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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, March 30, 2017 at 3:34 PM

Central Administration, Boardroom, 201 E. Main St. Ste. 600, El Paso, Texas

PRESENT: CINTRON, WILSON, PEYTON, MYER, DRISCOLL, STOUT (3:38 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. Approval of the minutes of the Board of Trustees meeting held February 24, 2017.

B. Authorize CEO to negotiate and execute interlocal agreement with El Paso County Hospital District d/b/a University Medical Center of El Paso for employee assistance program (EAP) services.

EHNBOT Action: Driscoll moved/Wilson seconded to approve Consent Agenda. Motion Carried (6/0). Jacob Cintron abstained from the vote.

3. REPORTS and PRESENTATIONS

A. Planning and Network Advisory Committee (PNAC) report.

Mr. Rene Hurtado reported the following points for the meeting held March 14, 2017:

- Customer Service Surveys - EHN will be using Survey Monkey software on iPads to collect patient satisfaction data. It has been implemented at one clinic and will provide feedback on the results.
- Legislative update on legislation filed thus far on the June session that might require action from family members or consumers to provide testimony or letters of support for various pieces of legislation.
- Client Rights and Adult Protective Services report that are submitted to the state on a monthly basis.
- IDD Picnic in Honor of March IDD Awareness Month to be held on Friday, March 31st 2017.
- START Team became Nationally Certified.

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

Ms. Roxie Samaniego reported the following:

- EHN's Current Liabilities as of February total \$14.8 million. EHN is over 2 to 1 with current assets vs. current liabilities with a total fund balance of \$16.9 million. Total assets of \$32 million.
- Financial position of a 5 year comparison from 2013-2017 have gone up significantly which signifies a good financial position.
- For the month of February when looking at actuals and net revenue we see a decrease of \$445k compared to what was budgeted which was a decrease of \$821k. Once it's normalized and remove the 1115 Waiver then we are at a decrease of \$309k compared to budgeted amount of a decrease of \$618k with a favorable variance of \$309k.
- Higher Net Fee for Service revenue up by \$387k.
- Lower MAC Revenues in the year.
- Higher Capital Expenditures are related to the IT Data Center for the month but were budgeted in FY 2017.
- Higher fees are due to timing issues; software fees and memberships that were paid in advance.
- Higher Salary and Benefits currently have 14 administrative budgeted vacancies; higher salary benefit is attributed to budgeted compensation and incentive programs that was paid out in February.
- YTD normalized at a decrease of \$1.9 million due to higher net fee for service revenue.
- Lower Grant funds are also a timing issue in the Veteran's Grants.
- Lower Travel Expenses with a savings of \$144k.
- Health Fund – net revenue over expenses is \$21,139k for FY17; YTD is \$8,921k.
- EHN's Balance Sheet – \$32 million in current assets with \$15.7 million in liabilities and a fund balance of \$17 million.

C. Chief Executive Officer's report regarding current EHN program operations.

Ms. Kristi Daugherty reported the following:

- Participated in the National Association of County Behavioral Health & Developmental Disabilities Directors (NACBHDD) Legislative Policy Conference and met with Congressman O'Rourke's Chief of Staff to provide an update on behavioral health initiatives.
- Coordinated successful first site visit from State facility licensing board for EHN Substance Use Division. Plans of correction were minimal and required no additional follow up.
- EHN Director of Addiction Services was selected by National Council for Behavioral Health to participate in a competitive leadership training program addressing health disparities.
- EHN START program has been nationally certified. It is one of four programs in the nation to be certified and the fastest to obtain certification.
- ACT Program implemented community visits that include medication monitoring and injections as needed to improve the level of customer service for this at risk patient population. Working with IT to install the encrypted Teledoc icon on laptops for monitoring.
- EHN Jail Program consists of two full time nurse practitioners; one to provide services at each jail facility.

- Local Telemundo station broadcasted their entire evening newscast live from the Veterans One Stop, which featured employee interviews and on-camera tour of the facility.
- EHN Human Resources coordinated first EHN Generation Next event, a caseworker recruitment event which generated 27 potential candidate referrals.
- Provider Credentialing remains a challenge in regard to the duration of the credentialing process and establishing effective procedures to deal the various credentialing entities. EHN is in the process of revamping its internal processes to expedite as much as possible.

Mr. Rene Hurtado reported the following:

EHN hosted a community outreach event to assist with the agenda for the halftime session. Recommendation from the board was to bring several people together to inform about the legislative process. Mr. Hurtado went over the following bills that have potential to affect operations which include HB 2702 – Sandra Bland Act., HB 12, SB 292, SB 984, HB 3541, HB 2094, HB 2864, HB 11, SB 74, HB 1600, HB 593, SB 578, SB 719, and SB 2165. In the budget aspect both the House and Senate added funds to address MH waiting list of \$62.6 million and more than \$100 million in contingent MH riders; a reduction of 4% in all Medicaid services. EHN has two bills, each filed by Sen. Rodriguez and Rep. Moody MHFA: SB 1533 and IDD Study: SB 2027/HB 3341.

