Emergence Health Network Board of Trustees ("EHNBOT") Meeting
Thursday, May 28, 2015 at 5:34 PM
Central Administration, Boardroom, 3rd Floor, 1600 Montana Avenue, El Paso, Texas

PRESENT: CINTRON, ESCAMILLA (5:40 pm), BARTLETT (5:50 pm), PEYTON, STOUT and HOWARD
ABSENT: AGUIRRE

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 March 26, 2015.
   B. Appointment of Ngoni Griffith for membership on Planning Network Advisory Committee (PNAC).
   C. Award of bid and approve and authorize CEO to execute contract with Spectrum Technologies, Inc. for terminal servers.
   D. Approve and authorize CEO to execute contract with Level 3 Communications, Inc., for internet services.
      EHNBOT Action: Peyton moved/Stout seconded to approve items a, through d. Motion Carried (4/0)

Mr. Cintron welcomed the new Board Trustees, Ms. Pam Howard, Ms. Kathleen Peyton, and Com. David Stout and he read a bio of each member. Also, he welcomed and introduced Ms. Gilda Lopez recently elected to serve as Chair of the Emergence Health Network PNAC.

3. REPORTS
   A. Planning and Network Advisory Committee (PNAC)
      Ms. Lopez expressed her enthusiasm on serving as Chair of PNAC. She stated that one of her goals is to encourage membership from mental health. There is a focus on the new programs such as the YES Waiver and monitoring what is happening at the state level and all legislation associated to the delivery of service. (Report included in the backup.)

   B. Chief Financial Officer’s Report regarding EHN Financials.
      • April compared to single month budget without the 1115 Waiver is at $109k versus a $23k loss. The variance is made up of higher ICFIDD revenue and higher ICFIDD UPL (UPL program is strictly an ICF program whereas the entity sends money to the state and
$0.40 of each $1 is matched at $0.60. Also, a lower medication cost as a result of in-house pharmacy contributed to the variance.

- YTD basis $41k loss compared to a $647k loss and this is due to a higher MAC Revenue payment which is based on the higher number of direct care positions.

- In comparing April 2014 with present there were no 1115 Waiver projects and the EOU had just opened; however didn’t see patients until later. $290k over compared to last year due to lower medication costs and construction of the EOU.

- YTD $554k less than last year due to a lower fee for service revenue. Productivity is being monitored for turnaround. There is less debt expense.

- Mr. Cintron encouraged members of the board to meet on a one on one with Ms. Motts for clarification on the terms and various programs. He stressed that they need to be aware of the financial impact on the services available.

- Health Fund is showing a gain of $11k due to increases in January to employer and employee premiums. Moving forward monies left over in the fund at the end of the fiscal year will be left in the fund or put back in General Fund.

- Sun City made $17k compared to a budgeted $6k, primarily due to reclassification of services provided in the EOU and charged to Sun City.

- Revenues were lower than budget due to a loss earlier in the year due to low hospital visits.

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

Ms. Daugherty noted that individual reports from each division are included under Tab 3 of the previously distributed binders. She distributed the cards depicting the organization’s accomplishments during the previous month.

Mr. Navarro traditionally shares compliance updates on progress made within the various agencies.

Ms. Daugherty noted that a complete overhaul of the system was initiated in the fall due to lower than budgeted revenues. A reorganization of staffing and processes has resulted in improved productivity and revenues.

There are a lot of initiatives underway to increase access to services for everyone which are mirroring initiatives in place in San Antonio, Texas, to include substance abuse recovery.

Ms. Sandoval, COO of MH Services explained that steps are in place to address the lag time from when the patient is assessed to when they are provided with an appointment, etc. The steps taken have proven to be an effective process whereas the organization is capturing assessments in a timely basis and forwarding on to the state for data submission and a timely turnaround for the clients.

Ms. Peyton inquired on the anticipated timeframe for implementation of the substance abuse program and it was noted that would be approximately six months or less and the organization is actively recruiting trained personnel for that program. Dr. Thornburg is providing consultation for the program as he is an addictionologist.

Ms. Davis contributed that various entities in the community are very happy that EHN is taking on this program to address both mental and addiction problems in the community. A grant was received from the city to add addiction personnel to current programming.

D. Receive a Legislative Session Update.

Mr. Hurtado noted that June 1, 2015 is the end of the session and it is anticipated that there will be good financial outcomes for mental health. Texas House and Senate passed their budgets and the joint budget is expected to pass shortly. The following increases will be forthcoming from that session; 1) $46m for outpatient mental health treatment and will be distributed to the 39 entities statewide, 2) $31m for alternative measures to
hospitalization and this money will be set up on a competitive basis and an RFP will be sent out; and 3) $50m inpatient capacity statewide. There are $128m new dollars for mental health services.
Sunset Process is moving forward and what was anticipated is consolidation of several state agencies into one.
There are additional bills going through the system to address veteran mental health funding and Mental Health First Aid. EHN is closely monitoring anticipated cuts to the ECI programs.
Mr. Bartlett requested a final rendition of EHN’s Legislative Agenda initiatives and what the outcomes were on each initiative. A listing will be sent out to the Board.

