

FALLS COMMUNITY HEALTH CENTER GOVERNING BOARD

MINUTES

October 18TH, 2012 AT 12:30 PM

PRESENT: Kari Benz, Gwendolyn Martin-Fletcher, Michael Hurley, Tim Roti, John Peterson, Ryon Reckling, Mary Greenlee, Samuel Gayetaye

STAFF PRESENT: Jill Franken, Amy Richardson, Briget Klein, Dr. Charles Shafer, Alicia Collura, Andy Peterson,

Minutes of the September 20th, 2012 meeting were reviewed as handed out. Mike motioned for approval of the minutes. Kari seconded the motion. Motioned carried unanimously.

Financial Report

Amy and Briget presented September's program income at 277,000. All categories are exceeding 2011YTD by 12%. Productivity encounters are at 7%, ahead of last year by 3%. Year-end projection to be at 98%. The contract with CFM is at 74% encounters are down by 128 from the contract. Adjustments are at 106% due to the homeless program has increased by 35% this year. There will be collections of 105,000 to write off. Grant draw down is at 75% of budget. \$529,000 in expenses (only 54.00 more than last month). YTD 4.5 million in expenses which is up from last year about 4.8%, mostly due to the contracted dentists moved to part time employees. Other expenses are up. YTD is at 5.6 million which is ahead of the budget by 81%. Accounts receivable is at 1.9 million half due from patients the other half is Medicare and Medicaid.

Motion to accept financial report made by Ryon and seconded by Samuel. Motion carried

Executive Director's Report

Jill welcomed the new board members and mentioned that Gwen and Mike are finishing their terms in December. Process of recruiting new members will begin shortly and if anyone knows someone that would be interested to let ~~staffs~~ know. She also announced that Patty has resigned and that Lisa Stensland will be taking over board duties for now. CHAD director Scott Graff ~~has resigned is resigning from his position; and~~ SCheri Underhill will ~~be serving~~ as interim director ~~and~~ Tim ~~Tritthart~~ ~~treehart~~ and Jill are also helping ~~with~~ ~~other~~ duties. Shirley McCormick a billing specialist for the clinic will be retiring on November 16th the position will be posted soon and Donna, also a billing specialist, will be retiring soon as well. ~~City Council~~ ~~We did~~ ~~receive~~ ~~approval~~ ~~of~~ a new full time LPN position for scheduling/phone triage and staff ~~we~~ are working on filling that by the end of the year. Alicia is working on training for the board for the Affordable Care Act to be offered sometime after the election. Deb Fisher Clemens is able to come but ~~the board meeting we~~ would need to be ~~moved~~ ~~to the meeting to~~ either Tuesday November 13 or November 20th at the same time. More to follow.

Access Report

Dr. Shafer has more resident applications than ever. Call rates are at 9-12% and work is being done on strategies for more efficient handling. Possibly utilizing standardized scripts for handling calls. Proposed changes to the Policy for Patient Scheduling will clarify language. The words acute provider move to same day visits. This passes PCMH requirements.

Motion made to approve the policy change to align with practices made by Mike and seconded by Mary.
Motion carries.

Quality

Dr. Shafer talked about the immunizations for 2 year olds and how far behind the refugee children are that it makes it impossible to catch them up by the time they are 2. This is an opportunity for us to improve on. There are 10 vaccines that a 2 year old has to have to meet grant standards. There are also parents that don't want a certain vaccine that will put us out of compliance.

Looking at the Navigation program and possible funds for 2 nurses to help rework the program to meet requirements and realign job function

Pap smear program looking to find a grant to support a full time RN for level one compliance.

There being no further Mike motioned for dismissal of the meeting. Kari seconded the motion. Motion carried unanimously.