

San Joaquin County Community Clinics (SJCCC)
Minutes of September 25, 2012
Community Board Meeting

1414 N. California Street
2nd Floor
Dorothy Chase Conference Room
Stockton, CA 95202

Board Members Present

Alvin Maldonado
Ogechi Achunine
Beth Shelton
Javier Serrano
Rod Place
Lei McMiller
Regina McMahan

Health Care Services Agency and SJGH Staff Present

Ken Cohen
Margaret Szczepaniak
Samantha Phillips-Bland
Cynthia King
Leilani Chua
Alan Germany
David Culberson
Lloyd Lee, M.D.

Call to Order

The meeting was called to order at 5:00 p.m. by Chair, Alvin Maldonado.

Approval of Minutes of August 28, 2012 Meeting

The minutes of the August 28, 2012 meeting were approved as submitted.

Public Comment

None

Board Actions

a. Approval of Job Descriptions

The Board reviewed the job descriptions for the key management positions overseeing the SJCCC. The Senior Deputy Director description will be corrected to reflect the title Executive Director. Rod Place made a motion that the job descriptions for Executive Director, Chief Financial Officer, Nurse Manager and Medical Director be approved (as corrected). Regina McMahon seconded the motion and the vote was unanimous.

b. Approval of SJCCCB Staff

The board reviewed the resumes for the key management staff overseeing the SJCCC. Ogechi Achunine made a motion to approve Samantha Phillips-Bland as Executive Director, Alan Germany as Chief Financial Officer, Betty Jo Riendel, R.N. as Nurse Manager, and Dr. Lloyd Lee as Medical Director of the SJCCCB. The motion was seconded by Lei McMiller and the Board unanimously approved.

c. Approval of Revised Sliding Fee Scale

The Board reviewed the revised sliding fee scale which now reflects the incomes shown in monthly increments, and the correct FPL for income verification purposes. Rod Place made a motion to approve the Revised Sliding Fee Scale for SJCCC. The motion was seconded by Lei McMiller and the Board approved the Revised Sliding Fee Scale.

d. Approval of Draft Affiliation Agreement with San Joaquin County

Ken Cohen reviewed the main points of the draft Affiliation Agreement between the County and SJCCC with the Board members. He explained that the Agreement is required by HRSA and that the draft has already been reviewed by the Foley Law Firm. The Agreement is modeled by another FQHC in Nassau County, New York.

As a partner with the SJCCC, the County provides the facilities, equipment, employees and financial support for the clinics. The Board has the right to remove the Executive Director if they feel they are not doing a good job managing the clinics. If the Board and County disagree about the job performance of the Director, the parties may go to mediation.

There may need to be some minor edits to the draft Agreement necessary to finalize for adoption by the County Board of Supervisors—these will be technical and non-substantive in nature. Any changes will be outlined and reported back to the Board along with a copy of the final agreement.

Ogechi Achunine made a motion to approve the Draft Affiliation Agreement with San Joaquin County and to allow HCS staff to make any non-substantive changes/revisions to the agreement as may be required by Foley Law or County Counsel. Beth Shelton seconded the motion and the Board unanimously approved.

Announcement: NCQA Certification

San Joaquin General Hospital Ambulatory Care Services (SJGH/ACS) has recently received the National Council on Quality Assurance (NCQA) Award for Diabetes Recognition Program. This voluntary program is designed to recognize clinicians who use evidence-based measures and provide excellent care to their patients with diabetes. This includes the Family Medicine and Primary Medicine Clinics that are part of the SJCCC. SJGH/ACS is one of only two health care facilities in California to receive the award. SJGH/ACS has approximately 2,400 diabetic patients monitored through its Disease Registry, which helps staff work with the patients on health education and self-management. The Registry also tracks that patients receive annual eye and foot examinations, appropriate labs and follow up care.

Operational and Staff Reports

Alan Germany presented the July Financial statements for the five future FQHC clinics. All clinics have routinely operated at a loss due to the payer mix and the numbers of uninsured that are served.

Samantha Phillips-Bland reported the following operational report:

Call Wait Times

Callers' waiting times have increased significantly over the previous months. Staff shortages have exacerbated these wait times. However, the phone center supervisor is now changing the way resources are managed in the phone center, so call wait times should begin to decrease to previous levels and continue to improve.

Next Available Appointments

The clinics are undergoing major changes in setting appointments. They are using the Advanced Access system to ensure that future appointments are needed by patients. Clinic staff will begin confirming the appointment schedules for future months and reschedule as necessary in consult with the patients impacted. Many times patients have several appointments scheduled in the distant future but no longer need to use those appointments. The goal is that appointments will not be scheduled more than three weeks into the future.

Margaret Szczepaniak announced that Dr. Farhan Fadoo, Chief Medical Information Officer, will be a guest speaker at next month's Board meeting. Dr. Lloyd Lee told the

group about Dr. Fadoo's excellent analytical skills; his data provides information for providers and patients when during medical visits.

The IRS is still reviewing the Board's application for 501(c)3 status . The IRS has requested additional information in support of the application. This information is being compiled and will be submitted shortly.

Next Meeting

The next Board meeting will be held on Tuesday, October 30, 2012 at 5 p.m. at 1212 N. California Street, Conference Room C.

Adjournment

The meeting was adjourned at 6:20 p.m.

Respectfully Submitted,

Alvin Maldonado, Chair