Falls Community Health Governing Board Minutes  
Thursday, September 19, 2019 at 12:00 pm

Present: Patricia (Annie) Bolds, Dr. Bruce Vogt, Bernie Schmidt, Cindy Binkerd, Jonathon Ott, Linda Barkley-via phone, Angela Landeen
Absent: Susy Blake, Jim Kellar, Dr. Katie Skinner,
Staff Present: Jill Franken, Amy Richardson, Alicia Collura, Dr. Jennifer Tinguely, Katie Wick, Lisa Stensland

Call to Order: The meeting was called to order by Dr. Bruce Vogt at 12:02 pm.

A motion was made to approve the consent agenda items including the minutes for Falls Community Health Governing Board dated August 15, 2019 and the QA/QI minutes from September 5, 2019 supported by Bernie, seconded by Cindy, motion carries.

NEW BUSINESS:
Welcomed and introduced Angela Landeen to the governing board.
Motion to accept the appointment of Angela Landeen by the mayor and city council to the Falls Community Health Governing board supported by Annie, seconded by Bernie, motion carries.

FINANCIAL REPORT:
The Falls Community Health reports attached are through the month ending August 31, 2019. We are 67% through the fiscal year. The last financials presented were through the month of July 2019.

Operating Revenues:
- Net Patient Revenue consists of all patient charges and adjustments. Total Net Patient Revenue for August came in at $264,079, which is 47% of the YTD actuals to annual budget.
- Total Grant Revenue of $390,793 includes grant drawdowns from the Community Health Center, Ryan White Part C, HIV Prevention, Family Planning, Colorectal Cancer and Refugee grants.
- Total Other Revenue of $56,929 and includes the Medicaid Health Home quarterly payment.

Total Operating Revenues YTD August is $4.7M, which is 55% YTD actuals to annual budget.

Operating Expenses:
- Personnel expenses are at 62% of the budget. August had 3 pay periods. 2019 is $354K favorable to YTD budget.
- Professional Services are at 56% of the YTD budget. This category includes payments to Center for Family Medicine, locum providers, interpreter services and laboratory expenses.
- Rentals are at 95% of the YTD budget. Technology charges occur in July of every year.
- Repair and Maintenance is at 36% of the YTD budget.
- Supplies and Materials are at 58% 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. 2019 is $72K favorable to YTD budget.
- Training is at 87% 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 57% YTD budget. The majority of this expense occurs quarterly. Last payment occurred in August, next payment is in October 2019.

Non-operating Revenue (Expense):
- Other Revenue is at 75% of the budget and includes USD dental lease payments and recovery of prior year revenue.
Net Income (Loss):

- August actuals are showing net loss of ($370,180) and YTD net loss of ($1,262,539).

A motion to approve the financial statement as presented supported by Bernie, seconded by Cindy, motion carries.

QUALITY:
The grant will need to be resubmitted in July of 2020. The quality focus areas are HPV immunization rates, cervical cancer screening rates, depression screening rates, completed referrals and controlled DM rates.

The Diabetes measure looks at the percentage of patients 18-75 with diabetes who had an A1c less than 9.0. The current goal is 65%, actual is 63% which is up from 60% test rate. Current interventions include increased education and goal setting for patients, those with in the rising-risk population are monitored by the RN’s. The care team list is reviewed twice a year and follow up reminders are sent to patients that need to be seen.

The depression screening and follow up measure is the percentage of patients aged 12 years and older screened for depression on the date of the visit using an age-appropriate standardized depression screening tool and if positive, a follow-up plan is documented on the date of the positive screen. The goal for this measure is 65% and currently at 59%. Interventions for this measure include: the CLOUT team will be working on ways to improve screening rates. The counselors are meeting twice per month to work on formalizing the referral process workflow. This includes increased utilization of the triage counselor.

A part of the transformation project included the assignment of high risk populations to be assigned a Nurse Case Manager to work on the engagement from the patients in these categories. They are a point of contact, and provide care plans and work closer with the patients between visits.

ACCESS:
The school based program was started in 2005 and in 2016 we completed a sustainability study. The study brought about a streamlined process for paperwork and the consent process. The ability to exchange information of the students also came from the study.

Marketing of the school based sites includes a new logo, a column in the newsletter, promotional items, a student color page, and door signage. We have also increased our presence at the school and community event.

Operations have changed with piloting new hours, offering a free sealant program, clarification of school employee’s ability to be seen in the clinic, an ongoing committee, PLAYGROUND data base and the hiring of a school liaison.

The overall impact has been a 163% increase in students seen at the school based health clinics.

POLICIES:
A motion to accept the Standard Operating Policy/Procedure for Grants Management as presented supported by Jon, seconded by Bernie, motion carries.

A motion to accept the Standard Operating Policy/Procedure for Patient Inquiry/Concern as presented supported by Jon, seconded by Bernie, motion carries.

ELECTION OF OFFICERS:
A motion to elect Susy as Vice-Chair supported by Bernie, seconded by Cindy, motion carries.
A motion to elect Jonathon as Chair supported by Bernie, seconded by Angela, motion carries.
EXECUTIVE DIRECTOR’S REPORT:
See report below:

PUBLIC INPUT:
None at this time

A motion to adjourn, supported by Bernie, seconded by Cindy, motion carries.
1:05 pm

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H. Bruce Vogt - Board Chair   October 17, 2019

September 2019 FCH Executive Director Board Update

Board
- I am sorry to report that Gwen Martin-Fletcher has resigned her position with the board. Gwen and her family have moved out of state; please keep them in your thoughts. We are actively recruiting another patient board member.
- We welcome Angela Landeen, newly appointed to the FCH Governing Board, and look forward to her contributions in the future.

Operational
- APP recruitment: You know about Suzanne Tarver, PA, joining FCH, but we’ve also hired Sarah Fuerstenberg, CNP! Sarah will begin on September 23rd and Suzanne will join us on September 30th. We will soon be at full strength with our medical provider team.
- Dentist recruitment: I am very pleased to report that Dr. Iyad Alyo, a local dentist has accepted a position on our dental team. Dr. “Ed” will begin his employment on October 15th.
- The contract for our new EMR through eCW, has been approved by the City Council. Plans continue to ensure the migration of our electronic records to eCW by the end of 2019.
- The 2020 Health Department budget, including FCH board approved budget, was passed by the City Council on September 17th.

Miscellaneous
- Transformation Shout Out: As a result of significant care team advancements, over this past quarter we have improved our diabetes measure by 3%, which means we are improving the percentage of patients with a controlled HcA1c. This is due to improving our pre-visit prep, which has led to increased A1c testing. Great performance improvement!
- City Challenge Coin: On September 4th, we honored Grace Powderly as she retired from her 36-year volunteer position with Falls Community Health, with an average of 10 volunteer hours per month, which equates to about 4,320 hours! What’s truly amazing is that Grace is now 99 years old!!! Grace was awarded our One Sioux Falls challenge coin for her TEAMWORK, and for her tremendous commitment to service.

- A reminder of our Community Conversation About Opioids on September 25th.