

BOARD OF TRUSTEES:

R. JACOB CINTRON
Chair

DAVID STOUT
Vice-Chair

DAVID DRISCOLL
Secretary

DR. PETER THOMPSON
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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, September 28, 2017 at 3:30 PM
Central Administration, Boardroom, 201 E. Main St. Ste. 600, El Paso, Texas
PRESENT: MYER, WILSON, DRISCOLL, CINTRON (3:35 PM), STOUT 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 August 31, 2017.

B. Approve application of Denise Uga for membership on the EHN Planning and Network Advisory Committee (PNAC).

C. Approve and authorize CEO to pay FY 2018 dues for Texas Council of Community Centers membership.

D. Approve and authorize CEO to execute third amendment to the Interlocal Agreement with the County of El Paso for Legal Services.

EHNBOT Action: Driscoll moved/Wilson seconded to approve Consent Agenda. Motion Carried (6/0)

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 August, total \$16.8 million compared to total liabilities of \$6 million. EHN is at a current ratio of 2.78 to 1. Fund balance is at \$12.2 million.
- MTD & YTD Actual vs Budget ending August 31st – actual decrease of \$952k without the waiver; budget decrease of \$252k with a variance of \$1,204. Primarily made up of lower net fee for service revenue, lower G&A salary benefits, lower client related cost and higher capital expenditures. Twelve Month’s Ended August 31st actual normalized decrease of \$5.2 million; budget decrease of \$5.3 million with a positive variance of \$120k. Primarily made up of lower net fee for service revenue, lower G&A salaries and benefits, lower capital expenditures, occupancy cost and lower client related cost.

- MTD & YTD Actuals FY17 vs FY16 ending in August 31st – normalized decrease without the Waiver of \$952k compared to a decrease of \$368k for FY16 with a negative variance of \$584k. Primarily due to higher G&A salaries and benefits and higher capital expenditures. Twelve Months Ended August 31st, normalized without the waiver with a decrease of \$5.2 million compared to a decrease of \$1.8 million in FY16 with a decrease variance of \$3.3 million. This is primarily due to lower ECI revenue, higher GA & salaries and benefits and higher capital expenditures.
- Health Fund – net expenses over revenue with a negative \$50k for FY17; EHN is down \$278k.

A. CEO report regarding EHN program operations.

Ms. Kristi Daugherty reported the following:

- EHN provided its final Texas Legislative briefing during the Paso Del Norte Health Foundation Behavioral Health Consortia Annual Event. Nearly 400 individuals were in attendance.
- In Conjunction with the UTEP College of Business Administration (COBA) 50th Anniversary, CIO Juan Gonzalez was named one of 50 exceptional COBA Hispanic alumni from the past 50 years.
- EHN Veteran One Stop partnered with El Paso Community College to provide a free Build Your Own Computer class to twelve area veterans. The individuals were able to keep their newly built computer upon graduation.
- EHN received HHS facility licensing approval to relocate its Substance Abuse Treatment Facility License to the Alternatives location at 7760 Alabama.
- State Senator Jose Rodriguez came to speak to the EHN Leadership Team on the Texas Legislative process.
- Ms. Daugherty's board report for August will be sent to the board members for review and consideration.
- Weekly meetings have been conducted with EPPD/EHN staff to review training and community needs. Ms. Davis met with Deputy City Manager and Deputy Chief Pacillas to provide update on CIT progress; discussed SB 292, and the MOU with the City of El Paso. A teleconference was held with Dr. DuPont, Co-Chair of CIT International to discuss the progress and other areas of consideration. A visit will be scheduled to San Antonio with El Paso Police Department in November to understand their CIT training program and model. EHN/EPPD will attend CIT Coordinator training in November 2017. Discussions have begun with NAMI as they are part of the CIT Triad.
- A successful visit to the Restoration Center in San Antonio. EHN and UMC staff met with key staff and toured the Observation Unit, detox process and their medical clearance model.
- Mr. Hurtado clarified the media inquiry in regards to the One Stop Center closing. The center is not closing; due to a reduction of funds therapy services will be held at other EHN facilities at the veteran's discretion. Military Peer Network services will continue at the center. Veterans are being transitioned and are given the option to seek services at Cohen Clinic or Project Amistad.

