

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, September 24, 2015 at 5:30 PM
Central Administration, Boardroom, 201 E. Main St. Ste. 600, El Paso, Texas 79901
PRESENT: CINTRON, STOUT, PEYTON, AGUIRRE, and HOWARD
ABSENT: BARTLETT, ESCAMILLA

1. INTRODUCTORY ITEMS

- a. **Call to Order and Certification of a Quorum**
Quorum was certified.
- b. **Public Comment**
There was no one signed up to speak.

2. CONSENT AGENDA

- A. Approval of the Minutes from August 20, 2015.
- B. Approve and authorize Board Chair to execute Commitment of Dues for the Texas Council of Community Centers and for payment of dues to Texas Council of Community Centers.
- C. Approve and adopt a resolution of the Emergence Health Network Board of Trustees authorizing the CEO to negotiate contracts with Texas Health and Human Services
- D. Appointment of Karina Hernandez and Kim Shumate for membership on Planning Network Advisory Committee (PNAC).

EHNBOT Action: Stout moved/Aguires seconded to approve items a through d. Motion Carried (4/0)

3. REPORTS

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

Mr. Hurtado noted that Ms. Gilda Lopez was unable to attend and he provided the following points:

- Education on the Medicaid Fair Hearing Procedure, a process for individuals interested in being involved in their care.
- Information was provided on the Outreach Screening Assessment Referral Program (OSAR) and changes at the state level that will bring this program under the local mental health authority.
- Committee was informed of the various activities coming up and they were encouraged to participate in the events.
- Planning is underway for the upcoming PNAC member orientation and development of the strategic plan.

B. **Chief Financial Officer's Report regarding EHN Financials.**

Ms. Motts reported the following points:

- After DSRIP there was a loss of \$1m and on an YTD it was at \$1.5m due to large capital expenditures of the administrative move. Funds were received from the YES Waiver that were to be spent in 2015 fiscal year and as such some vehicles were purchased along with other things for a total of \$700k.
- There was a withhold from DSHS in regard to one of the outcomes measures of \$113k and there was more bad debt due to process issues in a couple of programs. There have been write offs of accounts that had not been allowed for and a true-up for this was done.
- Comparing August 15 to FY14 they are \$1m under and \$2.6m on YTD. Capital expenditures were high.
- Capital move was done with funds available but they had not been included in the budget; however in looking at the current month EHN is over \$100k net revenue over expense after pulling out the extraordinary expenses.
- DSHS withhold per performance contract with DSHS is related to the Housing measure. The problem has to do with how EHN staff is codes a patient's residency. Initially, EHN was sanctioned at a time when there was a broad interpretation as to how a person's residency is coded in Anasazi. Action was taken to address this item. More recently, it was learned that the coding of a patient's residency embedded in the community section demographics on the adult assessment is not given the same focus by in-house and state appointed trainers when compared to the clinical portion of the adult assessment. These trainings are prepared for caseworkers whose data entry involves the residency (housing) coding. Compliance, together with the MH and Diversion divisions, has identified the training problem and is taking steps to address this issue. Also, the Texas Council is getting involved in addressing the coding interpretation and on possibly a reimbursement to centers that did not meet the housing measure in the previous fiscal year. Commissioner Stout asked about the disposition of the sanctioned money. To that, it was explained by CEO and Compliance Officer that the monies get reallocated back into the DSHS system.
- There were heavy denials on the ECI program and corrective actions are in place.
- The Health Fund has \$100k net revenue over expense; which will remain to build the fund balance.
- Sun City lost \$4k compared to a \$6k gain and revenues were at \$64k versus \$91k budgeted. EAP did better than anticipated with a loss of \$40k versus a \$79k budgeted loss. The Commercial Clinic did not do as well as projected in the budget. Hospital visits increased by 36% and medication monitoring is up.

