



San Joaquin County Clinics (SJCC)

Minutes of February 23, 2021 at 4:00 PM
Audit Committee Meeting Minutes

San Joaquin County Clinics
Web Conference Call

BOARD MEMBERS PRESENT: Brian Heck (SJCC Audit Committee Chair); Alicia Yonemoto (SJCC Board Vice-Chair)
BOARD MEMBERS EXCUSED: Rod Place (SJCC Board Chair); Christopher Scoz (SJCC Board Member)
BOARD MEMBERS ABSENT: NONE
SJCC STAFF PRESENT: Dr. Farhan Fadoo (SJCC Executive Director); Alice Souligne (SJCC COO); Kristopher Zuniga (SJCC CFO); Adelé Gribble (SJCC ACS OTC)
GUESTS: NONE

AGENDA ITEM	ATTACHMENTS	ACTION
<p>1. <u>Call to Order & Establish Quorum (Brian Heck, Audit Committee Chair)</u></p> <p>Attendees were notified this meeting is being recorded. The meeting was called to order by Brian Heck at 4:03 p.m. A quorum was established for today's meeting.</p>	No Attachments	No Action Required
<p>2. <u>Approval of Minutes of January 26, 2021 (Brian Heck, Audit Committee Chair)</u></p> <p>Due to no quorum established, the minutes were not voted on. This will be addressed during next month's meeting.</p>	Attachment 2 (Audit Committee Meeting Minutes from January 26, 2021)	Minutes will be voted upon during next month's meeting due to no quorum established
<p>3. <u>SJCC Separation Update (Kris Zuniga, SJCC CFO)</u></p> <p>Below is the updated project plan for separation. Kris Zuniga advised some adjustments were made as new information has become available, specifically item 1b, the treatment of prospective supplemental revenue. This is in relation to the programs available to us by being a public healthcare system. These are primarily State programs run either directly through the State or our health plans.</p> <p>Kris stated the most impactful development to the positive has been that we were able to meet with Human Resources and have begun discussions for identifying the FQHC staff and have collaboratively developed a plan for steps for changes to occur.</p> <p>Dr. Fadoo advised our deadline is the end of June 2021 and everyone is aware of this.</p>	Draft SJCC Separation Project Plan	No Action Required

