

**Falls Community Health Governing Board Minutes**  
**Thursday, April 17, 2014, at 12:00 PM**

**Present:** Kari Benz, Susy Blake, Linda Karnof, Tim Roti, Ryon Reckling, John Peterson, Mary Greenlee, Rick Kiley, Nathan Kasselder

**Staff Present:** Jill Franken, Alicia Collura, Amy Richardson, Briget Klein, Lisa Stensland

Call to Order: The meeting was called to order by Kari Benz.

Minutes: Minutes from March 20, 2014 meeting were approved. Motion to approve by Mary, Linda seconded, motion carried.

**NEW BUSINESS:**

**Board Vacancies:**

Congratulations to Rick Kiley on his election to City Council, due to his win, his position on the board will be vacant.

Recommendations for the vacant positions are being submitted to the Mayor, if the board approves the nominations. They include James Keller, Dr. Jennifer Klein, and Gwendolyn Martin Fletcher.

Motion to support the recommended board member candidates, supported by Tim, seconded by Rick, motion carried.

**Financial Report:**

The City went through a financial overhaul with the new software system and has been a long learning process.

Cash collections for the month of January, was \$279,000. The monthly budget is \$416,000. Last year's monthly average was 300,000.

YTD program income collected is \$279,000 and is an increase from last year of \$40,000.

The City contributed \$95,000 which is a decrease from last year of \$95,000.

Expenses- are at \$453,000 YTD, which is 6.14% of the budget, but a decrease of 10% over last year.

Total charges are \$686,282, about a 3.7% increase from last year.

Adjustments are \$298,000, an increase of 23% from last year.

Accounts receivable- 1.6 million and nothing was sent to collections.

Motion made to accept financial report, supported by Mary, seconded by Rick. Motion carries.

**Quality:**

Alicia gave an overview of the access dashboard.

No-show rates have been added to performance improvement.

An audit was done in February of patient phone numbers, and was found that 18 out of 20 had phone numbers.

Dental has added extra help at the front desk to help increase performance and streamline processes.

At the end of 2013 a workflow was added to screen patients for depression.

Care teams are moving forward, it was explained how the teams would work, and each team will have the opportunity to meet quarterly to discuss particulars of a case or patient. The next step is to assign the patients to a team.

**Access:**

Charlotte Dohn is one of the new nurse practitioners; she graduated last summer and has worked at HSC in Yankton.

Motion to accept Charlotte Dohn as a nurse practitioner, supported by Susy, seconded by Ryon. Motion carries.

**Executive Director Report**

- Updates from CHAD are or should be coming to the board via email regarding the Washington DC conference.
- Yesterday a meeting was held with the providers and residents discussed the changes and keeping communications open throughout the process.
- Dr. Singh is a contracted psychiatrist and will be cutting back his hours but he is helping recruit a replacement.

There being no other business Motion to adjourn, supported by Tim, seconded by John. Motion carries.