

BOARD OF TRUSTEES:

R. JACOB CINTRON  
Chair

DAVID STOUT  
Vice-Chair

DAVID DRISCOLL  
Secretary

DR. PETER THOMPSON  
Trustee

VACANT  
Trustee

JOYCE WILSON  
Trustee

DR. 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  
Thursday, December 7, 2017 at 3:31 PM

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

**PRESENT: MYER, WILSON, DRISCOLL (3:33 PM), CINTRON, STOUT (3:35 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.** Approve minutes of the Board of Trustees meeting held on October 26, 2017 and November 13, 2017.

**B.** Approve and authorize disposition of EHN surplus personal property.

**C.** Approve and authorize disposition of various electronic devices to Revalue Tech.

**D.** Adopt Schedule II Medication Policy.

**E.** Approve and authorize CEO to exercise lease extension option for a period of three years with Astur, Inc. d/b/a Park West for the property located at 725 S. Mesa Hills Dr. Building 1, Suite 1, El Paso, TX 79912.

**EHNBOT Action: Wilson moved/Myer 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 October, total \$29 million compared to total liabilities of \$20 million with a current ratio of 1.45 to 1. Fund balance is at \$10.6 million.
- Cash flow forecast October actuals with 58 days cash on hand and ending cash balance of 9.5 million. Ratios were reviewed.
- Current MTD Actuals vs Monthly Budget – actual decrease of \$83k without the waiver; budget decrease of \$801k with a positive variance of \$718k. Primarily made up of higher net fee for service revenue, lower G&A salaries and benefits and lower software fees. Two months ended normalized without the waiver decrease of \$161k with a positive

variance of \$1.1 million. Primarily made up of higher net fee for service revenue and lower G&A salaries and benefits, project emerge and higher MAC revenue.

- Current Month Actuals FY18 vs FY17 ending in October 31<sup>st</sup> – normalized decrease without the Waiver of \$83k compared to a decrease of \$128k for FY17 with a positive variance of \$45k. Primarily due to higher net fee for service and lower G&A salaries, lower net fee for service and higher staff development cost. Two months ended with a decrease of \$161k. Primarily made up of higher net fee for service and lower G&A salaries and benefits.
- Health Fund – net expenses over revenue of \$3,261 for FY17.

**B. CEO report regarding current EHN operations.**

Ms. Kristi Daugherty reported the following:

- Regarding data breach of Aug. 2015, the Office of Civils Rights has closed the matter and determined that no further action is required and no monetary fine will be uncured.
- Associate CEO presented at Texas Council ED Consortium regarding an overview of Certified Community Behavioral Health Clinic (CCBHC) and EHN's current implementation efforts.
- Four Qualified Mental Health Professionals have been imbedded into UMC Neighborhood clinics and are providing behavioral health supports services to patients at those locations.
- EHN has completed a comprehensive curriculum review and update of all EP Police Dept. mental health trainings.
- EHN coordinated first ever Mental Health First Aid Training Blitz, where EHN simultaneously conducted 10 sessions across the region.
- Established Montana location as Sun Bowl Parade media headquarters resulting in positive media coverage.
- Centers challenge includes determining a true cost accounting for services provided has been a challenge, so EHN has initiated cost determination processes to guide these efforts across all clinical areas.

**C. Presentation on closing of Office of Civil Rights Transaction Number 16-222419 regarding suspected breach of protected health information in September 2015.**

Mr. Omar Villa reported the following:

- The Office of Civil Rights closed the matter and no monetary fine will be incurred.

**D. EHN departmental recognition.**

The Mental Health First Aide Training Blitz received recognition this month for their hard work and dedication to EHN. The training was led by Edricardo Gandara, MHFA Coordinator a few words were provided for making the training across the region a success. The staff introduced themselves; Adrian Carrasco, April Martinez, Georgina Hernandez, Lupita Pena, Jana Juarez, Stacy Cecil, Stephanie Magee, Jessica Arredondo, Lourdes Zuniga, Lizet Soltero, Toni Beltran, Ivan Luna, Fatima Valles, Irma Marioni, Victor Ramirez and Jeanette Uritson.

