

San Joaquin County Clinics (SJCC)
Minutes of April 28, 2015
Board Meeting

San Joaquin General Hospital
Conference Room One
French Camp, CA

Board Members Present

Rod Place, Chair
Alvin Maldonado
Luz Maria Sandoval
Delani Place
Beth Shelton (By Phone)

SJCC Staff Present

Margaret Szczepaniak, Interim SJCC Executive Director
Betty Jo Riendel, SJCC Nursing Department Manager
Farhan Fadoo, M.D., SJCC Medical Director
Ron Kreutner, Chief Financial Officer

SJC Liaisons Present

Greg Diederich, Director, HCS
David Culberson, CEO, SJGH
Leilani Chua, Management Analyst, HCS
Cynthia King, Administrative Secretary, HCS
LaVerne Self, SJGH Deputy Director Finance & Planning

Call to Order

The meeting was called to order at 5:10 by Chair, Rod Place.

Public Comment

None

Approval of Minutes of March 31, 2015 Meeting

Alvin Maldonado made a motion to approve the minutes of the March 31, 2015 meeting. Delani Place seconded the motion and the Board unanimously approved the minutes.

Closed Session

The Board members next met in a closed session to discuss the selection of the SJCC Executive Director.

At the conclusion of the closed session, it was disclosed on the record the following decision that was made:

Alvin Maldonado made a motion to make an offer to applicant, David Jomaoas to serve as SJCC Executive Director. Luz Maria Sandoval seconded the motion and the Board approved the motion.

Board Action Items

Approval of Policy on Direct Admissions From San Joaquin County Clinics

Dr. Fadoo explained that the policy was being implemented to provide a more efficient transition of patients from the San Joaquin County Clinics to San Joaquin General Hospital. Betty Jo Riendel, R.N. expressed concern with the wording of Procedure D. "If a bed is not immediately available for direct admission of the clinic patient or by 4:00 p.m., the clinic manager at the SJCC will make arrangements to move the patient to the Emergency Department." Ms. Riendel expressed concern that the policy might be interpreted incorrectly, and a patient would wait an unacceptable amount of time to be admitted. During discussions, it was also mentioned that this might place an additional burden on the Emergency Department. Dr. Fadoo and Ms. Riendel will revise that portion of the policy to when a patient will be admitted to the hospital. This policy will be presented to the Board for approval after it has been revised.

Approval of Policy on Introducing Patients to Their Medical Home

Ms. Riendel and Dr. Fadoo explained that the policy outlines how new patients are introduced to their care team: what to expect from their primary treating physician, the name of their clinic, how to access care or medical advice, when to use the emergency room, other resources, and the patient's responsibilities.

Delani Place made a motion to approve the policy. Luz Maria Sandoval seconded the motion and the Board approved the policy.

Approval of Proposed 2015-2016 Operating and Capital Budgets

La Verne Self presented the proposed budget to the Board. The budget was initially developed by the former Executive Director, Samantha Phillips-Bland, and submitted to SJGH Finance.

Ms. Self explained that capital expenses are for items that are useful for more than two years and cost more than \$5,000. If those criteria are not met, the costs are classified as operating expenses. It is projected that clinic visits will increase 1.4% over last year's visits. The proposed budget does not propose a net revenue increase. For Medicare one-third of revenue is projected to be at rates for new patients, wellness, and mental health visits. Two-thirds of revenue is projected at rates for established patients.

Staffing is proposed to increase with new positions requests for Nurse Practitioner, Medical Assistant III, and Phone Center staff. Professional fees have been included as follows: \$49,000 for HFS for cost reporting; \$225,000 for HCS support; \$120,000 to El Concilio for transportation services; \$465,000 for a Psychiatrist, Public Health Nurse and Licensed Clinical Social Worker. It is projected that the budget will show a \$440,000 loss for the year, which is considerably less than 2014-2015, and does not include any supplemental payments.

The proposed budget will go to the Board of Supervisors for approval. The final budget will be brought to the SJCC Board for approval at the July 28, 2015 meeting.

