCEDURE:

[HR.B.48 - Meal Period and Paid Break Procedure](#)

6. REFERENCES: RULES/REGULATIONS/ STANDARDS:

Fair Labor Standards Act (FSLA)

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	04/2026
2nd Legal Review	Kendra Thomas: Counsel	04/2026
1st Legal Review	Bijul Enahwo	04/2026
Compliance Director Review	Demetria Lockett	04/2026
Department Review	Toby Hicks	04/2026
Initial Assignment	Toby Hicks	04/2026

EXHIBIT F-23

Status **Pending** PolicyStat ID **19741390**

Origination	04/2018
Last Approved	N/A
Effective	Upon Approval
Last Revised	05/2026
Next Review	1 year after approval

Owner	Luming Li: Chief Medical Ofcr (1101 1817)
Area	Medical Services
Document Type	Agency Policy

MED.A.3 - Medical Peer Review Policy

1. PURPOSE:

The purpose of this policy is to ensure a process whereby the quality of care provided by physicians and physician assistants at The Harris Center for Mental Health & IDD (The Harris Center) is physician-peer-driven and meets professionally recognized standards of health care via ongoing objective, non-judgmental, consistent and fair evaluation by the medical staff.

2. POLICY:

It is the policy of The Harris Center to consistently assess, monitor, and evaluate physician-patient care activity to ensure the highest quality of care for all patients of The Harris Center. Triggers for physicians and physician assistants may include findings from routine patient record reviews, incident reports, patient or staff complaints, sentinel events or critical incident reviews. The deliberations of the medical peer review are held in accordance with all rules, statutes, and laws pertaining to peer review and any protections allowed under these regulations in regard to confidentiality and privileged nature of medical peer review deliberations and proceedings. The Medical Peer Review Committee is a subcommittee of the Professional Review Committee (PRC).

3. APPLICABILITY/SCOPE:

This policy applies to any employed and contracted licensed physicians and physician assistants for the evaluation of clinical practice under the supervision of a licensed physician.

4. PROCEDURES:

MED.B.3 Medical Peer Review Procedure

5. RELATED POLICIES/FORMS:

COM.A.6 Professional Review Committee

6. REFERENCES: RULES/REGULATIONS/ STANDARDS:

Health Care Quality Improvement Act of 1986, 42 U.S.C. §§11101, et seq.

Report and Confidentiality Requirements, Tex. Occupations Code, Subchapter A. §§160.001, et. seq.

Physician Assistants- Duty to Report; Medical Peer Review, Texas Occupations Code Subchapter A. §204.208

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	04/2026
Final Legal Review	Kendra Thomas: Counsel	04/2026
1st Legal Review	Bijul Enaohwo	02/2026
Compliance Director	Demetria Lockett	02/2026
3rd Department Review	Luming Li: Chief Medical Ofcr (1101 1817)	02/2026
2nd Department Review	Kia Walker: Chief Nursing Officer	01/2026
1st Department Review	Danyalle Evans	01/2026
Initial Assignment	Luming Li: Chief Medical Ofcr (1101 1817)	01/2026

EXHIBIT F-24

Status **Pending** PolicyStat ID **20038714**

Origination	06/2019
Last Approved	N/A
Effective	Upon Approval
Last Revised	05/2026
Next Review	1 year after approval

Owner	Vanessa Miller: Mgr
Area	Medical Services
Document Type	Agency Policy

MED.NUR.A.3 Nursing Peer Review: Incident Based or Safe Harbor

1. PURPOSE:

The Harris Center for Mental Health and IDD (The Harris Center) is committed to ensuring high quality health care through the utilization of the nursing peer review process. The process is one of fact-finding, analysis, and study of events by nurses in a climate of collegial problem-solving focused on obtaining all relevant information about an event.

2. POLICY:

The Nursing Peer Review Committee ("NPRC") shall evaluate nursing services, the qualifications of a nurse, the quality of patient care rendered by nurses, the merits of a complaint concerning a nurse or nursing care, and a determination or recommendation regarding a complaint. The NPRC may review the nursing practice of a LVN, RN, or APRN (RN with advanced practice authorization).

The Nursing Peer Review Committee shall also convene if a nurse requests a safe harbor nursing peer review determination of whether the requested conduct or assignment violated the nurse's duty to a patient. The Harris Center's Nursing Peer Review Committee shall comply with state law and applicable Board rules related to nursing peer review and safe harbor nursing peer review. The NPRC is a subcommittee of the Professional Review Committee ("PRC").

3. APPLICABILITY/SCOPE:

The Harris Center for Mental Health and IDD nurse employees and contractors.

4. RELATED POLICIES/FORMS:

- Notice of Receipt of Report to Peer Review Committee
- Confidentiality Guidelines for Participants in Nursing Peer Review Process
- Detailed Summary of Peer Review Committee Findings
- Peer Review Committee's Final Report to Administration
- BON Safe Harbor Quick Request Form
- BON Comprehensive Written Request for Safe Harbor Nursing Peer Review
- Safe Harbor Request to Question the Medical Reasonableness of a Physician's Order

5. PROCEDURES:

- [MED.NUR.B.3 Nursing Peer Review: Incident Based or Safe Harbor](#)

6. REFERENCES: RULES/REGULATIONS/STANDARDS:

- Nursing Practice Act, Texas Occupations Code Chapter 301
- Nursing Peer Review, Texas Occupations Code Chapter 303
- Licensure, Peer Assistance and Practice, Title 22 Texas Administrative Code, §§217.19,

Attachments

[BONComprehensiveWrittenRequestforSafeHarborNursingPeerReview.pdf](#)

[BONSafeHarborQuickRequestForm.pdf](#)

[BONSafeHarborResourcesforFacilities.pdf](#)

[SHNPR-Resource.pdf](#)

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	04/2026
2nd Legal Review	Kendra Thomas: Counsel	04/2026

1st Legal Review	Bijul Enaohwo	04/2026
Compliance Director Review	Demetria Lockett	04/2026
Department Review I	Kia Walker: Chief Nursing Officer	03/2026
Initial	Vanessa Miller: Mgr	03/2026

EXHIBIT F-25

Status **Pending** PolicyStat ID **20227072**



Origination 01/2012
 Last Approved N/A
 Effective Upon Approval
 Last Revised 04/2026
 Next Review 1 year after approval

Owner Camelia Lee:
 HRGen
 Area Human Resources
 Document Type Agency Policy

HR.A.15 Obligation to Identify Individuals or Entities Excluded from Participation in Federal Health Care Programs

1. PURPOSE

The purpose of this policy is to establish guidelines, which prohibit The Harris Center for Mental Health and Intellectual and Developmental Disability (The Harris Center) from employing an individual or entity that has been excluded from Federally-funded health care programs. The guidelines set in place by this policy ensures the integrity and accountability as it relates to The Health & Human Services Department - Office of Inspector General (HHSC-OIG)

2. POLICY

It is the policy of The Harris Center for Mental Health and Intellectual and Developmental Disability ("The Harris Center" or "Agency") to comply with federal rules - Social Security Act, 42 U.S.C. 1320a-7, Section 1128

The Agency shall conduct both State and Federal List of Excluded Individuals/Entities (LEIE) searches prior to hire and monthly on all existing employees, interns, contractors, volunteers and entities.

3. APPLICABILITY/SCOPE

All staff employed by The Harris Center including, direct hire, contractors, volunteers, interns and entities. Candidates for hire and contracted entities whom are excluded are considered ineligible for employment or providing services with The Harris Center and will **NOT** be offered a position.

4. RELATED POLICIES/FORMS:

5. PROCEDURE:

[HR.B.15 Obligation to Identify Individuals or Entities from Participation in Federal Health Care Programs](#)

6. REFERENCES: RULES/REGULATIONS/ STANDARDS:

Social Security Act 42 U.S.C.A. 1320a-7

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	04/2026
2nd Legal Review	Kendra Thomas: Counsel	04/2026
1st Legal Review	Bijul Enaohwo	04/2026
Compliance Director Review	Demetria Lockett	04/2026
Department Review	Toby Hicks	04/2026
Initial Assignment	Toby Hicks	04/2026

EXHIBIT F-26

Status **Pending** PolicyStat ID **20227089**

Origination	08/2024
Last Approved	N/A
Effective	Upon Approval
Last Revised	05/2025
Next Review	1 year after approval

Owner	Camelia Lee: HRGen
Area	Human Resources
Document Type	Agency Policy

HR.A.40.Out of State Employment

1. PURPOSE:

The purpose of this policy is to define work arrangements for all Harris Center staff, volunteers, contractors, and interns who reside and work outside the State of Texas to ensure compliance with state and federal laws.

2. POLICY:

It is the policy of The Harris Center that all staff, volunteers, interns, and contractors hired to perform services on behalf of the Harris Center are required to complete their duties within Texas. Out-of-state work arrangements may be granted on an exception basis to meet the business operation needs of the Harris Center and are not intended to be long term telecommuting assignments.

Prior to informing or approving any request from a current or former employee, advance approval from the Division Chief and VP, Human Resources is required. This applies to any form of Out-of-state working arrangements, including hiring an employee to work at a location outside of Texas, the assigning of current staff to work at a location outside of Texas and the use of a Harris Center approved telecommuting work arrangement outside of Texas.

Out-of-state work arrangements shall be limited to mission critical projects that are necessary to meet the business needs of the Harris Center and not as a method to fill vacant positions. Relief Staff that resides in the state of Texas should be utilized. In reviewing the request for an out-of-state work arrangement, the Division Chief, Legal Counsel and VP, Human Resources will evaluate the Harris Center's business needs and the compliance requirements. In most cases, however, out-of-state work arrangements are not a viable option.

Employees approved to work outside of Texas are responsible for verifying that appropriate state tax deductions are withheld from their pay. Additionally, all employees are responsible for updating their home and mailing addresses to reflect the out of state residential address.

3. APPLICABILITY/SCOPE:

This policy applies to all Harris Center staff, volunteers, contractors and interns. This policy applies to the hiring of staff. This policy does not apply to an out-of-state work arrangement for a temporary period and will be reviewed on a case by case basis.

4. RELATED POLICIES/FORMS:

[HR.A.8 Employment Policy](#)

[HR.A.10 Equal Employment Opportunity](#)

[HR.A.25 Transfers – Promotions - Demotions](#)

[HR.A.14 Licensure, Certification, and Registration](#)

[HIM.IT.A.4 Off-Premises Equipment Usage](#)

Out of State Employee Exception Request Form

5. PROCEDURE:

[HR.B.40.Out of State Employees](#)

6. REFERENCES: RULES/REGULATIONS/ STANDARDS:

Attachments

[Out of State Employment Request.pdf](#)

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending

CEO Approval	Wayne Young: Exec	04/2026
2nd Legal Review	Kendra Thomas: Counsel	04/2026
1st Legal Review	Bijul Enaohwo	04/2026
Compliance Director Review	Demetria Lockett	04/2026
Department Review	Toby Hicks	04/2026
Initial Assignment	Toby Hicks	03/2026

EXHIBIT F-27

Status **Pending** PolicyStat ID **20227073**

Origination	11/2020
Last Approved	N/A
Effective	Upon Approval
Last Revised	05/2026
Next Review	1 year after approval

Owner	Camelia Lee: HRGen
Area	Human Resources
Document Type	Agency Policy

HR.A.17 Overtime Compensation

1. PURPOSE:

The purpose of this policy is to comply with applicable local, state and federal laws, and to provide equitable consideration for hours worked over 40 in the standard work week.

2. POLICY:

It is the policy of The Harris Center for Mental Health and Intellectual and Developmental Disability (The Harris Center) in compliance with the Fair Labor Standards Act (FLSA) and the Equal Pay Act has established a maximum work week of forty (40) hours, except as noted herein. Unless exempt, the Harris Center will compensate employees for overtime worked in excess of the established workweek in accordance with FLSA and the provisions of this policy. Overtime for certain employees classified as "Exempt" by the FLSA is not required. Overtime for employees classified as "Nonexempt" will be compensated at a rate not less than one and one-half hours for each hour of overtime.

3. APPLICABILITY/SCOPE:

This policy applies to all staff employed by The Harris Center including, both direct and contracted employees.

4. PROCEDURES:

- Employees Exempt from Overtime
- Overtime Approval
- Neuro-Psychiatric Center Overtime Computation

- Overtime Compensation
- Employee Volunteers

5. RELATED POLICIES/FORMS:

[LD.A.5 Signature for Authorization](#)

[HR.A.22 Shift Differential](#)

[HR.A.8 Employment](#)

6. REFERENCES: RULES/REGULATIONS/STANDARDS:

Fair Labor Standards Act 29 U.S.C. § 203

Equal Pay Law, Texas Government Code §659.001

The Harris Center's Employee Handbook

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	04/2026
2nd Legal Review	Kendra Thomas: Counsel	04/2026
1st Legal Review	Bijul Enahwo	04/2026
Compliance Director Review	Demetria Lockett	04/2026
Department Review	Toby Hicks	04/2026
Initial Assignment	Toby Hicks	04/2026

EXHIBIT F-28

Status **Pending** PolicyStat ID **19741392**



Origination 02/2025

Last Approved N/A

Effective Upon Approval

Last Revised 04/2026

Next Review 1 year after approval

Owner Lance Britt: Dir

Area Assessment, Care & Continuity

Document Type Agency Policy

ACC.A.17 Patient Conduct

1. PURPOSE:

The Harris Center for Mental Health and Intellectual and Developmental Disabilities (The Harris Center) is committed to providing a safe and inclusive environment for all consumers.

2. POLICY:

It is the policy of The Harris Center that consumers are to conduct themselves in a respectful and courteous manner. If consumers display disruptive behaviors or safety concerns, they will be addressed in a manner that protects all involved.

If an event arises that involves disruptive behavior by a patient, then Harris Center clinical staff and leadership will discuss alternatives to providing the required care for the patient including possible termination of the patient relationship with clinical staff.

3. APPLICABILITY/SCOPE:

This policy applies to all Harris Center patients and clinical staff.

4. RELATED POLICIES/FORMS:

5. PROCEDURE:

[ACC.B.17 Patient Conduct Procedure](#)

6. REFERENCES: RULES/REGULATIONS/ STANDARDS:

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	04/2026
2nd Legal Review	Kendra Thomas: Counsel	04/2026
1st Legal Review	Bijul Enaohwo	02/2026
Compliance Director	Demetria Lockett	02/2026
Initial Assignment	Lance Britt: Dir	01/2026

EXHIBIT F-29

Status **Pending** PolicyStat ID **20227075**



Origination 05/1993
 Last Approved N/A
 Effective Upon Approval
 Last Revised 05/2026
 Next Review 1 year after approval

Owner Rita Alford: Dir
 Area Information Management
 Document Type Agency Policy

HIM.EHR.A.8 Patient/ Individual Access to Medical Records

1. PURPOSE

To establish guidelines for the contents, maintenance, and confidentiality of patient/ individual medical records that meet the requirements set forth in Federal and State laws and regulations, and to define the portion of a patient/ individual's healthcare information, whether in paper or electronic format, that comprises the medical record.

2. POLICY

It is the policy of The Harris Center that subject to specific contraindications by a qualified professional and to any legal constraints, the content of a patient/ individual's medical record shall be made available to the patient/ individual upon written request.

3. APPLICABILITY/SCOPE

This policy applies to all employees of The Harris Center

4. PROCEDURES

[HIM.EHR. B.8 Patient/ Individual Access to Medical Records](#)

5. RELATED POLICIES/FORMS

Policies and Procedures	
Confidentiality and Disclosure of Patient/ Individual Health Information	HIM.EHR.A.3

Notice of Privacy Practices	
Consumer Request for Review (Appeal) of a Center Decision	
Request for an Accounting of Disclosures of Health Information	
Consumer Request for Confidential Communications	
Request to Correct or Amend Consumer Health Information	
Request to Restrict the Use/Disclosure of Consumer Health Information	
Notice of Privacy Practices Acknowledgement	
Release of Information Processing Fee	Attachment F

6. REFERENCES: RULES/REGULATIONS/STANDARDS

Physician-Patient Communication, Texas Occupations Code, Chapter 159

Medical Records Privacy Act, Texas Health and Safety Code chapter 181

Mental Health Records, Texas Health and Safety Code Chapter 611

HIPAA Privacy and Security Rules, 45 CFR Parts 160 and 164

The 21st Century Cures Act, Pub. L. No. 114-255 (2016); 29 U.S.C. § 1185a; 26 U.S.C. § 9812

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	04/2026
Legal Review	Kendra Thomas: Counsel	04/2026
Compliance Director Review	Demetria Lockett	04/2026
Department Review	Mustafa Cochinwala: Dir	03/2026
Initial Assignment	Rita Alford: Dir	03/2026

EXHIBIT F-30

Status **Pending** PolicyStat ID **19741386**

Origination	02/2016
Last Approved	N/A
Effective	Upon Approval
Last Revised	05/2026
Next Review	1 year after approval

Owner	Gertrude Leidich: Vice President Clinical Transformation and Quality
Area	Medical Services
Document Type	Agency Policy

MED.PHA.A.3 - Pharmaceutical Representatives Policy

1. PURPOSE:

To provide guidelines for the activities of pharmaceutical representatives as they relate to The Harris Center for Mental Health and IDD (The Harris Center) associated matters.

2. POLICY:

It is the policy of The Harris Center to ensure positive, constructive, and objective relationship activities between The Harris Center and Pharmaceutical Company representatives. Pharmaceutical Representative's access to clinical sites and The Harris Center personnel shall occur on a scheduled basis as approved by the Harris Center Chief Medical Officer or Divisional VPs of Medical Services. These activities include, but are not limited to, the review of product information, sponsorship of medical education, coordination of studies for new and existing drugs and products, and responses to requests for procurement or recall of specific products.

The Harris Center personnel are strictly prohibited from accepting any form of gifts, courtesies, meals, or remuneration in any amount from pharmaceutical company representatives. The Harris Center personnel are required to immediately report any form of employment with pharmaceutical companies, including payments for speaking fees, travel, or food, on behalf of pharmaceutical companies, to their immediate supervisor and complete the Outside Practice Questionnaire for Licensed or Non-Licensed Staff.

3. APPLICABILITY/SCOPE:

All Harris Center employees, contractors, interns, volunteers, and programs.

4. RELATED POLICIES/FORMS:

Outside Practice for Employees of the Harris Center form

Outside Practice for Non-licensed Personnel of the Harris Center form

5. PROCEDURES:

[MED.PHA.B.3 Pharmaceutical Representative Procedure](#)

6. REFERENCES: RULES/REGULATIONS/ STANDARDS:

CARF Section 2E

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	03/2026
Final Legal Review	Kendra Thomas: Counsel	03/2026
1st Legal Review	Bijul Enaohwo	02/2026
Compliance Director	Demetria Lockett	02/2026
3rd Department Review	Luming Li: Chief Medical Ofcr (1101 1817)	02/2026
2nd Department Review	Kia Walker: Chief Nursing Officer	02/2026
1st Department Review	Danyalle Evans	02/2026
Initial Assignment	Gertrude Leidich: Vice President Clinical Transformation and Quality	02/2026

EXHIBIT F-31

Status **Pending** PolicyStat ID **19741387**



Origination	09/2018
Last Approved	N/A
Effective	Upon Approval
Last Revised	05/2026
Next Review	1 year after approval

Owner	Lance Britt: Dir
Area	Assessment, Care & Continuity
Document Type	Agency Policy

ACC.A.2 Plan of Care

1. PURPOSE:

To ensure the development of a comprehensive person-centered plan based on client, family/legal guardian input, assessments and narrative summaries

2. POLICY:

It is the policy of The Harris Center for Mental Health and IDD (The Harris Center) to ensure every client served will be an active participant in the development of his or her Person-Centered Plan in conjunction with his/her assigned interdisciplinary treatment team.

3. APPLICABILITY/SCOPE:

This applies to all of The Harris Center Programs/Units that provide services.

4. RELATED POLICIES/FORMS:

- Person and Family Centered Recovery Plan
- Individual Plan of Care
- Safety Plan
- Person Directed Plan
- Progress Notes

5. PROCEDURES:

[ACC.B.2 Plan of Care](#)

6. REFERENCES: RULES/REGULATIONS/ STANDARDS:

- Mental Health Community Service Standards, 26 Tex. Admin. Code § 301
- Behavioral Health Delivery System, 26 Tex. Admin. Code § 306 (2020).
- Lidda Role and Responsibilities, 26 Tex. Admin. Code § 330 (2024).
- Texas Home Living (TXHML) Program and Community First Choice (CFC) Certification Standards, 26 Tex. Admin. Code § 566.

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	04/2026
Legal Review	Kendra Thomas: Counsel	04/2026
Compliance Director Review	Demetria Lockett	03/2026
1st Legal Review	Bijul Enahwo	02/2026
Departmental Review	Keena Pace: Exec	01/2026
Compliance 1st Review	Christopher Webb: Audit	01/2026
Initial Assignment	Lance Britt: Dir	01/2026

EXHIBIT F-32

Status **Pending** PolicyStat ID **19741381**

Origination	01/1998
Last Approved	N/A
Effective	Upon Approval
Last Revised	04/2026
Next Review	1 year after approval

Owner	Rita Alford: Dir
Area	Information Management
Document Type	Agency Policy

HIM.EHR.A.14 Retention of Patient/Individual Records

1. PURPOSE:

A patient/individual record will be maintained for every individual registered and/or opened for services with the Harris Center.

2. POLICY:

It is the policy of The Harris Center that all patient/individual records shall be retained for specified periods based on legal, accrediting, and regulatory requirements, as well as, its uses for patient/individual care, legal, research and educational purposes. Patient/individual records may be retained in paper-based, images, and EHR.

3. APPLICABILITY/SCOPE:

This policy applies to all departments, divisions, facilities and/or programs within The Harris Center.

4. RELATED POLICIES/FORMS:

[HIM.EHR.A.9 Patient/Individual Records Administration](#)

[HIM.EHR. A.16 Security of Patient/Individual Identifying Information](#)

5. PROCEDURES:

[HIM.EHR.B.14 Retention of Patient/Individual Record](#)

6. REFERENCES: RULES/REGULATIONS/ STANDARDS:

American Health Information Management Association Practice Brief: Retention of Health Information Confidentiality of Substance Use Disorder Patient Records, 42 CFR Part 2, Subpart B
 Health Insurance Portability and Accountability Act, 45 CFR §§164.509,164.515
 Texas Medical Records Privacy Act, Tex. Health & Safety Code Chapter 181
 Medical Records, 22 Tex. Admin. Code, Chapter 165
 Psychological Records, Test Data & Test Materials, 22 Tex. Admin. Code §465.22
 Rights of All Persons Receiving Mental Health Services, 25 Tex. Admin. Code §404.154

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	04/2026
Legal Review	Kendra Thomas: Counsel	04/2026
Compliance Director Review	Demetria Lockett	04/2026
Department Review	Mustafa Cochinwala: Dir	03/2026
Initial Assignment	Rita Alford: Dir	02/2026

EXHIBIT F-33

Status **Pending** PolicyStat ID **19741379**

Origination	11/2002	Owner	Rita Alford: Dir
Last Approved	N/A	Area	Information Management
Effective	Upon Approval	Document Type	Agency Policy
Last Revised	05/2026		
Next Review	1 year after approval		

HIM.EHR.A.11 Sanctions for Breach of Security and/or Privacy Violations of Health Information

1. PURPOSE:

The Harris Center for Mental Health and IDD (The Harris Center) and its staff are entrusted with personal and clinical information regarding the patients/ Individuals we serve. The Harris Center, as an employee health plan sponsor, is also entrusted with employee health information. We recognize that these pieces of information are highly confidential and must be treated with great respect and care by all staff with access to the information.

2. POLICY:

It is the policy of The Harris Center that any breach in confidentiality or security by a staff person shall be subject to formal disciplinary action as set forth in this policy and procedure. Confidentiality breaches are also subject to federal investigations and possible fines and imprisonment as set forth in the Health Insurance Portability and Accountability Act, Privacy Rule.

3. APPLICABILITY/SCOPE:

This policy applies to all departments, divisions, facilities, and/or programs within The Harris Center.

4. RELATED POLICIES/FORMS:

[HIM.EHR.A.3 Confidentiality and Disclosure of Patient/Individual Health Information](#)

[HIM.EHR.A.16 Security of Patient /Individual Identifying Information](#)

[LD.A.19 Incident Reporting](#)

5. PROCEDURES:

[HIM.EHR. B.11 Sanctions for Breach of Security and /or Privacy Violations of Health Information](#)

6. REFERENCES: RULES/REGULATIONS/STANDARDS:

American Health Information Management Association Practice Brief: Retention of Health Information
 Health Insurance Portability and Accountability Act, 45CFR Part 160, Subpart D
 Confidentiality of Substance Use of Disorder Patient Records, 42 CFR Part2, Subpart A
 Physician-Patient Communication, Tex. Occupation Code Ch. 159
 Medical Records Privacy, Tex. Health and Safety Code Ch. 181
 Mental Health Record, Tex. Health and Safety Code Ch. 611

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	04/2026
Legal Review	Kendra Thomas: Counsel	04/2026
Compliance Director Review	Demetria Lockett	04/2026
Department Review	Mustafa Cochinwala: Dir	03/2026
Initial Assignment	Rita Alford: Dir	02/2026

EXHIBIT F-34

Status **Pending** PolicyStat ID **20227079**

Origination	06/2000
Last Approved	N/A
Effective	Upon Approval
Last Revised	05/2026
Next Review	1 year after approval

Owner	Rita Alford: Dir
Area	Information Management
Document Type	Agency Policy

HIM.EHR.A.16 Security of Patient/ Individual Identifying Information

1. PURPOSE:

All patient/individual identifying information, regardless of the medium or format, is considered confidential and shall be available only to authorized users.

2. POLICY:

It is the policy of The Harris Center to maintain the security of all patient/individual identifying information and safeguard this information against loss, destruction, tampering and unauthorized access and use.

3. APPLICABILITY/SCOPE:

This policy applies to all departments, divisions, facilities and/or programs within The Harris Center.

4. PROCEDURES:

[HIM.EHR.B.16 Security of Patient/ Individual Identifying Information](#)

5. RELATED POLICIES/FORMS:

[HIM.EHR.A.3 Confidentiality and Disclosure of Patient /Individual Identifying Information](#)

[HIM.EHR. A.14 Retention of Patient/Individual Record](#)

[HIM.EHR.A.9 Patient/Individual Records Administration](#)

[LD.A.4 Incident Reporting](#)

6. REFERENCES: RULES/REGULATIONS/ STANDARDS:

- American Health Information Management Association - Practice Brief on Information Security
- Medicare Conditions of Participation for Hospitals
- Health Insurance Portability and Accountability Act

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	04/2026
Legal Review	Kendra Thomas: Counsel	04/2026
Compliance Director Review	Demetria Lockett	04/2026
Department Review	Mustafa Cochinwala: Dir	03/2026
Initial Assignment	Rita Alford: Dir	03/2026

EXHIBIT F-35

Status **Pending** PolicyStat ID **19622506**

Origination 05/2020

Last Approved N/A

Effective Upon Approval

Last Revised 05/2026

Next Review 1 year after approval

Owner Shiela Oquin:
ExecAsstArea Assessment,
Care & ContinuityDocument Agency Policy
Type

ACC.A.15 - Supervision of Peer Specialists

1. PURPOSE:

To ensure effective supervision of Peer Specialists across all divisions and programs at The Harris Center for Mental Health and IDD (The Harris Center).

2. POLICY:

It is the policy of The Harris Center to provide supervision to all Peer Specialists consistent with state rules and laws. Peer Specialist supervision must focus on peer specialists' provision of services, including review of cases and activities, skill building, problem resolution, and professional growth. Supervision may also include aspects specific to the Harris Center, such as following organizational policy or other administrative matters.

3. APPLICABILITY/SCOPE:

This policy will apply to all Peer Specialists across all divisions and programs at The Harris Center.

4. RELATED POLICIES/FORMS:

- Supervision Verification Form
- Direct Hours Tracking/Supervised Work Experience Form

5. PROCEDURES:

[ACC.B.15 Supervision of Peer Specialist](#)

6. REFERENCES: RULES/REGULATIONS/ STANDARDS:

Rules Governing Peer Specialists, Tex. Gov't. Code § 547.0003 (2025).
 Medical Assistance Program, Tex. Hum. Res. Code § 32.001 et al.
 Peer Specialist Services, 1 Tex. Admin. Code Ch. 354, Subchapter N

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	04/2026
Legal Review	Kendra Thomas: Counsel	04/2026
Compliance Director Review	Demetria Lockett	03/2026
1st Legal Review	Bijul Enaohwo	02/2026
Departmental Review	Keena Pace: Exec	01/2026
Compliance 1st Review	Christopher Webb: Audit	01/2026
Initial Assignment	Shiela Oquin: ExecAsst	01/2026

EXHIBIT F-36

Status **Pending** PolicyStat ID **19800367**

Origination	07/2021
Last Approved	N/A
Effective	Upon Approval
Last Revised	05/2026
Next Review	1 year after approval

Owner	Gertrude Leidich: Vice President Clinical Transformation and Quality
Area	Medical Services
Document Type	Agency Policy

MED.A.4 System Quality, Safety and Experience Committee

1. PURPOSE:

The purpose of this policy is to promote best practices, improve the quality, and safety of patient care, and reduce risk to patients through an environment that encourages internal reporting and ongoing evaluation and analysis of processes and occurrences. The System Quality, Safety, and Experience Committee was operationalized by the Professional Review Committee (PRC) and is a sub-committee of the PRC.

2. POLICY:

It is the policy of the System Quality, Safety and Experience Committee to continually enhance the quality and safety of patient care at The Harris Center through a systematic and collaborative approach that supports the ongoing evaluation of The Harris Center's patient care processes and services.

3. APPLICABILITY/SCOPE:

This policy applies to all staff and contractors of The Harris Center for Mental Health and IDD and the services provided.

4. RELATED POLICIES/FORMS:

- Reporting Allegations of Abuse, Neglect and Exploitation
- Confidentiality Guidelines for Participants in System Quality, Safety and Experience Committee Process
- Incident Review Form - Patient Safety Committee

- Incident Referral Form - Patient Safety Committee

5. PROCEDURES:

MED.B.4 System Quality, Safety and Experience Committee Procedure

- Pharmacy and Therapeutics Committee
- Infection Prevention
- System Accreditation
- All PI Councils and internal learning collaboratives (e.g., Zero Suicide, Substance Use Disorders)
- Approval of Care Pathways
- Patient Experience / Satisfaction

6. REFERENCES: RULES/REGULATIONS/STANDARDS:

- Texas Medical Practices Act, Tex. Occ. Code Ch. 151
- Requirements Relating to Medical Peer Review, Tex. Occ. Code Ch. 160
- Nursing Peer Review, Tex. Occ. Code Ch. 303
- Incident-based Nursing Peer Review & Whistleblower Protections, 22 Tex. Admin. Code §217.19
- Rights and Protections of Persons Receiving Mental Health Services, 25 Tex. Admin. Code §414

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	04/2026
Final Legal Review	Kendra Thomas: Counsel	04/2026
1st Legal Review	Bijul Enahwo	04/2026
Compliance Director	Demetria Lockett	04/2026
3rd Department Review	Luming Li: Chief Medical Ofcr (1101 1817)	02/2026

2nd Department Review	Kia Walker: Chief Nursing Officer	02/2026
1st Department Review	Danyalle Evans	02/2026
Initial Assignment	Gertrude Leidich: Vice President Clinical Transformation and Quality	02/2026

EXHIBIT F-37

Status **Pending** PolicyStat ID **19800359**

Origination	03/2023
Last Approved	N/A
Effective	Upon Approval
Last Revised	05/2026
Next Review	1 year after approval

Owner	Kendra Thomas: Counsel
Area	Leadership
Document Type	Agency Policy

LD.A.18 The Development and Maintenance of Center Policies

1. PURPOSE:

The purpose of this policy is to establish the guidelines of The Harris Center for Mental Health and IDD (The Harris Center) for the development of agency policies.

2. POLICY:

It is the policy of The Harris Center to develop and maintain policies and procedures, which define the internal management and operations of the agency. All policies, procedures, plans, protocols notices and all other regulatory documents shall comply with state/local contracts, grants, rules, regulations, The Harris Center's Board of Trustees' policies and other applicable statutes. Policies shall be reviewed and updated at least annually, unless changes in regulations, laws, changes within The Harris Center's privacy practices or The Harris Center business needs require an earlier review.

Updated copies of the agency's policies are maintained within a data management system accessible to all staff. Suggestions for the development of new agency policies or revisions to existing policies may be made by contacting The Harris Center's Compliance department. When immediate action is needed and timing precludes the normal review and approval, process, the CEO may issue Administrative Directives that are followed up with the formal policy and procedure development process. Board Committee and Full Board meeting agendas will include two sections, as it relates to policies. One section will include new and revised policies for consideration. The other section will include policies with no substantive changes from review period to review period, but which require an annual review and approval.

