

Falls Community Health Governing Board Minutes
Thursday, July 19, 2018 at 12:00 pm

Present: Jim Kellar, Bruce Vogt, John Peterson, Katie Reardon, Tracy Johnson, Cindy Binkerd,

Absent: Susy Blake, Linda Karnof, Gwendolyn Martin-Fletcher, Brent Christiansen, Jonathon Ott

Staff Present: Jill Franken, Amy Richardson, Alicia Collura, Lisa Stensland

Call to Order: The meeting was called to order by Bruce Vogt at 12:05 pm.

A motion was made to approve the consent agenda items including the minutes for Falls Community Health Governing Board dated June 21, 2018 and the QA/QI minutes from May 23 and June 27, 2018, supported by Tracy, seconded by Jim, motion carries.

NEW BUSINESS:

FINANCIAL REPORT:

The Falls Community Health reports attached are through the month ending June 30, 2018. We are 50% through the fiscal year. The last financials presented were through the month of May 2018.

Operating Revenues:

- Net Patient Revenue consists of all patient charges and adjustments. Total Net Patient Revenue for June came in at \$331,541 which is 39% of the YTD actuals to annual budget.
- Total Grant Revenue of \$309,347 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 \$3,127.

Total Operating Revenues YTD June is \$3,650,178 which is 42% YTD actuals to annual budget.

Operating Expenses: Operating expenses are classified within 7 categories. Total expenses were \$681,005 for the month of June.

- Personnel expenses are at 42% of the budget. 2018 is \$553,746 favorable to YTD budget.
- Professional Services are at 48% of the YTD budget. This category includes payments to Center for Family Medicine, locum providers, interpreter services and laboratory expenses.
- Rentals are at 10% of the YTD budget. Technology charges occur in July of every year.
- Repair and Maintenance is at 55% of the YTD budget.
- Supplies and Materials are at 36% 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 \$111K favorable to YTD budget.
- Training is at 31% of the YTD budget. The majority of expense are continuing education expenses and out of state travel.
- Utilities are at 29% YTD budget. The majority of this expense occurs quarterly, payment was made in April, and next payment is in July.

Non-operating Revenue (Expense):

- Other Revenue is at 84% of the budget and includes USD dental lease payments and recovery of prior year revenue.

Net Income (Loss):

- June actuals are showing net loss of (\$8,403) and June YTD net loss of (\$323,602).

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

The board reviewed the 2019 Health Department proposed budget. This budget has been developed by staff in coordination with the finance department and then is brought to the mayor then to council.

A motion was made to accept the 2019 Health Department proposed budget as presented, supported by Katie and seconded by Cindy, motion carries.

The board reviewed the 2019-2023 Capital Equipment program for the Sioux Falls Health Department.

A motion was made to approve the 2019-2023 Capital Equipment program for the Sioux Falls Health Department, supported by Katie, seconded by Jim, motion carries

Productivity for providers is at 91% of goal, nursing is at 101% of goal. The dentist are at 77% of their goal even being short 2 providers. The dental hygienist are at 95% of goal. Mental health and substance abuse is at 104% of their goal due in large to the mental health expansion grant. Case management and social work is at 94%. Averaging 89% to goal for all areas.

QUALITY:

QA/QI: no major updates at this time. HRSA has updated their requirements and we are updating our policy to match. The board reviewed the Quality Assurance and Quality Improvement plan.

A motion was made to accept the Quality Assurance and Quality Improvement plan as presented supported by Jim, seconded by John, motion carries.

POLICY UPDATES:

A motion was made to accept the Falls Community Health Standard Operating Policy/Procedure for Tracking supported by Tracy, seconded by Cindy, motion carries.

A motion was made to accept the Falls Community Health Standard Operating Policy/Procedure for Triage: Phone and Walk In supported by Katie, seconded by Jim, motion carries.

A motion was made to accept the Falls Community Health Standard Operating Policy/Procedure for Clinical Privileges supported by Tracy, seconded by Jim, motion carries.

A motion was made to accept the Falls Community Health Standard Operating Policy/Procedure for Gran Funds- Federal Legislative Mandates supported by Jim, seconded by Tracy, motion carries.

A motion was made to accept the Falls Community Health Standard Operating Policy/Procedure for Grants Management supported by Jim, seconded by Katie, motion carries.

A motion was made to accept the Sioux Falls Health Department-Falls Community Health Standard Operating Policy/Procedure for Falls Community Health Governing Board supported by Tracy, seconded by Jim, motion carries.

ACCESS:

A motion was made to accept the re-credentialing and grant re-privileging for Dale Johnson, DDS, supported by Katie, and seconded by Jim, motion carries.

A motion was made to accept the re-credentialing and grant re-privileging for Jay Allison, MD, supported by Tracy, and seconded by Cindy, motion carries.

A motion was made to accept the re-credentialing and grant re-privileging for Jean Heisler, MD, supported by Jim, and seconded by Katie, motion carries.

A motion was made to accept the re-credentialing and grant re-privileging for Kimberly Heinemann, DDS, supported by John, and seconded by Jim, motion carries.

Nominating Committee:

Next month we will need to think about a slate for chair and vice-chair positions. Bruce and Jonathan are both eligible to serve another year. We will vote in September and officers will take over in October.

EXECUTIVE DIRECTOR'S REPORT:

Board member update: Katie has agreed to be reappointed, as well as Bruce and Jim.

Staff Update: we are still working on recruiting a 4th dentist and our 3rd will start in mid-August.

Strategic Plan Update:

The strategic plan is looked at every 3 years. In the last three years we have extended hours, fully integrated behavioral health with 2 more FTE positions, reviewed roles and responsibilities to maximize roles and maximized our billable services (as roles are being used efficiently we can bill for those services).

PUBLIC INPUT:

None at this time

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

12:59 pm



H. Bruce Vogt- Board Chair August 16, 2018