



**FINANCE AND EXECUTIVE COMMITTEE MEETING
MINUTES**

Meeting Title: Finance and Executive Committee Meeting		Meeting Facilitator: David Driscoll, Board Chair
Date: 4/18/2019	Time: 3:02 PM	Location: Chase Tower 201 E Main – Board Room
Note Taker: Oswaldo Del Rio		
Present: David Driscoll, Board Chair, Dr. Peter Thompson, Board Secretary, Joyce Wilson, Board Member, Thomas Goldfarb, Board Member, Michael Wyatt, Legal Counsel, Chrystal Davis, Chief Clinical Officer, Rene Hurtado, Chief of Staff, Juan Gonzalez, Chief Information Officer, Rene Navarro, Chief Compliance Officer, Tewiana Norris, Chief Nursing Officer, Matt Zabolotny, Interim CFO, Monica Estrada, Controller, Oswaldo Del Rio, Exec. Asst. to CFO, Jessika Franco, Exec. Asst. to CEO.		
Not Present: Commissioner David Stout, Board Vice Chair, Kristen Daugherty, CEO, Ashley Sandoval, Associate CEO		

ITEM	TOPIC	DESCRIPTION/CONCLUSION	REQUIRED ACTIONS	ASSIGNMENT OF RESPONSIBILITY	DATE FOR COMPLETION
A.	Approve March 28, 2019 Finance and Executive Meeting Minutes	Minutes for the March Finance and Executive Committee meetings were reviewed and approved.	Item forwarded to the Board for approval.	Oswaldo Del Rio	
B.	Presentation of a CEO Report regarding EHN Operations	Mr. Rene Hurtado reported: <ul style="list-style-type: none"> • Provided a Legislative update on the proposed budget and there is no anticipated reductions. • Provided an update on the 6 pieces of legislation filled by EHN. 	No Action Taken	Rene Hurtado	
C.	Discussion on Emergence Health Network Financials for March 2018.	Mr. Matt Zabolotny provided the following information: March 2019: <ul style="list-style-type: none"> • EHN’s Balance Sheet reflects \$13.2 Million in 			

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		<p>cash. Also \$7.2 Million in Accounts Receivable that include our contracts for HHSC.</p> <ul style="list-style-type: none"> • For the month of March revenues are down by \$703K largely due to Fee for Service lower than budgeted by \$229K and General Revenue lower than budgeted by \$232K. • In Expenses the agency had a positive variance of \$846K largely due to vacancies for a variance of \$343 in Salaries, \$190K in Benefits and \$180K in contracts. • Net Revenue over Expenses for the month came in at a loss of \$24K with a positive variance over budget of \$128K. • Year to date revenues are down by \$3.2 Million largely due to Fee for Services, General Revenue and 1115 Waiver. • Year to date Expenses have a positive variance of \$1.8 Million. • Year to date Net Revenue over Expenses is at a negative \$281K which is less than budgeted by \$1.5 Million. • The Cash Flow forecast was updated and presented. • Financial Ratios were updated and presented • Health Fund came in at a negative \$10K for March. <p>Ms. Joyce Wilson did ask that the HR Committee review the vacant positions identified in the financials. Additionally for staff to identify what positions are revenue generating and what positions are administrative.</p> <p>Ms. Wilson also requested that when we schedule</p>	<p>Item forwarded to the Board for approval in Consent Agenda.</p>	<p>Matt Zabolotny</p>	

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		budget workshops to include different divisions to present on their operations as an educational item for the Board Members.			
D.	CEO Plan of Succession during temporary absence	Mr. Michael Wyatt presented: <ul style="list-style-type: none"> • The plan would be in place during a period where the CEO is temporary unavailability. • The plan indicated that the Associate CEO shall be responsible for and authorized to act on all matters consistent with the duties and powers assigned to the CEO by the EHN Bylaws. • In the absence or inability of the Associate CEO to perform such duties, the CFO shall do so. 	Item forwarded to the Board for approval in Consent Agenda.	Michael Wyatt	
E.	Strategic Plan Year 2	Mr. Rene Hurtado presented: <ul style="list-style-type: none"> • Reviewed the grants that EHN applied for and those that were awarded in March. 	No Action	Rene Hurtado	
F.	Discuss FY19 Strategic Plan	Mrs. Davis presented: <ul style="list-style-type: none"> • The updated FY19 Strategic Plan was sent to the committee to report on current state of all initiatives. • Reviewed the strategic plan items related to Finance and Executive Committee. 	No Action	Kristi Daugherty	
G.	Review Board Agenda	The Committee reviewed and provided feedback on composition of the Board Agenda for April 25, 2019.	No Action	Jessika Franco	
Executive Session,					
H.	Consultation with attorney regarding Equal Employment Opportunity Commission Charge		No Action was taken		

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	number 453-2018-00647 pursuant to Texas Government Code Section 551.071.				
I.	Consultation with attorney regarding Equal Employment Opportunity Commission Charge number 453-2018-001217 pursuant to Texas Government Code Section 551.071.		No action was taken		
J.	Consultation with attorney regarding litigation filed in El Paso County under cause number 2017DCV2472 pursuant to Texas Government Code Section 551.071.		No action was taken		
K.	Consultation with attorney regarding litigation filed in El Paso County under cause number 2018DCV0919 pursuant to Texas Government Code Section 551.071.		No action was taken		
L.	Consultation with attorney regarding litigation filed in El		No action was taken		

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	Paso County under cause number 2018DCV2668 pursuant to Texas Government Code Section 551.071.				
M.	Consultation with attorney regarding Notice of Claim received on February 8, 2019, from EHN consumer, pursuant to Texas Government Code Section 551.071.		No action was taken		
N.	Adjournment				