

Falls Community Health Governing Board Minutes
Thursday, December 15, 2016, at 12:00 pm

Present: Susy Blake, Linda Karnof, Jim Kellar, John Peterson via phone, Katie Reardon, Bruce Vogt, Cindy Binkerd, Tracy Johnson

Absent: Joyeuse Urwibutso, Gwendolyn Martin-Fletcher, Jonathon Ott,

Staff Present: Jill Franken, Alicia Collura, Amy Richardson, Dr. Jennifer Tinguely, Dr. Stephanie Schmitz, Megan Nagel, Lisa Stensland

Call to Order: The meeting was called to order by Jim Kellar at 12:01 pm.

A motion was made to approve the consent agenda items including the minutes for Falls Community Health Governing Board dated November 17, 2016, and the QA/QI minutes dated November 21, 2016 supported by Susy, seconded by Bruce, motion carries.

FINANCIAL REPORT:

The Falls Community Health reports attached are through the month ending November 30, 2016. We are 92% through the fiscal year. The last financials presented were through the month of October 2016.

Operating Revenues:

- Net Patient Revenue consists of all patient charges/fees. Total Net Patient Revenue for November came in at \$372,649 which is 85% of the YTD actuals to annual budget. 2016 Net Patient Revenue is unfavorable \$405K to YTD budget.
- Total Grant Revenue of \$269,358 includes grant drawdowns from the Community Health Center, Ryan White Part C, and HIV Prevention and Refugee grants.
- Total Other Revenue is \$31,563.

Total Operating Revenues YTD November is \$8.1M, which is 92% YTD actuals to annual budget. 2016 Total Operating Revenues are favorable \$36K to YTD budget.

Operating Expenses: Operating expenses are classified within 7 categories. Total expenses were \$686,015 for the month of November.

- Personnel expenses are at 83% of the budget. 2016 is \$537K favorable to YTD budget.
- Professional Services are at 94% of the YTD budget. This category includes payments to Center for Family Medicine, locum providers, interpreter services and laboratory expenses. 2016 is \$34K unfavorable to YTD budget.
- Rentals are at 99% of the YTD budget. Technology charges occur in July of every year.
- Repair and Maintenance is at 67% of the YTD budget. 2016 is favorable \$16K to YTD budget.
- Supplies and Materials are at 90% 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 \$13K favorable to YTD budget.
- Training is at 94% of the YTD budget. The majority of expense are continuing education expenses and out of state travel. 2016 is \$2K unfavorable to YTD budget.
- Utilities are at 51% YTD budget. The majority of this expense occurs quarterly. Last payment occurred in November.

Non-operating Revenue (Expense):

- Other Revenue is at 99% of the budget and includes USD dental lease payments and recovery of prior year revenue.

- Estimated Uncollectible Revenue is (\$152,424) for November 2016 and is \$441K unfavorable to YTD budget.

Net Income (Loss): November actuals are (\$146K) and YTD (\$652,292). 2016 is \$441K favorable to 2016 budget.

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

QUALITY:

Quarterly Quality Report

The decision was made to provide training with CFM residents on care planning and provided them with reminders that are provider driven. We have updated the care plans from the feedback that was received. We will continue to audit the high risk patents and provide the results to the providers and staff.

We are targeting DSME (Diabetic Self-Management Education) education with curriculum and patient tools being ordered. The next steps will be to create and determine how the referral process will work.

The Ryan White non-competing continuation report was submitted. The majority of the measures are above the state and national average. There are 13 new patients enrolled YTD CY16 with patients receiving medical services YTD CY16.

ACCESS:

Motion to accept the credentialing and privileging of Megan Nagel, PA-C as presented by Dr. Tinguely supported by Linda, seconded by Suzy, motion carried.

EXECUTIVE DIRECTOR'S REPORT:

Reminder: Lonna Jones' retirement party is January 12 from 3-5pm in classroom 1

August 2017 we will have another OSV site visit on a Tuesday, Wednesday and Thursday, please let Lisa know if you have any know conflicts.

See below

Motion to move to executive session supported by Tracy, seconded by Suzy.

Motion to move from executive session supported by Bruce, seconded by Tracy.

Motion to adjourn, supported by Bruce, seconded by Tracy, motion carries. 1:07 pm



Jim Kellar- Board Chair
January 19, 2017

December 2016 Falls Community Health Executive Director Board Update

Board Activities/ Updates	<ul style="list-style-type: none"> Linda Karnof's term ends in December, and Susy Blake's ends in January. Both are eligible to serve a second term. CEO evaluation will be finalized at today's meeting Board self-evaluation will also be completed at today's meeting
Team Updates	<ul style="list-style-type: none"> New APP update: Megan Nagel, PA-C, began her practice this week at FCH Planning for Lonna Jones retirement in January continue. We are happy to announce that we have offered and a candidate has accepted the position of Dental Manager.
Miscellaneous	<ul style="list-style-type: none"> It's not too late to get your flu shot! Save the Date: Health Department Employee Holiday Breakfast on 12/20 at 8am, 2nd Floor Conference Room
HRSA Activities	<ul style="list-style-type: none"> We have several new project officers: <ul style="list-style-type: none"> Erich Kleinschmidt is our CHC 330 grant PO Angela Smith is our Ryan White Part C grant PO Ryan White non-competing continuation grant update was submitted last week HRSA has requested an August 2017 FCH Operational Site Visit <ul style="list-style-type: none"> Need to reply with any August scheduling conflicts. Capital grant for various upgrades- most notably the main site front desk remodel- has been closed out.

As I look back at this past year, I am grateful for the support, encouragement, and leadership you as a board provide to and for the Falls Community Health team. This group of health professionals is tasked with providing care for such an array of challenges, and they serve so many who, but for this clinic, would go without the care they desperately need to gain a healthier footing in their lives.

Thank you for the important role you play to ensure that we have the governance which allows our mission to be realized, the care delivered, and lives improved. Happy Holidays!!!