

Falls Community Health Governing Board Minutes
Thursday, July 16, 2020 at 12:00 pm

Present: Via Phone: Dr. Bruce Vogt, Jim Keller, Madeline Shields, Angela Landeen

In Person: Bernie Schmidt, Cindy Binker, Brenda Parker,

Absent: Linda Barkey, Patricia (Annie) Bolds, Dr. Katie Skinner, Jonathon Ott,

Staff Present: Jill Franken, Alicia Collura, Dr. Jen Tinguely, Amy Richardson, Lisa Stensland

Call to Order: The meeting was called to order by Bernie Schmidt at 12:00pm. Roll call ___ Annie, yes_ Jim, ___ Katie, _yes_ Bruce, _Jon, _yes_ Cindy, ___ Linda, _yes_ Angela, _yes_ Brenda, _yes_ Madeline, _yes_ Bernie

A motion was made to approve the consent agenda items including the minutes for Falls Community Health Governing Board dated June 16, 2020 and the QA/QI minutes from June, 2020 supported by Brenda, seconded by Cindy, motion carries.

Roll call ___ Annie, yes_ Jim, ___ Katie, _yes_ Bruce, _Jon, _yes_ Cindy, ___ Linda, _yes_ Angela, _yes_ Brenda, _yes_ Madeline, _yes_ Bernie

FINANCIALS:

The Falls Community Health reports attached are through the month ending June 30, 2020. We are 50% through the fiscal year. The last financials presented were through the month of May 2020.

Operating Revenues:

- Net Patient Revenue consists of all patient charges and adjustments. Total Net Patient Revenue for June came in at \$239,649, which is 28% of the YTD actuals to annual budget.
- Total Grant Revenue of \$339,764 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 \$400 for June.

Total Operating Revenues YTD June is \$3,308,119, which is 37% YTD actuals to annual budget.

Operating Expenses: Operating expenses are classified within 7 categories. Total expenses were \$672,916 for the month of June.

- Personnel expenses are at 43% of the budget. June had 2 pay periods. 2020 is \$174K favorable to YTD budget.
- Professional Services are at 28% 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 32% of the YTD budget.
- Supplies and Materials are at 41% 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 23% 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 2020.

Total Operating Expenses YTD June is \$4,241,980 which is 39% YTD actuals to annual budget.

Non-operating Revenue (Expense):

- Other Revenue is at 33% of the budget and includes payments from USD dental lease payments and recovery of prior year revenue.

Net Income (Loss):

- June actuals are showing net loss of (\$70,258) and YTD net loss of (\$806,834).

A motion to approve the financial statement as presented supported by Jim seconded by Madeline, motion carries. Roll call ___ Annie, _yes_ Jim, ___ Katie, _yes_ Bruce, ___ Jon, _yes_ Cindy, ___ Linda, _yes_ Angela, _yes_ Brenda, _yes_ Madeline, _yes_ Bernie.

Productivity

June is seeing and uptick in productivity as the Doctors from CFM are beginning to take appointments and added to the schedule. The physicians are at 62% of the YTD goal. We have one APP on maternity leave, they are at 72% for June. Nursing is at 141%. The dentists are back in production and at 55%. Mental health has been steady the last few months and are exceeding 2019 visits. In August we will have more appointments available with the new and extended hours starting August 3rd.

CITY FINANCIAL AUDIT:

Every year the city is audited by Eide Baily. They also audit the grants that the city has, one of those being the community health grant. We had no findings with in the grant report.

A motion to accept the City Financial Audit as presented supported by Bruce, seconded by Jim, motion carries. Roll call ___ Annie, _yes_ Jim, ___ Katie, _yes_ Bruce, ___ Jon, _yes_ Cindy, ___ Linda, _yes_ Angela, _yes_ Brenda, _yes_ Madeline, _yes_ Bernie.

Grant Budget:

The 2021 proposed budget for the clinic was presented and there are no major changes from 2020, just moving a few line items to better categories and general increases in payroll and rental fees. Expenses will be increased only 1.5% over 2020. This budget will go before council in August before being submitted to HRSA.

A motion to accept the 2021 Falls Community Health Grand budget as presented supported by Angela, seconded by Cindy, motion carries. Roll call ___ Annie, _yes_ Jim, ___ Katie, _yes_ Bruce, ___ Jon, _yes_ Cindy, ___ Linda, _yes_ Angela, _yes_ Brenda, _yes_ Madeline, _yes_ Bernie.

