

**Falls Community Health Governing Board Minutes**  
**Thursday, October 15, 2020 at 12:00 pm**

**Present:** Virtually: Jonathon Ott, Dr. Bruce Vogt, Angela Landeen, Dr. Katie Skinner, Linda Barkey,

**In Person:** Bernie Schmidt,

**Absent:** Jim Keller, Cindy Binker, Madeline Shields, Brenda Parker,

**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 12:04 pm. Roll call,    Jim,   yes   Katie,   yes   Bruce,   yes   Jon,    Cindy,   Yes   Linda,   yes   Angela,    Brenda,    Madeline,   yes   Bernie

A motion was made to approve the consent agenda items including the minutes for Falls Community Health Governing Board dated September 17, 2020 and the QA/QI minutes from October 2, 2020 supported by Bernie, seconded by Bruce, motion carries.

Roll    Jim,   yes   Katie,   yes   Bruce,   yes   Jon,    Cindy,   Yes   Linda,    Angela,    Brenda,    Madeline,   yes   Bernie

**FINANCIALS:**

The Falls Community Health reports attached are through the month ending September 30, 2020. We are 75% through the fiscal year. The last financials presented were through the month of August 2020.

**Operating Revenues:**

- Net Patient Revenue consists of all patient charges and adjustments. Total Net Patient Revenue for September came in at \$411,424, which is 43% of the YTD actuals to annual budget.
- Total Grant Revenue of \$372,421 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 \$3,134 for September.

Total Operating Revenues YTD September is \$5,272,564, which is 59% YTD actuals to annual budget.

**Operating Expenses:** Operating expenses are classified within 7 categories. Total expenses were \$674,850 for the month of September.

- Personnel expenses are at 68% of the budget. September had 2 pay periods. 2020 is \$549K favorable to YTD budget.
- Professional Services are at 42% of the YTD budget. This category includes payments to Center for Family Medicine, locum providers, interpreter services and laboratory expenses.
- Rentals are at 94% of the YTD budget. Technology charges occur in July of every year.
- Repair and Maintenance is at 36% of the YTD budget.
- Supplies and Materials are at 65% 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 40% 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 September 2020.

Total Operating Expenses YTD September is \$6,744,228 which is 62% YTD actuals to annual budget.

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

- Other Revenue is at 49% of the budget and includes payments from USD dental lease payments and recovery of prior year revenue.

**Net Income (Loss):**

- September actuals are showing net income of \$132,054 and YTD net loss of (\$1,285,584).

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

**Productivity:**

The APP's and Nurses are ahead of last year's month totals through September. Dentists and Hygienists are both at or near pre-COVID visits. The dietitian started on Monday so we should see some visits counted there soon. Mental Health and Case management are both doing well, having surpassed last year's numbers through September. Total visits YTD 20,800 compared to last year's YTD of 25,862.

**QUALITY:**

Ryan White Update:

- Finalizing a revised clinical quality management plan based upon expert HRSA feedback
- Tentatively scheduled in early 2021 to receive technical assistance to ensure we are maximizing our fiscal and clinical service delivery
- We are proud to inform you that in spite of these challenging times, the viral load suppression of the Part C patients is a staggering 92% and 98% of patients are receiving antiretroviral therapy!! That is a testament to our diligent Part C team and wonderful patients!
- We have purchased a Ryan White module for our medical record and hope to start work on it soon- this should reduce data entry and provide more real time access to status of our patients.
- Sheri Cownie, Part C (and clinic-wide) nurse for many years, is retiring. We know this will be impactful to our patients but we are thankful for her 30 years of service

**ACCESS:**

Policy update:

The Sioux Falls Health Department—Falls Community Health Standard Operating Policy/Procedure for Scheduling of Appointments- Medical, was brought before the board with minor changes that include the new hours of operation.

A motion was made to approve the Sioux Falls Health Department—Falls Community Health Standard Operating Policy/Procedure for Scheduling of Appointments- Medical as presented supported by Bernie seconded by Katie, motion carries. Roll call, \_ Jim, \_yes\_ Katie, \_yes\_ Bruce, \_yes\_ Jon, \_\_ Cindy, \_Yes\_ Linda, \_yes\_ Angela, \_\_ Brenda, \_\_ Madeline, \_yes\_ Bernie

Credentialing and Privileging:

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

A motion was made to accept the credentialing and grant privileging for Dr. Marjorie Heier supported by Bruce, and seconded by Angela, motion carries. Roll call \_ Jim, \_yes\_ Katie, \_yes\_ Bruce, \_yes\_ Jon, \_\_ Cindy, \_yes\_ Linda, \_yes\_ Angela, \_ Brenda, \_\_ Madeline, \_yes\_ Bernie

**EXECUTIVE DIRECTOR REPORT:**

See Below.

**PUBLIC INPUT:**

None at this time

A motion to adjourn, supported by Bernie, seconded by Angela, motion carries. Roll call \_ Jim, yes Katie, yes Bruce, yes Jon, no Cindy, yes Linda, yes Angela, no Brenda, no Madeline, yes Bernie

1:01 pm



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Jonathon Ott – Chair November 19, 2020

DRAFT

## October 2020 FCH Executive Director Board Update

### **Board Member Updates:**

We have identified a patient who is interested in serving on our board; her name is Linda Hunt. Mayor TenHaken has approved her appointment and she will be approved by the city council at the 10/19 meeting. Linda will replace Annie Bolds who passed away over the summer.