Meeting proceeded to the Regular Agenda, Item #6.

REGULAR AGENDA

4. Discuss and take appropriate action regarding election of Chairperson, Vice-Chairperson and Secretary of the Emergence Health Network Board of Trustees.
Mr. Cintron noted that the election of officers would be through the end of the year and officers would be elected again at the January annual meeting. Once a chair was elected, it would be the Chair who would make committee assignments.
ACTION: Recommendation for Mr. Cintron as Board Chair was made by Bartlett/Stout seconded. Motion carried (6/0)

ACTION: Recommendation for Com. Stout as Board Vice-Chair was made by Cintron/Bartlett seconded. Motion carried (6/0)

ACTION: Recommendation for Mr. Bartlett as Board Secretary was made by Peyton/Stout seconded. Motion carried (6/0)

5. Discussion regarding Standing Committee assignments by Board Chair.
Mr. Cintron explained that the assignment of committees would be done as per input received from the various members on their preferences. By increasing the number of members in the various committees it would assure that the committee meets and business is conducted in a timely manner.
Executive Committee – J. Cintron, Chair; Com. D. Stout, Vice-Chair; M. Bartlett-Secretary.
Finance Committee- Com. D. Stout, Chair; J. Cintron-Member, P. Howard-Member.
Human Resources – P. Howard, Chair; R. Aguirre-Member, K. Peyton-Member.
Public Relations – M. Bartlett, Chair, Com. Stout-Member, K. Peyton-Member
Planning & Development-M. Escamilla, MD, Chair
PNAC-K. Peyton, R. Aguirre, M. Escamilla, MD.
Texas Council-Com. Stout
Facilities Ad Hoc Com.-M. Bartlett would remain as Chair until after the Facility Strategic Planning Session is held at which time updates would then be funneled through the Finance and Executive Committees.

6. Discuss and take appropriate action regarding lease with The Housing Authority of the City of El Paso, Texas for 5310 and 5314 Blanco.
Ms. Daugherty explained that EHN currently leases two properties from the City of El Paso for IDD ICF homes and these were due for renewal. There was a slight rent increase and they were able to negotiate replacement of the HVAC system. The rent
increased $200 a month. The leases were reviewed by both the Facilities and Finance Committees.

**EHNBOT Action:** Bartlett moved/Escamilla seconded to approve. Motion carried. (6/0)

7. **Discuss and take appropriate action regarding lease with El Paso Sun Park, Ltd. For 8500 and 8730 Boeing.**

Ms. Motts explained that these two properties house the Children’s’ and IDD Programs and EHN has been leasing them for approximately nine years. The current leases have a five year option with increases. The landlord approached the organization with an opportunity to renew the leases at a savings to EHN whereas the amount would have gone from $11 sq. ft. to $15 sq. ft. however by renewing now the amount would only go up to $12.50 sq. ft. for the first year of the extended initial term. The buildings are at an excellent location for clients. She noted that there are a couple of minor language changes to the contract. The leases were reviewed by both the Facilities and Finance Committees.

**EHNBOT Action:** Bartlett moved/Stout seconded to approve. Motion carried. (6/0)

8. Discuss and take appropriate action regarding lease with Joe Rosales for 9609 Carnegie.

This lease went through Facilities and Finance/Executive Committees. The lease would address a number of issues identified by executive leadership and would also result in potential cost savings to the organization. The Purchasing Department would be located at this location which would allow for space for a centralized purchasing for supplies that are currently being ordered on an as needed basis. The space would also allow for the purchase of bulk consumable goo items for the residential program. The lot will provide parking for the organization’s fleet vehicles in order to prevent the vehicles from being stored at the current program location. Being that the locations are unsecured, vehicles have been vandalized. An additional potential cost savings will be the issuance of a fuel card per vehicle rather than per employee. The space is conveniently located near the other facilities and has plenty of space to house the Purchasing and Maintenance Departments. The facility has 10,000 sq. ft. of warehouse and office at $6.96 per sq. ft. The property owner has agreed to make small modifications to the property at his cost. EHN would pick up the insurance and pay for taxes each year. With the relocation of several departments into this location, client services will be able to expand at the locations these departments are currently housed. In response to Dr. Escamilla it was noted that there would be some additional expense net but it can be covered. There is an escalation of the rent of 2% after the five years. The rent remains the same for the five years. It was recommended to add wording to the contract whereas the landlord would provide the option to renew the lease.

**EHNBOT Action:** Bartlett moved/Peyton seconded to approve and execute the lease. Motion carried (6/0)

**Meeting returned to the Regular Agenda, Item #4.**

**ADJOURNMENT**

**THE MEETING ADJOURNED AT 6:43 P.M. after a motion by Com. Stout and Mr. Bartlett.**

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<td>25 June 2015</td>
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By: Martin Bartlett, Board Secretary