3. APPLICABILITY/SCOPE:

This policy applies to all employees, staff, volunteers, contractors, and interns of The Harris Center.

4. PROCEDURES:

[LD.B.12 Policy Changes Outside of Board Review and Approval](#)

5. RELATED POLICIES/FORMS:

[ACC.BYL.2 Bylaws of the Board of Trustees of The Harris Center for Mental Health and IDD](#)

6. REFERENCES: RULES/REGULATIONS/ STANDARDS:

CARF Section 1. Aspire to Excellence

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	04/2026
2nd Legal Review	Kendra Thomas: Counsel	04/2026
1st Legal Review	Bijul Enahwo	03/2026
Compliance Director	Demetria Lockett	03/2026
Initial Assignment	Kendra Thomas: Counsel	03/2026

EXHIBIT F-38

Status **Pending** PolicyStat ID **20227070**

Origination	11/2022
Last Approved	N/A
Effective	Upon Approval
Last Revised	05/2026
Next Review	1 year after approval

Owner	Camelia Lee: HRGen
Area	Human Resources
Document Type	Agency Policy

HR.A.29 Time and Attendance

1. PURPOSE:

The purpose of this policy is to communicate expectations of maintaining good attendance, punctuality, and accurate and timely punches for non-exempt employees.

2. POLICY:

It is the policy of The Harris Center for Mental Health and IDD that employees report to work on time for each scheduled workday or shift unless for approved Paid Time Off (PTO), call off following company protocol, approved leave, or other qualifying reason. Also, non-exempt employees who use time clocks are expected to clock in and out (make punches) timely and complete and approve their time-sheets consistent with unit procedures.

3. APPLICABILITY/SCOPE:

This policy applies to all Harris Center non-exempt employees

4. RELATED POLICIES/FORMS:

[HR.A.5 Employee Counseling, Supervision, Progressive Discipline, and Termination Policy](#)

Employee Handbook

5. PROCEDURES:

[HR.B.29 Time and Attendance Procedure](#)

6. REFERENCES: RULES/REGULATIONS/ STANDARDS:

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	04/2026
2nd Legal Review	Kendra Thomas: Counsel	04/2026
1st Legal Review	Bijul Enahwo	04/2026
Compliance Director Review	Demetria Lockett	04/2026
Department Review	Toby Hicks	04/2026
Initial Assignment	Camelia Lee: HRGen	03/2026

EXHIBIT F-39

Status **Pending** PolicyStat ID **18611957**



Origination 03/1995
 Last Approved N/A
 Effective Upon Approval
 Last Revised 05/2026
 Next Review 1 year after approval

Owner Camelia Lee: HRGen
 Area Human Resources
 Document Type Agency Policy

HR.A.25 Transfers - Promotions - Demotions

1. PURPOSE:

The purpose of this policy is to develop, mobilize, and retain staff of the highest quality. The Harris Center for Mental Health and IDD (The Harris Center) provides equal opportunities for the recruitment, professional growth, and advancement of all employees while providing guidelines for employee promotion, transfer, and demotion.

2. POLICY:

It is the policy of The Harris Center that any transfer, promotion, or demotion will be based on documented evidence of the employee's job qualifications and performance.

3. APPLICABILITY/SCOPE:

This policy applies to all staff employed by The Harris Center for Mental Health and Intellectual and Developmental Disability (The Harris Center) including, both direct and contracted employees.

4. RELATED POLICIES/FORMS:

• Personnel Action Form	
• Referral for Hire Form	

5. PROCEDURES:

HR.B.25 Transfers - Promotions - Demotions

6. REFERENCES: RULES/REGULATIONS/ STANDARDS:

- Employment
- The Harris Center's Employee Handbook

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	04/2026
2nd Legal Review	Kendra Thomas: Counsel	04/2026
1st Legal Review	Bijul Enaohwo	04/2026
Compliance Director Review	Demetria Lockett	04/2026
Department Review	Toby Hicks	04/2026
Initial Assignment	Toby Hicks	02/2026

EXHIBIT F-40

Status **Pending** PolicyStat ID **20227087**



Origination 05/2025
Last Approved N/A
Effective Upon Approval
Last Revised 05/2025
Next Review 1 year after approval

Owner Camelia Lee:
HRGen
Area Human Resources
Document Type Agency Policy

HR.A.59 Voting - Time Off

1. PURPOSE:

The purpose of this policy is to encourage and support employees in exercising their right to vote in local, state, and national elections. We recognize the importance of civic engagement and aim to provide employees with the necessary time and resources to participate in the electoral process.

2. POLICY:

The Harris Center for Mental Health and IDD is committed to fostering a culture of civic responsibility and participation. We believe that voting is a fundamental right and duty of every citizen. To support this, we will provide employees with the time and flexibility needed to vote in elections without compromising their work responsibilities.

3. APPLICABILITY/SCOPE:

This policy applies to all full-time and part-time employees of The Harris Center for Mental Health and IDD. It covers all local, state, and national elections, including primaries and general elections.

4. RELATED POLICIES/FORMS:

5. PROCEDURE:

[HR.B.59 Voting Time Off - Procedure](#)

6. REFERENCES: RULES/REGULATIONS/

STANDARDS:

Tex. Elec. Code § 276.004

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	04/2026
2nd Legal Review	Kendra Thomas: Counsel	04/2026
1st Legal Review	Bijul Enaohwo	04/2026
Compliance Director Review	Demetria Lockett	04/2026
Department Review	Toby Hicks	04/2026
Initial Assignment	Toby Hicks	03/2026

EXHIBIT F-41

Status **Pending** PolicyStat ID **20227109**

Origination	08/2018
Last Approved	N/A
Effective	Upon Approval
Last Revised	04/2026
Next Review	1 year after approval

Owner	Camelia Lee: HRGen
Area	Human Resources
Document Type	Agency Policy

HR.A.27 - Work Force Reduction

1. PURPOSE:

The purpose of this policy is to provide for an orderly and equitable transition in staffing when a work force reduction is necessary.

2. POLICY:

As a result of budget constraints, business necessity, program redirections, or related justifications, administrative actions may be taken to reduce the number of budgeted positions and/or Agency employees. A key management concern will be to achieve targeted staffing levels in the least disruptive manner to the delivery of consumer services and affected employees. The Chief Executive Officer, working with the Board of Trustees, shall determine and approve programs, functions, or units to be discontinued or consolidated. It is the policy of The Harris Center for Mental Health & Intellectual and Developmental Disability (hereinafter "The Harris Center") decisions regarding workforce reduction will be coordinated by the Chief Executive Officer, appropriate Division Chief, General Counsel and the Vice President of Human Resources.

3. APPLICABILITY/SCOPE:

This policy applies to all staff employed by The Harris Center including, both direct and contracted employees.

4. RELATED POLICIES/FORMS:

[HR.A.8 Employment](#)

5. PROCEDURES:

6. REFERENCES/ RULES/REGULATIONS/ STANDARDS:

NA

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	04/2026
2nd Legal Review	Kendra Thomas: Counsel	04/2026
1st Legal Review	Bijul Enaohwo	04/2026
Compliance Director Review	Demetria Lockett	04/2026
Department Review	Toby Hicks	04/2026
Initial Assignment	Toby Hicks	04/2026

EXHIBIT F-42

Status **Pending** PolicyStat ID **18455948**

Origination	08/2024
Last Approved	N/A
Effective	Upon Approval
Last Revised	05/2026
Next Review	1 year after approval

Owner	Eunice Davis: Dir
Area	Environmental Management
Document Type	Agency Policy

EM.A.12 Accident Reporting Policy

PURPOSE:

The purpose of this accident reporting policy is to provide guidelines on how and when to report workplace accidents, from minor incidents to severe injuries. It ensures timely investigation and implementation of safety measures.

POLICY:

~~On-the-job accidents that employees must report include any events that have caused minor or severe injuries or incidents resulting from negligence or inadequate safety precautions.~~

It is the policy of The Harris Center for Mental health and IDD (The Harris Center) to ensure that all on-the-job accidents are promptly reported by employees. This includes any incidents that result in minor or severe injuries, as well as those caused by negligence or inadequate safety precautions. Timely reporting supports a safe work environment and allows for appropriate follow-up and prevention measures. Employees are expected to review and follow all safety protocols to minimize risk.

APPLICABILITY/SCOPE:

This policy pertains to all ~~center~~Harris Center staff and relief workers. This policy includes employees who were injured while performing their duties on center premises or off-site locations, in course and scope of employment, and in center-owned or privately-owned vehicles.

RELATED POLICIES/FORMS ~~(for reference only)~~:

Employee Handbook

PROCEDURE:

~~Workers' Compensation Notice of Injury procedure~~ [EM.B.20 Workers' Compensation Notice of Injury Procedure](#)

REFERENCES: RULES/REGULATIONS/ STANDARDS:

Texas Department of Insurance

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	04/2026
2nd Legal Review	Kendra Thomas: Counsel	04/2026
1st Legal Review	Bijul Enaohwo	03/2026
Compliance Director	Demetria Lockett	03/2026
Initial Assignment	Eunice Davis: Dir	02/2026

EXHIBIT F-43

Status **Pending** PolicyStat ID **19152352**

Origination	10/2005	Owner	Stanley Adams
Last Approved	N/A	Area	Fiscal Management
Effective	Upon Approval	Document Type	Agency Policy
Last Revised	05/2026		
Next Review	1 year after approval		

FM.A.1 Adding and Receiving Equipment

1. PURPOSE:

To uphold appropriate processes and accurately account for all capital items and controlled assets in conformity with sound accounting and financial controls.

2. POLICY:

~~All~~ It is the policy that all The Harris Center for Mental Health and IDD (The Harris Center) supervisors are accountable for the use and reasonable care of all Capital Items and Controlled Assets assigned to them, assigned to the staff under their authority, and/or located on the premises in which their operations reside. Therefore, it is necessary to properly record and account for all Capital Items and Controlled Assets, including any new Capital Items and Controlled Assets added to their organizational area.

3. APPLICABILITY/SCOPE:

~~The Harris Center for Mental Health and IDD~~

4. DEFINITIONS:

~~Capital Item:~~ Equipment, furniture, vehicles & computer related equipment with a historical cost of \$5,000 or greater.

~~Controlled asset:~~ a capital asset that has a value less than the capitalization threshold established for that asset type with a high-risk nature, that is, equipment with a historical cost between \$500 and \$4,999.99 and classified as one of the following:

- ~~Computer, Desktop~~
- ~~Laptop Computers~~
- ~~Smartphones, Tablets & Other Handheld Devices~~
- ~~Data Projectors~~
- ~~TV's, Video Players/Recorders~~
- ~~Sound Systems and Other Audio Equipment~~
- ~~Camera - Portable - Digital, SLR~~

This policy applies to all The Harris Center employees and/or staff who are supervisors or are accountable for the use and reasonable care of all capital items and controlled assets assigned to them.

5. RELATED POLICIES/FORMS:

6. PROCEDURES:

~~[FM.B.1 Adding and Receiving Equipment](#)~~[FM.B.1 Adding and Receiving Equipment](#)

7. REFERENCES: RULES/REGULATIONS/STANDARDS:

- CARF: Section 1. Subsection F.6.a., Financial Planning and Management **References: Rules/Regulations/Standards**
- Property Accounting, Texas Government Code §§403.272-403.277
- Generally Accepted Accounting Procedures (GAAP)
- Texas Grant Management Standards (TxGMS)

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	04/2026
Legal Review	Kendra Thomas: Counsel	04/2026
Compliance Director Review	Demetria Lockett	04/2026
Department Review	Stanley Adams	02/2026
Compliance 1st Review	Christopher Webb: Audit	11/2025
Initial Assignment	Stanley Adams	11/2025

EXHIBIT F-44

Status **Pending** PolicyStat ID **19741385**

Origination	04/1993	Owner	Stanley Adams
Last Approved	N/A	Area	Fiscal Management
Effective	Upon Approval	Document Type	Agency Policy
Last Revised	05/2026		
Next Review	1 year after approval		

FM.A.13 Check and Electronic Payment Signature Authorization

1. PURPOSE:

The purpose of this policy is to clearly describe how checks and electronic payment authorizations are to be handled at The Harris Center [for Mental Health and IDD \(The Harris Center\)](#).

This policy establishes clear guidelines to ensure rigorous oversight and accountability in financial transactions at the Harris Center. Additionally, it promotes seamless operations and maintains transparent accountability in the delegation of authority within the Agency.

2. POLICY:

It is the policy of The Harris Center to have clearly designated financial thresholds and signature authorization authority for checks and electronic payments.

3. APPLICABILITY/SCOPE:

This policy applies to all Harris Center employees and vendors. [This policy does not apply to transfers from one financial institution account owned by the Harris Center to another financial institution account owned by the Harris Center](#)

4. RELATED POLICIES/FORMS ~~(for reference only)~~:

[LD.A.4 - Delegations in the Absence of the Chief Executive Officer \(CEO\)](#)

[LD.A.5 - Signature for Authorization](#)

[LD.B.5 Signature for Authorization](#)

5. PROCEDURE:

A. Primary Signature and Authorization Authority for Checks and Electronic Payments

The authority for signing checks and authorizing electronic payments is structured as follows:

1. Checks \$15,000 and less:
The Chief Executive Officer has the authority to electronically sign checks of \$15,000 and less.
2. Checks from \$15,000 to \$49,999:
All checks in this range, require one facsimile of the Chief Executive Officer and an original signature of any one of the following individuals:
 - Chief Financial Officer
 - ~~Deputy Chief Operating Executive~~ Officer
 - ~~Chief Administrative Officer~~
 - Controller
 - Board Chair
 - Any Member of the Board of Trustees
3. Electronic Payment Authorizations under \$49,999:
Electronic payment authorizations under this threshold must be approved by any one of the following individuals:
 - Chief Executive Officer
 - Chief Financial Officer
 - ~~Deputy Chief Operating Executive~~ Officer
 - ~~Chief Administrative Officer~~
 - Controller
 - Board Chair
 - Any Member of the Board of Trustees
4. Checks and Electronic Payment Authorizations between \$50,000 to \$149,999:
 - All checks in this range require the original signature of any two of the following individuals:
 - Chief Executive Officer
 - Chief Financial Officer
 - ~~Deputy Chief Operating Executive~~ Officer
 - ~~Chief Administrative Officer~~
 - Board Chair

- Any Member of the Board of Trustees
 - Electronic payment authorizations in this range require approval of any two of the following individuals:
 - Chief Executive Officer
 - Chief Financial Officer
 - ~~Deputy Chief~~ ~~Operating Executive~~ Officer
 - ~~Chief Administrative Officer~~
 - Board Chair
 - Any Member of the Board of Trustees
5. Checks and Electronic Payment Authorizations over \$150,000:
- All checks over \$150,000, require the original signature of either:
 - One Board Member and the Chief Executive Officer, or
 - Two Members of the Board of Trustees
 - Electronic payment authorizations over \$150,000, require the approval of either:
 - One Board Member and the Chief Executive Officer, or
 - Two Members of the Board of Trustees

B. Delegation of Authority

In situations where authorized signatories are temporarily unavailable due to vacation, illness, travel or unforeseen events, their signature and approval authority shall be delegated to ensure the uninterrupted continuation of the Harris Center operations and business functions. The authorized signatories must ensure that their delegates fully understand their delegated authority.

1. Checks and Electronic Payments less than \$150,000:
The Chief Executive Officer may delegate authority to the ~~Deputy Chief Operating Executive~~ Officer, ~~or the Chief Financial Officer, or the Chief Administrative Officer.~~ The Chief Financial Officer may further delegate authority to the Controller.
2. Checks and Electronic Payment Authorizations of \$150,000 or more:
The Chief Executive Officer may delegate authority to the ~~Deputy Chief Operating Executive~~ Officer, ~~or the Chief Financial Officer, or the Chief Administrative Officer.~~

C. Revocation of Authority

Any delegation or sub-delegation of authority may be revoked in writing at any time by the delegator, the Board of Trustees, or the Chief Executive Officer. Upon revocation, the delegating authority must immediately notify, in writing, the Controller, the Chief Financial Officer, the Chair of the Board of Trustees, and the General Counsel.

D. Board of Trustees Signature Authorization and Delegation of Authority of Certain Items

For the business operations of the Harris Center to function in a proper an efficient manner, the Board of Trustees may determine that it is necessary and prudent to delegate certain powers

and control over the Harris Center's affairs to designated officers; see related adopted Resolution(s) in the Attachments section of this policy.

6. REFERENCES: RULES/REGULATIONS/STANDARDS:

NA

Attachments

[Board of Trustees Signature Authorization and Delegation Authority for Certain Items.pdf](#)

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	05/2026
Legal Review	Kendra Thomas: Counsel	05/2026
Compliance Director Review	Demetria Lockett	05/2026
Department Review	Stanley Adams	03/2026
Compliance 1st Review	Christopher Webb: Audit	02/2026
Initial Assignment	Stanley Adams	02/2026

EXHIBIT F-45

Status **Pending** PolicyStat ID **19541913**

Origination	07/2024
Last Approved	N/A
Effective	Upon Approval
Last Revised	05/2026
Next Review	1 year after approval

Owner	Camelia Lee: HRGen
Area	Human Resources
Document Type	Agency Policy

HR.A.36 Continuing Employee Communication and Engagement

1. PURPOSE:

The purpose of this policy is to develop a strategic framework for enhancing all employees' voices and engagement across the organization. The goal of this policy is to establish an equitable and fair process for every employee to have opportunities to influence, to build trust and to contribute to a positive work environment.

2. DEFINITIONS:

The following definitions shall apply:

- "Board" shall mean the Board of Trustees of the Harris Center.
- "CEO" shall mean the Chief Executive Officer of the Harris Center.
- "Designated Space" refers to all conference rooms or other administrative spaces identified and approved by Harris Center leadership for employee labor organization related activities. Designated spaces are most commonly conference rooms or areas free from patient care activities and operational disruption. Designated spaces do not include lobbies, reception areas, breakrooms (unless specific permission has been granted by Harris Center leadership), parking lots, building entrances or areas where patient care, public access, or routine operations occur.
- "Employee labor organization" shall be defined consistent with TEX. GOV'T CODE §617.001, that is, any organization in which employees participate and that exists in whole or in part, to deal with Harris Center concerning grievances, labor disputes, wages, hours of employment, working conditions and that

does not claim the right to strike.

4. "Employee representatives" shall mean the representatives of the employee labor organizations.

5. "Employee Communication Plan" refers to all the measures and methods employed by Harris Center Executive Management to engage ~~with front-line~~ employees, solicit feedback, ~~encourage good~~ promote morale and staff retention, and improve working conditions and relationships.

3. POLICY:

It is the policy of The Harris Center to develop and implement ongoing processes and programs that promote each employee's engagement and improve each employee's experience. The Harris Center has a workforce comprised of employees who utilize their skills and talents to deliver quality behavioral healthcare and IDD services to Harris County residents. The Harris Center values all employees and is committed to continue to develop a work environment in which every employee's voice, suggestions and views are respected and sought out without fear of reprisal.

The Harris Center leadership shall work collaboratively with ~~all~~ employees and utilize their collective experiences and feedback to improve retention, ~~employee~~ satisfaction, performance, patient care and the overall employee experience. ~~The Harris Center~~ Mechanisms shall ~~establish robust mechanisms for~~ soliciting ~~be established to solicit~~ each employee's voice and feedback to ensure the Harris Center aligns its policies, practices and priorities with the evolving needs and expectations of the workforce.

A. COMMITMENT TO EMPLOYEE ENGAGEMENT

Crucial components of incorporating each employee's' voice and perspectives into the Harris Center's policies, practices, priorities and other ~~continuous improvement initiatives~~ engagement efforts include, but are not limited to:

- ~~Developing an Employee Communication Plan~~
- ~~Evaluate the ongoing impact of the~~ Employee Communication Plan
- Annual employee surveys ~~soliciting anonymous feedback~~
- Routine meetings with ~~Employee~~ employee groups
- ~~Regular Townhall meetings~~ Town halls and employee forums at various Harris Center locations
- ~~Regular employee forums to have dialogue with the CEO and/or other members of the Harris Center leadership team~~
- ~~Employee Suggestion program for the improvement and implementation of new ideas~~
- ~~Team building exercises through collaborative workshops and retreats~~
- ~~Celebrate festive events and occasions, such as Employee Appreciation Day~~
- Employee suggestion programs
- Team building initiatives
- Employee recognition programs
- ~~Establishing a regular~~ Regular recurring meeting with Employee Labor Organization(s)

1. MONITORING AND COMPLIANCE

~~The development, Human Resources is responsible for implementation, evaluation and monitoring of the Employee Communication Plan and related employee engagement initiatives shall be the responsibility of the Vice President of Human Resources.~~

2. COMMUNICATION SCHEDULE

Routine updates at Board meetings, including employee engagement activities, updates from meetings with employee labor organizations, the level of employee engagement and policy proposals, will be provided by the CEO and ~~Vice President of~~ designated Human Resources leaders. Also, Harris Center staff will receive regular communication via CEO videos, the Harris Center newsletter and Intranet about employee engagement initiatives and opportunities for employees to provide feedback. Communication will be provided to inform employees of updates from suggestions and opportunities identified. ~~These communications~~ This communication will be done consistent with employee feedback about preferred types, style and means of communication.

Updates from meetings with employee labor organizations will be provided to the Board by the CEO at the next Board meeting. Updates will include any recommendations to the Board and an account of the discussions that have taken place in the meetings with employee labor organizations. ~~In addition to Public Comment opportunities and the CEO's Employee labor organization representatives shall have an opportunity to provide a written report, employee labor organization representatives shall have an opportunity to provide a written report~~ related to wages, hours and conditions of employment and the notes from the employee labor organization meetings to the Board in the Board packet. Employee labor organizations are responsible for adhering to all Harris Center Board meeting submission deadlines and ensuring that all documents included for the Board packet are in a single, formatted document.

Also, employee labor organizations shall have the opportunity to present no more than four (4) Governance Committee meetings per year provided ~~that~~ they submit a written request to the Chair of the Governance Committee and CEO at least nine (9) calendar days prior to the Governance Committee meeting. Additional opportunities for presentations to the Governance Committee are not permitted. The purpose of the reports is to provide employee labor organizations with the opportunity for the unilateral presentation of information to the Governance Committee and are not intended to be a dialogue or discussion with the Governance Committee. All topics and presentations must be related to wages, hours, and conditions of employment and matters covered by personnel policies.

The written request must include a brief description and summary of the topic. All supporting documents and presentation materials must accompany the written request. Presentation materials should be in a single, formatted document. All reports shall be limited to ten (10) minutes unless the Governance Committee approves additional time.

B. HARRIS CENTER EMPLOYEE LABOR ORGANIZATIONS ~~OR~~ UNIONS

The Harris Center's Executive leadership and the Board of Trustees support employees' right to form and/or join a ~~union~~ labor organization without facing retaliation or disciplinary action. As a public entity,

the Harris Center is legally prohibited from collective bargaining that involves a process in which the Harris Center and its Board conducts negotiations with representatives of a union with a goal towards reaching a binding, enforceable and bilateral agreement between the Harris Center and a union or labor organization. See Tex. Government Code Ch. 617. In accordance with Tex. Government Code Ch. 617, the Harris Center is also legally prohibited from recognizing a union or labor organization as the bargaining agent for a group of employees.

1. EMPLOYEE LABOR ORGANIZATION MEETINGS

1. Scope, Purpose, and Conduct of Employee Organization Meetings

The scope of Employee Labor Organization(s) meetings, activity, and discussions shall include wages, hours, employment conditions and all matters covered by personnel policies of the Harris Center.

The Employee Labor Organization(s) meeting shall be composed of up to five representatives from employee labor organizations as designated by the organizations and the CEO or designee(s).

All meetings shall preserve The Harris Center's unilateral right to establish, modify, and enforce employment terms, conditions, and workplace policies consistent with Texas Government Code Chapter 617.

Meetings are intended solely for information sharing and discussion and do not constitute collective bargaining, joint decision-making, or negotiations intended to result in a binding agreement. Nothing in this policy shall be construed as recognizing an Employee Labor Organization(s) as a bargaining representative or limiting Harris Center management rights.

~~Twelve~~The labor organization will hold a minimum of six (126) meetings per calendar year ~~shall be held with the CEO or a designated representative~~. Any member of the Employee Labor Organization(s) meeting may request items related to wages, hours and conditions of employment to be placed on the agenda for discussion. Proposed agenda items must related to authorized discussion topics and be submitted, in writing, to the CEO designee at least one week prior to the ~~scheduled~~ meeting. The meeting agenda shall be included with the meeting notification.

~~A~~The labor organization may submit a written request ~~from~~for up to six (6) additional meetings per calendar year with the CEO or ~~the employee representatives for additional meetings may be submitted a designated representative~~. The written request must state the purpose for the proposed meeting and include the meeting agenda. A meeting may be scheduled as soon as possible following the receipt of the request based on the availability of all parties.

Good faith efforts will be made to provide information relevant to the agenda in advance of the meetings upon request by the Employee Labor Organization(s). As a governmental entity, the Harris Center is required to adhere to the Texas Public Information Act. The Texas Public Information Act remains an additional available option for the public to request public information.

Best efforts will be made to schedule meetings without conflict with employment duties of employee representatives participating in the meeting. When a scheduled meeting conflicts with any participant's work duties, the CEO's applicable management representative will, to the extent client services are not adversely impacted, arrange for that participant to be released from normal work duties to attend the meeting. The meeting can be rescheduled if requested by the meeting participants due to schedule

conflicts.

Labor organization representatives currently employed by The Harris Center will remain on the clock and paid to attend the scheduled meetings with the CEO or designee. Mileage to and from the meeting will not be paid by The Harris Center and should not be submitted by labor organization representatives. Meetings with the CEO are the only meetings that the five (5) designated labor organization representatives will remain on the clock to attend.

2. EMPLOYEE ENGAGEMENT ACTIVITIES

Harris Center employees and Employee Labor Organization employee representative(s) are permitted to meet with, talk to, share information (printed, verbal, or electronic), and generally engage with one another regarding the activities of an Employee Labor Organization before or after those employees' shifts or during those employees' breaks or lunch hour in designated locations in Harris Center facilities, provided they coordinate with the appropriate supervisor at the work location and that such engagement does not impact with work duties or client care. Preparation for any union activities, including, but not limited to, meetings or union organizing activities, must be conducted outside the union members' regularly scheduled work hours.

Engagement activities are not to occur in lobbies, reception areas, breakrooms (unless specific permission has been granted by Harris Center leadership), at new hire orientation, externally funded engagement events, parking lots, building entrances or areas where patient care, public access or routine operations occur.

This applies to all The Harris Center owned locations and does not apply to locations that house Harris Center programs but owned by another organization/entity.

3. Use of Harris Center-Owned Systems, Platforms, and Resources

Use of Harris Center–owned or managed systems, platforms, or communication resources for promotional, organizing, advocacy, or recruitment efforts related to an Employee Labor Organization is expressly prohibited.

These resources are reserved exclusively for official Harris Center business and sanctioned activities. Prohibited use includes, but is not limited to:

- : Electronic bulletin boards and digital signage
- : Internal or external Harris Center social media
- : The Harrisphere
- : Viva Engage
- : Microsoft Teams
- : Outlook email, calendars, and distribution lists, email signature blocks
- : Intranet pages and shared drives
- : Harris Center-issued devices and accounts

Violations may result in content removal, access restrictions, and disciplinary action in accordance with Harris Center personnel policies.

Employees of The Harris Center will not be held responsible for unsolicited external correspondence received through the applications referenced above. Employees are encouraged to actively participate in Cyber Security Training offered through the Learning Management System and to utilize available tools and best practices to help safeguard organizational resources from malware, viruses, and other potential risks.

4. Compensation and Outside Employment Restrictions

Current Harris Center employees serving as site representatives, officers, stewards, or leaders of an Employee Labor Organization shall not receive compensation from both The Harris Center and the Employee Labor Organization for the same period of service.

Dual compensation constitutes a violation of the Harris Center's Outside Employment policy and applicable Texas law. Employees must comply with all policies governing conflicts of interest, time and attendance, and use of agency resources.

The CEO may approve written, case-by-case exceptions when deemed appropriate and in the best interest of The Harris Center. All exceptions will be in limited scope and clearly documented.

35. REPRESENTATION

The Harris Center has an employee complaint, grievance and resolution process outlined in the Employee Handbook. Consistent with Harris Center's current practice, every employee filing a grievance related to their wages, hours or work conditions may opt to have a representative (including someone from an employee labor organization) of their choice represent them. Employees who receive coaching or disciplinary action may include their comments and perspective in response to those actions in a manner that is included in their personnel file. Additionally, employees placed on probation, a Performance Improvement Plan (PIP) or terminated by the Harris Center have the right to appeal. With advance notice, employees are permitted to have representation (including someone from an employee labor organization) at the appeal review hearing.

The Harris Center will comply with all applicable federal, state, and local requirements related to Patient Privacy, including HIPAA and Patient Rights Federal, State and local regulations, as it pertains to the release of information for the said purpose of a appeal review hearing.

Labor Organization representatives attending discharge hearings with an employee must utilize PTO to attend the discharge hearings. Good faith efforts should be made to ensure all parties are available at a time that does not interfere with client care, services, and treatment.

46. PAYROLL DEDUCTION OF MEMBERSHIP DUES

Upon written request by an Employee Labor Organization(s), the Harris Center will collaborate with the Employee Labor Organization(s) to develop reasonable procedures for monthly payroll deduction of union membership dues. The Harris Center shall remit the dues collected to the Employee Labor Organization(s). Each Employee Labor Organization shall ensure employees are offered an alternative means by which to pay monthly membership dues other than payroll deduction.

4. APPLICABILITY/SCOPE:

This policy applies equally to all Harris Center employees.

5. RELATED POLICIES/FORMS:

[HR.A.10 Equal Employment Opportunity](#)

[HR.A.5 Employee Counseling, Supervision, Progressive Discipline and Termination](#)

[HR.A.29 Time and Attendance](#)

[GA.A.8 Posting Materials on Agency Property](#)

[GA.A.10 Viva Engage Use](#)

[LD.A.14 Social Media Use](#)

[HR.A.41 No Solicitation Policy](#)

6. PROCEDURE:

N/A

7. REFERENCES: RULES/REGULATIONS/ STANDARDS:

Collective Bargaining and Strikes, Tex. Government Code Ch. 617

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec [CW]	02/2026
2nd Legal Review	Kendra Thomas: Counsel	02/2026
1st Legal Review	Bijul Enaohwo	02/2026
Compliance Director Review	Demetria Lockett	02/2026
Department Review	Kendra Thomas: Counsel	02/2026
Initial Assignment	Toby Hicks	01/2026

EXHIBIT F-46

Status **Pending** PolicyStat ID **18455962**

Origination	08/2024
Last Approved	N/A
Effective	Upon Approval
Last Revised	01/2026
Next Review	1 year after approval

Owner	Evelyn Locklin: Dir
Area	Medical Services
Document Type	Agency Plan

MED.CPEP.1 Crisis Stabilization Unit - Workplace Violence Prevention Plan

The Workplace Violence Protection Plan is designed to safeguard all health care providers and employees from violent behavior and threats of violence occurring within The Harris Center's Workplace Violence Protection Plan is to protect health care providers and employees from violent behaviors and threats of violent behavior occurring at the for Mental Health and IDD (The Harris Center) Crisis Stabilization Unit.

DEFINITIONS

DEFINITIONS

Emergency - Unanticipated circumstances that can be life-threatening or pose a risk of significant injuries to employees or other persons.

Serious injury or illness - Any injury or illness occurring in a place of employment or in connection with any employment that requires inpatient hospitalization for other than medical observation or diagnostic testing, or in which an employee suffers an amputation, the loss of an eye, or any serious degree of permanent disfigurement, but does not include any injury or illness or death caused by an accident on a public street or highway, unless the accident occurred in a construction zone.

Threat of violence - Any verbal or written statement, including, but not limited to, texts, electronic messages, social media messages, or other online posts, or any behavioral or physical conduct, that conveys an intent, or that is reasonably perceived to convey an intent, to cause physical harm or to place someone in fear of physical harm, and that serves no legitimate purpose.

Workplace violence - Any act of violence, threat of violence, harassment, intimidation, or threatening

disruptive behavior that occurs in a place of employment.

Workplace violence includes, but is not limited to, the following:

- An act or threat of physical force against a health care provider or employee that results in, or is likely to result in, physical injury or psychological trauma.
- An incident involving the use of a firearm or other dangerous weapon, regardless of whether a health care provider or employee is injured by the weapon.

Annual Training and Education

Annual Training and Education

The Harris Center will implement ~~an~~ annual training and education on workplace violence, either in-person ~~or virtually~~, ~~virtually~~ or incorporate ~~it~~ into our learning management system ~~to~~, ~~for~~ all employees who provide direct ~~patient~~ care ~~to patients~~.

