

Falls Community Health Governing Board Minutes
Thursday, March 21, 2024, at 12:00 pm

Present: Bill Earley-V, Madeline Shields-V, Amanda Willard, Gwen Fletcher, Moses Pessima, Dr. Bill Schultz, Lee Jensen, Kari Benz, Carlos Castillo

Absent: Angela Landeen

Staff Present: Amy Richardson, Dr. Jen Tinguely, Lisa Stensland, Lori Hestad, Katie Wick, Dr. Kamstra

Call to Order: Kari Benz called the meeting to order at 12:05 pm. Roll call: V Bill E, A Angela, V Madeline, P Lee, P Moses, P Kari, P Gwen, P Amanda, P Bill S, P Carlos

A motion was made to approve the minutes for Falls Community Health Governing Board dated February 15, 2024, supported by Madeline seconded by Angela, motion carries. Roll call: Y Bill E, A Angela, Y Madeline, Y Lee, Y Moses, Y Kari, Y Gwen, Y Amanda, Y Bill S, Y Carlos

FINANCIALS:

The Falls Community Health reports attached are through the month ending February 29, 2024. We are 17% through the fiscal year. The last financials presented were through the month of December 31, 2023.

Operating Revenues:

- Net Patient Revenue consists of all patient charges and adjustments. Total Net Patient Revenue for December came in at \$403,743, YTD actuals is 28% compared to annual budget.
- Total Grant Revenue of \$273,043 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 February is \$25,544 which consists mostly of the quarterly Medicaid Health Home Incentive payment and the Vance Thompson Vision Foundation.

Total Operating Revenues YTD February is \$1,464,500 which is 20% YTD actuals to annual budget.

Operating Expenses: Operating expenses are classified within 7 categories. Total expenses were \$876,013 for the month of February.

- Personnel expenses are 11% of the budget and February had 2 pay periods. 2024 is about \$559k favorable to YTD budget.
- Professional Services are 10% of the YTD budget. This category includes payments to the Center for Family Medicine, locum providers, Minnehaha County quarterly shared facility costs, interpreter services, and transportation for patients.
- Rentals are 3% of the YTD budget. Technology charges occur in March of every year.
- Repair and Maintenance is -6% of the YTD budget. \$26.5k was accrued in December and reversed in January for year-end financial statement preparation purposes, causing the -9%. The negative will be offset with a positive \$26.5k in March 2024, so the net effect in 2024 will be \$0.00 and the percentages balanced out.
- Supplies and Materials are 19% 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 14% of the YTD budget. Most expenses are continuing education expenses and licensure renewals.
- Utilities are at 1% YTD budget. Most of this expense occurs quarterly and the last payment occurred in December 2023.

Total Operating Expenses YTD February is \$1,367,245 which is 10% YTD actuals to annual budget.

Non-operating Revenue (Expense):

- Other Revenue (Expense) is at 17% of the budget and includes payments from USD dental lease payments, recoveries from AAA collections, and interest.

Net Income (Loss):

- February actuals show a net loss of (\$149,848) and YTD net income of \$150,306.

A motion was made to accept the financial report as presented, supported by Amanda, seconded by Bill S, motion carries. Roll call: __Y__ Bill E, __A__ Angela, __Y__ Madeline, __Y__ Lee, __Y__ Moses __Y__ Kari __Y__ Gwen __Y__ Amanda __Y__ Bill S, __Y__ Carlos

Productivity:

The providers had 1364 visits in February, which puts them at 78% to goal for the year. The nurses had 6 visits and are 38% of the goal. Total medical visits are 78% of the year-to-date goal.

The Dental clinic moved to the new ECW, so the productivity goals were lowered until the software becomes more familiar. The dentists had 512 visits in February and are 52% to the goal. Hygiene had 214 visits leaving them at 106% to goal.

The dietitian had 14 visits and 69% to goal. Mental Health had 99 visits and 30% to goal. CD Counselor had 12 visits and 41% to goal. Case Management/ Social work is at 157 visits and 121% to goal. February totals are 69% to goal. The Clinics still have vacancies in the RN, PST, Hygiene and two Manager positions.

QUALITY:

2023 UDS Submission has been completed. In 2023 we met or exceeded the goal on six of the eighteen measures. In 2024 7 are at the goal and 4 are close, 4 are further away and 3 are new for us. We are working on Breast Cancer Screening, Colorectal Cancer screening and Adult BMI. Other projects for 2024 include: reviewing monthly with the team, improving hospital tracking workflow, and contacting no show patients.

Ryan White Updates:

The patient satisfaction surveys will be sent in April by mail, the portal and in the clinic. There has been an increase in syphilis screenings for HIV. The baseline data for testing was at 76.5%. The rate for 2023 was 84.5% with a goal of 83%.

2024 quality project is increasing pregnancy testing for new diagnoses/changes in medications.

ACCESS: Deferred**POLICIES/OSV Requirements:**

The board reviewed where the personal policies are available on the city's internal website.

A motion to accept the policies as presented, supported by Lee, seconded by Gwen, motion carries. Roll call: __Y__ Bill E, __A__ Angela, __Y__ Madeline, __Y__ Lee, __Y__ Moses __Y__ Kari __Y__ Gwen __Y__ Amanda __Y__ Bill S, __Y__ Carlos

Reviewed site visit items marked as not met during the on-site visit. The areas identified were in the program requirement areas of Required and Additional Services, Sliding Fee Discount Program, Conflict of Interest, Billing and Collections, Board Authority and Board Composition. The Board Authority and Composition are currently located in 6 different documents but can be moved to the Co-Applicant agreement and the By-laws. Next steps are to submit documentation for these program areas and wait for review.

A motion to move the policies to either the Co-applicant agreement and/or the By-laws, supported by Amanda, seconded by Carlos, motion carries. Roll call: Y Bill E, A Angela, Y Madeline, Y Lee, Y Moses Y Kari Y Gwen Y Amanda Y Bill S, Y Carlos

CREDENTIALING

A motion was made to accept re-credentialing of Mary Watson, as presented, supported by Gwen, seconded by Amanda, motion carries. Roll call: Y Bill E, A Angela, Y Madeline, Y Lee, Y Moses Y Kari Y Gwen Y Amanda Y Bill S, Y Carlos

A motion was made to accept re-credentialing of Dr. Jim Wilde, MD, as presented, supported by Moses, seconded by Amanda, motion carries. Roll call: Y Bill E, A Angela, Y Madeline, Y Lee, Y Moses Y Kari Y Gwen Y Amanda Y Bill S, Y Carlos

Director Search:

The first round of interviews is completed, and the 2nd will be with the board chair and two other members. Lee and Amanda volunteered to help with the interview. After that the Mayor and Dr. Tinguely and Dr. Olson will interview. The board will vote on a candidate at an upcoming board meeting, then we should be close to having the position filled.

PUBLIC INPUT:

A thank you was voiced for Dr. Alyo for giving great care to a board members' family member.

A motion was made to adjourn, supported by Moses, seconded by Gwen, motion carries. Roll call: Y Bill E, A Angela, Y Madeline, Y Lee, Y Moses, Y Kari, Y Gwen, Y Amanda, Y Bill S, Y Carlos



Kari Benz – Chair April 18, 2024

Upcoming meeting: May 16, 2024.