B. EHN departmental recognition.

The Budget Department received recognition this month for their hard work and dedication to EHN. The Budget Department is led by Ben Rodriguez, Director of Budget a few words were

provided for making the budget process a successful one this year. The staff introduced themselves; Elizabeth Grado, Jeanette Uritson and Martin Ramos.

C. Committee updates

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

Mr. Rene Hurtado reported the following points for the meeting held September 12, 2017:

- Committee received notice of the resignation of Kathleen Peyton from the EHN Board of Trustees. A new board member will be appointed to represent the PNAC committee.
- Ms. Samaniego presented on the approved FY18 budget.
- An update was received on the Alternatives operations. Mr. Gonzalez reported on the new Patient Portal and the Health Information Exchange.
- Ms. Jaramillo informed the committee of upcoming special events.
- EHN continues working with the Senator's office and representatives to ensure that MH/IDD issues remain at the forefront.
- An update was received on the results of the Patient Experience Surveys.

2. Board Planning and Development committee report

Dr. Rick Myer reported the following points for the meeting held September 12, 2017:

- Committee received notice of the United States Probation and Pretrial Services.
- EHN started the process to get Joint Commission accredited.
- EOU expansion and outpatient integration

3. Board Human Resources committee report

Ms. Joyce Wilson reported the following points for the meeting held September 14, 2017:

- Committee received notice on the draft RFP for the "Job Codes" compensation study.
- Reviewed the analysis and comparison of the turnover with the classification of employees with the \$10 dollar increase.

4. Board Finance and Executive Committee report

Mr. Jacob Cintron reported the following points for the meeting held September 21, 2017:

- Committee received notice on the agreement between EHN and UMC to add staff to the UMC Outpatient Clinics to provide behavioral health services.
- Update on the second EOU location; possible location off George Dieter with 8-10 possible beds.

4. REGULAR AGENDA

A. Discuss and take appropriate action regarding award of contract for food services management (RFP 17-010) to RSVP Catering and approve and authorize CEO to execute contract with RSVP Catering for food services management.

Ms. Roxie Samaniego reported the following:

- Food services are for the EOU and Alternatives Clinic

- Only one bid was received from RSVP Catering; vendor will allow to staff to census
- Met with current provider to address dissatisfaction of services received.

EHNBOT Action: Motion to approve and authorize CEO to execute contract with RSVP Catering for food services management. Wilson moved/Driscoll seconded. Motion Carried (6/0)

B. Discuss and take appropriate action regarding amendment to the Inmate Mental Health Assessment and Related Pretrial Services Interlocal agreement with the County of El Paso for Texas Code of Criminal Procedure article 16.22 assessments.

Mr. Omar Villa reported the following:

- Amendment to the current services is needed to comply with new legislative changes that occurred to reduce the days to conduct an assessment to 96 hours from booking in jail.
- An increase of six licensed professional counselors is required to comply with the change.
- The amendment went before Commissioners Court on Monday, September 25, 2017.

EHNBOT Action: Motion to approve and authorize CEO to execute amendment to the Inmate Mental Health Assessment and Related Pretrial Services Interlocal agreement with the County of El Paso for Texas Code of Criminal Procedure article 16.22 assessments. Stout moved/Wilson seconded. Motion Carried (6/0)

C. Discuss and take appropriate action regarding interlocal agreement with El Paso County Hospital District d/b/a University Medical Center of El Paso for the provision of qualified mental health practitioner (QMHP) staff. Under this agreement, EHN QMHP staff will be located at UMC Neighborhood Health Centers for expansion of mental health treatment options in the community.

Ms. Ashley Sandoval reported the following:

- Agreement will allow EHN to staff UMC outpatient clinics with QMHP's.
- Agreement allocates salaries for four qualified mental health professionals at a master's level.
- QMHP staff will be located at the following locations, 1521 Joe Battle, 6600 North Desert, 300 S. Zaragoza, and 101 Potasio in Fabens, Texas.
- Current EHN staff will fill the vacant positions

EHNBOT Action: Motion to approve and authorize CEO to execute interlocal agreement with El Paso County Hospital District d/b/a University Medical Center of El Paso for the provision of qualified mental health practitioner (QMHP) staff. Stout moved/Driscoll seconded. Motion Carried (6/0)

5. ADJOURNMENT

THE MEETING ADJOURNED AT 4:13 PM.

Approval Date: 10/26/17

By: David Driscoll

David Driscoll, Board Secretary