

Falls Community Health Governing Board Minutes
Thursday August 18, 2022 at 12:00 pm

Present: Bernie Schmidt, Moses Pessima, Lee Jensen, Dr. Jeff Feiock, Angela Landeen, Kari Benz,

Via Phone: Brenda Parker, Cindy Binkerd

Absent: Sylvia Humke, Madeline Shields, Christin Koball,

Staff Present: Charles Chima, Alicia Collura, Amy Richardson, Dr. Jen Tinguely, Lisa Stensland, Dr. Susan Olson

Call to Order: Bernie Schmidt called the meeting to order at 12:02 pm.

A motion was made to approve the minutes for Falls Community Health Governing Board dated July 21, 2022, supported by Lee, seconded by Moses, motion carries. Roll call: Y Jeff, A Sylvia, A Christin, Y Cindy, Y Angela, Y Brenda, A Madeline, Y Bernie, Y Lee, Y Moses Y Kari

BOARD RESPONSIBILITIES:

Jen Genua from CHAD joined and presented on the board's legal responsibilities.

The board's legal responsibilities are described in the Notice of Funding Award (NOFA). The award describes budget and funding with programmatic oversight. The award also gives executive orders – what you can and cannot do with federal funding. There is also specific language required on websites, documents and issuing statements that describe our program. We also have grant responsibilities and HRSA program requirements in our board authority and make up that is covered in Ordinance, Chapter 19 – board authority and Chapter 20 – Board Composition.

The board also ensures that the health center is on track with the number of patients and number of visits, clinical performance measures and financial performance measures. What reasons if not on track? Compliance with local, state and federal laws including payment of payroll taxes, following of procurement process and completion and filing of annual audit, Medicare/Medicaid cost reports completed and billing of public and private insurance appropriately are part of the legal responsibilities. Other considerations of corporate compliance include; Section 330 funding (HRSA) 340B Pharmacy, HIPAA, OSHA, OIG and other health center programs (financial, operational, governance, clinical, risk management and human resources etc.)

FINANCIALS:

The Falls Community Health reports attached are through the month ending July 31, 2022. We are 58% through the fiscal year. The last financials presented were through the month of June 2022.

Operating Revenues:

- Net Patient Revenue consists of all patient charges and adjustments. Total Net Patient Revenue for July came in at \$233,437, which is 37% of the YTD actuals to annual budget.
- Total Grant Revenue of \$354,350 includes grant drawdowns from the Community Health Center, ARPA, Community Health Worker, Ryan White Part C, HIV Prevention, Family Planning, and Colorectal Cancer grants.
- Total Other Revenue for July is \$748.

Total Operating Revenues YTD July is \$4,145,754, which is 39% YTD actuals to annual budget.

Operating Expenses: Operating expenses are classified within seven categories. Total expenses were \$1,058,620 for the month of July.

- Personnel expenses are at 51% of the budget. July had three pay periods. 2022 is \$665K favorable to YTD budget.
- Professional Services are at 36% 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 March of every year.
- Repair and Maintenance is at 7% of the YTD budget.
- Supplies and Materials are at 62% 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 37% of the YTD budget. The majority of expense are continuing education expenses and licensure renewals.
- Utilities are at 41% YTD budget. The majority of this expense occurs quarterly. Last payment occurred in June 2022.

Total Operating Expenses YTD July is \$6,253,050, which is 47% YTD actuals to annual budget.

Non-operating Revenue (Expense):

- Other Revenue is at 42% of the budget and includes payments from USD dental lease payments, recovery of prior year revenue, and interest.

Net Income (Loss):

- July actuals are showing a net loss of (\$446,758) and a YTD net loss of (\$1,945,932).

Motion to accept the financial report as presented, supported by Kari, seconded by Angela, motion carries.

Productivity:

Visits for the providers are over 10,000 for the year exceeding last year. The nurses are also exceeding last year, and are at 97% to goal. Dentists are at 73% to goal. Hygiene is at 91%. Dietitian has exceeded the number of visits done last year, mental health/Substance abuse is at 34% and case management is 48%. Staffing shortages continue to be the biggest challenge to productivity. There have been almost 18,000 visits this year.

QUALITY:

Dental Report

Negotiations for a fourth dentist are underway. Dr. Naber will be transitioning to part time about 32 hours per week. Interviews are being conducted for a part time dental assistant.

Our consent forms at the schools will be part of the paperwork that parents will fill out at the beginning of the year for the school. School based sites have had open houses and registrations has started. Production videos for teachers introducing the dental teams to them.

