

Falls Community Health Governing Board Minutes
Thursday, November 16, 2023, at 12:00 pm

Present: Moses Pessima, Kari Benz, Bill Earley-V, Lee Jensen, Brenda Parker, Madeline Shields, Amanda Willard, Dr. Bill Schultz

Absent: Angela Landeen, Gwen Fletcher,

Staff Present: Amy Richardson, Vanessa Sweeney, Dr. Jen Tinguely, Lisa Stensland

Call to Order: Kari Benz called the meeting to order at 12:08 pm. Roll call: _V__ Bill E, _A__Angela, _P__Brenda, _P__ Madeline, _P__ Lee, _P__Moses _P__Kari __A__ Gwen __P__ Amanda __P__ Bill S

A motion was made to approve the minutes for Falls Community Health Governing Board dated October 19, 2023, with changes, supported by Lee seconded by Moses, motion carries. Roll call: _Y__ Bill E, _A__Angela, _Y__Brenda, _Y__ Madeline, _Y__ Lee, _Y__Moses _Y__Kari __A__ Gwen __Y__ Amanda __Y__ Bill S

FINANCIALS:

The Falls Community Health reports attached are through the month ending October 31, 2023. We are 83% through the fiscal year. The last financials presented were through the month of September 30, 2023.

Operating Revenues:

- Net Patient Revenue consists of all patient charges and adjustments. Total Net Patient Revenue for October came in at \$444,942, which is 96% of the YTD actuals to annual budget.
- Total Grant Revenue of \$306,907 includes grant drawdowns from the Community Health Center, Community Health Worker, Ryan White Part C, HIV Prevention, and Colorectal Cancer grants.
- Total Other Revenue for October is \$3,258.

Total Operating Revenues YTD October is \$7,866,436 which is 92% YTD actuals to annual budget.

Operating Expenses: Operating expenses are classified within 7 categories. Total expenses were \$781,994 for the month of October.

- Personnel expenses are 67% of the budget. October had 2 pay periods. 2023 is about \$1.5M favorable to YTD budget.
- Professional Services are 87% of the YTD budget. This category includes payments to the Center for Family Medicine, locum providers, Minnehaha County quarterly shared facility costs, interpreter services, transportation for patients, and clinic security.
- Rentals are 98% of the YTD budget. Technology charges occur in March of every year.
- Repair and Maintenance is 76% of the YTD budget.
- Supplies and Materials are 164% 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 94% of the YTD budget. Most expenses are continuing education expenses and licensure renewals.
- Utilities are at 74% YTD budget. Most of this expense occurs quarterly and the last payment occurred in September 2023.

Total Operating Expenses YTD October is \$11,009,139 which is 79% YTD actuals to annual budget.

Non-operating Revenue (Expense):

- Other Revenue (Expense) is at 60% of the budget and includes payments from USD dental lease payments, recovery of prior year revenue via AAA collections, and interest.

Net Income (Loss):

- The October financials are showing a net gain of \$507 and YTD net loss of (\$2,913,048).

A motion was made to accept the financial report as presented, supported by Madeline, seconded by Brenda, motion carries. Roll call: Y__ Bill E, _A_Angela, _Y_Brenda, _Y__ Madeline, _Y__ Lee, _Y__Moses _Y__Kari __A__ Gwen __Y__ Amanda __Y__ Bill S

Productivity:

The providers had 1384 visits in October which puts them at 84% to goal. The nurses had 5 visits (new tracking method) and are at 56% to goal. Total medical visits are 84% to year-to-date goal. The dentists had 586 visits in October and are 81% to the goal. Hygiene had 100 visits and still short one hygienist, leaving them at 88% to goal. The dietitian had 14 visits and 78% to goal. Mental Health had 63 visits and 30% to goal. CD Counselor had 24 visits and 52% to goal. Case Management/ Social work is at 114 visits and 108% to goal. This has been audited and found a few issues with reporting. They will be audited, and adjustments made as the reporting is fixed. September totals are 79% to goal. The Clinics still have vacancies in the RN, PST, and a Health Manager position.

OPERATIONAL SITE VISIT (OSV):

The Federal Grant Review team will be on site February 27-29, 2024. We will have our regular meeting on February 15th to finalize any policies for the review. The review team typically meets with the board during the visit. We anticipate that will be on the 28th at noon. Please reserve that tentatively at this time and as soon as we know for sure we will pass that along. There is potential that January's meeting could be a bit longer.

QUALITY:

Deferred

ACCESS:

Deferred

POLICIES:

Referral Policy:

A motion was made to accept the Referral Policy as presented, supported by Moses, seconded by Madeline, motion carries. Roll call: Y__ Bill E, _A_Angela, _Y_Brenda, _Y__ Madeline, _Y__ Lee, _Y__Moses _Y__Kari __A__ Gwen __Y__ Amanda __Y__ Bill S

Patient Inquiry/Concern Policy:

A motion was made to accept the Patient Inquiry/Concern Policy as presented, supported by Brenda, seconded by Moses, motion carries. Roll call: Y__ Bill E, _A_Angela, _Y_Brenda, _Y__ Madeline, _Y__ Lee, _Y__Moses _Y__Kari __A__ Gwen __Y__ Amanda __Y__ Bill S

Cash Handling Policy:

A motion was made to accept the Cash Handling Policy as presented, supported by Moses, seconded by Madeline, motion carries. Roll call: Y__ Bill E, _A_Angela, _Y_Brenda, _Y__ Madeline, _Y__ Lee, _Y__Moses _Y__Kari __A__ Gwen __Y__ Amanda __Y__ Bill S

PUBLIC INPUT:

Mary shared some of the struggles she is having with collections and garnishments. Vanessa will help her connect with some resources to help deal with that. Ruth has been having thyroid issues and will have surgery on December 8th, she is grateful for the care that she received from the staff.

Motion to supported by Madeline, seconded by Lee, motion carries. Roll call: Y__ Bill E, _A_ Angela, _Y_ Brenda, _Y_ Madeline, _Y_ Lee, _Y_ Moses _Y_ Kari __A__ Gwen __Y__ Amanda __Y__ Bill S

12:50 pm



Kari Benz – Chair December 21, 2023