

## Minutes of December 29, 2020 Board of Directors Meeting

## San Joaquin County Clinics Web Conference Call

BOARD MEMBERS PRESENT: Alicia Yonemoto (Vice-Chair); Mike Baskett (Board Member); Ismael Cortez (Secretary); Brian Heck (Board Member); Alvin Maldonado (Board

Member); Esgardo Medina (Co-Treasurer); Luz Maria Sandoval (Co-Treasurer); Mary Mills (Board Member)

**BOARD MEMBERS ABSENT:** NONE

BOARD MEMBERS EXCUSED: Rod Place (Chairman); Christopher Scoz (Board Member)

SJCC STAFF PRESENT: Dr. Farhan Fadoo (SJCC CEO); Betty Jo Riendel (SJCC Nursing Dept Manager); Rajat Simhan (SJCC Program Manager – Compliance);

Alice Souligne (SJCC COO); Jeff Slater (SJCC Grant Writer); Kristopher Zuniga (SJCC CFO); Adelé Gribble (SJCC ACS OTC)

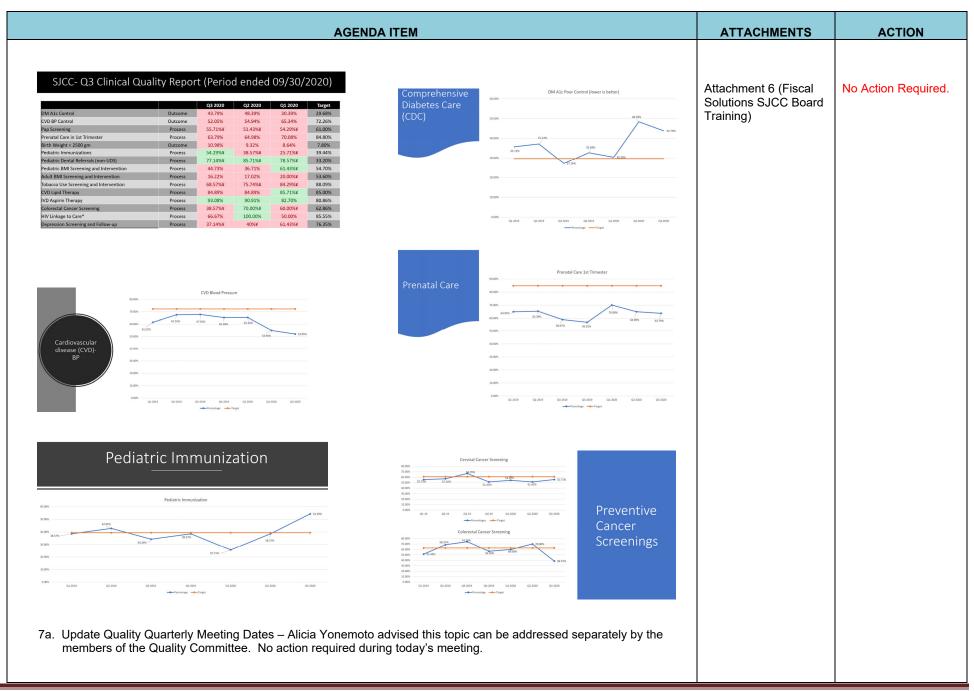
GUESTS: Susan Thorner (Fiscal Solutions Consultant)

	AGENDA ITEM	ATTACHMENTS	ACTION
	<ul> <li>1. Introduction &amp; Establish Quorum (Alicia Yonemoto, SJCC Board Vice-Chair)</li> <li>a. Call to Order &amp; Establish Quorum – Attendees were notified that the meeting is being recorded. Alicia Yonemoto called the meeting to order at 5:08 p.m.</li> <li>b. SJCC Board of Director's Attendance Record (Jan 2020 through November 2020)  Board Members were accounted for by roll call and a quorum was established for today's meeting. The Board was notified that Melanie Toutai formally resigned from the board due to other responsibilities. Her resignation is effective 12/29/2021.</li> <li>c. Introductions  There were no introductions at today's meeting.</li> <li>d. Board Self Evaluation  This topic will be deferred to next month, but all members were encouraged to send their evaluations to meet compliance. We are still outstanding two board members' board evaluations to be complete.</li> </ul>	SJCC Board of Directors Attendance Record through November 2020	No Action Required  Board Self-evaluation moved to next month's meeting
2	2. Approval of Minutes of 11/24/2020 (Alicia Yonemoto, Board Vice-Chair) Alvin Maldonado made a motion to approve the minutes from the Board meeting on November 24, 2020. Mary Mills seconded the motion and the board unanimously approved the minutes.	BOD Meeting Minutes from 11/24/2020	Alvin Maldonado – motion to approve minutes from 11/24/20, Mary Mills – seconded motion and board unanimously approved the minutes.

