

Falls Community Health Governing Board Minutes
Thursday, February 18, 2021 at 12:00 pm

Present: Virtually, Linda Barkey, Madeline Shields, Kari Benz

In Person: Bernie Schmidt, Dr. Bruce Vogt,

Absent: Cindy Binkerd, Dr. Katie Skinner, Brenda Parker, Angela Landeen,

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

Guest: Dr. Mark Huntington

Call to Order: The meeting was called to order by Bernie Schmidt at 12:02 pm. Roll call: A Katie, yes Bruce, A Cindy, yes Linda B, A Angela, A Brenda, yes Madeline, yes Bernie, yes Kari

A motion was made to approve the minutes for Falls Community Health Governing Board dated January 21, 2021 supported by Bernie, seconded by Kari, motion carries.

Roll call: A Katie, yes Bruce, A Cindy, yes Linda B, A Angela, A Brenda, yes Madeline, yes Bernie, yes Kari

FINANCIALS:

The Falls Community Health reports attached are through the month ending December 31, 2020. We are 100% through the fiscal year. The last financials presented were through the month of November 2020.

Operating Revenues:

- Net Patient Revenue consists of all patient charges and adjustments. Total Net Patient Revenue for December came in at \$683,371, which is 67% of the YTD actuals to annual budget.
- Total Grant Revenue of \$715,806 includes grant drawdowns from the Community Health Center, COVID, Ryan White Part C, HIV Prevention, Family Planning, Colorectal Cancer, Behavioral Health and Refugee grants.
- Total Other Revenue is \$1,196 for December.

Total Operating Revenues YTD December is \$8,107,116, which is 91% YTD actuals to annual budget.

Operating Expenses: Operating expenses are classified within 7 categories. Total expenses were \$1,347,077 for the month of December.

- Personnel expenses are at 93% of the budget. December had 3 pay periods. 2020 is \$520K favorable to YTD budget.
- Professional Services are at 66% of the YTD budget. This category includes payments to Center for Family Medicine, locum providers, interpreter services and laboratory expenses.
- Rentals are at 150% of the YTD budget. Technology charges occur in July of every year.
- Repair and Maintenance is at 55% of the YTD budget.
- Supplies and Materials are at 115% 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 52% 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 105% YTD budget. The majority of this expense occurs quarterly. Last payment occurred in December 2020.

Total Operating Expenses YTD December is \$9,707,137 which is 90% YTD actuals to annual budget.

Non-operating Revenue (Expense):

- Other Revenue is at 64% of the budget and includes payments from USD dental lease payments, recovery of prior year revenue, and interest.

Net Income (Loss):

December actuals are showing net income of \$74,231 and YTD net loss of (\$1,355,351).

A motion to approve the financial statement as presented supported by Bruce seconded by Bernie, motion carries. Roll call: A Katie, yes Bruce, A Cindy, yes Linda B, A Angela, A Brenda, yes Madeline, yes Bernie, yes Kari

Productivity:

The physicians ended the year at 65% of the goal. The clinic had reduced hours April – June and the CFM residents were helping at the hospitals during that time. The APP's were fairly consistent and ended up at 79% of the goal with 8,220 visits which was more than 2019. The nursing visits were also fairly consistent and ended at 93% of goal. All three areas ended 2020 at 74% of their goal.

Despite only seeing emergency patients for a few months, the dentists were at 65% of goal. The hygienists were at 58% of goal. Dietician has been steadily increasing the number of patients seen and December allowed for a trueing up of the Case management/Social work visits for the year. There is a reporting error in the software that is being worked on.

Sliding Fee:

Motion to approve and keep the sliding fee categories the same as well as the nominal fees of \$15.00 for medical and \$35.00 for dental. Motion supported by Bernie, seconded by Madeline, motion carries. Roll call: A Katie, yes Bruce, A Cindy, yes Linda B, A Angela, A Brenda, yes Madeline, yes Bernie, yes Kari

BOARD UPDATE:

We received notice from Linda Hunt that she would be resigning effective immediately. She would love to serve at a future date, just can't serve right now.

The board reviewed applications for the two patient representative positions that are currently open by Jim and Linda.

A motion was made to accept the nomination of Moses Pessima to the board, supported by Bernie, seconded by Linda, motion carries. Roll call: A Katie, yes Bruce, A Cindy, yes Linda B, A Angela, A Brenda, yes Madeline, yes Bernie, yes Kari

A motion was made to accept the nomination of Lee Jensen to the board, supported by Kari, seconded by Bernie, motion carries. Roll call: A Katie, yes Bruce, A Cindy, yes Linda B, A Angela, A Brenda, yes Madeline, yes Bernie, yes Kari

Potential Committees:

One of the notes made at the site visit was the lack of committees of the board. Some possible committees the board could put in place are a nominating committee, a policy committee, a fund raising committee and an executive committee. We can start with one and move forward from there once a plan is made, and the need is assessed.

A motion was made to accept the executive committee to include the Chair, Vice Chair and Executive Director, supported by Kari, seconded by Madeline, motion carries. Roll call: A Katie, yes Bruce, A Cindy, yes Linda B, A Angela, A Brenda, yes Madeline, yes Bernie, yes Kari

QUALITY:

Peakon Staff Survey:

Peakon is a city initiated staff engagement survey. The Mayor brought on board a little over a year ago and the Health department was a pilot of the program. The survey is sent out automatically and anonymously to all full time employees. There are 14 Key drivers: accomplishment, autonomy, environment, freedom of opinion, goal setting, growth, management support, meaningful work, organizational fit, peer relationships, recognition, reward, strategy and work load. The Health Department’s current engagement score is 8.3 and the city as a whole is 8.0. Some suggested priorities include: career path, response (organizational fit) and growth. Areas that are strong are mission and alignment (goal setting). Peer relationships and communication are up .6 and .1 respectively.

ACCESS:

Dental Report: Deferred

Policies:

A motion was made to accept the Credentialing for Licensed Independent Practitioners, Other Licensed or Certified Health Care Practitioners and Other Clinical Staff for Clinical Practice and Third-Party Reimbursement policy, supported by Bernie, seconded by Kari. Roll call: A Katie, yes Bruce, A Cindy, yes Linda B, A Angela, A Brenda, yes Madeline, yes Bernie, yes Kari

A motion was made to accept the Standard Operating Policy/Procedure for Clinical Privileges, supported by Madeline, seconded by Bernie. Roll call: A Katie, yes Bruce, A Cindy, yes Linda B, A Angela, A Brenda, yes Madeline, yes Bernie, yes Kari

EXECUTIVE DIRECTOR / BOARD CHAIR REPORT:

The clinical team is working diligently on getting vulnerable populations vaccinated. Madeline has been instrumental in getting the clientele of the Bishop Dudley House in for vaccinations. Kari has been a tremendous help with the recovery center, a place for those who can’t isolate or quarantine.

Also thanks to Bernie for suggesting to put the board vacancies on the announcements on the TV in the waiting room. We received 4 potential candidates from that posting.

Bruce has met with Bill O’Toole in HR regarding the posting of Jill’s position. There have been several postings both locally and nationally. So far there have been 26 applicants, some local and some from other states.

PUBLIC INPUT:

None at this time

Motion to adjourn, support supported by Madeline, and seconded by Angela, motion carries. Roll call: A Katie, yes Bruce, A Cindy, yes Linda B, A Angela, A Brenda, yes Madeline, yes Bernie, yes Kari

1:07 pm



Dr. H. Bruce Vogt –Chair March 18, 2021