

**FALLS COMMUNITY HEALTH CENTER GOVERNING BOARD**  
**MINUTES**  
**NOVEMBER 17<sup>TH</sup>, 2011 AT 11:45 AM**

**PRESENT:** Mike Hurley, Tim Roti, David Bear, Belen Madrigal, Jim Richardson, Kari Benz, Sylvia Thorstensen

**STAFF PRESENT:** Jill Franken, Alicia Collura, Amy Richardson, Patty Van Aartsen, Briget Klein, Jeremy Johnson, Lonna Jones, Judy Kendall, Charles Shafer

Minutes of the October 20<sup>th</sup>, 2011 meeting were reviewed as mailed. Sylvia motioned for approval of the minutes. Mike seconded the motion. Motion carried unanimously.

**Financial Report – Briget**

Program income for September was \$273,000. Year to date program income is \$2,463,000 which is 63% of the budgeted program income. Expenses for September were \$486,000. Year to date expenses are \$4,271,700. Expenses are 2% under budget. September encounters were 3,585. Year to date encounters are 31,172 which is under budget by 5%. Users for September were 955. Year to date users are 12,560. Users are ahead of last year by 460. Sylvia motioned to accept the financial report. Mike seconded the motion.

**Fee Analysis – Amy Richardson**

Amy presented a fee schedule review. Health centers are required to factor in setting fees to the cost of providing the service and consistency with locally prevailing fees in the community when establishing a fee schedule. The Bureau of Primary Healthcare recommends a fee to cost ratio of 1.20. In 2010 FCH fee to cost ratio was 1.17. The national average cost per visit is \$164. FCH average cost per visit is \$137. Mike motioned that the fee schedule be adjusted according to the code value cost per visit formula but that no current fee be decreased and that the Board will reevaluate the fee schedule in 6 months. Kari seconded the motion. Motion carried unanimously.

**Screening for Life – Judy Kendall**

FCH and Sanford hosted a “Screening for Life” event on October 20<sup>th</sup>, 2011. The total patients seen were 85. Clinical lab tests conducted included cholesterol, HDL, Glucose, Rapid HIV tests and IFOBT. Clinical tests were Pap smear, mammogram, blood pressure and BMI. Sixty-five dental exams were completed. The screening event was a great success.

**Access Report**

Dr. Shafer reported that the SDSU Pharmacy program would like to have a Pharmacist in the clinic full time to oversee the pharmacy students that are performing their residency at FCH. This would be a great service to the clinic in providing education for both the patients and the medical providers. Project Connect was held on October 21<sup>st</sup> at the Salvation Army. There were 76 flu shots given, 31 rapid HIV test and a provider was available for 2 hours to see patients.

There were 89 dental visits at the school based clinic for September through November 10<sup>th</sup> and there were 543 dental hygienists visits. The no show rate for dentist visits was 28% and for hygienists was 22%. The dental completed treatment plan for 3<sup>rd</sup> quarter was 44%.

### **Quality Report**

Alicia presented an update to the scheduling policy. The policy would change the allowed missed appointments in 6 months from 5 to 4. According to reports this could possibly put 50 patients over a 6 month period on a walk in status. Sylvia motioned to approve the revised scheduling policy. Mike seconded the motion. Motion carried unanimously.

Alicia updated the Board on the progress of contract negotiations with CFM. There have been 5 meetings to date. Both FCH and CFM have outlined their priorities.

### **Executive Director's Report**

Jill reported that Lonna Jones was awarded the Delta Dental Great Smile Award. Janson Exner a Nurse Case Manager has been nominated for the Crusinberry Award and Amy Richardson was nominated for the Jeanne Fullenkamp award for Mid Managers. The winners of these awards will be announced on December 5<sup>th</sup>.

There being no further business the meeting was adjourned.