	AGENDA ITEM	ATTACHMENTS	ACTION
3.	Public Comment (General Public)		
	There was no public comment at this meeting.	No Attachments	No Action Required
4.	Credentialing Report (Betty Jo Riendel)		
	For the month of December, Betty Jo Riendel advised there are no initial appointments.	,	Mary Mills motioned to approve the December Credentialing Report, Mike Baskett seconded the motion and the Board
	We have two reappointments to report for the month of December: Dr. Sunita Verma in Primary Medicine Clinic and Joan Seacrist, CNM in our OB/GYN clinic. Both have met the requirements for active staff.		
	There is one advancement for the month of December: Dr. Robert Assibey in Family Medicine Clinic (six-month extension requested by Dr. Rowe).		
	There are no resignations to report for the month of December.		unanimously approved the December
	Mary Mills made a motion to approve the December Credentialing Report, Esgardo Medina seconded the motion and the board unanimously approved the December Credentialing Report.		Credentialing Report.
5.	Finance Committee Report (Kris Zuniga)		
	Kris Zuniga presented the Profit & Loss Financial results for period ending October 2020 (see income statement below).	Attachments 5 (Finance Committee	Mary Mills motioned to approve the
	Test Vision 13345 13.59 13.60 13.00 4.00 0.00 0.00 0.00 0.00 0.00 0.00	Agenda and Minutes with attachments)	
	Patient Newson   11.5-41		
	Indigent		
	Intention & Physic of Performance Resonance   0   0   0   0   0   0   0   0   0		
	Messingful Dec Control Pressure 4,44,581 43,232 43,644 73,127 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0		
	Operating Expenses   1,15,15,17   1,15,14,17   1,15,15		
	The horses (Gen) 125,655 256,056 356,352 271,3154 0 0 0 0 0 0 0 0 0 1 1,460,744 76,107 1,135,464 666,15  Revenues From Experimental Sources Public September (Gen) 1,460,744 76,107 1,135,464 666,15  Revenues From Experimental Sources Public September (Gen) 1,460,744 76,107 1,135,464 666,15  Revenues From Experimental September (Gen) 1,460,744 76,107 1,135,464 666,15  Revenues From Experimental September (Gen) 1,460,744 76,107 1,135,464 666,15  Revenues From Experimental September (Gen) 1,460,744 76,107 1,135,464 666,15  Revenues From Experimental September (Gen) 1,460,744 76,107 1,135,464 666,15  Revenues From Experimental September (Gen) 1,460,744 76,107 1,135,464 666,15  Revenues From Experimental September (Gen) 1,460,744 76,107 1,135,464 666,15  Revenues From Experimental September (Gen) 1,460,744 76,107 1,135,464 666,15  Revenues From Experimental September (Gen) 1,460,744 76,107 1,135,464 666,15  Revenues From Experimental September (Gen) 1,460,744 76,107 1,135,464 666,15  Revenues From Experimental September (Gen) 1,460,744 76,107 1,135,464 666,15  Revenues From Experimental September (Gen) 1,460,744 76,107 1,135,464 1,135		
	Section   Proceedings   Proc		

