



*San Joaquin County Clinics (SJCC)*

**Minutes of November 19, 2019  
Board of Directors Meeting**

**San Joaquin General Hospital  
Conference Room 1**

**ATTENDEES:** Rod Place; Alicia Yonemoto; Mike Baskett; Ismael Cortez; Brian Heck (via teleconference); Esgardo Medina; Mary Mills; Angela Ayala; Ismael Cortez Aguilar; Greg Diederich; Dr. Farhan Fadoo; Betty Jo Riendel; Alice Souligne; Melanie Toutai; Adelé Gribble

**EXCUSED:** Alvin Maldonado

**ABSENT:** Luz Maria Sandoval

AGENDA ITEM	ATTACHMENTS	ACTION
<p><b>1. <u>Introduction &amp; Establish Quorum (Rod Place, Board Chair)</u></b></p> <p>a. Call to Order &amp; Establish Quorum Rod Place called the meeting to order at 5:00 p.m.</p> <p>b. SJCC Board of Director's Attendance Record (Jan thru Oct) Board Members were accounted for by roll call and a quorum was established for today's meeting.</p> <p>c. Introductions There were no introductions at today's meeting.</p>	SJCC Board of Directors Attendance Record 2019	
<p><b>2. <u>Approval of Minutes of September 24, 2019 and October 29, 2019 meeting (Rod Place, Board Chair)</u></b></p> <p>Since there wasn't a quorum established last month, the board needed to approve the minutes from both September and October. Esgardo Medina made a motion to approve the minutes from September 24, 2019 and October 29, 2019. Ismael Cortez seconded the motion and the board unanimously approved the minutes.</p>	BOD Meeting Minutes – 09/24/2019 and 10/29/2019	Motion to approve both minutes – Esgardo Medina, seconded by Ismael Cortez and unanimously approved by the board.
<p><b>3. <u>Public Comment (General Public)</u></b></p> <p>There was no public comment.</p>	No Attachments	No Action Required

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<p><b>4. <u>Finance Committee Report (Rod Place)</u></b></p> <p>Rod Place announced to the Board that the SJCC CFO, Brian Watkins has resigned to take a position closer to home. Management is actively seeking a replacement. Rod advised there are some corrections needed for the September Financials Narrative Summary and once updated, it will be sent to the committee. All other documents are attached for the Board's review.</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 is one initial appointment, one reappointment, no advancements and one resignation for this month. Esgardo Medina made a motion to approve the credentials and privileges as provided, Ismael Cortez seconded the motion and the board unanimously approved the motion.</p>	<p>Attachment 5</p>	<p>Motion to approve the credentialing report – Esgardo Medina, seconded by Ismael Cortez and unanimously approved by the board.</p>
<p><b>6. <u>Establish SJCC Board Meeting Dates for 2020 (Rod Place)</u></b></p> <p>Adelé Gribble advised the board needs to choose dates for 2020 Board Meetings. The meeting is always on the last Tuesday of the month and we need to ensure any meetings falling over a holiday week is addressed and scheduled accordingly. Rod Place advised the board take the attached calendar home for review and vote on the dates during next month's meeting.</p>	<p>Attachment 6</p>	<p>Bring back to next month's meeting for approval.</p>
<p><b>7. <u>Bi-National Event Update (Joan Singson)</u></b></p> <p>Joan Singson is not available to report on the Annual Health Fair today but the attachment regarding the binational event update was provided for the committee to review. Dr. Fadoo advised we had approximately 600 people attend the annual fair held in the clinic parking lot. The services provided are outlined in the attachment. Overall this was a very successful event with forty health and social organizations participating. Rod Place asked if there has been thought to having this event bi-annually given the success and anticipation within the community. Dr. Fadoo advised there are some ad-hoc health events where our providers serve the community, but the annual health fair is our main event.</p> <p>Ismael Cortez commented that the level of marketing and engagement could use some improvement and he offered his assistance for improvement the next time around. He would like to be involved, he can help with the marketing aspect since he works for a radio station and has contacts that can be utilized to make this a more advertised event for the future. From experience, television channels will attend the event at no charge and give screen time of the event as it is happening. Dr. Fadoo advised Ismael and Joan can meet separately to discuss ideas for marketing next year. Adelé Gribble will pass on Ismael's contact information to Joan.</p>	<p>Attachment 7</p>	<p>No action required</p>
<p><b>8. <u>Day before Thanksgiving Early Closure Proposal (Alice Souligne)</u></b></p> <p>Alice Souligne advised the Wednesday before Thanksgiving is typically slow during the afternoon. There is usually a high no-show rate the day before Thanksgiving and they are proposing an early closure of 5 PM or 6 PM for all clinics and they</p>	<p>No Attachment</p>	

