

**Falls Community Health Governing Board Minutes**  
**Thursday, April 19, 2018 at 12:00 pm**

**Present:** Linda Karnof, Jim Kellar, Bruce Vogt, John Peterson, Tracy Johnson, Jonathon Ott, Cindy Binkerd

**Absent:** Susy Blake, Gwendolyn Martin-Fletcher, Brent Christiansen, Katie Reardon,

**Staff Present:** Jill Franken, Amy Richardson, Dr. Stephanie Schmitz, Dr. Jennifer Tinguely, Lisa Stensland

Call to Order: The meeting was called to order by Bruce Vogt at 12:03 pm.

A motion was made to approve the consent agenda items including the minutes for Falls Community Health Governing Board dated March 15, 2018, and the QA/QI minutes dated March 8, 2018 and March 28, 2018 supported by Tracy, seconded by John, motion carries.

**FINANCIAL REPORT:**

The Falls Community Health reports attached are through the month ending March 31, 2018. We are 25% through the fiscal year. The last financials presented were through the month of March 2018.

**Operating Revenues:**

- Net Patient Revenue consists of all patient charges and adjustments. Total Net Patient Revenue for March came in at \$276,666 which is 19% of the YTD actuals to annual budget.
- Total Grant Revenue of \$331,522 includes grant drawdowns from the Community Health Center, Ryan White Part C, and HIV Prevention and Refugee grants.
- Total Other Revenue is \$32,806-this is the Medicaid Health Home payment for previous quarter.

Total Operating Revenues YTD March is \$1,640,257 which is 19% YTD actuals to annual budget.

**Operating Expenses:** Operating expenses are classified within 7 categories. Total expenses were \$945,032 for the month of March.

- Personnel expenses are at 21% of the budget. January had 1 pay period, February 2 pay periods and March 3 pay periods. 2018 is \$281K favorable to YTD budget.
- Professional Services are at 21% of the YTD budget. This category includes payments to Center for Family Medicine, locum providers, interpreter services and laboratory expenses.
- Rentals are at 4% of the YTD budget. Technology charges occur in July of every year.
- Repair and Maintenance is at 31% of the YTD budget.
- Supplies and Materials are at 17% 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. 2018 is \$64K favorable to YTD budget.
- Training is at 12% of the YTD budget. The majority of expense are continuing education expenses and out of state travel.
- Utilities are at 3% YTD budget. The majority of this expense occurs quarterly.

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

- Other Revenue is at 39% of the budget and includes USD dental lease payments and recovery of prior year revenue.

**Net Income (Loss):**

March actuals are showing net loss of (\$276,014) and YTD net loss of (\$274,016).

A motion was made to accept the financial report as presented, supported by Jim and seconded by Cindy, motion carries.

A motion was made to accept the Sioux Falls Health Department—Falls Community Health Standard Operating Policy/Procedure for Billing and Collections, supported by Linda and seconded by Jim, motion carries.

**QUALITY:** Deferred

**ACCESS:**

A motion was made to accept credentialing and grant privileging for Ryan Palmer, PA, supported by John, and seconded by Jim, motion carries.

A motion was made to accept the re-credentialing and grant re-privileging for Erin Sanford, supported by Susy, and seconded by Cindy, motion carries.

**FOCUS GROUP:**

The board is looking to host 1-2 focus groups with 10-12 participants in each, we are hoping for a diverse population and age and those who are served by the residents, APP's and maybe even the refugee population. The goal of the focus group is to see how we are doing and how we could improve. We will ask for volunteers and staff can help identify those that might be willing to participate. The goal would be to meet in September.

The group has discussed the questions to ask the volunteers, and hopes to present them next month.

**EXECUTIVE DIRECTOR'S REPORT:**

See attached report.

A motion to adjourn, supported by Jim, seconded by Linda, motion carries.

1:00 pm



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H. Bruce Vogt- Board Chair May 17, 2018

## April 2018 Falls Community Health Executive Director Board Update

### Upcoming Board Vacancies

John Peterson's second term ends in June. Please be considering anyone you know who may be a good patient representative on the board. It is allowable for John to serve up to an additional 4 months as needed to find a suitable replacement.

### Staffing/New Positions

- Mary Lisa, new APP, continues to recover from her elbow injury, will be FT in 2 weeks
- Behavioral health counselor positions were posted with 7 applications submitted
- Dr. Jamie Kohler has accepted one of the dentist positions. She has been a dentist with Horizon Healthcare in Howard, SD and will begin her position with us in August
- Interviews are underway for the dentist position open due to the resignation of Dr. Schmitz, whose last day is today

### 340B Pharmacy Services

We have several items of progress in this area, including technical assistance through CHAD at their annual conference in May, as well as through a contracted subject matter expert who is going to help us with a cost benefit analysis of both in-house or contracted pharmacy.

### HRSA Competing Application and 2019 Budget

- FCH federal funding is on a three year cycle with current ending 12/31/2018. Leadership will be busy this summer writing the competing application and has reached out to a grant writer we have worked with for the prior two competing applications. We will contract with her to assist us again this cycle. First meeting to kick-off this process is 4/23.
- Budget preparation for 2019 is underway and it is anticipated that FCH board will approve the FCH budget in July. Council presentations are typically held in August, and the budget brought forward for city council approval in September.

### A Good Man Remembered:

Dr. Loren Amundson served as the first medical director for Falls Community Health for nearly ten years, when the department was located on Minnesota Ave. close to 22<sup>nd</sup> St. In those days it was called Sioux River Valley Community Health Center. Dr. Amundson passed away on March 27<sup>th</sup>.

### City Business:

- Run-Off election will be held May 1<sup>st</sup> for Mayoral race and Central District Council Seat
- Mayor and new councilors sworn in on May 15<sup>th</sup>
- Preparation for the new mayor includes the action needed to appoint the Health Director, CMO and Dentists