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				AGE	NDA ITE	. IVI		
Total Billable Visits – 9,469. On a YTD basis – 40,744 against a budget of 36,560, giving us a positive variance of 4,184 visits.								
Net Patient Revenue – we have approximately \$1M for the month. YTD is approximately \$5.5M against a \$4.4M budget for a favorable variance of approximately \$1M.								
Other Revenues – Capitation Revenue = \$448,657; Grant Revenue = \$137,822; First Responder Program = \$75,600. We received our first 340B Pharmacy Program revenue (Capture Rx) = \$69,298, Walgreens will be recognized later in the fiscal year. Total Net Revenues – \$1.8M on a YTD for a favorable budgeted variance of \$1,3M.								
al Salaries and E	Benefits – ap	pproximat	tely \$1.2M	for the mo	onth of O	ctober. T	here is a	n unfavor
et Income for								
	a Net Incor de variance			a YTD ba	asis this e	equates to	o a Net In	come of
		,		usis for C	100 fam 4	la a . M.a. (a. 4 la	of Ootob	2020
elow is the PFS A llk sitting in MediC								
-								
			ts Receivable Agi or the Month of O		·SJCC			
Aging Category	MediCare	MediCal	Commercial	Self Pay	Total Aging This Month	Total Aging Last Month	\$ Increase (Decrease)	% Increase (Decrease)
Accrued Receivables -30 Days	112,519	1,615,287	93,636	369	- 1,821,811	0 1,793,226	0 28,585	0.00% 1.59%
31-60 Days 51-90 Days	51,643 17,380	157,825 46,418	77,469 67,585	0 256	286,936 131,639	159,247 174,166	127,689 (42,527)	80.18% -24.42%
1-120 Days 21-180 Days	20,323 95,310	42,757 100,670	92,707 222,198	314 422	156,101 418,599	263,280 383,288	(107,179) 35,312	-40.71% 9.21%
81-240 Days	32,265	15,470	91,710	0	139,445	170,115	(30,670)	-18.03%
41-270 Days 71-365 Days	50,294 87,923	7,117 158,900	16,935 32,221	21 24.081	74,367 303,124	98,936 863,172	(24,569) (560,048)	-24.83% -64.88%
66 Days & Over	84,637	279,987	50,946	121,127	536,696	841,496	(304,800)	-36.22%
	26%	64%	8%	2%				
Cotal FC This Month Cotal FC Last Month	552,293 740,818	2,424,429 3,046,556	745,407 774,536	146,590 185,016	3,868,720 4,746,926	4,746,926	(878,206)	-18.50%
Increase (Decrease)	(188,524)	(622,127)	(29,129)	(38,426)	(878,206)			
	-25.45%	-20.42%	-3.76%	-20.77%	-18.50%			
				nt Summary	Ending Cu			
			onthly Manageme	A dimeter 4	Enaing Gross			
% Increase (Decrease)  October Activity	Beginning 4,746,926	Charges 2,456,901	Payments (1,596,943)	<b>Adjustments</b> (1,738,164)	3,868,720			
% Increase (Decrease)	Beginning	<b>Charges</b> 2,456,901	Payments	(1,738,164)	-,,			
% Increase (Decrease)	<b>Beginning</b> 4,746,926	Charges 2,456,901 PFS Key	Payments (1,596,943) y Performance In	(1,738,164) dicators for SJO	CC	May	Amail	Increase (Decrease)
6 Increase (Decrease)	Beginning 4,746,926	Charges 2,456,901 PFS Key September	Payments (1,596,943)  y Performance In  August	(1,738,164) dicators for SJO July	June	<b>May</b>	April	(Decrease)
% Increase (Decrease)	<b>Beginning</b> 4,746,926	Charges 2,456,901 PFS Key	Payments (1,596,943) y Performance In	(1,738,164) dicators for SJO	CC	May 104 2,297,224	April 130 2,773,469	
of Increase (Decrease)	Beginning 4,746,926 October	Charges 2,456,901 PFS Key September 66	Payments (1,596,943) y Performance In August 72	dicators for SJO  July  79	June	104	130	(Decrease)

		AGENDA ITEM		ATTACHMENTS	ACTION
FMMI Average (	Collection Time on Paid Accounts	ATTACHMENTO	ACTION		
Liviivii 7 (Volago (	Concentration of Falla 7 Gooding	<b></b> .			
Row Labels	Average of Service to Claim	Average of Claim to Payment	Average of Collection Time		
2020-01	12.84	99.76	112.60		
2020-02	7.28	89.87	97.15		
2020-03	5.58	72.95	78.53		
2020-04	12.00	56.14	68.13		
2020-05	7.79	26.46	34.25		
2020-06	8.10	32.40	40.49		
2020-07	10.13	19.56	29.69		
2020-08	8.71	25.24	33.95		
2020-09	6.45	19.14	25.60		
2020-10	5.86	16.46	22.32		
Grand Total	8.96	60.50	69.46		
Brian Heck repo plan for the sep Supervisors (BC approximately J	ee Report (Brian Heck) orted back on the Audit Committee paration from San Joaquin General (SS) as an affiliate of San Joaquiune 2021 for completion of all the it being completed for SJGH with larch 2021.		No Action Taken.		
The San Joaquii making SJCC a	n County BOS will be meeting on county affiliate. Members of the				
Dr. Fadoo advis subject to.	sed these measures will bring us				
. Quality Commi	ittee Report (Rajat Simhan/Alicia				
Rajat Simhan pr	resented the below Quality Report	for the Board's review (also attac	ched).	Attachment 7 (Fiscal Solutions SJCC Board	No Action Taken.
	ne overall trending is unfavorable, ongest it has been to date and are ese numbers.	Training)			



