

Falls Community Health Governing Board Minutes
Thursday, September 19, 2013 at 12:00 PM

Present: Linda Karnof, Arlene Olson, John Peterson, Kari Benz, Jim Richardson, Mary Greenlee, Tim Roti, Ryon Reckling

Staff Present: Amy Richardson, Alicia Collura, Dr. Charles Shafer, Briget Klein, Lisa Stensland

Call to Order: The meeting was called to order by Dr. Richardson

Minutes: Minutes from the August 15, 2013 were approved. Motion to approve by Ryon, Mary seconded, motion carried unanimously.

NEW BUSINESS:

Board Nominations- Motion made to accept the highest vote count for Chair and second highest for Vice Chair and in event of tie, revote will take place. Kari first, Arlene second, Motion carries
Result of voting elected Kari as Chair and Mary as Vice Chair.

Executive Director Report- Alicia

- We have had many internal discussions and discussions with the Mayor regarding how we need to move forward to use our resources in such a way to have the highest impact
- Early in the year we did a SWOT analysis and identified potential risks
- Health, HR, and Finance worked together to create a business plan
- We had early conversations with CFM's clinic manager sharing with him that our budget proposal specific to the contract will look different for 2014, shared two executive sessions with you as well as email updates
- Mayor presented as his recommended budget
- Dedicated an hour meeting to present plan to staff and address questions and concerns
- CFM has expressed concerns in areas of maintaining the residency and fairness to the existing nurse practitioner staff.
 - Meetings including the Mayor, CFM leadership and board, health leadership, and city finance have taken place to re-affirm our commitment to the residency program.
 - Researched residency accreditation standards, reaching out to other CHC-residency partnerships, scheduling a phone consultation with 3rd party experts in this area
 - Working with HR to craft job descriptions and salary scale. Existing APP staff has been interviewed, questions and concerns listened to. We feel extremely good that the existing staff will rise up to be highly qualified candidates and negotiate hiring terms based on their level of experience.
- Budget passed City Council with no amendments to our business plan

Motion made to operationalize business plan. Tim first, Mary seconded, motion carries

Financial Report-Amy/Briget

Cash collections through August 31st - was \$276,602. The monthly budget is \$402,000.

Expenses- are at 4.2 million YTD, which is 60.4% of the budget, but an increase of 8.82% over last year. Some reasons for the increase include the wages and benefits are up due to raises and step increases. Expenses for physicians and mental health providers have increased over last year. Small tools and equipment were purchased for the Hayward site. IT expenses are paid once for the entire year. Lab and dental expenses are down for the year about 6,500.

Total charges are 5 million, about 4.8% lower than 2012. Adjustments are 2.4 million, also down from last year 13.1%. Accounts receivable- 1.8 million and 255,000 was sent to collections. 180,000 will be sent in the near future

Motion made to accept financial report. Kari first, Linda seconded. Motion carries.

Grant Budget for 2014 approved at council on Tuesday evening. The budget was revised in relation to the number of visits occurring, PCMH grant money, etc. that was received. With the changes in ACA we could see a shift from the grant sliding scale to insurance.

Motion to approve Grant Budget 2014 made. Mary first, Kari seconded. Motion carries.

Access- Alicia

Next week Alicia will be meeting with HR to finalize job descriptions. She will be meeting with CHAD for help with the hiring process and recruitment. Questions about malpractice insurance have come up and Risk Management is evaluating if the current risk pool is adequate or if we need to look at insurance.

Locum agencies have been assisting to help alleviate the shortage of nurse practitioners; also the school based sites are adding appointment times to help.

Quality-Alicia

Dr. Shafer discussed the Expedited Partner Therapy is a plan to get a partner in for treatment if found to have a sexually transmitted disease.

The 15 UDS quality measures reviewed, and have noticed improvement in the number of pap smears that have been done, blood pressure, tobacco cessation are moving in the right direction. Immunization has continued to be a challenge also our smallest population.

There being no further business motion to adjourn, first Mary, seconded John. Motion carried unanimously.