

BOARD OF TRUSTEES:

R. JACOB CINTRON  
Chair

DAVID STOUT  
Vice-Chair

David Driscoll  
Secretary

MICHAEL ESCAMILLA  
Trustee

KATHLEEN PEYTON  
Trustee

PAMELA COOK-HOWARD  
Trustee

Rick Myer  
Trustee



# Emergence Health Network

El Paso Center for Mental Health/Intellectual Disabilities

## EMERGENCE HEALTH NETWORK BOARD OF TRUSTEES

### MINUTES

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(Audio copy of the meeting is available upon request)

Emergence Health Network Board of Trustees (“EHNBOT”) Meeting  
Thursday, August 23, 2016 at 5:31 PM  
Central Administration, Boardroom, 201 E. Main St. Ste. 600, El Paso, Texas 79901  
**PRESENT: CINTRON, STOUT, PEYTON and DRISCOLL**  
**ABSENT: HOWARD, MYER and ESCAMILLA**

#### 1. INTRODUCTORY ITEMS

- A. **Call to Order and Certification of a Quorum**  
Quorum was certified.
- B. **Public Comment**  
No citizens comment.

#### 2. CONSENT AGENDA

- A. Approval of the minutes of the Board of Trustees meeting held July 28, 2016.
- B. Adopt Texas Department of Aging and Disability Services Authority resolution regarding authority of CEO to act on behalf of EHN.

**EHNBOT Action: Peyton moved/ Driscoll seconded to approve Consent Agenda.  
Motion Carried (4/0)**

#### 3. REPORTS and PRESENTATIONS

##### A. **Planning and Network Advisory Committee (PNAC)**

Mr. Rene Hurtado reported on the following.

- EHN staff reported to the committee on the preparation of the budget. Areas, such as therapy services, addiction services, and the veteran’s program are all expected to experience some substantial growth.
- The committee also reviewed the Donation Policy that was approved at last month’s Board meeting.
- The committee was given an update on the ECI transition to Region 19.
- An update on upcoming and past events was given.
- Veteran’s Women’s Symposium, which takes place on August 22-27, 2016.
- Veteran’s One Stop Center ribbon cutting event scheduled August 17th at 10:30 located at 9565 Diana.
- Wonderland Concert that was held August 5th and raised an estimated \$11,000 for the EHN IDD clients.

##### B. **Chief Financial Officer’s report on Emergence Health Network financials.**

Ms. Roxie Samaniego reported the following points:

- Compared budget to actual: actual numbers for the month of July are \$3.2M net revenue over expenses.
- 1115 Waiver was removed at a decrease of \$1.1 million dollars for the month of July.
- Lower net fee for service revenue across several divisions, MH is at \$210k, IDD and Diversion are about at \$45k to \$60k ending up with a balance of \$369k.
- General revenue – an adjustment was made due to the removal of the ECI program ending with a loss of approximately \$238k. Collections for the ECI program are going well. Individual contractors were paid over 30 days at various times during the year due a variety of instances, such as: invoices being held by certain individuals, accounting system conversion issues, difficulty receiving invoices. Staff has been informed to submit all invoices to Accounts Payable. The 1115 Waiver project brought in revenue of \$4.3 million in the month of July with a cash balance of approximately \$14 million dollars.
- Higher General & Administrative Salaries and Benefits primarily related to the incentives that were paid out in July.
- Lower net fee for service primarily due to IDD. YTD - higher capital expenditures of \$30k.
- Year to year the net fee for service decreased due to the IDD census. Higher occupancy costs are due to new building spaces. Higher travel cost due to the policy stating EHN will pay three cents less than the IRS mileage rate that was not being implemented.
- Health Fund - larger claims in 2016 requiring us to hit our stop loss of \$100k in several instances. This is related to several employee claims with long term or sudden illnesses.
- Sun City – gained \$35k for the month of July due to a couple of invoices that were double recorded in September and October that have been corrected.
- YTD basis - at a loss of \$39k; will continue to breakeven every month. Ms. Samaniego will confirm if Sun City submits a budget to the state.
- Balance Sheet – all ratios are within the industry standards.

