

**Falls Community Health Governing Board Minutes**  
**Thursday, August 16, 2018 at 12:00 pm**

**Present:** Susy Blake, Jim Kellar, Bruce Vogt, John Peterson, Tracy Johnson, Cindy Binkerd

**Absent:** Linda Karnof, Gwendolyn Martin-Fletcher, Katie Reardon, Jonathon Ott

**Staff Present:** Alicia Collura, Amy Richardson, Dr. Jennifer Tinguely, Erin Hartig, Kelly Piacentino, Dr. Jamie Kohler, Lisa Stensland

Call to Order: The meeting was called to order by Bruce Vogt at 12:00 pm.

A motion was made to approve the consent agenda items including the minutes for Falls Community Health Governing Board dated July 19, 2018 and the QA/QI minutes from July 27, 2018, supported by Tracy, seconded by Jim, motion carries.

Added to the agenda –Old Business- Focus Group

**NEW BUSINESS:**

**FINANCIAL REPORT:**

The Falls Community Health reports attached are through the month ending July 31, 2018. We are 58% through the fiscal year. The last financials presented were through the month of June 2018.

**Operating Revenues:**

- Net Patient Revenue consists of all patient charges and adjustments. Total Net Patient Revenue for July came in at \$277,446 which is 44% of the YTD actuals to annual budget.
- Total Grant Revenue of \$315,536 includes grant drawdowns from the Community Health Center, Ryan White Part C, HIV Prevention, and Refugee grants.
- Total Other Revenue is \$0.

Total Operating Revenues YTD July is \$4,243,159 which is 48% YTD actuals to annual budget.

**Operating Expenses:** Operating expenses are classified within 7 categories. Total expenses were \$887,944 for the month of July.

- Personnel expenses are at 49% of the budget. 2018 is \$650,130 favorable to YTD budget.
- Professional Services are at 59% of the YTD budget. This category includes payments to Center for Family Medicine, locum providers, interpreter services and laboratory expenses.
- Rentals are at 100% of the YTD budget. Technology charges occur in July of every year.
- Repair and Maintenance is at 63% of the YTD budget.
- Supplies and Materials are at 40% 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 \$141K favorable to YTD budget.
- Training is at 61% 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 50% YTD budget. The majority of this expense occurs quarterly, payment was made in July, and next payment is expected in Sep/Oct.

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

- Other Revenue is at 101% of the budget and includes USD dental lease payments and recovery of prior year revenue.

**Net Income (Loss):**

- July actuals are showing net loss of \$263,595 and July YTD net loss of (\$587,197).

Listed in the grant compliance manual is a requirement that states the board reviews the results of the annual audit. The annual audit is conducted City wide by Eide Bailly. There were no findings for the 2017 Health department audit. Below is the link to the full report. <http://www.siouxfalls.org/finance/financial-reports>

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

#### **QUALITY:**

Dental Report: Introduction of Dr. Jamie Kohler, who comes to us from Horizon Healthcare in Huron, SD. She is very excited to be here.

The no-show rate has increased slightly over the last three months. The chart audits have increased to 97%. The completed treatment plans are a bit slower due to our shortage of dental providers. Emergency visits for may through July were a total of 535 averaging 8.8 per day, last year the average was 10.

Staff has found ways to be more creative with scheduling that has allowed an increase in hygiene efficiency and productivity. Utilizing the spare dental operatories and support staff, hygiene has been able to work out of multiple rooms and increase access to preventative services.

Staff continues to look for ways to improve the paperwork process for parents at our schools. The patient information sheet has been pre-printed with student information to save parents time. Also, changes made last year have allowed us to see existing student patients without requiring parents to complete new paperwork. Our Hygienists will be able to get a head start with treatment.

The sealant program will continue at Terry Redlin and will expand to Hawthorne this year. Currently there are 55 second grad students at Hawthorne and 68 at Terry Redlin.

Dr. Stephanie Schmitz may come back on a part time basis. We are working on final details.