Reporting Incidents

Reporting Incidents

All ~~healthcare~~ ~~health-care~~ providers and employees will adhere to the Harris Center’s current policies and procedures relating to incident reporting. Incident reports should be submitted ~~to our reporting system~~ within ~~a 24-hour period to our reporting system~~ ~~hours~~.

Response and Investigating Incidents

Response and Investigating Incidents

The Harris Center will provide immediate post-~~incident~~ services to any staff ~~who was~~ ~~member~~ involved in an incident, including medical treatment ~~and~~, ~~and will~~ conduct an investigation. Staff will be allowed to ~~make a report~~ ~~a workplace violence incident~~ to law enforcement ~~regarding a workplace violence incident~~ and will not be impeded or coerced from ~~making a report~~ ~~doing so~~. Reports of impeding or coercion by ~~healthcare~~ ~~a health-care~~ provider or employee will not be tolerated, and such persons may be subject to disciplinary action or termination. The Harris Center will not discipline, including suspension or termination of employment, discriminate against, or retaliate against another employee who: 1) in good faith reports an incident or workplace violence; or 2) advises a health care provider or employee of the provider’s or employee’s right to report an incident of workplace violence.

Physical Security and Safety

The Harris Center will follow the policy and procedure for Harris Health System. The Harris Center will review, identify, and address potential risks with the Workplace Violence Prevention Committee and Harris Health.

Healthcare Provider and Employee Feedback – Employee Involvement

Health-care Provider and Employee Feedback – Employee Involvement

The Harris Center will establish a process for ~~healthcare~~health-care providers and employees to provide confidential feedback on what should be considered and addressed when creating the plan. The Harris Center will also create a focus group to meet quarterly with staff for additional feedback. All information provided will remain confidential, and all committee members will be trained in the importance of maintaining confidentiality. Retaliation is prohibited, and all staff will be informed that any actions may lead to disciplinary action, including termination. All committee members and participants must sign a confidentiality statement at each meeting to ensure the confidentiality of information provided and to protect employees who report any retaliation.

~~Client Care Assignments~~

Client Care Assignments

Patients who have threatened physical abuse or who have assaulted a ~~healthcare~~health-care provider or employee will be reassigned to other staff or to a new setting for continued patient care upon completion of the treatment team's review.

~~Annual Review of Workplace Violence Prevention Plan~~

Annual Review of Workplace Violence Prevention Plan

The Workplace Violence Prevention Plan will be reviewed and evaluated annually ~~and report the, and the~~ evaluation results ~~of the evaluation to the~~ will be reported to The Harris Center's governing body ~~of The Harris Center.~~

~~Access to Plan~~

Access to Plan

The Workplace Violence Plan will be accessible to all staff, contractors, volunteers, and interns, either electronically or via ~~access to~~ Policy Stat.

References:

- Incident Reporting <https://theharriscenter.policystat.com/policy/15267529/latest>
- Critical Incidents <https://theharriscenter.policystat.com/policy/15283872/latest>
- Workplace Violence Prevention, Tex. Health & Safety Code Ch 331

Approval Signatures

Step Description

Approver

Date

Management of Board Approval	Christopher Webb: Audit	Pending
CEO Review	Wayne Young: Exec	04/2026
Final Legal Review	Kendra Thomas: Counsel	04/2026
1st Legal Review	Bijul Enahwo	02/2026
Compliance Director Review	Demetria Lockett	01/2026
Chief Medical Officer Review	Luming Li: Chief Medical Ofcr (1101 1817)	12/2025
Chief Nursing Officer Review	Kia Walker: Chief Nursing Officer	12/2025
2nd Department Review	Vinay Kapoor: VP	12/2025
1st Department Review	Danyalle Evans	09/2025
Initial	Evelyn Locklin: Dir	08/2025

EXHIBIT F-47

Status **Pending** PolicyStat ID **19741388**

Origination 09/2020

Last Approved N/A

Effective Upon Approval

Last Revised 05/2026

Next Review 1 year after approval

Owner Lance Britt: Dir

Area Assessment, Care & Continuity

Document Type Agency Policy

ACC.A.11 Financial Assessment

1. PURPOSE:

The purpose of this policy is to complete a financial assessment at intake and yearly thereafter to ensure compliance ~~to~~with the state rules and laws by establishing a uniform evaluation of patients' financial status and residency that determines the patient's ~~financial status and residency that determines the~~ patient's ability to pay by using a sliding fee scale.

2. POLICY:

It is the policy of the Harris Center for Mental Health and IDD (The Harris Center) to conduct and document a financial assessment for each patient within the first thirty (30) days of services. The Harris Center shall update the financial assessment for patients at least on a yearly basis and whenever the consumer reports any significant change in income, insurance, family size, or extraordinary expenses in which case the financial will be updated before the yearly anniversary of the previous financial.

~~3. PROCEDURES:~~

~~Financial Assessment~~

4. APPLICABILITY/SCOPE:

This policy applies to all Harris Center staff, contractors, visitors, and people served.

5. RELATED POLICIES/FORMS:

- ~~Fee Schedule/Standard Charge~~FM.A.9 Fee Schedule/Standard Charge

- ~~FM25A Charity Care Policy~~ [FM.A.11 Charity Care Policy](#)

6. PROCEDURES:

[ACC.B.11 Financial Assessment](#)

7. REFERENCES: RULES/REGULATIONS/STANDARDS:

- ~~Community Centers-Fees for Services, Tex. Health & Safety Code §§533.035, 534.017, & 534.067~~
[Fees for Services, Tex. Health & Safety Code § 534.017 \(2015\).](#)
- ~~Local Mental Health Authorities Responsibilities, Charges for Community Services, 25 Tex. Admin. Code, Chapter 412, Subchapter C~~
[Charges for Community Services, 26 Tex. Admin. Code § 301.501 \(2024\).](#)

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	04/2026
Legal Review	Kendra Thomas: Counsel	04/2026
Compliance Director Review	Demetria Lockett	03/2026
1st Legal Review	Bijul Enahwo	02/2026
Departmental Review	Keena Pace: Exec	01/2026
Compliance 1st Review	Christopher Webb: Audit	01/2026
Initial Assignment	Lance Britt: Dir	01/2026

EXHIBIT F-48

Status **Pending** PolicyStat ID **20589769**

Origination	10/2017	Owner	Stanley Adams
Last Approved	N/A	Area	Fiscal Management
Effective	Upon Approval	Document Type	Agency Policy
Last Revised	05/2026		
Next Review	1 year after approval		

FM.A.17 Investment Policy

I. PURPOSE

The purpose of this investment policy is to comply with Chapter 2256 of the Government Code ("Public Funds Investment Act"), which requires each entity to adopt a written investment policy regarding the investment of its funds and funds under its control. The Investment Policy addresses the methods, procedures and practices that must be exercised to ensure effective and judicious fiscal management of The Harris Center's funds.

II. POLICY

It is the policy of The Harris Center for Mental Health and IDD (~~formerly MHMRA of The Harris County, and The Harris Center for short~~) that after allowing for its anticipated cash flow requirements all available funds shall be invested in conformance with these legal and administrative guidelines, seeking to preserve the principal and optimize interest earnings to the maximum extent possible.

Effective cash management is recognized as essential to good fiscal management. Investment income is a source of revenue to The Harris Center. The investment portfolio shall be designed and managed to maximize this revenue source, to be responsive to the public trust, and to be in compliance with legal requirements and limitations.

III. SCOPE

This Investment Policy shall govern the investment of all financial assets of The Harris Center. These funds are accounted for in the Annual Comprehensive ~~Annual~~ Financial Report (CAFRA~~CFR~~) and include:

- **General Fund**

- **Any new fund created by The Harris Center unless specifically exempted from this Policy by the Board of Trustees (Board) or by law.**

This Investment Policy shall apply to all transactions involving the financial assets and related activity for the foregoing fund. **However, this policy does not apply to the assets administered for the benefit of The Harris Center by outside agencies under deferred compensation programs.**

IV. INVESTMENT OBJECTIVES

The Harris Center shall manage and invest its cash with four primary objectives, listed in order of priority: safety, liquidity, public trust, and yield, expressed as optimization of interest earnings. The safety of the principal invested always remains the primary objective. All investments shall be designed and managed in a manner responsive to the public trust and consistent with state and local laws.

The Harris Center shall maintain a comprehensive cash management program, which includes collection of account receivables, vendor payments in accordance with invoice terms, and prudent investment of available cash. Cash management is defined as the process of managing monies in order to insure maximum cash availability and maximum earnings on short-term investment of idle cash.

A. Safety [PFIA 2256.005(b) (2)]

Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit and interest rate risk.

- **Credit Risk** - The Entity will minimize credit risk, the risk of loss due to the failure of the issuer or backer of the investment, by:
 - Limiting investments to the safest types of investments
 - Pre-qualifying the financial institutions and broker/dealers with which the Entity will do business
 - Diversifying the investment portfolio so that potential losses on individual issuers will be minimized.
- **Interest Rate Risk** - the Entity will minimize the risk that the interest earnings and the market value of investments in the portfolio will fall due to changes in general interest rates, by:
 - Structuring the investment portfolio so that investments mature to meet cash requirements for ongoing operations, thereby avoiding the need to liquidate investments prior to maturity.
 - Investing operating funds primarily in certificates of deposit, shorter-term securities, money market mutual funds, or local government investment pools functioning as money market mutual funds.
 - Diversifying maturities and staggering purchase dates to minimize the impact of market movements over time.

B. Liquidity (PFIA 2256.005(b) (2))

The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be

reasonably anticipated. This is accomplished by structuring the portfolio so that investments mature concurrent with cash needs to meet anticipated demands. Because all possible cash demands cannot be anticipated, a portion of the portfolio will be invested in shares of money market mutual funds or local government investment pools that offer same-day liquidity. In addition, a portion of the portfolio will consist of securities with active secondary or resale markets.

C. Public Trust

All participants in The Harris Center's investment process shall seek to act responsibly as custodians of the public trust. Investment officers shall avoid any transaction that might impair public confidence in the entity's ability to govern effectively.

D. Yield (Optimization of Interest Earnings) [PFIA 2256.005(b) (3)]

The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above.

E. Investment Strategy [PFIA 2256.005 (d)]

As an integral part of this investment policy, the Board shall adopt a separate written investment strategy for each of the funds or group of funds under its control. This investment strategy shall describe the investment objectives of the particular fund using the following priorities in order of importance:

1. suitability of the investment to the financial requirements of The Harris Center;
2. preservation and safety of principal;
3. liquidity;
4. marketability of the investment if the need arises to liquidate the investment before maturity;
5. diversification of the investment portfolio; and
6. yield

V. RESPONSIBILITY AND CONTROL

A. Delegation of Authority [PFIA 2256.005(f)]

In accordance with The Harris Center's policy and the Public Funds Investment Act, the Board designates the Chief Financial Officer and the Controller as the entity's Investment Officers. An Investment Officer is authorized to execute and delegate the execution of investment transactions on behalf of The Harris Center. This includes transferring funds from one financial institution account owned by The Harris Center to another financial institution account owned by The Harris Center with the intent of maximizing interest and reducing fees. Documentation of authorization to execute investment transactions by the Investment Officer is satisfied through email, electronic signature, or physical

signature on an investment transaction request. Additionally, an Investment Officer's authorization for payment via check or other electronic payment means is sufficient authorization for transferring funds necessary to satisfy that payment obligation and no additional authorization to execute the transfer of funds will be considered necessary. No person may engage in an investment transaction or the management of The Harris Center's funds except as provided under the terms of this Investment Policy as approved by the Board. The investment authority granted to the investing officers is effective until rescinded by the Board.

B. Quality and Capability of Investment Management [PFIA 2256.005(b) (3)]

The Harris Center shall provide periodic training in investments for the designated investment officers and other investment personnel through courses and seminars offered by professional organizations, associations, and other independent sources in order to insure the quality and capability of investment management in compliance with the Public Funds Investment Act.

C. Training Requirement (PFIA 2256.008)

In accordance with The Harris Center's policy and the Public Funds Investment Act, designated Investment Officers shall attend an investment training session no less often than once every two years commencing September 1, 1997 and shall receive not less than 10 hours of instruction relating to investment responsibilities. A newly appointed Investment Officer must attend a training session of at least 10 hours of instruction within twelve months of the date the officer took office or assumed the officer's duties. The investment training session shall be provided by an independent source. For purposes of this policy, an "independent source" from which investment training shall be obtained shall include a professional organization, an institution of higher education or any other sponsor other than a business organization with whom The Harris Center may engage in an investment transaction. An institution of higher education that would be considered an "independent source" is the Center for Public Management at the University of North Texas. A professional organization that would be considered an "independent source" is the Government Treasurer's Organization of Texas. Any other sponsor that would be considered an "independent source" is the Texas State Board of Public Accountancy and any of its' related continuing professional education sponsors.

The training shall include instruction relating to the officer's responsibilities and education in investment controls, security risks, strategy risks, market risks, diversification of investment portfolio, and compliance with the Public Funds Investment Act (PFIA).

D. Internal Controls (Best Practice)

The Chief Financial Officer is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the entity are protected from loss, theft, or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

Accordingly, the Chief Financial Officer shall establish a process for annual independent review by an external auditor to assure compliance with policies and procedures. The internal controls shall address the following points:

- Control of collusion.
- Separation of transactions authority from accounting and record keeping.
- Custodial safekeeping.
- Avoidance of physical delivery of securities.
- Clear delegation of authority to subordinate staff members.
- Written confirmation for telephone (voice) transactions for investments and wire transfers.
Development of a wire transfer agreement with the depository bank or third-party custodian.

E. Prudence (PFIA 2256.006)

The standard of prudence to be applied by the Investment Officer shall be the "prudent investor" rule. This rule states that "Investments shall be made with judgment and care, under prevailing circumstances, that a person of prudence, discretion and intelligence would exercise in the management of the person's own affairs, not for speculation, but for investment, considering the probable safety of their capital and the probable income to be derived." Investment of funds shall be governed by the following investment objectives, in order of priority:

- Preservation and safety of principal;
- Liquidity; and
- Yield

In determining whether an Investment Officer has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration:

- The investment of all funds, or funds under The Harris Center's control, over which the officer had responsibility rather than a consideration as to the prudence of a single investment; and
- Whether the investment decision was consistent with the written approved investment policy of The Harris Center.

F. Indemnification

The Investment Officer, acting in accordance with written procedures and exercising due diligence, shall not be held personally responsible for a specific investment's credit risk or market price changes, provided that these deviations are reported immediately and the appropriate action is taken to control adverse developments.

G. Ethics and Conflicts of Interest [PFIA 2256.005(1)]

Officers and employees involved in the investment process shall refrain from personal business activity that would conflict with the proper execution and management of the investment program, or that would impair their ability to make impartial decisions. Employees and Investment Officers shall disclose any

personal business relationship in financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individual with which business is conducted on behalf of The Harris Center.

An Investment Officer of The Harris Center who has a personal business relationship with an organization seeking to sell an investment to The Harris Center shall file a statement disclosing that personal business interest. An investment Officer who is related within the second degree by affinity or consanguinity to an individual seeking to sell an investment to The Harris Center shall file a statement disclosing that relationship. A statement required under this subsection must be filed with the Board and the Texas Ethics Commission.

An investment officer has a personal business relationship with a business organization if:

- The investment officer owns 10% or more of the voting stock or shares of the business organization or owns \$5,000 or more of the fair market value of the business organization;
- Funds received by the investment officer from the business organization exceeds 10% of the investment officer's gross income for the previous year; or
- The investment officer has acquired from the business organization during the previous year investments with a book value of \$2,500 or more for the personal account of the investment officer.

VI. SUITABLE AND AUTHORIZED INVESTMENTS

A. Portfolio Management

The Harris Center currently has a "buy and hold" portfolio strategy. Maturity dates are matched with cash flow requirements and investments are purchased with the intent to be held until maturity. However, investments may be liquidated prior to maturity for the following reasons:

- An investment with declining credit may be liquidated early to minimize loss of principal.
- Cash flow needs of The Harris Center require that the investment be liquidated.

B. Investments [PFIA 2256.005(b) (4) (A)]

The Harris Center funds governed by this policy may be invested in the instruments described below, all of which are authorized by Chapter 2256 of the Government Code (Public Funds Investment Act). Investment of The Harris Center funds in any instrument or security not authorized for investment under the Act is prohibited. The Harris Center will not be required to liquidate an investment that becomes unauthorized subsequent to its purchase.

1. Authorized

- a. Obligations issued or guaranteed as to principal and interest by the Government of the United States of America, its agencies and instrumentality's including:
 - i. Federal Farm Credit Banks (FFCB) Consolidated System-wide Discount

- Notes and Bonds;
 - ii. Federal Home Loan Banks (FHLB) Consolidated System-wide Discount Notes and Bonds;
 - iii. Federal National Mortgage Association (FNMA or "Fannie Mae") Discount Notes and Debentures. Pass-through securities are unauthorized unless acquired through a repurchase agreement;
 - iv. Federal Home Loan Mortgage Corporation (FHLMC or "Freddie Mac") Discount Notes and Debentures. Pass-through securities are unauthorized unless acquired through a repurchase agreement;
 - v. Government National Mortgage Association (GNMA or "Ginnie Mae") Notes, Bonds and Participation Certificates. Pass-through securities are unauthorized unless acquired through a repurchase agreement;
 - vi. Student Loan Marketing Association (SLMA or "Sally Mae") Discount Notes and Bonds;
 - vii. Letters Of Credit
- b. Certificates of Deposit issued by a bank organized under Texas law, the laws of another state, or federal law, that has its main office or a branch office in Texas, or by a savings and loan association or a savings bank organized under Texas law, the laws of another state, or federal law, that has its main office or a branch office in Texas and that is guaranteed or insured by the Federal Deposit Insurance or its successor or the National Credit Union Share Insurance Fund or its successor; or secured by obligations in a manner and amount provided by law for deposits of The Harris Center. An investment in negotiable certificates of deposits issued by a bank that has a certificate of deposit rating of at least 1 or the equivalent by a nationally recognized credit rating agency.
- c. Fully collateralized direct repurchase agreements with a defined termination date secured by obligations of the United States or its agencies and instrumentalities. These shall be pledged to The Harris Center, held in its name, and deposited at the time the investment is made with The Harris Center or with a third party selected and approved by The Harris Center. Repurchase agreements must be purchased through a primary government securities dealer, as defined by the Federal Reserve, or a financial institution doing business in Texas. A Master Repurchase Agreement must be signed by the bank/dealer prior to investment in a repurchase agreement. All repurchase agreement transactions will be on a delivery vs. payment basis. Securities received for repurchase agreements must have a market value greater than or equal to 102 percent at the time funds are disbursed. (Sweep Accounts and/or Bond Proceeds)
- d. Money Market Mutual funds that are 1) no load money market mutual funds that are registered and regulated by the Securities and Exchange Commission, no load mutual funds are authorized if these are registered with the SEC; 2) have a weighted average stated maturity of less than 2 years, invested exclusively in obligations approved by the PFIA 3) is continuously rated as to investment quality by at least one nationally recognized investment rating firm, 4) has a duration of one year or more and is invested exclusively in obligations approved by this subchapter or has a duration of less than one year and the investment portfolio is limited to investment

grade securities, excluding asset-backed securities, 5) complies with SEC Rule 2a-7 (17C.F.R. Section 270.2a-7) and 6) of not less than the highest liquidity rating given to United States Treasury obligations and conforms to the requirements set forth in section 2256.016 (b) and (c) relating to the eligibility of investment pools to receive and invest funds of an investing entity. The Harris Center shall be provided with a prospectus and other information required by the Securities and Exchange Act of 1934 (15 USC Section 781 et seq.) or the Investment Company Act of 1940 (15 USC Section 80a-l et seq.).

- e. Eligible Local Government Investment Pools-Public funds investment pools which invest in instruments and follow practices allowed by the current law and which 1) meet the requirements of Chapter 2256.016 of the Public Funds Investment Act, 2) an Investment Pool must be continuously rated no lower than the highest liquidity rating given to United States Treasury obligations by at least one nationally recognized rating service, 3) seek to maintain a \$1.00 net asset value, the governing body of the public funds investment pool shall take action as the body determines necessary to eliminate or reduce to the extent reasonably practicable any dilution or unfair result to existing participants, including a sale of portfolio holdings to attempt to maintain a \$1.00 net asset value, and the pool marks its portfolio to market daily; 4) are authorized by resolution or ordinance by the Board 5) the pool shall have furnished the Investment Officer an offering circular containing the information required by Section 2256.016(b) of the Texas Government Code 6) the pool shall furnish the Investment Officer investment transaction confirmations with respect to all investments made with it, 7) the pools shall furnish to the Investment Officer monthly reports containing the information required under Section 2256.016(c) of the Texas Government Code, 8) the pool's investment philosophy and strategy are consistent with this Policy, and 9) the pool's policy regarding holding deposits in cash.
- f. Direct obligations of the State of Texas or its agencies and instrumentalities.
- g. Obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm and having received a rating of not less than A or its equivalent.
- h. Prime Domestic Bankers Acceptances with stated maturities of 270 days or less from date of issuance that will be liquidated in full at maturity, that are investment-grade and insured by FDIC. They will be eligible for collateral for borrowing purposes from a Federal Reserve Bank and is accepted by a bank organized under Texas law, the laws of another state or federal law.
- i. Deposits in savings banks, cooperative banks, federal savings and loan institutions, credit unions and interest-bearing banking deposits or other obligations. They will be guaranteed or insured by the Federal Deposit Insurance Corporation or its successor or the National Credit Union Share Insurance Fund or its successor. They will be secured by obligations that are described by PFIA 2256.0089 (a), including mortgage backed securities issued directly by a federal agency or instrumentality that have a market value of not less than the principal amount of the deposit but excluding those mortgage backed sureties of the nature described by PFIA 2256.009 (b).
- j. Commercial paper with a stated maturity of 365 days or less from the date of its

issuance and are rated A-1 or P-1 or an equivalent rating by at least two nationally recognized credit rating agencies; or one nationally recognized credit rating agency and is fully secured by an irrevocable letter of credit issued by a bank organized and existing under the laws of the United States or any state.

All prudent measures will be taken to liquidate an investment that is downgraded to less than the required minimum rating. (PFIA 2256.021)

2. Not Authorized (PFIA 2256.009(b) (1-4)]

Investments including interest-only or principal-only strips of obligations with underlying mortgage-backed security collateral, collateralized mortgage obligations with an inverse floating interest rate or a maturity date of over 10 years are strictly prohibited. The following transactions or securities are either prohibited or restricted as indicated:

- a. Futures Contracts. A futures contract is an agreement calling for a fixed-price; delivery of standardized securities, usually Treasury and Agency issues and is a prohibited investment;
- b. Zero-Coupon Bonds. They have an extreme degree of price volatility and are a prohibited investment;
- c. Inverse Floaters. The value of this security moves in the opposite direction of interest rates. They have an extreme degree of price volatility and are a prohibited investment;
- d. Residuals. This security is the excess cash flow from a mortgage-backed security after all other payments have been satisfied. They are a prohibited investment;
- e. Interest-only (I Os) and Principal-only (POs) are stripped mortgage-backed securities. They have an extreme degree of price volatility and are a prohibited investment.
- f. Forward Contract - Standby Commitment. This calls for the sale of a security at a future date whereby the buyer is required to accept delivery at the option of the seller. The use of this contract is limited to hedging the risk associated with packaging mortgage loans and is a prohibited investment.
- g. Forward Contract - Cash Forward. This is an agreement to purchase or sell a security at a future date with mandatory delivery and acceptance. This is a prohibited investment.

VII. INVESTMENT PARAMETERS

A. Maximum Maturities [PFIA 2256.005(b) (4) (B)]

The longer the maturity of investments, the greater their price volatility. Therefore, it is The Harris Center's policy to concentrate its investment portfolio in shorter-term securities in order to limit principal risk caused by changes in interest rates.

The Harris Center attempts to match its investments with anticipated cash flow requirements. The Harris Center will not directly invest in securities maturing more than five (5) years from the date of purchase; however, the above described obligations, certificates, or agreements may be collateralized

using longer dated investments. In addition, the average maturity of the overall portfolio may not exceed three (3) years. This dollar-weighted average maturity will be calculated using the stated final maturity dates of each security. [PFIA 2256.005(b) (4) (C)].

Because no secondary market exists for repurchase agreements, the maximum maturity shall be 120 days except in the case of a flexible repurchase agreement for bond proceeds. The maximum maturity for such an investment shall be determined in accordance with project cash flow projections and the requirements of the governing bond ordinance.

B. Diversification [PFIA 2256.005(b) (3)]

The Harris Center recognizes that investment risks can result from issuer defaults, market price changes or various technical complications leading to temporary illiquidity. Risk is controlled through portfolio diversification that shall be achieved by the following general guidelines:

- Limiting investments to avoid over-concentration in investments from a specific issuer or business sector (excluding U.S. Treasury & Agency securities, and certificates of deposit that are fully insured and collateralized in accordance with state and federal law),
- Limiting investment in investments that have higher credit risks
- Investing in investments with varying maturities, and
- Continuously investing a portion of the portfolio in readily available funds such as local government investment pools (LGIPs), money market funds or overnight repurchase agreements to ensure that appropriate liquidity is maintained in order to meet ongoing obligations.

VIII. SELECTION OF BROKER DEALERS

A. Authorized Brokers/Dealers (PFIA 2256.025)

The Harris Center shall, at least annually Request for Information to prospective brokers/dealers, review, evaluate and rate their responses according to pre-established criteria, and recommend to the Board a list of qualified brokers/dealers. Nonetheless, the Investment Officers shall review and recommend annually to the Board a list of qualified brokers/dealers that are authorized to engage in investment transactions with The Harris Center. Those firms that request to become qualified bidders for securities transactions will be required to provide a completed broker/dealer questionnaire that provides information regarding creditworthiness, experience and reputation. Authorized firms may include primary dealers or regional dealers that qualify under Securities & Exchange Commission Rule 15C3-1 (Uniform Net Capital Rule), and qualified depositories. All investment providers, including financial institutions, banks, money market mutual funds, and local government investment pools must review The Harris Center's investment policy to ensure reasonable procedures and controls have been implemented to preclude investment transactions that are not authorized by the entity's policy. In addition to this requirement, all government pools must also sign a certification acknowledging that the organization has received and reviewed The Harris Center's investment policy [PFIA 2256.005(k-l)]. All investment providers stated above may perform an analysis of the makeup of The Harris Center's entire portfolio or an interpretation of subjective investment standards.

B. Competitive Bids

It is the policy of The Harris Center to require competitive bidding for all individual security purchases and sales except for: a) transactions with money market mutual funds and local government investment pools and b) treasury and agency securities purchased at issue through an approved broker/dealer or financial institution. At least 3 competitive offers or bids for all individual security purchases and sales shall be solicited. At least annually, the Investment Officers shall review, revise, and recommend to the Board a list of qualified brokers/dealers that are authorized to engage in investment transactions with The Harris Center. [PFIA 2256.025]

C. Delivery vs. Payment [PFIA 2256.005(b) (4) (E)]

Securities shall be purchased using the delivery vs. payment method with the exception of investment pools and mutual funds. Funds will be released after notification that the purchased security has been received. The following policies will be followed:

1. U.S. Treasury & Agency securities will be held in safekeeping by the securities custodian.
2. When physical delivery of securities is made, payment for investments will be made against delivery, and for sales of investments, delivery will be made against payment.
3. When an investment is purchased, evidence of the wire transfer of the funds shall be retained until the instrument matures and the funds are returned.

IX. SAFEKEEPING OF SECURITIES AND COLLATERAL

A. Safekeeping and Custodian Agreements

The Harris Center shall contract with a bank or banks for the safekeeping of securities purchased by the agency or held as collateral to secure demand or time deposits. Securities owned by the Agency shall be held in the name of The Harris Center as evidenced by safekeeping receipts of the institution holding the securities.

Collateral for deposits will be held by a third-party custodian designated by The Harris Center and pledged to them as evidenced by safekeeping receipts of the institution with which the collateral is deposited. Original safekeeping receipts shall be obtained. Collateral may be held by the depository bank's trust department, a Federal Reserve Bank or branch of a Federal Reserve Bank, a Federal Home Loan Bank, or a third-party bank approved by The Harris Center.

B. Collateral Policy (PFCA 2257.023)

Consistent with the requirements of the Public Funds Collateral Act, it is the policy of The Harris Center to require full collateralization of all entity funds on deposit with a depository bank, other than investments. In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be 102% of market value of principal and accrued interest on the deposits or investments less an amount insured by the FDIC. At its discretion, The Harris Center may require a

higher level of collateralization for certain investment securities. Securities pledged as collateral shall be held by an independent third party with whom The Harris Center has a current custodial agreement. The Chief Financial Officer is responsible for entering into collateralization agreements with third party custodians in compliance with this Policy. The agreements are to specify the acceptable investment securities for collateral, including provisions relating to possession of the collateral, the substitution or release of investment securities, ownership of securities, and the method of valuation of securities. A clearly marked evidence of ownership (safekeeping receipt) must be supplied to The Harris Center and retained. Collateral shall be reviewed at least monthly to assure that the market value of the pledged securities is adequate.

C. Collateral Defined

The Harris Center shall accept only the following types of collateral:

- Obligations of the United States or its agencies and instrumentalities
- Direct obligations of the state of Texas or its agencies and instrumentalities
- Collateralized mortgage obligations directly issued by a federal agency or instrumentality of the United States, the underlying security for which is guaranteed by an agency or instrumentality of the United States
- Obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized rating firm not less than A or its equivalent with a remaining maturity often (10) years or less
- A surety bond issued by an insurance company rated as to investment quality by a nationally recognized rating firm not less than A
- A letter of credit issued by the Federal Home Loan Bank

D. Subject to Audit

All collateral shall be subject to inspection and audit by the Chief Financial Officer, Internal Audit Department, or The Harris Center's independent auditors.

X. PERFORMANCE

A. Performance Standards

The Harris Center's investment portfolio will be managed in accordance with the parameters specified within this policy. The portfolio shall be designed with the objective of obtaining a rate of return through budgetary and economic cycles, commensurate with the investment risk constraints and the cash flow requirements of the entity.

B. Performance Benchmark

It is the policy of The Harris Center to purchase investments with maturity dates coinciding with cash flow needs. Through this strategy, the entity shall seek to optimize interest earnings utilizing allowable investments available on the market at that time. Market value will be calculated on a quarterly basis on

all securities owned and compared to current book value. The Harris Center's portfolio shall be designed with the objective of regularly meeting or exceeding the average rate of return on U.S. Treasury Bills at a maturity level comparable to the entity's weighted average maturity in days.

XI. REPORTING (PFIA 2256.023)

A. Methods

The Investment Officer shall prepare an investment report on a quarterly basis that summarizes investment strategies employed in the most recent quarter and describes the portfolio in terms of investment securities, maturities, and shall explain the total investment return for the quarter.

The quarterly investment report shall include a summary statement of investment activity. This summary will be prepared in a manner that will allow The Harris Center to ascertain whether investment activities during the reporting period have conformed to the Investment Policy. The report will be provided to the Board. The report will include the following:

- A listing of individual securities held at the end of the reporting period.
 - Unrealized gains or losses resulting from appreciation or depreciation by listing the ending book and market value of securities for the period.
 - Average weighted yield to maturity of portfolio as compared to applicable benchmark.
 - Listing of investments by maturity date.
 - Fully accrued interest for the reporting period
 - The percentage of the total portfolio that each type of investment represents.
 - Statement of compliance of The Harris Center's (formerly MHMRA of Harris County's) investment portfolio with state law and the investment strategy and policy approved by the Board.
 - Schedule of the Investment Portfolio's Comparative Weighted Average Maturity and Weighted Average Yield.
- A. An independent auditor will perform a formal annual review of the quarterly reports with the results reported to the governing body [PFIA 2256.023(d)].

B. Monitoring Market Value [PFIA 2256.005(b) (4) (D)]

Market value of all securities in the portfolio will be determined on a quarterly basis. These values will be obtained from a reputable and independent source and disclosed to the governing body quarterly in a written report.

XII. INVESTMENT POLICY ADOPTION [PFIA 2256.005(e)]

The Harris County's investment policy shall be adopted by resolution of the Board. It is the entity's intent to comply with state laws and regulations. The Harris Center's investment policy shall be subject to revisions consistent with changing laws, regulations, and needs of the entity. The Board shall adopt a

resolution stating that it has reviewed the policy and investment strategies annually, approving any changes or modifications.

The Harris Center for Mental Health and IDD Investment Strategy for the General Fund

I. OBJECTIVES

The Harris Center shall purchase securities that mature when funds are required to meet expected obligations. This strategy will determine the suitability of the investment to the financial requirements of the Agency. The focus of this type of investment strategy is preservation and safety of principal, liquidity and optimization of yield. This strategy is very conservative.

