

BOARD OF TRUSTEES:

R. JACOB CINTRON  
Chair

DAVID STOUT  
Vice-Chair

DAVID DRISCOLL  
Secretary

DR. PETER THOMPSON  
Trustee

JOYCE WILSON  
Trustee

DR. RICK MYER  
Trustee

ALEXSANDRA ANNELLO  
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  
Thursday, December 6, 2018 at 3:30 PM

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

**PRESENT: STOUT, THOMPSON, DRISCOLL, ANNELLO and WILSON**

**ABSENT: CINTRON 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.** Approve minutes of the Board of Trustees meeting held on October 25, 2018.

**B.** Approve and authorize CEO to execute Mental Health First Aid Instructor Certification Contract (Strategic Initiative 1A).

**C.** Adopt the Chief Financial Officer's report on EHN financials.

**D.** Approve and authorize CEO to execute Board Training Education Services agreement with Open Minds.

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

### **3. REGULAR AGENDA**

#### **A. Approve and authorize CEO to execute Netsmart Managed Services agreement (Strategic Initiative 4A).**

Managed service agreement between EHN and Netsmart for CFO services. Agreement would extend through the end of FY19 to assist with implementation of the EHR and next fiscal year budget. EHN will recruit for a new CFO in the spring.

**EHNBOT Action: WILSON moved/DRISCOLL seconded to authorize CEO to execute agreement with Netsmart for Managed Services. Motion Carried (5/0)**

#### **B. Approve and authorize CEO to execute FY19 Employee Plan agreement with the Texas County and District Retirement System (TCDRS) (Strategic Initiative 4A).**

EHN employee contribution is currently at 4.47%. Next calendar year is calculated at 4.14% due to a higher payroll and employees quitting and withdrawing their accounts. Recommending keeping employee contribution at 4.47% as it is currently budgeted.

**EHNBOT Action: DRISCOLL moved/STOUT seconded to authorize CEO to execute FY19 Employee Plan agreement with the Texas County and District Retirement System. Motion Carried (5/0)**

**4. REPORTS AND PRESENTATIONS**

**A. Receive CEO report regarding current EHN operations to include strategic plan update.**

Ms. Daugherty provided a presentation highlighting the center wins accomplished in the month of October.

- Veterans One Stop Shop received favorable audit from the Texas Veterans Commission for grant-funded operations
- EHN IDD staff were featured speakers at the Region 19 Mental Health Conference
- Emotionally Focused Therapy training was completed by all EHN LPHAs to assist in working with couples and families
- Chief Clinical Officer spoke on CIT at the annual Engage and Excel Conference in Houston
- EHN launched and Employee Flu Vaccine Campaign and the target of 70% vaccination rate was achieved. This aligns with the goal of 90% vaccination rate by 2020.
- In collaboration with Aetna and UMC, EHN hosted a Lunch & Learn program for large employers focusing on Strategies for Improving Behavioral Health Options and Network Plan Offerings.
- Challenge: redesign of the employee training/onboarding process
- A strategic plan review of the 1<sup>st</sup> quarter completion was provided to the board to include service excellence, integration, human resources, financial stability and additional overall strategic initiatives
- Year two strategic plan reporting will be presented at each board committee and will provide a quarterly update to the board

**B. Committee updates**

**1. Board Human Resources committee report.**

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

- Working towards improving time to fill vacancies
- Overall total WC cost incurred for FY19 is \$1,570 with total number of claims at 5 resulting in 4% improvement from last year
- Reviewed FY19 safety and facilities process highlighting focus on safety inspections, SHARP plans, fire drills and GPS reporting for driving violations.
- EHN will apply OSHA total incident rate calculation
- HR section of FY19 strategic plan was reviewed
- Superhero employee recognition program was discussed
- Health plan update was provided, Fairly Group is focusing on facility contracts, hospital usage is the biggest expense for the center.
- Job descriptions have been received from MAG and distributed to supervisors for review
- Employee handbook under review by the legal for approval

**2. Board Planning and Development committee report.**

Dr. Peter Thompson reported the following points for the meeting held November 14, 2018:

- Mental Health First Aid letter of agreement with National Council to provide MHFA train the trainer course, will include 30 individuals to be trained to become an MHFA trainer.
- START consultation with Tarrant County contract, to serve the IDD population for crisis services, which includes crisis response, after care, follow up educational material and training community outreach.
- Advocacy update/community education initiatives; CIT training for first cohort started. Celebration of the Worlds Diabetes day, the Westside clinic held an event where free screening was provided.
- CCBHC update, currently reviewing 37 policies and procedures; expected submission of all policies is due November 30<sup>th</sup>.

