

**San Joaquin County Clinics (SJCC)
Minutes of December 18, 2018
Board Meeting**

**San Joaquin General Hospital
Conference Room 2**

Board Members Present

Rod Place, Chair
Esgardo Medina
Mike Baskett

Alicia Yonemoto, Vice Chair
Beth Shelton
Ismael Cortez, Secretary

Luz Maria Sandoval, Treasurer
Mary Mills

Board Member(s) Absent

Alvin Maldonado

SJCC Staff Present

Chuck Wiesen, SJCC Executive Director
Diana Surber, SJCC Interim Chief Financial Officer
Betty Jo Reindel, RN, SJCC Nursing Department Mgr

SJC Liaisons Present

David Culberson, CEO, SJGH
Cynthia King, Administrative Secretary, HCS
Joan Singson, Director, Population Health Department

Greg Diederich, Director, HCS
Adele Gribble, Office Tech Coord, ACS

Call to Order

The meeting was called to order at 5:15 by Chair, Rod Place.

Public Comments

There was no public comment.

Approval of Minutes of November 27, 2018 Board Meeting

Mary Mills made a motion to approve the minutes of the November 27, 2018 meeting. Alicia Yonemoto seconded the motion and the Board unanimously approved the minutes.

Report on Finance Committee Meeting

Rod Place reported on the Finance Committee meeting. The biggest issue has been the inability reconcile the cash receipts between Cerner and the other programs.

Board Action Items

New Board Member

This item was deferred to the January 29, 2019 meeting.

Policy for New Board Members

Chuck Wiesen presented a draft policy for selecting new Board members. Rod Place felt that a potential Board member should attend at least two Board meetings before being considered. The Board was asked to review the draft policy and the issue will be brought back to the January 29 Board meeting.

Mr. Place also suggested training for current and new Board members. The training would cover the responsibilities of being a Board member, Robert's Rules of Order, meeting etiquette, etc. The training would be paid by FQHC funds. Mr. Place had a person in mind who addressed the Board several years ago and this will be followed up on.

Board Member Expense Payments

Chuck Wiesen explained that one of the concerns that HRSA expressed during their October site visit was the use of the word "stipend" for reimbursing expenses to Board members. The suggestion was to create a Per Diem policy to cover board member expenses. Mr. Wiesen will bring a re-worded policy to the December 18 Board meeting for the Board's approval.

Board Committees

This item was deferred to the January 29, 2019 meeting.

Change in Scope for Transportation

Transportation is currently contracted. HRSA requires that transportation be provided for all clinic patients. The majority of patients, those who have the Health Plan of San Joaquin, are provided with transportation. The change in scope will identify transportation as a direct cost. The change in scope will provide transportation for all clinic patients. Bus passes have already been purchased and will be provided to patients when requested.

Alicia Yonemoto made a motion for a change in scope to identify transportation as a direct cost. Mary Mills seconded the motion and the Board unanimously approved the motion.

First 5 Dental Grant

Joan Singson reported that they are hiring a couple of part-time employees to look into patient records to link them with dentists via Denti-Cal if the patient does not now have dental insurance. The clinics have entered into an agreement with Community Medical Centers to start a pilot program providing a dental chair, equipment and staff. The services to be provided will be cleaning and fluoride treatments. The program will begin with the Friday and Saturday clinics. Services will be provided to children and adults.

Transition Care Network Grant

During the past year, we were asked to see patients who are leaving the prison system and going on parole. During that process, they are usually on Medi-Cal. IT is a natural extension since San Joaquin County Hospital has been seeing those patients while incarcerated. We have been invited to seek a grant to fund staff to support care for those people leaving the system. So we are seeking care coordination staff to work with these patients help get their health care needs met and work with some of the other issues that arise during their reintegration into society again. These staff will be key to making the program and patients better able to survive on the street.

Beth Shelton made a motion to approve application for the Transition of Care Network Grant. Mary Mills seconded the motion and the Board unanimously approved the grant.

Operational and Staff Reports

Clinic Operational Report

Chuck Wiesen provided his Director's Report for December 18, 2018.

Receipt has now been acknowledged for the applications for Medi-Cal for the Hazelton and Manteca clinics. Mr. Wiesen is seeking assistance from HRSA in getting a Form 5B for rate setting.

There were 10,172 visits in November, 8,788 of which were billable. This was -10.1% below budget. Total revenue for November was \$1,419,932, -4% of budget. Total expenses were \$2,335,462, which was 15% over budget.

Population Health Departments

This item was deferred.

Next Meeting

The next Board meeting will be held on Tuesday, January 29, 2019 at 5:00 p.m. at San Joaquin General Hospital in Conference Room 1.

Adjournment

The meeting was adjourned at 6:05 p.m.

Submitted by:

Secretary