

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, May 24, 2018, at 3:30 PM
Central Administration, Boardroom, 201 E. Main St. Ste. 600, El Paso, Texas
PRESENT: DRISCOLL, CINTRON, STOUT, and THOMPSON
ABSENT: MYER and WILSON

1. INTRODUCTORY ITEMS

A. **Call to Order and Certification of a Quorum**

Quorum was certified.

B. **Public Comment**

Jo Anne Bernal, El Paso County Attorney thanked Omar Villa for the legal support he has provided to EHN. Ms. Bernal thanked Kristi Daugherty and her team for being a great leader for the organization. Ms. Bernal introduced Edward Sosa, First Assistant County Attorney and Holly Lytle, Division Chief. Ms. Bernal also introduced the new lawyer assigned to EHN, Michael Wyatt. Mr. Wyatt has been a lawyer for 30 years, served in private practice and has experience with legislative work and has been with the County Attorney for 9 years.

C. **EHN departmental recognition**

Chrystal Davis, Chief Clinical Officer received recognition this month for her hard work and dedication to EHN. Ms. Davis has made a truly significant impact on not just EHN but the entire region. Ms. Davis has led various efforts to increase clinical programming and access, as well as an influx of an impressive amount of dollars (\$7.1 million) into the entire El Paso behavioral health system. Ms. Davis has taken over the IDD Division, a division that has struggled on several fronts, and for past several months, the division has begun a financial turnaround. Ms. Davis was also one of the key founding staff members of the original 1115 Waiver. Upon completion of the waiver, EHN would have received an approximate total of \$48 million.

2. CONSENT AGENDA

- A. Approve minutes of the Board of Trustees meeting held on March 29, 2018.
 - B. Approve and authorize CEO to designate new Program Administrators for EHN's JP Morgan Chase Procurement Card program.
 - C. Approve and authorize CEO to execute contract for the purchase of new network servers from Spectrum Technologies.
 - D. Approve the Center's Local Planning Network Development (LPND) Plan.
- EHNBOT Action: THOMPSON moved/STOUT seconded to approve Consent Agenda.**
Motion Carried (4/0)

3. REGULAR AGENDA

A. Discuss and take appropriate action regarding the contract renewal for Navex Global, Inc.

Mr. Rene Navarro reported on the following:

EHN is seeking a three year renewal contract with Navex Global that operates our Policy Tech and Ethics Point solutions in the total amount of \$61,744.00. Policy Tech serves as a data repository for policies, procedures and contracts. A total of 100% of employees currently access the Ethics Point system via the Web. In the most recent fiscal year a total of 51 intakes resulted in an actual case. In 65% the reporter was identified, which makes it feasible to follow up; 35% remain anonymous; 10% never make it to a full investigation. Navex is considering EHN as a partner in a piloting effort with Navex for The Joint Commission accreditation feature to include enhanced dashboard capabilities.

EHNBOT Action: THOMPSON moved/DRISCOLL seconded to authorize CEO to execute contract renewal with Navex Global, Inc. (4/0)

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 April 30, totaling \$24 million compared to total liabilities of \$10.4 million with a current ratio of 2.34 to 1. Fund balance is at \$15 million; 28% of FY18 budget.
- Cash flow forecast April actuals with 99 days cash on hand and ending cash balance of \$16.4 million. Ratios and five year comparisons were reviewed.
- Current MTD Actuals vs Monthly Budget – actual decrease of \$217k without the waiver; budget decrease of \$375k with a variance of \$159k. Primarily made up of 9 fewer full time employees, occupancy cost, lower out of town travel, higher investment income, ICF and MAC revenue. Eight months ended normalized without the waiver decrease of \$1.3 million with a budget decrease of \$3 million and a positive variance of \$1.6 million. Primarily made up of lower G&A salaries and benefits, legal expenses, higher investment income and sale of the Ankerson property.
- Current Month Actuals FY18 vs FY17 ending in April 30th – normalized without the waiver of a decrease of \$217k compared to a decrease of \$330k for FY17 with a favorable variance of \$113k. Eight months ended with a decrease of \$1.3 million and a decrease of \$2.6 million with a favorable variance of \$1.3 million. Primarily made up of the sale of Ankerson property, higher MAC Revenue, 55 fulltime employees with benefits and lower capital expenditures.
- Health Fund – net expenses over revenues with a positive of \$119k for FY18.

B. Receive CEO report regarding current EHN operation.

Ms. Kristi Daugherty & Ms. Ashley Sandoval reported the following:

- EHN will receive a \$500k grant from the HHS Texas Veterans and Family Alliance for support of services at the Veterans One Stop Center.
- EHN held its annual IDD Picnic at Memorial Park. The event had one of the largest attendance ever with over 300 individuals and support from external providers such as Draco, Educare, People Care and Community Options.
- Veterans One Stop Shop hosted the Vets Dress For Success professional clothing drive to assist veterans when entering the civilian work force. Thousands of items were donated and fifty vets received professional outfits for work or interviews.

