

San Joaquin County Clinics (SJCC)  
Minutes of February 25, 2014  
Board Meeting

San Joaquin General Hospital  
Health Center North  
Caesar Chavez Clinic Conference Room  
French Camp, CA

Board Members Present

Alvin Maldonado, Chairperson  
Ismael Cortez, Treasurer  
Bernadette Hanna  
Luz Marie Sandoval  
Javier Serrano  
Lei McMiller

SJCC Staff Present

Samantha Phillips-Bland, SJCC Executive Director  
Ron Kreutner, SJCC CFO  
Farhan Fadoo, M.D., SJCC Associate Medical Director  
Betty Jo Rindel, SJCC Nursing Department Manager

SJC Liaisons Present

Ken Cohen, Director, HCS  
Leilani Chua, Management Analyst, HCS  
Cynthia King, Administrative Secretary, HCS  
La Verne Self, SJGH Deputy Director Finance & Planning  
Lilia Mora, Interpreter

Call to Order

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

Public Comment

None

## **Approval of Minutes of January 28, 2014 Meeting**

Bernadette Hanna made a motion that the minutes of the January 28, 2014 meeting be approved as submitted. The motion was seconded by Luz Maria Sandoval and the Board unanimously approved the minutes.

## **Board Action Items**

### **Adoption of Policy on Policies**

Samantha Phillips-Bland explained that this policy was issued to clarify policy development as outlined in the Co-Applicant Agreement. In order to avoid duplication, SJCC will defer to County departmental policies in the areas of Human Resources, Procurement, Medical Staff Credentialing and Privileging, Standards and Compliance, Information Systems, and Financial.

Bernadette Hanna made a motion to adopt the San Joaquin County Clinics Policy on Policies. Luz Maria Sandoval seconded the motion and the Board unanimously approved the policy.

### **Appointment of Interim Medical Director**

This agenda item was deferred to a later meeting.

### **Appointment of New Board Member**

David Hui's application was sent to the Board members for their review prior to the Board meeting. Mr. Hui was sent a letter on February 7 inviting him to the February 25 Board meeting. Mr. Hui did not attend and the Board members were asked if they wished to appoint the applicant or if they wanted to delay the action. Bernadette Hanna suggested that the applicant not be appointed at this time until it could be determined if he was still interested in serving. Samantha Phillips-Bland is going to contact Mr. Hui to see if he still wishes to serve on the Board.

## **Discussion Items**

### **Review of the Electronic Handbook (EHB)**

Leilani Chua advised the members that the new application was submitted one month ago. The application was for medical services only. The application did not apply to behavioral health or dental services. If approved, FQHC designation would be for a period of two years (2014-2016). Ms. Chua showed the members the EHB and went through many of the forms that were completed so that Board members would understand what information HRSA requested.

Dr. Farhan Fadoo informed that the new electronic systems was estimated to be online in June or July. When that system is in place, more accurate population counts will be available.

#### Preparation for the HRSA Site Visit

HRSA will conduct a site visit during the week of March 31. They will be looking at documentation and the SJCC Board. HFS Consultants will be conducting a mock survey on February 26 in preparation for the site visit. Several Board members will attend a lunch meeting on that date to discuss what is to be expected during the site visit.

The Board members were given a matrix of Clinical performance Measures for SJCC. The measures cover diabetes, cardiovascular disease, cancer, prenatal health, perinatal health, child health, behavioral health, oral health, weight assessment & counseling for children & adolescents, adult weight screening & follow up, and tobacco use assessment. The doctors will report to the Board quarterly on all of those measures.

#### Strategic Planning & Board Self-Evaluation

Samantha Phillips-Bland and Bernadette Hanna will report at a future meeting on the development of a mission statement.

#### Medi-Cal and Covered California Transition

Board members were given press releases regarding enrollment numbers and outreach efforts to date for those in the county who have enrolled in Covered California.

#### **Operational and Staff Reports**

##### Financial Report

Ron Kreutner presented the financial statistics for the month of December 2013 and for year-to date. Clinics were close to budget in December (3.7% under budget). Net revenues continue to increase (+31%) and payor mix has gotten better.

##### Clinic Update Report

Samantha Phillips-Bland reported that in January there was a decline in clinic visits. This was probably due to the clinics being closed for two holidays in January. The clinics have also lost some providers. Dr. Fadoo reported that he has been recruiting and just brought on three doctors since January. Three more doctors will be starting in August. This will allow for more patients to be seen.

Ms. Phillips-Bland reported that clinic staff has been thoroughly reviewing all records. The Board may be getting procedures for approval that have not yet been approved.

#### Recruitment of Medical Director

Ms. Phillips-Bland has been doing a national search to recruit a Medical Director. This position will involve 50% time in the clinics and 50% administrative time. She hopes to have 1-2 candidates to present to the Board in approximately May.

#### Update on FQHC Progress

An update on FQHC progress was covered earlier in the meeting during the review of the Electronic Handbook.

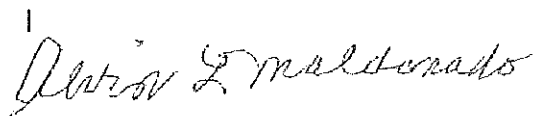
#### Next Meeting

The next Board meeting will be held on Tuesday, March 25, 2014 at 5 p.m. at San Joaquin General Hospital, 500 W. Hospital Road, Health Center North Caesar Chavez Clinic Conference Room, French Camp, CA.

#### Adjournment

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

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Alvin Maldonado".

Alvin Maldonado, Chair