

Falls Community Health Governing Board Minutes
Thursday, September 17, 2020 at 12:00 pm

Present: Via Phone: Madeline Shields, Jonathon Ott, Dr. Bruce Vogt,

In Person: Bernie Schmidt, Brenda Parker,

Absent: Jim Keller, Linda Barkey, Dr. Katie Skinner, Cindy Binkerd, Angela Landeen

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

Call to Order: The meeting was called to order by Jonathan Ott at 12:05 pm. Roll call, _ Jim, __ Katie, _yes_ Bruce, _yes_ Jon, __ Cindy, __ Linda, __ 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 August 20, 2020 and the QA/QI minutes from August, 2020 supported by Bernie, seconded by Bruce, motion carries.

Roll _ Jim, __ Katie, _yes_ Bruce, _yes_ Jon, __ Cindy, __ Linda, __ Angela, _yes_ Brenda, _yes_ Madeline, _yes_ Bernie

FINANCIALS:

The Falls Community Health reports attached are through the month ending August 31, 2020. We are 67% through the fiscal year. The last financials presented were through the month of July 2020.

Operating Revenues:

- Net Patient Revenue consists of all patient charges and adjustments. Total Net Patient Revenue for August came in at \$210,808, which is 35% of the YTD actuals to annual budget.
- Total Grant Revenue of \$356,511 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 \$36,114 for August which is payment from SD Medicaid Health Home.

Total Operating Revenues YTD August is \$4,485,585, which is 50% YTD actuals to annual budget.

Operating Expenses: Operating expenses are classified within 7 categories. Total expenses were \$711,063 for the month of August.

- Personnel expenses are at 61% of the budget. August had 2 pay periods. 2020 is \$449K favorable to YTD budget.
- Professional Services are at 39% of the YTD budget. This category includes payments to Center for Family Medicine, locum providers, interpreter services and laboratory expenses.
- Rentals are at 93% 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 57% 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 39% 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 54% YTD budget. The majority of this expense occurs quarterly. Last payment occurred in August 2020.

Total Operating Expenses YTD August is \$6,069,378 which is 56% YTD actuals to annual budget.

Non-operating Revenue (Expense):

- Other Revenue is at 44% of the budget and includes payments from USD dental lease payments and recovery of prior year revenue.

Net Income (Loss):

- August actuals are showing net loss of (\$88,665) and YTD net loss of (\$1,417,638).

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

Productivity:

August's productivity has up ticked and brought us back to pre-COVID numbers. The physicians are at 62% of their goal, the APP's are at 73% of this year's goal and exceeding prior years' goal. Nursing is at 142% of their goal. The dentist any hygienists are also seeing a rise in their numbers. As productivity increases so will the budget numbers.

QUALITY:

The quality team has been reviewing the 2020 work plan. A few updates include current work on the UDS measures for weight management for adults as well as nutrition/physical education for adolescents. New workflows have been written for the new EMR and new handouts have been created by the new Registered Dietitian. Currently the handouts are at Communications for design. The workflows are being tested by nursing/provider staff. The Colorectal Cancer (CRC) dashboard will be distributed this month for provider assessment and feedback. The number of CRC screenings this year is lower than last year but the screening efforts have not stopped. FCH was also awarded another round of CDC grant funding to support our CRC efforts which includes the RN CRC Navigator role. This grant also has some funds allocated for payment of diagnostic colonoscopies for those that need financial help. Our RN CRC Navigator continues to seek out ways to assist our patients with the financial barrier for obtaining a colonoscopy. She is currently working with Freenome, a research company out of CA. This study is looking for DNA markers for early-stage detection of CRC. The patients that agree to the study are enrolled and Freenome will then cover the cost of the colonoscopies.