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<div style="display: flex; align-items: center;"> <div style="background-color: #003366; color: white; padding: 20px; width: 200px; height: 200px; display: flex; flex-direction: column; justify-content: center; align-items: center;"> <p style="margin: 0;">DRAFT SJCC SEPARATION PROJECT PLAN</p> </div> <div style="margin-left: 20px;"> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; font-weight: normal;">PROJECT ITEM</th> <th style="text-align: left; font-weight: normal;">ESTIMATED COMPLETION</th> </tr> </thead> <tbody> <tr><td>1 IDENTIFICATION OF SJCC GAAP FINANCIAL STATEMENTS</td><td>OCT 2020</td></tr> <tr><td>1a RETROSPECTIVE TREATMENT OF SUPPLEMENTAL REVENUES</td><td>OCT 2020</td></tr> <tr><td>1b PROSPECTIVE TREATMENT OF SUPPLEMENTAL REVENUES</td><td>FEB 2021</td></tr> <tr><td>2 ESTABLISHMENT OF SJCC COUNTY FUND</td><td>OCT 2020</td></tr> <tr><td>3 ESTABLISHMENT OF SJCC OPERATING & PAYROLL BANK ACCTS</td><td>OCT 2020</td></tr> <tr><td>3a CASH DEPOSIT INTO SJCC CASH OPERATING ACCOUNT</td><td>APR 2021</td></tr> <tr><td>4 IDENTIFICATION OF SJCC FINANCIAL SYSTEMS</td><td>OCT 2020</td></tr> <tr><td>5 ESTABLISHMENT OF INTERIM INFRASTRUCTURE FOR SJCC</td><td></td></tr> <tr><td>5a PAYROLL - SJGH PAYROLL</td><td>NOV 2020</td></tr> <tr><td>5b ACCOUNTS PAYABLE - SJGH A/P</td><td>NOV 2020</td></tr> <tr><td>5c PURCHASING - SJGH PURCHASING</td><td>FEB 2021</td></tr> <tr><td>5d LEGAL - COUNTY COUNSEL</td><td>FEB 2021</td></tr> <tr><td>6 NOTIFICATION OF PLANNED SEPARATION TO HEALTHPLAN SAN JOAQUIN</td><td>NOV 2020</td></tr> <tr><td>6a EXECUTION OF NEW CONTRACT WITH HEALTHPLAN SAN JOAQUIN</td><td>FEB 2021</td></tr> <tr><td>7 NOTIFICATION OF PLANNED SEPARATION TO OTHER MANAGED CARE PAYERS</td><td>FEB 2021</td></tr> <tr><td>7a EXECUTION OF NEW CONTRACTS WITH OTHER MANAGED CARE PATERS</td><td>APR 2021</td></tr> <tr><td>8 SJGH AUDIT COMPLETION</td><td>FEB 2021</td></tr> <tr><td>9 EXECUTION OF SJCC MOU'S WITH BH & SJGH</td><td>JAN 2021</td></tr> <tr><td>9a IDENTIFICATION OF SJCC EMPLOYEES CURRENTLY WITHIN SJGH</td><td>FEB 2021</td></tr> <tr><td>9b INPUT OF SJCC EMPLOYEES INTO NEW PAYROLL SOFTWARE</td><td>APR 2021</td></tr> <tr><td>10 SJCC AUDIT COMPLETION</td><td>APR 2021</td></tr> <tr><td>11 IMPLEMENTATION OF NEW SJCC FINANCIAL SYSTEMS</td><td></td></tr> <tr><td>11a CORE ABILA ACCOUNTING SYSTEM</td><td>APR 2021</td></tr> <tr><td>11b ABILA PURCHASING SYSTEM</td><td>JUN 2021</td></tr> <tr><td>11c ABILA PAYROLL SYSTEM</td><td>JUL 2021</td></tr> <tr><td>11d ABILA HR SYSTEM</td><td>JUL 2021</td></tr> <tr><td>12 ESTABLISHMENT OF PERMENANT INFRASTRUCTURE FOR SJCC</td><td></td></tr> <tr><td>12a PAYROLL - SJCC PAYROLL DEPARTMENT</td><td>JUL 2021</td></tr> <tr><td>12b ACCOUNTS PAYABLE - SJCC A/P FUNCTION</td><td>APR 2021</td></tr> <tr><td>12c PURCHASING - SJCC PURCHASING DEPARTMENT</td><td>JUL 2021</td></tr> <tr><td>12d LEGAL - COUNTY COUNSEL</td><td>FEB 2021</td></tr> </tbody> </table> </div> </div>	PROJECT ITEM	ESTIMATED COMPLETION	1 IDENTIFICATION OF SJCC GAAP FINANCIAL STATEMENTS	OCT 2020	1a RETROSPECTIVE TREATMENT OF SUPPLEMENTAL REVENUES	OCT 2020	1b PROSPECTIVE TREATMENT OF SUPPLEMENTAL REVENUES	FEB 2021	2 ESTABLISHMENT OF SJCC COUNTY FUND	OCT 2020	3 ESTABLISHMENT OF SJCC OPERATING & PAYROLL BANK ACCTS	OCT 2020	3a CASH DEPOSIT INTO SJCC CASH OPERATING ACCOUNT	APR 2021	4 IDENTIFICATION OF SJCC FINANCIAL SYSTEMS	OCT 2020	5 ESTABLISHMENT OF INTERIM INFRASTRUCTURE FOR SJCC		5a PAYROLL - SJGH PAYROLL	NOV 2020	5b ACCOUNTS PAYABLE - SJGH A/P	NOV 2020	5c PURCHASING - SJGH PURCHASING	FEB 2021	5d LEGAL - COUNTY COUNSEL	FEB 2021	6 NOTIFICATION OF PLANNED SEPARATION TO HEALTHPLAN SAN JOAQUIN	NOV 2020	6a EXECUTION OF NEW CONTRACT WITH HEALTHPLAN SAN JOAQUIN	FEB 2021	7 NOTIFICATION OF PLANNED SEPARATION TO OTHER MANAGED CARE PAYERS	FEB 2021	7a EXECUTION OF NEW CONTRACTS WITH OTHER MANAGED CARE PATERS	APR 2021	8 SJGH AUDIT COMPLETION	FEB 2021	9 EXECUTION OF SJCC MOU'S WITH BH & SJGH	JAN 2021	9a IDENTIFICATION OF SJCC EMPLOYEES CURRENTLY WITHIN SJGH	FEB 2021	9b INPUT OF SJCC EMPLOYEES INTO NEW PAYROLL SOFTWARE	APR 2021	10 SJCC AUDIT COMPLETION	APR 2021	11 IMPLEMENTATION OF NEW SJCC FINANCIAL SYSTEMS		11a CORE ABILA ACCOUNTING SYSTEM	APR 2021	11b ABILA PURCHASING SYSTEM	JUN 2021	11c ABILA PAYROLL SYSTEM	JUL 2021	11d ABILA HR SYSTEM	JUL 2021	12 ESTABLISHMENT OF PERMENANT INFRASTRUCTURE FOR SJCC		12a PAYROLL - SJCC PAYROLL DEPARTMENT	JUL 2021	12b ACCOUNTS PAYABLE - SJCC A/P FUNCTION	APR 2021	12c PURCHASING - SJCC PURCHASING DEPARTMENT	JUL 2021	12d LEGAL - COUNTY COUNSEL	FEB 2021		
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<p>4. <u>Adjournment (Brian Heck)</u></p> <p>There being no further topics of discussion, Brian Heck adjourned the meeting at 4:18 p.m.</p>	No Attachments	No Action Required																																																																