

**San Joaquin County Clinics (SJCC)
Minutes of June 26, 2018
Board Meeting**

**San Joaquin General Hospital
Conference Room 1**

Board Members Present

Luz Maria Sandoval, Vice Chair
Beth Shelton
Mary Mills
Esgardo Medina
Alicia Yonemoto (By Phone)

SJCC Staff Present

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

SJC Liaisons Present

Matt Garber, Assistant Director, HCS
Vanessa Anderson, Management Analyst, HCS
Cynthia King, Administrative Secretary, HCS

Guests

John Bousquet

Call to Order

The meeting was called to order at 5:18 by SJCC Vice Chair, Luz Maria Sandoval.

Public Comments

None

Approval of Minutes of May 29, 2018 Board Meeting

This item was deferred as there was not a quorum.

Report on Finance Committee Meeting

Visits were down due to staff learning the Cerner system. That number will increase. Supply costs were under budget due to there being no vaccines needed during this time of year.

Board Action Items

Approval of Quarterly Applicant/Co-Applicant Agreement Report

This item is being deferred to the July 31 Board meeting due to a lack of quorum.

Election of Officers – Chair, Vice Chair, Secretary & Treasurer

This item is being deferred to the July 31 Board meeting due to a lack of quorum.

Approval of Change in Scope for Contracting Behavioral Health Services

This item is being deferred to the July 31 Board meeting due to a lack of quorum.

Operational and Staff Reports

Clinic Operational Report

Chuck Wiesen provided a Director's Report on activities for the past month.

A \$75,000 grant was received from the Sunlight Giving Foundation.

Claims for the Manteca, Hazelton and Child Health Services clinic are being held because the sites have to re-submit their Medi-Cal applications.

WIC is relocating to the Manteca clinic temporarily. They are looking to move into the Quest Diagnostics location next door to the Manteca clinic.

The no-show rate is up because Cerner is not set up with automated reminder calls to patients. The no-shows are affecting specialist appointments. That is being fixed and should decrease the amount of patients not showing up for their appointments.

Psychiatrist Dr. Berrera from Behavioral Health Services is on loan to the clinics. Dr. Alkani is working one day per week at Child Health Services.

A new Licensed Clinical Social Worker is being hired as well as a full-time Substance Abuse Counselor.

Dr. Fadoo signed an agreement with AEGIS to receive reimbursement for having a LCSW and Nurse.

Changes to Medi-Care are coming. There will be an addition for diabetic self management training as well as medical nutrition training with a registered Dietician.

Patients are now allowed to have two visits on the same day (1 medical and 1 psychiatric).

The budget has added funding for a nurse call system where 24-hour triage/education will be available.

Manteca Clinic – Ideas were discussed to let more people know about the clinic. Suggestions included signage or a billboard at Airport & Yosemite. The Farmers' Market is open from 4:30-7:00 and this would be a good place to advertise.

Mr. Wiesen and Alicia Yonemoto met as the Quality Committee. The most frequent complaint by clinic patients is the amount of time they have to wait in the reception area to see their doctor. This complaint will be addressed.

There is a “drop off” in patients getting referral appointments. Discharged patients are not getting follow up appointments. It was suggested that a follow up appointment be scheduled before the patient leaves.

March Financials

The March financials were discussed with the highlights as follows:

Total visits for March were 6,743. The number of billable visits were 6,263, which is 28.1% less than projected. Total revenue was \$1,091,068, which is 32.5% less than budgeted. Total expenses were \$2,609,622, which is 11.8% less than budgeted. Net income was -\$1,518, 555 or a 111.6% loss.

Accounts Receivables – Gay Walker

March gross receivables of \$1.6 million which was less than February and January gross receivables. Cash collections were \$730,000 in March, which was also a decrease from February and January. Patient Financial Services is in the process of clearing the backlog of unposted remittances.

Other

Beth Shelton asked is someone could prepare a flowchart showing the entire billing process from when the patient arrives for their appointment through the end of the billing cycle.

Next Meeting

The next Board meeting will be held on Tuesday, July 31, 2018 at 5:00 p.m. at San Joaquin General Hospital in Conference Room 1.

Adjournment

The meeting was adjourned at 6:10 p.m.

Respectfully submitted,

Luz Maria Sandoval
Vice Chair, SJCC