

Falls Community Health Governing Board Minutes
Thursday, February 16, 2017, at 12:00 pm

Present: Linda Karnof, Gwendolyn Martin-Fletcher, Jim Kellar, John Peterson, Katie Reardon, Bruce Vogt, Cindy Binkerd, Tracy Johnson

Absent: Susy Blake, Jonathon Ott

Staff Present: Alicia Collura, Amy Richardson, Dr. Stephanie Schmitz, Kelly Piacentino, Dr. Jennifer Tinguely, Lisa Stensland

Call to Order: The meeting was called to order by Jim Keller at 12:00 pm.

A motion was made to approve the consent agenda items including the minutes for Falls Community Health Governing Board dated January 19, 2017, and the QA/QI minutes dated January 23, 2017 supported by Gwen, seconded by Bruce, motion carries.

FINANCIAL REPORT:

The Falls Community Health reports attached are through the month ending December 31, 2016. We are 100% through the fiscal year. The last financials presented were through the month of November 2016.

Operating Revenues:

- Net Patient Revenue consists of all patient charges/fees. Total Net Patient Revenue for December came in at \$331,777 which is 90% of the YTD actuals to annual budget. 2016 Net Patient Revenue is unfavorable \$557K to YTD budget.
- Total Grant Revenue of \$560,404 includes grant drawdowns from the Community Health Center, Ryan White Part C, and HIV Prevention and Refugee grants.
- Total Other Revenue is \$2,670. Medicaid Health Home quarterly revenue was in November.

Total Operating Revenues YTD December is \$9M, which is 102% YTD actuals to annual budget. 2016 Total Operating Revenues are favorable \$196K to YTD budget.

Operating Expenses: Operating expenses are classified within 7 categories. Total expenses were \$1,042,765 for the month of December.

- Personnel expenses are at 95% of the budget. 2016 is \$348K favorable to YTD budget.
- Professional Services are at 106% of the YTD budget. This category includes payments to Center for Family Medicine, locum providers, interpreter services and laboratory expenses. 2016 is \$104K unfavorable to YTD budget.
- Rentals are at 100% of the YTD budget. Technology charges occur in July of every year.
- Repair and Maintenance is at 96% of the YTD budget. 2016 is favorable \$2K to YTD budget.
- Supplies and Materials are at 99% 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 is \$8.8K favorable to YTD budget.
- Training is at 104% of the YTD budget. The majority of expense are continuing education expenses and out of state travel. 2016 is \$3K unfavorable to YTD budget.
- Utilities are at 69% YTD budget. The majority of this expense occurs quarterly. Last payment occurred in December.

Non-operating Revenue (Expense):

- Other Revenue is at 117% of the budget and includes USD dental lease payments and recovery of prior year revenue.
- Estimated Uncollectible Revenue is (\$11,109) for December 2016 and is \$102K unfavorable to YTD budget.

Net Income (Loss): December actuals are (\$131K) and YTD (\$783,779). 2016 is \$409K favorable to 2016 budget.

QUALITY:

Dental Report

In January, Dr. Schmitz and Dr. Naber attended training with the NNOHA Collaborative. They learned ways to guide a patient to make health changes with more open ended questions regarding the care of their teeth, called Motivational Interview. Rana DeBoer from HR will help with the 6 months of motivational interview training for the staff. They also learned about silver diamine fluoride, which is a relatively new product to stop a cavity from growing with minimal cost. The dental staff was trained in this process yesterday.

Due to the training that Dr. Schmitz and Dr. Naber attended January's number of appointments was down slightly compared to the last 3 months. The dental clinic had 2,647 patients seen as an emergency in 2016, which is an average of 11 per day.

The school based clinics, from September 1st to December 31st had 144 students enrolled at Hayward, 123 at Hawthorne and 45 enrolled at Terry Redlin, with 88 completed exams at Hayward, 91 at Hawthorne and 16 at Terry Redlin. The decay rate is above 65% at all three schools.

Staff will be meeting with the schools in April to review the current process of obtaining completed paperwork. We are also moving forward with hiring a Locum provider to cover patient visits for May 8th through June 2nd during Dr. Geffre's maternity leave.

ACCESS:

As the PCMH standards get more specific, we are adjusting our policies to meet those standards.

A motion was made to accept the Falls community Health Standard Operating Policy/Procedure for Fee Schedule supported by Linda, seconded by John, motion carried.

BOARD SELF-ASSESSMENT REVIEW AND ACCEPTANCE:

The board self-assessment was reviews and accepted.

EXECUTIVE DIRECTOR'S REPORT:

See report below

Motion to adjourn, supported by Tracy, seconded by Katie, motion carries. 12:55 pm



Jim Kellar- Board Chair
March 16, 2017

January 2017 Falls Community Health Executive Director Board Update

<p>Board Activities/ Updates</p>	<ul style="list-style-type: none"> • Susy Blake has agreed to serve a second term. • Joyuese Urwibutso has moved and no longer able to serve on the board. Brent Christensen has applied to replace her position and recommend his application be moved on for Mayor/City Council approval.
<p>Team and Misc Updates</p>	<ul style="list-style-type: none"> • Jill is attending a Health center leadership meeting this week as part of a year-long peer learning collaborative for health center leaders. • Tobacco Free City Property project team has engaged in a city council working session(1/24), as well as attended the City Council Public Services committee(2/14) to discuss ideas to further expand the ordinance passed by city council on 12/6. Compromise and middle ground has been the focus of conversations that have occurred regarding how offer more tobacco free outdoor spaces in our parks and city owned property. • SB 61 is the bill to revise and modernize the licensure laws for advance practice nursing and to bring SD's laws for APN practice in line with the states surrounding SD. CHAD supported this bill which has passed both the house, and on Monday overwhelmingly passed the senate.
<p>HRSA Activities</p>	<ul style="list-style-type: none"> • The 2016 UDS report has been submitted- thanks to Amy and Andy for all their work on this report • Alicia presented on 2/13 to a national collaborative of Primary Care Associations. The title of her presentations was <i>"The Power of Patient Data: Rock Star Health Centers in Clinical Data Use"</i>. • Erin Hartig – Clinical Quality Coordinator and Sarah Romeo RN present on a national webinar hosted by NACHC and the CDC. <i>"Health Center - Public Health partnerships for successful cancer screening"</i> • Reminder- save the dates for our HRSA August 2017 FCH Operational Site Visit. <ul style="list-style-type: none"> ○ #1 preference is August 22-24 and our board meeting would be the 24th ○ #2 August 15-17 and our board meeting is currently scheduled for the 17th