



## San Joaquin County Clinics (SJCC)

Minutes of September 24, 2019  
Board of Directors Meeting

San Joaquin General Hospital  
Conference Room 1

**ATTENDEES:** Rod Place; Alicia Yonemoto; Mike Baskett; Brian Heck; Esgardo Medina; Mary Mills (via conference call); John Bousquet; David Culberson; Dr. Farhan Fadoo; Isela Kloepfel; Betty Jo Riendel; Bradley Seng; Alice Soulligne; Brian Watkins; Adèle Gribble

**EXCUSED:** Alvin Maldonado

**ABSENT:** Ismael Cortez; Luz Maria Sandoval

AGENDA ITEM	ATTACHMENTS	ACTION
<p><b>1. <u>Introduction &amp; Establish Quorum (Rod Place, Board Chair &amp; Alicia Yonemoto, Board Vice-Chair)</u></b></p> <p>a. Call to Order &amp; Establish Quorum Mr. Rod Place called the meeting to order at 5:07 p.m.</p> <p>b. SJCC Board of Director's Attendance Record (Jan thru Aug) Board Members were accounted for by roll call and a quorum was established for today's meeting.</p>	<p>SJCC Board of Directors Attendance Record 2019</p>	<p>Quorum Established</p>
<p><b>2. <u>Approval of Minutes of August 27, 2019 meeting (Rod Place, Board Chair)</u></b></p> <p>Esgardo Medina made a motion to approve the minutes from August 27, 2019. Mike Baskett seconded the motion and the board unanimously approved the minutes.</p>	<p>BOD Meeting Minutes – 08/27/2019</p>	<p>Motion to approve minutes – Esgardo Medina, seconded by Mike Baskett and unanimously approved by the board.</p>
<p><b>3. <u>Public Comment (Rod Place, Board Chair)</u></b></p> <p>A general public comment was made regarding one suggested format for board communications.</p>	<p>No Attachments</p>	<p>No action required</p>
<p><b>4. <u>Finance Committee Report (Brian Watkins)</u></b></p> <p>Brian Watkins shared YTD through July 31, 2019 financials (summary and a numeric breakdown). He advised they changed</p>		

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<p>the structure of reporting so we have a total operating gross margin which reflects all revenues, all expenses in the clinic. We had a loss of \$988,781 for the month of July. Gross and Net A/R reviewed. The Finance Committee documents are attached for review by the committee and Brian is available should anyone have questions.</p>	<p>Attachment 4 (Finance Committee Agenda, Minutes and attachments)</p>	<p>No Action Required</p>
<p><b>5. <u>Credentialing Report (Betty Jo Riendel)</u></b></p> <p>Betty Jo Riendel advised there are no Initial Appointments, no Reappointments and no Advancements for this month.</p>	<p>Attachment 5</p>	<p>No Action Required</p>
<p><b>6. <u>Approve Annual Recertification (Jeff Slater)</u></b></p> <p>Jeff Slater, the Grant Writer for the FQHC, was introduced to the committee. He advised we report to HRSA annually, updating them on the status of what we have done last year relative to what we proposed. This report is due next Wednesday and Jeff advised we are asking the board to approve the report for submission. It is a report on progress we have made on a variety of measures as well as budgeting projections. The report has been provided to the committee and Jeff went through the report page by page with the committee. Jeff stated we had a huge drop in terms of migratory and seasonal agriculture patients that we saw likely due to a documenting challenge we are having since in EHR it is not a required field. Alicia Yonemoto mentioned landowners (farmers) are hard pressed finding workers because of the border issues and this likely influences our patient migratory population. Jeff mentioned there is some concern about public charge if they take advantage of public services which may impact as well. We have also seen a drop in our homeless population which is also likely due to this not being a required field in our EHR. Alice Souligne will be working on reinforcing this with our registration staff.</p> <p>Rod Place asked for confirmation that this is an annual standard report that is required in order to continuing being an FQHC and be HRSA compliant. Jeff advised he requires the board's approval before he can submit to HRSA. Alicia Yonemoto made a motion to approve submitting the annual recertification to HRSA, Mary Mills seconded the motion and the board unanimously approved the motion.</p>	<p>Attachment 6</p>	<p>Motion to approve the recertification – Alicia Yonemoto, seconded by Mary Mills and unanimously approved by the board.</p> <p>Jeff Slater will submit annual recertification to HRSA</p>
<p><b>7. <u>Bi-National Overview (Joan Singson)</u></b></p> <p>Joan Singson is not in attendance. Dr. Fadoo advised the Bi-National Health the annual event will take place on October 26<sup>th</sup> (flyer attached). There are number of community-based organizations who will have booths here. We will have clinics open for delivering clinical services. The flyer explains the various screenings. There are several other events taking place during this week elsewhere in the community and this is our involvement around Bi-National Health Week.</p>	<p>Attachment 7</p>	<p>No action required</p>
<p><b>8. <u>Manteca Clinic Punch List (Alice Souligne)</u></b></p> <p>Following the discussion that arose during last month's meeting, Alice Souligne advised all topics have been addressed. An attachment responding to all questions was attached. No further action needed.</p>	<p>Attachment 8 Manteca Clinic Issues</p>	<p>No action Required</p>

