

**San Joaquin County Clinics (SJCC)
Minutes of January 30, 2018
Board Meeting**

**San Joaquin General Hospital
Health Center North Conference Room**

Board Members Present

Rod Place, Chair
Luz Maria Sandoval, Vice Chair
Alicia Yonemoto
Mary Mills

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

Greg Diederich, Director, HCS
David Culberson, CEO, SJGH
Vanessa Anderson, Management Analyst, HCS
Cynthia King, Administrative Secretary, HCS
Izidi Alcorn-Starks, SJGH Deputy Finance Director

Call to Order

The meeting was called to order at 5:15 by SJCC Chair, Rod Place.

Public Comment

None

Approval of Minutes of December 26, 2017 Board Meeting

The minutes were not approved as there was not a quorum. This item is deferred to the February 27 meeting.

Report on Finance Committee Meeting

The Finance Committee meeting was held immediately prior to the Board meeting so no report was necessary.

Board Action Items

Acceptance of 2018 Sliding Fee Scale

This was deferred to the February 27 meeting as there was not a quorum.

Board Development and Discussion Items

Report from Compliance Officer/Patient Complaints by Clinic

Carla Bomben submitted her report but was not able to attend the Board meeting. This item will be deferred to the January 30, 2018 meeting. The Board members would like for Ms. Bomben to be present to discuss the report.

Operational and Staff Reports

Clinic Operational Report

Chuck Wiesen provided a written report.

UDS Report – Several staff are working to bring together the statistics for the UDS report. In calendar year 2017, 31,269 patients were served. That number is up from 28,895 in 2016. The report is due to HRSA no later than February 15.

Monthly Statistical Report – A statistical summary was provided to the Board. Of note, the number of visits for December was down by 500. There were a number of providers off for the holiday period and the flu season has also impacted staff, including providers.

Children's Health Services Extended Hours – For the first month with extended hours, there has been an average of four patients per night. There is a 50% no-show rate.

Manteca Clinic – The clinic has been seeing 500-700 people per month. In an effort to continue growing the number of patients at the clinic, outside lighting will be added so that the clinic is more visible. Advertising will be increased possibly on public transit.

HRSA Site Visit – HRSA will perform their site visit November 6-8. It is important to have a Strategic Plan prepared for the site visit. Perhaps it will be planned for the summer of 2018.

Quality Assurance Committee – At the suggestion of the Board Chair, it was suggested that a committee be formed to review quality of care of clinic patients. Mr. Wiesen has been asked to contact Board members to identify those interested in serving on the committee. It was suggested that the committee meet quarterly and report to the full Board.

October and November Financials

Diana Surber provided her report at the Finance Committee meeting just prior to the Board meeting. The financials report was given to the Board members.

Other

Cynthia King distributed the aggregate scores from the SJCC Board Self Evaluation for the members' information.

Next Meeting

The next Board meeting will be held on Tuesday, February 27, 2018 at 5:00 p.m. at San Joaquin General Hospital in the Health Center North Conference Room.

Adjournment

The meeting was adjourned at 6:15 p.m.

Respectfully submitted,

Luz Maria Sandoval
Vice Chair, SJCC