QUALITY: Deferred

ACCESS:

Credentialing and Privileging:

A motion was made to accept the re-credentialing and grant re-privileging for Dr. Jay Allison supported by Jim, and seconded by Angela, motion carries. Roll call ___ Annie, yes_ Jim, ___ Katie, _yes_ Bruce, _Jon, _yes_ Cindy, ___ Linda, ___ Angela, _yes_ Brenda, _yes_ Madeline, _yes_ Bernie

A motion was made to accept the re-credentialing and grant re-privileging for Dr. Jean Heisler supported by Cindy, and seconded by Brenda, motion carries. Roll call ___ Annie, yes_ Jim, ___ Katie, _yes_ Bruce, _Jon, _yes_ Cindy, ___ Linda, ___ Angela, _yes_ Brenda, _yes_ Madeline, _yes_ Bernie

A motion was made to accept the re-credentialing and grant re-privileging for Dr. Dale Johnson, DDS supported by Bruce, and seconded by Jim, motion carries. Roll call ___ Annie, yes_ Jim, ___ Katie, _yes_ Bruce, _Jon, _yes_ Cindy, ___ Linda, ___ Angela, _yes_ Brenda, _yes_ Madeline, _yes_ Bernie

NOMINATING COMMITTEE:

Reviewed the procedure for nominating the next board chair and vice chair.

STRATEGIC PLAN:

Previously the board had allowed the extension of the strategic plan as we had to move our electronic records to a new program as well as due to COVID. A retail pharmacy is still high on the list and could be looked at within the 2022 budget year. FTCA and PCMH applications have been submitted. We will be expanding the hours beginning

August 3rd. The community triage center has been a high priority of the city's and construction should be starting in September. Amy and Alicia have spent about 2 years on the city transit initiative it will now move to implementation. Early 2021 we will hopefully be able to develop the strategic plan for the following 2-3 years.

RYAN WHITE REPORT:

This is a newer quarterly report. It's been a busy few months since we last provided a RW report. Here is a recap of the activities of the past few months. Very few HIV+ patients had a positive COVID test; no hospitalizations or significant issues due to positive diagnosis. Patients appreciated the healthy clinic hours. There wasn't a need to spin up telehealth for Dr. Shafer since the patients liked being able to come into clinic, in a safe environment. The process to close out the final few items of the corrective action plan is about done. We have redesigned the quality plan to better integrate with the quality work of FCH; including expanding the monthly team meetings to include the pharmacist, quality manager for FCH and an APP. Any stakeholder/client input on what you would like to receive reports on is welcome. Our social worker position is vacant but will be posted in the next few months. The RW conference is virtual this year. This allowed us to more robustly participate. Attendees will include the CFO, NCM, manager and pharmacist

EXECUTIVE DIRECTOR REPORT:

See Below.

PUBLIC INPUT:

None at this time

A motion to adjourn, supported by Brenda, seconded by Cindy, motion carries. Roll call ___Annie, yes_ Jim, ___ Katie, _yes_ Bruce, _Jon, _yes_ Cindy, ___ Linda, _yes_ Angela, _yes_ Brenda, _yes Madeline, _yes_ Bernie

1:04 pm



Bernie Schmidt – Vice Chair August 20, 2020

July 2020 FCH Executive Director Board Update

Operational

Service Area Competition: As a reminder, every three years FCH is required to submit a competing grant application for our federal funding. In the years in between, we submit a Budget Period Renewal. Due to COVID, HRSA has announced that they are extending the project periods for those health centers who have a SAC due in 2021 for an additional year. Therefore FCH will not need to submit a competing SAC application, but rather a BPR report in 2021 and our grant period will extend an additional year.

Additionally, HRSA does not anticipate making adjustments based on achievement of patient targets to service area funding with the FY 2021 SAC. HRSA is also exploring ways to align the FY 2022 and future SAC Notice of Funding Opportunities more holistically with health center performance.

PCMH and FTCA- renewal applications have been recently submitted by Erin Hartig for our federal tort claims coverage, as well as our patient centered medical home recognition. These are huge submissions- thank you Erin!!!

Dental: I am sorry to report that Dr. Jamie Kohler, who went to part-time status about 8 months ago, has resigned her position with FCH, effective August 11th. This position has been posted and we are actively recruiting. Dr. Kohler had indicated some months ago that she may need to join her husband's dental practice, which is what led her to ultimately resign. Dr. Kohler has been a terrific dentist and she will be missed.

Other Vacancies: Patient intake supervisor and a fulltime RN are two positions that are currently vacant and also posted to be filled. There are an additional 9 positions that have been vacant over the past 5 months which will be filled over the next couple months.

Staff Appreciation Picnic- Health is hosting our annual appreciation picnic for staff on 7/23 over the noon hour. We are altering our event to ensure we can be COVID safe, but look forward to treating staff to lunch.

Additional Updates

Hayward Neighborhood Hydrant Party 7/18- Hayward FCH staff will be participating in this event to engage neighborhood in a safe way. These are very popular events, which have been expanded this year as a way to provide some outdoor water fun for the kids in the community who have not been able to enjoy the pools this summer.

Triage Center Update:

-  Officially named Link
- Lease agreement between the City and the non-profit has been approved for Link to be located at the Annex, 132 N. Dakota Ave (prior location for FCH)
- Annex remodel design is underway, architectural plans reviewed on 6/30
- Service provider selection is in the final stages and will be announced in the coming weeks
- Goal continues of being operational end of 2020

COVID: latest data below reflects that we continue to be in a low incidence plateau in Minnehaha and Lincoln County (see data on reverse).

Sioux Falls (Minnehaha and Lincoln County) Weekly Data Dashboard

