

Minutes of January 31, 2023 San Joaquin Health Centers Board of Directors

Board Members Present: **Monica Fuentes***; Brian Heck (Vice Chair); Cynthia King; Karen Lee; Jodie Moreno; Rod Place (Board Chair); **Bernadette Pua***; Samantha Monks; **Tarsha Taylor-Godfrey***

Absent Excused: Kristin Shinn

Absent Unexcused: Jessica Hernandez; Esgardo Medina

SJHC Staff: Ahdel Ahmed; Michael Allen; Angela Ayala; Jonathon Diulio; Mary-Lou Milabu; Barbara Kissinger-Santos; Rajat Simhan; Jeff Slater; Alice Soulligne; Susan Thorner Kris Zuniga

Guests:

AGENDA ITEM	ATTACHMENTS	ACTION
<p>1. <u>Call to Order (Rod Place)</u> The meeting was called to order at 5:05 p.m. A quorum was established for today's meeting.</p>	2022 Board Member Attendance	No action required
<p>2. <u>Approval of Consent Agenda (Rod Place)</u> The following items were approved under the consent agenda for January 2023: a. Board Minutes from 12/28/22 b. Changes to subcommittee meeting dates 2023</p> <p>Changes to subcommittee meeting dates was removed from the consent agenda and discussed by members. Due to varied availability, this will be followed up on prior to next month's meetings.</p>	Board Minutes 2022-12-28; Committee Meeting Changes	Karen motioned to approve the minutes and Jodie seconded; motion was approved unanimously, including roll call votes from remote members
<p>3. <u>Public Comment</u> none</p>	No attachment	No action required
<p>4. <u>Credentialing & Privileging Report (Angela Ayala)</u> Initial appointment is Jennifer Carlquist, PA-C.</p> <p>Resignation is Ala Elayyan, MD in July 2023.</p>	2023-January-Credentialing-Packet	Jodie motioned to approve the initial appointment and Samantha seconded; motion was approved unanimously, including roll call votes from remote members
<p>5. <u>Presentation of Financials (Kris Zuniga)</u> Billable visits for December are favorable to budget by 149. Net Patient Service Revenues for December are favorable to budget by \$5,476.</p> <p>YTD Supplemental Revenue includes the recognition of estimated Quality Incentive Program revenue for \$6,967,473. Based on the most recent information received on the QIP distribution, YTD financials include adjustments for \$182,089 for July through September 2022 and \$352,120 for January through June 2021 respectively. Combined Grants Revenue includes revenues for Behavioral Health Integration, Discovery Challenge Academy, SOR2, Enhanced Care Management and American Rescue Plan (ARP) grants for \$2,996,337. Also, YTD grant revenues are higher than budget due to the recognition of American Rescue Plan (ARP) grant revenue for \$765,299 for activity related to January 2021 through June 2021 period in July. Capitation and Managed Care Incentives are trending higher than budget with a favorable variance of</p>	CFO Presentation – 2022-12; Finance Narrative – 2022-12	Brian motioned to approve the financials and Samantha seconded; motion was approved unanimously, including roll call votes from remote members

<p>\$136,296. YTD Other Revenue includes revenues accrued for \$335,423 related to Purchased Services provided to SJGH by SJCC per the MOU and Interest Income of \$25,306. Also, MOU and other income include YTD rent revenue from SJGH for \$59,044 related to the Manteca clinic respectively offset by rent expense as recommended by the auditors. Total YTD Operating Revenue is favorable to budget by \$1,104,452.</p> <p>YTD Salaries and benefits expenses exhibit a favorable variance to budget by \$3,072,841 mostly due to lower than budgeted salaries and benefits for SJGH providers and employees providing services for the clinics. Also, Salaries and Benefits expenses are low due to YTD adjustment recorded in November to true up the payroll liabilities. Other operating expenses exhibit an unfavorable variance of \$3,132,332 largely due to Purchased Services with a favorable variance of 402,308 mainly offset by unfavorable variance in Professional Fees, Supplies, Interest, Depreciation, and Other Expenses for \$3,534,640. An estimated expense for the Purchased Services is recorded from July through December based on the MOU. Total YTD expenditures are unfavorable to budget by \$59,491.</p> <p>Unaudited, as presented, Net Income of \$1,266,257 on a year-to-date basis is favorable compared to budget by \$1,044,961.</p> <p>PFS payment issues update: EMMI now has access to the payment information needed to post the payments to patients' accounts, which has resulted in the decline in AR days.</p> <p>Capital Link fiscal year benchmarks were reviewed, showing Operating Margin at 4% against a goal of >3%, Bottom Line Margin at 5% against a goal of >3%, Days Cash on Hand at 52 against a goal of >45 days, Days in Net Patient Receivables at 41 against a goal of <60 days, and Personnel-Related Expenses at 65% against a goal of <70%.</p>		
<p>6. <u>Legislative Update & Grant Proposal Approvals (Jeff Slater)</u> Ahdel introduced himself to the board and noted that he will be giving the legislative updates, going forward.</p> <p>Jeff discussed the refusal of the monkeypox vaccine grant in the amount of \$21,459, due to excessive reporting requirements to see only a few hundred dollars of actual funding.</p> <p>The Sunlight Giving grant in the amount of \$175,000 was recalled by the grantor, due to not providing dental services at the Manteca clinic (space constraints). We will meet with Sunlight Giving to discuss future grant opportunities.</p>	<p>January 31 – Grants Update</p>	<p>No action required</p>

<p>7. Authority to Submit UDS (Rajat Simhan) Rajat gave a brief explanation of the Uniform Data System (UDS) report.</p>	<p>No attachments</p>	<p>Cynthia motioned to approve submission of the UDS report and Jodie seconded; motion was approved unanimously, including roll call votes for remote members</p>
<p>8. Board Training (Susan Thorner) Conflict of interest policies apply to all health center employees, officers, board members & agents involved in selection, award, or administration of contracts. The process for disclosure of any potential conflict is laid out in the organizational bylaws, along with procedures for recusals and disciplinary action for violations. Disclosures must be properly documented.</p> <p>Form 700 is the required documentation for board members or other applicable officers to disclose any potential conflicts. These are due by April 1st of each year. SJ Health staff may not assist in filling out Form 700, but in most cases, the average filer only needs to complete the Cover Page (page 5). Further guidance can be obtained from the FPPC at (866) 275-3772 or advice@fppc.ca.gov.</p>	<p>Board Training on Conflict of Interest; Form 700</p>	<p>No action required</p>
<p>9. CEO Report (Farhan Fadoo) Manteca clinic opening date remains unknown, but must occur by end of February. Alternative site identified for Lodi clinic.</p> <p>PY5 QIP concessions finalized, with adjustments to YTD-FY23 financials in February.</p> <p>CalAIM is seeking funding from HPSJ to strengthen ECM/CS efforts in San Joaquin County and expand into Stanislaus.</p> <p>Met with County HR on 1/27/23 to discuss workforce strategies.</p> <p>Strategic plan shows 41 of 75 projects completed.</p>	<p>CEO Report 01312023</p>	<p>No action required</p>
<p>10. Adjournment (Rod Place) There being no further topics of discussion, Brian Heck adjourned the meeting at 6:14 p.m.</p>	<p>No attachments</p>	<p>No action required</p>

***NOTE: Board Members in red joined remotely**