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, October 22, 2015 at 5:30 PM
Central Administration, Boardroom, 201 E. Main St. Ste. 600, El Paso, Texas 79901
PRESENT: CINTRON, STOUT, BARTLETT, PEYTON, and ESCAMILLA
ABSENT: HOWARD, 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 September 24 and October 8, 2015.
      EHNBOT Action: Stout moved/Peyton seconded to approve Consent Agenda. Motion Carried (5/0)

3. REPORTS
   A. Planning and Network Advisory Committee (PNAC)
      There was no meeting this month.
   B. Chief Financial Officer’s Report regarding EHN Financials.
      Ms. Motts reported the following points:
      • First month of the fiscal year shows a loss of $209k versus a $162k positive budget after the 1115 Waiver expenses were removed. The variance is primarily due to the YES Waiver contract that just received and as such they were not able to initiate services of that program in September.
      • There was $161k of Texas Home Living due to lower census than anticipated and there were higher capital expenses due to the Enterprise System and other systems implemented.
      • Lower travel and medication expenses
      • Compared to 2015 there was a $183 loss due to the 457(b) Program funded in September and last year it was expended in October. Higher occupancy costs due to new locations. Lower medication costs of $133k due to procedures put in place in 2015 to address issues.
      • Higher Health Fund expenses due large claims of $306k for September; however there was excess revenue making that fund at zero.
      • Sun City budget will be presented for approval and HOPWA, a state funded living assistance program was included but it will be going away in February. Sun City will be moving to the Westside Clinic and as of February all that will remain will be the EAP Services.
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- Loss of $8k in budget versus a loss of $4k budgeted due to some payroll issues that will be addressed.
- Sun City visits down for the clinic.

C. Chief Executive Officer’s Report regarding EHN Operations.
Ms. Daugherty provided the Board with the October “WINS” and the following points:
- Grant awarded of $43k by state which is an 1116 Waiver Program for adolescents at ChampHs. A therapist was added as a result of the grant.
- OCR contract was transferred and are working with UMC
- Two peers were hired and are working in the clinics
- FY15 ended at $392k over expenses
- Move of administrative offices was successfully accomplished
- Westside Clinic part of 1116 Waiver began late; however with the efforts of Ms. Ashley Sandoval, Ms. Cristina Casillas and their staff, they have been able to meet metrics in time to successfully get the reimbursements from the waiver.
- A modified version of the Crisis Training was provided to the El Paso Times
- DSHS survey done of EOU resulted in a good review and they will return in two years.
- Morgan’s Wonderland Program will be sending six individuals with 6 staff members to San Antonio. Media will be covering the event. A second set of six individuals will be going November 13. They will go to the Wax Museum, River Walk and the Alamo.

Let the record reflect that Mr. Martin Bartlett stepped out of the room to take a call at 5:47 p.m.; a quorum is still present and he returned at 5:49 p.m.

- Peer support well received and they are all certified. There are additional individuals wanting to come on board as a combination of groups and speaking to treatment teams. They are talking to clients in the lobby inquiring if they would like to have a peer. Training of individuals at Villa Hope in Austin was provided to couple of the individuals and once they get enough individuals signed up they will bring the training here. Dr. Escamilla commended the efforts as it is a positive step in the recovery process.

D. Receive a presentation on DSHS Performance Contract Outcomes.
Mr. Navarro provided the following points on a recent DSHS audit and the sanctions of their findings:
- Housing targets were causing issues however moving forward EHN will not be sanctioned in the following months. EHN will be reimbursed for the previous six months’ housing related sanction of $103,000. Housing measurements will be revised at the state level.
- Adult Level II measures the number of adults receiving counseling over a six month period relative to the number of hours they should be receiving counseling on a monthly basis. EHN did not meet that target and will result in $3k sanction.
- SP5 Transitional measures were also not met and EHN is anticipated to receive a tentative $3k sanction. Readmission of adult and children at an inpatient site is another possible sanction. Readmissions are measured within thirty days from last admission.
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- Upon comparison of sanctions from the previous half to the most recent, there is a noticeable reduction in the types of sanctionable measures and dollar amounts. Compliance Division has taken steps to reduce the sanctions further while addressing quality and improved outcomes. In fact, Quality Assurance Coordinators have been embedded in each direct care division to address the needs the quality and performance issues of the individual division.
- Total sanctions amount for the first half was $23k. The housing was at $103k in previous year which will be reimbursed and bring down the amount of sanctions to $9k.