Currently we are in the trial phases of a new Hospital tracking workflow. Hospital tracking is a high-risk area noted from HRSA- the federal grant, FTCA- malpractice insurance and PCMH- Patient Centered Medical Home. We are utilizing medical records as well as a floor RN to ensure proper follow up for patients recently admitted/discharged from the hospital. Once notification is received of a hospital admit, tracking begins. Medical records will check for discharge records to ensure these are available for the patient's hospital follow up visit at our clinic. Prior to their hospital follow up clinic visit, the RN reviews the discharge records and will call the patient to discuss discharge instructions and review medications. There are around 300 discharges a month with around 50 patients that have reoccurring hospital admits. These patients are then assigned to RN Care Manager for more in-depth follow up.

Alicia introduced Morgan Vander Zee our new dietician. She started as COVID hit and she helped staff the recovery center and will be doing nutritional services, and has arranged a local farm to deliver fresh produce every week.

ACCESS:

Credentialing and Privileging:

A motion was made to accept the re-credentialing and grant re-privileging for Dr. Bradley Kamstra, DO, supported by Bernie, and seconded by Brenda, motion carries. Roll call _ Jim, _ Katie, _yes_ Bruce, _yes_ Jon, _ Cindy, _ Linda, _ Angela, _yes_ Brenda, _yes_ Madeline, _yes_ Bernie

A motion was made to accept the re-credentialing and grant re-privileging for Angela M Sadowski, CSW-PIP supported by Bruce, and seconded by Madeline, motion carries. Roll call _ Jim, _ Katie, _yes_ Bruce, _yes_ Jon, _ Cindy, _ Linda, _ Angela, _yes_ Brenda, _yes_ Madeline, _yes_ Bernie

NOMINATING COMMITTEE:

Jonathon has agreed to serve as chair again, Bernie has also agreed to serve as vice chair for another year.

A motion was made to accept the slate of officers Jonathon Ott as board chair and Bernie Schmidt as board vice-chair supported by Cindy, and seconded by Jim, motion carries. Roll call _ Jim, _ Katie, _yes_ Bruce, _yes_ Jon, _ Cindy, _ Linda, _ Angela, _yes_ Brenda, _yes_ Madeline, _yes_ Bernie

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 _ Jim, _ Katie, _yes_ Bruce, _yes_ Jon, _ Cindy, _ Linda, _ Angela, _yes_ Brenda, _yes_ Madeline, _yes_ Bernie

1:08 pm



Jonathon Ott – Chair October 15, 2020

September 2020 FCH Executive Director Board Update

Board Member Updates:

- Mayor TenHaken has approved Brenda to be reappointed for another term.
- I am very saddened to share that we learned of Annie Bolds passing over the summer.
- Bernie has expressed interest in helping recruit board members of diverse ethnicity, which we need for replacing Annie as well as meeting our grant compliance- thanks Bernie!
 - In addition to Bernie's assistance, we will be alerting our patients to this opportunity through various communications, and enlist our staff in recommending candidates.

Operational

2021 Proposed FCH Budget: The 2021 Health Department and FCH budget was approved by the city council on Tuesday night.

HRSA BPR: Our annual report was submitted on September 8th. Thank you Amy and Alica!

Virtual OSV: The Bureau of Primary Health Care has notified us that we've been scheduled for a virtual site visit December 1 – 3, 2020. There will be an opportunity for board members to meet with the site visit team during this VOSV, and we will let you know the schedule for that meeting as soon as possible.

HRSA Quality Award: Again this year, due to the terrific quality improvement work of Erin, the CLOUT team, and all of our clinical staff, we've been awarded funding, \$44,000, in recognition of our improved quality patient outcomes, which will assist our quality improvement priorities.

Additional Updates



Good News!!! In June, Katie Wick was awarded the City of Sioux Falls Core Values STICR Rock, which is a traveling recognition of a team member who exemplifies the City's core values. Katie was recognized for her work to ensure city employees are able to get a COVID test based on our Safer,

Together protocols and back into the workforce.

Community COVID: here is a snapshot of our latest data as of 9/16/2020. You can access this and additional data updated daily for our area by going to <https://siouxfalls.org/covid19>.

