

**San Joaquin County Clinics (SJCC)
Minutes of September 26, 2017
Board Meeting**

**San Joaquin General Hospital
Cafeteria Conference Room**

Board Members Present

Rod Place, Chair
Lei McMiller, Secretary (By Phone)
Ismael Cortez, Treasurer
Alicia Yonemoto
Delani Place
Beth Shelton (By Phone)

SJCC Staff Present

David Jomaoas, SJCC Executive Director
Diana Surber, SJCC Interim Chief Financial Officer
Ron Kreutner, SJGH CFO
David Culberson, SJGH CEO
Betty Jo Riendel, R.N., SJCC Nursing Department Manager

SJC Liaisons Present

Greg Diederich, Director, HCS
Margaret Szczepaniak, Assistant Director, HCS
Cynthia King, Administrative Secretary, HCS
Dena Galindo, SJGH Office Systems Specialist

Guest

John Bousquet

Call to Order

The meeting was called to order at 5:12 by SJCC Chair, Rod Place.

Public Comment

None

Approval of Minutes of July 25, 2017 and August 29, 2017 Board Meetings

Beth Shelton made a motion to approve the minutes from the July 25, 2017 and August 29, 2017 meetings. Delani Place seconded the motion and the minutes were approved.

Report on Finance Committee Meeting

There was no September Finance Committee meeting.

Report of Executive Committee Meeting

Rod Place reported that the Executive Committee met on September 7, 2017 via conference call, and approved two items:

1. Authorize Staff to Submit Change of Scope to HRSA for Behavioral Health and Substance Abuse Services
2. Approve Clinic Hours for Manteca

Minutes of the Executive Committee were sent to the full board in advance and are attached.

Board Action Item

Accept Quarterly Quality Assurance/Quality Improvement Report

Dena Galindo presented the Quarterly QA/QI Report. All measures except for A1c Control and Pediatric Immunizations) are now automated so that reports can be generated at any time. The first quarter diabetes measures did not meet standards. There was a 20% drop in reporting. HRSA asked for random batches of 70 samples from measures. For the first time, PAP standards met UDS standards. Pediatric immunizations were low due to the addition of six new immunizations required to be administered, as well as the requirement that all immunizations be completed before the child's second birthday. The previous requirement was for immunizations to be completed before a child's third birthday. Colorectal screenings have improved as staff is following up by phone with patients 14 days after the screening kits have been mailed to them. The depression questionnaire used in the clinics has been upgraded from a PQH-2 with two screening questions, to a PQH-9 with to nine questions. This has led to an improvement in the detection of depression in patients.

Delani Place made a motion to accept the Quarterly QA/QI report. The motion was seconded by Ismael Cortez and the Board approved the motion.

Accept Quarterly Review of Applicant/Co-Applicant Agreement

The quarterly review shows just three areas that rate as Partial/In Progress. Those areas are Section 1.2 (d) (iv) long range financial planning, Section 2.2 (h) (iii) separate maintenance of health center finances from other County finances, and (h) (vi) billing & collection payments. Discussion ensued about the criteria for moving items from yellow to green.

Delani Place made a motion to accept the Quarterly Review of the Applicant/Co-Applicant Agreement with direction to staff to clarify the criteria for the remaining items in yellow. Alicia Yonemoto seconded the motion and the Board accepted the motion.

Approval of Final SJCC Budget

Diana Surber presented the final SJCC budget for FY 2017-2018. There were no changes from the draft budget that was submitted to the Board of Supervisors. Alicia Yonemoto made a motion to approve the final budget. Delani Place seconded the motion and the motion was approved.

Re-Ratify Performance Improvement Plan Policy

After discussion, it was determined that further review and revision will need to be made to the Performance Improvement Plan.

Re-Ratify Grievance Process Policy

The re-ratification of the Grievance Process Policy was put on hold pending further discussion. Carla Bomben, SJGH Compliance Officer will attend the meeting on October 31, 2017 to discuss this policy.

Board Development and Discussion Items

Transition of Care Unit

This item has been deferred to the October 31, 2017 meeting.

Operational and Staff Reports

Clinic Operational Report

This report will be given at the October 31, 2017 Board meeting.

July Financials

Diana Surber provided the July financials to the Board members.

There were 7,989 patient visits in July, which was 44.8% more than budgeted. Net total income in July was -\$957,333 which was 28.8% better than budgeted. Total expenses in July were \$1,993,546, which was 19.3% over budget.

County Liaison Report

A report will be given at the October 31, 2017 meeting.

Next Meeting

The next Board meeting will be held on Tuesday, October 31, 2017 at 5:00 p.m. at the Manteca Clinic, 283 Spreckles Avenue, Manteca.

Adjournment

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

Respectfully submitted,

Lei McMiller
Secretary, SJCC