II. PRESERVATION AND SAFETY OF PRINCIPAL

The preservation and safety of principal shall be ensured through the allocation and diversification of the investment portfolio consistent with The Harris Center's Investment Policy, state and federal regulations and prudent investment practices. Only those securities allowed by the Agency's Investment Policy and the Public Funds Investment Act shall be purchased.

Diversification shall be achieved by utilizing Broker/Dealers from a Board approved list and investing in different investment instruments.

III. LIQUIDITY

A monthly cash projection shall be developed to determine the cash requirements of The Harris Center for a period of six (6) months or more. As a conservative measure, the equivalent of one and half (1 1/2) month's requirements shall be placed in highly liquid instruments.

The maturity of the remaining portfolio shall be timed to coincide with the projected cash requirements of The Harris Center. As an added measure, particular emphasis shall be placed on the marketability of the investment should the need arise to liquidate prior to maturity. The primary determinants of a security's liquidity are its marketability and maturity. The Harris Center therefore shall only invest in short term (1 year or less) and medium term (1- 5 years) investment alternatives which are traded in an active secondary market.

IV. YIELD

The Harris Center shall optimize yield to the extent the preservation and safety of principal can be achieved and liquidity maintained.

Approval Signatures

Step Description

Approver

Date

Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	05/2026
Legal Review	Kendra Thomas: Counsel	05/2026
Compliance Director Review	Demetria Lockett	05/2026
Department Review	Stanley Adams [RC]	05/2026
Compliance 1st Review	Christopher Webb: Audit	05/2026
Initial Assignment	Stanley Adams [RC]	05/2026

EXHIBIT F-49

Status **Pending** PolicyStat ID **17873297**

Origination 10/2020
 Last Approved N/A
 Effective Upon Approval
 Last Revised 05/2026
 Next Review 1 year after approval

Owner Camelia Lee:
 HRGen
 Area Human Resources
 Document Type Agency Policy

HR.A.21 Relief Service Employees

1. PURPOSE:

This policy sets out procedures and protocols for the use of relief services employees at The Harris Center for Mental Health and ~~Intellectual and Developmental Disability~~IDD (The Harris Center).

2. POLICY:

~~It is the policy of The Harris Center to provide internal temporary staffing services to Harris Center facilities, by utilization of the Relief Service Pool~~
~~exists to provide internal temporary staffing services to The Harris Center for Mental Health and Intellectual and Developmental Disability (The Harris Center) facilities.~~

Requests to hire relief service pool employees must be submitted by the ~~Manager~~manager to the Position Justification Committee for approval.

3. APPLICABILITY/SCOPE:

This policy applies to all staff employed by The Harris Center, including, both direct and contracted employees.

4. RELATED POLICIES/FORMS:

- [HR.A.8 Employment](#)
- ~~Staff Training and Development~~

<ul style="list-style-type: none"> ▪ Orientation for New Employees
<ul style="list-style-type: none"> ▪ Relief Service Employee Time Sheet
<ul style="list-style-type: none"> ▪ Relief Service Employee Performance Evaluation

- : [HR.A.8 Employment](#)
- : [Staff Training and Development](#)
- : [Orientation for New Employees](#)
- : [Relief Service Employee Time Sheet](#)
- : [Relief Service Employee Performance Evaluation](#)

5. PROCEDURES:

~~HR.B.21 Relief Services Employees~~

- : [HR.B.21 Relief Service Employees](#)

6. REFERENCES: RULES/REGULATIONS/STANDARDS:

~~The Harris Center's Policy and Procedure~~

~~The Harris Center Employee Handbook~~

- : [The Harris Center Employee Handbook](#)

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	04/2026
2nd Legal Review	Kendra Thomas: Counsel	04/2026
1st Legal Review	Bijul Enaohwo	02/2026
Compliance Director Review	Demetria Lockett	02/2026
Department Review	Kendra Thomas: Counsel	01/2026
Initial Assignment	Toby Hicks	12/2025

EXHIBIT F-50

Status **Pending** PolicyStat ID **18197190**



Origination 11/2022
 Last Approved N/A
 Effective Upon Approval
 Last Revised 02/2026
 Next Review 1 year after approval

Owner Eunice Davis: Dir
 Area Environmental Management
 Document Type Agency Plan

EM.P.1 Risk Management Plan

1. Purpose

The purpose of the Risk Management Program is to strengthen The Harris Center for Mental Health and IDD's (The Harris Center) mission and vision related to consumer safety, clinical risk, and the safety of visitors, employees, property, and operations.

2. Guiding Principles

The Risk Management Program supports The Harris Center's philosophy that safety and risk management is everyone's responsibility. Employees shall observe safe work practices, rules, policies, and procedures to provide a safe environment for everyone at The Harris Center's facilities or properties. Employees shall assist individuals served at The Harris Center and our visitors in complying with these procedures and activities.

3. Program Goals and Objectives

The Harris Center's goal is to provide employees, consumers, and visitors a safe environment. The Harris Center is committed to continuous improvement of quality of care, safety and minimizing or preventing errors through risk management activities.

The Harris Center's Risk Management Program aims to reduce the frequency of losses and severity of accidents. Root Cause Analyses will guide implementation of appropriate methods for correcting, reducing, managing, and/or eliminating risks. Risk retention is the practice of setting up a self insurance program and Commercial Insurance Program to pay for losses as they occur. Risk transfer is a risk management and control strategy that involves contractually shifting risk, potential loss from an adverse outcome and financial responsibility that may or may not occur to a contractor. The Harris Center uses an Agent of Record to support risk aversion, analyze the insurance market on an annual basis and make

recommendations for appropriate coverage of exposures to its programs, personnel, consumers, and assets.

4. Leadership

Following the lead of the Board of Trustees, employees of The Harris Center are committed to promoting the safety of all consumers, visitors, employees, volunteers and other individuals participating in organizational operations. The responsibilities of the Board of Trustees, executive leadership, directors, managers, supervisors, and employees are established in the Risk Management Program. The Harris Center's executive leadership is committed to the effectiveness of The Harris Center's Risk Management plan and its role in serving the Harris County community.

5. Role of the Risk Management Director

The Risk Management Director is empowered by The Harris Center to implement the functions and activities of the Risk Management Plan. The role of the Risk Management Director is to maintain a proactive Risk Management Program that complies with the provisions of federal, state, and local laws and regulations. The Risk Management Director is responsible for creating, implementing, and evaluating the outcomes of the Risk Management Plan. The Risk Management Director shall utilize reports, audits, inspections, and reviews for evidence-based decisions. The Risk Management Director shall serve on the System Quality, Safety and Experience Committee and Safety and Risk Management Committee to provide and review information and trends learned from the The Harris Center's incident reporting system.

6. Components of the Risk Management Program

The Harris Center Risk Management Program includes the following components:

- A. **Designated Risk Management Director and System Quality, Safety and Experience Committee and Safety and Risk Management Committee shall perform the following responsibilities:**
 1. Demonstrate training and expertise in conducting investigations, evaluating incidents, root cause analysis, and data analysis.
 2. Review, identify, monitor, and minimize risks, and potential risks associated with injury, infectious disease, medication errors, property damage or loss, and harm to individuals being served.
 3. Document all aspects of the reviews, including employee training, serious injuries, annual review of data, safety inspections, ongoing monitoring, and actions taken to reduce risk.
- B. **Incident Reporting System ("IRS")** is utilized for reporting incidents involving consumers, employees, or property. Employees are required to report all events in The Harris Center Incident Reporting system as outlined in the Harris Center's Incident Reporting policy. Clinical Risk Management reviews are required for incidents that indicate follow-up is necessary. Clinical reviews are conducted by the Professional Review Committee and its subcommittees. Employees are required to complete an incident report training during orientation. The incident report training includes when to complete an incident report, how to complete an incident report, and consequences for failure to report a serious injury or incident.
- C. **Annual Risk Assessment** is conducted annually to help identify and bring attention to the

likelihood of a risk event occurring and the potential impact if the risk event occurs. A Risk Event refers to any unforeseen or unexpected occurrence that can cause losses for the Harris Center. Classifications of the likelihood of risk range from "rare to almost certain", with consequences of likely risks ranging from "insignificant to severe". This type of risk assessment assists the organization's response to certain practices, situations, and policies that may help reduce the risk of harm to consumers, employees, visitors, and property.

- D. **Ongoing Monitoring and Data Analysis** of harm and potential harm to identify and promptly respond to risks.
- E. **Root Cause Analyses:** The Harris Center is committed to the utilization of improvement models, tools, and techniques such as root cause analysis (RCA). Sources of data will include prospective, concurrent, and retrospective reviews of records and events, reports from regulatory and contracting agencies relating to care deficiencies, complaints, grievances, and clinical reviews of sentinel events.
- F. **Life Safety Inspections** are performed annually at each service location owned by The Harris Center. The Facility Services Department oversees that applicable permits required by local government are maintained for fire safety surveys, alarms, fire box keys, intrusion alarms, and sprinkler systems. Rented or leased facilities are governed through risk transfer administered by the Contract Services Department.
- G. **Death Mortality Reviews** of the deaths of consumers served in The Harris Center programs, including consumers served in The Harris Center contracted placements, are conducted by the Closed Records Committee [See MED16A & MED16B Policy and Procedures for Closed Records Committee.] Closed Record reviews are conducted to identify clinically related problems requiring correction and opportunities to improve the quality of care pursuant to requirements of the Texas Administrative Code (TAC)[See Community Centers: Clinical Death Review 26 TAC §301.415].
- H. **Commercial Insurance Program:** The Harris Center carries the following lines of coverage:
- **Workers' Compensation** coverage responds to injuries to center employees who are injured on the job while in the course of their employment. Workers' compensation covers medical bills, rehabilitative, and lost income benefits for center employees.
 - **Liability** coverage includes automobile liability (AL), general liability (GL), professional/medical malpractice for both mental health and primary health care (PL), public official's errors & omissions (E&O) coverage, and Excess Liability (EL) to provide additional limits of insurance of the underlying liability policies.
 - **Property** coverage includes buildings, office contents, computers, contractor's equipment, and vehicles owned by The Harris Center. Basic crime coverage is included within property coverage.
 - **Cyber Liability** coverage includes the response to an incident with forensics, attorneys, notification, and public relations strategies. Coverage is also provided for damage caused by a breach, penalties or fines and injury to the public from a breach.
 - **Flood** coverage provides property coverage to The Harris Center properties that are within federally identified flood zones.
 - The Texas Council Risk Management Fund also provides safety consulting, assistance with auditing processes for determining premiums, leadership training, risk management consulting, claim service, and the ability of The Harris Center to have

input in the claim management and settlement practices.

7. Risk Management in Operational Units

The following risk management elements are in place and support the Risk Management Plan and its reach and mission.

A. Compliance and Financial Risk Management

The Harris Center follows legal and fiscal requirements of all funders and regulatory agencies. Operational units are audited by Internal Audit and Compliance departments.

B. Health and Safety

The Harris Center safety program includes the following:

- System Quality, Safety and Experience Committee
- Safety and Risk Management Committee
- Incident Reporting
- Handle with Care Behavioral Management Program ("Handle with Care" or "HWC")
- Vehicle and Driver Safety Campaign
- Slips, Trips and Falls Campaign
- Accident Investigation
- Infection Control and Prevention
- Emergency Response and Disaster Preparedness
- Online Training
 - Electrical Safe Practices
 - Hazardous Materials
 - Chair ergonomics and safety
 - Emergency Response Drills
 - Bloodborne Pathogens
- Safety & Security Officers
- Entrapment prevention environment review

C. Risk Management in Clinical Setting

- Physicians and nurses at The Harris Center provide leadership and oversight for medical and nursing practices through continuous monitoring of the quality of care and peer review. Clinic spaces are equipped and staffed for consumer treatment. Medical supplies and pharmaceuticals are secured with access control measures. Clinic spaces are to be cleaned in accordance to the Infection Control and Prevention Plan overseen by the Chief Nursing Officer.

D. Contracting Practices

- The Harris Center contracts shall be reviewed by the Contracts Services Department. Contracts shall contain indemnification language and minimum insurance coverages and amounts that contractors shall carry. The Harris Center Board of Trustees reviews and approves all contracts within its authority.

E. Security of Information including Client Confidentiality

- The Harris Center follows federal and state laws and regulations regarding privacy and consumer information. The Information Security Officer and Health Information Management Department oversee policies and procedures to protect consumer information.

F. Conflict of Interest

- The Harris Center has policies and procedures to protect against conflicts of interests [LD12A Code of Ethics, LD5A Solicitation of/and Acceptance of Donations, FM19B Requisitioning and Purchasing of Goods and/ or Services, MED10B Pharmaceutical Representatives]. All contractors or vendors are surveyed for conflicts of interest and employees on vendor selection committees are required to sign a conflict of interest acknowledgement form. The Harris Center Board of Trustees are required to complete Conflict of Interest Disclosure forms.

G. Employment Practices

- Leadership training is offered to employees online that covers topics such as discrimination, sexual harassment, and retaliation at work.

H. Inter-agency Collaborations or Joint Ventures

- The Harris Center has inter-agency collaborations with city, county, and state public health and emergency management agencies.

I. Public Relations Risk Management

- The Harris Center has policies on Communications (LD2A Communications with the Media and Other Entities) and Social Media (LD13A Social Media Use). Requests for information, interviews, or postings on social media sites shall be forwarded to the Communications Department per policy.

J. Risk Management Monitoring and Metrics

- Incident Reporting assists in monitoring the frequency of events. The incident reporting process at The Harris Center has three main purposes:
 1. Quality Control related to the services and people affected by risk events;
 2. Use data about risk events to revise or modify processes, premises, or services; and
 3. Provide measures of the effectiveness of risk control efforts.

Data is used by Risk Management and Clinical Transformation & Quality to provide improvements at The Harris Center. Internal reporting of incidents and external claims records provided by the Texas Council Risk Management Fund assist in the risk management process. The Harris Center shall conduct an annual Risk Analysis in collaboration with the Texas Council Risk Management Fund to identify risk areas of improvement, progress, actions taken, and department responsibility for operational leaders that shall be incorporated into this plan by reference. The Risk Management Plan shall operate in conjunction with the Infection Control Plan.

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	04/2026
2nd Legal Review	Kendra Thomas: Counsel	04/2026
1st Legal Review	Bijul Enahwo	03/2026
Compliance Director Review	Demetria Lockett	03/2026
Compliance 1st Review	Christopher Webb: Audit	02/2026
Initial Assignment	Eunice Davis: Dir	02/2026

EXHIBIT F-51

Status **Pending** PolicyStat ID **18611965**

Origination	09/2024
Last Approved	N/A
Effective	365 Days After Approval
Last Revised	05/2026
Next Review	1 year after approval

Owner	Evelyn Locklin: Dir
Area	Environmental Management
Document Type	Agency Plan

EM.P.6 Tenant Selection Plan

~~1. PURPOSE:~~

2. Purpose:

The purpose of this procedure plan is to adhere to state and federal regulations and laws and establish a Tenant Selection Plan to determine applicants' eligibility for tenancy in subsidized housing for Very Low Income ~~and Very Low Income~~ Families experiencing unstable housing or are at-risk of homelessness and live with mental illness, intellectual or developmental disability and a co-occurring substance use disorder, in Harris County.

~~3. APPLICABILITY/SCOPE:~~

~~All applicants of Harris Center subsidized housing programs.~~

~~4. REGULATORY/REFERENCE DOCUMENTS:~~

- ~~• The Fair Housing Amendments Act of 1988, 42 U.S.C.A. §§3601-3620, as modified by the Housing for Older Americans Act of 1995~~
- ~~• The Americans with Disabilities Act of 1990, 42 U.S.C.A. §§12101-12213~~
- ~~• Title VI of the Civil Rights Act of 1964, 42 U.S.C.A §2000d~~
- ~~• The Age Discrimination Act of 1975, 42 U.S.C.A. §§6101-6107~~
- ~~• Section 504 of the Rehabilitation Act of 1973, 29 U.S.C.A §794 et seq.~~
- ~~• HUD-Home Investment Partnerships Program, 24 CFR Part 92~~

- ~~Texas Fair Housing Act, Tex. Property Code Ch. 301~~
- ~~Equal Opportunity in Housing, Executive Order 11063~~

~~5. DEFINITIONS:~~

6. Definitions:

Annual gross anticipated income -is the gross income the applicant anticipates it will receive in the 12-month period following the effective date of certification of income.

Family- Family includes, but is not limited to, the following, regardless of actual or perceived sexual orientation, gender identity or marital status:

- ~~1. A single person, who may be an elderly person, displaced person, disabled person, near-elderly person or any other single person; or~~
- ~~2. A group of persons residing together, and such group includes, but is not limited to:

 - ~~a. A family with or without children (a child who is temporarily away from the home because of placement in foster care is considered a member of the family);~~
 - ~~b. An elderly family;~~
 - ~~c. A near-elderly family;~~
 - ~~d. A disabled family;~~
 - ~~e. A displaced family; and~~
 - ~~f. The remaining member of a tenant family.~~~~

~~**Low-Income Families**- means families whose annual incomes do not exceed 80% of the median income for the area, as determined by HUD, with adjustments for smaller or larger families, except that HUD may establish income ceilings higher or lower than 90% of the median for the area on the basis of HUD findings that such variations are necessary because of prevailing levels of construction costs or fair market rents, or unusually high or low family incomes. An individual does not qualify as a low-income family if the individual is a student who is not eligible to receive Section 8 assistance under federal regulations.~~

- A. A single person, who may be an elderly person, displaced person, disabled person, near elderly person or any other single person; or
- B. A group of persons residing together, and such group includes, but is not limited to:

 1. A family with or without children (a child who is temporarily away from the home because of placement in foster care is considered a member of the family);
 2. An elderly family;
 3. A near-elderly family;
 4. A disabled family;
 5. A displaced family; and
 6. The remaining member of a tenant family.

Property Management (“Management”) – Contractor engaged by the Harris Center to manage, operate and maintain Property in an efficient, reasonable and satisfactory manner subject to the terms of the Tenant Selection Plan.

Tenant-based rental assistance – A form of rental assistance in which the assisted tenant may move from a dwelling unit with a right to continued assistance. Tenant-based rental assistance includes security deposits for rental of dwelling units.

Very Low Income Families – Low income families whose annual incomes do not exceed 50 percent of the median family income for the area, as determined by HUD with adjustments for smaller and larger families, except that HUD may establish income ceilings higher or lower than 50 percent of the median for the area on the basis of HUD findings that such variations are necessary because of prevailing levels of construction costs or fair market rents, or unusually high or low family incomes. An individual does not qualify as a very low-income family if the individual is a student who is not eligible for Section 8 assistance.

7. PROCEDURES:

A. ~~Non-Discrimination Policy~~

8. Non-Discrimination Policy

It is the policy of The Harris Center and Management to promote equal opportunity and non-discrimination in compliance with, but not limited to, the federal and state regulations and laws related to discrimination in housing.

In carrying out the Plan, Management will not discriminate on the basis of race, color, creed, religion, national or ethnic origin, citizenship, ancestry, class, sex, sexual orientation, familial status, disability, military/veteran status, source of income, age or other basis prohibited by local, state or federal law in any aspect of tenant selection or matters related to continued occupancy.

No person may be refused the right to apply for housing unless the waiting list is closed for a particular unit size or type.

Management will make reasonable accommodations in the application process and during residency in accordance with the HUD Handbook 4350.3, Fair Housing Act, and other relevant civil rights laws and statutes.

Management will take affirmative steps to communicate with persons who need services or information in a language other than English.

Management will not discriminate against an applicant or tenant on the basis that the applicant or tenant is or has been a victim of domestic violence, dating violence, sexual assault, or stalking.

B. ~~Affirmative Marketing Procedures~~

9. Affirmative Marketing Procedures

In accordance with the HOME regulations and in furtherance of the Harris Center’s commitment to non-

discrimination and equal opportunity in housing, the Harris Center shall implement an affirmative marketing procedure for HOME-assisted projects consisting of five or more housing units. The affirmative marketing steps consist of actions to provide information and otherwise attract HOME-eligible persons in the area to available housing without regard to race, color, national origin, sex, religion, familial status or disability. The affirmative marketing procedures will be reviewed periodically.

C. Application Intake

10. Application Intake

All applicants eighteen (18) or older must present picture identification (ID) issued by local, state, or federal government agency, (i.e., driver's license, identification card, valid passport, travel visa). Applicants must also provide a US issued Social Security card for credit screening purposes. If a Social Security card has not been obtained, an Individual Taxpayer Identification Number (ITIN) may be considered. All provided forms of identification must be valid through the term of the lease.

Release & Consent: Applicants eighteen (18) or older must sign a consent form giving Management permission to communicate with employers, financial institutions, government agencies or other sources as applicable for the purpose of determining eligibility.

To be considered for selection, applicants must submit a completed application and relevant consent forms. Information the applicant supplies must be true and complete and made in good faith. Any willful false statements or failure to provide satisfactory, complete and accurate information (regardless of whether inaccuracy is intentional or unintentional) will be denied on the basis of falsification. In addition, refusal to comply with a request for information shall constitute cause for immediate rejection of the application or lease termination by management. If an application has to be returned due to incompleteness then the application process stops.

Applications will be accepted:

- In person at 6168 South Loop East, Houston, Texas 77087
- By mail sent to: 6168 South Loop East, Houston, Texas 77087 or
- Other reasonable accommodation provided by Management at the request of the applicant.

Management will assist the applicant in completing the application, explain the tenant selection process, define preferences, and explain the verification process with respect to preferences.

Upon receipt of the application, Management will:

- Review the application for completeness, and return an incomplete application;
- Make a preliminary determination of eligibility based on the application without verification; and
- Place the applicant on the waiting list in the order the completed application was received, or provide a Notice of Rejection if ineligible.

To determine eligibility for placement on the Waiting List, the application may be accepted as a self-certifying statement. All applicants must sign a Consent for the Release of Information prior to receiving assistance, and annually thereafter.

It is the policy of the Management to guard the privacy of individuals in accordance with the Federal Privacy Act of 1974, and to ensure the protection of records maintained by the property concerning the applicants or tenants.

D. Waiting List

11. Waiting List

Management will place applicants on a written waiting list by on a first come, first served basis. As units become available, applications will be taken in the order of the waiting list. Applicants who meet the preferences noted above will be reviewed in order until all preferences have been considered.

The waiting list will be maintained throughout the period of affordability. It will remain open, unless closed by approval of Management and The Harris Center. Management and The Harris Center may periodically update the waiting list or conduct outreach to applicants to determine if they continue to be eligible and interested in the housing. Failure to respond to update requests will result in removal from the waiting list.

Accessible Units

12. Accessible Units

~~A separate~~ Applicants requesting accessible units will be tracked on waiting list. Persons with mobility, visual, or hearing impairments, or applicants containing at least one person with such impairment, will have first priority for units with the required accessibility features. If Management does not receive an Application to lease an accessible unit from an eligible applicant, the unit may be maintained for units with accessibility features. Persons with mobility, visual, or hearing impairments, or applicants containing at least one person with such impairment, leased to a non-eligible Applicant. If Management receives a request to lease the accessible unit from an eligible priority Applicant, Management will have first priority for units with the required accessibility features. If Management does not receive an Application to rent an accessible unit from an eligible applicant, the unit may be rented to a give the non-eligible Applicant. If Management receives a request to rent the accessible unit from an eligible priority Applicant, Management will give the non-handicap resident a 30-day notice to transfer to another suitable sized unit within the community, should an appropriate unit become available. Non-handicap residents are responsible for all costs associated with moving.

F. Applicant Screening & Selection

13. Applicant Screening & Selection

Selection will be made on the basis of the written application and supplemental materials provided and collected as part of the application, including verifications of income and family composition and such other data. All screening will be non-discriminatory and uniformly applied to all applicants.

~~Income Eligibility Requirements~~ **Income Eligibility Requirements**: HUD establishes and publishes income limits annually based on family size for each county in the United States based on the median income of the geographical area. The family's annual income must not exceed program income limits. Income

limits for this property are listed below:

Low Income	60% of adjusted home income limits	\$58,250		
Very low-income limit	30% of adjusted home income limits	\$36,400	50% of median income	\$32,650

The applicant (i.e., any person age 18 and over) must identify all income sources and assets held by the tenant or prospective resident. Assets will be included as part of the applicant's income. Management must be able to confirm employment and reported salary listed on the application. All income and asset sources will be verified in accordance with the HOME Program. Income verification for W-2 employees will be obtained by an employment verification, work number and/or an average of 4 – 6 check stubs. Non-W-2 or 1099 employees must provide documentation that they have been in business for a minimum of six (6) full months and the self-employed income has been reported and claimed on the tax return by providing a copy of the prior year's tax transcript obtained from the IRS and, when needed, IRS 1040 form with schedules. If a tax return is due and has not been filed, the applicant will automatically be denied. If newly self-employed, a minimum of six (6) full months of active engagement is required, documented by Year-to-Date Business Receipts, check stubs, or a Profit and Loss Statement prepared by a CPA.

Verifications will be obtained by the Management for every income source. All income verifications must use **at least three (3) months source documentation**. Once all the income and asset verifications have been obtained, Management will prepare a Tenant Income Certification form for each applicant.

Note: Income eligibility does not constitute acceptance and further screening is required to determine an applicant's ability to maintain a successful tenancy.

Suitability Screening

Suitability Screening: All applicants age 18 or older will be screened for suitability prior to residency. Screening criteria will be non-discriminatory, applied consistently to all applicants for assisted and unassisted units, and related to ability to perform lease obligations. In selecting tenants, Management will consider the essential requirements of tenancy and determine whether an applicant should be rejected for failing to meet such requirements.

Criteria that will be used to screen all applicants Criteria that will be used to screen all applicants:

~~**Students-** Any adult household member that is either a part-time or full-time student must meet one of the following exemptions:~~

- ~~1. Be at least 24 years old by December 31 of the award year for which aid is sought~~
- ~~2. Have legal dependents other than a spouse (child or elderly parent)~~
- ~~3. Married~~
- ~~4. Be a veteran of the U.S. Armed Forces~~
- ~~5. Be a graduate or professional student~~

6. Be an orphan or a ward of the court through the age of 18

Prior criminal history ~~Prior criminal history~~ – Upon receipt of the Rental Application and screening fee, Management will conduct a search of records to determine whether an applicant or any proposed resident or occupant has a Conviction. A conviction ~~meets~~means charges pending as of the date of the application, a conviction, a guilty plea, a no contest plea for any of the following crimes: drug-related crimes; crimes against persons; sex offense; crime involving financial fraud (including identity theft and forgery); or any other crime if the conduct for which an applicant was convicted or is charged is of a nature that would adversely affect property of Management or a tenant or the health, safety or right of peaceful enjoyment of the premises of residents. Management will not consider a previous arrest that did not result in a Conviction or expunged records.

If an applicant, or any proposed occupant, has a Conviction in their past which would disqualify them under these criminal conviction criteria, and desires to submit additional information to Management along with the application so Management can engage in an individualized assessment upon receipt of the results of the criminal background check and prior to a denial, applicant should do so. A conviction for any of the following, subject to the result of the criminal conviction review process shall be grounds for denial of the rental application: *Note: The same criteria regarding criminal history applies to live-in aides also.

- Felonies involving murder, manslaughter, arson, rape, kidnapping, child sex crimes, or manufacturing or distribution of a controlled substance;
- Misdemeanors involving: drug related crimes, sex offenses, domestic violence, violation of a restraining order, stalking, weapons, criminal impersonation, financial fraud crimes where the date of disposition has occurred in the last five(5) years.
- Misdemeanors not listed above involving: theft, criminal trespass, criminal mischief, property crimes or any other crime if the conduct for which applicant was convicted or is charged is of a nature that would adversely affect property of the landlord or a tenant or the health, safety or right of peaceful enjoyment of the premises of the residents, the landlord or the landlord's agent, where two misdemeanors in which disposition dates have occurred in the last three(3) years.
- Management determines that there is reasonable cause to believe that a household member's illegal use or a pattern of illegal use of a drug or alcohol may interfere with the health, safety, or right to peaceful enjoyment of the premises by other residents. Screening standards will be based on behavior, not the condition of alcoholism. Criminal history may be used to establish a pattern.
- Failure to disclose criminal behavior or provide a complete list of states all members of the household is grounds for rejection or eviction.
- Any member of the applicant's household has been convicted of the manufacture of methamphetamine on the premises of federally subsidized housing.
- Violent criminal activity, which indicates a pattern of violence that may threaten the safety of residents or staff. Violent criminal activity includes, but is not limited to, sex crimes, crimes against children, aggravated assault.
- Any criminal activity that would threaten the health, safety, or right to peaceful enjoyment of the premises by other residents, the owner or any employee who is involved in the housing

operations.

Applicants and occupants convicted of the following crimes are explicitly denied admission or occupancy and are not eligible for the Criminal Conviction Review Process:

- Any household member has been evicted from federally assisted housing and convicted for drug-related criminal activity, for three (3) years from the date of eviction.
- Any member of the household is subject to a lifetime registration requirement or is currently registered under a state sex offender registration program. During the admissions screening process, Management will perform the necessary criminal history background checks in the state where the housing is located and in all other states where the household members are known to have resided.

~~Criminal Conviction Review Process.~~ Criminal Conviction Review Process - Management will engage in an individualized assessment of the applicant's, or other proposed occupant's, Convictions if applicant has satisfied all other criteria (the denial was based solely on one or more Convictions) and:

1. ~~Applicant has submitted supporting documentation prior to the public records search; or~~
Applicant has submitted supporting documentation prior to the public records search; or
2. ~~Applicant is denied based on failure to satisfy these criminal criteria and has submitted a written request along with supporting documentation. Supporting documentation may include:~~
Applicant is denied based on failure to satisfy these criminal criteria and has submitted a written request along with supporting documentation. Supporting documentation may include:
 - i. ~~Letter from parole or probation office;~~
Letter from parole or probation office;
 - ii. ~~Letter from caseworker, therapist, counselor, etc.;~~
Letter from caseworker, therapist, counselor, etc.;
 - iii. ~~Certifications of treatments/rehab programs;~~
Certifications of treatments/rehab programs;
 - iv. ~~Letter from employer, teacher, etc.~~
Letter from employer, teacher, etc.
 - v. ~~Certification of trainings completed;~~
Certification of trainings completed;
 - vi. ~~Proof of employment; and~~
Proof of employment; and
 - vii. ~~Statement of the applicant.~~
Statement of the applicant.

Management will:

- a. Consider relevant individualized evidence of mitigating factors, which may include: the facts or circumstances surrounding the criminal conduct; the age of the convicted person at the time of the conduct; time since the criminal conduct; time since release from incarceration or completion of parole; evidence that the individual has maintained a good tenant history before and/or after the conviction or conduct; and evidence of rehabilitation efforts. Management may request additional information and may consider whether there have been multiple Convictions as part of this process.
- b. Notify applicant of the results of Management's review within a reasonable time after receipt of all required information.
- c. Hold the unit for which the application was received for a reasonable time under all the circumstances to complete the review unless prior to receipt of applicant's written request (if made after denial) the unit was committed to another applicant.

~~Verification of citizenship/immigration status~~**Verification of citizenship/immigration status** –

Management will do a primary verification through the INS automated system (Systematic Alien Verification for Entitlements (SAVE)). If primary verification does not confirm status then a secondary verification must be performed. Secondary search will be a manual search of INS records. Applicants can also utilize SAVE Case Check - www.uscis.gov/save/save-casecheck for status of case.

~~Prior housing history (landlord references)~~**Prior housing history (landlord references)** – Applicants who

meet the income, credit & background qualifications can also be denied based on a poor landlord reference under the following (a-e) categories: (a) Three (3) or more late payments during past twelve (12) months; (b) Being evicted in the past twenty-four (24) months for non-payment of rent or violation of rental policy; (c) Three (3) or more Eviction Filings less than or equal to twelve (12) months (d) Statement from a prior landlord that they would not re-rent due to lease violation(s), number of late rental payments, or non-payment; (e) Unpaid Landlord debt / Rental history balance(s).

~~Credit history furnished by a credit bureau~~**Credit history furnished by a credit bureau** – All applicants are

subject to approval through a third- party applicant-screening agency. Approvals are based on an ~~empirical system that incorporates~~ various credit factors ~~along with~~including other non-statistical scoring factors to determine overall applicant worthiness. In addition, the following categories (a-d) will automatically Fail/Deny an applicant: (a) Eviction Judgments and (b) Foreclosures with the past twenty-four (24) months (c) Three or more Eviction Filings less than or equal to twelve (12) months (d) ~~Any Filed Bankruptcy within the last (12) months or any pending bankruptcy that has not been discharged or dismissed. Furthermore, the following auto score categories (e-h) will return for Conditional review by a Manager:~~ (e) "Other" categorized Bankruptcies (f) Landlord debt/Rental history balances (f) **Unpaid gas, electric, water and sewer utility accounts** (g) ~~Unpaid gas, electric, water and sewer utility accounts~~ (h) Fraud Alerts. Conditional approval may be considered if applicant provides verifiable evidence that, their Landlord debt/Rental balance and/or Utility balance(s) have been paid in full. Should an applicant be approved with conditions, a double security deposit is required.