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<p><b>9. <u>CEO Report (Dr. Farhan Fadoo)</u></b></p> <p>Dr. Fadoo provided the CEO Report Previous 30 Days – topics included:</p> <ul style="list-style-type: none"> <li>• Centralized scheduling/referrals staff moved to phone center; go live for Cerner referrals module 10/21</li> <li>• Modeling for growth and consolidation complete – final recommendations to be shared with SJGH CEO, CAO and SJCC Board in October</li> <li>• Revenue Cycle outsource project accelerating – addendum to current agreement to SJCC Board for consideration in October</li> <li>• CipherHealth kickoff – Proof of Concept should be live with this technology by Calendar Year end.</li> <li>• Wipfli preliminary analysis of “per campus” PPS consolidation but we’ve requested deeper analysis</li> <li>• Fiscal Solutions – independent HRSA reviewer findings and recommendations will be delivered by 10/4. Will be brought to the Board in October</li> <li>• DHCS FY14/15 PPS Rate Setting Audit – The State completed their site visit 9/20; exit conference 10/11; final rate expected by the end of November</li> <li>• Annual Recertification due to HRSA 10/2 has been completed</li> <li>• Onboarding of new Business Intelligence Director – Scott Hartz (started 9/9) to help with getting our BI team to the next level.</li> </ul>	<p>Attachment 9 (CEO Report – Previous 30 Days)</p>	<p>Topics noted brought back for board approval and/or consideration in October</p>
<p><b>10. <u>Holiday Hours (Alice Souligne)</u></b></p> <p>Alice Souligne asked the board to review the draft holiday hours attached and advised we need the board’s approval to adopt the hours.</p> <p>Esgardo Medina made a motion to approve the Holiday Hours as provided, Alicia Yonemoto seconded the motion and the board unanimously approved the attached holiday hours.</p>	<p>Attachment 10 (Holiday Hours)</p>	<p>Esgardo Medina made a motion to approve the holiday hours, Alicia Yonemoto seconded the motion and the board unanimously approved the holiday hours.</p>
<p><b>11. <u>ADJOURNMENT</u></b></p> <p>There being no further topics of discussion, Rod Place adjourned the meeting at 6:13 p.m. The closed session is no longer needed.</p>		<p>No action required</p>

Signed by:

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RESPECTFULLY SUBMITTED ON BEHALF OF SJCC BOARD BY:  
ADELÉ R. GRIBBLE, OFFICE TECHNICIAN COORDINATOR  
ACS ADMINISTRATION, SAN JOAQUIN COUNTY CLINICS

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Date