

Falls Community Health Governing Board Minutes
Thursday, February 21, 2019 at 12:00 pm

Present: Jim Kellar, Dr. Katie Skinner, Dr. Bruce Vogt, Tracy Johnson, Bernie Schmidt, Jonathon Ott, Cindy Binkerd,

Absent: Susy Blake, Linda Karnof, Gwendolyn Martin-Fletcher

Staff Present: Jill Franken, Alicia Collura, Amy Richardson, Kelly Piacentino, Dr. Elizabeth Naber, Lisa Stensland

Call to Order: The meeting was called to order by Bruce Vogt 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 17, 2019 and the QA/QI minutes from January 24, 2019, supported by Bernie, seconded by Tracy, motion carries.

OLD BUSINESS:

Focus Group- Jim talked to about 10 different groups of patients, most of them being of poor or immigrant people. Most of the people say FCH meets Health needs really well. Most of the patients he spoke with use the medical clinic, some for dental. They said the FCH staff are very sensitive to cultural differences and they feel understood. One patient said they tried 3 other clinics to get an alcohol referral and got one from here right away. Most come in when they are sick not for well-being checkups. They were very complimentary to the caregivers. Some issues they mentioned included not being able to make walk in appointments, the need for quicker communication between Dr. and patient/ pharmacy, parking and how to get here. Most were sent by friends or relatives, 1 from the hospital. We should plan on doing again and include the dental patients and the school based patients.

NEW BUSINESS:

FINANCIAL REPORT:

The Falls Community Health reports attached are through the month ending December 31, 2018. We are 100% through the fiscal year. The last financials presented were through the month of November 2018.

Operating Revenues:

- Net Patient Revenue consists of all patient charges and adjustments. Total Net Patient Revenue for December came in at \$271,541 which is 74% of the YTD actuals to annual budget.
- Total Grant Revenue of \$487,501 includes grant drawdowns from the Community Health Center, Ryan White Part C, HIV Prevention, Family Planning and Refugee grants.
- Total Other Revenue is \$158 for December.

Total Operating Revenues YTD December is \$7,586,560 which is 86% YTD actuals to annual budget.

Operating Expenses: Operating expenses are classified within 7 categories. Total expenses were \$1,062,372 for the month of December.

- Personnel expenses are at 91% of the budget. December had 3 pay periods. 2018 is \$622K favorable to YTD budget.
- Professional Services are at 100% of the YTD budget. This category includes payments to Center for Family Medicine, locum providers, interpreter services and laboratory expenses.
- Rentals are at 106% of the YTD budget. Technology charges occur in July of every year.
- Repair and Maintenance is at 118% of the YTD budget.
- Supplies and Materials are at 87% 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 \$102K favorable to YTD budget.
- Training is at 120% 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 111% YTD budget. The majority of this expense occurs quarterly. Last payment occurred in December.

Total Operating Expenses YTD December is \$9,167,925 which is 93% YTD actuals to annual budget.

Non-operating Revenue (Expense):

- Other Revenue is at 177% of the budget and includes USD dental lease payments and recovery of prior year revenue.

Net Income (Loss):

- December actuals are showing net loss of (\$275,675) and YTD net loss of (\$1,245,252).

A motion to approve the financial statement as presented supported by Jim, seconded by Bernie, motion carries.

QUALITY:

Dental Update: the no show rate has gone down since October, completed plans are up as well. Emergency visits for 2018 averaged 9.7 per day in spite of having 1-2 provider vacancies in the clinic all year. 2017 average was 10 per day. The sealant program continued at Terry Redlin and expanded to include Hawthorne this year. 48 2nd graders were eligible to receive free sealants. Consent forms continue to come in from Terry Redlin. Last November, we screened nearly 1,732 students at the three schools and provided 500 fluoride varnish treatments. Students will receive a second application in May. To celebrate Children's Dental Health Month, the hygienists provided oral health presentations to 500 first and fourth grade kids at the three elementary schools.

We are looking forward to Dr. Lacayo to join our clinic next month. She has over 30 years of experience in dentistry, most of which were in public health.

ACCESS:

Reviewed the 340B Policy that was expanded, clarified a few definitions and items within the policy.

A motion was made to approve the 340B Policy with corrections was supported by Katie, seconded by Jon, motion carries.

Peakon Overview:

The health department along with three other city departments have been participating in the city's new Peakon survey pilot program. The health department has done staff surveys for years and in 2015 it was recommended to not have 2 surveys go out but one for the entire city staff. The city had not done a staff survey for a few years until Peakon was adopted last fall. There are 14 different drivers that staff can comment on and each manager has a dashboard for receiving and monitoring their staff's answers. Overall Health has had an employee Engagement score of 7.7 out of 10 and the organizational benchmark is 7.7

BOARD SELF ASSESSMENT:

The assessments were returned and will be tabulated and sent out with next month's meeting materials.

EXECUTIVE DIRECTOR'S REPORT:

See report below:

PUBLIC INPUT:

None at this time

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

1:10 pm



February 2019 FCH Executive Director Board Update

Board Updates

Patient board vacancy- Our most recent board member had a death in the family recently and due to that is unable to serve on the FCH board. We have an “all hands on deck” call out for a board member to serve. If you as a board member know anyone who you recommend be considered, please let us know.

Board Member Panel on CityLink- A big thank you to Tracy, for serving on the panel that will be shown on CityLink, taped on 2/20. The group was fantastic and made Jill's job moderating very easy. Tracy represented all of you so well!

Provider Updates

Dentist Vacancy- Dr. Lacayo's official start date is March 18th.

Part-time Psych NP- Cassie Heuer is a psychiatric-mental health nurse practitioner who has a passion for the population we serve. She still needs to go through the credentialing process but then she will start seeing patients. Initially she will be here one full day a week but we will be increasing that over time.

FT APP Vacancies- interviews are underway for the APP vacancy due to Judy Jacobson's retirement.

Operational Updates

Annual Data Submission- UDS was successful submitted last week. Thanks Amy and Andy!

One Team Core Values- Mayor Paul rolled out citywide core values and a positioning statement for the City of Sioux Falls – the first time in our city's history we have adopted these citywide.

Our tagline, or positioning statement that's been adopted is *“Taking care of today for a better tomorrow.”* City of Sioux Falls core values follow the acronym STICR (pronounced sticker).

- **Safety:** Protecting quality of life.
- **Teamwork:** Collaborating to serve.
- **Innovation:** Driving growth and development.
- **Character:** Doing the right thing.
- **Respect:** Honoring the dignity of others.

In the months ahead, we'll continue to integrate these into who we are as a city and will be creating ways to recognize employees who embody these values.