

BOARD OF TRUSTEES:

R. JACOB CINTRON
Chair

DAVID STOUT
Vice-Chair

MARTIN BARTLETT
Secretary

MICHAEL ESCAMILLA
Trustee

KATHLEEN PEYTON
Trustee

PAMELA COOK-HOWARD
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)

Rick Myer
Trustee

Emergence Health Network Board of Trustees (“EHNBOT”) Meeting
Thursday, February 25, 2016 at 5:30 PM
Central Administration, Boardroom, 201 E. Main St. Ste. 600, El Paso, Texas 79901
PRESENT: CINTRON, BARTLETT, PEYTON, and ESCAMILLA
ABSENT: STOUT, HOWARD, MYER

1. INTRODUCTORY ITEMS

- a. **Call to Order and Certification of a Quorum**
Quorum was certified.
- b. **Public Comment**
None.

2. CONSENT AGENDA

- A. Approval of the minutes of Board of Trustees meeting held January 28, 2016.
- B. Approve and adopt EHN Information Security Policy
- C. Appointment of Randy Wormley and Vivian Sotelo to the EHN Planning and Network Advisory Committee (PNAC).
- D. Approve and authorize CEO to execute add-on amendment with Relias Learning, LLC for training software licenses.
- E. Approve and authorize CEO to execute replacement agreement for imaging services with Spectrum Technologies, Inc. to replace current agreement with same vendor. Contract utilizes Texas Department of Information Resources pricing.
EHNBOT Action: Bartlett moved/Peyton seconded to approve Consent Agenda. Motion Carried (4/0)

3. REPORTS and PRESENTATIONS

- A. **Planning and Network Advisory Committee (PNAC)**
Mr. Rene Hurtado noted that Ms. Gilda Lopez was unable to attend and he provided the following points:
 - Strategic Plan - specific objectives were developed that will carry the committee throughout the year.
 - In preparation for that, the committee reviewed brochures inventory, annual report, to help fulfil their mission of community awareness of PNAC and the services of EHN. The committee also received various reports from individuals in the different divisions.
 - Committee interacted with therapist in the IDD Department - Money Follows the Person Program– a program that PNAC will be very involved in.
 - A detailed report was also provided to the committee on the progress of the Peer Support Department in regards to the number of peers that receive and provide services to consumers.

B. Update on Local Planning and Network Development Plan

Mr. Rene Navarro reported the following:

- Every two years pursuant to the contract with DSHS Emergence Health Network is required to put together a Local Planning and Network Development Plan.
- The Plan puts together numbers in terms of the census of individuals served in the community. These are non-Medicaid numbers.
- This Plan gives the state an indication of volume and were these individuals fall within the levels of care the center provides. It also gives an indication of how the center is broadening the network of providers to ensure we are providing consumers a choice.
- The Plan will be submitted on March 1st.
- As part of the process for feedback it has been posted on the EHN website for a month now and only one comment has been received. Dr. Baeda's concern is how DSHS will ensure there is more choice in the communities they contract with. Ms. Kristi Daugherty clarified for the record; Dr. Baeda is the Medical Director at the El Paso Psychiatric Center.
- An outreach was done to solicit feedback:
 1. Providers
 2. Inter-facility Task Force – various representation from law enforcement, ER Directors and different stakeholders.
 3. Planning and Network Advisory Committee (PNAC)
 4. Planning and Developing Committee – Mr. Rene Navarro offered to meet one on one with the doctors.

C. Chief Financial Officer's report on Emergence Health Network financials.

Ms. Motts reported the following points:

- January was a very good month part of that was due to the 1115 waiver money received. An IGT was sent for \$4.6M and received back \$10.6M. That was all DY4's the DY5's will be received in FY17.
- After operations are normalized for the 1115 Waiver there is a \$390k favorable variance on a single month basis is \$275K.
- YTD basis favorable variance was primarily medication cost and the lower fee cost offset by lower net fee for service revenues.
- Comparing this month to last month \$280k favorable compared to January of last year and \$163k unfavorable. The favorable variance in a single month is net fee for services revenue. For the five months higher occupancy and capital expenditures are higher.
- Health fund has taken a dip, with a \$7k net deficit. Some claims have gone into stop loss and have recorded receivable but some higher claims have not met stop loss and have had to absorb those costs.
- Sun City lost 3k compared to \$2k in the budget due to moving Sun City clinic.
- HOPWA is now finished.
- Ms. Motts stated that there was an error in the budget, regarding a contract that should have been canceled, which is \$2800 a month.
- YTD basis \$42k unfavorable due to the clinic and which was the four months that were run out of Sun City. The variance should decrease as we move throughout the fiscal year.
- Ms. Motts pointed out balance sheet is almost \$17M worth of cash compared to last year \$14.2M.

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Mr. Cintron did comment comparing when the board first started, as an organization increased access points and enhanced services. Financially the center has become rock solid. He congratulated the team on job well done.