Grant Application: The grant for the clinic is reviewed every three years and HRSA requires us to review the goals. The first one on the list is Diabetic management, with a goal to implement a care management program for our refugee patients that have been diagnosed with diabetes. The hypertension goal has been bumped up, along with pap smears. Immunization goal has been decreased due to the addition of the immunization for children under 8 months old. The weight assessment for children is down a bit, we are looking to rework the brochure for a more kid friendly version as the current one is very wordy. We will look at revamping the grocery store tour referral process as well as refer to the registered dietician for both children and adults. The tobacco goal has been increased but it is a reasonable goal and we are still below the national average. Depression screening goal will increase and we will be trialing a triage counselor who will be available to providers and nurses for warm handoffs while in clinic.

A motion to accept the Health Care Plan and approve the 2019 Service Area Competing application for the next three years of Falls Community Health Funding, supported by Jim and seconded by Susy, motion carries.

#### **ACCESS:**

A motion was made to accept the re-credentialing and grant re-privileging for Dr. Amy Hogue, MD, supported by Jim, and seconded by Cindy, motion carries.

A motion was made to accept the re-credentialing and grant re-privileging for Dr. Charles Shafer, MD, supported by Tracy, and seconded by Susy, motion carries.

A motion was made to accept the re-credentialing and grant re-privileging for Dr. James Wilde, MD, supported by John, and seconded by Susy, motion carries.

A motion was made to accept the re-credentialing and grant re-privileging for Andrea Eben, MSW, LCSW-PIP, QMHP, supported by Jim, and seconded by Cindy, motion carries.

A motion was made to accept the re-credentialing and grant re-privileging for Dr. Jennifer Tinguely, MD, supported by Jim and seconded by Tracy, motion carries.

A motion was made to accept the re-credentialing for Dr. Tara Geis, MD, supported by Susy, and seconded by Jim, motion carries.

A motion was made to accept the re-credentialing for Dr. Mark Huntington, MD, supported by Cindy, and seconded by Tracy, motion carries.

A motion was made to accept the re-credentialing for Dr. Wesley Nord, MD, supported by Tracy, and seconded by Cindy, motion carries.

A motion was made to accept the re-credentialing for Dr. Fredric Thanel, MD, supported by Jim, and seconded by Susy, motion carries.

A motion was made to accept the re-credentialing for Dr. Mary Watson, MD, supported by Jim, and seconded by Tracy, motion carries.

**NEW BOARD MEMEBER:**

Motion to accept the appointment of Bernie Schmidt to the Falls Community Health Governing Board, supported by Jim, seconded by Susy, motion carries.

**NOMINATING COMMITTEE:**

Bruce has volunteered to continue as Chair and Jonathan is also willing to volunteer as vice-chair. If anyone else is willing to serve, please let the staff know. We will vote in September and officers will take over in October.

**OLD BUISNESS:**

The Focus Group is set with the questions but we are having problems getting volunteers. Jim and Tracy may spend a day talking to people as they are coming in for appointments

**EXECUTIVE DIRECTOR'S REPORT:**

See report below:

**PUBLIC INPUT:**

None at this time

A motion to adjourn, supported by Tracy, seconded by Susy, motion carries.

1:15 pm



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H. Bruce Vogt- Board Chair September 20, 2018

Executive Director Report – 8/16/2018

Submitted by - Alicia Collura

Board:

- Bernie Schmidt approved by Council to begin his term next month.
- Dr. Reardon is on the next Council agenda for approval.
- An application is pending for John's position.

Budget:

- Continuing to move the 2019 budget forward. Mayor TenHaken presented our two Patient Support Technician positions in his final proposed budget. Jill will present to the Council on 8/21 @ 3:00.

FCH:

- National Health Center Week – celebrating health care heroes
  - Dr. David Shields – volunteer dermatologist
  - Sara Romeo – Blue Move
- For the 5<sup>th</sup> consecutive year, FCH earned a quality award from HRSA (\$57,280). Quality awards are to be re-invested in clinical quality improvement initiatives, including maintaining our Patient Centered Medical Home recognition.
- Received our FTCA deeming notice on 7/20/2018. This provides malpractice and liability coverage for staff, board members, and providers of the health center.
- Good discussions around improving integration with the SFSD at our three school based sites. Megan Nagel – PA has stepped forward and taken on a leadership role with school based. We have additional pilots and initiatives to test this school year.
  - Provider/school nurse shadowing opportunities
  - Behavioral Health referrals at Hawthorne
  - Paperwork incentives