

San Joaquin County Clinics (SJCC)
Minutes of June 24, 2014
Board Meeting

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

Board Members Present

Alvin Maldonado, Chair
Rod Place, Secretary
Ismael Cortez, Treasurer
Luz Marie Sandoval
Javier Serrano
Lei McMiller
Beth Shelton (By Phone)

SJCC Staff Present

Samantha Phillips-Bland, SJCC Executive Director
Betty Jo Riendel, SJCC Nursing Department Manager
Ron Kreutner, SJCC CFO

SJC Liaisons Present

Margaret Szczepaniak, Assistant Director, HCS
Leilani Chua, Management Analyst, HCS
Cynthia King, Administrative Secretary, HCS
David Culberson, CEO, SJGH
La Verne Self, SJGH Deputy Director Finance & Planning
Ramona Thomas, Interpreter

Call to Order

The meeting was called to order at 5:09 by Chair, Alvin Maldonado.

Public Comment

None

Approval of Minutes of April 29, 2019 and May 27, 2014 Meetings

Rod Place made a motion to approve the minutes of the April 29, 2014 and May 27, 2014 meetings as submitted. Beth Shelton seconded the motion and the Board approved the motion.

Board Action Items

Approve Community Board Members – Definition

Margaret Szczepaniak explained that the site reviewers from HRSA suggested the Board adopt a policy to clarify the term "health care industry" in the Bylaws in regards to the non-patient Board members. There is a limit to the number of members allowed with health care interests (to avoid conflicts of interest), yet there is still a desire for Board members with this expertise. Therefore the following was suggested:

As referenced in the San Joaquin County Clinics Bylaws Article V. Board of Directors, Section 4. Classes of Board Members:

(b) Community members: Community members shall be all members of the Board, except Consumer members, who are representatives of the community and shall be selected for their expertise in relevant subject areas, such as community affairs, local government, finance and banking, legal affairs, trade unions, and other commercial and industrial concerns or social services within the community, provided that no more than one-half of the Community members may derive more than 10% of his or her annual income from the health care industry.

Beth Shelton made a motion to approve the community board members definition. Rod Place seconded the motion and the Board approved the motion.

Approve Renewal of Three Year Board Terms for SJCC Members

Four Board members' terms expire on June 30, 2014. Those members who are up for renewal for new terms to be effective through June 30, 2017 are Alvin Maldonado Ogechi Achunine, Bernadette Hanna, and Ismael Cortez.

Beth Shelton made a motion to renew the terms of the aforementioned Board members through June 30, 2017. Lei McMiller seconded the motion and the motion was unanimously approved by the Board.

Adoption of Draft budget for FY 14-15

La Verne Self presented the draft FY 14-15 budget to the Board. There is a projected growth of 9%. The projected growth in FTE is primarily for 6 F/T Outpatient Clinical Assistants, one Office Worker and one Primary Care Physician. There was an increase

in salaries as a result of an increase in FTE positions. Ms. Self explained that when FQHC designation is received, the entire budget will change.

Luz Maria Sandoval made a motion to adopt the draft budget for FY 14-15 as presented. Lei McMiller seconded the motion and the Board unanimously adopted the draft FY 14-15 budget.

Approve Employee Recognition Program

Samantha Phillips-Bland and her staff have worked to develop a program designed to recognize employees who perform above and beyond their expected duties. They have developed a Star Award form that can be completed by patients, co-workers or supervisors who wish to acknowledge someone's good works. The forms will be available throughout the clinics. The awards will be bronze, silver and gold star-shaped pins that employees can wear on their lanyards/badges. There will also be quarterly lunches provided to recognize employees.

Beth Shelton made a motion to approve the Employee Recognition Program. Javier Serrano seconded the motion and the Board unanimously approved the program.

Report From Executive Committee as Nominating Committee

The Executive Committee meeting minutes were presented to the Board. The result of the Executive Committee, meeting as the Nominating Committee, was to prepare a slate of nominees for officers for FY 14-15, as follows

Chairperson – Beth Shelton
Vice Chairperson – Ogechi Achunine
Secretary – Rod Place
Treasurer – Ismael Cortez

The floor was opened up for other nominations from the Board. There were no other nominations made.

Lei McMiller made a motion to approve the slate of members presented by the Executive Committee. Rod Place seconded the motion and the slate of members nominated as officers for FY 14-15 were unanimously approved by the Board.

Margaret Szczepaniak presented outgoing Chair, Alvin Maldonado with a certificate of appreciation for his service as the Board's first Chair. Mr. Maldonado said that he looks forward to continuing to work with the Board wherever he is needed.

Operational and Staff Reports

April Financial Report

Ron Kreutner presented the financial statistics for the month of April 2014 and for year-to-date. The number of visits are 11.7% over budget. Total expenses to date are \$91,000 under budget. Due to recruiting costs, professional services costs are over budget. Net revenue per visit for the month ending April is \$49.90. The payor mix reflects an average of 45.0% reimbursement from Medi-Cal Managed Care. For year-to-date, total expenses are \$1.3 million under budget.

Clinic Update Reports

Samantha Phillips-Bland reported that physicians now have a tear off pad in English and Spanish that they carry with them which refers potential and current patients to the Department of Panel Management & Specialty Referral. This department will assist patients in selecting or changing their PCP, and provide information about specialists and referrals. It is hoped that better access to PCP's will reduce the number of Emergency Department visits.

New patients are being scheduled for appointments within three days. Follow up appointments are being scheduled within two days. Walk-in appointments are still available.

Update on FQHC Progress

Margaret Szczepaniak reported that notice was received from HRSA one requesting the one expected a corrective action. Esther Paul, Public Health Analyst at HRSA indicated that once the correction action is submitted, reviewed, and deemed satisfactory to correct the noted deficiency, she will issue FQHC LAL designation.

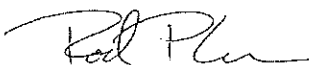
Next Meeting

The next Board meeting will be held on Tuesday, July 29, 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 6:12 p.m.

Respectfully submitted,



Rod Place
Secretary, SJCC Board