Alvin Maldonado made a motion to approve the proposed 2015-2016 budget. Delani Place seconded the motion. The proposed 2015-2016 budget was approved by the Board.

Acceptance of the SJCC Quality Assurance/Quality Improvement Report

Dr. Fadoo presented the finalized quarterly QA/QI report to the Board. He explained the indicators where the targets were not met. Diabetes Control, Pap Screenings, and prenatal care in the 1st trimester are still below the targets. Pediatric immunizations are lower than calendar year 2014 numbers because in CY 2014 the indicator specified that children had their two year immunizations by age three and not age two. Colorectal cancer screenings were low. Part of the problem could be that it is dependent upon the patients to return the test kits to their doctor. Dr. Fadoo assured the Board that steps were being taken to improve on these indicators.

Alvin Maldonado made a motion to accept the quarterly QA/QI report. Luz Maria Sandoval seconded the motion and the Board accepted the quarterly report.

Board Development /Discussion Items

Future Expansion of Clinics

David Culberson reported that the site in Manteca on Yosemite Street is a very good location. The site can accommodate 3-5 physicians. Mr. Culberson suggested that this project discussion be deferred until the new SJCC Executive Director is on board.

Margaret Szczepaniak suggested that Mr. Culberson contact the CAO or GSA regarding the new county process for leased space.

Update on eCW Implementation

Dr. Fadoo reported that all clinics should be live by September 2015. The scheduling portion of the eCW went live on June 14, 2014. The billing portion began on September 22, 2014. The electronic registration began on January 20, 2015. Electronic prescriptions began on March 30, 2015.

EHB/Annual Certification

Margaret Szczepaniak reviewed the EHB with the Board and explained the data that was provided for the annual certification. Ms. Szczepaniak reported that the certification was submitted to HRSA on time.

Potential Board Member Interviews

The Board members were provided with a memo from Board Secretary, Lei McMiller and Interim SJCC Executive Director, Margaret Szczepaniak outlining the backgrounds of the two candidates that were interviewed. It was recommended that the appointments for both candidates be placed on the May 26, 2015 agenda.

Operational and Staff Reports

February Financials

Ron Kreutner presented the budget figures for February and year-to-date. For the month of February, the total number of visits for all clinics was 8,798. Total revenue was \$1,313,671 with total expenses of \$3,073,035. This included some adjustment of expenses from prior periods. There was a net loss of \$1,190,452. However, year-to-date, there have been 61,897 visits for all clinics; gross revenue of \$18,436,384 with total expenses of \$13,739,603. For year-to-date there is a net loss of \$244,163.

County Liaison Report

Legislative Update

Margaret Szczepaniak provided the Board with summaries of three pieces of legislation pertinent to the clinics. SB 610 addresses California Health Care Services response deadlines for FQHC requests regarding service rates. AB 690 would include a marriage and family therapist as a billable health care professional. SB 147 addresses payments to an FQHC for specified services under an alternative payment method. This would be a three year pilot program.

Clinic Operational Report

For the month of March 2013, there were a total of 19,143 calls received in the Phone Center, and 10.6% of those calls were missed. The average time to answer English callers was 91 seconds and the average time to answer Spanish speaking callers was 144 seconds. An additional Spanish speaking employee will be added to the Phone Center.

The number of available appointments will be cut back in June in order to train staff on the eCW. Rod Place asked about the possibility of hiring Locums in order to ensure that patients are able to get appointments when needed. This topic will be discussed at the May 26 Board meeting, as well as other access issues raised by the future appointments data.

San Joaquin General Hospital and the Health Plan of San Joaquin are renegotiating their contract. Any impacts on SJCC revenue will be discussed with the SJCC Board.

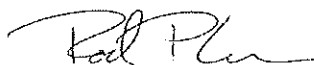
Next Meeting

The next Board meeting will be held on Tuesday, May 26, 2015 at 5:00 p.m. at San Joaquin General Hospital in Conference Room 1.

Adjournment

The meeting was adjourned at 7:10 p.m.

Respectfully submitted,



Rod Place
Chair, SJCC Board