



## San Joaquin County Clinics (SJCC)

**Minutes of October 29, 2019  
Board of Directors Meeting**

**San Joaquin General Hospital  
Conference Room 1**

**ATTENDEES:** Alicia Yonemoto (via conference call); Mike Baskett; Brian Heck; Esgardo Medina; Mary Mills (via conference call); John Bousquet; David Culberson; Betty Jo Riendel; Jeff Slater; Alice Soulligne; Melanie Toutai; Brian Watkins; Adèle Gribble

**EXCUSED:** Rod Place; Alvin Maldonado

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

AGENDA ITEM	ATTACHMENTS	ACTION
<p><b>1. <u>Introduction &amp; Establish Quorum (Alicia Yonemoto, Board Vice-Chair)</u></b></p> <p>a. Call to Order &amp; Establish Quorum Ms. Alicia Yonemoto called the meeting to order at 5:05 p.m.</p> <p>b. SJCC Board of Director's Attendance Record (Jan thru Sept) Board Members were accounted for by roll call. A quorum was not established for today's meeting.</p> <p>c. Ms. Melanie Toutai was introduced to the committee. She has applied to be considered for FQHC Board membership. She will attend two consecutive meetings at which time board members will review her application and vote. Melanie is a licensed nursing administrator currently serving as a Director of Business Development at a Lodi skilled nursing facility.</p>	<p>SJCC Board of Directors Attendance Record 2019</p>	<p>Quorum Not Established</p>
<p><b>2. <u>Approval of Minutes of August 27, 2019 meeting (Rod Place, Board Chair)</u></b></p> <p>Due to there not being a quorum for today's meeting, approval of both September 24<sup>th</sup> and October 29<sup>th</sup> minutes will be done next month.</p>	<p>BOD Meeting Minutes – 09/24/2019</p>	<p>Approval of minutes to be done next month</p>
<p><b>3. <u>Public Comment (General Public)</u></b></p> <p>There was no public comment.</p>	<p>No Attachments</p>	<p>No Action Required</p>

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<p><b>4. <u>Finance Committee Report (Brian Watkins)</u></b></p> <p>Brian Watkins shared the YTD financials. We were over budget for visits, over budget Gross Revenue and with contractual allowances we end up where we started budget-wise. Capitation revenue is lower than what was budgeted for because our assigned lives primarily from HPSJ is down. Since we had anticipated an increase there is a significant gap. On the expense side; salaries and benefits and professional fees are way above budget which leaves us with an end of the month Net Loss of \$498,623 before the hospital overhead. The hospital overhead remains at 42.2%. Chris Roberts and Brian are scheduling some time to take a more detailed look at what that number should be. All attachments were provided to the committee from the Finance Sub-Committee for the FQHC board to review. Brian is available should anyone have questions on the report.</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>Annual Recertification Update (Jeff Slater)</u></b></p> <p>Jeff Slater advised the board had approved the submission of our annual recertification last month. They asked some questions that are highlighted in Jeff's report. Jeff advised we were certified yesterday as a look-a-like for one more year for the period of January 2020 through December 31, 2020. He provided the packet of what was submitted to HRSA.</p>	<p>Attachment 6</p>	<p>No Action Required</p>
<p><b>7. <u>Title X Grant (Jeff Slater)</u></b></p> <p>Jeff Slater advised we are requesting retroactive approval by the SJCC Board of Directors for submission of a \$160,000 grant application to Essential Access Health for Title X funding for the period November 1, 2019 through September 30, 2020. We learned about the family planning funding opportunity on October 2<sup>nd</sup> and applications were due October 11<sup>th</sup>. SJCC therefore did not have time to come to the Board of Directors for authorization to submit the application.</p> <p>The basic primary and preventative health care services provided by Title X include:</p> <ul style="list-style-type: none"> <li>• Wellness exams</li> <li>• Cervical and breast cancer screenings</li> <li>• Birth control</li> <li>• Contraception education</li> <li>• Testing and treatment for sexually transmitted diseases and HIV testing</li> </ul> <p>SJCC learned just prior to today's Board meeting that we have been selected for funding. Funds will primarily be used to cover the cost of staff involved in providing or supporting the provision of family planning services and for purchase of health education materials.</p> <p>Alicia Yonemoto requested a vote from all present board members and for Adelé Gribble to reach out to all absent board</p>	<p>Attachment 7</p>	<p>Seven out of nine board members voted for retroactive approval for Title X grant application.</p>

