

BOARD OF TRUSTEES:

R. JACOB CINTRON  
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DAVID STOUT  
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DAVID DRISCOLL  
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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, September 27, 2018 at 3:33 PM  
Central Administration, Boardroom, 201 E. Main St. Ste. 600, El Paso, Texas  
**PRESENT: CINTRON, STOUT, THOMPSON, MYER and ANNELLO**  
**ABSENT: DRISCOLL and WILSON**

### 1. INTRODUCTORY ITEMS

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

Quorum was certified.

#### B. Public Comment

Isidro Torres from NAMI El Paso presented Ms. Daugherty with a certificate and thanked EHN for supporting the NAMIWALK. EHN raised at total of \$14k, staff raised \$9k and Netsmart Technologies donated \$5k.

### 2. CONSENT AGENDA

A. Approve minutes of the Board of Trustees meeting held on August 21, 2018.

B. Approve and authorize CEO to execute lease of 13 vehicles from Enterprise Fleet Management.

C. Adopt the Waiver Provider Capacity Policy.

D. Adopt the Termination of Housing Assistance Policy.

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

### 3. REGULAR AGENDA

#### A. Discuss and take appropriate action regarding EHN's Legislative Agenda for the 86<sup>th</sup> Texas Legislative Session.

Mr. Rene Hurtado reported the following:

EHN has prepared a list of legislative priorities that are gathered through various resources like the Legislative Symposium, Stakeholder input and Texas Council. The legislative agenda is divided into several sections of Budget, Integrated Care, Health Information, Veteran Issues, Access to Care and Suicide Prevention.

A request was made to add revenue cap wording to the agenda. The bullet will reflect as follows: Oppose changes to current local governmental revenue caps either to the roll back triggering mechanism or to the revenue percentage increase.

**EHNBOT Action: THOMPSON moved/ANNELLO seconded to remove language detailing support legislation granting full scope of practice for APRNs in Texas, allowing these nurses to provide services they are educated to provide. Support legislation that allows pharmacies to fill Schedule II prescriptions written by APRNs or physician assistants to whom a physician has delegated authority. Motion failed (1/4)**

**EHNBOT Action: STOUT moved/CINTRON seconded to approve the EHN's Legislative Agenda for the 86<sup>th</sup> Texas Legislative Session. EHN will refine areas of concern and bring back within 30 to 60 days with a revised language related to the scope of practice for APRN's for the board to consider. Motion Carried (5/0)**

#### **4. REPORTS AND PRESENTATIONS**

##### **A. Receive CEO report regarding current EHN operation.**

Ms. Kristi Daugherty reported the following:

- Ms. Daugherty provided a presentation highlighting the center wins accomplished in the month of August.
  - Ms. Daugherty spoke at the Open Minds Management Best Practices Institute in Long Beach, CA on Building a New Strategy for a New Market: A Guide to Scenario-Based Planning & Portfolio Management
  - EHN was selected to be a part of the SAMSHA Value-Based Payment in Behavioral Health and Primary Care Innovation Community webinar series. In the final webinar, EHN conducted a presentation on the service bundle creation for Medication Assisted Treat (MAT) that is currently under development. The agency received positive review from the nationwide audience.
  - Coordinated interview for EHN staff for the Houston Chronicle Austin Bureau regarding EHN's successful Multi-Systemic Therapy program. EHN is one of two MST Programs in Texas. The juvenile probation is now funding two Therapist.
  - Classification and Compensation Study approved and all outstanding merits completed for previous fiscal year.
  - EHN hosted on site visits from Texoma and Integral Care community centers as they approached the Center to look at EHN CCBHC certification process and centralized scheduling model.
  - Ms. Daugherty, Mr. Cintron and Chief Pacillas were asked to sit on a panel and present on the partnership regarding Criminal Justice, School-based Health and IDD.
  - Challenge: EHN is currently reviewing Finance Division organizational structure to ensure all sections are appropriately staffed and operating at optimal levels.

##### **B. Chief Financial Officer's report on EHN financials.**

Ms. Monica Estrada and Mr. Matt Zabolotny reported the following:

- EHN's Financial Position on current assets as of August 31<sup>st</sup>, totaling \$17.4 million compared to total liabilities of \$5 million with a current ratio of 3.4 to 1. Total assets are at \$21.4 million compared to liabilities of \$5.9 million with a total Fund balance of \$15.5 million.
- Cash flow forecast August actuals with 83 days cash on hand and ending cash balance of \$13.7 million. Financial ratios are trending within appropriate ranges. A review of the five-year comparison for August 31<sup>st</sup> presented.
- Health Fund – net revenue over expenses with a positive of \$152,446 for the year.

