

**Falls Community Health Governing Board Minutes**  
**Wednesday, March 25, 2020 at 12:00 pm**

**Present:** Via Phone: Susy Blake, Cindy Binkerd, Angela Landeen, Brenda Parker, Dr. Bruce Vogt, Jim Keller,  
**In person:** Bernie Schmidt,  
**Absent:** Dr. Katie Skinner, Linda Barkey, Patricia (Annie) Bolds, Jonathon Ott  
**Staff Present:** Jill Franken, Amy Richardson, Dr. Jen Tinguely, Lisa Stensland

Call to Order: The meeting was called to order by Susy Blake at 12:02pm.

A motion was made to approve the consent agenda items including the minutes for Falls Community Health Governing Board dated February 20, 2020 and the QA/QI minutes from February 26, 2020 supported by Bernie, seconded by Jim, motion carries.

**BOARD:**

The board thanked Susy Blake for her service to the community and Falls Community Health.

Motion to accept the appointment of Madeline Shields to the Falls Community Health Governing Board, supported by Jim and seconded by Bernie, motion carries.

Motion to accept the nomination of Bernie Schmidt as the vice chair, supported by Jim and seconded by Bruce, motion carries.

**FINANCIALS:**

The Falls Community Health reports attached are through the month ending January 31, 2020. We are 8% through the fiscal year. The last financials presented were through the month of December 2019.

**Operating Revenues:**

- Net Patient Revenue consists of all patient charges and adjustments. Total Net Patient Revenue for January came in at \$372,774, which is 7% of the YTD actuals to annual budget.
- Total Grant Revenue of \$148,863 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 \$1,440 for January.

Total Operating Revenues YTD January is \$523,077, which is 6% YTD actuals to annual budget.

**Operating Expenses:** Operating expenses are classified within 7 categories. Total expenses were \$586,483 for the month of January.

- Personnel expenses are at 7% of the budget. January had 2 pay periods. 2020 is \$118K favorable to YTD budget.
- Professional Services are at 2% of the YTD budget. This category includes payments to Center for Family Medicine, locum providers, interpreter services and laboratory expenses.
- Rentals are at 4% of the YTD budget. Technology charges occur in July of every year.
- Repair and Maintenance is at 3% of the YTD budget.
- Supplies and Materials are at 4% 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.
- Training is at 3% 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 2% YTD budget. The majority of this expense occurs quarterly. Last payment occurred in December 2019.

Total Operating Expenses YTD January is \$586,483 which is 5% YTD actuals to annual budget.

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

- Other Revenue is at 5% of the budget and includes USD dental lease payments and recovery of prior year revenue.

**Net Income (Loss):**

- January actuals are showing net loss of (\$44,678) and YTD net loss of (\$44,678).

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

Productivity for the is down a bit due to the new electronic records conversion. The physicians are at 55% to goal through February, the APP's were at 69% to goal and nursing is at 39%. The average for medical staff is 69% to goal.

The dentists are at 101% to goal through the end of February, hygiene are at 111%. The mental health/substance abuse is at 100% and exceeded 2018 YTD. Case management/social work was at 12% to goal but there are report issues.

The clinic received a supplemental grant for the COVID- 19 response.

**QUALITY:**

The UDS measures were reviewed for 2019, out of the 13 measures 4 were at or exceeding the goal. Six of the 13 of the 13 measures were within 5-6% to the goal. The other 3 include weight assessment for children, tobacco screening and sensation and depression screened and follow up if elevated screening, will be monitored.

**ACCESS:**

Credentialing and Privileging:

A motion was made to accept the re-credentialing and grant re-privileging for Angela Peck, supported by Bernie, and seconded by Bruce, motion carries.

A motion was made to accept the re-credentialing and grant re-privileging for Erin Sanford, supported by Bernie, and seconded by Jim, motion carries.

**EXECUTIVE DIRECTOR'S REPORT:**

Jill thanked the staff at the Health Department for all that they have done. Amy has been given signing authority and Jen is leading medical staff here and at the EOC. Alicia has been working with continuity of operations and Jill is incident command for the EOC.

Sioux Falls has had community spread of COVID-19 with 13 more cases and 1 in Lincoln County, 17 in Minnehaha. The EOC will be bringing forward a policy to the Board of Health tomorrow. In the clinic the managers have a daily meeting and communicate with staff any changes in policy or procedures. The staff is asking great questions and we will be looking to modify our ours of operations and scheduling of acute patients, utilizing health hours or well checks and lab work coming in early with those with respiratory issues after that. Staff is being mindful of social distancing and scheduling so not all staff are here at once. The dental staff is screening patients as they come in and restricting visitors with patients. We have added another phone triage room to help with phone calls, and dental staff is also cross training at the medical front desk.

**PUBLIC INPUT:**

None at this time

A motion to adjourn, supported by Bernie, seconded by Cindy, motion carries.

1:00 pm



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Jonathon Ott - Chair April 16, 2020