

**FALLS COMMUNITY HEALTH CENTER  
GOVERNING BOARD  
FEBRUARY 16<sup>TH</sup>, 2012 AT 11:45 AM  
MINUTES**

**PRESENT:** David Bear, Kathleen Larson, Mike Hurley, Jim Richardson, Etienne Mulenda, Tim Roti, Kari Benz

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

Minutes of the January 17<sup>th</sup>, 2012 meeting were reviewed as mailed. Kari motioned to approve the minutes. Mike seconded the motion. Motion carried unanimously.

Two videos were shared with the board. The first was a video regarding public health service. The second video included staff of the Health Department talking about the mission and value of working as a provider of public health.

**Financial Report – Briget Klein and Amy Richardson**

Amy reported that she and Briget would begin splitting the duties of the financial report. The reporting period was through December 31<sup>st</sup>, 2011. Program income for 2011 showed a 7% increase. In looking ahead at January 2012 program income it appears there will be a slight increase over January 2011. Briget reported that expenses for 2011 were \$5,944,000 which is about \$573,000 over 2010. Expenses for December were high mainly due to having 3 pay periods in December. Encounters and users will be examined as part of Amy's UDS reporting. Mike motioned to accept the financial report. Kathleen seconded the motion.

**Executive Director's Report – Jill Franken**

Jill reported that the annual UDS Report was submitted yesterday. Amy will highlight the findings of this report.

The city is looking at a conversion of their current website. Enhancement of current features and added features will be conducted.

Work continues on the Hayward school based site. Architecture Incorporated is working on the final designs. The clinic will be attached to a community center and will include 2 examinations rooms and 2 dental operatories. The construction bid will most likely occur in February or March. A groundbreaking event will be scheduled in June. The completion date is expected to be sometime in March of 2013.

**Access Report**

Dentist visits at the school based sites for September through December of 2011 were 118 students. Dental Hygienists saw 250 students and conducted 391 fluoride treatments. The dental no show rate for 4<sup>th</sup> quarter of 2011 for dentists was 30% and for hygienists was 20%.

**Falls Community Health Center  
Governing Board  
Minutes – February 16<sup>th</sup>, 2012  
Page 2**

The completed treatment plans for 4<sup>th</sup> quarter of 2011 was 49% up from 44% from the previous report. Chart audits for 4<sup>th</sup> quarter were 79% accurate an increase over last quarter which was 49%. The dental clinic will begin rapid HIV testing next week. Lonna will report on this at the next quarterly meeting.

Dr. Shafer reported that the 1<sup>st</sup> pharmacy student started this week. She will be involved with some of the chronic disease patients. The hope of this program is to eventually have a faculty Pharmacist so that reimbursement for these services could occur.

**USD Report – Amy**

The UDS report stands for Uniform Data System report. It is a standardized set of data reported by grantees that receive support through the Health Center Cluster grant program. The data is used to measure key performance measures to monitor program improvement, compare state and national averages, get a great overall picture and gets reported in the grant application each year. The report shows patient demographics, patients served and the gender, age, ethnicity, income and insurance source of those patients. It measures both the top medical and dental diagnoses. The report also measure quality of care indicators and health outcomes and disparities.

**Quality Report**

Alicia reported on the patient centered medical home. The Patient-Centered Medical Home (PC-MH) is an approach to providing comprehensive primary care. The PCMH is a health care setting that facilitates partnerships between individual patients along with their personal physicians and when appropriate the patient's family.

Alicia reported that staff will revisit the current incident investigation reporting.

There being no further business the meeting was adjourned.