

San Joaquin County Clinics (SJCC)
Minutes of August 27, 2013
Board Meeting
(As Corrected on 11/14/13)
San Joaquin General Hospital
Caesar Chavez Clinic Conference Room
French Camp, CA

Board Members Present

Ogechi Achunine
Beth Shelton
Javier Serrano
Bernadette Hanna
Rod Place (via telephone)
Luz Maria Sandoval (Approved as Board Member 8/27/13)

Health Care Services Agency and SJGH Staff Present

Ken Cohen
Margaret Szczepaniak
Samantha Phillips-Bland
David Culberson
Ron Kreutner
Dr. Lloyd Lee
Cynthia King
Leilani Chua
Lilia Mora, Interpreter

Call to Order

The meeting was called to order at 5:13 p.m. by Vice Chair, Ogechi Achunine.

Public Comment

None

Approval of Minutes of July 30, 2013 Meeting

Beth Shelton made a motion that the minutes of the July 30, 2013 meeting be approved as submitted. The motion was seconded by Bernadette Hanna and the Board approved the minutes.

Board Action Items

Approval of Board of Directors Full Board Evaluation

Ogechi Achunine reported that she met with Samantha Phillips-Bland to develop a Board self-evaluation tool. The evaluation covers the areas of Board Activity, Mission and Purpose, Governance/Partnership Alignment, Board Organization, Board Meetings, Board Membership, and Administration and Support Staff.

Samantha Phillips-Bland reported that the evaluation items were selected to cover a broad spectrum of areas of Board activities.

Margaret Szczepaniak mentioned that one of the areas had to do with Board's regular reviews and evaluation of the performance of the CEO. She acknowledged that activity had not yet been performed however the CEO has not been in her position for one year yet. The evaluation would be conducted in September.

Rod Place made a motion to accept the Board of Directors Full Board Evaluation as submitted. Javier Serrano seconded the motion. The Board unanimously approved the Evaluation.

Approval of Application for Board Membership

Ms. Achunine noted that there are several Board vacancies that should be filled in order to ensure a better chance of having quorums at each meeting. Ms Szczepaniak noted that one application was on the agenda for approval, and another application had just been received. She asked staff to update the most recent demographics to ensure that new members were representative of the ethnic groups of the clinics.

Luz Maria Sandoval submitted an application for Board membership. Ms. Sandoval expressed her desire to participate in the work that the Board does to improve clinic services to patients.

Beth Shelton made a motion to accept the application of Luz Maria Sandoval as a Board member and the motion was seconded by Bernadette Hanna. The Board unanimously approved the application of Luz Maria Sandoval as a Board member.

Approval of Outpatient Standing Order for Breast Cancer Screening (Mammogram)

Dr. Lloyd Lee told the Board that the policy was established in order to increase the detection of breast cancer in its early stages. Mammography screening can reduce breast cancer by 20-35% in women older than 50 years of age. Women 50 and older can have a mammogram without having to get an appointment through their doctor.

They can call the Radiology Department directly to schedule an appointment. This policy applies to under and uninsured as there are various programs that provide funding for Breast Cancer Screening.

Beth Shelton made a motion to approve the Outpatient Standing Order for Breast Cancer Screening. The motion was seconded by Luz Maria Sandoval and the Board unanimously approved the motion.

Approval of Job Description and Resume for Clinical Services Coordinator Primary and Family Medicine Clinics

The Board reviewed the job description and resume of Alice Soulignie as Clinical Services Coordinator. Bernadette Hanna made a motion to approve the job description of Clinical Services Coordinator Primary and Family Medical Clinics and approved Alice Soulignie serve in that capacity. Beth Shelton seconded the motion. The Board unanimously approved the job description for Clinical Services Coordinator Primary and Family Medicine Clinics and Alice Soulignie to serve in that capacity..

