

BOARD OF TRUSTEES:

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Emergence Health Network

El Paso Center for Mental Health/Intellectual Disabilities

EMERGENCE HEALTH NETWORK BOARD OF TRUSTEES

MINUTES

(Audio copy of the meeting is available upon request)

Emergence Health Network Board of Trustees ("EHNBOT") Meeting
Thursday, October 26, 2017 at 2:31 PM
Central Administration, Boardroom, 201 E. Main St. Ste. 600, El Paso, Texas
PRESENT: MYER, WILSON (left at 4:45 PM), DRISCOLL (3:18 PM), CINTRON, STOUT (left at 5:12 PM) and THOMPSON
ABSENT:

1. INTRODUCTORY ITEMS

A. Call to Order and Certification of a Quorum

Quorum was certified.

B. Public Comment

No members of the public spoke during public comment.

2. CONSENT AGENDA

A. Approve minutes of the Board of Trustees meeting held on September 28, 2017.

B. Approve and authorize CEO to sign Verizon GSA-Federal Supply Schedule Purchase Order for mobile telecommunications services.

EHNBOT Action: Wilson moved/Myer seconded to approve Consent Agenda. Motion Carried (5/0)

3. REPORTS and PRESENTATIONS

A. Chief Financial Officer's report on Emergence Health Network financials.

Ms. Roxie Samaniego reported the following:

- EHN's Financial Position on current assets as of September, total \$31.5 million compared to total liabilities of \$20.5 million. EHN is at a current ratio of 1.53 to 1. Fund balance is at \$12.2 million.
- Current MTD Actuals vs Monthly Budget – actual decrease of \$78k without the waiver; budget decrease of \$522k with a variance of \$444k. Primarily made up of higher MAC revenues and lower salary and benefits.
- Current Month Actuals FY18 vs FY17 ending in September 30th – normalized decrease without the Waiver of \$78k compared to a decrease of \$416k for FY16 with a positive variance of \$338k. Primarily due to higher net fee for service and lower G&A salaries.
- Health Fund – net expenses over revenue with a negative \$281k for FY17; this is due to the employee premium allocation.
- Day's cash on hand is currently at 82 days. Administrative operating expenses are under

20%. A slide detailing the ratios will be added to next month financials.

B. EHN departmental recognition.

Item deleted.

C. Receive notice of updates and modifications to the EHN Website.

Ms. Noreen Jaramillo reported the following:

- Demonstration of new EHN website presented highlighting Spanish translation, services, google maps, resource page, patient portal, employment section and 30 second clinic walkthrough video. Ms. Jaramillo has access to the website allowing daily updates. New employees receive and overview of the website during NEO.
- Recommendation to increase font size and color. Include MH&U app under the Crisis tab. Also include a tab with the assessment triage tool.

D. Committee updates

1. Board Planning and Network Advisory Committee (PNAC).

Mr. Rene Hurtado reported the following points for the meeting held October 10, 2017:

- Committee was informed of the new food services contract.
- Informed committee of the new EHN.
- Discussion was held regarding new meeting time for a possible breakfast or lunch meeting.
- Calendar of events was presented.

2. Board Public Relations committee report

Dr. Rick Myer reported the following points for the meeting held October 9, 2017:

- Committee was informed of the new EHN website.
- Upcoming self-harm presentation for Canutillo ISD middle school students.
- Mental Health First Aide Training Blitz
- Sun Bowl Association to use EHN Montana location as main staging area for the Thanksgiving Parade.

3. Board Planning and Development committee report

Dr. Peter Thompson reported the following points for the meeting held October 10, 2017:

- Committee received notice of the ongoing EOU expansion to include a total of 10 beds.
- 4 FTE Behavioral Health Coordinators to be housed at several UMC locations.
- Connected with NAMI to provide training and educate police department with CIT model.
- EHN and City of El Paso are working on a draft proposal for Needs Capacity Assessment application for funding to support CIT.

4. Board Human Resources committee report

Mr. David Driscoll reported the following points for the meeting held October 12, 2017:

- Committee received notice on the draft Travel Policy and was also modified by the committee.
- Consultant RFP went out and is available on the EHN website.

- HR committee agreed to meet every other month starting in January of 2018.