	AGENDA ITEM	ATTACHMENTS	ACTION
8	SJCC Board Training (Susan Thorner – Fiscal Solutions)		
	Susan Thorner advised today's training will focus on understanding the Bureau of Public Healthcare's (BPHC) requirements regarding Quality Improvement/Quality Assurance (QI/QA). Today's training aims to increase the Board's understanding of/and confidence with QI/QA as well as to understand the Board's role and responsibilities regarding QI/QA.	Attachment 8 (Fiscal Solutions SJCC Board Training on QI/QA)	No Action Required.
	Resources: The Health Center Program Compliance Manual <a href="https://bphc.hrsa.gov/programrequirements/compliancemanual/">https://bphc.hrsa.gov/programrequirements/compliancemanual/</a> The Operational Site Visit Protocol <a href="https://bphc.hrsa.gov/programrequirements/svprotocol">https://bphc.hrsa.gov/programrequirements/svprotocol</a> The Quality Academy(free) <a href="https://targethiv.org/library/quality-acad">https://targethiv.org/library/quality-acad</a>		
	Susan recommended the board visit the above links for more information and resources. Attachment 8 can be reviewed for further information on the training provided today.		
	Susan reminded the Board we will have a mock virtual onsite visit scheduled for Tuesday, January 5 <sup>th</sup> at 2PM to prepare us for the HRSA Virtual Onsite Visit that will be happening in April 2021.		
9	Legislative Update (Jeff Slater)		
	Jeff Slater stated the State Legislature is currently out of session and is scheduled to reconvene on January 11, 2021. At the federal level, the 116 <sup>th</sup> Congress remains in session through January 3, 2021 and the 117 <sup>th</sup> Congress will reconvene January 3, 2021.	Attachment 9 (Legislative Update)	No Action Required
	On December 21 <sup>st</sup> , Congress passed a \$1.4 trillion spending package to fund the government and other programs and a \$900 billion COVID-19 relief package. We are still uncertain whether Look-Alike Clinics will be eligible for funding. More information on the Legislative Update can be found in attachment 9 for further review.		
	Jeff advised he will have more information and comprehensive reports as we move into next year and COVID will hopefully become less of an issue and focus for everyone.		
1	D. <u>CEO Report (Dr. Farhan Fadoo)</u>		
	Dr. Fadoo presented the CEO report for the previous thirty days as noted below:	Attachment 10 (CEO Report)	No Action Required.
	COVID19 Response     Drive through testing	1.000.00	
	<ul> <li>Drive-through testing</li> <li>Cutover from Verily to OptumServe (12/28) – This will take place on January 4<sup>th</sup> instead of December 28<sup>th</sup>.</li> <li>There will be more flexibilities with OptumServe. They have promised a quicker turnaround for test results (2-3 days).</li> <li>Homeless and AG worker testing 7 days/week</li> </ul>		
	<ul> <li>Twindemic prevention – drive-through flu shots 6 days/week</li> <li>COVID vaccine began 12/16 (employees and first responders)</li> </ul>		

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AGENDA ITEM	ATTACHMENTS	ACTION
<ul> <li>SJCC/SJGH Separation</li> <li>Detailed updates provided to SJCC Board Audit Committee</li> <li>SJC BOS to hear item on 1/5/21</li> <li>SJCC to become a County affiliate, revision to Co-Applicant Agreement will reflect this</li> <li>HRSA OSV</li> <li>April 7-9, 2021 (This will be a virtual onsite visit)</li> <li>Fiscal Solutions will conduct OSV prep during Q1 (virtually)</li> </ul>		
11. ADJOURNMENT (ALICIA YONEMOTO, VICE-CHAIR)  There being no further topics of discussion, Alicia Yonemoto adjourned the meeting at 6:46 p.m.	No Attachments	No Action Required

	•	Date
Signed by:		

RESPECTFULLY SUBMITTED ON BEHALF OF SJCC BOARD BY: ADELÉ R. GRIBBLE, OFFICE TECHNICIAN COORDINATOR ACS ADMINISTRATION, SAN JOAQUIN COUNTY CLINICS