

**San Joaquin County Clinics (SJCC)
Minutes of March 27, 2018
Board Meeting**

**San Joaquin General Hospital
Conference Room 1**

Board Members Present

Rod Place, Chair
Ismael Cortez, Treasurer (By Phone)
Alvin Maldonado
Beth Shelton

SJCC Staff Present

Chuck Wiesen, Interim SJCC Executive Director
Diana Surber, SJCC Interim Chief Financial Officer
Betty Jo Reindel, RN, SJCC Nursing Department Manager

SJC Liaisons Present

David Culberson, CEO, SJGH
Vanessa Anderson, Management Analyst, HCS
Cynthia King, Administrative Secretary, HCS
Pat Stalker, Interim SJGH Deputy Finance Director
Gay Walker, Interim SJGH Finance Supervisor
Ron Kreutner, SJGH CFO
Dena Galindo, SJGH

Guest

John Bousquet
Esgardo Medina

Call to Order

The meeting was called to order at 5:05 by SJCC Chair, Rod Place.

Public Comment

None

Approval of Minutes of December 26, 2017, January 30, 2018 and February 27, 2018 Board Meetings

The minutes were not approved as there was not a quorum. This item is deferred.

Board Action Items

Ratification of Executive Committee Action on 2018 Sliding Fee Scale

This was deferred as there was not a quorum.

Accept Quarterly QA/QI Report

This was deferred as there was not a quorum.

Ratify Executive Committee Action on Submittal of Annual FQHC Certification

This was deferred as there was not a quorum.

Recruit & Elect Board Secretary

This was deferred as there was not a quorum.

Board Discussion Items

Patient Satisfaction Report

Carla Bomben was not in attendance. Rod Place suggested that the Board be presented with a different, streamlined report other than the Press Ganey report.

PCMH Update

Tabriz Asghar provided an update on the Patient Centered Medical Home (PCMH) program. There were some delays particularly with the implementation of Cerner. The goal is to begin the application process in April. PCMH builds around Patient centering efforts such as:

- Medical Assistants and providers to convene informal “huddles” to prepare pre-emptively for the patients that day.
- Set up a 24-hour advice line for patients to give access to a provider during hours the clinics are closed and reduce the amount of Emergency Department visits.
- Focusing on educating patients in an effort to get them to better care for themselves.

Alternative Payment Pilot Method – This will also be part of preparing the clinics for alternative payment systems expected in the next few years such as average capitation payment instead of per visit PPS rate.

Mr. Asghar will provide the Project Plan to Cynthia King to be included in the materials mailed to the Board members. (See Attached)

Operational and Staff Reports

Clinic Operational Report

Chuck Wiesen report on activities for the past month:

Plans are underway during the next year to renovate the flooring in the FQHC clinics in Health Center North. That work is underway at the Hazelton Clinic.

VFC should reduce pharmacy costs significantly this next year.

WIC staff will be onsite on April 2 to begin providing WIC services to new moms and babies.

Mr. Wiesen provided the Board with a draft policy regarding providing stipends to Board members to cover the costs of transportation finding alternative care for children or adults. There was further discussion about how to recruit more Board members. Rod Place mentioned that he has been working with David Culberson to come up with some type of recognition of Board members by the Board of Supervisors. John Bousquet offered his services to print the Certificates.

Betty Jo Riendel suggested possibly targeting college age groups who are eager to volunteer and acquire experience in leadership for their resume. Mr. Wiesen will prepare a flyer to solicit clients' interest.

Esgardo Medina, on referral by Mr. Maldonado, expressed his interest in joining the Board. Cynthia King will mail the application and information to Mr. Medina.

Mr. Wiesen will email the Board members about participating in an Audit & Nominating Committee. Just a reminder the Board is in need of a Secretary.

January Financials

Diana Surber provided the financial report for January:

There were a total of 9,848 visits in the month of January. 9,188 of those visits were billable. These figures are 4.2% below budget. Gross patient revenue for January was \$1.7 million (0.6% below budget) and net patient revenue was \$1.2 million (24.2% below budget). Total expenses were \$2.4 million, which was on budget. There was a high contractual adjustment due to the aging out of accounts. The aging out accounts are starting to improve due to increased staff efforts in Patient Financial Services.

Accounts Receivables – Pat Stalker reported that \$1.9 million was received in January. Cash collections were \$1,083,000. PeopleSoft implementation took place on March 5. PeopleSoft is a software program from which the Hospital and Clinics will be getting much information including

accounting and billing information. There are some issues with postings on hold in Cerner in a problem just identified last week. As of the Board meeting, all payments have been posted. 5 and 1/2 FTEs are dedicated to the FQHC. The Cerner implementation and re-designing work processes has increased the dialog between Finance and Patient Financial Services and this has been helpful.

Next Meeting

The next Board meeting will be held on Tuesday, April 24, 2018 at 5:00 p.m. at San Joaquin General Hospital in Conference Room 1.

Adjournment

The meeting was adjourned at 6:33 p.m.

Respectfully submitted,

Rod Place
Chair, SJCC