

San Joaquin County Clinics (SJCC)
Minutes of April 25, 2017
Board Meeting

San Joaquin General Hospital (SJGH)
Conference Room One
French Camp, CA

Board Members Present

Rod Place
Lei McMiller, Secretary
Luz Maria Sandoval, Vice Chair
Beth Shelton
Manuel Garcia
Delani Place (By Phone)

SJCC Staff Present

David Jomaoas, SJCC Executive Director
Ron Kreutner, SJCC Chief Financial Officer

SJC Liaisons Present

Greg Diederich, Director, HCS
Margaret Szczepaniak, Assistant Director, HCS
Vanessa Anderson, Management Analyst, HCS
Izidi Alcorn-Starks, SJGH Deputy Finance Director
Diana Surber, Financial Consultant
Tammy Evans, Director, Public Health Services

Guest

John Bousquet

Call to Order

Prior to a quorum being present, staff provided operational and county liaison reports. When a quorum was established, the meeting was called to order at 5:30 pm by Secretary, Lei McMiller.

Public Comment

None

Approval of Minutes of March 28, 2017 Board Meeting

Deferred as there was not a quorum.

Report on Finance Committee Meeting

The report on the Finance Committee meeting was not given as the Committee Chair, Rod Place was not present.

Board Action Item

Approval to Submit Change in Scope to HRSA for Manteca Clinic

Since there was not a quorum, an Executive Committee meeting will be scheduled on this item. The change in scope has to be filed before the next Board meeting in order to allow HRSA time to review and approve so that the clinic can begin operations on the target date of July 1.

Board Development/Discussion Item

2017 Public Health Annual Report

Tammy Evans, Director of Public Health Services was going to present the Public Health Annual Report to the Board however, there was a problem with the audio visual equipment so the presentation was deferred to a later Board meeting.

Operational and Staff Reports

March Financials

Diana Surber presented the financial figures for March and year-to-date. There were 9,362 visits in March and 70,041 for year-to-date. Total revenue in March was \$1.58 million, which was 20.7% less than projected. Total expenses in March was \$2.20 million, which was 6% less than projected. Salaries and benefits were 18.2% better than projected due to provider vacancies. Because of the provider vacancies, professional fees were \$215,312, 2040.3% over projected.

Izidi Alcorn-Starks reported the figures for accounts receivables. The amount of claims that are 121-365+ days continues to decrease. The largest amount of claims between 0-90 days billed continues to increase. Cash collections in March were \$792,673.

David Jomaoas presented a Summary of Unlocked and Unclaimed Accounts. The total number of unlocked accounts for March was 588. The majority of those were in Family Medicine (207) and the Hazelton Street Clinic (228).

The FQ Clinic Audit report was for 30 randomly selected accounts from 6 clinics. One claim needed an additional CPT code and three claims needed a lower level of evaluation and management code. The audit resulted in a 13.3% error rate. This was an improvement from the previous month's error rate of 25%.

David Jomaoas provided an Average Hourly Productivity report on the clinic providers. Clinics should be performing consistently at 2.5 visits per hour (per FTE). The minimum compliance level (per FTE) is 2.33 visits per hour.

Clinic Operational Report

David Jomaoas reported on clinic operational reports as follows:

Mr. Jomaoas applied for 340b status for the Hazelton Clinic. This is the Federal pharmacy program that would allow for the purchase of prescriptions at a greatly reduced rate. The status was approved, effective July 2017, then all of the clinics will have 340b status approval.

Manteca Clinic – The final plan is being reviewed with the architect. Contractors and sub-contractors have been selected. The City review has been completed. They are awaiting approval from the Fire Marshall. The target date for opening is July 1. Upon approval by the Board, a change of scope will be submitted to HRSA to designate the clinic as FQHC Look-A-Like. An application will be made to allow for Medicare and Medi-Cal billing.

Two Licensed Clinical Social Workers have been hired. There is one full-time for the French Camp clinics, and one LCSW will be at the California Street clinics, both working Monday through Friday from 8:00-5:00. They are looking at possible evening hours. Mr. Jomaoas will want to hire a LCSW in the future for the Manteca clinic.

Three pilot clinics will begin in May and June on Saturdays. One will be for women's health to conduct mammograms and PAPs. There will be a back to school clinic so that children can get immunizations before starting the next school year. There will be for expanded pediatrics appointments at the Children's Health Services on California Street. The clinic may be open from 5:00-7:00 p.m. Monday-Friday. If any permanent extended hours seem feasible Mr. Jomaoas will present a recommendation to the Board for approval.

County Liaison Report

Margaret Szczepaniak presented the SJCC Legislative Report.

The repeal of the Affordable Care Act did not come to the House of Representatives for a vote. Repeal efforts are ongoing. At the State level, there is a new bill, AB148, that would lower the threshold for physicians working in under-represented areas.

The conference rooms at SJGH will be occupied in June for Cerner training. Ms. Szczepaniak suggested that the June Board meeting be held at the Hazelton clinic so that the Board can see the new clinic facility. She also suggested the possibility of holding the July meeting at the newly opened Manteca clinic.

It is time for the Board to conduct their evaluation of the Executive Director. The Board members were given the evaluation forms and asked to either mail them back or bring them to the May Board meeting.

Board members were provided with the aggregate results of the Board Self-Evaluation (attached).

Next Meeting

The next Board meeting will be held on Tuesday, May 30, 2017 at 5:00 p.m. at San Joaquin General Hospital in Conference Room 1.

Adjournment

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

Respectfully submitted,

Lei McMiller
Secretary, SJCC