Falls Community Health Governing Board Minutes
Thursday, May 21, 2020 at 12:00 pm

Present: Via Phone: Cindy Binkerd, Angela Landeen, Brenda Parker, Dr. Bruce Vogt, Jim Keller, Bernie Schmidt, Jonathon Ott, Dr. Katie Skinner, Madeline Shields

Absent: Linda Barkey, Patricia (Annie) Bolds,

Staff Present: Jill Franken, Alicia Collura, Dr. Jen Tinguely, Kelly Piacentino, Dr. Iyad Alyo (via phone), Lisa Stensland,

Call to Order: The meeting was called to order by Jonathon Ott at 12:03pm. Roll call ___Annie, _yes__ Jim, _yes__ Katie, _yes__ Bruce, Yes_Jon, _yes__ Cindy, ___ Linda, _yes_ Angela, _yes_Brenda, _yes_Madeline, _yes_ Bernie

A motion was made to approve the consent agenda items including the minutes for Falls Community Health Governing Board dated April 16, 2020 and the QA/QI minutes from April 20, 2020 supported by Bruce, seconded by Jim, motion carries.

Roll call ___Annie, _yes__ Jim, _yes__ Katie, _yes__ Bruce, Yes_Jon, _yes__ Cindy, ___ Linda, _yes_ Angela, _yes_Brenda, _yes__ Madeline, _yes_ Bernie

ACCESS:
Credentialing and Privileging:
A motion was made to accept the credentialing and grant privileging for Morgan Vander Zee, RD supported by Bruce, and seconded by Bernie, motion carries. Roll call ___Annie, _yes__ Jim, _yes__ Katie, _yes__ Bruce, yes_Jon, _yes__ Cindy, ___ Linda, _yes_ Angela, _yes_Brenda, _yes__ Madeline, _yes_ Bernie

A motion was made to accept the re-credentialing and grant re-privileging for Ryan Palmer, PA-C supported by Bernie, and seconded by Bruce, motion carries. Roll call ___Annie, _yes__ Jim, _yes__ Katie, _yes__ Bruce, yes_Jon, _yes__ Cindy, ___ Linda, _yes_ Angela, _yes_Brenda, _yes__ Madeline, _yes_ Bernie

A motion was made to accept the re-credentialing and grant re-privileging for Dr. Scott Velgersdyk, DDS, supported by Katie, and seconded by Angela, motion carries. Roll call ___Annie, _yes__ Jim, _yes__ Katie, _yes__ Bruce, yes_Jon, _yes__ Cindy, ___ Linda, _yes_ Angela, _yes_Brenda, _yes__ Madeline, _yes_ Bernie

Policy:
A motion was made to accept the Standard Operating Policy/Procedure for Credentialing for Provider Staff and Licensed/Certified Professionals for Clinical Practice and Third-Party Reimbursement, supported by Bernie, and seconded by Angela, motion carries. Roll call ___Annie, _yes__ Jim, _yes__ Katie, _yes__ Bruce, yes_Jon, _yes__ Cindy, ___ Linda, _yes_ Angela, _yes_Brenda, _yes__ Madeline, _yes_ Bernie

QUALITY:
Dental Report:
As of March 16th the dental office has cancelled routine patients and has only seen emergency patients. There were about 92 patients seen the last two weeks of March. April saw 115 patients averaging 5 per day, so far in May there have been 99 patients seen, or an average of 9 per day.

Procedurally we are looking at how to increase the procedures that can be offered and maintain the safety of the staff and patients. Starting in June, there will be two dentists scheduled each day, as the patients come in they will be screened for symptoms. Each room has had high speed suction equipment installed. Hygiene is without the ultrasonic machine. Staff is hoping to complete the checks from all the school children.

RISK MANAGEMENT POLICY:
A motion was made to accept the Standard Operating Policy/Procedure for Risk Management with the following revisions: 7.10 B. "Specific training will be provided annually to those that perform various services which may lead to potential risk including but not limited to dental, pharmacy and family practice", to “Specific training will be provided
annually to those who perform various services which may lead to potential risk including but not limited to dental, pharmacy and family medicine"; supported by Bruce, seconded by Bernie, motion carries. Roll call ___Annie, _yes__ Jim, _yes__ Katie, _yes__ Bruce, yes_Jon, _yes__Cindy, ____ Linda, _yes Angela, _yes_Brenda, _yes__Madeline, _yes__ Bernie

FINANCIALS:
The Falls Community Health reports attached are through the month ending April 30, 2020. We are 33% through the fiscal year. The last financials presented were through the month of March 2020.

Operating Revenues:
- Net Patient Revenue consists of all patient charges and adjustments. Total Net Patient Revenue for April came in at $351,721, which is 23% of the YTD actuals to annual budget.
- Total Grant Revenue of $342,592 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 $118,554 includes the Medicaid Health Home quarterly payment and additional Medicare funds (CARES Act).

Total Operating Revenues YTD April is $2,207,690, which is 25% YTD actuals to annual budget.

Operating Expenses: Operating expenses are classified within 7 categories. Total expenses were $837,874 for the month of April.
- Personnel expenses are at 29% of the budget. April had 2 pay periods. 2020 is $324K favorable to YTD budget.
- Professional Services are at 19% of the YTD budget. This category includes payments to Center for Family Medicine, locum providers, interpreter services and laboratory expenses.
- Rentals are at 9% 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 31% 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.
- Training is at 14% 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 31% YTD budget. The majority of this expense occurs quarterly. Last payment occurred in April 2020.

Total Operating Expenses YTD April is $2,914,528 which is 27% YTD actuals to annual budget.

Non-operating Revenue (Expense):
- Other Revenue is at 19% of the budget and includes USD dental lease payments and recovery of prior year revenue.

Net Income (Loss):
- April actuals are showing net loss of ($896) and YTD net loss of ($633,073).

A motion to approve the financial statement as presented supported by Jim seconded by Bernie, motion carries. Roll call ___Annie, _yes__ Jim, _yes__ Katie, _yes__ Bruce, yes_Jon, _yes__Cindy, ____ Linda, _yes Angela, _yes_Brenda, _yes__Madeline, _yes__ Bernie
Productivity is down in April due to COVID-19 and most of the residents helping out elsewhere, our APP’s have carried the majority of appointments in the clinic. Dental has been seeing only emergency patients and hygiene has been shut down. We have had turn over in the dietician position and will be offering services soon. Mental health and substance abuse has been using Telehealth for their visits. Case management and Social work has also had staff changes. We are still at 70% of our productivity goals for the year.

EXECUTIVE DIRECTOR REPORT:
COVID-19 update: The mayor is introducing regulations to remove the “no lingering” ordinance. We have seen a downward trend of the total active cases and hospitalizations. New daily cases in Minnehaha and Lincoln county are down. The recovery center (a shelter for those who need a safe place to recover) has gone from 17-10. The hospital rate on average has been 5-61/2 %. Our peak of positives was not in the vulnerable populations as expected, so they were not hospitalized.

PUBLIC INPUT:
None at this time

A motion to adjourn, supported by Bernie, seconded by Jim, motion carries. Roll call ___Annie, _yes__ Jim, _yes__ Katie, _yes__ Bruce, yes_Jon, _yes__ Cindy, ____ Linda, _yes Angela, _yes__ Brenda, _yes__ Madeline, _yes__ Bernie

12:50 pm

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Bernie Schmidt – Vice Chair  June 18, 2020