Acceptance of Unit and Lease Execution

14. Acceptance of Unit and Lease Execution

Upon offer of a unit, the applicant shall have an opportunity to inspect the unit along with management

and to sign a rejection or acceptance of the unit. If applicant is accepting unit the following will occur at lease signing:

- The new resident pays the security deposit, if applicable, and pro-rated or full rent (depending upon the date the lease begins);
- The resident will sign the ~~occupancy agreement~~lease;
- The resident receives his/her keys, and information about the unit and development;
- Management gives the resident a written notice asking them to report deteriorated paint, and giving the name, address and phone number for reporting;
- The resident receives a copy of the ~~occupancy agreement~~lease and all the required attachments;
- The resident is informed about the Management's move-in policies (if any);
- The resident is receives and signs the community guidelines
- The property manager receives the resident's file; and
- The resident's name is removed from the waiting list.

Notice of Rejection

15. Notice of Rejection

Rejection of an applicant is appropriate where the applicant does not meet the occupancy criteria stated in this Plan, or Management has a reasonable basis to believe that the applicant cannot meet the essential requirements of tenancy, such as:

- To pay rent and other charges under the ~~occupancy agreement~~lease in a timely manner;
- To care for and avoid damaging the unit and common areas, to use facilities and equipment in a reasonable way, and to not create health or safety hazards;
- Not to interfere with the rights and enjoyment of others and not to damage the property of others;
- Not to engage in any activity that threatens the health, safety or right to peaceful enjoyment of other residents or staff, not to engage in activity on or near the premises that involves illegal use of controlled substances or weapons, and not to engage in any criminal activity on or off the premises that would be detrimental to the housing should it occur on the premises; and
- To comply with necessary and reasonable rules and program requirements of the housing provider.

Management must provide written notice of rejection stating grounds for the rejection. The applicant has the right to respond in writing or request a meeting to dispute the rejection within 14 days of the notice. Persons with disabilities have the right to request reasonable accommodations to participate in the informal hearing process.

Any meeting with the applicant to discuss the applicant's rejection must be conducted by a member of Management who was not involved in the initial decision to deny admission or assistance. Within 5 business days of Management's response or meeting, Management must advise the applicant in writing of the final decision on eligibility.

Records of all applications and rejections will be maintained and available for review by The Harris Center or HUD.

F. VAWA Disclosures

16. VAWA Disclosures

Management will provide to all applicants the The HOME Program Notice of Occupancy Rights under the Violence Against Women Act (VAWA).

The Notice explains applicant and tenant rights under the Violence Against Women Act (VAWA) for victims of domestic violence, dating violence, sexual assault, or stalking. An applicant cannot be denied occupancy on the basis that the applicant is or has been a victim of domestic violence, dating violence, sexual assault, or stalking. VAWA protections are not only available to women, but are available equally to all individuals regardless of sex, gender identity, or sexual orientation.

A VAWA Certification of Domestic Violence must accompany the Notice.

G. Occupancy

17. Occupancy

The following procedures apply to the assignment of a selected tenant to a HOME-assisted unit and the execution of the approved ~~occupancy agreement~~lease.

~~Occupancy Standards~~Occupancy Standards

Applicant characteristics, such as the number, age, relationship and gender of family members, must be appropriate to the size of the unit and adaptations made therein. The following standards will be applied:

- The maximum occupancy allowed will be one (1) person per bedroom.

Exceptions may be considered based on applicant requests and circumstances.

~~Occupancy Agreement & Tenant Protections~~Lease & Tenant Protections

Any applicant qualified and selected for occupancy must enter into ~~an occupancy agreement~~a lease and agree to pay the rent approved for the unit. Management must approve the ~~occupancy agreement~~lease form as complying with HOME regulations, including 30-day notice for rent increases or termination of tenancy.

The ~~occupancy agreement~~Lease will contain the VAWA Lease Addendum. No tenant of assisted housing may be terminated from participation in or evicted from the housing on the basis that the applicant or tenant is or has been a victim of domestic violence, dating violence, sexual assault, or stalking, if the applicant or tenant otherwise qualifies for occupancy. Incidents of actual or threatened domestic violence, dating violence, sexual assault, or stalking shall not be construed as a serious or repeated violation of a lease for HOME-assisted housing by the victim or threatened victim of such incident, or good cause for terminating the assistance, tenancy or occupancy rights of the victim of such incident victim of such incident.

The victim of domestic violence, dating violence, sexual assault or stalking may request relocation within the project or externally to a safe unit. This must be requested in writing. The ~~occupancy agreement~~ lease will be terminated without penalty if the emergency transfer is approved.

Any information submitted to Management, including the fact that an individual is a victim of domestic violence, dating violence, sexual assault, or stalking, shall be maintained in confidence and may not be entered into any shared database or disclosed to any other entity or individual other than RIH, except to the extent that the disclosure is requested or consented to by the individual in writing, and required for use in an eviction proceeding against any individual who is a tenant or lawful occupant of the housing and who engages in criminal activity directly relating to domestic violence, dating violence, sexual assault, or stalking, or otherwise required by law.

H. Drug-Free Housing

18. Drug-Free Housing

All applicants eighteen (18) or older must have the ability and willingness to consent to comply with the drug free housing policy. Activity that includes, but is not limited to, the possession, sale, and use of illegal substances or weapons is an automatic violation of the lease and grounds for immediate termination by Management.

~~I. Consideration of Extenuating/Mitigating Circumstances~~

19. Consideration of Extenuating/Mitigating Circumstances

Management may consider extenuating/mitigating circumstances in evaluating information obtained during the screening process to assist in determining the eligibility of an applicant. Management will require evidence of the applicant's ability to meet the obligations of tenancy.

J. Recertification

20. Recertification

Tenant income eligibility will be determined annually. Tenants must provide Management with income information to determine continued eligibility. If a tenant is over income, the tenant may remain in the unit, but rent will be calculated based on the adjusted income.

K. Conflict of Interest

21. Conflict of Interest

The conflict of interest provisions apply to any person who is an employee, agent, consultant, officer, or elected official or appointed official of the state, or of a unit of general local government, or of the developer, The Harris Center or manager. The provisions also apply to those with whom they have immediate family (spouse, parent, child, sibling, grandparents and in-laws of the person) or business ties. No such covered person may occupy a unit without prior approval of HUD.

An exception is made for an employee or agent of The Harris Center who occupies a housing unit as the project manager or maintenance worker. Other exceptions can be made upon the written request of the participating jurisdiction, HUD may grant an exception on a case-by-case basis when it determines that the exception will serve to further the purposes of the HOME Investment Partnerships Program and the effective and efficient administration of the participating jurisdiction's program or project. An exception may be considered only after the participating jurisdiction has provided the following:

- A disclosure of the nature of the conflict, accompanied by an assurance that there has been public disclosure of the conflict and a description of how the public disclosure was made; and
- An opinion of the participating jurisdiction's or State recipient's attorney that the interest for which the exception is sought would not violate State or local law.

In determining whether to grant a requested exception after the participating jurisdiction has satisfactorily met the requirements, HUD will consider the cumulative effect of the following factors, where applicable:

- Whether the exception would provide a significant cost benefit or an essential degree of expertise to the program or project which would otherwise not be available;
- Whether the person affected is a member of a group or class of low-income persons intended to be the beneficiaries of the assisted activity, and the exception will permit such person to receive generally the same interests or benefits as are being made available or provided to the group or class;
- Whether the affected person has withdrawn from his or her functions or responsibilities, or the decision making process with respect to the specific assisted activity in question;
- Whether the interest or benefit was present before the affected person was in a position as described in paragraph (c) of this section;
- Whether undue hardship will result either to the participating jurisdiction or the person affected when weighed against the public interest served by avoiding the prohibited conflict; and
- Any other relevant considerations.

Upon written request of a housing owner or developer, the participating jurisdiction (or State recipient, if authorized by the State participating jurisdiction) may grant an exception on a case-by-case basis when it determines that the exception will serve to further the purposes of the HOME program and the effective and efficient administration of the owner's or developer's HOME-assisted project. In determining whether to grant a requested exception, the participating jurisdiction shall consider the following factors:

- Whether the person receiving the benefit is a member of a group or class of low-income persons intended to be the beneficiaries of the assisted housing, and the exception will permit such person to receive generally the same interests or benefits as are being made available or provided to the group or class;
- Whether the person has withdrawn from his or her functions or responsibilities, or the decision making process with respect to the specific assisted housing in question;
- Whether the tenant protection requirements of [§ 92.253](#) are being observed;

- Whether the affirmative marketing requirements of [§ 92.351](#) are being observed and followed; and
- Any other factor relevant to the participating jurisdiction's determination, including the timing of the requested exception.

L. Grievance Policy and Procedures

22. Grievance Policy and Procedures

Any tenant who feels aggrieved by any act or failure to act by Management in accordance with the individual tenant’s ~~occupancy agreement~~ lease or HUD regulations which adversely affect the individual tenant’s rights, duties, welfare or status shall be afforded an opportunity to file a grievance and a hearing on the grievance in accordance with the Tenant Grievance Procedure.

M. Modifications to this Tenant Selection Plan

23. Modifications to this Tenant Selection Plan

Modifications to this plan will be made only with the consent of The Harris Center.

24. Regulatory/Rederence Documents:

- : [Fair Housing Amendments Act of 1988, 42 U.S.C. §§3601-3620 \(2018\), amended by Housing for Older Persons Act of 1995](#)
- : [Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794.](#)
- : [Americans with Disabilities Act of 1990, 42 U.S.C. § 12101.](#)
- : [Civil Rights Act of 1964, 42 U.S.C. §§ 2000d–2000d-7.](#)
- : [Age Discrimination Act of 1975, 42 U.S.C. §§ 6101-6107.](#)
- : [Texas Fair Housing Act, Tex. Prop. Code Ann. § 301 \(West 2025\).](#)
- : [Exec. Order No. 11063, 3 C.F.R. 652 \(1962\).](#)
- : [HOME Investment Partnerships Act, 24 C.F.R. §92 \(2025\).](#)

25. RELATED POLICIES/FORMS:

~~Tenant Selection Policy~~[EM.A.13 Tenant Selection Policy](#)

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending

CEO Approval	Wayne Young: Exec	04/2026
2nd Legal Review	Kendra Thomas: Counsel	04/2026
1st Legal Review	Bijul Enahwo	02/2026
Compliance Director Review	Demetria Lockett	01/2026
Compliance 1st Review	Christopher Webb: Audit	12/2025
Initial Assignment	Christina Gerardo: Paralegal	12/2025

EXHIBIT F-52

Status **Pending** PolicyStat ID **19428605**

Origination	N/A
Last Approved	N/A
Effective	Upon Approval
Last Revised	N/A
Next Review	1 year after approval

Owner	Wesley Farris: ITSecOfcr
Area	Information Management
Document Type	Agency Policy

Artificial Intelligence Acceptable Use and Work

1. PURPOSE:

The purpose of this policy is to define acceptable use of artificial intelligence (AI) technologies to support work productivity, promote responsible and ethical use, and safeguard The Harris Center for Mental Health and IDD (The Harris Center) assets and data.

2. POLICY:

It is the policy of The Harris Center that AI technologies are used only for limited and defined functions and are subject to appropriate human oversight to mitigate risks, ensure accountability, and protect The Harris Center and customer data.

3. APPLICABILITY/SCOPE:

This policy applies to all The Harris Center workforce members, information systems, data, and networks and any person or device that gains access to The Harris Center's systems or data.

4. RELATED POLICIES/FORMS:

N/A

5. PROCEDURE:

[HIM.IT. B.26 Artificial Intelligence Acceptable Use and Work Procedure](#)

6. REFERENCES: RULES/REGULATIONS/ STANDARDS:

N/A

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO Approval	Wayne Young: Exec	04/2026
Legal Review	Kendra Thomas: Counsel	04/2026
Compliance Director Review	Demetria Lockett	04/2026
Department Review	Mustafa Cochinwala: Dir	02/2026
Initial Assignment	Wesley Farris: ITSecOfcr	12/2025

EXHIBIT F-53

Status **Pending** PolicyStat ID **17920422**



Origination	N/A	Owner	Lauren Kainer: RPh
Last Approved	N/A	Area	Medical Services
Effective	Upon Approval	Document Type	Agency Policy
Last Revised	N/A		
Next Review	1 year after approval		

Charitable Patient Assistance Programs (CPAP) - Grant Funds Policy

1. PURPOSE:

The purpose of this policy is to establish best practices for the application and utilization of grant funds provided through Charitable Patient Assistance Programs (CPAP). These funds, when available, are intended to provide copay assistance to eligible, under-insured patients.

2. POLICY:

It is the policy of The Harris Center for Mental Health and IDD to ensure proper management and governance of grant funds provided through Charitable Patient Assistance Programs (CPAP) for eligible patients with insurance, and the following policies are to be adhered to:

- A. Comply with all governing laws, regulations, rules, and guidelines for CPAP grants, including but not limited to the application process and appropriate handling of such funds.
- B. Treat all information gathered or exchanged through CPAP grants as protected health information (PHI) subject to the Health Insurance Portability and Accountability Act (HIPAA).

3. APPLICABILITY/SCOPE:

All Harris Center Pharmacies and Staff

4. RELATED POLICIES/FORMS:

[MED.PHA. A.55 Pharmacy Data and Record Retention Policy](#)

Patient Attestation Form - The Harris Center

Zero Income Letter

5. PROCEDURE:

[Charitable Patient Assistance Programs \(CPAP\) - Grant Funds Procedure](#)

[MED.PHA. B.55 Pharmacy Record Retention Procedure](#)

6. REFERENCES: RULES/REGULATIONS/ STANDARDS:

General Administrative Requirements, 45 C.F.R. Part 160.

Security and Privacy, 45 C.F.R. Part 164.

OIG, Special Advisory Bulletin on Patient Assistance Programs for Medicare Part D Enrollees, 70 FR 70623 (Nov. 22, 2005)

Attachments

[PAP ATTESTATION CONSENT Form - The Harris Center.doc](#)

[Zero Income Letter - Modifiable.doc](#)

Approval Signatures

Step Description	Approver	Date
Management of Board Approval	Christopher Webb: Audit	Pending
CEO/Board Approval	Wayne Young: Exec	04/2026
Legal 2nd Review	Kendra Thomas: Counsel	04/2026
Legal 1st Review	Bijul Enaohwo	03/2026
Compliance Director	Demetria Lockett	03/2026
Pharmacy and Therapeutic Committee	Holly Cumbie: RPh	02/2026
CMO Review	Luming Li: Chief Medical Ofcr (1101 1817)	02/2026

2nd Department Review	Arume Tsekiri	02/2026
Pharmacy Department Review	Lauren Kainer: RPh	12/2025
Initial	Lauren Kainer: RPh	12/2025

EXHIBIT F-54

What special interests, talents, or experience do you feel you bring to the Board?

I bring a unique and rare combination of hands-on housing experience, financial discipline, and nonprofit leadership. As the founder and operator of a multi-property real estate portfolio, I have managed every dimension of housing operations and thus have direct experience from property management, rehabilitation, renovations and contractor oversight to maintaining financially sustainable housing operations and regulatory compliance across multiple jurisdictions. My background in corporate housing and real estate gives me specific insight into transitional and temporary housing and thus the logistical and human complexity that comes with it. Add to that my experience in communications, community partnerships, and volunteer background, and I believe I bring a well-rounded, deeply committed perspective that can genuinely strengthen the board's work.

INDIVIDUAL APPLICATION TO 811 Housing Board

The Housing Board will meet at least annually. Are you available to attend this annual meeting on a regular basis?

Yes No If no, please explain: Yes, absolutely and available more than annually if necessary.

Please list your memberships in other professional and civic organizations and associations:

Stanford Alumni Association- Stanford Admissions Ambassador

Stanford Black Alumni Association

Delta Sigma Theta Sorority Incorporated

Braven- Mock Career Interviewer

You will be provided a copy of The Harris Center Policy pertaining to Housing Board and advisory board membership and the Code of Ethics for review. To be considered as a nominee, you need to review and sign a non-conflict of interest statement regarding participation on the Council and that you will be guided by the Code of Ethics of the Board of Trustees of The Harris Center. Please include both of these signed statements when you return this completed form.

Channon R. Dade
(SIGNATURE)

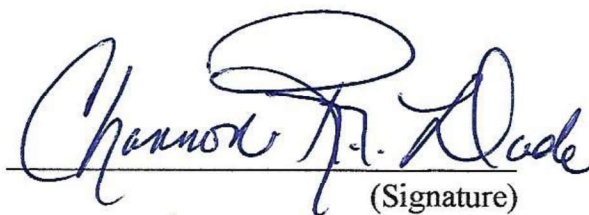
4-15-2026
(DATE)

Please email the completed application form to maria.richardson@theharriscenter.org, Maria Richardson, Director of Project Management, The Harris Center, 9401 Southwest Freeway, Houston, Texas 77074.

- Attachments: The Harris Center Board By-Laws Regarding Advisory Councils
Copy of The Harris Center Code of Ethics
Certification of Compliance with Code of Ethics
Conflict of Interest Declaration
Voluntary Disclosure Statement

**THE HARRIS CENTER INDIVIDUAL MEMBER OF
811 HOUSING BOARD COMPLIANCE
THE HARRIS CENTER'S CODE OF ETHICS**

I, Channon R. Dade hereby certify that I have read and will comply with the Code of Ethics as adopted by the Board of Trustees with the most recent revision having been adopted on November 1, 2006 by unanimous affirmative vote of the Board of Trustees FOR The Harris Center.


(Signature)

4-15-2026
(Date)

**THE HARRIS CENTER CONFLICT OF INTEREST DECLARATION
FOR INDIVIDUAL MEMBER OF THE COMPANY BOARD OF DIRECTORS**

I own no interest in any business, company, or firm which contracts with or sells merchandise or services to VILLAS AT BAYOU PARK, INC., ACRES HOME GARDEN, INC., PECAN VILLAGE, INC., and PEAR GROVE, INC., nor does any member of my immediate family.*

EXCEPTION:

I am not employed by a business, company, or firm which has a contract with VILLAS AT BAYOU PARK, INC., ACRES HOME GARDEN, INC., PECAN VILLAGE, INC., and PEAR GROVE, INC., or sells its merchandise or services nor is any member of my immediate family*.

EXCEPTION:

I receive no income or payment of any kind from VILLAS AT BAYOU PARK, INC., ACRES HOME GARDEN, INC., PECAN VILLAGE, INC., and PEAR GROVE, INC., nor does any member of my immediate family*.

EXCEPTION:

I am not employed by VILLAS AT BAYOU PARK, INC., ACRES HOME GARDEN, INC., PECAN VILLAGE, INC., and PEAR GROVE, INC., nor is any member of my immediate family*.

EXCEPTION:

I have no other conflict of interest which would make it undesirable for me to serve on these Board, nor does any member of my immediate family*.

EXCEPTION:

VILLAS AT BAYOU PARK, INC., ACRES HOME GARDEN, INC., PECAN VILLAGE, INC., and PEAR GROVE, INC., BOARD OF DIRECTORS

Print Your Name: CHANNON R. DADE
Signature: Channon R. Dade

Date: 4-15-2026

* Member of immediate family means a relative in the first or second degree, which includes, but is not limited to mother, father, brother, sister, son, daughter, husband, wife, grandmother, grandfather, legally authorized representative.

**The Harris Center
VILLAS AT BAYOU PARK, INC.,
ACRES HOME GARDEN, INC.,
PECAN VILLAGE, INC., and
PEAR GROVE, INC.
(Severally and together, the "Company")
BOARD OF DIRECTORS**

Voluntary Disclosure Statement

CHANNON R. DADE

(Name)

Please check one:

Consumer (I consider myself to be a person who has or has had a mental illness or an intellectual disability having been diagnosed at some point in my life as having an intellectual disability.)

Family Member (I consider myself to be a family member, as I have a person who has been diagnosed with a mental illness or an intellectual disability in my immediate family – mother, father, brother, sister, son, daughter, husband, wife, grandmother, grandfather.) *- My Cousin*

Legally Authorized Representative (I consider myself to be a person who represents a person who has been diagnosed with a mental illness or an intellectual disability.)

I an Employee of The Harris Center and work to assist persons who have been diagnosed with a mental illness or an Intellectual disability.

I hereby give The Harris Center permission to utilize the above designation as needed to respond to inquiries as to the composition and/or representation of persons with mental illness or intellectual disabilities or their family members with regard to the planning, evaluation, and input processes of the Agency.

4-15-2026

(Date)

Channon R. Dade

(Signature)

EXHIBIT F-55

THE HARRIS CENTER
9401 Southwest Freeway
Houston, TX 77074

INFORMATION FORM FOR INDIVIDUAL NOMINEES TO THE

811 Housing Board
of
VILLAS AT BAYOU PARK, INC.,
ACRES HOME GARDEN, INC.,
PECAN VILLAGE, INC., and
PEAR GROVE, INC.
(Severally and together, the "Corporation")

Please Print:

Name: Robert Earl "Bobby" Bryant

Mr. Mrs. Ms. Dr. Consumer Family Member of Consumer*

Mailing Address: [REDACTED]

City: Houston State: Texas Zip Code: 77004

Telephone: Home [REDACTED] Work _____ Cell _____

Fax No.: _____ E-mail Address: [REDACTED]

Occupation: Real Estate/Technology

Employed by: Bobby Bryant Properties & homhub.ai

I am seeking appointment as a Board Member of VILLAS AT BAYOU PARK, INC., ACRES HOME GARDEN, INC., PECAN VILLAGE, INC., and PEAR GROVE, INC.

I am being nominated by: Myself - Bobby Bryant
[Yourself or person who recommended you]

Why do you want to be a member of the Housing Board?

My educational background involves individuals with Mental Illness and Special Needs. And now, I'm successfully in the real estate industry. Appears to be a great fit: Passion & Purpose! Not to mention that The Harris Center is a reputable brand anybody in the space would want to be affiliated with as a "SERVICE PROVER" in the space.

What special interests, talents, or experience do you feel you bring to the Board?

I have an interest in the well-being of people. Hence my entire career track has been serving people. I've been in leadership roles my entire professional career. I guess that's what happens when you have a military father(Sargent). In addition to being a nerd, I was also a student athlete. Meaning, I understand the importance of teamwork. Talent? I'm a great communicator, problem fixer, and visionary. Lastly, I'm a systems guy. I have a talent for creating better ways to do things. #methods

INDIVIDUAL APPLICATION TO 811 Housing Board

The Housing Board will meet at least annually. Are you available to attend this annual meeting on a regular basis?

Yes No If no, please explain: _____

Please list your memberships in other professional and civic organizations and associations:

I'm a Realtor Member. An active member of Kappa Alpha Psi. Fraternity Inc. A C-STEAM Advisor.

You will be provided a copy of The Harris Center Policy pertaining to Housing Board and advisory board membership and the Code of Ethics for review. To be considered as a nominee, you need to review and sign a non-conflict of interest statement regarding participation on the Council and that you will be guided by the Code of Ethics of the Board of Trustees of The Harris Center. Please include both of these signed statements when you return this completed form.

DocuSigned by:
Bobby Bryant
FD01CC79E6EE4A9...

4/12/2026

(SIGNATURE)

(DATE)

Please email the completed application form to maria.richardson@theharriscenter.org, Maria Richardson, Director of Project Management, The Harris Center, 9401 Southwest Freeway, Houston, Texas 77074.

- Attachments:
- The Harris Center Board By-Laws Regarding Advisory Councils
 - Copy of The Harris Center Code of Ethics
 - Certification of Compliance with Code of Ethics
 - Conflict of Interest Declaration
 - Voluntary Disclosure Statement

**THE HARRIS CENTER INDIVIDUAL MEMBER OF
811 HOUSING BOARD COMPLIANCE
THE HARRIS CENTER'S CODE OF ETHICS**

I, Robert Earl "Bobby" Bryant hereby certify that I have read and will comply with the Code of Ethics as adopted by the Board of Trustees with the most recent revision having been adopted on November 1, 2006 by unanimous affirmative vote of the Board of Trustees FOR The Harris Center.

DocuSigned by:
Bobby Bryant
FD01CC79E6EE4A9...

(Signature)

4/12/2026

(Date)

**THE HARRIS CENTER CONFLICT OF INTEREST DECLARATION
FOR INDIVIDUAL MEMBER OF THE COMPANY BOARD OF DIRECTORS**

DS
BB

I own no interest in any business, company, or firm which contracts with or sells merchandise or services to VILLAS AT BAYOU PARK, INC., ACRES HOME GARDEN, INC., PECAN VILLAGE, INC., and PEAR GROVE, INC., nor does any member of my immediate family.*

EXCEPTION:

DS
BB

I am not employed by a business, company, or firm which has a contract with VILLAS AT BAYOU PARK, INC., ACRES HOME GARDEN, INC., PECAN VILLAGE, INC., and PEAR GROVE, INC., or sells its merchandise or services nor is any member of my immediate family*.

EXCEPTION:

DS
BB

I receive no income or payment of any kind from VILLAS AT BAYOU PARK, INC., ACRES HOME GARDEN, INC., PECAN VILLAGE, INC., and PEAR GROVE, INC., nor does any member of my immediate family*.

EXCEPTION:

DS
BB

I am not employed by VILLAS AT BAYOU PARK, INC., ACRES HOME GARDEN, INC., PECAN VILLAGE, INC., and PEAR GROVE, INC., nor is any member of my immediate family*.

EXCEPTION:

DS
BB

I have no other conflict of interest which would make it undesirable for me to serve on these Board, nor does any member of my immediate family*.

EXCEPTION:

VILLAS AT BAYOU PARK, INC., ACRES HOME GARDEN, INC., PECAN VILLAGE, INC., and PEAR GROVE, INC., BOARD OF DIRECTORS

Print Your Name: Robert Earl "Bobby" Bryant

Signature: DocuSigned by:
Bobby Bryant
FD01C079E0EE4A9...

Date: 4/12/2026

- * Member of immediate family means a relative in the first or second degree, which includes, but is not limited to mother, father, brother, sister, son, daughter, husband, wife, grandmother, grandfather, legally authorized representative.

**The Harris Center
VILLAS AT BAYOU PARK, INC.,
ACRES HOME GARDEN, INC.,
PECAN VILLAGE, INC., and
PEAR GROVE, INC.
(Severally and together, the "Company")
BOARD OF DIRECTORS**

Voluntary Disclosure Statement

Robert Earl "Bobby" Bryant

(Name)

Please check one:

- Consumer** (I consider myself to be a person who has or has had a mental illness or an intellectual disability having been diagnosed at some point in my life as having an intellectual disability.)
- Family Member** (I consider myself to be a family member, as I have a person who has been diagnosed with a mental illness or an intellectual disability in my immediate family – mother, father, brother, sister, son, daughter, husband, wife, grandmother, grandfather.)
- Legally Authorized Representative** (I consider myself to be a person who represents a person who has been diagnosed with a mental illness or an intellectual disability.)
- I an Employee of The Harris Center** and work to assist persons who have been diagnosed with a mental illness or an Intellectual disability.

I hereby give The Harris Center permission to utilize the above designation as needed to respond to inquiries as to the composition and/or representation of persons with mental illness or intellectual disabilities or their family members with regard to the planning, evaluation, and input processes of the Agency.

4/12/2026

(Date)

DocuSigned by:
Bobby Bryant
FD01CC79E6EE4A9...

(Signature)

EXHIBIT F-56



Executive Contract Summary

Contract Section



Contractor*

Metropolitan Landscape Management, Inc

Contract ID #*

2024-0927

Presented To*

- Resource Committee
- Full Board

Date Presented*

5/19/2026

Parties* (?)

Metropolitan and The Harris Center

Agenda Item Submitted For: * (?)

- Information Only (Total NTE Amount is Less than \$250,000.00)
- Board Approval (Total NTE Amount is \$250,000.00 or more)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- Other

Procurement Method(s)*

Check all that Apply

- | | |
|--|---|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input checked="" type="checkbox"/> Request for Quote | <input checked="" type="checkbox"/> Tag-On |
| <input type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other <input type="text"/> |

Does this contract contain an element of Information Technology (Hardware, Software, or Professional Services)?

*

- Yes
- No

Funding Information*

- New Contract
- Amendment

Contract Term Start Date* (?)

9/1/2025

Contract Term End Date* (?)

8/31/2026

If contract is off-cycle, specify the contract term (?)

Current Contract Amount*

\$ 268,000.00

Increase Not to Exceed*

\$ 5,900.00

Revised Total Not to Exceed (NTE)*

\$ 273,900.00

Fiscal Year* (?)

2026

Amount* (?)

\$ 273,900.00

Funding Source*

General Revenue (GR)

Contract Description / Type* (?)

- | | |
|---|--|
| <input type="checkbox"/> Personal/Professional Services | <input type="checkbox"/> Consultant |
| <input type="checkbox"/> Consumer Driven Contract | <input type="checkbox"/> New Contract/Agreement |
| <input type="checkbox"/> Memorandum of Understanding | <input checked="" type="checkbox"/> Amendment to Existing Contract |
| <input type="checkbox"/> Affiliation or Preceptor | <input checked="" type="checkbox"/> Service/Maintenance |
| <input type="checkbox"/> BAA/DUA | <input type="checkbox"/> IT/Software License Agreement |
| <input type="checkbox"/> Pooled Contract | <input type="checkbox"/> Lease |
| <input type="checkbox"/> Renewal of Existing Contract | <input type="checkbox"/> Other |

Justification/Purpose of Contract/Description of Services Being Provided* (?)

adding services to the 419 Emancipation Location - see attached quotes. Weekly services for remainder of 2026 \$190.00 x 18 = \$3420.00 plus \$680.00 mulch and \$1800.00 initial one time clean up for \$5900.00 in unit 1899 gl code 569003, adding total to PO CT#145265 for new 2026 NTE of \$273,900.00

Contract Owner*

Ben Mendez

Previous History of Contracting with Vendor/Contractor*

Yes No Unknown

Please add previous contract dates and what services were provided*

2016 to present - landscaping

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)

Yes No Unknown

Community Partnership* (?)

Yes No Unknown

Supporting Documentation Upload (?)

PROPOSAL- 419 Emancipation- Lawn maintenance 4-23-26.docx	47.01KB
Quote- 419 Emancipation- Harris Center- One time clean up- 3-25-26.docx	49.78KB

Vendor/Contractor Contact Person



Name*

Metropolitan Landscape Management, Inc / Jerry Thompson

Address*

Street Address

3439 W Benders Landing Blvd

Address Line 2

City

Spring

Postal / Zip Code

77386-1765

State / Province / Region

TX

Country

US

Phone Number*

8324525854

Email*

jerrythomp@gmail.com

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
1899	\$ 5,900.00	569003
Budget Manager	Secondary Budget Manager	
Campbell, Ricardo	Moynihan, Kelly	

Provide Rate and Rate Descriptions if applicable* (?)

see attachments - \$5900.00 in 1899/569003

Project WBS (Work Breakdown Structure)* (?)

n/a

Requester Name

Harper, Sarah

Submission Date

4/23/2026

Budget Manager Approval(s)

Approved by

Ricardo Campbell

Approval Date

4/23/2026

Procurement Approval

File Upload (?)

Approved by

Sign

Approval Date

Contract Owner Approval

Approved by

Ben Mendez

Approval Date

4/23/2026

Contracts Approval

Approve*

- Yes
- No, reject entire submission
- Return for correction

Approved by*

Belinda Stude

Approval Date*

4/23/2026

EXHIBIT F-57



Executive Contract Summary

Contract Section

Contractor*

Ultra Medical Cleaning & Environmental Services Inc

Contract ID #*

2022-0559

Presented To*

- Resource Committee
 Full Board

Date Presented*

5/19/2026

Parties* (?)

Ultra and The Harris Center

Agenda Item Submitted For:* (?)

- Information Only (Total NTE Amount is Less than \$250,000.00)
 Board Approval (Total NTE Amount is \$250,000.00 or more)
 Grant Proposal
 Revenue
 SOW-Change Order-Amendment#
 Other

Procurement Method(s)*

Check all that Apply

- | | |
|--|--|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input checked="" type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other |

Does this contract contain an element of Information Technology (Hardware, Software, or Professional Services)?

*

- Yes No

Funding Information*

- New Contract Amendment

Contract Term Start Date* (?)

9/1/2025

Contract Term End Date* (?)

8/31/2026

If contract is off-cycle, specify the contract term (?)

Current Contract Amount*

\$ 1,028,067.07

Increase Not to Exceed*

\$ 38,415.75

Revised Total Not to Exceed (NTE)*

\$ 1,066,482.82

Fiscal Year* (?)

2026

Amount* (?)

\$ 1,066,482.70

Funding Source*

General Revenue (GR)

Contract Description / Type* (?)