Treatment plan completion is trending low since Dr. Johnson has left.

ACCESS:

Motion to accept re-credentialing and grant re-privileging for Dr. Charles Shafer, MD supported by Jeff and seconded by Kari, motion carries. Roll call: Y Jeff, A Sylvia, A Christin, Y Cindy, Y Angela, Y Brenda, A Madeline, Y Bernie, Y Lee, Y Moses Y Kari

Motion to accept re-credentialing and grant re-privileging for Dr. Amy Hogue, MD supported by Angela and seconded by Jeff, motion carries. Roll call: Y Jeff, A Sylvia, A Christin, Y Cindy, Y Angela, Y Brenda, A Madeline, Y Bernie, Y Lee, Y Moses Y Kari

Motion to accept re-credentialing and grant re-privileging for Dr. Jennifer Tinguely, MD supported by Moses and seconded by Angela, motion carries. Roll call: Y Jeff, A Sylvia, A Christin, Y Cindy, Y Angela, Y Brenda, A Madeline, Y Bernie, Y Lee, Y Moses Y Kari

Motion to accept re-credentialing and grant re-privileging for Dr. James Wilde, MD supported by Kari and seconded by Jeff, motion carries. Roll call: Y Jeff, A Sylvia, A Christin, Y Cindy, Y Angela, Y Brenda, A Madeline, Y Bernie, Y Lee, Y Moses Y Kari

Motion to accept re-credentialing for Dr. Tara Geis, MD supported by Kari and seconded by Jeff, motion carries. Roll call: Y Jeff, A Sylvia, A Christin, Y Cindy, Y Angela, Y Brenda, A Madeline, Y Bernie, Y Lee, Y Moses Y Kari

Motion to accept re-credentialing for Dr. Mary Watson, MD supported by Moses and seconded by Angela, motion carries. Roll call: Y Jeff, A Sylvia, A Christin, Y Cindy, Y Angela, Y Brenda, A Madeline, Y Bernie, Y Lee, Y Moses Y Kari

Motion to accept credentialing and grant privileging for Dr. Susan Olson, DDS supported by Kari and seconded by Moses, motion carries. Roll call: Y Jeff, A Sylvia, A Christin, Y Cindy, Y Angela, Y Brenda, A Madeline, Y Bernie, Y Lee, Y Moses Y Kari

Motion to accept credentialing and grant privileging for Dr. Sarah Scherr, MSW, QMHP MD supported by Moses and seconded by Jeff, motion carries. Roll call: Y Jeff, A Sylvia, A Christin, Y Cindy, Y Angela, Y Brenda, A Madeline, Y Bernie, Y Lee, Y Moses Y Kari

Nominating Committee/ Reappointments:

Motion to accept the re-appointment of Kari Benz to the Falls Community Health Governing board supported by Jeff and seconded by Lee, motion carries. Roll call: Y Jeff, A Sylvia, A Christin, Y Cindy, Y Angela, Y Brenda, A Madeline, Y Bernie, Y Lee, Y Moses Y Kari

Motion to accept the re-appointment of Angela Landeen to the Falls Community Health Governing board supported by Jeff and seconded by Moses, motion carries. Roll call: Y Jeff, A Sylvia, A Christin, Y Cindy, Y Angela, Y Brenda, A Madeline, Y Bernie, Y Lee, Y Moses Y Kari

Motion to accept the nomination of Bernie Schmidt as chair and Kari Benz as vice chair of the Falls Community Health Governing board supported by Cindy and seconded by Moses, motion carries. Roll call: Y Jeff, A Sylvia, A Christin, Y Cindy, Y Angela, Y Brenda, A Madeline, Y Bernie, Y Lee, Y Moses Y Kari

Executive Directors Report:

See below

PUBLIC INPUT:

None at this time

Motion to adjourn supported by Kari seconded by Jeff, motion carries.

1:00 pm



FALLS COMMUNITY HEALTH GOVERNING BOARD MEETING
August 18, 2022
12:00 PM-1:00 PM

Executive Director's Report

Staff Updates

- New focus on workplace well-being
 - Employee of the Month Staff Recognition Program
 - Workplace Wellness Committee
- Working with HR to address dentist, nursing, and other vacancies. Currently negotiating with a dentist candidate.

Program Updates

- Successfully submitted FY 2023 Service Area Competition (SAC) Application for FCH HRSA funding
- National Health Center Week 2022 celebration was great. Thank you to board members for your support.
- Waiting on HRSA approval to begin bid for renovation projects