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<p>will post signs to notify patients.</p> <p>Ismael Cortez asked if there will be prior notifications within the community. Rod Place asked if patients presented to the Manteca Clinic where would they present for urgent care. He understands if they come to French Camp they would go to the hospital emergency room if necessary. Alice advised since Manteca is not an urgent care facility, patients would go to the nearest emergency room in the area. There would be signs posted on the clinic doors notifying patients of these options.</p> <p>After further discussion, the final decision was for Family Medicine Clinic to be the only clinic open with their regular weekly schedule to ensure patients have a place to go until 9 PM. Mike Baskett made a motion to approve early closure for all clinics (except Family Medicine Clinic), Mary Mills seconded the motion and the board unanimously approved the motion.</p>		<p>Motion to approve early closure as noted – Mike Baskett, seconded by Mary Mills and unanimously approved by the board.</p>
<p><b>9. <u>CEO Report – Previous 30 Days (Dr. Farhan Fadoo)</u></b></p> <p>Dr. Farhan Fadoo presented the CEO Report Previous 30 Days – topics included:</p> <ul style="list-style-type: none"> <li>• <i>SJCC CFO transition – Dr. Fadoo announced that Brian Watkins transitioned out of the organization and they are actively seeking his replacement</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; anticipate appeal process regarding allowable hospital O/H and physician cost (Wipfli).</i></li> <li>• <i>RCM (Revenue Cycle Management) outsource agreement undergoing redlines – there is a project team that meets weekly regarding outsourcing our billing operations to a 3<sup>rd</sup> party vendor. The agreement is still being reviewed and revised.</i></li> <li>• <i>Fiscal Solutions – slide presentation summarizing findings and next steps at December SJCC Board meeting and SJCC Board Finance Subcommittee - (The two HRSA auditors will present in person during the December Board meeting)</i></li> <li>• <i>Cerner HealthIntent finalizing data validation phase – This is our population health analytics platform that we are in the final phases of validating (phased go-live). This will enable us to do a lot more in quality management; performance improvement; care management around our at-risk population; etc.)</i></li> <li>• <i>Grants activities: Title X Family Planning award (\$480k over 24 months); evaluating DHCS Behavioral Health funding (collaboration with MCP) – the Board approved our submission for the Title X grant last month and we have since received the award. The State is rolling out with the managed share plans around Behavioral Health. There is a webinar on Friday to learn more about that application. This represents potentially significant amount of dollars to continue the progression of integrating Behavioral Health Services (BHS) into our Primary Care Clinics amongst other pieces such as sending our primary care providers to BHS facilities.</i></li> <li>• <i>CAPH QLA Award – CHF Clinic – This is the Quality Leaders Award that all the public entities in California participate in. We applied last year for the first time for our Congestive Heart Failure Clinic that Dr. Saadat leads in the Primary Medicine Clinic two and a half days a week and it won the award. It is a recognition as well as a monetary award of \$3,000.</i></li> <li>• <i>CalAIM framework review – Dr. Fadoo will start bringing more information regarding the new waiver in the new year</i></li> <li>• <i>QIP data validation – due to DHCS 12/15</i></li> <li>• <i>UDS PRE portal open – We are a couple of months away from submitting our report in 2020. UDS has opened up a pre-portal that we can start populating so that we don't have to be working last minute in February.</i></li> </ul>	<p>Attachment 9</p>	<p>No Action Required</p>

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<p>Ismael Cortez inquired whether we have a depression hotline especially during the holiday season available for our patients, including autistic children. Greg Diederich advised Behavioral Health Services has a 24-hour service through Crisis Intervention where there is a Licensed Clinical Social Worker (LCSW) as well as others with experience. They also have Mobile Crisis Response Teams who will respond with law enforcement. There is also a Crisis Utilization unit with eight beds specific for children.</p> <p>Betty Jo Riendel offered to provide a list of acronyms as listed above for the Board.</p>		
<p><b>10. <u>SJCC Perpetual Annual Activity and Reporting Calendar (Dr. Farhan Fadoo)</u></b></p> <p>Dr. Fadoo advised attachment 10 is the Periodicity Calendar that was prepared by Cynthia King to keep us on track to ensure we don't miss anything in terms of compliance requirements.</p> <p>Adelé Gribble stated Alicia Yonemoto had inquired when the next Governance Committee meeting will be held and she does not believe dates had been established yet. Alicia advised the Governance Committee is for the Board to be in compliance with HRSA guidelines and we have not had a meeting since we established the committee. HRSA will be performing a site visit in 2020. Dr. Fadoo stated the Fiscal Solutions auditors will be presenting their findings next month and we will be able to discuss this during the meeting.</p>	Attachment 10	No Action Required
<p><b>11. <u>ADJOURNMENT</u></b></p> <p>There being no further topics of discussion, Rod Place adjourned the meeting at 5:43 p.m.</p>		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