- | | |
|---|--|
| <input type="checkbox"/> Personal/Professional Services | <input type="checkbox"/> Consultant |
| <input type="checkbox"/> Consumer Driven Contract | <input type="checkbox"/> New Contract/Agreement |
| <input type="checkbox"/> Memorandum of Understanding | <input checked="" type="checkbox"/> Amendment to Existing Contract |
| <input type="checkbox"/> Affiliation or Preceptor | <input checked="" type="checkbox"/> Service/Maintenance |
| <input type="checkbox"/> BAA/DUA | <input type="checkbox"/> IT/Software License Agreement |
| <input type="checkbox"/> Pooled Contract | <input type="checkbox"/> Lease |
| <input type="checkbox"/> Renewal of Existing Contract | <input checked="" type="checkbox"/> Other PO CT145339 |

Justification/Purpose of Contract/Description of Services Being Provided* (?)

need to increase PO CT145339 for Ultra contract 2022-0559 to include services at the 419 Emancipation location thru end of FY2026 contract - services per quote for staff are \$7,483.15 x 4 months for \$29,932.60 plus \$8,483.15 for supplies and cleaning kitchen for a total addition of \$38,415.75 making the new NTE for FY26 \$1,066,482.70 in unit 1899/gl code 569002

Contract Owner*

Ben Mendez

Previous History of Contracting with Vendor/Contractor*

Yes No Unknown

Please add previous contract dates and what services were provided*

2012 (possibly earlier?) to present - janitorial services

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)

Yes No Unknown

Community Partnership* (?)

Yes No Unknown

Supporting Documentation Upload (?)

Ultra quote for Emancipation.pdf

236.14KB

Vendor/Contractor Contact Person



Name*

Ultra Medical Cleaning / Kanal Puri

Address *

Street Address

10501 Corporate Drive

Address Line 2

City

Stafford

Postal / Zip Code

77477-4003

State / Province / Region

TX

Country

US

Phone Number *

2813250666

Email *

narin@ultrabuildingsvc.com

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number *	Amount Charged to Unit *	Expense/GL Code No. *
1899	\$ 38,415.75	569002

Budget Manager

Campbell, Ricardo

Secondary Budget Manager

Moynihan, Kelly

Provide Rate and Rate Descriptions if applicable* (?)

see attached quote to add services at janitorial plus supplies/kitchen cleaning not reflected on quote

Project WBS (Work Breakdown Structure)* (?)

n/a

Requester Name

Harper, Sarah

Submission Date

4/22/2026

Budget Manager Approval(s)

Approved by

Ricardo Campbell

Approval Date

4/22/2026

Procurement Approval

File Upload (?)

Approved by

Sign

Approval Date

Contract Owner Approval

Approved by

Ben Mendez

Approval Date

4/23/2026

Contracts Approval

Approve *

- Yes
- No, reject entire submission
- Return for correction

Approved by *

Belinda Stude

Approval Date *

4/23/2026

EXHIBIT F-58

Executive Contract Summary

Contract Section

Select Header For This Contract *

CPEP/Crisis Services 

Contractor *

Aramark Correctional Service, LLC

Contract ID # *

7849

Presented To *

- Resource Committee
- Full Board

Date Presented *

5/19/2026

Parties * (?)

Aramark Correctional Service, LLC and The Harris Center for Mental Health and IDD

Agenda Item Submitted For: * (?)

- Information Only (Total NTE Amount is Less than \$250,000.00)
- Board Approval (Total NTE Amount is \$250,000.00 or more)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- Other

Procurement Method(s) *

Check all that Apply

- Competitive Bid
- Request for Proposal
- Request for Application
- Request for Quote
- Interlocal
- Not Applicable (If there are no funds required)
- Competitive Proposal
- Sole Source
- Request for Qualification
- Tag-On
- Consumer Driven
- Other Harris County Sheriff's Office

Does this contract contain an element of Information Technology (Hardware, Software, or Professional Services)? *

- Yes No

Funding Information *

- New Contract Amendment

Contract Term Start Date * (?)

9/1/2025

Contract Term End Date * (?)

8/31/2026

If contract is off-cycle, specify the contract term (?)

Current Contract Amount *

\$ 518,304.00

Increase Not to Exceed *

\$ 173,070.00

Revised Total Not to Exceed (NTE) *

\$ 691,374.00

Fiscal Year * (?)

2026

Amount * (?)

\$ 691,374.00

Funding Source *

County ▼

Contract Description / Type* (?)

- Personal/Professional Services
- Consumer Driven Contract
- Memorandum of Understanding
- Affiliation or Preceptor
- BAA/DUA
- Pooled Contract
- Renewal of Existing Contract
- Consultant
- New Contract/Agreement
- Amendment to Existing Contract
- Service/Maintenance
- IT/Software License Agreement
- Lease
- Other

How does this contract support Agency/Unit Strategic priorities? *

Nutritional meals for homeless individuals in search of housing options.

Contract Owner*

Kim Kornmayer

Previous History of Contracting with Vendor/Contractor*

Yes No Unknown

Please add previous contract dates and what services were provided*

Currently under contract.

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)

Yes No Unknown

Community Partnership* (?)

Yes No Unknown

Supporting Documentation Upload (?)

Upload

Vendor/Contractor Contact Person

Name*

Tim Tran

Address *

Street Address

2400 Market Street

Address Line 2

City

Philadelphia

State / Province / Region

PA

Postal / Zip Code

19103

Country

US

Phone Number *

832-244-7440

Email *

tran-timothy1@aramark.com

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
9901	\$ 173,070.00	543013

Budget Manager	Secondary Budget Manager
Ramirez, Priscilla	Puente, Giovanni

Provide Rate and Rate Descriptions if applicable* (?)

na

Project WBS (Work Breakdown Structure)* (?)

na

Requester Name	Submission Date
Singh, Patricia	5/1/2026

Budget Manager Approval(s)

Approved by	Approval Date
<i>Priscilla M. Ramirez</i>	5/4/2026

Procurement Approval

File Upload (?)

Upload

Approved by	Approval Date
Sign	

Contract Owner Approval

Approved by

Kim Kopnmayer

Approval Date

5/4/2026

Contracts Approval

Approved by

Belinda Stude

Approval Date

5/4/2026

Final Board Report Comments

Justification / Purpose of Contract / Description of Services Being Provided (?)

Amendment to add the Emancipation Center location and funding to the contract for fy26.

Product/Service Description

Facility Food Services

Revised Comments For Board Report *

Amendment to increase the FY26 NTE for additional services for the new Emancipation Center located at 419 Emancipation Ave.

Exclude this ECS from Board Report? *

Yes No

EXHIBIT F-59



Annual Renewal Evaluation

Current Fiscal Year Contract Information

Current Fiscal Year

2026

Contract ID#*

2024-0927

Contractor Name*

Metropolitan Landscape Management, Inc.

Service Provided* (?)

Agency-Wide Landscaping Services. Tag-On via HCDE/Choice Partners (CP).

Renewal Term Start Date*

9/1/2026

Renewal Term End Date*

8/31/2027

Term for Off-Cycle Only (For Reference Only)

Agenda Item Submitted For: (?)

- Information Only (Total NTE Amount is Less than \$250,000.00)
- Board Approval (Total NTE Amount is \$250,000.00 or more)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- Other

Procurement Method(s)*

Check all that Apply

- | | |
|--|---|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input checked="" type="checkbox"/> Tag-On |
| <input type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other <input type="text"/> |

Contract Description / Type

- | | |
|--|---|
| <input type="checkbox"/> Personal/Professional Services | <input type="checkbox"/> Consultant |
| <input type="checkbox"/> Consumer Driven Contract | <input type="checkbox"/> New Contract/Agreement |
| <input type="checkbox"/> Memorandum of Understanding | <input type="checkbox"/> Amendment to Existing Contract |
| <input type="checkbox"/> Affiliation or Preceptor | <input type="checkbox"/> Service/Maintenance |
| <input type="checkbox"/> BAA/DUA | <input type="checkbox"/> IT/Software License Agreement |
| <input type="checkbox"/> Pooled Contract | <input type="checkbox"/> Lease |
| <input checked="" type="checkbox"/> Renewal of Existing Contract | <input type="checkbox"/> Other <input type="text"/> |

Vendor/Contractor a Historically Underutilized Business (HUB) (?)

- Yes
- No
- Unknown

Contract NTE* (?)

\$ 268,000.00

Rate(s)/Rate(s) Description

Vary.

Unit(s) Served*

1899

G/L Code(s)*

569003

Current Fiscal Year Purchase Order Number*

CT145265

Contract Requestor*

Sarah Harper

Contract Owner*

Ben Mendez

File Upload (?)**Evaluation of Current Fiscal Year Performance****Have there been any significant performance deficiencies within the current fiscal year?*** Yes No**Were Services delivered as specified in the contract?*** Yes No**Did Contractor perform duties in a manner consistent with standards of the profession?*** Yes No**Did Contractor adhere to the contracted schedule?* (?)** Yes No**Were reports, billing and/or invoices submitted in a timely manner?* (?)** Yes No**Did Contractor provide adequate or proper supporting documentation of time spent rendering services for the Agency?* (?)** Yes No**Did Contractor render services consistent with Agency policy and procedures?* (?)** Yes No**Maintained legally required standards for certification, licensure, and/or training?* (?)** Yes No**Renewal Determination****Is the contract being renewed for next fiscal year with this Contractor?* (?)** Yes No**How does this contract support Agency/Unit Strategic priorities?***

agency wide landscaping services

Does the following apply to the contract?

Exception: Confidentiality of Cybersecurity Measures according to Texas Government Code Public Information §552.1391.

Yes No

* Note: This will only apply to IT contracts related to cybersecurity, all others can select NO

Renewal Information for Next Fiscal Year

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
1899	\$ 316,992.00	569003
Budget Manager*	Secondary Budget Manager*	
Campbell, Ricardo	Moynihan, Kelly	

Provide Rate and Rate Descriptions if applicable* (?)

see attached spreadsheet for 2026-2027 pricing - total for annual mowing costs and mulch is \$226,992.00 plus \$90,000.00 in contingency for FY27 for a total NTE of \$316,992.00

Project WBS (Work Breakdown Structure)* (?)

n/a

Fiscal Year* (?)	Amount* (?)
2027	\$ 316,992.00

Next Fiscal Year Not to Exceed Amount for Master Pooled Contracts

Contract Funding Source*

General Revenue (GR)

Contract Content Changes

Are there any required changes to the contract language?* (?)

Yes No

Will the scope of the Services change?*

Yes No

Is the payment deadline different than net (45)?*

Yes No

Are there any changes in the Performance Targets?*


Yes No

Are there any changes to the Submission deadlines for notes or supporting documentation?*

Yes No

File Upload (?)


Copy of Metropolitan contract pricing sheet FY24-25 FY25-26 FY26-27.xlsx 19.55KB

Contract Owner 

Contract Owner* (?)


Please Select Contract Owner

Ben Mendez

Budget Manager Approval(s) 

Approved by

Ricardo Campbell

Contract Owner Approval 

Approved by

Ben Mendez

Contracts Approval

Approve*

- Yes
- No, reject entire submission
- Return for correction

Approved by*

Belinda Stude

Approval Date*

5/5/2026

EXHIBIT F-60



Annual Renewal Evaluation

Current Fiscal Year Contract Information



Current Fiscal Year

2026

Contract ID# *

2022-0559

Contractor Name *

Ultra Medical Cleaning and Environmental Services, Inc.

Service Provided* (?)

Janitorial Services

Renewal Term Start Date *

9/1/2026

Renewal Term End Date *

8/31/2027

Term for Off-Cycle Only (For Reference Only)

Agenda Item Submitted For: (?)

- Information Only (Total NTE Amount is Less than \$250,000.00)
- Board Approval (Total NTE Amount is \$250,000.00 or more)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- Other

Procurement Method(s) *

Check all that Apply

- | | |
|--|---|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input checked="" type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other <input type="text"/> |

Contract Description / Type

- | | |
|--|---|
| <input type="checkbox"/> Personal/Professional Services | <input type="checkbox"/> Consultant |
| <input type="checkbox"/> Consumer Driven Contract | <input type="checkbox"/> New Contract/Agreement |
| <input type="checkbox"/> Memorandum of Understanding | <input type="checkbox"/> Amendment to Existing Contract |
| <input type="checkbox"/> Affiliation or Preceptor | <input type="checkbox"/> Service/Maintenance |
| <input type="checkbox"/> BAA/DUA | <input type="checkbox"/> IT/Software License Agreement |
| <input type="checkbox"/> Pooled Contract | <input type="checkbox"/> Lease |
| <input checked="" type="checkbox"/> Renewal of Existing Contract | <input type="checkbox"/> Other <input type="text"/> |

Vendor/Contractor a Historically Underutilized Business (HUB) (?)

- Yes
- No
- Unknown

Contract NTE* (?)

\$ 1,028,067.07

Rate(s)/Rate(s) Description**Unit(s) Served***

1899

G/L Code(s)*

569002

Current Fiscal Year Purchase Order Number*

CT145339

Contract Requestor*

Sarah Harper

Contract Owner*

Ben Mendez

File Upload (?)**Evaluation of Current Fiscal Year Performance**

Have there been any significant performance deficiencies within the current fiscal year?*

 Yes No

Were Services delivered as specified in the contract?*

 Yes No

Did Contractor perform duties in a manner consistent with standards of the profession?*

 Yes No

Did Contractor adhere to the contracted schedule?* (?)

 Yes No

Were reports, billing and/or invoices submitted in a timely manner?* (?)

 Yes No

Did Contractor provide adequate or proper supporting documentation of time spent rendering services for the Agency?* (?)

 Yes No

Did Contractor render services consistent with Agency policy and procedures?* (?)

 Yes No

Maintained legally required standards for certification, licensure, and/or training?* (?)

 Yes No**Renewal Determination**

Is the contract being renewed for next fiscal year with this Contractor?* (?)

 Yes No

How does this contract support Agency/Unit Strategic priorities?*

janitorial services agency wide

Does the following apply to the contract?

Exception: Confidentiality of Cybersecurity Measures according to Texas Government Code Public Information §552.1391.

Yes No

* Note: This will only apply to IT contracts related to cybersecurity, all others can select NO

Renewal Information for Next Fiscal Year

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
1899	\$ 1,262,286.03	569002
Budget Manager*	Secondary Budget Manager*	
Campbell, Ricardo	Moynihan, Kelly	

Provide Rate and Rate Descriptions if applicable* (?)

see attached quote for 2027 pricing
quote total \$1,182,286.03 plus \$80,000.00 contingency for
NTE \$1,262,286.03 for FY2027

Project WBS (Work Breakdown Structure)* (?)

n/a

Fiscal Year* (?)	Amount* (?)
2027	\$ 1,262,286.03

Next Fiscal Year Not to Exceed Amount for Master Pooled Contracts

Contract Funding Source*

General Revenue (GR)

Contract Content Changes

Are there any required changes to the contract language?* (?)

Yes No

Will the scope of the Services change?*

Yes No

Is the payment deadline different than net (45)?*

Yes No

Are there any changes in the Performance Targets?*

Yes No


Are there any changes to the Submission deadlines for notes or supporting documentation?*

Yes No

File Upload (?)

Ultra Revised_Exhibit_A2_-_Pricing_Sheet_FY27.docx


19.83KB

Contract Owner 

Contract Owner* (?)


Please Select Contract Owner

Ben Mendez

Budget Manager Approval(s) 

Approved by

Ricardo Campbell

Contract Owner Approval 

Approved by

Ben Mendez

Contracts Approval

Approve*

- Yes
- No, reject entire submission
- Return for correction

Approved by*

Belinda Stude

Approval Date*

5/7/2026

EXHIBIT F-61



Annual Renewal Evaluation

Current Fiscal Year Contract Information

Current Fiscal Year

2026

Contract ID#*

7849

Contractor Name*

Aramark Correctional Service, LLC

Service Provided* (?)

Jail Diversion, Respite, Rehab & Re-Entry Facility Food Service

Renewal Term Start Date*

9/1/2026

Renewal Term End Date*

8/31/2027

Term for Off-Cycle Only (For Reference Only)

Agenda Item Submitted For: (?)

- Information Only (Total NTE Amount is Less than \$250,000.00)
- Board Approval (Total NTE Amount is \$250,000.00 or more)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- Other

Procurement Method(s)*

Check all that Apply

- | | |
|--|--|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input checked="" type="checkbox"/> Tag-On |
| <input type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input checked="" type="checkbox"/> Other Harris County #16/0297 |

Contract Description / Type

- | | |
|--|---|
| <input type="checkbox"/> Personal/Professional Services | <input type="checkbox"/> Consultant |
| <input type="checkbox"/> Consumer Driven Contract | <input type="checkbox"/> New Contract/Agreement |
| <input type="checkbox"/> Memorandum of Understanding | <input type="checkbox"/> Amendment to Existing Contract |
| <input type="checkbox"/> Affiliation or Preceptor | <input type="checkbox"/> Service/Maintenance |
| <input type="checkbox"/> BAA/DUA | <input type="checkbox"/> IT/Software License Agreement |
| <input type="checkbox"/> Pooled Contract | <input type="checkbox"/> Lease |
| <input checked="" type="checkbox"/> Renewal of Existing Contract | <input type="checkbox"/> Other |

Vendor/Contractor a Historically Underutilized Business (HUB) (?)

- Yes
- No
- Unknown

Contract NTE* (?)

\$ 518,304.00

Rate(s)/Rate(s) Description**Unit(s) Served***

9403

G/L Code(s)*

543013

Current Fiscal Year Purchase Order Number*

CT145262

Contract Requestor*

Kim Kornmayer

Contract Owner*

Kim Kornmayer

File Upload (?)**Evaluation of Current Fiscal Year Performance****Have there been any significant performance deficiencies within the current fiscal year?*** Yes No**Were Services delivered as specified in the contract?*** Yes No**Did Contractor perform duties in a manner consistent with standards of the profession?*** Yes No**Did Contractor adhere to the contracted schedule?*(?)** Yes No**Were reports, billing and/or invoices submitted in a timely manner?*(?)** Yes No**Did Contractor provide adequate or proper supporting documentation of time spent rendering services for the Agency?*(?)** Yes No**Did Contractor render services consistent with Agency policy and procedures?*(?)** Yes No**Maintained legally required standards for certification, licensure, and/or training?*(?)** Yes No**Renewal Determination****Is the contract being renewed for next fiscal year with this Contractor?*(?)** Yes No**How does this contract support Agency/Unit Strategic priorities?***

Nutritional meals for homeless individuals in search of housing options.

Does the following apply to the contract?

Exception: Confidentiality of Cybersecurity Measures according to Texas Government Code Public Information §552.1391.

Yes No

* Note: This will only apply to IT contracts related to cybersecurity, all others can select NO

Renewal Information for Next Fiscal Year

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
9405	\$ 181,986.00	543013
Budget Manager*		Secondary Budget Manager*
Ramirez, Priscilla		Puente, Giovanni

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
9261	\$ 121,324.00	543013
Budget Manager*		Secondary Budget Manager*
Ramirez, Priscilla		Puente, Giovanni

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
9264	\$ 141,544.00	543013
Budget Manager*		Secondary Budget Manager*
Ramirez, Priscilla		Puente, Giovanni

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
9502	\$ 101,103.00	543013
Budget Manager*		Secondary Budget Manager*
Ramirez, Priscilla		Puente, Giovanni

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
9901	\$ 1,355,000.00	543013
Budget Manager*		Secondary Budget Manager*
Ramirez, Priscilla		Puente, Giovanni

Provide Rate and Rate Descriptions if applicable* (?)

na

Project WBS (Work Breakdown Structure)* (?)

na

Fiscal Year* (?)	Amount* (?)
2027	\$ 1,900,957.00

Next Fiscal Year Not to Exceed Amount for Master Pooled Contracts

0

Contract Funding Source *

County

Contract Content Changes

Are there any required changes to the contract language? * (?)

Yes No

Will the scope of the Services change? *

Yes No

Is the payment deadline different than net (45)? *

Yes No

Are there any changes in the Performance Targets? *

Yes No

Are there any changes to the Submission deadlines for notes or supporting documentation? *

Yes No

File Upload (?)

Contract Owner

Contract Owner * (?)

Please Select Contract Owner

Kim Kornmayer

Budget Manager Approval(s)

Approved by

Priscilla M. Ramirez

Contract Owner Approval

Approved by

KIM KORNMAYER

Contracts Approval

Approve *

- Yes
- No, reject entire submission
- Return for correction

Approved by *

Belinda Stude

Approval Date *

5/7/2026

EXHIBIT F-62



Executive Contract Summary

Contract Section ^

Contractor*

City of Houston - BARC Animal Shelter & Adoptions (BARC)

Contract ID #*

na

Presented To*

- Resource Committee
 Full Board

Date Presented*

5/19/2026

Parties* (?)

City of Houston on behalf of BARC Animal Shelter & Adoptions (BARC) and The Harris Center for Mental Health and IDD

Agenda Item Submitted For:* (?)

- Information Only (Total NTE Amount is Less than \$250,000.00)
 Board Approval (Total NTE Amount is \$250,000.00 or more)
 Grant Proposal
 Revenue
 SOW-Change Order-Amendment#
 Other

Procurement Method(s)*

Check all that Apply

- | | |
|--|---|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input checked="" type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other |

Does this contract contain an element of Information Technology (Hardware, Software, or Professional Services)?
*

- Yes No

Does the following apply to the contract?

Exception: Confidentiality of Cybersecurity Measures according to Texas Government Code Public Information §552.1391.

- Yes No

* Note: This will only apply to IT contracts related to cybersecurity, all others can select NO

Funding Information*

- New Contract Amendment

Contract Term Start Date* (?)

5/1/2026

Contract Term End Date* (?)

5/1/2029

If contract is off-cycle, specify the contract term (?)

Fiscal Year* (?)

2026

Amount* (?)

\$ 34,460.00

Fiscal Year* (?)

2027

Amount* (?)

\$ 103,380.00

Fiscal Year* (?)

2028

Amount* (?)

\$ 103,380.00

Fiscal Year* (?)

2029

Amount* (?)

\$ 68,920.00

Funding Source*

County

Contract Description / Type* (?)

- Personal/Professional Services
- Consumer Driven Contract
- Memorandum of Understanding
- Affiliation or Preceptor
- BAA/DUA
- Pooled Contract
- Renewal of Existing Contract

- Consultant
- New Contract/Agreement
- Amendment to Existing Contract
- Service/Maintenance
- IT/Software License Agreement
- Lease
- Other

Justification/Purpose of Contract/Description of Services Being Provided* (?)

BARC Animal Shelter will provide pet care services and educational support to pets belonging to unhoused individuals staying overnight at the Emancipation Center.

Contract Owner*

Kim Kornmayer

Previous History of Contracting with Vendor/Contractor*

- Yes
- No
- Unknown

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)

- Yes
- No
- Unknown

Community Partnership* (?)

- Yes
- No
- Unknown

Supporting Documentation Upload (?)

Vendor/Contractor Contact Person



Name*

Jarred Mears

Address *

Street Address

2700 Evella

Address Line 2

City

Houston

Postal / Zip Code

77026

State / Province / Region

TX

Country

US

Phone Number *

832.395.9084

Email *

jarrad.mears@houstontx.gov

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number *	Amount Charged to Unit *	Expense/GL Code No. *
9901	\$ 310,140.00	543078

Budget Manager

Ramirez, Priscilla

Secondary Budget Manager

Puente, Giovanni

Provide Rate and Rate Descriptions if applicable* (?)

BARC shall submit a reimbursement request on or before the twentieth (20th) calendar day of each calendar month during the term of the Agreement for the eligible costs incurred and paid during the preceding calendar month.

Project WBS (Work Breakdown Structure) * (?)

na

Requester Name

Singh, Patricia

Submission Date

5/5/2026

Budget Manager Approval(s)

Approved by

Priscilla M. Ramirez

Approval Date

5/5/2026

Procurement Approval

File Upload (?)

Approved by

Sign

Approval Date

Contract Owner Approval

Approved by

KIM KORNMAIER

Approval Date

5/5/2026

Contracts Approval

Approve *

- Yes
- No, reject entire submission
- Return for correction

Approved by *

Belinda Stude

Approval Date *

5/5/2026

EXHIBIT F-63



Executive Contract Summary

Contract Section



Select Header For This Contract*

Interlocal

Contractor*

Harris County Sheriff's Office (HCSO)

Contract ID #*

na

Presented To*

- Resource Committee
- Full Board

Date Presented*

5/19/2026

Parties* (?)

Harris County Sheriff's Office and The Harris Center for Mental Health and IDD

Agenda Item Submitted For:* (?)

- Information Only (Total NTE Amount is Less than \$250,000.00)
- Board Approval (Total NTE Amount is \$250,000.00 or more)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- Other

Procurement Method(s)*

Check all that Apply

- | | |
|--|--|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input checked="" type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other |

Does this contract contain an element of Information Technology (Hardware, Software, or Professional Services)?*

- Yes No

Funding Information*

- New Contract Amendment

Contract Term Start Date* (?)

5/16/2026

Contract Term End Date* (?)

9/30/2026

If contract is off-cycle, specify the contract term (?)

Fiscal Year* (?)

2026

Amount* (?)

\$ 511,511.00

Funding Source*

County

Contract Description / Type* (?)

- Personal/Professional Services
- Consumer Driven Contract
- Memorandum of Understanding
- Affiliation or Preceptor
- BAA/DUA
- Pooled Contract
- Renewal of Existing Contract

- Consultant
- New Contract/Agreement
- Amendment to Existing Contract
- Service/Maintenance
- IT/Software License Agreement
- Lease
- Other

Contract Owner*

Kim Kornmayer

Previous History of Contracting with Vendor/Contractor*

- Yes
- No
- Unknown

Please add previous contract dates and what services were provided*

Currently under contract

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)

- Yes
- No
- Unknown

Community Partnership* (?)

- Yes
- No
- Unknown

Supporting Documentation Upload (?)

How does this contract support Agency/Unit Strategic priorities?*

Support from HCSO will provide a safe access point for the unhoused to access services at the Emancipation Center.

Vendor/Contractor Contact Person



Name*

Kevin Markowski

Address*

Street Address

1019 Congress Street

Address Line 2

City

Houston

Postal / Zip Code

77002-1700

State / Province / Region

TX

Country

US

Phone Number*

713.274 3052

Email*

kevin.markowski@harriscountytexas.gov

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
9901	\$ 511,511.00	583000
Budget Manager	Secondary Budget Manager	
Ramirez, Priscilla	Puente, Giovanni	

Provide Rate and Rate Descriptions if applicable* (?)

The monthly installments are due and payable to the office of the County Treasurer, Dept. 101, P.O. Box 4354, Houston, TX 77210-4354. If the County provides the option, payment may be made by same time and date by electronic means to an account designated by the County.

- April 20, 2026 - \$60,178.00
- May 20, 2026 - \$112,833.00
- June 20, 2026 - \$112,833.00
- July 20, 2026 - \$112,833.00
- August 20, 2026 - \$112,834.00

Project WBS (Work Breakdown Structure)* (?)

na

Requester Name	Submission Date
Singh, Patricia	5/6/2026

Budget Manager Approval(s)

Approved by

Priscilla M. Ramirez

Approval Date

5/6/2026

Procurement Approval

File Upload (?)

Approved by

Sign

Approval Date

Contract Owner Approval

Approved by

Kim Kornmayer

Approval Date

5/6/2026

Contracts Approval

Approved by

Belinda Stude

Approval Date

5/6/2026

EXHIBIT F-64



Executive Contract Summary

Contract Section



Select Header For This Contract *

Interlocal

Contractor *

Harris County Sheriff's Office (HCSO)

Contract ID # *

na

Presented To *

- Resource Committee
- Full Board

Date Presented *

5/19/2026

Parties * (?)

Harris County Sheriff's Office (HCSO) and The Harris Center for Mental Health and IDD

Agenda Item Submitted For: * (?)

- Information Only (Total NTE Amount is Less than \$250,000.00)
- Board Approval (Total NTE Amount is \$250,000.00 or more)
- Grant Proposal
- Revenue
- SOW-Change Order-Amendment#
- Other

Procurement Method(s) *

Check all that Apply

- | | |
|--|--|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input checked="" type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other |

Does this contract contain an element of Information Technology (Hardware, Software, or Professional Services)? *

- Yes
- No

Funding Information *

- New Contract
- Amendment

Contract Term Start Date * (?)

5/2/2026

Contract Term End Date * (?)

9/30/2026

If contract is off-cycle, specify the contract term (?)

Fiscal Year* (?)

Amount* (?)

2026

\$ 112,833.00

Funding Source*

County

Contract Description / Type* (?)

- Personal/Professional Services
- Consumer Driven Contract
- Memorandum of Understanding
- Affiliation or Preceptor
- BAA/DUA
- Pooled Contract
- Renewal of Existing Contract
- Consultant
- New Contract/Agreement
- Amendment to Existing Contract
- Service/Maintenance
- IT/Software License Agreement
- Lease
- Other

Contract Owner*

Kim Kornmayer

Previous History of Contracting with Vendor/Contractor*

- Yes
- No
- Unknown

Please add previous contract dates and what services were provided*

Currently under contract.

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)

- Yes
- No
- Unknown

Community Partnership* (?)

- Yes
- No
- Unknown

Supporting Documentation Upload (?)

How does this contract support Agency/Unit Strategic priorities?*

Support from HCSO will provide a safe access point at the Diversion Center for individuals to access services.

Vendor/Contractor Contact Person

Name*

Kevin Markowski

Address*

Street Address

1019 Congress Street

Address Line 2

City

Houston

Postal / Zip Code

77002

State / Province / Region

TX

Country

USA

Phone Number*

7130274 3052

Email *

Kevin.Markowski@harriscountytexas.gov

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number *	Amount Charged to Unit *	Expense/GL Code No. *
9405	\$ 112,833.00	583000
Budget Manager	Secondary Budget Manager	
Ramirez, Priscilla	Puente, Giovanni	

Provide Rate and Rate Descriptions if applicable* (?)

2 deputies at \$135,400/yr/deputy or approx. \$22,566 total per month.

The monthly installments are due and payable before 10:00 a.m. at the office of the County Treasurer, Dept. 101, P.O. Box 4354, Houston, TX 77210-4354. If the County provides the option, payment may be made by same time and date by electronic means to an account designated by the County.

Project WBS (Work Breakdown Structure) * (?)

na

Requester Name	Submission Date
Singh, Patricia	5/6/2026

Budget Manager Approval(s)

Approved by



Approval Date

5/6/2026

Procurement Approval

File Upload (?)

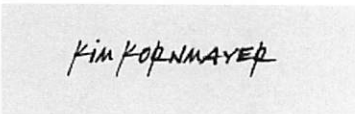
Approved by

Sign

Approval Date

Contract Owner Approval

Approved by



Approval Date

5/6/2026

Contracts Approval

Approved by

Belinda Saudo

Approval Date

5/6/2026

EXHIBIT F-65



Executive Contract Summary

Contract Section

Contractor*

Texas Parks and Wildlife

Contract ID #*

2022-0468

Presented To*

- Resource Committee
 Full Board

Date Presented*

5/19/2026

Parties* (?)

Texas Parks and Wildlife and The Harris Center

Agenda Item Submitted For: * (?)

- Information Only (Total NTE Amount is Less than \$250,000.00)
 Board Approval (Total NTE Amount is \$250,000.00 or more)
 Grant Proposal
 Revenue
 SOW-Change Order-Amendment#
 Other

Procurement Method(s)*

Check all that Apply

- | | |
|--|--|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input checked="" type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other |

Does this contract contain an element of Information Technology (Hardware, Software, or Professional Services)? *

- Yes No

Does the following apply to the contract?

Exception: Confidentiality of Cybersecurity Measures according to Texas Government Code Public Information §552.1391.

- Yes No

* Note: This will only apply to IT contracts related to cybersecurity, all others can select NO

Funding Information*

- New Contract Amendment

Contract Term Start Date* (?)

11/8/2021

Contract Term End Date* (?)

6/30/2026

If contract is off-cycle, specify the contract term (?)

Current Contract Amount*

\$ 4,723,268.00

Increase Not to Exceed*

\$ 5,250,000.00

Revised Total Not to Exceed (NTE)*

\$ 9,973,268.00

Fiscal Year* (?)

2026

Amount* (?)

\$ 5,250,000.00

Funding Source*

State Grant

Contract Description / Type* (?)

- Personal/Professional Services
- Consumer Driven Contract
- Memorandum of Understanding
- Affiliation or Preceptor
- BAA/DUA
- Pooled Contract
- Renewal of Existing Contract
- Consultant
- New Contract/Agreement
- Amendment to Existing Contract
- Service/Maintenance
- IT/Software License Agreement
- Lease
- Other

Justification/Purpose of Contract/Description of Services Being Provided* (?)

additional ARPA grant money from TPWD and extend contract duration

Contract Owner*

Ben Mendez

Previous History of Contracting with Vendor/Contractor*

Yes No Unknown

Please add previous contract dates and what services were provided*

FY21-FY26

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)

Yes No Unknown

Please provide an explanation*

does not meet requirements

Community Partnership* (?)