E. CEO report regarding current EHN operations.

Ms. Kristi Daugherty reported the following:

- Substance Use Division began offering Office-based Opioid Treatment services to individuals with opioid use disorder.
- CMO of primary was selected as Regional Representative for the American College of Osteopathic Family Practitioners (ACOFPP).
- EHN is now providing behavioral health training and role-playing scenario sessions for cadets at the El Paso Police Academy.
- Five EHN staff from IT and Compliance has completed their certification as Certified HIPPA Professionals.
- CEO provided a presentation on Diversification of Revenue Streams at the Open Minds Executive Leadership Retreat in Gettysburg PA.
- HB 292 is in collaboration between the county, UMC and the local health authority regarding funding for the CIT project. HB 13, EHN is working internally and also helping Texas Tech on a project and EPISD. Anyone is allowed to participate but there is a dollar match requirement. The proposals are submitted through the mental health authority for agreement before it reaches HHSC. EHN developed several guidelines that are being processed through the foundation for people that are working with HB 13 so they can be informed of the requirements and areas of focus.
- Mr. Ellsesser provided an overview of the HB 292 and HB 13.

F. CEO year-end report regarding summary of FY 2017 operations.

Ms. Kristi Daugherty reported the following:

Ms. Daugherty provided a summary of the 2017 goals areas of focus and accomplishments. Service – census management and ensuring appropriate treatment through the implementation triage tool at service entry point. A concept paper was prepared regarding the El Paso Psychiatric Center on continuum of care. Mr. Evans a consultant was brought in to discuss the next steps. Fiscal – a reduction of out of town travel and supply expense cost. Utilize the Compass system to increase system efficiencies such as an increase in billable services at children's clinic/nursing, external provider invoices and improved the Rep Payee program. Quality – an increase capacity in non-DSHS funded programming and reduced DADS sanction in the IDD division to ensure targets were achieved. Community – partnership with Alternatives; START, MST and EOU have sustainability plans to prepare to reduce the dependence on 1115 Waiver dollars. Community – developed a structure and business plan for EHN partnering with the Paso Del Norte Health Foundation. The community was informed of the legislative session that impacted behavioral health.

4. Executive Session

The Board of Trustees went into executive session at 2:34 PM on October 26, 2017 to discuss items 4A-4E. Present at executive session was Jacob Cintron, Commissioner David Stout, Dr. Rick Myer, David Driscoll (3:18 PM), Joyce Wilson, Dr. Peter Thompson, Attorney Omar Villa, Kristen Daugherty (left proceeding at 2:54 PM, returned at 3:19 PM, left at 4:04 PM, returned at 4:15 PM) and Jessika Franco. The board concluded executive session at 4:17 PM.

- A. Discuss CEO FY 2017 performance evaluation and merit increase pursuant to Texas Gov't Code Sec. 551.074.
- B. Discuss CEO FY 2017 goals and incentive compensation pursuant to Texas Gov't Code Sec. 551.074.
- C. Discuss CEO FY 2018 goals pursuant to Texas Gov't Code Sec. 551.074.
- D. Consultation with attorney pursuant to Texas Gov't Code Sec. 551.071 regarding claim of Melissa Hernandez.
- E. Consultation with attorney pursuant to Texas Gov't Code Sec. 551.071 regarding claim of Claudia Escajeda.

5. Open Session

The Board of Trustees returned to Open Session at 4:17 PM.

- A. Discuss and take appropriate action regarding CEO FY 2017 performance evaluation and merit increase.

EHNBOT Action: Motion to approve CEO Evaluation for term year ending August 31, 2017 and to approve increase of CEO's salary by 3.4% of the CEO's base salary, pursuant to the CEO contract. The salary increase will be retroactive to September 1, 2017. Driscoll moved/Stout seconded to approve CEO's FY 2017 performance evaluation and merit increase. Motion Carried (6/0)

- B. Discuss and take appropriate action regarding CEO FY 2017 goals and incentive compensation.

EHNBOT Action: Motion to approve incentive compensation for the CEO, pursuant to the completion of the goals approved by the Board on November 3, 2016 in an amount of 14.25% of the CEO's base salary for the term year ending August 31, 2017, pursuant to the CEO contract. Myer moved/Wilson seconded to approve CEO's FY 2017 goals and incentive compensation. Motion Carried (6/0)

- C. Discuss and take appropriate action regarding CEO FY 2018 goals.

EHNBOT Action: No action. A Special Board of Trustees meeting scheduled for November 13, 2017 to discuss item.

- D. Discuss and take appropriate action regarding legal claim of Melissa Hernandez.

EHNBOT Action: No action.

6. ADJOURNMENT

THE MEETING ADJOURNED AT 5:16 PM.

Approval Date: 12/7/2017
By: David Driscoll

David Driscoll, Board Secretary