- EHN does not have an MH wait list and is over serving of about 33%. If no wait list is created EHN will not receive funding.
- Ms. Daugherty is in contact with Aliviane to assist with Substance Abuse for LMHA's.

D. Receive report regarding Addiction Services State Side survey findings and corrective action plan.

Mr. Rene Navarro reported the following:

- Courtesy notification of the on-site review outcome which has no budgetary impact nor board action required.
- An onsite review from HHSC/DSHS on January 4, 2017 involving the addiction services division.
- Backdrop for the visit: On May of 2016 EHN submitted a licensure application for the Addiction Services component.
- Result: 17 findings identified by auditor, most of which were related to required employee signage postings such as Client Grievances and service related rights. The other findings focused on quality documentation with a focus on Client Assessments, Treatment Planning, service review and Discharge planning.
- All findings were corrected by the end of the month, specifically, within 16 working days from the conclusion of the auditor's visit.
- Control mechanisms have been put in place to increase quality documentation improvements and service delivery efficiencies such as value stream mapping and clinical managers are meeting weekly with providers to train and review documentation. Moreover, signage postings at facilities are monitored weekly as this item is now included in the weekly Facility Safety Scorecards that are processed weekly.

E. Presentation regarding initialization and implementation of a Partial Hospitalization Program (PHP) and Intensive Outpatient Program (IOP). Programs were included in the FY 2017 EHN Budget.

Ms. Ashley Sandoval reported the following:

- The Alternatives Centre for Behavioral Health currently has the infrastructure that will take EHN to another tier and get programs expedited.

- Alternatives Centre is an independent mental health and substance abuse treatment facility founded in 1995.
- Alternatives Centre is licensed in the State and is also Joint Commission Accredited.
- Alternatives Centre has a Partial Hospitalization and Intensive Outpatient program. Other programs include Battering Intervention Prevention Program (BIPP), anger management and parenting.
- The populations that EHN would like to increase with this venture would be the geriatric and child and adolescent services and lower level transition programs.
- Helps fill an identified gap in community needs in the Tri-West report.
- A reduction in patient hospitalization and length of stay.
- There will be no transfer of assets. Alternatives will cease their organization and EHN would hire the staff and manage the program. In conversation with Joint Commission to transition the accreditation with the program.

Ms. Roxie Samaniego reported the following:

- The projected budget for FY18 is estimated at revenues of \$1.6 million and expenditures of \$1.5 million for a bottom line of \$164k for a full Fiscal Year.
- By initiating this process in March, we feel that in FY17 the program will be profitable by \$16,140k and in FY18 the program would be projected to make a profit of \$164,452k.
- The capital expenditures would represent equipment purchases, vehicle purchases and a new marketing budget.

F. EHN department recognition.

Cindy Hernandez and Lizet Soltero received recognition this month for their hard work and dedication to EHN. Mr. Rene Navarro and Mr. Rene Hurtado introduced the department and provided a few words.

4. REGULAR AGENDA

A. Discuss and take appropriate action regarding amendment to lease with Mont Lee Properties, LLC for facility at 1551 Montana.

Ms. Roxie Samaniego reported the following:

- There have been some delays on the construction that have come by both the contractor and EHN.
- The overall cost of the project was originally underestimated. New estimated expenses are at \$583k and landlord is agreeing to absorb \$379k.
- The change to the lease would be an additional \$203k for the overall project; increases are due to additional change orders to the original plan.
- Recommended lease to be amended at a rate per square foot of \$18.65.
- A market analysis was conducted and it falls within a fair market value.
- For FY17 there would be a decrease of \$126k due to new move in date only having EHN occupy the building for 2 months in FY17.

EHNBOT Action: Motion to authorize CEO to execute lease amendment with Mont Lee Properties, LLC. Stout moved/Myer seconded. Motion Carried (7/0)

5. EXECUTIVE SESSION

The Board of Trustees went into executive session at 5:08 PM on February 24, 2017 to discuss items 5A and 5B. Present at executive session was Jacob Cintron, Commissioner David Stout, Kathleen Peyton, Dr. Rick Myer, David Driscoll, Joyce Wilson, Dr. Peter Thompson, Attorney Omar Villa, Attorney Holly Lytle, Attorney Fred Green, Kristen Daugherty, Chrystal Davis and Jessika Franco. The board concluded executive session at 5:34 PM.

- A. Consultation with attorney pursuant to Texas Government Code section 551.071 regarding legal claim of Diana Billingsley.
- B. Consultation with attorney pursuant to Texas Government Code section 551.071 regarding suicide incident at the El Paso County Jail on March 4, 2017.

6. **Open Session**

The Board of Trustees returned to Open Session at 5:34 PM.

- A. Discuss and take appropriate action regarding legal claim of Diana Billingsley.
EHNBOT Action: No Action.
- B. Discuss and take appropriate action regarding suicide incident at the El Paso County Jail on March 4, 2017.
EHNBOT Action: No Action.

7. **ADJOURNMENT**

THE MEETING ADJOURNED AT 5:35 PM.

Approval Date: 5/31/2017
By: David M. Driscoll

David Driscoll, Board Secretary