**E. Board Committee updates**

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

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

- Committee was informed of new updates regarding CIT training and the expansion of EOU services.
- Committee assisted with organizing the MHFA Blitz. Information was given regarding legislative session and the work being done to communicate the needs and feedback regarding possible litigation filing.

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

Dr. Rick Myer reported the following points for the meeting held November 14, 2017:

- Committee received notice of the disaster recovery plan
- Schedule II Policy to prevent people from misusing medication
- Identify people who use the ER for mental health services

## **4. Regular Agenda**

### **A. Discuss and take appropriate action regarding cancellation of debt owed to EHN by Sunnyside Apartments, Inc., an EHN-associated non-profit corporation.**

Ms. Roxie Samaniego reported on the following:

The External Financial Auditors have identified that EHN has supported Sunnyside Apartments with financial stability; Sunnyside owes EHN \$633k. The proposal is to have EHN establish a forgivable loan to Sunnyside for this amount. A proposal was made to look for options to pay-off or sell property to avoid future loans.

**EHNBOT Action: Driscoll moved/Myer seconded to approve cancellation of debt owed to EHN by Sunnyside Apartments, Inc. Motion Carried (6/0)**

### **B. Discuss and take appropriate action regarding capital investment by EHN in Sun City Behavioral Health Care, an EHN-associated non-profit corporation.**

Ms. Roxie Samaniego reported the following:

The External Financial Auditors have identified that EHN has assisted Sun City with financial stability; Sun City owes EHN \$607k. The proposal is to have EHN establish a capital contribution for this amount. This amount can be recovered at a future time with a different function.

**EHNBOT Action: Driscoll moved/Myer seconded to approve capital investment by EHN in Sun City Behavioral Health Care. Motion Carried (6/0)**

### **C. Discuss and take appropriate action regarding Second Amendment to Interlocal Agreement between The County of El Paso and EHN for Inmate Mental Health Services.**

Mr. Omar Villa reported the following:

Jail contract term ended in October this agreement is to continue the term with the El Paso County and clarifies language regarding the monthly cap on payment over \$100k as to what EHN can invoice back to the County. Requesting from the County to eliminate a monthly cap and instead have an annual cap to eliminate any loss. Item will go before Commissioners Court with the next month.

**EHNBOT Action: Wilson moved/Stout seconded to authorize CEO to execute Second Amendment to Interlocal Agreement between The County of El Paso and EHN for Inmate Mental Health Services. Motion Carried (6/0)**

## **5. Executive Session**

The Board of Trustees went into executive session at 4:18 PM on December 7, 2017 to discuss items 5A-E. 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, Kristen Daugherty and Jessika Franco. The board concluded executive session at 4:36 PM.

- A. Discuss CEO FY 2018 goals pursuant to Texas Gov't Code Sec. 551.074.
- B. Consultation with attorney pursuant to Texas Gov't Code Sec. 551.071 regarding claim of Melissa Hernandez.
- C. Consultation with attorney pursuant to Texas Gov't Code Sec. 551.071 regarding claim of Ariana Drobot.
- D. Consultation with attorney pursuant to Texas Gov't Code Sec. 551.071 regarding claim of Aileen Cabral.

6. **Open Session**

The Board of Trustees returned to Open Session at 4:37 PM.

- A. Discuss and take appropriate action regarding CEO FY 2018 goals.  
EHNBOT Action: Driscoll moved/Myer seconded to approve CEO FY 2018 goals.  
Motion Carried (6/0)
- B. Discuss and take appropriate action regarding legal claim involving Melissa Hernandez.  
EHNBOT Action: No action.
- C. Discuss and take appropriate action regarding legal claim involving Ariana Drobot.  
EHNBOT Action: No action.
- D. Discuss and take appropriate action regarding legal claim involving Aileen Cabral.  
EHNBOT Action: No action.

7. **ADJOURNMENT**

THE MEETING ADJOURNED AT 4:37 PM.

Approval Date: 1/25/2018  
By: David Driscoll

David Driscoll, Board Secretary