

Falls Community Health Governing Board Minutes
Thursday, May 17, 2018 at 12:00 pm

Present: Susy Blake, Linda Karnof, Jim Kellar, Bruce Vogt, John Peterson, Katie Reardon, Tracy Johnson, Jonathon Ott,

Absent: Gwendolyn Martin-Fletcher, Brent Christiansen, Cindy Binkerd

Staff Present: Jill Franken, Alicia Collura, Amy Richardson, Dr. Jennifer Tinguely, Vanessa Sweeney Lisa Stensland

Call to Order: The meeting was called to order by Bruce Vogt at 12:02 pm.

A motion was made to approve the consent agenda items including the minutes for Falls Community Health Governing Board dated April 19, 2018, and the QA/QI minutes dated April 25, 2018 supported by Tracy, seconded by Susy, motion carries.

FINANCIAL REPORT:

The Falls Community Health reports attached are through the month ending April 30, 2018. We are 33% through the fiscal year. The last financials presented were through the month of March 2018.

Operating Revenues:

- Net Patient Revenue consists of all patient charges and adjustments. Total Net Patient Revenue for April came in at \$343,886 which is 25% of the YTD actuals to annual budget.
- Total Grant Revenue of \$244,342 includes grant drawdowns from the Community Health Center, Ryan White Part C, HIV Prevention, Family Planning, Colorectal Cancer and Refugee grants.
- Total Other Revenue is \$10,271-this includes a \$10,000 donation from the Sioux Falls Area Community Foundation for colonoscopies.

Total Operating Revenues YTD April is \$598,499 which is 26% YTD actuals to annual budget.

Operating Expenses: Operating expenses are classified within 7 categories. Total expenses were \$746,282 for the month of April.

- Personnel expenses are at 28% of the budget. January had 1 pay period, February 2 pay periods and March 3 pay periods, April 2 pay periods. 2018 is \$344K favorable to YTD budget.
- Professional Services are at 29% of the YTD budget. This category includes payments to Center for Family Medicine, locum providers, interpreter services and laboratory expenses.
- Rentals are at 8% of the YTD budget. Technology charges occur in July of every year.
- Repair and Maintenance is at 32% of the YTD budget.
- Supplies and Materials are at 24% 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. 2018 is \$71K favorable to YTD budget.
- Training is at 16% of the YTD budget. The majority of expense are continuing education expenses and out of state travel.
- Utilities are at 27% YTD budget. The majority of this expense occurs quarterly, payment was made in April.

Non-operating Revenue (Expense):

- Other Revenue is at 54% of the budget and includes USD dental lease payments and recovery of prior year revenue.

Net Income (Loss):

April actuals are showing net loss of (\$119,424) and YTD net loss of (\$393,440).

A motion was made to accept the financial report as presented, supported by Jim and seconded by Linda, motion carries.

QUALITY:

Staff have felt the need to address disruptive behaviors from patients. A new policy is being worked on to include an employee reporting form and a Code of Conduct for patients. Over the last 12 months we have seen 29 reports that comprised 24 people, 3 patients have been dismissed for significantly threatening behavior, 14 patients will not be scheduled at the school sites due to their behavior, and 10 reports have resulted in no scheduling restrictions. The newly created code of conduct could be mailed to patients as needed.

ACCESS:

Dental Report:

Hayward's student exams are up with the help of handing consent forms being handed out at conferences. Staff have spent a lot of time reaching out to the parents. The no show rate has decreased. The chart audits look good. The Dental quality measures are still in the collection phase but looking good even with less staff. Dr. Kohler will be starting in August and we are close to finalizing another offer.

A motion was made to accept the re-credentialing and grant re-privileging for Sarah Thoms, supported by Linda, and seconded by Jim, motion carries.

A motion was made to accept the re-credentialing and grant re-privileging for Judy Jacobsen, supported by Tracy, and seconded by Susy, motion carries.

FOCUS GROUP:

The focus group date is set at September 10th from 5:30-7:00 pm and will include a meal. Posters will go up in the patient exam rooms to ask patients to participate. We are looking for 10-12 patients. We will finalize details in August.

EXECUTIVE DIRECTOR'S REPORT:

See attached report.

As the new mayor begins his term in office, Jill wanted to remind the board of their roll in mayoral appointments. This will be the first time with the new board policy in place. It allows the board the authority to approve appointments. The appointed positions for Falls Community Health include the Director, CMO, and Dental Director.

A motion to adjourn, supported by Jim, seconded by Tracy, motion carries.

12:46 pm



H. Bruce Vogt- Board Chair June 21, 2018

May 2018 Falls Community Health Executive Director Board Update

Upcoming Board Vacancies

- John Peterson's second term ends in June, but can be extended four additional months.
- Dr. Katie Reardon's 1st term end in August; she is eligible for re-appointment.

Operations Update

- Staffing/New Positions
 - Interviews are underway for the Behavioral health Counselor positions
 - An offer has been made for remaining open dentist position, to be announced as soon as possible with an anticipated start in August.
- Care management – top priorities through summer
 - Data collection
 - Define high risk patient population for care management
 - Nursing roles and responsibilities defined
 - Review of EMR optimization
- Pharmacy services –
 - Technical assistance – compliance
 - Contract for services - in support of creating a comprehensive pharmacy development strategy
- Substance Abuse Medicaid coverage- continuing to work through accreditation requirements to be a Medicaid SUD provider.

HRSA Competing Application and 2019 Budget

- Contract is being secured with grant writer Jane Bruggeman to assist with grant narrative for application due later this summer.
- Budget preparation continues with majority of the first entry draft completed by Amy this week.

City Business:

- Mayor Ten Haken and newly elected council members sworn in 5/15
- Mayor/Health Director meeting 5/17 2:30pm