

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
Tuesday, June 20, 2017 at 3:33 PM

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

PRESENT: CINTRON (3:35 pm), WILSON, PEYTON, STOUT and THOMPSON

ABSENT: PEYTON and MYER

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 May 31, 2017.

**EHNBOT Action: Driscoll moved/Wilson seconded to approve Consent Agenda.
Motion Carried (4/0)**

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 May total \$22.7 million compared to total liabilities of \$9.6 million. EHN is at a current ratio of 2.37 to 1. Fund balance is at \$14.8 million.
- MTD & YTD Actual vs Budget ending May 31st – actual decrease of \$667k without the waiver; budget decrease of \$428k with a negative variance of \$239k. Primarily made up of lower net fee for service revenue and lower capital expenditures. Nine Month's Ended May 31st actual normalized decrease of \$3.297 million; budget decrease of \$4.7 million with a positive variance of \$1.4 million. Primarily made up of lower salaries and benefits, capital expenditures and lower travel expenditures.
- MTD & YTD Actuals FY17 vs FY16 ending in May 31st – normalized decrease without the Waiver of \$667k compared to a decrease of \$230k for FY16 with a decrease variance of \$437k. Primarily due to lower net fee for service and higher salaries and benefits. Eight Months Ended May 31st, normalized without the waiver with a decrease of \$3.3 million compared to a decrease of \$524k in FY16 with a decrease variance of \$2.7 million. This is primarily due to higher salaries and benefits, higher bad debt expense, and higher IT fees and Tejas membership.

- Health Fund – net expenses over revenue with a decrease of \$9,575k for FY17; EHN is down \$176k.

B. Receive notice and presentation regarding execution of affidavits acknowledging statutory and Texas Health and Human Services Performance Contract Requirements for both CEO & Board Members.

Mr. Rene Navarro reported the following:

- The performance contracts with HHS require the Board of Trustees and CEO to sign the affidavits.
- Mr. Navarro will send the board members a condensed version of the performance contract that will allow you to click on the document for your review.
- The request is to have the affidavits signed by the next board meeting.

C. Committee updates

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

Ms. Kristi Daugherty reported the following points for the meeting held June 13, 2017:

- EHN has absorbed the operations of Alternatives Centre for Behavioral Health.
- The PNAC members were in support of the 4% Representative Payee Program fee.
- Interest List – will keep the committee updated as the process moves forward.
- Customer Service Surveys – reviewed automated customer service surveys; DADS-IDD is mandating a paper survey. Clients are reacting well to this process.
- A summary of the services provided under the USPO Contract will be provided at the P&D Committee.

2. Board Human Resources committee report

Mr. David Driscoll reported the following points for the meeting held June 14, 2017:

- EHN is currently on track on completing the Datis HR System.
- Recruitment brochure for medical provided was distributed.
- Employees from Alternatives to EHN were provided three days of sick and a week vacation.
- Members agreed to the lease with Alternatives and were made aware of the conflicts of interest.

3. Board Public Relations committee report

Commissioner Stout reported the following points for the meeting held June 14, 2017:

- Wrap-up highlighting media request from KTSM and KVIA on 13 Reasons Why.
- IDD Summer Fun held every Wednesday from June 21st – August 9th at Memorial Park; Wonderland scheduled for August 4th at Tricky Falls.
- Planning for legislative wrap-up session.
- Jail partnership video was presented.
- Interest list communication.
- New recruitment packet of EHN providers.
- Creation of EHN Foundation.

4. Board Planning and Development committee report

Dr. Peter Thompson reported the following points for the meeting held June 13, 2017:

- Proposed rate of 4% for Representative Payee Program
- EOU/UMC collaboration; expansion of beds
- Creation of EHN Foundation

5. Board Finance and Executive Committee report

Mr. Jacob Cintron reported the following points for the meeting held June 13, 2017:

- EHN's 2016 Annual Report presented at UMC's Board meeting.
- EHN Financials for May.
- Board and CEO affidavits.
- Alternatives lease agreement discussed.

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

Ms. Kristi Daugherty reported the following:

- EHN's 2016 Annual Report was presented to UMC board.
- Successful meeting with Chief Allen regarding partnership with EHN in regards to the CIT Program.
- CEO and Rene H. were asked to present at the Open Minds Conference in Long Beach, CA in August on Preparing for an Uncertain Future in Health and Human Services: A Guide to Scenario based Strategy Development.
- Working with Bill Rago on sustainability project funds for 1115 Waiver funds.
- Board budget sessions anticipated for the week of July 17th.
- Center Wins – Transitioned the operations of Alternatives Centre into EHN menu of services to include hiring of staff and continuing clinical operations without interruption.
- CNO Tewiana Norris participated in the KVIA live call-in show News 7 Extra regarding youth suicide risk and the Netflix show, 13 Reasons Why.
- Addiction Chief David Baquera was a featured speaker in the Rise Up Against Prescription Drug Misuse Town Hall.
- Supported efforts to obtain final passage of SB 2027 (IDD study bill) and SB 1533 (Mental Health First Aid bill), ensuring both of EHN's bills made it to the Governor's desk for signature.
- Worked with Rep. Joe Moody's office to add a floor amendment to sanctuary cities legislation that would exclude community centers from any requirements related to immigration enforcement.
- EHN's challenge consists of revenues in the IDD Division continue to perform below budgeted expectations; program restructure efforts expected to yield improved results.

E. EHN departmental recognition.

The Jail Mental Health Clinic received recognition this month for their hard work and dedication to EHN. The average intake per month is 1,373 with an annual average of 16,476. Inmate average month census between the Jail Annex and Downtown is 1,100 with an annual average of 13,200. The clinic recently had an audit that went very well. The staff introduced themselves and Anna Basler-White, Director of the clinic provided a few words.

4. REGULAR AGENDA

A. Discuss and take appropriate action regarding an increase to the administration fee charged to participants in the Social Security Representative Payee Program.

- Ms. Ashley Sandoval reported the following:

- 10% of the participants access hospitalization in comparison the regular outpatient that is under 5%; 34% of the population in the Payee Program that access the EOU in comparison to 22.6%.
- The data reflects that the payee clients actually use these services at a higher rate than our Mental Health clinic clients.
- The rate was adjusted to a new proposed rate of 4%; program should be able to cover the expenses at this rate.
- There will be a review of current payee clients to verify that those in the program truly need the assistance provided.

EHNBOT Action: Motion to approve a 4% administrative fee charge to participants in the Social Security Representative Payee Program. Wilson moved/Stout seconded. Motion Carried (5/0)

B. Discuss and take appropriate action regarding lease with Empire-El Imperio, LLC for property located at 7760 Alabama, El Paso, Texas, including consideration of variance of employment policies prohibiting contracting with EHN employees, and authorize CEO to execute lease.

Ms. Ashley Sandoval reported the following:

- This is the lease agreement for the property used by Alternatives Centre.
- Alternatives Centre has a Joint Commission accreditation and the address is tied to the accreditation.
- The lease is for 2 years.
- The property is currently 75% owned by two current EHN employees, Dr. Rodriguez and Carol A. Jimenez. There is a need to approve a variance to a current employee handbook policy.

EHNBOT Action: Motion to authorize CEO to approve and execute lease with Empire-El Imperio, LLC for property located at 7760 Alabama, El Paso, Texas, including consideration of variance of employment policies prohibiting contracting with EHN employees. Driscoll moved/Wilson seconded. Motion Carried (5/0)

5. ADJOURNMENT

THE MEETING ADJOURNED AT 4:28 PM.

Approval Date: 7/27/17
By: David M. Driscoll

David Driscoll, Board Secretary