

BOARD OF TRUSTEES:

JOYCE WILSON
Chair

DR. PETER THOMPSON
Vice Chair

DR. RICK MYER
Secretary

DAVID STOUT
Trustee

ALEXSANDRA ANNELLO
Trustee

THOMAS B. GOLDFARB
Trustee

CINDY STOUT
Trustee

Lt. Scott Romero
Ex Officio, El Paso County
Sheriff's Department



Emergence Health Network

El Paso Center for Mental Health/Intellectual Disabilities

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, August 27, 2020 at 3:31 PM

Central Administration, Boardroom, 201 E. Main St. Ste. 600, El Paso, Texas – held via Microsoft Teams

PRESENT: WILSON, THOMPSON, D. STOUT, ANNELLO (present at 3:40 PM), GOLDFARB (present at 3:36 PM, MYER and C. STOUT

ABSENT: LIEUTENANT ROMERO

1. INTRODUCTORY ITEMS

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

Quorum was certified.

B. **Citizens’ comment**

No members of the public spoke during public comment.

2. CONSENT AGENDA

A. Approve minutes of the Board of Trustees meeting held on July 30, 2020, August 4, 2020 and August 6, 2020 (reviewed by Executive Committee).

B. Approve and authorize Board Chair to execute engagement letter with Beasley, Mitchell and Co. for the annual external financial audit (reviewed by Executive Committee).

C. Adopt the Chief Financial Officer’s report on EHN financials (reviewed by Finance Committee Chair).

EHNBOT Action: THOMPSON moved/ MYER seconded to approve consent agenda. Motion Carried (5/0)

3. REGULAR

A. Discuss and take appropriate action regarding FY2021 Budget (reviewed by Executive Committee).

Carlos Ortiz, Interim Chief Financial Officer reported the following:

- Changes to the budget under expenses include a reduction in travel \$318k
 - \$66k was from grant money and reallocated to staff development
 - Emergency Management cost center was created for PPE expense \$151k
 - Legal counsel contract \$61k
- Revenues remained the same \$56 million
- Bottom line \$211,199k

Mr. Tommy Goldfarb, Board Trustee reported the following regarding July Financials:

- Fee for service programs – detail includes contractual adjustments for services that happened in prior months as well as denials. Denials are broken down and EHN can appeal. EHN had over \$420k of services that were provided but due to data entry errors on the operation side were not able to be billed.
- The Revenue Cycle team collected \$940k. Current collection rate is 93%
- YTD \$3.6 million with a positive variance of \$2.8 million compared to budget
- Finance strategic objectives were successfully completed as well as the FY21 budget preparations to the board prior to timeline.

EHNBOT Action: GOLDFARB moved/ ANNELLO seconded to approve the FY2021 Budget and amend EHN Mission/Vision statement to include intellectual developmental disabilities wording. Motion Carried (7/0)

- B.** Discuss and take appropriate action regarding FY2020 Strategic Plan (reviewed by Executive Committee).

Quarter four of the FY20 Strategic Planning updates were provided highlighting:

- Identified and improved data collection of the hygiene process
- Formalized an EBP internal audit process relating to clinical services; 78% in compliance
- Completion of the Quality Review Board that will ensure interdepartmental communication
- Public and media relations per quarter – Aug. 3rd incident, CEO interview with CNN and NPR Texas
- Worked with 211 and PDNHF to utilize directory of behavioral health services
- Contracted with Spectrum to improve search engine optimization for key word searches and working on a plan to review and edit online reviews of EHN services.
- Modified CLSP to include substance use services
- Worked with TIC representatives locally and through our consultants statewide to incorporate the appropriate language into the document
- Self-care tips were sent to staff through SnapComms
- MAG study completion included mileage, special pay, tuition and certification in preparation for budget
- Leadership succession planning – outlining specific training, job description/job families and a plan for mentorship. Training in the areas of project management techniques.
- Conducted NEO courses online
- Training crosswalk on current positions to include a risk assessment of every position
- EHR online remote trainings
- Improved staff knowledge of HIPAA and 42CFR Part 2; conducted pre and posttests with improved scores
- EHN is now a continuing education provider for LPHA and accredited through TEA to become a provider for teachers and counselors to provide training
- Continuum of care for mental health to include substance use

- Worked with ROSC to identify gaps in the continuum of care, two were identified prevention education and detox services
- Fiscal analysis of new services lines – developed a containment proforma for all revenues and expenses
- Implementation plans were developed for new projects for fiscal and clinical operation
- Target cost services related to the CCBHC model
- Doxy.me virtual waiting room concept
- Balanced scorecard was presented to UMC, El Paso County and Paso Del Norte Health Foundation
- 50% of EHN staff received presentation of the balanced scorecard
- All fourth quarter goals were successfully completed

Main elements of the three-year plan highlighted the following:

- CCBHC certification
- Data management
- EHN became a partner in the community regarding the Aug. 3rd incident response and the pandemic
- Mental Health First Aid training
- Partnered with UMC on integrating behavioral health into primary care
- Substance use
- Improved IDD service array
- MAG study, handbook, training and improved employee morale
- Proforma for new service lines
- Leader in the state with value-based purchasing, cost reporting for CCBHC
- EHR conversion and balance scorecard

EHNBOT Action: THOMPSON moved/ C. STOUT seconded to approve the FY2020 Strategic Plan end of year completion. Motion Carried (7/0)

4. REPORTS AND PRESENTATIONS

A. Receive CEO report regarding current EHN crisis operations and financial impact

Kristi Daugherty, CEO reported the following:

- Ms. Nelda Rogers from HHSC provided a preliminary update on the current virtual comprehensive audit. Ms. Rogers is pleased with the staff and has seen improvement. The personnel review is going well. Temporary Assistance for Needy Families (TNAF) and subcontractor review are at 100%. The Quality Management Plan is in place, this plan monitors services and looks for improvement. Exit audit is scheduled for September 1, 2020.
- Bridge back plan – drills at the clinics have commenced, Executive Committee received live coverage of the employee testing site located at 1600 Montana. Employee anxiety levels are low and staff feels safe.
- Board members will receive an executive summary of the CLSP and LPDN plan with a link to the full plan
- FY21 strategic initiatives will be reviewed by all board committees in September and for board approval at the September Board meeting
- CEO will co-present with Senator Cesar Blanco on El Paso's response to the Aug. 3rd incident at the Texas Tribune Festival being held in September

5. **EXECUTIVE SESSION**

The Board of Trustees went into executive session at 4:45 PM to discuss item 5A. Present at executive session: WILSON, THOMPSON, MYER, D. STOUT, ANNELLO, GOLDFARB, C. STOUT, Attorney Michael Wyatt, Kristi Daugherty and Jessika Franco. The board concluded executive session at 4:59 PM.

A. Discuss CEO evaluation, compensation and incentive pay pursuant to Texas Gov't Code Section 551.074.

6. **OPEN SESSION**

A. Discuss and action related to CEO evaluation, compensation and incentive pay.
EHNBOT Action: No action

7. **ADJOURNMENT**

THE MEETING ADJOURNED AT 5:00 PM.

Approval Date: 9/29/2020 | 8:57 AM PDT _____

By: DocuSigned by: Rick Myer
7C48653283EE41F
Dr. Rick Myer, Board Secretary