

**Falls Community Health Governing Board Minutes**  
**Thursday, August 15, 2019 at 12:00 pm**

**Present:** Susy Blake, Patricia (Annie) Bolds, Gwendolyn Martin-Fletcher- Via phone, Tracy Johnson, Bernie Schmidt, Cindy Binker,

**Absent:** Jim Kellar, Dr. Katie Skinner, Dr. Bruce Vogt, Jonathon Ott, Linda Barkley

**Staff Present:** Jill Franken, Amy Richardson, Alicia Collura, Kelly Piacentino, Vanessa Sweeney, Katie Wick, Lisa Stensland

**Due to lack of quorum the meeting was started with reports until quorum was established.**

**NEW BUSINESS:**

**QUALITY:**

Dental report:

The number of students who received services at the school clinics 2018-2019 has increased over 2017-2018. Hayward has seen 270 students vs 138, Hawthorne 147 vs 58, and Terry Redlin 154 vs 45. The May no show rate was at 16% with June's slightly higher at 20%. Chart audits for May through July were at 93% or above and the completed treatment plans for the same time period were 72% or higher. Emergency visits year to date total 520 or 8 patients per day. Dr. Velgersdyk has delivered removable prosthetics to 16 patients over the last 2 months. There are 60 more patients currently scheduled and in the process.

The dental clinic has collaborated with Volunteers of America as they have received grant funding to help homeless veterans receive dental care. These individuals do not qualify for treatment at the VA.

We are working with a locum agency to temporarily fill our open position. As we prepare for school to start, Delta Dental has donated 2,000 toothbrushes for the students at the school sites. After the renovations are complete at Terry Redlin we will be able to provide on-site services and not have to transport students. FCD will begin a learning collaborative with the Nation Network for Oral Health Access (NNOHA). The primary focus will be an interprofessional collaboration for the diabetic patients at FCH.

Call to Order: The meeting was called to order by Susy Blake at 12:20 pm.

A motion was made to approve the consent agenda items including the minutes for Falls Community Health Governing Board dated July 18, 2019 and the QA/QI minutes from July 24, 2019 supported by Bernie, seconded by Tracy, motion carries.

Care management program:

The nurse case managers (NCM) have their own panel of patients who they will work with- focused on complex cases. The goal is to improve patient outcomes. A list of patients will be printed monthly to be more proactive and have at least quarterly interactions with patients who engage in care. Those FCH patients that will qualify include: frequent hospital visits, HIV diagnosis and homeless with an addiction. The NCM will attend appointments with the patient when possible. The next steps would be to contact patients, care planning and EMR revisions, and evaluate within 3 months. There is a vacant NCM position.

**FINANCIAL REPORT:**

The Falls Community Health reports attached are through the month ending July 31, 2019. We are 58% through the fiscal year. The last financials presented were through the month of June 2019.

**Operating Revenues:**

- Net Patient Revenue consists of all patient charges and adjustments. Total Net Patient Revenue for July came in at \$212,031, which is 42% of the YTD actuals to annual budget.

- Total Grant Revenue of \$256,136 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 \$346 for July.

Total Operating Revenues YTD July is \$4.0M, which is 46% YTD actuals to annual budget.

**Operating Expenses:** Operating expenses are classified within 7 categories. Total expenses were \$836,651 for the month of July.

- Personnel expenses are at 51% of the budget. July had 2 pay periods. 2019 is \$541K favorable to YTD budget.
- Professional Services are at 47% of the YTD budget. This category includes payments to Center for Family Medicine, locum providers, interpreter services and laboratory expenses.
- Rentals are at 95% of the YTD budget. Technology charges occur in July of every year.
- Repair and Maintenance is at 35% of the YTD budget.
- Supplies and Materials are at 45% 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. 2019 is \$104K favorable to YTD budget.
- Training is at 62% of the YTD budget. The majority of expense are continuing education expenses and out of state travel. Majority of non-continuing education is paid through quality and expansion grants.
- Utilities are at 33% YTD budget. The majority of this expense occurs quarterly. Last payment occurred in April, next payment is in August 2019.

**Non-operating Revenue (Expense):**

- Other Revenue is at 68% of the budget and includes USD dental lease payments and recovery of prior year revenue.

**Net Income (Loss):**

July actuals are showing net loss of (\$348,039) and YTD net loss of (\$885,466).

A motion to approve the financial statement as presented supported by Tracy, seconded by Cindy, motion carries.

Productivity is still ahead of last year. The physicians are ahead of goal at 104%. The APP's are again at 54% due to the vacancies. Nursing is at goal. Dental is staying steady at 79%. The dietitian FTE is vacant right now. Mental Health and Substance Abuse is above last year. Productivity as a whole is again steady at 81%.

**ACCESS:**

Credentialing and Privileging:

A motion was made to accept the credentialing and grant privileging for Alyssa Gehle, MPH, RDH, LN, supported by Bernie, and seconded by Cindy motion carries.

A motion was made to accept the credentialing and grant privileging for Jackie Bau, CNP, supported by Annie, and seconded by Tracy motion carries.

A motion was made to accept the credentialing and grant privileging for Alisa Reindl, MD, supported by Tracy, and seconded by Bernie motion carries.

A motion was made to accept the credentialing and grant privileging for Brittany Lyle, CNP, supported by Bernie, and seconded by Tracy motion carries.

A motion was made to accept the credentialing and grant privileging for Brock Nelson, DDS, supported by Tracy, and seconded by Cindy motion carries.

**NOMINATING COMMITTEE:**

The options for voting for Chair and Vice-Chair were discussed. The next meeting those interested in serving can volunteer or names may be brought forward to be voted on in September. Jonathan is willing to serve as chair, if no one else would like to.

**EXECUTIVE DIRECTOR'S REPORT:**

See report below:

**PUBLIC INPUT:**

None at this time

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

1:10 pm



Susy Blake –Board Representative September 19, 2019

## August 2019 FCH Executive Director Board Update

**Board**

This is Tracy's last meeting and I want to say a special **THANK YOU** to her for being a really great board member. How she interacts as a board member gives you a keen sense of her passion for the underserved and her overall mission-mindedness. I thank her for her input on our programs and services, her involvement in testing out 1:1 surveying of our patients to better understand their views, and also for her willingness to represent FCH out in the community. You will be missed Tracy- and again, **THANK YOU!!!**

**Operational**

**Provider recruitment:**

- A new APP, Suzanne Tarvis, has been officially hired. Another offer has been made to another candidate to get us up to full strength with our APP team.
- Dentist recruitment is seeing some bright moments lately with a very strong applicant interviewed in the past week. Keep your fingers crossed!

**2020 Budget**

- Health Dept. budget, including FCH budget was presented to City Council on August 13<sup>th</sup>
- In that budget is a change of our interim Nurse Case Managers to a regular FTE, which was included in the budget you approved
- Council will approve 2020 budget in September

**Miscellaneous**

- A reminder of our Community Conversation About Opioids on September 25<sup>th</sup>.
- The second annual Move Well Sioux Falls and Blue Move 5K Run/Walk was a big success, thanks for all who volunteered or attended.

**Good News- City Challenge Coin**

Sara Romeo, who coordinates our colorectal cancer prevention program as a part-time employee, was given a City Challenge Coin for her tremendous work in organizing the Blue Move fundraiser to provide colonoscopies for our patients. Sara's work in this space is *innovative*, and she embodies *respect* for our patients in believing that everyone should have access to the preventive care they need and setting out to do something about it.



