

BOARD OF TRUSTEES:

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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, July 27, 2017 at 3:30 PM
Central Administration, Boardroom, 201 E. Main St. Ste. 600, El Paso, Texas
PRESENT: MYER, WILSON, DRISCOLL, CINTRON, 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. Approval of the minutes of the Board of Trustees meeting held June 20, 2017.

B. Approve and authorize Board Chair to execute engagement letter with Beasley, Mitchell and Co. for annual external financial audit.

C. Approve and authorize CEO to execute the amended and restated interlocal agreement with Tejas Behavioral Health Management Association ("Tejas") to add Hill Country MHMR Center d/b/a Hill Country Mental Health & Developmental Disabilities Center as a member of Tejas.

D. Approve and authorize CEO to execute first amendment to Interlocal Agreement between the County of El Paso and EHN for jail mental health services regarding medication costs.

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 June total \$20.7 million compared to total liabilities of \$8.2 million. EHN is at a current ratio of 2.52 to 1. Fund balance is at \$14 million.
- MTD & YTD Actual vs Budget ending June 30th – actual decrease of \$464k without the waiver; budget decrease of \$295k with a variance of \$169k. Primarily made up of lower net fee for service revenue. Ten Month's Ended June 30th actual normalized decrease of \$3.761 million; budget decrease of \$5.029 million with a positive variance of \$1.2 million. Primarily made up of lower net fee for service revenue, lower capital

expenditures and lower travel expenditures.

- MTD & YTD Actuals FY17 vs FY16 ending in June 30th – normalized decrease without the Waiver of \$464k compared to a positive of \$169k for FY16 with a decrease variance of \$633k. Primarily due to lower net fee for service and higher MAC revenue. Ten Months Ended June 30th, normalized without the waiver with a decrease of \$3.761 million compared to a decrease of \$356k in FY16 with a decrease variance of \$3.405 million. This is primarily due to lower net fee for service and higher salaries and benefits.
- Health Fund – net expenses over revenue with a positive \$22,867k for FY17; EHN is down \$153k.

B. Receive notice and presentation of US Department of Housing and Urban Development Continuum of Care June 2017 desk audit.

Ms. Chrystal Davis reported the following:

- The US Department of Housing and Urban Development conducted a desk audit of the Homeless Outreach Program in June 2017.
- A total of 10 charts were reviewed to include some financial information with a result of no findings.

C. Committee updates

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

Mr. Rene Hurtado reported the following points for the meeting held July 11, 2017:

- Committee received and update of the FY18 Budget planning process.
- Mr. Navarro reported an update of the upcoming audits that consists of DADS for IDD Services and DSHS for Mental Health services.
- Ms. Davis provided and update on the CIT proposal to the El Paso Police Department in regards to additional training.

2. Board Planning and Development committee report

Dr. Rick Myer reported the following points for the meeting held July 11, 2017:

- EOU/UMC collaboration meetings continue; expansion of beds
- Creation of EHN Foundation
- Screening tool has been implemented at the clinics. Clinics are using the tool to refer consumers to different programs. Future plan is to utilize this tool at the children and adolescent clinic.
- Collaborating with the El Paso Police Department regarding CIT program training. Training material is being reviewed by Dr. Myer.

3. Board Human Resources committee report

Mr. David Driscoll reported the following points for the meeting held July 13, 2017:

- Committee received staff briefing on turnover rates, open vacancies, injuries and workers compensation claims.
- Received demonstration on the Datis HR System. Second phase consist of adding the functionality of credentialing, equipment management and employment applications.
- Final product of the marketing brochure is scheduled to be completed next week.
- Former Alternatives employees may begin requesting leave.

4. Board Finance and Executive Committee report

Mr. Jacob Cintron reported the following points for the meeting held July 18, 2017:

- Minutes for the meeting held on June 15, 2017 were approved. Board meetings minutes for June 20, 2017 were reviewed.
- Ongoing DSHS and DADS onsite audits.
- June EHN Financials reviewed.
- A second amendment to the Tejas Behavioral Health Management was presented to add an additional center.
- First agreement of the County Jail Services Interlocal Agreement that identifies \$400k for EHN prescribed medication cost.
- No findings on the US Department of Housing and Urban Development Homeless program.
- New engagement letter with Beasley, Mitchell and Co. for the FY17 External Audit.
- EHN's Strategic Plan was reviewed.

D. Chief Executive Officer's report regarding current EHN program operations.

Ms. Kristi Daugherty reported the following:

- Center Wins – EHN Substance Use Disorder Program was featured in the Rise UP Against Prescription Drug Missue Task Force and PSA campaign. A grant was received to assist with medication assistive treatment for opioid abuse.
- Plant Operations and Fleet Management has begun in-house services on fleet vehicles which will reduce labor costs for repairs.
- Four EHN staff presented at the Texas Council Annual Meeting.
- CFO Roxie Samaniego successfully completed the certification for Healthcare Finance Professional (CHFP).
- EHN's challenge - finance staff and the leadership team continues to look for opportunities to reduce expenses and increase revenue, as the Center prepares for reduction and/or elimination of 1115 funding.
- Successful meetings with Chief Allen regarding partnership with EHN in regards to the CIT Program. Receipt of signed letter with both Chief Allen and Ms. Daugherty endorsing CIT was presented to the board members. A meeting was held on July 19, 2017 with Deputy City Manager Deion Mack, Chief Gregory Allen, Assistant Chief Peter Pacillas and Chrystal Davis to discuss CIT services. Ms. Mack was receptive and requested follow up information to include ROI and cost savings, tangible data and case studies. EHN will be working with El Paso Police Department and the Public Health Department to develop protocol. This information has also been sent to City Council and the Mayor. The city is proposing to submit a budget request in support of the CIT program.

E. EHN departmental recognition.

The Janitorial Services Department received recognition this month for their hard work and dedication to EHN. The staff introduced themselves and Eddie Colclasure, Director of Plant Operations provided a few words.

4. REGULAR AGENDA

A. Discuss and take appropriate action regarding EHN's Strategic Plan.

Ms. Kristi Daugherty reported the following:

- The board recommends receiving monthly updates at each committee meeting.
- Dr. Thompson recommends considering the integration of the El Paso Behavioral Consortium under Strategic Objective #2 Advocacy as a strategic initiative.
- Commissioner Stout recommends having an inventory of all the organizations that provide mental healthcare in the community. Ms. Wilson recommends an Asset Mapping

Project that is tied to workforce development to identify all the partners in the region that support the agency. Board support is needed to accomplish this initiative.

EHNBOT Action: Motion to adopt EHN's Strategic Plan to include progress update at each committee and board meeting. Stout moved/Wilson seconded. Motion Carried (6/0)

5. EXECUTIVE SESSION

The Board of Trustees went into executive session at 4:29 PM on July 27, 2017 to discuss items 5A. 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 4:42 PM.

A. Consultation with attorney pursuant to Texas Government Code section 551.071 regarding legal claim of Melissa Hernandez.

6. Open Session

The Board of Trustees returned to Open Session at 4:42 PM.

**A. Discuss and take appropriate action regarding legal claim of Melissa Hernandez.
EHNBOT Action: No Action.**

7. ADJOURNMENT

THE MEETING ADJOURNED AT 4:43 PM.

Approval Date: 8/31/2017
By: David Driscoll

David Driscoll, Board Secretary