Yes No Unknown

Supporting Documentation Upload (?)

2022-0468 TPDWD_Contract CA 0003322 and CA 0003323 HC ARPA Grant Amendment 4.29.26 (FE).pdf

3.36MB

Vendor/Contractor Contact Person

Name *

Texas Parks and Wildlife Department / Dana Lagarde

Address *

Street Address

Texas Parks and Wildlife HQ

Address Line 2

4200 Smith School Road

City

Austin

Postal / Zip Code

78744-3218

State / Province / Region

TX

Country

US

Phone Number *

5123898175

Email *

Dana.Lagarde@tpwd.texas.gov

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number *	Amount Charged to Unit *	Expense/GL Code No. *
4782	\$ 5,250,000.00	900040

Budget Manager

Campbell, Ricardo

Secondary Budget Manager

Campbell, Ricardo

Provide Rate and Rate Descriptions if applicable* (?)

see attachment

Current NTE: \$4,723,268

Increase by: \$5,250,000 Revenue

Revised NTE: \$9,973,268

Project WBS (Work Breakdown Structure) * (?)

4782.4782.01 NE Parks and Wildlife (Construction)

Requester Name

Harper, Sarah

Submission Date

4/30/2026

Budget Manager Approval(s)

Approved by



Approval Date

5/3/2026

Contract Owner Approval

Approved by

Ben Mendez

Approval Date

5/5/2026

Contracts Approval

Approve *

- Yes
- No, reject entire submission
- Return for correction

Approved by *

Belinda Stude

Approval Date *

5/5/2026

EXHIBIT F-66



Executive Contract Summary

Contract Section

Select Header For This Contract*

Interlocal

Contractor*

Texas Parks and Wildlife Department

Contract ID #*

2022-0468

Presented To*

- Resource Committee
 Full Board

Date Presented*

5/19/2026

Parties* (?)

The Harris Center and TPWD

Agenda Item Submitted For:* (?)

- Information Only (Total NTE Amount is Less than \$250,000.00)
 Board Approval (Total NTE Amount is \$250,000.00 or more)
 Grant Proposal
 Revenue
 SOW-Change Order-Amendment#
 Other

Procurement Method(s)*

Check all that Apply

- | | |
|--|---|
| <input type="checkbox"/> Competitive Bid | <input type="checkbox"/> Competitive Proposal |
| <input type="checkbox"/> Request for Proposal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Request for Application | <input type="checkbox"/> Request for Qualification |
| <input type="checkbox"/> Request for Quote | <input type="checkbox"/> Tag-On |
| <input checked="" type="checkbox"/> Interlocal | <input type="checkbox"/> Consumer Driven |
| <input type="checkbox"/> Not Applicable (If there are no funds required) | <input type="checkbox"/> Other <input type="text"/> |

Does this contract contain an element of Information Technology (Hardware, Software, or Professional Services)?*

- Yes No

Funding Information*

- New Contract Amendment

Contract Term Start Date* (?)

11/8/2021

Contract Term End Date* (?)

4/30/2026

If contract is off-cycle, specify the contract term (?)

Current contract ends 04/30/2026. An extension is in process, however we do not have the exact date. Once received, we will update Contracts

Fiscal Year* (?)

2026

Funding Source*

State Grant

Contract Description / Type* (?)

- Personal/Professional Services
- Consumer Driven Contract
- Memorandum of Understanding
- Affiliation or Preceptor
- BAA/DUA
- Pooled Contract
- Renewal of Existing Contract
- Consultant
- New Contract/Agreement
- Amendment to Existing Contract
- Service/Maintenance
- IT/Software License Agreement
- Lease
- Other

Contract Owner*

Dr. Evanthe Collins

Previous History of Contracting with Vendor/Contractor*

Yes No Unknown

Please add previous contract dates and what services were provided*

FY21-FY26

Vendor/Contractor a Historically Underutilized Business (HUB)* (?)

Yes No Unknown

Please provide an explanation*

N/A

Community Partnership* (?)

Yes No Unknown

Supporting Documentation Upload (?)

How does this contract support Agency/Unit Strategic priorities?*

Additional grant funds for new NE Clinic

Vendor/Contractor Contact Person

Name*

Texas Parks and Wildlife Department / Dana Lagarde

Address*

Street Address

4200 Smith School Road

Address Line 2

City

Austin

Postal / Zip Code

78744-3218

State / Province / Region

TX

Country

US

Phone Number*

512-389-8175

Email*

Dana.Lagarde@tpwd.texas.gov

Budget Section

Budget Units and Amounts Charged to each Budget Unit

Budget Unit Number*	Amount Charged to Unit*	Expense/GL Code No.*
4782	\$ 5,500,000.00	900040
Budget Manager Campbell, Ricardo		Secondary Budget Manager Campbell, Ricardo

Provide Rate and Rate Descriptions if applicable* (?)

N/A

Project WBS (Work Breakdown Structure)* (?)

FM24.01.4782

Requester Name

Hurst, Richard

Submission Date

4/7/2026

Budget Manager Approval(s)

Approved by

Ricardo Campbell

Approval Date

4/14/2026

Contract Owner Approval

Approved by

Evanthe Collins

Approval Date

4/16/2026

Contracts Approval

Approved by

Belinda Stude

Approval Date

4/16/2026

EXHIBIT F-67

SB30 Grants and Facilities Capital Projects

Presented by: Mustafa Cochinwala, Chief Information Officer



SB30 Project Snapshot

Project	SB30 Grant Amount	Est. Project Completion
Main St. Campus	\$8,716,585	Winter 2027
CWOP Facility	\$8,000,000	Spring 2027
NPC Phase 2	\$8,200,000	Spring 2028
Dennis St.	\$2,000,000	Spring 2028

*All SB30 projects must be completed by Fall 2028

Main St. Campus

Purpose:

Construct a new clinic to expand access to care and demolish existing buildings

Funding:

SB30 Grants Total Funding - **\$8.7M**
• Grant amounts: \$5.2M & \$3.5M

Timeline:

Construction completion – Winter 2027

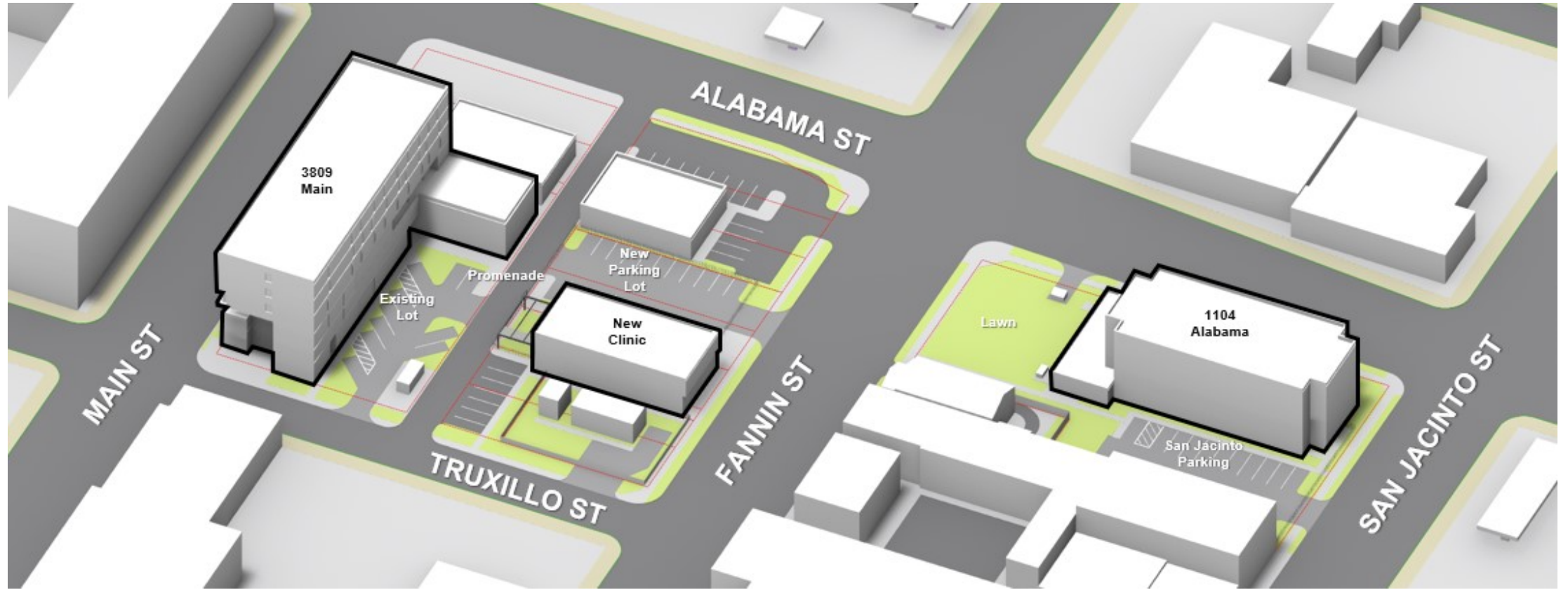
Current Status:

Contracting demolition team
Architect proposal received

Reporting Schedule to HHSC:

Monthly / Quarterly / Annual

Main St. Campus



CWOP Facility

Purpose:

Construct a new facility to house the Children Without Placement (CWOP) and Youth Diversion Center (YDC) programs at the Burnett Bayland Park

Funding:

SB30 Grant - **\$8.2M**

Timeline:

Renovation completion – Summer 2026

New construction completion – Spring 2027

Current Status:

Renovation: Architect hired – Design underway

New Construction: Contract drafting underway

Reporting Schedule to HHSC:

Monthly / Quarterly / Annual

NPC Phase 2

Purpose:

Renovate existing space to increase care capacity by 24 - 30 beds

Funding:

SB30 Grant - **\$8.2M**

Timeline:

Construction completion – Spring 2028

Current Status:

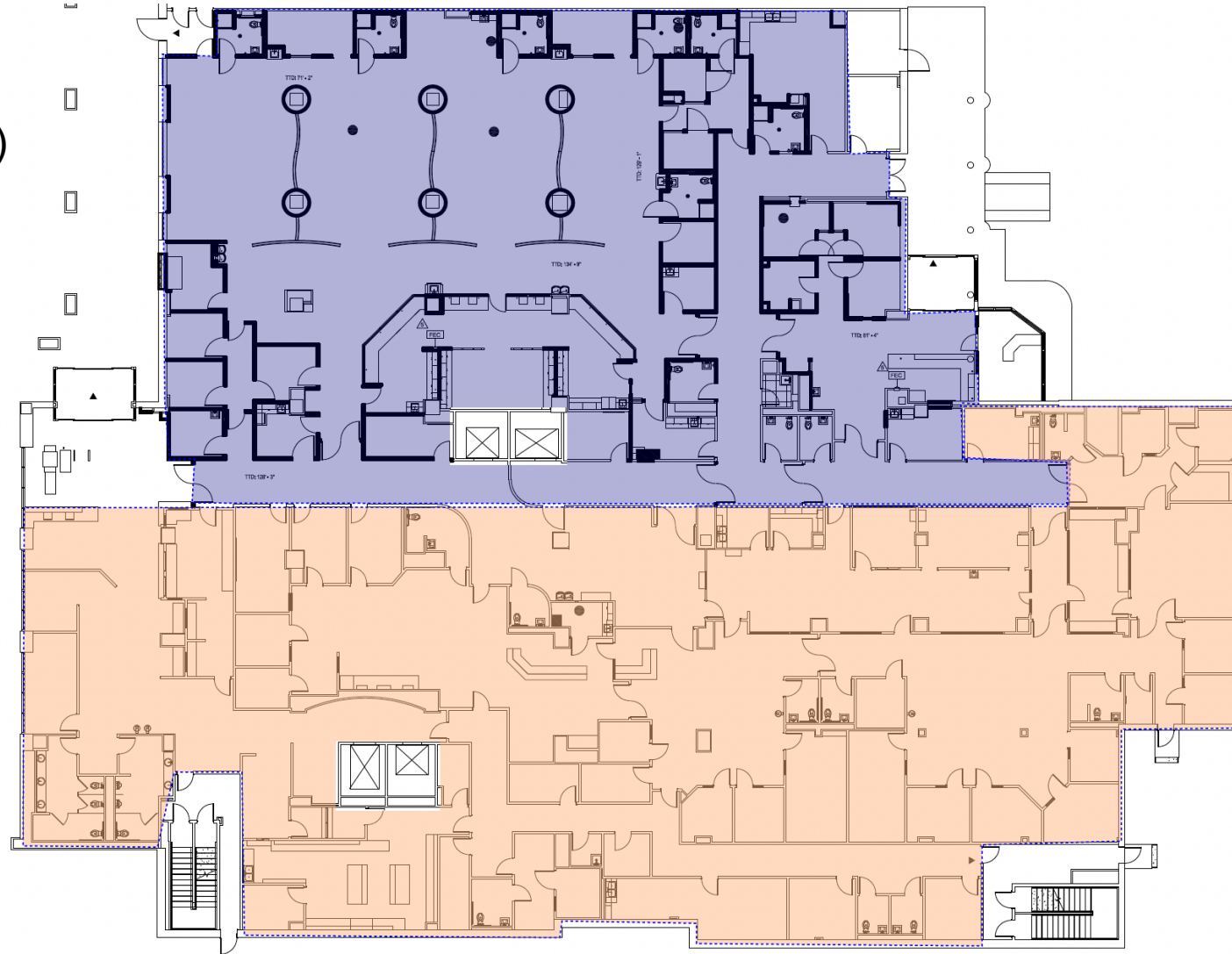
Contracting architect

Reporting Schedule to HHSC:

Monthly / Quarterly / Annual

NPC Phase 2

- Phase 1 (complete)
- Phase 2 (planned)



Dennis St.

Purpose:

Renovate an existing building to establish a diversion program for the IDD population

Funding:

SB30 Grant - **\$2M**

Timeline:

Construction completion - Spring 2028

Current Status:

ECS submitted to contracts
AIA contract to be completed by outside counsel

Reporting Schedule to HHSC:

Monthly / Quarterly / Annual

Dennis St.



Capital Project Snapshot

Project	Total Construction Budget	Est. Project Completion
Northeast Clinic	\$20,505,458	December 2026
9401 1 st floor Renovation & Security Upgrades	\$127,120 <div style="border: 1px solid black; background-color: #ffffcc; padding: 2px;">\$40,000</div>	TBD
Coffee House	\$580,000	TBD
9401 Foundation Repair	\$500,000	TBD

Bond Funded

Capital Funded

Northeast Clinic

- Funding:
 - Capital - **\$19.6M**
 - Texas Parks and Wildlife Grant - **\$4.6M**
- Timeline:
 - Construction completion – Winter 2027
- Current Status:
 - Land cleared
 - Building foundations underway
- Reporting Schedule:
 - Quarterly

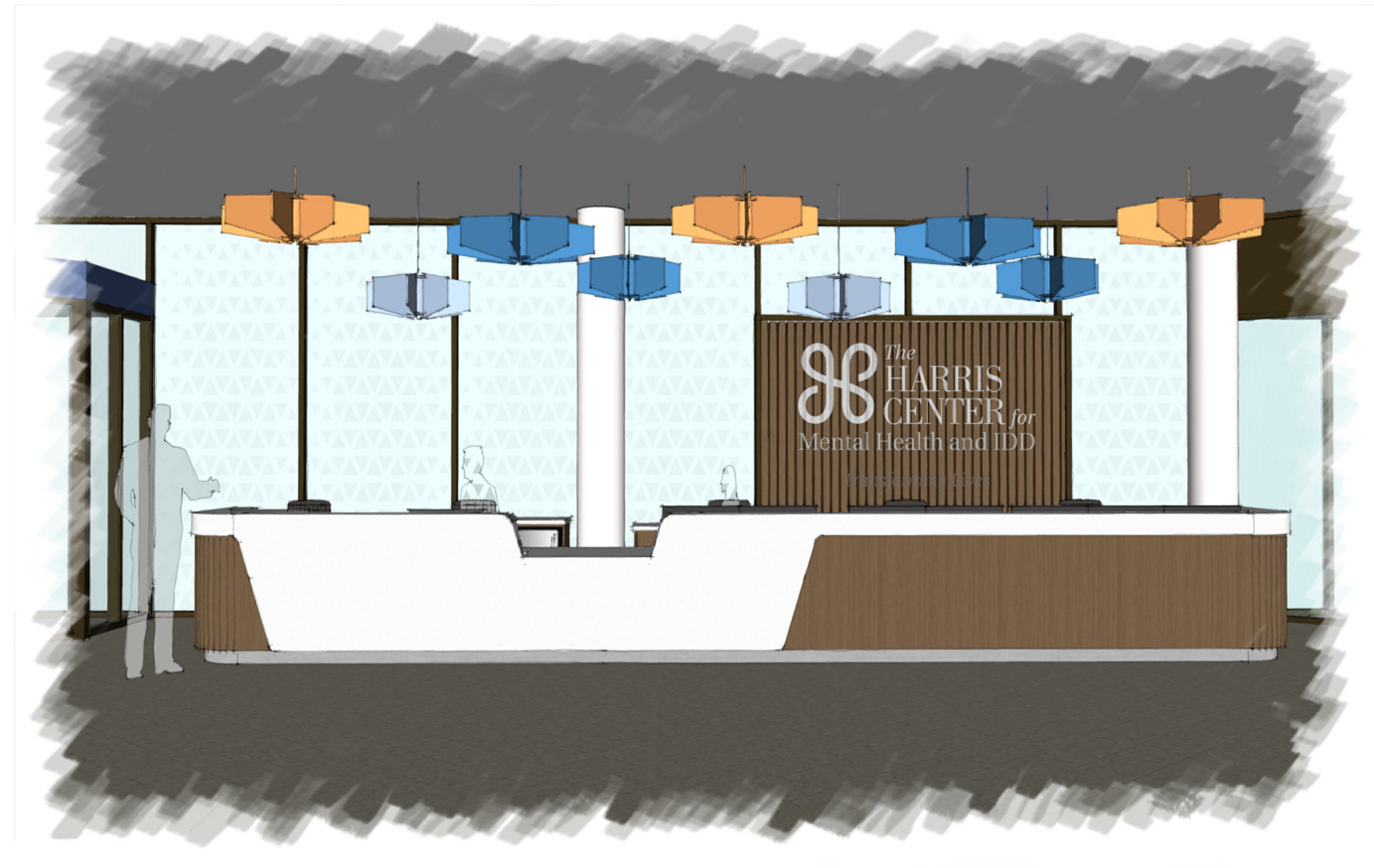


Capital Projects Discussion



9401 – 1st Floor Renovation and Security Upgrades

- Funding:
 - Bond - **\$127k**
 - Facilities Capital – **\$40k**
- Security improvements:
 - Immediate visual oversight of all entrances
 - Stronger active screening and visitor management
 - Increased security visibility and deterrence
 - Improved communication and coordination with front desk staff



9401 Foundation Repair



Funding:

Bond - **\$500k**



Intention for funds:

Foundation repair
Loading dock repair



Longevity of Repair

Temporary fix: 3-10 years
Full repair will cost \$3.5M with building closures

Coffee House Reallocation to IDD Homes Renovation



Funding:

Reallocation of Coffee House bond funds

○ **\$580k**



Intention for funds:

Full renovation of 5 homes
Security upgrades

Thank you 

EXHIBIT F-68

Public Health Approach to Mental Health

Jennifer Battle, MSW

Vice President, Community Access and Engagement

Dr. Stanley Williams, PhD

Director of Strategic Initiatives
Harris Center for Integrated Health

Janeth Martinez, M.A., LPC-S

Program Director for Integrated Care



Objectives

- 01 List prevention model components (outreach, MHFA, 988 Suicide & Crisis Lifeline).
- 02 Describe outreach and MHFA in preventing crises.
- 03 Define integrated Behavioral Health Homes.
- 04 Demonstrate closed-loop care coordination.
- 05 Conduct prevention planning with outreach, Food as Medicine (Houston Food Bank), and mobile care.

About The Harris Center

As the largest behavioral and developmental disability care center in Texas, The Harris Center provides a full continuum of services and serves over 90K individuals annually.

The Harris Center is the state-designated Local Mental Health Authority and the Local Intellectual and Developmental Disability Authority serving Harris County, Texas.





Integrated Health:
Four Primary Health Care Clinics
Hired & Employed Medical Staff – MDs & NPs,

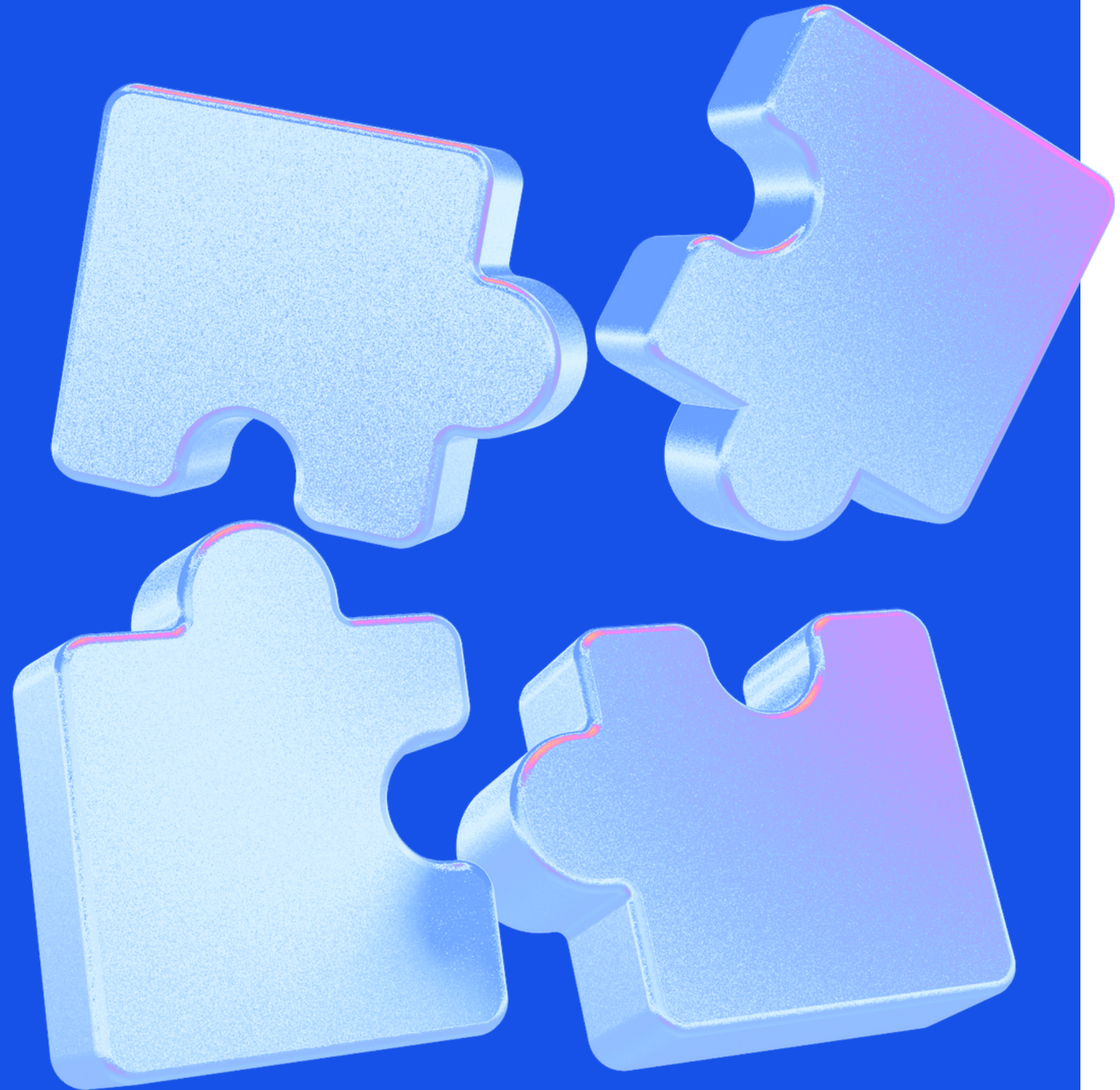


Partnership with University of
Houston College of Medicine
Contract for MD Physician Care &
Residency Program

The Problem

Fragmented Care Leads to Poor Outcomes

The current healthcare system's lack of coordination results in fragmented care, impeding patient progress and leading to ineffective treatment and increased costs across the continuum of care.



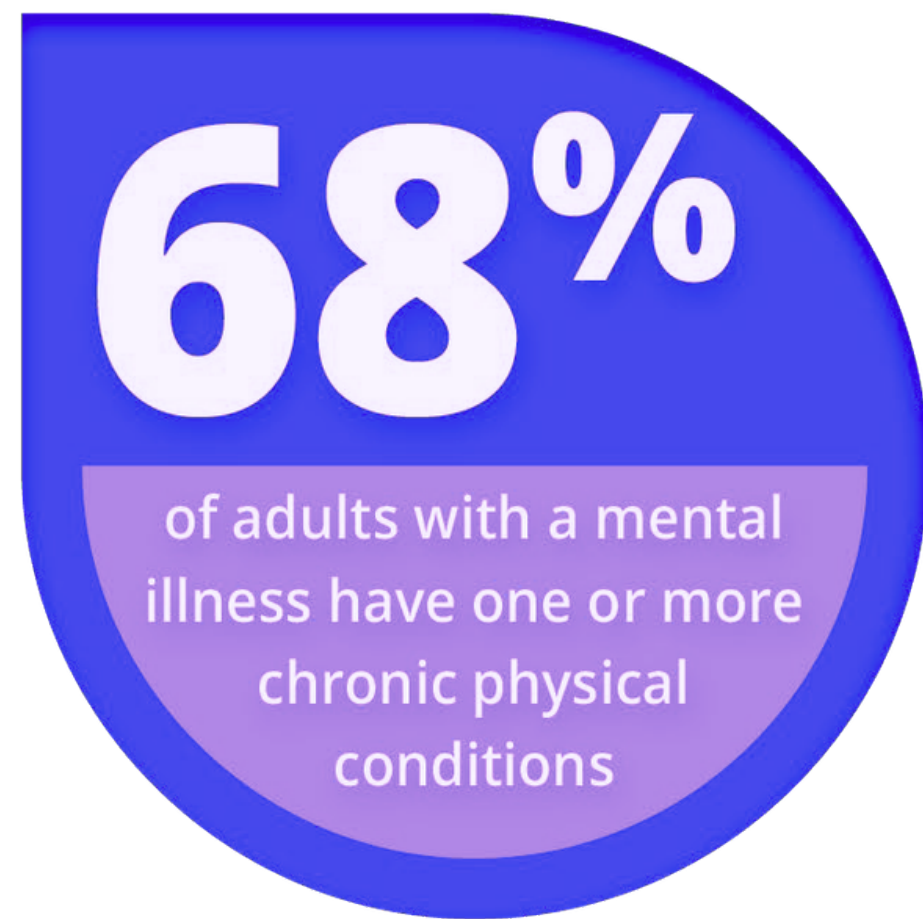
People with mental illness die earlier than the general population and have more co-occurring health conditions.

70
60
50
40



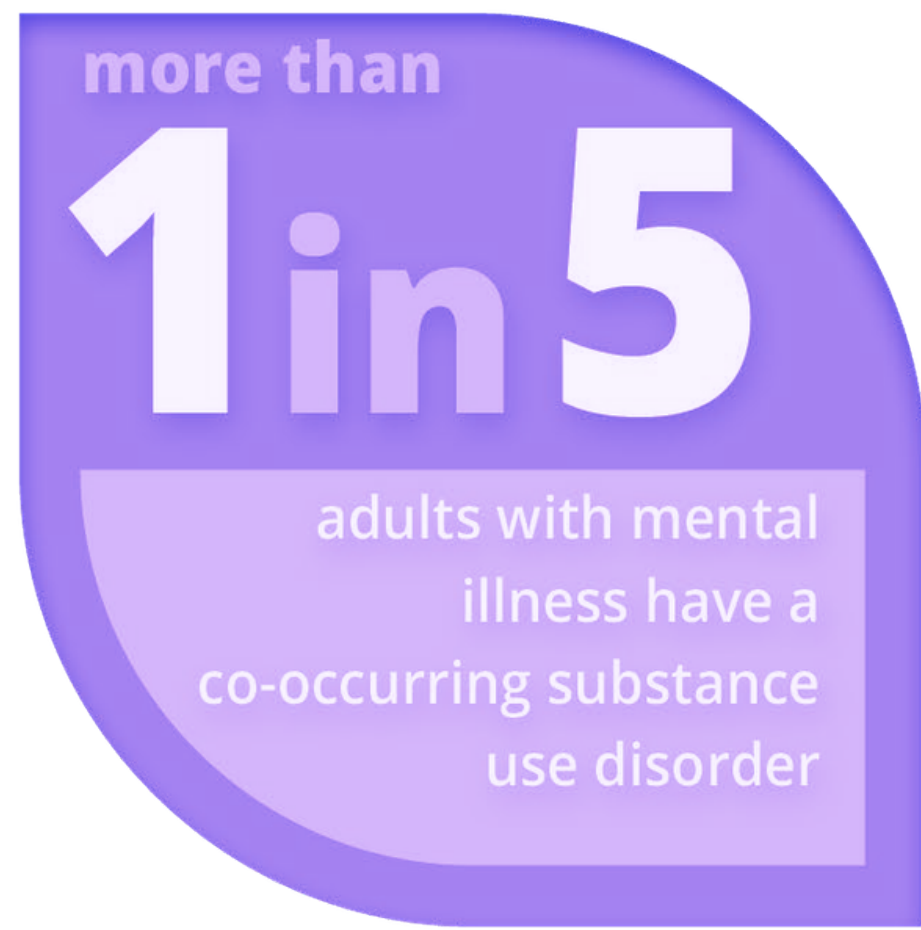
68%

of adults with a mental illness have one or more chronic physical conditions



more than
1 in 5

adults with mental illness have a co-occurring substance use disorder





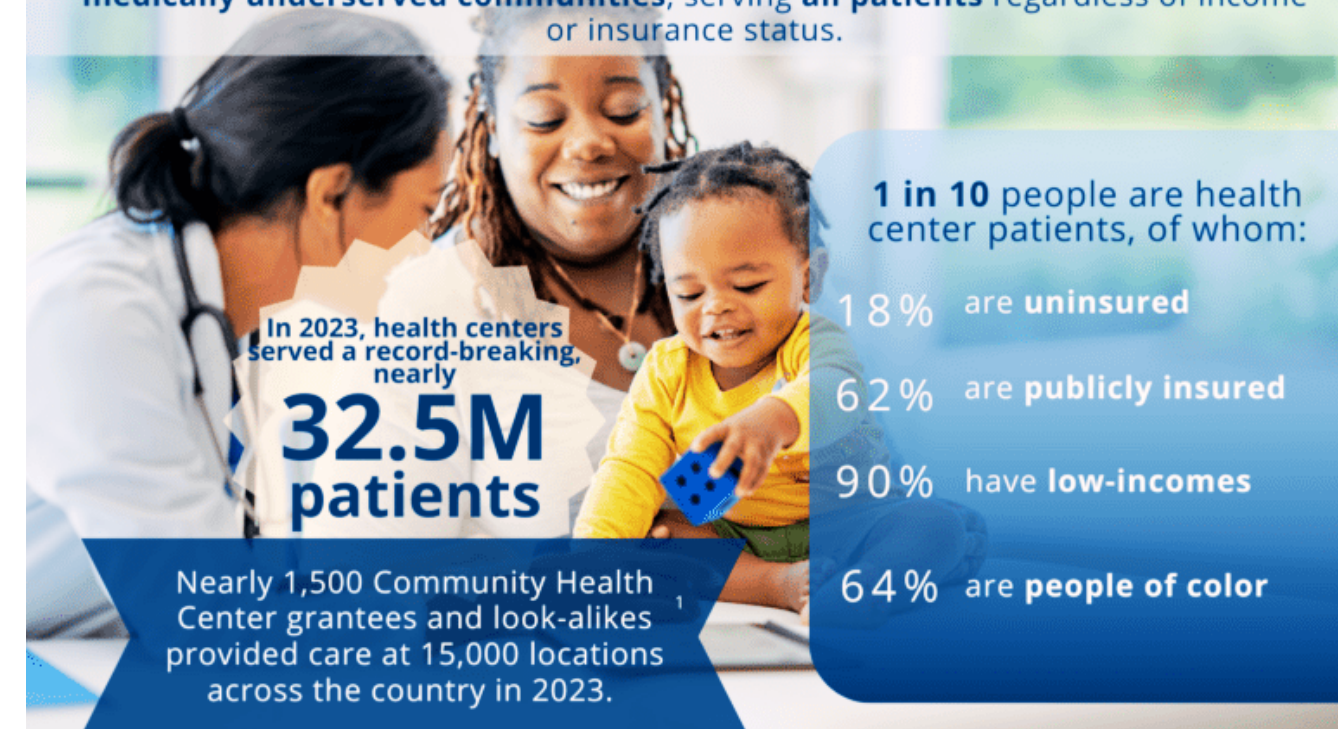
The Harris Center for Integrated Care



AMERICA'S HEALTH CENTERS

OCTOBER 2024

Community Health Centers are nonprofit, **patient-governed** organizations that provide high-quality, **comprehensive primary health care** to America's **medically underserved communities**, serving **all patients** regardless of income or insurance status.



