

**Falls Community Health Governing Board Minutes**  
**Thursday, August 21, 2014, at 12:00 pm**

**Present:** Kari Benz, Suzy Blake, Linda Karnof, Tim Roti, Jim Keller, John Peterson, Mary Greenlee, Arlene Olson, Ryon Reckling

**Staff Present:** Jill Franken, Alicia Collura, Amy Richardson, Lisa Stensland, Jen Tinguely, Katie Wick

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

Minutes: Motion made to approve the minutes as drafted for July 17, 2014, by Mary, Linda seconded, motion carried.

**OLD BUSINESS:**

Nominations for chair and vice-chair: Kari thanked the board for the privilege of representing the board as chair and would be willing to accept a nomination for a second term.

Mary also thanked the board for the opportunity to represent them as vice-chair for the previous year but will not offer herself for a second term due to her job situation at the moment.

Tim offered to be nominated for vice-chair.

The board will vote on chair and vice-chair at the September board meeting.

**NEW BUSINESS:**

**Financial Report:** Amy

This month's report is in review through the end of July 2014, also made available to the board was the month of June.

Cash collections for July, was \$281,600. The monthly budget is \$415,000.

YTD program income collected is \$2,113,000, a decrease of 37,300 from last year.

The City contributed \$578,800 YTD, a decrease of 13,200 from 2013.

Expenses- are at \$3.9 million YTD, which is 53% of the budget. This is a 2.8% increase from last year

Total charges are \$4.4 million, about a 2% increase from last year.

Adjustments are \$2.4 million, an increase of 12% from last year.

Accounts receivable- 1.56 million and nothing was sent to collections.

Medical Encounters YTD are at 11,525 an increase of 850 more YTD over 2013 and Dental is up 428 over 2013. Case management is slightly lower as there are not as many face to face meetings but more phone calls.

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

Amy also reviewed the 2015 budget that was presented to council to be voted on in September. The proposed budget includes 2 new FTE employees and will include a security officer during normal business hours. We are anticipating the expanded services money soon to support the expansion of dental services.

A motion was made to support the 2015 proposed budget as presented to the City Council, supported by Ryon, seconded by Mary. Motion carries.

**Quality:** Alicia

Alicia reviewed the PCMH Dashboard and the quality measures highlighted were the no-show rate at the school based sites. In June the rates are starting to trend down and July should show even better rates with the continuity of care at the school based sites being more consistent.

The Financial Review for Dental has improved to 90% and the goal has been met.

The CLOUT Committee is working on the diabetic hemoglobin measure, and with the newly formed care teams the outcomes can be separated for each team and provider.

The PCMH measures have been submitted after 3 years of work and many workflow changes, the results of which should be known in 30-60 days.

Motion made to support the resolution to accept the PCMH as the principles of practice for Falls Community Health, supported by Tim, seconded by Suzy, motion carries.

**Access:**

Dr. Jennifer Tinguely presented the permanent Credentialing and Privileging for the new Nurse Practitioner in Psychiatry. Motion is to grant permanent credentialing and privileging for Nurse Practitioner John Erpenbach as recommended by Dr. Tinguely, supported by Linda, seconded by Mary. Motion carries.

Dr. Jennifer Tinguely presented the renewal of Credentialing and Privileging for Dr. Jean Heisler, Dr. Amy Houge, Dr. Charles Shafer, and Dr. James Wilde.

Motion is to grant credentialing and privileging for Dr. Jean Heisler, Dr. Amy Houge, Dr. Charles Shafer, and Dr. James Wilde as recommended by Dr. Tinguely, supported by Jim, seconded by John. Motion carries.

Katie Wick presented the permanent Credentialing and Privileging Dr. Jennifer Tinguely.

Motion is to grant permanent credentialing and privileging for Dr. Jennifer Tinguely as recommended by Katie Wick, supported by Suzy, seconded by Arlene. Motion carries.

Katie Wick presented the Credentialing and Privileging for Dr. Jeremy Johnson, DDS. Motion is to grant credentialing and privileging for dentist Dr. Jeremy Johnson as recommended by Katie Wick. First - Ryon, seconded by Linda. Motion carries.

Katie Wick presented the Credentialing and Privileging for Dr. Dale Johnson, DDS and Dr. Stephanie Schmidt, DDS.

Motion is to approve credentialing and privileging for Dr. Dale Johnson and Dr. Stephanie Schmidt as recommended by Katie Wick, supported by Linda, seconded by Suzy. Motion carries.

**Policy Review:**

Alicia presented the Dental Management of Appointment System policy was revised with minor changes. Motion made to approve the Dental Management of Appointment System policy as presented, supported by Jim, seconded by Arlene. Motion carries.

Amy presented the Conflict of Interest policy was revised with minor changes as well as the Code of Conduct policy. The Compliance and Auditing policy was created by combining 3 other policies, also revised was the Cash Handling policy. Motion made to accept the revisions of the policies as presented, supported by Ryon, seconded by Linda. Motion carries.

Jill presented the Program Director Appointment Evaluation and Succession Plan policy. A motion was made to accept the new Program Director Appointment Evaluation and Succession Plan policy, supported by Arlene, seconded by Suzy. Motion carries.

**Executive Director Report-Jill (see attached)**

CFM/FCH contract as approved by FCH board has been also approved by city council and mayor. The next steering committee meeting will be early September.

The Behavioral Health Integration Grant was not awarded this round, but no SD health center was selected.

The base grant was increased \$46,460 and will be included in our year to year total.

**Operational site visit:**

The Operational site visit will be August 26-28, the agenda was handed out. The board is welcome to attend the opening conference on Tuesday and the closing conference on Thursday. There will be a short board meeting on Wednesday at noon then the team will visit with the board members.

There being no other business Motion to adjourn, supported by Linda, seconded by Suzy. Motion carries.