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<p>members to receive their vote. All present board members voted yes. Adelé received a vote from Alvin Maldonado and Ismael Cortez the following day, bringing the vote to seven out of nine board members voting for retroactive approval for Title X grant application.</p> <p>Jeff advised the next deadline is to get the contract approved and returned to the funder by November 8<sup>th</sup>. The funder of these are Federal dollars being passed through a group called Essential Access Health in California. The contract is therefore with Essential Access Health.</p>		
<p><b>8. <u>November &amp; December Meeting Dates</u></b></p> <p>Adelé Gribble advised November’s board meeting falls during the week of Thanksgiving and December’s meeting falls on New Year’s Eve. The request to the board is whether they would like to keep the meeting dates of November 26<sup>th</sup> and December 31<sup>st</sup> or if they would like to reschedule to a different date. Alicia Yonemoto recommended we move the meetings to November 19<sup>th</sup> and December 17<sup>th</sup>. She requested a vote from all present board members and asked that Adelé reach out to absent board members to receive their votes. All present board members approved moving the November meeting to November 19<sup>th</sup> and the December meeting to December 17<sup>th</sup>. Adelé received approval from Alvin Maldonado and Ismael Cortez the following day and sent out new invitations respectively.</p>	No Attachment	Seven out of nine board members voted to move the November and December meetings to November 19 <sup>th</sup> and December 17 <sup>th</sup>
<p><b>9. <u>CEO Report – Previous 30 Days (Alice Souligne on behalf of Dr. Fadoo)</u></b></p> <p>Alice Souligne presented the CEO Report Previous 30 Days on behalf of Dr. Fadoo – topics included:</p> <ul style="list-style-type: none"> <li>• <i>Centralized scheduling/referrals staff prepping for go-live of Cerner referrals module mid-November</i></li> <li>• <i>Modeling for growth and consolidation complete; final recommendations to be shared with SJCC board in November</i></li> <li>• <i>DHCS Exit Conference held 10/11; additional information requested by DHCS Auditors; final FY14/15 rate still expected by mid-December</i></li> <li>• <i>RCM (Revenue Cycle Management) outsource agreement will be presented to SJCC Board for consideration at November meeting (Alice advised our agreement with EMMI is still on track. We will bring the proposed contract next month)</i></li> <li>• <i>Fiscal Solutions – 17-page report of findings was delivered; slide presentation summarizing findings and next steps will be at November SJCC Board meeting (The two HRSA auditors provided their report and Dr. Fadoo will bring the PowerPoint to the SJCC Board for review next month)</i></li> <li>• <i>Cerner HealthIntent workshop completed; currently in data validation phase with phased go-lives occurring in November, December and January.</i></li> <li>• <i>Grants activities: Kaiser PHASE renewal (Grant will start January 1<sup>st</sup>, 2020); Title X Family Planning</i></li> <li>• <i>DY14 PRIME report submitted to DHCS 9/30; 92%-dollar capture achieved</i></li> <li>• <i>Annual Recertification submitted to HRSA 10/2 (our next measure will be mid-2020, HRSA will come on site, this happens every three years).</i></li> <li>• <i>QIP submission is next on deck – due to DHCS 12/15</i></li> <li>• <i>UDS meetings underway – due 2/15/2020</i></li> </ul>	Attachment 9	No Action Required

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<b>10. <u>ADJOURNMENT</u></b>  There being no further topics of discussion, Alicia Yonemoto adjourned the meeting at 5:35 p.m.		No Action Required

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