

EMERGENCE HEALTH NETWORK
BOARD OF TRUSTEES MEETING
Minutes of the August 22, 2013 Meeting

Board of Trustees: Micheal Wendt, Chair
Jacob Cintron, Vice-Chair
Carlos Leon, Secretary
Rafael Aguirre, Trustee
Dr. Michael Escamilla, Trustee
Tom Thomas, Trustee (Absent)
Martin Bartlett, Trustee (Absent)

Emergence Health Network Staff: Kristi Daugherty, Chief Executive Officer
Pauline Motts, Chief Financial Officer
Omar Villa, General Counsel
Rene Hurtado, Chief Development Officer
Rosie Garcia, Executive Assistant
Marcelo Rodriguez-Chevres, M.D. Medical Director
Orlando Gonzalez, Administrative Director of Performance Improvement
Chrystal Davis, Chief Clinical Officer
Rene Navarro, Grants Management Director

Guests: Holly Lytle, Assistant County Attorney
Florence Fowler, PNAC Committee Chair

I. Introductory Items

A. Call to Order and Certification of a Quorum

Certification of a quorum was established.

B. Moment of Silence

The meeting began with a moment of silence.

C. Public Comment

Florence Fowler addressed the Board regarding the importance of keeping the board transparent and forward thinking and congratulated the Board for reinventing the mental health and IDD service agency in this city.

II. Presentations

A. Veteran's Military Outreach Program

The Board received a presentation on the Veteran's Military Program from Kellie Burns, Military/Veterans Service Coordinator

B. Presentation by Legal Counsel on Open Meetings Act

The Board received a brief presentation on the Texas Open Meetings Act from Omar Villa, General Counsel

III. Reports

A. PNAC Committee

An update was provided by Florence Fowler, PNAC Chair. At the last meeting the committee discussed the need to get more people on the waiting list for Medicaid Waiver services and plans to move forward with an aggressive public awareness campaign to get the message out to the community.

B. Chief Financial Officer's Report

Complete Emergence Health Network and Sun City Financials for the month of July 2013 were provided for review. Pauline Motts, CFO, provided highlights on net revenues over expenses, current month significant items, and budget variances.

C. Chief Development Officer's Report

Mr. Rene Hurtado reported on the following items:

- Human Resources Committee
 - For the second month in a row Center had significant lower turnover rates
 - New Employee Orientation – scheduled twice a month due to the hiring of a significant number of caseworkers; starting an academy style training concept for caseworkers; developing partnerships with universities and developing an internship for social work.
- Public Relations Committee
 - Awarded grant by the Paso Del Norte Health Foundation to lead a community-wide Mental Health First Aid training initiative – EHN will lead and coordinate Mental Health First Aid trainer certification courses for the region to include 30 trainers to be trained Nov 11-15, followed by the youth mental health first aid training and a Spanish on-line training.

D. Executive Director's Report

Kristi Daugherty reported on the following items:

- Update on the 1115 Waiver provided by Chrystal Davis, Chief Clinical Officer
 - Received notification from CMS that all of the 1115 Waiver Projects have been approved
 - Extended Observation Unit Update – bid for the construction of the EOU has been posted– bids opening scheduled for Sept 10th - EOU Director position has been posted and working diligently on the policies and procedures– contract to be ready for board approval at the next meeting
 - The team was recognized for their hard work on the 1115 Waiver Projects.
- Community Conversations Forum – 30 community leaders attended a forum hosted by EHN at the Paso Del Norte Health Foundation featuring Leon Evens, CEO for the Center for Healthcare Services in San Antonio, who talked about San Antonio's nationally recognized mental health delivery system.
- \$86,000 check presented to EHN by Worker's Comp Carrier – portion for dividends and \$31,000 due to EHN's safety measures
- Update on CDBG Grant provided by Rene Hurtado, Chief Development Officer
 - Awarded grant totaling \$35,000 applied towards the salary of one full time Caseworker to provide mental health case management services to clients in the Northeast Outpatient Clinic.
- Update on 2013 DSHS Financial Audit
 - One minor finding; has already been corrected
 - 2010 audit results never released

IV. Regular Agenda Items

A. Approval of the minutes from the July 25, 2013 meeting

A motion was made by Jacob Cintron and seconded by Carlos Leon to approve the Minutes from the Board of Trustees meeting held on July 25, 2013. Motion Carried.

B. Nomination and election of Secretary for Board of Trustees

A motion was made by Jacob Cintron and seconded by Rafael Aguirre to appoint Carlos Leon as Board Secretary. The motion carried.

C. Discuss and take appropriate action regarding the Work Place Dating Policy

A motion was made by Jacob Cintron and seconded by Carlos Leon to approve the Work Place Dating Policy. The motion carried.

D. Discuss and take appropriate action regarding the Social Media Policy

A motion was made by Jacob Cintron and seconded by Carlos Leon to approve the Social Media Policy. Motion carried.

E. Discuss and take appropriate action regarding the 2014 FY Holiday Schedule

A motion was made by Dr. Escamilla and seconded by Jacob Cintron to approve the EHN FY 2014 Holiday Schedule. The motion carried.

F. Discuss and take appropriate action to amend the Interlocal Agreement with El Paso County for Human Resources Services - Additions to Article 2-Scope of Services addressing HIPAA regulations and execution of the Business Associate Agreement.

A motion was made by Carlos Leon and seconded by Jacob Cintron to authorize the CEO to sign the amendment to the HR interlocal Agreement and to execute the Business Associate Agreement as proposed, it was noted that there are no budgetary changes to the contract. The motion carried.

G. Discuss and take appropriate action to amend the Interlocal Agreement with El Paso County for Legal Services - Addition to Section 8 – Miscellaneous: addressing HIPAA regulations and execution of the Business Associate Agreement.

A motion was made by Rafael Aguirre and seconded by Jacob Cintron to authorize the CEO to sign the amendment to the Legal Services interlocal Agreement and to execute the Business Associate Agreement, it was noted that there are no budgetary changes to the contract. The motion carried.

H. Review, discuss and adopt construction prevailing wage rates and definitions, as established by the 2012 El Paso Construction Trades Wage Survey

A motion was made by Jacob Cintron and seconded by Carlos Leon to adopt the construction prevailing wages rates and definitions, as established by the 2012 El Paso Construction Trades Wage Survey. The motion carried.

I. Approve and authorize CEO to renew lease at 1477 Lomaland, Suite E7, El Paso, Texas with Scot Properties, Ltd.

A motion was made by Jacob Cintron and seconded by Carlos Leon to authorize Kristi Daugherty to exercise the first five-year renewal lease option for premises located at 1477 Lomaland Drive, Suite E-7, El Paso Texas. The motion carried.

J. Approve and authorize CEO to execute an agreement and lease with Genoa Healthcare for pharmacy services to be provided at EHN Facilities

A motion was made by Jacob Cintron and seconded by Rafael Aguirre to authorize the CEO to execute an agreement and lease with Genoa Healthcare for pharmacy services to be provided Center facilities. The motion carried.

K. Discuss and take action regarding the rescheduling of the September 2013 Board Meeting

As recommended, the Board agreed to reschedule the September 26, 2013 Board meeting from 5:30pm to 12:30pm due to a scheduling conflict that would prevent the CEO from attending the meeting at 5:30pm.

V. Adjournment

There being no further business to discuss, the meeting was adjourned at 7:10 p.m.

Approved By:

Carlos Leon, Board Secretary

Date