

BOARD OF TRUSTEES:

R. JACOB CINTRON  
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DAVID STOUT  
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Secretary

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KATHLEEN PEYTON  
Trustee

JOYCE WILSON  
Trustee

RICK MYER  
Trustee



# 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  
Friday, February 24, 2017 at 3:36 PM  
Central Administration, Boardroom, 201 E. Main St. Ste. 600, El Paso, Texas 79901  
**PRESENT: CINTRON, WILSON, PEYTON, MYER and DRISCOLL**  
**ABSENT: STOUT and THOMPSON**

### 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 January 23, 2017.

B. Approval of the minutes of the Board of Trustees Strategic Planning Workshop held February 8, 2017.

C. Adopt and authorize Board Chair to sign resolution for Project Champs for grant submission to the Office of the Governor.

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

### 3. REPORTS and PRESENTATIONS

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

Ms. Kristi Daugherty reported the following points for the meeting held February 14, 2017:

- The committee reviewed the EHN Annual Report and agreed to assist in increasing views of the report on the EHN website.
- Customer Service Surveys - EHN will be using Survey Monkey software on ipads to collect patient satisfaction data.
- The committee also received updates on community events and media coverage opportunities.

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

Ms. Roxie Samaniego reported the following points:

- For the month of January when looking at actuals and our net revenue we see a total of \$2,489,000 compared to what was budgeted which was \$2,940,000. Once we get this normalized and remove the 1115 Waiver then we are at a decrease of \$488k compared to budgeted amount of a decrease of \$384k with an unfavorable variance of \$104k.
- Lower net fee for service revenue are down by \$2k.
- Lower MAC Revenues in the year.
- Lower County/City Funds by \$25k are due to timing difference but should normalize by the end of the Fiscal Year.
- Lower Grant funds by \$37k are also a timing issue in the Veteran's Grants and OSAR.
- Higher fleet expenses on vehicles that needed repair.
- YTD normalized at a decrease of \$1.6 million due to higher net fee for service.
- Lower Salaries and Benefits due to approximately 14 administrative/grant vacancies.
- Lower Travel Expenses with a savings of \$108k.
- Lower Capital expenditures are at \$327k.
- Health Fund – net revenue over expenses is \$87k. For FY17, EHN is still down \$30k.
- EHN's Balance Sheet – \$11 million in cash, working capital ratio is 2 to 1 with current assets versus current liabilities.

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

Ms. Kristi Daugherty reported on the following:

- EHN staff coordinated with the FBI Crisis Negotiation team to provide crisis training to local law enforcement agencies.
- Addiction Services Division extended services to consumers at our Siesta Gardens location.
- All EHN smartphones have now been encrypted to mitigate risks associated with lost or stolen equipment.
- EHN received \$61,450 for Homeless Street Outreach to provide services for homeless individuals.
- EHN received a new HUD housing grant for \$295,841 in support of rapid rehousing programs.
- Received 1115 payment for DY5 October reporting period totaling
- Challenges consist of current state legislative budget projections indicate reductions in IDD funding for the next biennium. Working with Texas Council on statewide advocacy efforts.
- FY 2017 Calendar of board/subcommittees was given to the board for their reference.

**D. EHN department recognition.**

The Legal Department received recognition this month for their hard work and dedication to EHN. Omar Villa introduced the team and provided a few words.

**4. REGULAR AGENDA**

**A. Discuss and take appropriate action regarding awarding of contract to Open Minds for electronic health record (EHR) consultant services (EHN RFP #17-002).**

Mr. Juan Gonzalez reported on the following:

- EHN is currently in the process of searching for a consultant to assist in the purchase of a future Electronic Health Record (EHR). The current system is 20 years old.
- A custom RFP was created with specs that Mr. Gonzalez gathered from his peers in the industry and information provided by EHN staff.

- 11 vendors were contacted and received 8 RFP responses. A committee composed of the executive team scored the submissions.
- The top 3 finalists were asked to come in and present before the committee.
- A very specific scoring matrix was drafted and the results illustrate Open Minds as the best qualified and lowest bidder.

**EHNBOT Action: Motion to award bid and approve and authorize CEO to execute contract with Open Minds. Wilson moved/Driscoll seconded. Motion Carried (5/0)**

**5. EXECUTIVE SESSION**

The Board of Trustees went into executive session at 4:15 p.m. on February 24, 2017 to discuss items 5A. Present at executive session was Jacob Cintron, Kathleen Peyton, Dr. Rick Myer, David Driscoll, Joyce Wilson, Attorney Omar Villa, Attorney Holly Lytle, Attorney Fred Green, Kristen Daugherty and Jessica Franco. The board concluded executive session at 4:23 p.m.

**A. Consultation with attorney regarding legal claim of Aileen Cabral pursuant to Texas Gov't Code Sec. 551.071.**

**6. Open Session**

The Board of Trustees returned to Open Session at 4:24 p.m.

**A. Discuss and take appropriate action regarding legal claim of Aileen Cabral.**

**EHNBOT Action: Motion to approve and authorize CEO to execute settlement agreement. Driscoll moved/Wilson seconded. Motion Carried (5/0)**

**7. ADJOURNMENT**

**THE MEETING ADJOURNED AT 4:25 p.m.**

Approval Date: 3/30/2017

By: David Driscoll

David Driscoll, Board Secretary