**3. Board Public Relations committee report.**

Commissioner David Stout reported the following points for the meeting held November 13, 2018:

- Communications wrap-up highlighting Mental Health Recovery month at Alternatives
- Hosted Westside Integrated Care Clinic Open House
- Veteran's One Stop Center hosted Thanksgiving dinner
- Sun Bowl association reached out to EHN to use 1600 Montana location for parade broadcasting
- In preparation for legislative session EHN is meeting with Senator Rodriguez, Rep. Blanco and Rep. Ortega to share legislative priorities
- EHN is collaborating with law enforcement and school districts to provide MHFA
- EHN is hosting MHFA instructor certification provided by National Council
- Committed to Caring is the theme for this year's annual report. Report will showcase video, testimonials, demographic breakdown and financials.
- EHN is strengthening its relationship with the 211 system and now has seat on its advisory board

**4. Board Planning and Network Advisory Committee (PNAC).**

Mr. Rene Hurtado reported the following points for the meeting held November 14, 2018:

- Ms. Daugherty introduced City Representative Annello who was newly appointed as a member to the board. Also informed the committee of last month's board meeting.
- CIT interlocal agreement with the City of El Paso was approved by the board
- A review of the alternative payment option was presented
- Calendar of events were presented: September, National Recovery month, with media coverage from KVIA and KTSM, Westside Clinic hosted recognizing world diabetes day, Sun Bowl parade grandstands will be in front of 1600 Montana.

**5. EXECUTIVE SESSION**

The Board of Trustees went into executive session at 4:11 PM to discuss items 5A-H. Present at executive session was Commissioner David Stout, Joyce Wilson, Dr. Peter Thompson, David Driscoll, Representative Aleksandra Annello, Attorney Michael Wyatt, Attorney Fred Green, Attorney Holly Lytle, Kristen Daugherty and Jessika Franco. The board concluded executive session at 4:26 PM.

- A.** Consultation with attorney regarding Equal Employment Opportunity Commission Charge number 453-2018-00024 pursuant to Texas Government Code Section 551.071

- B. Consultation with attorney regarding Equal Employment Opportunity Commission Charge number 453-2018-00647 pursuant to Texas Government Code Section 551.071.
- C. Consultation with attorney regarding Equal Employment Opportunity Commission Charge number 453-2018-01217 pursuant to Texas Government Code Section 551.071.
- D. Consultation with attorney regarding Equal Employment Opportunity Commission Charge number 453-2018-01341 pursuant to Texas Government Code Section 551.071.
- E. Consultation with attorney regarding litigation filed in El Paso County under cause number 2017DCV2472 pursuant to Texas Government Code Section 551.071.
- F. Consultation with attorney regarding litigation filed in El Paso County under cause number 2018DCV0919 pursuant to Texas Government Code Section 551.071.
- G. Consultation with attorney regarding litigation filed in El Paso County under cause number 2018DCV2668 pursuant to Texas Government Code Section 551.071.
- H. Consultation with attorney regarding matters involving the US Department of Labor pursuant to Texas Government Code Section 551.071

6. **OPEN SESSION**

The Board of Trustees returned to Open Session at 4:27 PM.

- A. Discuss and take appropriate action regarding Equal Employment Opportunity Commission Charge number 453-2018-00024.  
**EHNBOT Action: No action.**
- B. Discuss and take appropriate action regarding Equal Employment Opportunity Commission Charge 453-2018-00647.  
**EHNBOT Action: No action.**
- C. Discuss and take appropriate action regarding Equal Employment Opportunity Commission Charge number 453-2018-01217 pursuant to Texas Government Code Section 551.071.  
**EHNBOT Action: No action.**
- D. Discuss and take appropriate action regarding Equal Employment Opportunity Commission Charge number 453-2018-01341.  
**EHNBOT Action: No action.**
- E. Discuss and take appropriate action regarding litigation filed in El Paso County under cause number 2017DCV2472.  
**EHNBOT Action: No action.**
- F. Discuss and take appropriate action regarding litigation filed in El Paso County under cause number 2018DCV0919.  
**EHNBOT Action: No action.**
- G. Discuss and take appropriate action regarding litigation filed in El Paso County under cause number 2018DCV2668.  
**EHNBOT Action: No action.**
- H. Discuss and take appropriate action regarding matters involving the US Department of Labor pursuant to Texas Government Code Section 551.071.  
**EHNBOT Action: No action.**

7. **ADJOURNMENT**

**THE MEETING ADJOURNED AT 4:28 PM.**

Approval Date: 1/24/2019

By: David Driscoll  
David Driscoll, Board Secretary

Bd chair