

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, March 29, 2018 at 3:30 PM

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

PRESENT: MYER, DRISCOLL, CINTRON, STOUT (3:33 PM), WILSON 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.

C. EHN departmental recognition

The Clinical Support Services Department received recognition this month for their hard work and dedication to EHN. Jessica Andrews, Director of Clinical Support Services and Celeste Nevarez, Program Manager of Clinical Support Services provided a few words.

2. CONSENT AGENDA

A. Approve minutes of the Board of Trustees meeting held on February 22, 2018.

B. Approve and authorize CEO to execute contract with Group & Pension Administrators, Inc. for renewal of self-funded welfare plan.

C. Approve and authorize CEO to execute agreements for purchasing cooperatives with National Intergovernmental Purchasing Alliance Company, National Joint Powers Alliance, and Purchasing Cooperative of America Region 3 Education Service Center.

D. Appointment of Norma Rivera, Deborah Astorga, Brenda Castillo and Dionicio Rivera to the EHN Planning and Network Advisory Committee (PNAC).

EHNBOT Action: DRISCOLL moved/WILSON seconded to approve Consent Agenda.

Motion Carried (6/0)

3. Regular Agenda

A. Discuss and take appropriate action regarding the disposition of real estate located at 8281 North Loop, El Paso, TX.

Ms. Roxie Samaniego reported on the following:

The property has been vacant for approximately two years. The property has been on the market since June 2017 and one offer was received. The recommendation is to accept the offer with a net gain sale of \$85,992.03.

EHNBOT Action: WILSON moved/THOMPSON seconded to authorize CEO to execute any and all documents for the sale of real estate property located at 8281 North Loop, El Paso, TX. Motion Carried (6/0)

- B. Discuss and take appropriate action regarding Consolidated Local Service Plan (CLSP).**
Mr. Rene Navarro reported the following:

Pursuant to the contract with HHSC every two years EHN is required to update the plan communicating service priorities for the El Paso County. This plan entails the array of local services offered by the center. The plan will be made available via the centers website. The plan has no budgetary impact.

EHNBOT Action: STOUT moved/MYER seconded to approve the Consolidated Local Service Plan. Motion Carried (6/0)

4. 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 February 28th, totaling \$29 million compared to total liabilities of \$14 million with a current ratio of 2.08 to 1. Fund balance is at \$16.1 million; 30.54% of FY18 annual budget.
- Cash flow forecast February actuals with 100 days cash on hand and ending cash balance of \$16.6 million. Ratios and five year comparisons were reviewed.
- Current MTD Actuals vs Monthly Budget – actual of \$229k without the waiver; budget decrease of \$345k with a variance of \$574k. Primarily made up of higher net fee for service revenue, lower G&A salaries and benefits, lower out of town travel and lower supply cost. Six months ended normalized without the waiver decrease of \$1 million with a budget decrease of \$2.4 million and a positive variance of \$1.3 million. Primarily made up of lower G&A salaries and benefits, sale of the Ankerson property, supplies cost, occupancy cost and lower medication cost.
- Current Month Actuals FY18 vs FY17 ending in February 28th – normalized without the waiver of \$229k compared to a decrease of \$309k for FY17 with a positive variance of \$538k. Primarily due to lower capital expenditures and lower G&A salaries and benefits. Six months ended with a decrease of \$1 million and a decrease of \$2 million with a positive variance of \$889k. Primarily made up of lower capital expenditures and lower G&A salaries and benefits.
- Health Fund – net expenses over revenues with a negative of \$102k for FY18.

B. Receive CEO report to include Strategic Plan update.

Ms. Kristi Daugherty reported the following:

- EHN received notification of full funding for a Senate Bill 292 proposal submitted to HHS for development funds associated with the creation of CIT programs in El Paso totaling approximately \$2 million through the end of fiscal year 2019. The center is partnering with the El Paso Police Department to ensure their commitment to the sustainability for this program.
- Western Technical College is now an EHN EAP client for both employees and students, adding 1,600 covered lives.
- The Junior League of El Paso sponsored the EHN IDD Prom featuring refreshments, music and dancing for approximately 150 IDD Consumers.
- EHN negotiated an employee discounted rate with the El Paso YWCA for day care services, afterschool programs and general membership.

- Centers challenge – due to increased patient demand, there is a need for additional capacity for Adult MH Services. EHN is working closely with UMC.
- The corrective action plan for The Joint Commission was submitted and accepted.
- The strategic plan spotlight report was presented highlighting the areas in yellow to include the employee satisfaction survey results. The idea bank is currently on track and will be reporting on it next month; this allows employees to voice their ideas that will help with the center operations. The center continues to work with DFPS; pending status of the application submitted. Currently working with UMC on the EOU eastside location. There are upcoming changes through the next legislative session on how funding will be appropriated to the local mental authorities. The fiscal and organizational learning scorecard quadrants will be completed by the end of this fiscal year.