### **Operational**

**Virtual OSV:** A reminder of the Bureau of Primary Health Care virtual site visit for FCH, December 1-3. We have a pre-site visit meeting with the reviewers on October 21, so will know more about the schedule, as well as how board members can be involved with this review.

**Sheri Cownie Retirement:** Sheri has worked as an RN at FCH for 30 years, and has made a tremendous impact with our patients with HIV as part of that care team for almost 20 years. Her retirement is at 2:30 today in Classroom 1 upstairs.

**Clinical pharmacy:** Gretchen Schilling, contracted PharmD clinical provider with FCH for 7 years recently left Lewis for a position at Sanford. We are indebted to Gretchen as she was instrumental in developing the role of a pharmacist as part of the clinical care team, which has advanced the health of our patients through medication management, patient education and care coordination. Kassandra Friese has replaced Gretchen as our clinical pharmacist.

**FCH COVID Response:** Our team continues to get amazing accolades from those who are accessing our COVID testing services. Thus far we have completed over 1,000 COVID tests, most notably through our COVID drive up testing site.

### **Additional Updates- GOOD NEWS**



Mayor Paul came by last week to present Rick Pudwill with a challenge coin recognizing his efforts in teamwork. As you all know, and have been so complimentary of, Rick and the lab team have provided invaluable COVID testing for both our city employees, partner agencies, and our patients. So far almost 1,000 tests have been completed! This hasn't been accomplished without a number of busy days and personal sacrifices. Congratulations Rick!

Gretchen was also awarded a Challenge Coin for all she's done for our patients and for our program!!! She embodies the core values of teamwork, respect and character in her role and she will be dearly missed by all who have been privileged to call her their colleague.



### **Congratulations, Michaela!**

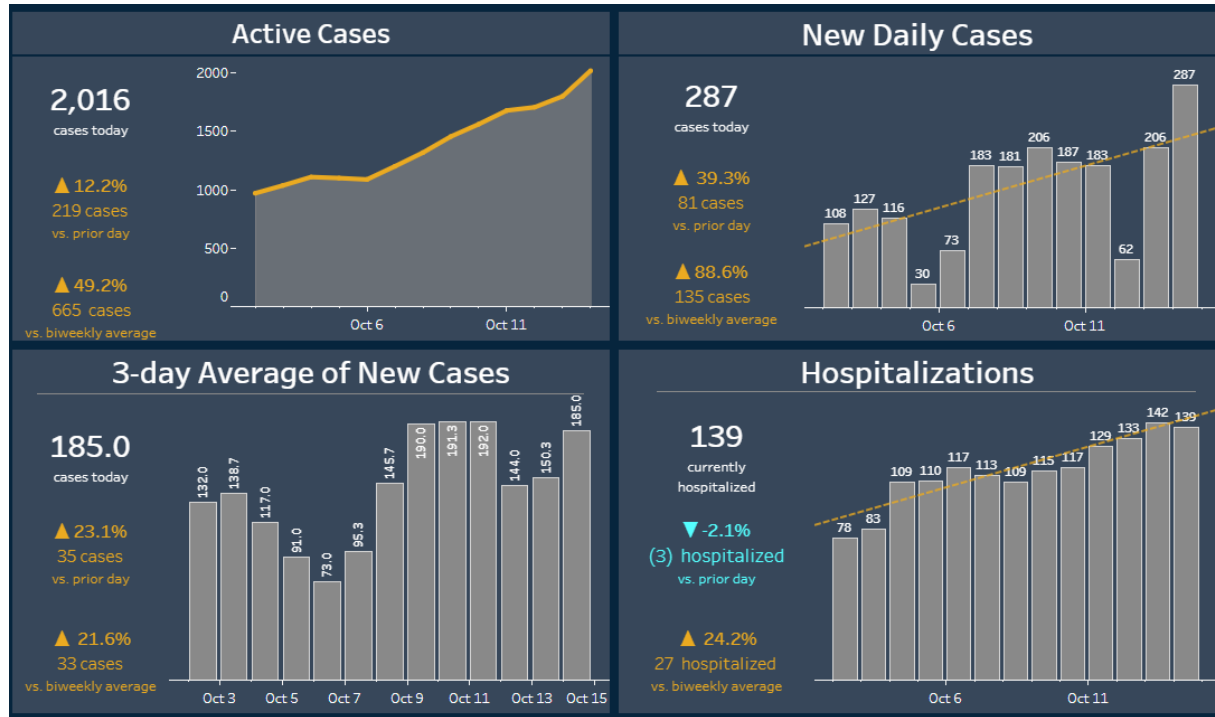
Michaela Gasca recently received the "Great Gifts of Gratitude" award from Great Western Bank. She was chosen for her amazing and selfless work during the COVID-19 pandemic, recognizing all she did with the homeless community in the community shelters, at FCH and at the Recovery Center. Great Western Bank received more than 600 nominations and chose only 140 winners across nine states!

What a well-deserved honor. Thank you, Michaela, for all you do!



**Community COVID:** You can access this and additional data by going to <https://siouxfalls.org/covid19>. Please physically distance, wear a mask, wash your hands, stay home if you are sick!

**Sioux Falls as of 10/14/2020**



**South Dakota as of 10/14/2020**