- Actual revenues for FY18 came in at \$50.1 million compared to budget of \$52.9 million.
- A variance of \$2.7 million can be found in the Fee for Services and General Fund.
- Actual expenses are at \$46 million compared to budget of \$52.4 million with a positive variance of \$6.3 million which is largely attributed to Salary and Benefit expenses.
- After capital expenditures EHN ended the year with a surplus of revenues over expenditures of \$1.6 million.

### **C. Board Committee updates**

#### **1. Board Planning and Development Committee.**

Dr. Peter Thompson reported the following points for the meeting held September 11, 2018:

- The committee reviewed the Waiver Provider Policy and the Termination of Housing Assistance Policy.
- A discussion was had regarding the limited number of physicians available.
- Service Excellence and Integration will be the two focus areas to discuss in FY19.

#### **2. Board Public Relations committee report.**

Dr. Rick Myer reported the following points for the meeting held September 12, 2018:

- The committee received communications wrap-up highlighting media outreach from KFOX on school stress.
- Ms. Daugherty was selected as the Chair for NAMIWALK. The walk was held September 22<sup>nd</sup>; EHN collected \$14k with a donation of \$5K from Netsmart.
- MHFA Rally was held July 20<sup>th</sup> at the Alamo Draft House.
- Wonderland Concert was held August 10<sup>th</sup> at Tricky Falls and EHN raised \$5k.
- Veteran's Symposium was held on August 18<sup>th</sup> at the Armed Forces Reserve Center.
- A draft of the legislative agenda was presented to the committee.

#### **3. Board Human Resources committee report.**

Dr. Peter Thompson reported the following points for the meeting held September 13, 2018:

- The committee received an update on the compensation study. HR met with 550 employees affected by the study.
- MAG provided a draft of the HR Policy and Procedure manual and will be used to finalize handbook in October.
- Open enrollment is scheduled for November and the Fairly Group will be onsite to assist.
- HR will provide an accurate total of active recruitments and simplify reporting thru Datis.
- Time to fill grid has identified interviewing/hiring as area of needing improvement.
- EHN is currently hosting one NEO session per month; a recommendation from the committee to have a minimum of two sessions to expedite onboarding.
- Overall total WC cost incurred is \$37,441 and total number of claims at 27.
- The HR section of the FY19 strategic plan was reviewed by the committee. Metrics will be developed for the HR department to gauge improvement for reporting.

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

Mr. Rene Hurtado reported the following points for the meeting held September 12, 2018:

- Committee was informed of the new appointee to the EHN Board of Trustees, City Representative Aleksandra Anello.
- Committee received a review of the FY19 Strategic Plan
- A draft of the legislative agenda was presented
- A review of the upcoming events was presented to include the Sun Bowl Parade grandstands will be placed in front of EHN's 1600 Montana location.

5. **EXECUTIVE SESSION**

The Board of Trustees went into executive session at 4:37 PM to discuss items 5A-F. Present at executive session was Jacob Cintron, Commissioner David Stout, Dr. Rick Myer, Dr. Peter Thompson, Representative Aleksandra Anello, Attorney Michael Wyatt, Attorney Fred Green, Attorney Holly Lytle, Attorney Mark Dore (left at 5:00 pm), Kristen Daugherty and Jessika Franco. The board concluded executive session at 5:05 PM.

- A. Consultation with attorney regarding Equal Employment Opportunity Commission Charge number 453-2017-00635 pursuant to Texas Government Code Section 551.071.
- B. Consultation with attorney regarding Equal Employment Opportunity Commission Charge number 453-2018-00024 pursuant to Texas Government Code Section 551.071
- C. Consultation with attorney regarding Equal Employment Opportunity Commission Charge number 453-2018-00647 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.

6. **OPEN SESSION**

The Board of Trustees returned to Open Session at 5:05 PM.

- A. Discuss and take appropriate action regarding Equal Employment Opportunity Commission Charge under cause number 453-2017-00635.  
**EHNBOT Action: No action.**
- B. Discuss and take appropriate action regarding Equal Employment Opportunity Commission Charge under cause 453-2018-00024.  
**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 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.**

7. **ADJOURNMENT**

**THE MEETING ADJOURNED AT 5:07 PM.**

Approval Date: 10/25/18

By: David Driscoll  
David Driscoll, Board Secretary