In 2023, health centers served a record-breaking, nearly **32.5M patients**

Nearly 1,500 Community Health Center grantees and look-alikes provided care at 15,000 locations across the country in 2023.

1 in 10 people are health center patients, of whom:

- 18% are **uninsured**
- 62% are **publicly insured**
- 90% have **low-incomes**
- 64% are **people of color**

Health centers are the health care home for many of America's historically underserved communities, including:



¹ Data include all Federally-Qualified Health Centers (FQHCs) [Federal 330 grantees and Look-alike organizations]

Integrated Health

Our integrated behavioral health solution emphasizes a holistic approach to mental and physical wellness, enhancing patient engagement and outcomes. By fostering collaboration among providers, we create a supportive environment that addresses the complex needs of individuals and promotes overall well-being.

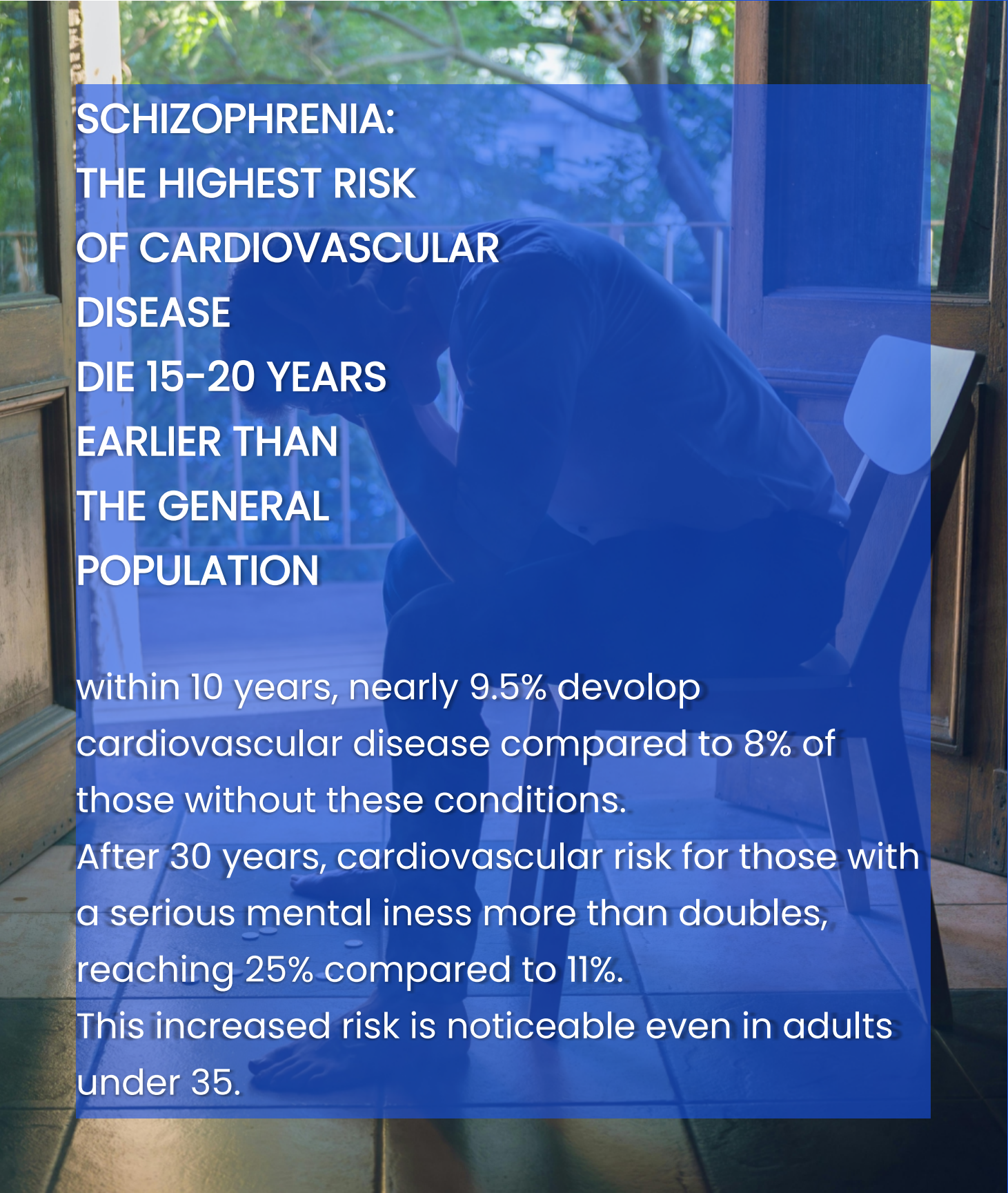


Patient Experiences with SMI in Primary Care

Primary care is a first point of contact and continuing point of care for many individuals with mental health and/or substance use issues. Yet, individuals with SMI reported poorer access to and lower quality of the primary care received relative to those without mental health conditions



1. Benjamin-Johnson R, Moore A, Gilmore J, Watkins K. Access to medical care, use of preventive services, and chronic conditions among adults in substance abuse treatment. *Psychiatr Serv.* 2009;60:1676-9.
2. Kilbourne AM, McCarthy JF, Post EP, Welsh D, Pincus HA, Bauer MS, et al. Access to and satisfaction with care comparing patients with and without serious mental illness. *Int J Psychiatry Med.* 2006;36:383-99.



**SCHIZOPHRENIA:
THE HIGHEST RISK
OF CARDIOVASCULAR
DISEASE
DIE 15-20 YEARS
EARLIER THAN
THE GENERAL
POPULATION**

within 10 years, nearly 9.5% develop cardiovascular disease compared to 8% of those without these conditions.

After 30 years, cardiovascular risk for those with a serious mental illness more than doubles, reaching 25% compared to 11%.

This increased risk is noticeable even in adults under 35.

1. Cardiovascular Disease (CVD) is the most common cause of natural mortality in schizophrenia, accounting for a total of 34% of deaths among male patients and 31% of deaths in female patients and is surpassed only by suicide because of factors including diet and lifestyle

1. The prevalence of Cardiovascular Disease (CVD), hypertension, obesity, and type 2 diabetes is approximately 1.5 to 2 times higher in individuals with schizophrenia and other serious mental illness compared with the general population due to a combination of Psychotropic medications, particularly antipsychotics; dietary and lifestyle factors

High Cost of Healthcare for People with Mental Health Conditions

Healthcare use/costs twice as high in diabetes and heart disease patients with depression¹

	Annual Cost – those without MH condition	Annual Cost – those with MH condition
Heart Condition	\$4,697	\$6,919
High Blood Pressure	\$3,481	\$5,492
Asthma	\$2,908	\$4,028
Diabetes	\$4,172	\$5,559

Untreated mental disorders in chronic illness is projected to cost commercial and Medicare purchasers between \$130 and \$350 billion annually²

Approximately 217 million days of work are lost annually to related mental illness and substance use disorders (costing employers \$17 billion/year)²

1. Original source data is the U.S. Dept of HHS the 2002 and 2003 MEPS. AHRQ as cited in Petterson et al. "Why there must be room for mentalhealth in the medical home (Graham Center One-Pager)

2.Hertz RP, Baker CL. The impact of mental disorders on work. Pfizer Outcomes Research. Publication No P0002981. Pfizer; 2002.

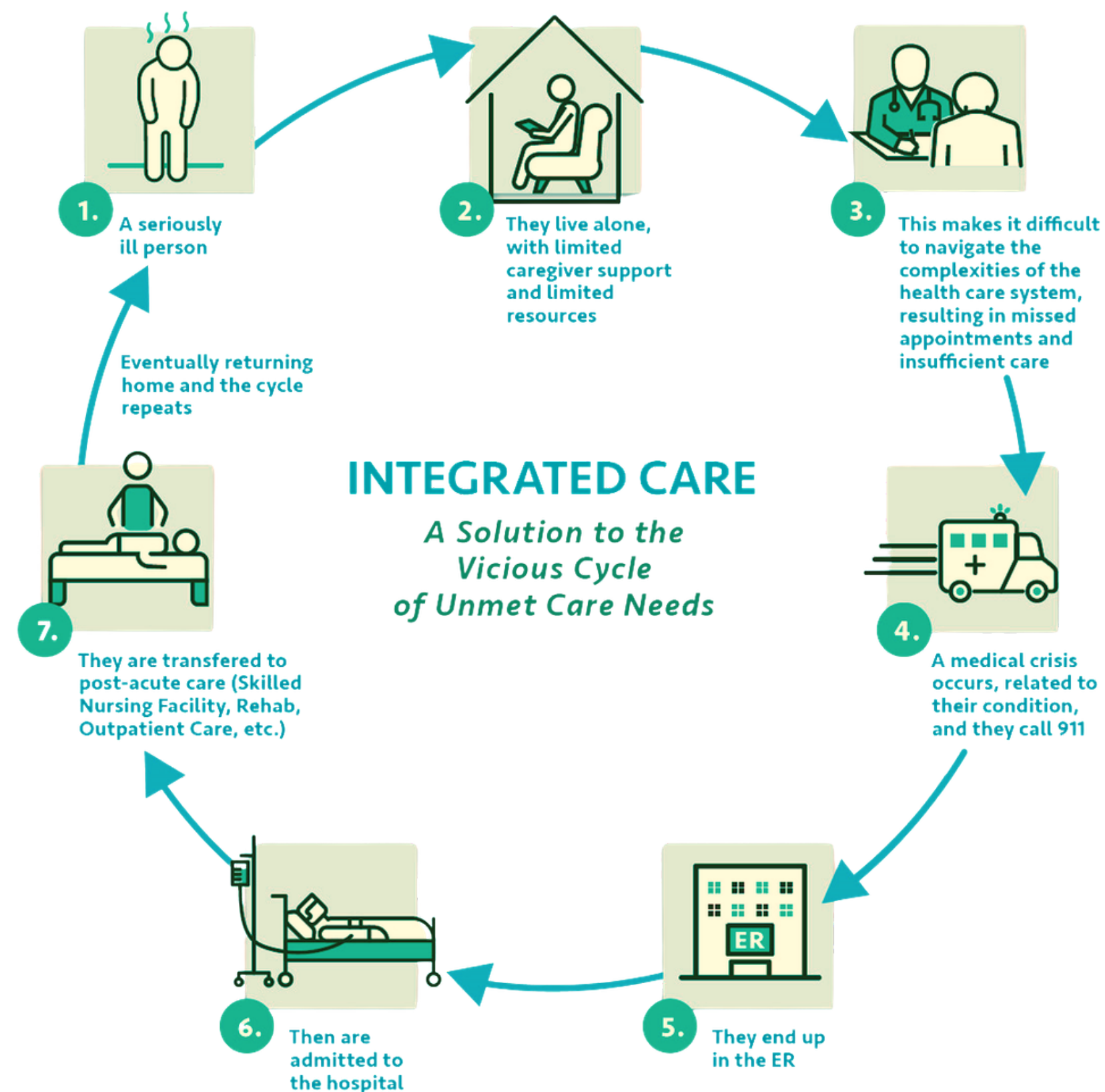
People with Serious Mental Health & Co-Occurring Chronic Health Conditions

Vicious Cycle of Unmet Needs

Some believe that the lack of proper care addressing SDOH and integrated health of people with behavioral health conditions results in Health Disparities

Improper Treatment Leads to Iatrogenic disease:

Any adverse conditions in a patient occurring as a result of treatment that does not incorporate the proper diagnosis, manner of treatment, failure to address conditions and problems.



Why Change?

Value of Care

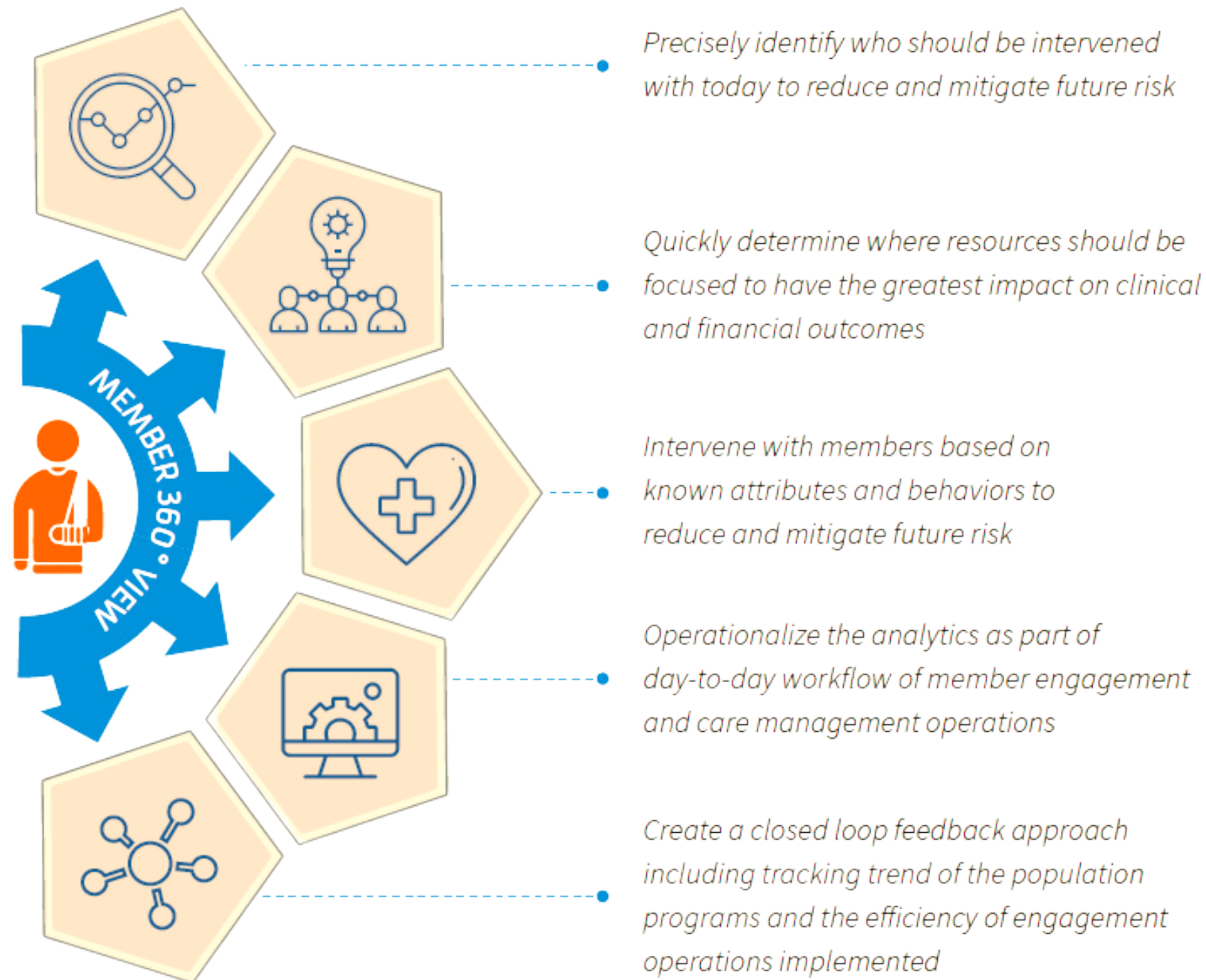
- To survive and thrive in this new health care environment, we need to focus less on volume and more on the value of care.
- Moving towards the Quadruple Aim
 - Population health outcomes
 - Better individual patient care experiences
 - Lower cost per capita
 - Better Staff Experiences
- Managed care moving toward value-based payment
- Texas Moving Towards Value Based Care

Health Home

The Health Home Model emphasizes patient-centered care, integrating physical and behavioral health services for individuals with chronic conditions. This model fosters coordinated support, improving health outcomes through tailored interventions, comprehensive assessments, and ongoing engagement to ensure continuity and quality of care for patients.



ANALYTICS-DRIVEN INSIGHTS ARE KEY TO POPULATION HEALTH SUCCESS



Utilizing Optum Portal –Data

1. Data-driven decisions
2. Identification of high-utilizer and assignments
3. Care coordination and collaborative contacts with patient care team
4. Gaps in Care and Social Determinants of Health

6-Step Care Delivery



Member Identification & Analytics

Identify patient needs through comprehensive health screenings.

Integrative Health-Care Management

We meet weekly to address health outcomes, tracking overall health and behavioral result, collaborating with health providers and resource referrals.

Physical Health/Healthcare

Coordinating with community primary care doctors and hospitals. We focus on promoting health and managing diseases and medications.

Integrative Behavioral Health

In-person and virtual care to address mental health, criminal justice factors and substance use

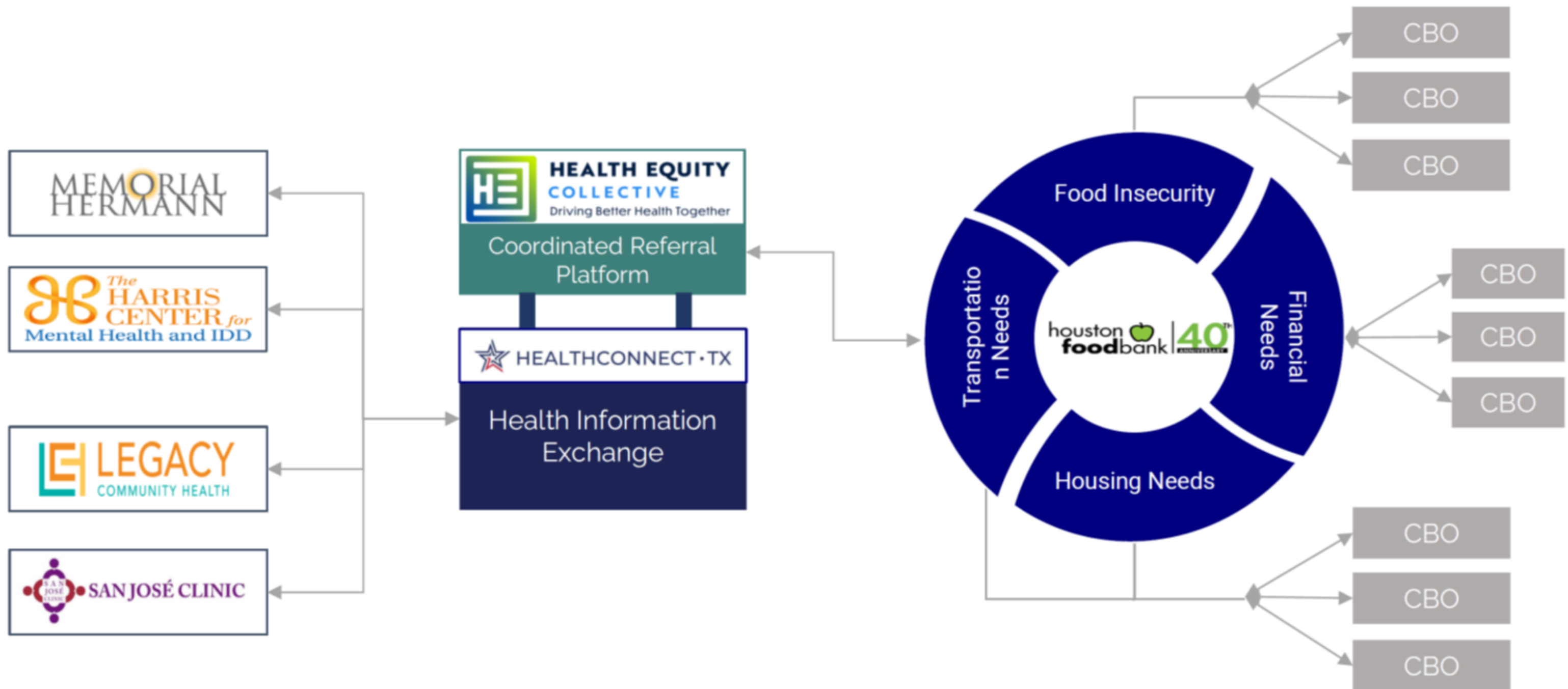
Social Determinants of Needs

Staff creates a resource list and connects clients to it, checking for accuracy each month. They receive training in the SAMHSA SOAR program to help clients access these resources.

Health Coaching

Health Promotions & Wellness Strategies include coaching and monitoring health outcomes, health system navigation, medication education

Coalition for Connected Care – Closed loop Referrals





6–9%

Medication adherence increased



9%

Preventive care access improved

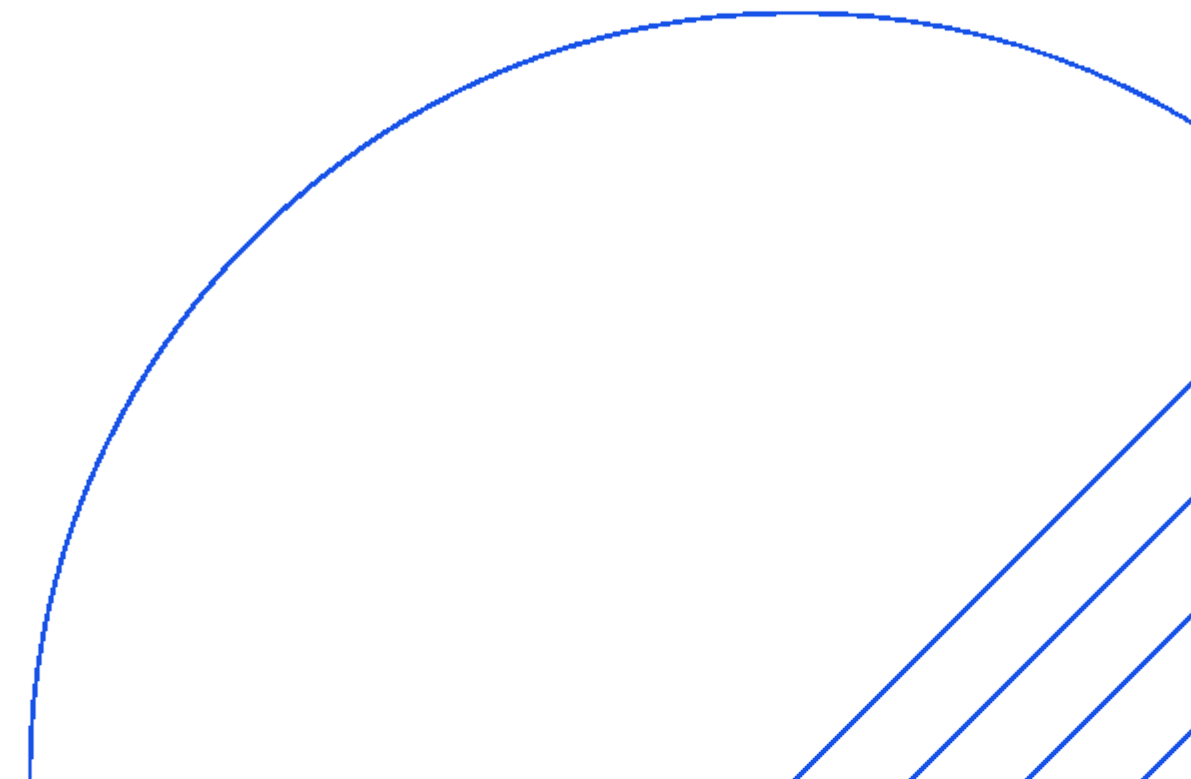
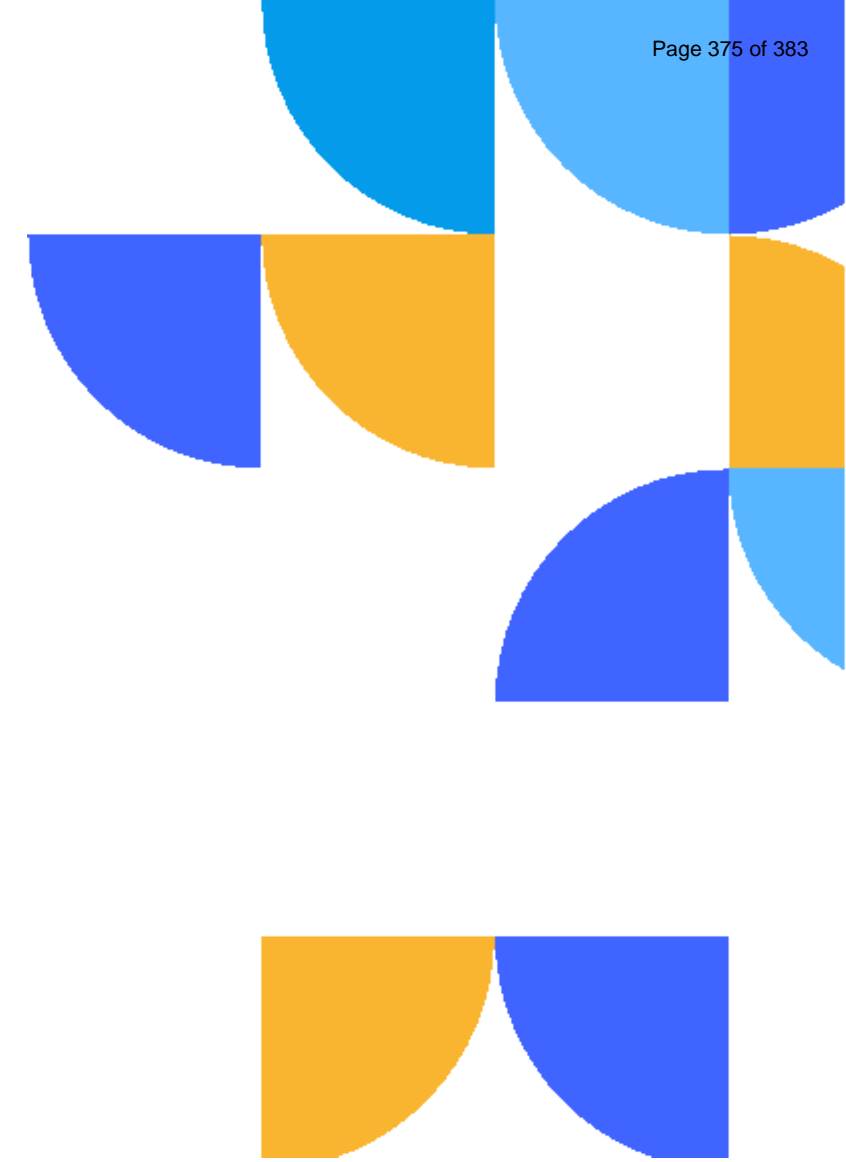


+98%

Blood pressure control nearly doubled

Food insecurity

And its Impact on Wellbeing





Food insecurity is associated with **a 257% higher risk of anxiety and a 253% higher risk of depression.**



Losing a job and not having employment is associated with **a 32% increase in risk for anxiety and a 27% increase in risk for depression.**

Source: A Study about the association between food insecurity and mental health



FoodRX

The Mobile Wellness Team Facilitated our Food is Medicine Program in Partnership with the Houston Food Bank to address Food Insecurity challenges we identified with our screenings. Houston Food Bank deliver mobile Food banks to 4 location - 2x a month and then mobile team track outcomes, orchestrate the food distribution. Many people felt uncomfortable going to the food bank based upon emotional distress - since Oct. 2024 over 4,000 redemptions or 120,000 lbs. of food.



Screen for Eligibility



- Patients screened for food insecurity using Hunger Vital Signs.
- Positive screenings enable enrollment in the Food Rx program.
- SAI contacts clients for enrollment and quality of life surveys.
- Clients receive details on food truck delivery dates and transport arrangements.

Enroll into Food Truck



- Clients assigned unique Food ID number
- Client completes enrollment form (Forms Assembly)
- Patient completes Quality of Life survey
- FIRST Link refer to HFB for SNAP application assistance

Redeem Food



- Identified Patients will get 30 lbs of fresh produce and additional items twice a month at our sites

Mobile Wellness Services



Empowering Communities

*Fostering Health Equity,
One Community
at a Time*

Health and Wellness Initiatives

- Preventive physicals and screenings for various health conditions
- Emotional and physical wellness screenings, including women's wellness checks
- Coordinated lab testing and follow-up treatments for overall health

Community Engagement

- Health fairs and community events focused on health and wellness

Over 1000 community members served in Community Centers – Mobile Wellness Vehicle
Over 1,366 patients with Food Insecurity Received Food from Houston Food Bank Partnership. That is over 40,980 pounds

Emphasis on relationship between mental and physical health

Our presence helps open the conversation on the importance of preventative care!

Mobile Wellness Clinic

Outreach Since Launch (Aug 2023)

- 2,486 total screenings
- FY25: 1,161 | FY26 YTD: 416

Community Impact Highlights

- Back to School: 272 served
- Vet Connect: 68 veterans served
- Harvest Festival: 112 served

Services Provided

- Mental health screenings (PHQ-9)
- BP & glucose checks
- Care navigation & education

Food Rx Program

Program Growth

- Launched: April 2024
- 2024: 1,200 patients | 2,362 redemptions
- 2025: 2,258 patients | 3,486 redemptions

Who We're Reaching

- 56% Female | 44% Male
- 84% Black & Hispanic
- Largest age group: 25–44

Economic Need

- Majority with no income or disability-based income

Breakout Session

Pick a Facilitator to Report out

Facilitator Instructions

1. Assign 4–8 participants per group.
2. Provide the group with their exercise handout.
3. Allow 15–20 minutes for small group discussion.
4. Have each group present a 2–3 minute summary of their discussion.
5. Use a notepad to capture key solutions, needs, or barriers identified by the group.

This guide is for small group facilitators leading breakout sessions on integrating Non-Medical Drivers of Health and Food is Medicine models within Value-Based Integrated Health Homes.

EXHIBIT F-69

04.28.26 CECE Meeting Agenda Notes

1. Follow Ups

- a. PTO retro corrections for employees -
 - i. Toby didn't send an email, when can we expect that-
 - ii. What is the decision? How far will it go back?
 - iii. How many employees will get PTO corrections
HR Director and Mr Young indicated that the original staff with concerns (NPC staff) were already made whole and the policy will be that all .9 staff will receive 100% PTO accrual from now on. CEO thanked UWHC for bringing attention to the matter and makes sense to correct. Currently HR has to work with legal to see how far they can realistically retro to employees and all the implications that could have.
- b. CEO CECE policy revision recommendations - **Mr Young did not have his recommendations available to discuss. UWHC can make a presentation of their revisions proposal at the May governance committee meeting. Presentation material needs to be submitted by 5/11. CEO Young advised that he will turn in his revision recommendations on the same date.**
- c. New Business
- d. Process for May governance committee CECE policy proposal
 - i. Where is the email with the CEO's proposed changes? - **Mr. Young indicated that he will not be sending email to UWHC with his revision proposals to the board. UWHC can make a presentation of their revisions proposal at the May governance committee meeting. Presentation material needs to be submitted by 5/11. CEO Young advised that he will turn in his revision recommendations on the same date.**
 - ii. Ombudsman vs Issues with current Appeal process-**UWHC discussed benefits of an Employee Ombudsman like Patient Ombudsman. An impartial person selected by board to handle complaints and grievances by Harris Center employees. UWHC discussed concerns with recent appeal hearings with the current hearing process. Meetings have been cut short and union representatives have been told they cannot ask certain questions about evidence.**
 - iii. admin leave during appeal hearing for stewards- **Stewards can work with date best possible but must take PTO for the time period of hearing.**
- e. Free Parking for NPC workers - **Mr Young advised for Toby to look into making some arrangement with TMC**
- f. 10,000 across the board pay raise, \$22.50 min wage - **No funding available for raise amount, is about 30 million dollars.**

- g. **Alternate union members clearance for CECE meetings - Mr Young ok with different union members being in the CECE meeting. He is not concerned on who will attend. UWHC will let Mr. Young's office to send invite to the members to attend**
 - i. **Admin leave for anyone coming to the CECE- There is no admin leave time approved. Members coming to CECE meeting excused from work.**
- h. **Hazard Pay for jail employees- members have concerns about not receiving hazard pay like other workers in jail settings. Mr Young and TOby indicate that there is stipend, higher pay for those in jail setting A, B and C categories. Jail workers are A, then B for residential workers, then lower pay category C for clinic workers.**
- i. **Clear Transfer process/ promotion process- UWHC expressed concern that they do not get feedback or even responses sometimes when applying for transfers or promotions. Some members don't feel it is a clear or fair process. Mr Young advised Toby to have discussion with leaderships on make sure there is clear and transparent process, and communication on how to move towards promotion opportunities or transfer**
- j. **Making punch clocks more accessible- Mr Young says that this request is likely very possible, especially for DDRP and making availability at Southwest as well.**