

Falls Community Health Governing Board Minutes
Thursday, May 15, 2014, at 12:00 PM

Present: Kari Benz, Susy Blake, Linda Karnof, Tim Roti, John Peterson, Mary Greenlee, Rick Kiley, Nathan Kasselder, Arlene Olson

Staff Present: Jill Franken, Alicia Collura, Amy Richardson, Briget Klein, Dr. Charlie Shafer, Lisa Stensland, Vanessa Sweeney

Other Guests: Jim Keller, Dr. Mark Huntington

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

Minutes: Minutes from April 17, 2014 meeting were approved. Motion to approve by Mary, Linda seconded, motion carried.

Introductions: Jill introduced Dr. Mark Huntington, Director of CFM. He will be attending our board meetings and Jill will attend CFM's to help with the transitions.

Jim Keller will be an appointed board member later this month.

NEW BUSINESS:

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 February, was \$318,730, up 88,000 from 2013. The monthly budget is \$415,000.

YTD program income collected is \$597,740, increase of 127,950 from last year.

The City contributed \$124,145, a decrease of 120,507 from 2013.

Expenses- are at \$910,785 YTD, which is 12.33% of the budget, and is an 8% decrease from last year. Annual expenses have not been processed yet, including Profit and Liability insurance and maintenance charges.

Total charges are \$1.25 million, about a .8% increase from last year.

Adjustments are \$633,000, an increase of 36.6% 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 Arlene. Motion carries.

Quality:

Alicia gave an overview of the quality dashboard, what it tracks and what needs improvement. The No show rate at the main site is usually around 15%, the school sites is 23-24% but is going down. We have found that when the providers at a site are consistent the no show rates were better.

The financial review for Dental is at 94% with a goal of 95%, added front desk staff has helped this improvement

Amy gave an update on the Encounters: The clinic has seen 3181 patients YTD, 2013 was 2981 and is up 200. Dental is up 138 visits. Mental health is down a little. The sliding fee scale and policy was also reviewed.

Access:

Physical Therapy and Occupational therapy update:

The USD physical therapy students and faculty have seen 122 patients with the top diagnosis being back pain, plantar fasciitis, and joint pain. They are providing rehab for patients so fewer narcotics have to be used. They are seeing as many patients as possible, while volunteering faculty and student time here. There is no other clinic in town that is offering PT or OT on a sliding fee. OT (occupational therapy) has only been available for the last 4-5 months; faculty and students are also volunteering their services. A change of scope may be looked at in the future.

Operational site visit:

The Operational site visit will be August 26-28, and is an objective assessment to make sure FCH is in compliance with the health center program requirements. Items being reviewed includes, policies and procedures, financial or clinical records (not individual patient health records), other relevant documents needed to assess and verify compliance with program requirements.

In preparation for the site visit the June and July meetings will be 11:30-1pm, the normal board meeting on August 21, 12-1pm and a special meeting on August 28th 12-1pm.

Executive Director Report

- Jill thanked Rick Kiley for his service on the board and wished him the best serving on the City Council.
- Dr. Shafer was thanked for his many years of service to the FCH patients and residents that have come through the residency program.
- CMO update: Dr. Jennifer Tinguely will begin on May 27th. She is a graduate of the CFM residency program with a background in public health and is passionate about the underserved.

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