

**EL PASO MENTAL HEALTH AND MENTAL RETARDATION**  
**BOARD OF TRUSTEES MEETING**  
October 27, 2011

**Present:**

Board of Trustees: Micheal Wendt, Chair  
Anna Perez, Vice-Chair  
Jacob Cintron, Secretary  
Rafael Aguirre, Trustee  
Dr. Michael Escamilla, Trustee (not present)  
Lyda Ness-Garcia, Trustee  
Rita Ruelas, Trustee

EPMHMR Staff: Gary Larcenaire, CEO  
Pauline Motts, Chief Financial Officer  
Rene Hurtado, Chief External Affairs Officer  
Rosie Garcia, Recording Secretary  
Cynthia Moreno, Chief Quality Management Officer  
Elsie Puentes, Director of Reimbursement  
Christina Calderon, Chief Operations Officer

Guests: Bob Blumenfeld, Legal Counsel  
Peter Cooper, County Chief Technology Officer  
Miguel Gamino, City IT Director

**I. Introductory Items**

**A. Call to Order and Certification of a Quorum**

Certification of a quorum was established.

**B. Moment of Silence**

**II. Preliminary Meeting Items**

**A. Review of the Minutes from September 29, 2011 Board of Trustees Meeting**

A motion was made by Rafael Aguirre and seconded by Lyda Ness-Garcia to approve the September 29, 2011 meeting minutes. The motion carried

**B. Citizen Comment**

(No comments)

**III. Update on Proposal for shared IT services with the City-County**

**A.** An update on a preliminary proposal for shared IT services with the City and County was provided by Mr. Miguel Gamino and Mr. Peter Cooper. Next step is to finalize numbers, develop the interlocal agreement and SLA – have them reviewed by legal and present to County and EPMHMR Board.

**IV. Chairperson's Report**

**A. Finance Committee**

EPMHMR Financials

Complete EPMHMR Financials including variances for the month and twelve months ending September 30, 2011 were provided for review and a financial overview for September 2011 was provided by Pauline Motts, CFO.

Sun City Behavioral Financials:

The complete Sun City Behavioral financials for the month and twelve months ending September 30, 2011 were provided for review.

A motion was made by Jacob Cintron and seconded by Anna Perez to accept the EPMHMR and Sun City Financials for the month of September 2011. The motion carried

**B. Human Resources Committee**

No meeting held this month.

**C. Public Relations Committee**

Lyda Ness-Garcia reported that the following items were discussed at the last PR Committee:

- The new Board member extender for the PR Committee
- Budget implementation of the new name and logo for the Center
- News Release for NAMI El Paso Candlelight Vigil Event
- Presentation to Commissioners Court, City Council and Hospital District

**D. Ad-Hoc Committee**

Jacob Cintron and Gary Larcenaire provided an update on the following items discussed at the most recent meeting of the Ad-Hoc Committee:

- The Extended Observation Unit
- The Psych ED Component
- Expanding membership to include UBH and others
- Dr. Fishkind's Proposal
- Update on the recent New York tour of Bellevue and Kings County

**E. Executive Committee**

Executive Committee reviewed all items on section V.

**F. PNAC**

Rene Hurtado reported that standard reports were provided to PNAC.

**V. Discussion and Action Items for the Board of Trustees**

**A. Review and take appropriate action to authorize CEO to executed External Provider Contract with Atlantis**

A motion was made by Jacob Cintron and seconded by Rita Ruelas to approve the External Provider Contracts with Atlantis, Cambridge, La Familia, PRN and The Wood Group. The motion carried.

**B. Review and take appropriate action to authorize CEO to executed External Provider Contract with Cambridge**

(See Item V. A.)

**C. Review and take appropriate action to authorize CEO to executed External Provider Contract with La Familia**

(See Item V. A.)

**D. Review and take appropriate action to authorize CEO to executed External Provider Contract with PRN**

(See Item V. A.)

**E. Review and take appropriate action to authorize CEO to executed External Provider Contract with The Wood Group**

(See Item V. A.)

**F. Review and take appropriate action to approve Center Policies and Procedures**

A motion was made by Anna Perez and seconded by Jacob Cintron to postpone this item until next meeting. Motioned carried.

**G. Review and take appropriate action to approve the Operation of El Paso MHMR Vehicles Policy**

A motion was made by Anna Perez and seconded by Lyda Ness-Garcia to approve the Operation of El Paso MHMR Vehicles Policy. Motion carried.

**H. Discussion and possible action to adopt the CEO's annual performance evaluation (Closed Executive Session)**

**I. Discussion and possible action to set annual compensation increase and annual incentive pay amount for the CEO per the CEO's employment agreement (Closed Executive Session)**

**VI. Executive Director's Report**

Gary Larcenaire provided updates on the implementation of budget C, have not been successful in recruiting a full time child psychiatrist, exploring some alternatives with Texas Tech for fellowship, the External Provider meetings are going well. Mr. Larcenaire also reported on the Department of Aging and Disabilities Services fiscal review that the Center is currently undergoing.

**VII. Closed Executive Session:**

Board Chair Mike Wendt read the closed executive session statement on the agenda. Then, Board Vice-Chair Anna Perez made a motion to go into executive session. It was seconded by Board Secretary Jacob Cintron. The Board went into executive session at 6:40 p.m. pursuant to Item VII posted on the Agenda.

**A. Discussion regarding CEO's annual performance evaluation, pursuant to Texas Government Code, Section 551.071 and .074 (Personnel Matters)**

**B. Discussion regarding CEO's compensation and incentive pay, pursuant to Texas Government Code, Section 551.071 and .074 (Personnel Matters)**

[EXECUTIVE SESSION DISCUSSION]

Board Secretary Jacob Cintron made a motion to come out of executive session. It was seconded by Trustee Rita Ruelas. The Board reconvened at 8:34 p.m.

Items V. (H) and (I). Board Secretary Jacob Cintron made a motion to table these two items as, based on the discussion in executive session, the Board and CEO were in mutual agreement to defer the CEO's performance evaluation and the Board's decision on the CEO's compensation to a later date. The Board wants to develop a better evaluation tool with specific goals and metrics for the CEO's performance evaluation and will then revisit these agenda items at a date to be determined later, after the evaluation tool and process is established. Trustee Lyda Ness seconded the motion. The motion carried unanimously.

**VIII. Adjournment**

There being no further business, Board Vice-Chair Anna Perez made a motion to adjourn. Trustee Lyda Ness-Garcia seconded the motion. The motion carried unanimously. The meeting was adjourned at 8:36 p.m.

Approved By:

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Jacob Cintron, Board Secretary

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Date