D. Presentation of preliminary observation from DSHS On-Site Review

Ms. Motts reported the following points:

- DSHS was on-site for four days. This was a scheduled review, which occurs every three years, last visit was 2012. There were no findings at this point. There were however five observations. They will be issuing a report within 60 days with their reviews.
- The following were the observations found:
 1. Late fee to grant, interest \$72
 2. Report III (cost report) filed with both DADS and DSHS, bad debt has not been excluded as an overall cost - \$450
 3. A flight was purchased in August but did not occur until September - \$646
 4. Employees working under several cost centers, when they take a day off. The unworked time is being cost to their home cost center instead of allocating across all cost centers.
 5. Unpaid invoice - \$405

E. Presentation of preliminary observation from DADS Authority Comprehensive Audit

Mr. Navarro reported the following points:

- Intellectual Development and Disabilities (IDD) review February 8-12, 2016
- Four programs under review:
 1. Texas Home Living (TxHmL)
 2. Quality Assurance Authority (i.e. General Revenue)
 3. Home and Community-based Services (HCS)
 4. PASRR (Pre-Admission Screening and Resident Review)

Mr. Puentes reported on significant performance issues within the PASSR program:

- Employee who was reviewed is no longer with the agency. Performance issues were identified. Individual currently responsible for the service coordination has gone back and cleaned out. Reduced actual charts from 140 to 19.
- Currently program has no sanctions.
- DADS will return in six months.

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

Ms. Davis gave an update on the progress of the Jail operation and integration:

- Almost fully staffed pending two positions, there are three practitioners providing services. Working actively with the Sheriff's department to determine scheduling facilities. LPHA's are providing services, working out logistics, issues or concerns as it relates to medication.

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

- Sunset recommendations were to dissolve the North Star Model. North Texas Behavioral Health is being asked to create an Authority didn't exist before. EHN provided technical assistance to North Texas Behavioral Health Authority in the formation of their provider network.
- EHN received \$10,633,980 for the 1115 projects for the last reporting period. 1115 projects that were under review by HHSC were approved for the DSRIP extension. The EOU, RCC, MST and Westside Clinic will continue operations under 1115 with the exception of the Minor Medical Clinic.

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- Mental Health First Aid trainings provided to key stakeholders: El Paso CJSD- Trained 25 Probation Officers; Courthouse employees to include Judge Robert Anchondo's staff, Judge Eduardo Gamboa's staff and El Paso County Financial Recovery Department; Community College Center for Students with Disabilities; Juarez Health Officials and providers in preparation for papal visit through FEMAP partnership.
- Participated in the Point in Time Street Outreach which is community wide effort survey homelessness individual in El Paso County. EHN was able to link over 30% of its census to mainstream benefits.
- Received \$148,750 for attesting meaningful use from the Medicaid EHR Incentive Payment Program.
- Facilitated meeting with DFPS to analyze foster care cases and determine the best way to engage biological parents in treatment
- Ms. Daugherty provided testimony at HHSC Transformation Public Stakeholder Meeting on communication between local mental health authorities and state hospital systems if HHSC follows through with the plan to place these entities under separate departments in the new proposed structure.

CHALLENGES & OPPORTUNITIES:

- Working with IDD and Compliance divisions to put together improvement plan to address productivity issues. Also addressing outcome standards related to state contract and decline in revenues.
- Ms. Motts, Ms. Sandoval and Ms. Daugherty attended a National conference. The trend is contracting with insurance and managed care companies. EHN is lacking a strong electronic health record. An RFP will be developed for electronic health record services.
- Ms. Daugherty stated, she received an invitation a contract from Amerigroup for a 1st pay for performance project. The center gets paid based on outcomes.

4. REGULAR AGENDA

A. Discuss and take appropriate action regarding disposition of EHN surplus personal property.

Ms. Motts stated the list of surplus items, are items that have come from all the locations. They will go out to auction, these are depreciated items.

Mr. Cintron asked if this follows an approved process for disposal.

Mr. Villa confirmed the process is correct per the Texas Administrative Code (TAC).

EHNBOT Action: Motion to dispose of EHN surplus personal property was made by Bartlett/Peyton seconded. Motion carried (4/0).

B. Discuss and take appropriate action regarding disposition of real estate located at 8973 Ankerson, El Paso, Texas.

Ms. Potts stated there is a property on Ankerson it that was a duplex then converted into one single unit. Provider rented property from EHN and provide respite services. The property is run down tenant never notified EHN of all the issues that needed to be take care off. Facility was closed down, was determined it was not a safe environment for clients living there. The property has been appraised and would like to dispose of it. The land itself is valued through the appraisal \$40k. The appraiser stated it could be put out on the market; someone might be interested for special interest. Ms. Motts stated there are two individuals might be interested in the property.

Mr. Cintron asked Mr. Villa to explain the process regarding disposition of real estate.

Mr. Villa stated under the Health and Safety Code there are procedures for acquiring property. There is no specific statue regarding the disposal of real-estate. The code states a Community center was to acquire property they are to get an appraise value. It only requires

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one appraisal to acquire the property. For transparency purposes it has been brought to the board to show the disposition.

EHNBOT Action: Motion to allow the CEO to move forward on marketing the property. Once there has been a determined purchaser, item will come back to board for final approval was made by Escamilla/Cintron seconded. Motion carried (4/0).

C. Discuss and take appropriate action regarding EHN Board Retreat.

EHN Board retreat was tentatively scheduled for March 4, 2016. However, at the Finance and Executive committee meeting Mr. Cintron made several suggestions as to how the retreat should be run. Ms. Daugherty has reached out to Ms. Sonja Gaines, Associate Commissioner of Mental Health to be a guest speaker at the retreat. The board decided to push the retreat to late March.

EHNBOT Action: No Action Needed.

5. ADJOURNMENT

THE MEETING ADJOURNED AT 6:35 P.M.

Approval Date: _____

By: _____

Martin Bartlett, Board Secretary