- The EHN Clinical Support Department conducted Test Anxiety Therapy Groups during the recent STAAR and ACT test periods. Sessions were held for elementary, middle school and high school students.
- CEO provided testimony at the Texas House of Representatives Committee on Criminal Jurisprudence at the request of State Representative Joe Moody.
- Alternatives at EHN hosted an Open House to highlight the services of the Center. Over 30 members of the business community attended and the event received coverage on Univision, KVIA and KTSM.
- Centers challenge – in the area of IDD, the 21-percent rate reduction for attendant care services provided through the TxHml and HSC waivers is posing challenges in regard to the operation and finances of the division. A strong statewide legislative push to reinstate rates is expected during the legislative session.
- Ms. Daugherty thanked Omar Villa for his service to EHN and welcomed Michael Wyatt.
- A successful trip to Morgan's Wonderland was held on May 18-19, 2018, 8 of the IDD clients traveled to San Antonio.
- United States Probation Office conducted an audit in April at the Alternatives location and there were no deficiencies with a rating of excellence.
- CCBHC Technical Assistance team visited EHN on May 13, 2018 to help expedite the certification process.
- EHN became part 1 of 9 LMHA's state wide to be a Crisis Incident Response Team. These are Victims of Crime Act (VOCA) funds and EHN will serve the El Paso region as well as Permian Basin and Concho Valley.
- The strategic plan spotlight report was presented as it was incorporated from inception December to present. The plan is currently on track with all the reporting data. The executive team will begin work on year two of the strategic plan and will bring to the board for approval in July.

C. Board Committee updates

1. Planning and Development Committee.

Dr. Peter Thompson reported the following points for the meeting held April 10, 2018:

- The money awarded by the Veterans Service grant will provide psychiatric and tele psychiatric services.
- Kios Bipolar and Osi Vision – working on an RFA to contractually partner with the two technology based companies. The implementation team is working to identify target patient populations and approach insurance companies and other payers to find appropriate reimbursement.
- The LPND Plan was reviewed by the committee as this is a contractual requirement with HHSC.
- A brief overview of the Morgan's Wonderland trip was discussed.
- The committee discussed a possible change to the strategic plan for EHN to collaborate with UMC to help facilitate a more rapid evaluation in the ER for patients with severe mental illness.

2. Human Resources Committee.

David Driscoll reported the following points for the meeting held May 2, 2018:

- A review of the Navex Global and Ethics Point contract was presented.

- The strategic plan update was reviewed by the committee; compensation study vendor representative was onsite on May 2, 2018, to provide overview of the process. All employees were required to complete a mandatory questionnaire.
- A report on current vacancies was discussed; these vacancies are currently not affecting service provision.

3. Planning and Network Advisory Committee (PNAC).

Mr. Rene Hurtado reported the following points for the meeting held April 11, 2018:

- Ms. Daugherty informed the committee on the disposal of the property on North Loop and the Crisis Intervention Response Team implementation.
- The LPND Plan was reviewed by the committee; committee received information on how to submit comments pertaining to the plan.
- Mental Health First Aid "Life Saver Rally" – the community is welcome to attend. The event will include nationally known speakers.

4. Public Relations Committee

Mr. Rene Hurtado reported the following points for the meeting held May 15, 2018:

- Communications wrap-up highlighting IDD picnic and test anxiety groups held by the counseling department.
- 1551 Grand Opening held on May 11, 2018.
- EHN TV Special sponsored by Jr. League of El Paso. Segments will air May 26th – 27th highlighting mental health services.
- Legislative Forum is scheduled June 27, 2018 intended to get community input from stakeholders for legislative agenda for the upcoming session.
- 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.

5. EXECUTIVE SESSION

The Board of Trustees went into executive session at 4:15 PM on May 24, 2018 to discuss items 5A-F. Present at executive session was Jacob Cintron, Commissioner David Stout, David Driscoll, Dr. Peter Thompson, Attorney Michael Wyatt, Attorney Jo Anne Bernal, Attorney Omar Villa, Attorney Fred Green, Attorney Holly Lytle, Kristen Daugherty and Jessika Franco. The board concluded executive session at 5:15 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 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.**
- E. Consultation with attorney regarding potential claim by Enrique Davila pursuant to Texas Government Code Section 551.071.**
- F. Consultation with attorney regarding Equal Employment Opportunity Commission Charge number 453-2017-00635 pursuant to Texas Government Code Section 551.071.**

6. OPEN SESSION

The Board of Trustees returned to Open Session at 5:15 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
- E. Discuss and take appropriate action regarding potential claim by Enrique Davila.
EHNBOT Action: No action
- F. Discuss and take appropriate action regarding Equal Employment Opportunity Charge number 453-2017-00635.
EHNBOT Action: No action.

7. **ADJOURNMENT**
THE MEETING ADJOURNED AT 5:17 PM.

Approval Date: 6/28/2018

By: David Driscoll

David Driscoll, Board Secretary