C. Board Committee updates

1. Planning and Development Committee.

Dr. Rick Myer reported the following points for the meeting held March 6, 2018:

- The center is in the second phase implementation for the CCBHC.
- Kios Bipolar app was presented focusing on monitoring and providing feedback to individuals diagnosed with bipolar disorder.
- Osi Vision onsite visit provided presentation on integrating primary care and behavioral health focused for the West Side clinic preparation. Osi Vision is focused heavily on diabetes monitoring.
- The Disaster Behavioral Health Response Plan was reviewed by the committee.

2. Human Resources Committee.

David Driscoll reported the following points for the meeting held March 8, 2018:

- SnapComms is a new internal communication tool that delivers information.
- EHN night at the Chihuahua's event on April 13th and the Employee Service Awards will be held at Grace Gardens.
- The Disaster Behavioral Health Response Plan was reviewed by the committee.
- The Strategic Plan update was reviewed by the committee to include the next steps of the Compensation Study, Employee Satisfaction survey, CEO publication and the Time to Fill Grid.

3. Planning and Network Advisory Committee (PNAC).

Mr. Randy Wormely introduced himself and reported the following points for the meeting held March 14, 2018:

- Committee was informed on the approval of the new EHR.
- EHN by the Numbers section on the website that provides monthly updates on operations for all who visit the site. Committee was informed of the IDD employment study and the surveys will be emailed to the PNAC members.
- The supportive employment program was made possible by funding from the federal government to help individuals find employment that may have an opioid abuse disorder.
- The Clinical Services is offering a variety of groups to clients that include emotional regulation, hot topics, wellness wheels and mind unleashed.
- EHN will be hosting four separate STAR test anxiety support groups at the Champhs Clinic in both English/Spanish.
- The Consolidated Local Service Plan was reviewed by the committee.
- The first week of March is Eating Disorder Awareness. Counseling services did a press release so people would recognize the warning signs associated with eating disorder. The IDD prom coordinated by the Junior League was a

success. March is IDD Awareness month. Alternatives Open House is scheduled for April 12, 2018.

4. Public Relations Committee

- Communications wrap-up highlighting eating disorder awareness week and NAMI coat donation. Media request for interviews included the impact of Florida school shooting and social sites offering counseling services.
- 915 Cares campaign; new poster was presented focusing on warning signs and how students can be a lifeline to their peers.
- IDD Picnic scheduled for March 23rd from 10am – 2 pm at Memorial Park.
- A demo of the Patient Portal was provided
- Monthly publication on the homepage of the EHN Website of number of clients served MH, IDD, hospital diversion, jail diversion, number of El Paso County residents on IDD interest list, customer satisfaction results, percentage of fund balance to expenditures as of current month and a spotlight on success story went live February 12th.

5. Executive Session

The Board of Trustees went into executive session at 4:13 PM on March 29, 2018 to discuss items 5A-D. Present at executive session was Jacob Cintron, Commissioner David Stout, Dr. Rick Myer, David Driscoll, Joyce Wilson, Dr. Peter Thompson, Attorney Omar Villa, Attorney Fred Green, Attorney Holly Lytle, Kristen Daugherty and Jessika Franco. The board concluded executive session at 4:39 PM.

- A. Consultation with attorney regarding litigation filed in El Paso County under cause number 2017DCV2472 pursuant to Texas Gov't Code Sec. 551.071.
- B. Consultation with attorney regarding litigation filed in El Paso County under cause number 2018DCV0919 pursuant to Texas Gov't Code Sec. 551.071.
- C. Consultation with attorney regarding Equal Employment Opportunity Commission Charge number 453-2018-00647 pursuant to Texas Gov't Code Sec. 551.071.
- D. Consultation with attorney regarding inquiry by the U.S. Department of Labor Wage and Hour Division pursuant to Texas Gov't Code Sec. 551.071.

6. Open Session

The Board of Trustees returned to Open Session at 4:39 PM.

- A. Discuss and take appropriate action regarding litigation filed in El Paso County under cause number 2017DCV2472.
EHNBOT Action: No action.
- B. Discuss and take appropriate action regarding litigation filed in El Paso County under cause number 2018DCV0919.
EHNBOT Action: No action.
- C. Discuss and take appropriate action regarding Equal Employment Opportunity Commission Charge number 453-2018-00647.
EHNBOT Action: No action.
- D. Discuss and take appropriate action regarding inquiry by the U.S. Department of Labor Wage and Hour Division.
EHNBOT Action: No action.

7. ADJOURNMENT

THE MEETING ADJOURNED AT 4:41 PM.

Approval Date: 5/24/18
By: David Driscoll
David Driscoll, Board Secretary