

Falls Community Health Governing Board Minutes
Thursday, August 18, 2016, at 12:00 pm

Present: Gwendolyn Martin-Fletcher, Jim Kellar, John Peterson, Arlene Olson, Jonathon Ott, Linda Karnof, Katie Reardon

Absent: Joyeuse Urwibutso, Susy Blake, Tracy Johnson, Bruce Vogt

Staff Present: Alicia Collura, Dr. Jennifer Tinguely, Dr. Stephanie Schmitz, Lisa Stensland

Call to Order: The meeting was called to order by Jim Keller at 12:03 pm

Minutes: Motion made to approve the consent agenda items including:

1. The minutes for Falls Community Health Governing Board dated July 21, 2016
2. The QAQI minutes for July 18, 2016, supported by Gwen and seconded by John. Motion carried.

NEW BUSINESS:

FINANCIAL REPORT:

The Falls Community Health reports attached are through the month ending July 31, 2016. We are 58% through the fiscal year. The last financials presented were through the month of June 2016.

Operating Revenues:

- Net Patient Revenue consists of all patient charges/fees. Total Net Patient Revenue for July came in at \$417,787, YTD actuals are 54% to annual budget. 2016 Net Patient Revenue is unfavorable \$237K to YTD budget.
- Total Grant Revenue of \$268,460 includes grant drawdowns from the Community Health Center, Ryan White Part C, HIV Prevention and Refugee grants.
- Total Other Revenue is \$194.

Total Operating Revenues YTD July is \$5M, which is 57% YTD actuals to annual budget. 2016 Total Operating Revenues are unfavorable \$90K to YTD budget.

Operating Expenses: Operating expenses are classified within 7 categories. Total expenses were \$912,616 for the month of July.

- Personnel expenses are at 50% of the budget. There are also a couple of vacant positions not being expensed YTD yet budgeted. 2016 YTD is \$505K favorable to YTD budget.
- Professional Services are at 59% of the YTD budget. This category includes payments to Center for Family Medicine, locum providers, interpreter services and laboratory expenses. 2016 YTD is \$8K unfavorable to YTD budget. Laboratory expenses are higher in 2016 due to change of outside lab billing which was not in effect first half of 2015.
- Rentals are at 95% of the YTD budget. One time technology charges occur in July of every year.
- Repair and Maintenance is at 44% of the YTD budget. 2016 YTD is favorable \$24K to YTD budget.
- Supplies and Materials are at 50% of YTD budget. Category includes general medical and dental supplies, immunization & pharmaceuticals as well as the monthly maintenance of the electronic medical and dental software systems. 2016 YTD is \$59K favorable to YTD budget.
- Training is at 64% of the YTD budget. The majority of expense are continuing education expenses and out of state travel. 2016 YTD is \$4K unfavorable to YTD budget.
- Utilities are at 32% YTD budget. The majority of this expense occurs quarterly. Last payment occurred in July.

Non-operating Revenue (Expense):

- Other Revenue is at 61% of the budget and includes USD dental lease payments and recovery of prior year revenue.
- Estimated Uncollectible Revenue is (\$132,251) for July. 2016 YTD is \$32K favorable to YTD budget.

Net Income (Loss): July actuals are (\$347,074) and YTD (\$273,134). 2016 YTD is \$423K favorable to 2016 budget.

Motion made to approve the financial report for June, supported by Arlene and seconded by Linda, motion carried.

CHAIR/VICE CHAIR NOMINATING COMMITTEE:

Nominations for Chair are Jim Kellar. Nominations for Vice-Chair are Bruce Vogt. Voting will take place next month.

ACCESS:

A review of the Sioux Falls Health Department – Falls Community Health Standard Operating Policy/Procedure for Scheduling of Appointments-Medical to relax the scheduling policy to help meet the scheduling goals and to meet the patient's needs.

A motion was made to accept the Sioux Falls Health Department – Falls Community Health Standard Operating Policy/Procedure for Scheduling of Appointments-Medical as presented supported by Katie and seconded by Arlene, motion carried.

Dr. Tinguely presented credentialing and re-privileging for a number of providers. Their peer reviews for each showed no issues.

A motion was made to accept the credentialing and grant the privileging of Dr. Jennifer Tinguely as presented by Dr. Tinguely supported by Katie and seconded by Linda, motion carried.

A motion was made to accept the credentialing and grant the re-privileging of Dr. Amy Hogue as presented by Dr. Tinguely supported by Gwen and seconded by Arlene, motion carried.

A motion was made to accept the credentialing and grant the re-privileging of Dr. Charles Shafer as presented by Dr. Tinguely supported by Arlene and seconded by Linda, motion carried.

A motion was made to accept the credentialing and grant the re-privileging of Dr. James Wilde as presented by Dr. Tinguely supported by Arlene and seconded by Tracy, motion carried.

A motion was made to accept the credentialing and grant the privileging of Andrea Eben, CSW-PIP, QMHP as presented by Dr. Tinguely supported by John and seconded by Arlene, motion carried.

The board was also asked to approve the credentialing for billing purposes of the following:

A motion was made to accept the credentialing of Dr. Tara Geis as presented by Dr. Tinguely supported by Gwen and seconded by Linda, motion carried.

A motion was made to accept the credentialing of Dr. Mark Huntington as presented by Dr. Tinguely supported by Katie and seconded by Arlene, motion carried.

A motion was made to accept the credentialing of Dr. Wesley Nord as presented by Dr. Tinguely supported by Katie and seconded by Jonathon, motion carried.

A motion was made to accept the credentialing of Dr. Fred Thanel as presented by Dr. Tinguely supported by Linda and seconded by Jim, motion carried.

A motion was made to accept the credentialing of Dr. Mary Watson as presented by Dr. Tinguely supported by Arlene and seconded by Gwen, motion carried.

EXECUTIVE DIRECTOR'S REPORT: by Alicia

One of the advanced practice providers, Whitney Larsen will be leaving us in November, to stay home with her son. The hiring process has begun to get her replaced.

Dental Hygienist Rachel Larson is also leaving to stay at home with her now three children. She may come back on a part-time basis.

National Health Center Week open house went well. We had agency partners and senate and house representation here to help recognize Dr. Burrish.

CHAD is bringing in a consultant for board training on the overview of board accountability. The time available is September 28th from 12-2, we would like to combine a short meeting and then the training. The regular scheduled meeting will be cancelled for September 16th.

Thank you to Arlene for her service to the board and to Falls Community Health, as this will be her last meeting.

Motion to adjourn, supported by John, seconded by Arlene. Motion carries. 12:45 pm



Jim Kellar- Board Chair
September 28, 2016