

**FALLS COMMUNITY HEALTH CENTER
GOVERNING BOARD
MINUTES – JUNE 16TH, 2011 AT 12:30 PM
FALLS COMMUNITY HEALTH CONFERENCE ROOM**

PRESENT: Sylvia Thorstenson, Kathleen Larson, Gwendolyn Martin-Fletcher, Sharon Wagner, Jim Richardson, Mike Hurley, Tim Roti, Kari Benz

STAFF PRESENT: Jill Franken, Alicia Collura, Amy Richardson, Patty Van Aartsen, Lonna Jones, Jeremy Johnson, Charlie Shafer, Briget Klein

Minutes of the April 21st, 2011 meeting were reviewed. Sylvia motioned to approve the minutes. Jim seconded the motion. Motion carried unanimously.

Financial Report – Briget Klein

Briget distributed the financial report for 33% of 2011. April program income was \$260,000. Program income to date is 1.75 million which is about 27% of the budgeted income. April expenses were \$440,000.

Encounters for April were 3,389. Year to date encounters are 13,201 which is an increase of 1,020 over last year. Users for April were 1,235. Year to date users are 7,249 which is an increase of 73 over last year.

Amy discussed user fees. Fees are usually analyzed yearly to insure that the right amount is being charged for client visits. The fee should cover the cost of the visit and also be in line with other clinics. The last time staff and the board looked at user fees was in January of 2010. Amy reported that the current fee continues to be sufficient but will most likely need to be looked at again in the fall of 2011.

Policy Review – Amy Richardson

Amy distributed an updated cash handling policy. The only change to the policy was to add the Terry Redlin site cash handling procedure.

The billing and collections policy was also reviewed. The only change to this policy was the requirement regarding students showing proof of attending classes in the current semester.

Executive Director Report – Jill Franken

Jill met with the HRSA Project Officer a couple of weeks ago. The project officer for Falls Community would like to become more involved with the clinic and has encouraged Jill and her staff to utilize her as a contact and resource.

The expanded service grant has not been awarded. The school based grant to add an additional site at Hayward is also on hold and staff has not heard if funds will be granted. The expanded capacity grant funding will continue through the base grant funding.

A representative from Falls Community Health attended meetings in Washington DC regarding establishing a consumer advisory board for the homeless in Sioux Falls. Most of this trip was funded through a scholarship.

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August 7th through the 13th is Health Center week. Jill may request that the board change their regular meeting time to sometime this week with the intent to highlight what accomplishments the Board has done and provide a tour of our facility.

Access Report – Alicia

Alicia reported that there has been good movement and progress on the 3rd next available initiative. In June the 3rd next available was down to 18 days. The additional site at Terry Redlin has impacted this initiative as has the addition of a nurse practitioner at the main site.

Additionally the no show rate has improved.

Quality Report

Laboratory Manager Rick Pudwill reported that the public laboratory recently did their COLA recertification. This recertification is conducted every 2 years. The lab was granted recertification with a 99% accreditation with only 2 minor details faulted.

Lonna and Dr. Johnson presented the quality report for the dental clinic. The no show rate for the dentists decreased but increased for the dental hygienists.

The completed treatment plan benchmark for 1st quarter was 49% which has not changed from the prior quarter. The chart audit was up 24% over last quarter.

There being no further business Gwendolyn motioned to adjourn the meeting. Jim seconded the motion. Motion carried unanimously.