Approval of Job Description and Resume for Part-Time Emergency Preparedness Program Coordinator

The Board reviewed the job description and resume of Cheryl Mead. Ms. Mead volunteered to accept this role as part of her current duties. . Beth Shelton made a motion to accept job description of Part-Time Emergency Prepared Program Coordinator and approve Cheryl Mead to serve in that capacity. Javier Serrano seconded the motion. The Board unanimously approved the job description of Part-Time Emergency Preparedness Program coordinator and Cheryl Mead to serve in that position.

Discussion Items

Strategic Planning & Board Self-Evaluation

Samantha Phillips-Bland will have the evaluation translated into Spanish. Cynthia King will then mail them to each Board member. The evaluations are anonymous and should be mailed back to Cynthia.

Medi-Cal and Covered California Transition

The Low Income Health Program (LIHP) eligibility income threshold was increased to 133% of the Federal poverty Level effective August 1, 2013. This increase will allow for more patients to transition into Medi-Cal so that they will be automatically converted on January 1, 2014, without having to initially apply. Medi-Cal will continue to re-determine eligibility on an annual basis thereafter.

A marketing contract person will be starting at SJGH on October 1, 2013. This person will be responsible for marketing SJGH and the transitions under the Affordable Care Act by way of billboards, radio, newspapers and flyers.

Margaret Szczepaniak reported that we are awaiting a phone number for Covered California in order to send out information to patients. The Phone Center for Covered California will open on October 1, 2013.

Dr. Lee asked if there would be a program to help people register, i.e., patients without a phone or who cannot read or write. Ms. Phillips-Bland responded that the Medical Financial Assistance (MFA) staff may become Certified Assistants. They are exploring the possibility of computer access in the MFA office to allow patients to come in to register. There are also Community Based Organizations who will have Certified Assistants to whom we can make referrals.

Samantha Phillips-Bland informed the Board that Medical Center is redoing the flooring in Health Center East. Painting has been done and they will be putting in new carpeting.

Operational and Staff Reports

a. Financial Report

Ron Kreutner presented the June and Fiscal Year End 2013 financial report. There was a lower than average number of visits in the month of June, likely attributable to provider vacations and one FTE vacancy. He also noted that there was very little change in the payer mix.

b. Clinic Update Report

Samantha Phillips-Bland reported that there is an 11% clinic visit overall increase from FY11-12 to FY12-13.

A new group of medical residents has begun working in the clinics as part of their Family Practice Residency. Ms. Phillips-Bland wants to be sure that they feel part of the community in the hopes that they will want to stay when they have completed the residency program.

Amanda Casarez has been hired as the Phone Center supervisor. She is bi-lingual. What impressed Ms. Phillips-Bland about Ms. Casarez is that during her interview she said, "Nothing comes before the patient." There are two vacancies in the Call Center and the jobs have been approved to be filled; recruitment is ongoing.

c. Update on FQHC Process

Margaret Szczepaniak advised the Board she and other SJGH staff have been having conference calls with the staff from Congressman Denham, Congressman McNerney and HRSA. The HRSA reviewer's supervisor will now be on all conference calls to participate in the review of the December 2012 application. HRSA has offered to provide Technical Assistance (TA) calls. It still may be necessary to file a new application. Samantha Phillips-Bland, Ron Kreutner, and Leilani Chua have already been preparing in the event a new application has to be filed. The next TA call will be on Friday, August 30.

Rod Place requested an email update after the call on August 30. Ms. Szczepaniak said she will email board members and/or mail an update.

Other Update

Dr. Lee reported that a GYN Oncology Clinic will be starting effective September 19, 2013 to provide a referral/specialty service to SJCC patients. Dr. Esteva, a UC Davis physician, will come to SJGH one Thursday per month relieving traveling to UC Davis for our patients. One-half of the doctor's time will be spent in surgery and one-half of the time will be spent seeing patients.

Next Meeting

The next Board meeting will be held on Tuesday, September 24, 2013 at 5 p.m. at San Joaquin General Hospital, 500 W. Hospital Road, Health Center North Conference Room French Camp, CA.

Adjournment

The meeting was adjourned at 6:25 p.m.

Respectfully Submitted,

Ogechi Achunine, Vice Chair