**C. Presentation regarding close-out of Early Childhood Intervention (ECI) program.**

Mr. Rene Navarro, Chief Compliance Officer reported on the DARS/ECI Transition which saw the transfer of 406 clients to Region 19. Mr. Navarro also described the transition of staff, some of whom continued employment with Region 19 as well as the settlement of outstanding accounts.

**D. Chief Executive Officer's Report regarding current EHN Operations and clinical services.**

Ms. Daugherty reported on the following:

- EHN's Multi-Systemic Therapy and Youth Empowerment Services Programs participated in the implementation of Tri-West surveys regarding mental health stigma in youth population.
- EHN began providing psychiatric services at Centro de Salud Familiar La Fe locations through an integrated health solutions agreement.
- EHN's Laptop Checkout Process has been implemented resulting in more efficient case management, scheduling, labor issues and equipment management.
- ECI contract transition to Region 19 Education Center completed to include 377 clients, program data, equipment and medical records with minimal disruption.
- Members of the Accounting Department presented basic accounting skills for payment of utility bills and other household expenses to consumers of the IDD Learning Center.

Ms. Aileen Cabral, Chief Human Resources Officer reported on the First 180 Days in the HR

Division since her hiring which focused on County-EHN HR transition, benefits, compensation, employee relations, training and credentialing.

**4. REGULAR AGENDA**

**A. Discuss and take appropriate action regarding FY 2017 EHN Budget.**

**EHNBOT Action: Motion was made to accept the FY 2017 EHN Budget with an amendment to increase EHN's minimum wage to \$10 per hour for an increase of \$91,177.00. Stout moved/ Driscoll seconded. Motion Carried (4/0)**

**B. Discuss and take appropriate action regarding the execution of contracts with the Texas Department of State Health Services, including the FY 2017 Performance Contract.**

**EHNBOT Action: Motion was made to approve and authorize CEO to execute FY 2017 Performance Contract with no substantial changes of additions or deletions of programs currently in EHN's service lines. Peyton moved/ Driscoll seconded. Motion Carried (4/0)**

**5. EXECUTIVE SESSION**

The board went in to executive session at 7:18 PM on August 23, 2016.

**A. Discuss CEO personnel matter pursuant to Tx. Gov't Code Sec. 551.074.**

**B. Discuss CEO evaluation for term year ending August 31, 2016 pursuant to Tx. Gov't Code Sec. 551.074.**

**C. Discuss renewal of CEO contract pursuant to Tx. Gov't Code Sec. 551.074.**

**D. Discuss CFO personnel matter pursuant to Tx. Gov't Code Sec. 551.074.**

The board concluded executive session at 8:10 PM.

**6. Open Session**

**A. Discuss and take appropriate action regarding CEO personnel matter.**

**EHNBOT Action: No action taken.**

**B. Discuss and take appropriate action regarding CEO evaluation.**

**EHNBOT Action: No action taken.**

**C. Discuss and take appropriate action regarding renewal of CEO contract.**

**EHNBOT Action: Motion was made to approve subject to following changes:**

**Chairman to execute contract subject to approval of following changes by Ms. Daugherty and her attorney specifically change:**

**Article 3. b.3. EEOC mediation will also be included as needing board approval**

**Article 6. c.1. Provided however that notwithstanding forgoing or any other provision supreme into the contrary with respect to initial terms such date of termination without cause cannot be earlier than august 31, 2018. That would reduce the 36 month without cause termination to 24 months.**

**Article 6. F. Suspension. That a suspension that is based upon an arrest for a crime of moral turpitude or any felony would not be subject to compensation during that period of suspension.**

**D. Discuss and take appropriate action regarding CFO personnel matter.**

**EHNBOT Action: No action taken.**

**7. ADJOURNMENT**

**THE MEETING ADJOURNED AT 8:16 P.M.**

Approval Date: 10/11/2016

By: David Driscoll

David Driscoll, Board Secretary