C. Chief Executive Officer's Report regarding EHN Operations.

Ms. Daugherty provided the Board with the September "WINS" and the following points:

- FY 16 Budget passed and was submitted to the state with an additional \$15.4m in revenue.
- Successful relocation of EHN's administrative offices to the CHASE building.
- Completion and consolidation of the IDD Dayhab into one location.
- LEAN and Six Sigma training completed to selected staff
- CIO hired and 360 growth developments completed for Chiefs and will continue to other staff. Mr. David Baquera, COO of Addiction Services joined the team this month and he comes from the Tenet system.
- Clarification was provided on LEAN and Six Sigma which is used in the manufacturing industry that limits variances in processes to achieve perfection. Industry standards set six sigmas as the highest ranking. The focus is on producing data which helps to inform improvement work. LEAN allows you to apply various testing methods against

established processes and systems throughout the organization with the aim of reaching a level of perfection. EHN just purchased the COMPASS quality management system and recently completed the on boarding of that tool. COMPASS allows for the planning and prioritization of specific improvement projects.

- An email was received from Judge Escobar who received a call from a citizen concerned on the amount of funds expended on the administrative move and a detailed explanation was provided to Judge Escobar. Additional discussion will be held at the next upcoming Public Relations Committee. A small event is being planned for October 22, prior to the Board meeting to welcome community stakeholders to the new Chase location with an emphasis in promoting the various on-going growth of services and facilities within the community and public festivities will take place at the opening of the various service providing locations.
- Ms. Howard recommended that perhaps someone could attend meetings held at Region XIX to present services available in the community and the contact for that would be Mr. Juan Alderete.

4. REGULAR AGENDA

A. Discuss and take appropriate action regarding agreement with University Medical Center for subcontracting of Outreach, Screening, Assessment and Referral (OSAR) services pursuant to EHN's contract with the Texas Department of State Health Services.

Mr. Hurtado explained that during the last legislative session a bill was passed whereas all OSAR services were to be directed under the local mental health authority. This is an entry point for substance abuse services/systems statewide. Due to late arrival of information from the state a Letter of Agreement with UMC was formalized to assure there was no disruption in services. A review of the operations will be made to assure compliance. The grant is \$360k which EHN will be forwarding on to UMC for the provision of those services. A ratification of the agreement will be done at a later date. EHN will be working with UMC to provide more comprehensive services as EHN is held to standards and will assure that the services are provided as required.

ACTION: Motion to ratify the Letter of Agreement with UMC for OSAR Services authorizing Kristen Daugherty to continue with OSAR Services was made by Peyton/Howard seconded. Motion carried (5/0) (Mr. Aguirre left after this item.)

B. Discuss and take appropriate action regarding Board Affidavit required by the Texas Department of Aging and Disability Services.

Mr. Navarro explained the summary of items listed in the affidavit attachment. Content provided served to help the Board broaden their understanding of the board of trustee requirements listed in the affidavit which required their respective signatures to complete the DADS performance contract submission requirements. The Board members signed the affidavits and collected for notarization purposes. Board inquiries as to required board trainings referenced in the affidavit was addressed by legal counsel, compliance officer, and CEO. Such trainings and orientations occurred upon their placement on the board.

ACTION: No action taken.

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5. Executive Session

The board went into executive session at 6:26 p.m. on September 24, 2015 to discuss Item 5A.

- A. Discuss security audit of EHN computer systems, pursuant to Texas Government Code §551.076. Any action taken as a result of this discussion will be taken at the opening of this meeting after closed session, or at a subsequent meeting.**

The board concluded executive session at 6:45 p.m.

6. Open Session

The Board of Trustees returned to Open Session at 6:45 p.m. Mr. Cintron stated that no action was taken in Executive Session.

- A. Discuss and take appropriate action regarding security audit of EHN computer systems.**
EHNBOT Action: No action taken.

7. ADJOURNMENT

THE MEETING ADJOURNED AT 6:50 P.M. after a motion by Stout/Howard seconded.

Approval Date: 10/22/15
By: Martin W. Bartlett
Martin Bartlett, Board Secretary