4. REGULAR AGENDA
   A. Discuss and take appropriate action regarding Interlocal for Mental Health Services in El Paso County Jail.

Ms. Daugherty presented a final draft of the Interlocal that will be presented at Commissioner’s Court on Monday. It was noted there was some concern on the initial implementation of how the program would be initiated on November 1, 2015 and the different phases of the implementation of different service providers and timetable presented to the sheriff.

Ms. Davis explained that there were some stringent accreditation standards of the National Correctional Healthcare Association which required to be met within the first six months. It was determined that 1) is not a standard being done 2) current provider of services has not met the standard and 3) that is not a standard that could be met prior to 18 months of provision of services. The language was changed to include the 18 months and the standards required.

Dr. Escamilla inquired as to what services would be provided by UTMB and it was noted that they would serve as a medical primary provider utilizing their EMR. He also inquired on the negative impact this could have on EHN. Ms. Daugherty explained that safety is being addressed by additional training. Ms. Lytle added that there are always people in jail looking at how they could file a lawsuit; however there are provisions to guard against this. Dr. Escamilla noted that he would like to make sure that EHN is covered.

Com. Stout inquired on the provision of a manual specific to this particular program and it was noted that it has been provided. They have added language to be able to hold off of implementation if that is required by the sheriff.

There have been some items identified and requested from the Sheriff’s Department which are yet to be provided such as timelines and feedback. Pending are training schedules and facility schedules, checklists, items that need to be provided. Staff is ready on the training they require to provide the mental health services. Ms. Davis clarified that if they do not have a facility schedule or a staffing timeline as to when or where they will be it will be cause to hold off on the implementation. It was noted that they would still be billed for the staff even if the implementation has not begun. Mr. Cintron inquired if the intent was to approve this contract at this time and it was so noted.

Dr. Escamilla noted that language was in the contract dealing with detoxification and it was explained that UTMB would be providing the protocols. Dr. Vanderpool is spending the time seeing clients’ full time as well as taking call and he will be on contract and provide possible employment in January timeframe.
Ms. Peyton stated some concern on the County signing the contract prior to providing the items that are on hold.

**ACTION:** Motion to approve the contract with a caveat that any pending items be identified and presented at the November meeting with what items are pending was made by Mr. Bartlett/Stout seconded. Motion carried (5/0) The item would be posted for action in order to allow for action to be warranted at that time.

Motion was revised and restated as the following:
1) Motion to approve and authorize Kristen Daugherty and Mr. Jacob Cintron to execute and sign the contract.
2) Motion to direct Kristen Daugherty to place an item on the next agenda to discuss and take appropriate action on the implementation of the contract.

Motion made by Bartlett/Stout seconded. Motion carried (5/0).

**B. Discuss and take appropriate action regarding possible breach of protected health information regarding certain EHN consumers.**

Ms. Daugherty explained that everyone was provided with a link to the El Paso Times article on the breach. Mr. Gonzalez indicated that 26 calls have been received of the 11k letters sent out to consumers.

Mr. Villa explained HHSC requested that FBI and local law enforcements and it was been done. It is not anticipated that additional action will be required on the consumer’s data.

**ACTION:** No action taken.

5. **Executive Session**

The board went into executive session at 6:48 p.m. on October 22, 2015 to discuss Item 5A. Present at executive session was Mr. Cintron, Com. Stout, Mr. Bartlett, Ms. Peyton, Dr. Escamilla, Ms. Holly Lytle, Mr. Omar Villa and Ms. Escobar. Ms. Daugherty was brought into Executive Session.

A. Discuss CEO 2015 Evaluation, pursuant to Texas Government Code §551.074. 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 8:06 p.m.

6. **Open Session**

The Board of Trustees returned to Open Session at 8:06 p.m. Mr. Cintron stated that no action was taken in Executive Session.

A. Discuss and take appropriate action regarding CEO 2015 Evaluation.

**EHNBOT Action:** Motion to accept the evaluation made by Peyton/Escamilla seconded. Motion carried (5/0)

There was discussion as to the scheduling of the November meeting seeing how Com. Stout would be out of town until December 16, 2015. It was recommended to have the November/December EHN Board meeting on the 17th of December.

Committee meetings will be scheduled on the third week of November 19, 2015.

7. **ADJOURNMENT**

THE MEETING ADJOURNED AT 8:12 P.M. after a motion by Stout/Howard seconded.

Approval Date: Dec. 14, 2015

By: Martin Bartlett, Board Secretary