

Minutes of September 27, 2021
San Joaquin County Clinics Board of Directors – Finance Committee

Board Members Present:

Alicia Yonemoto (SJCC Board Member); Esgardo Medina (SJCC Treasurer); Rod Place (SJCC Board Chair); Paul Antigua (SJCC Board Member); Charson Chang (SJCC Board Member); Brian Heck (SJCC Board Member)

Board Members Excused Absent:

none

Board Members Unexcused Absent:

Luz Maria Sandoval (SJCC Board Member)

Guests: Farhan Fadoo (SJCC CEO); Alice Souligne (SJCC COO); Kris Zuniga (SJCC CFO); Michael Allen (SJCC Board Clerk)

AGENDA ITEM	ATTACHMENTS	ACTION
<p>1. <u>Call to Order (Rod Place, SJCC Board Chair)</u> The meeting was called to order at 5:04 p.m. A quorum was established for today's meeting.</p>	No attachments	No action required
<p>2. <u>Approval of Minutes from 8/30/21 (Rod Place, SJCC Board Chair)</u> A quorum was established and the minutes from the previous Finance meeting were adopted.</p>	(Attachment 2) Finance Committee Meeting Minutes from 8/30/21	Esgardo motioned to approve Finance Committee Meeting Minutes from 8/30/21 and Paul seconded; motion was passed unanimously
<p>3. <u>Introductions (Rod Place, SJCC Board Chair)</u> Brief introduction of Paul Antigua and Dr. Charson Chang.</p>	No attachments	No action required
<p>4. <u>Presentation of Financials (Kris Zuniga, SJCC CFO)</u> Reviewed 24 month rolling billable visit timeline.</p> <p>Reviewed Health Plan of San Joaquin (HPSJ) membership assignments. Membership is trending upward over the calendar year, from 39,144 in January to 41,270 in August.</p> <p>Reviewed SJCC Income Statement. There was a favorable variance of \$651,010. Grant revenue showed an unfavorable variance of \$270,278, but total operating revenue was a favorable variance of \$420,257. Salaries, benefits, and professional fees came in under budget. Professional Fees, Purchased Services, Depreciation, Interest, and Other Expenses all had unfavorable variances, making Net Income \$52,237. When the MOU with San Joaquin General Hospital (SJGH) is finalized, actual expenses will more closely align with the budget</p> <p>SJCC Balance Sheet was reviewed.</p> <p>SJCC Statement of Cash Flows was reviewed. Total cash flows from operating activities was \$8,964,473, with an Ending Cash Balance of \$10,274,204.</p> <p>Compared SJCC August 2021 Financials to Capital Link FQHC benchmarks. Operating margin target is >1-3% and SJCC was at 6%. Bottom line margin target is >3% and SJCC was at 6%. Days cash on hand target is >30-45 days and</p>	CFO Presentation - 2021-08	No action required

<p>SJCC was at 94 days. Days in net patient receivables target was <60 days and SJCC was at 33 days. Personnel-related expense target is <70% and SJCC is at 72%.</p>		
<p>5. <u>Accounts Receivable Status (Kris Zuniga, SJCC CFO)</u> Reviewed Accounts Receivable Analysis for August 2021. Ending gross A/R is \$2,714,148. Gross A/R Days have reduced to 28, and net A/R Days are at 33. Yearly average of days to submit billing is 10 days, with total average collection time of 36 days.</p>	<p>No attachments</p>	<p>No action required</p>
<p>6. <u>SJCC Financial Management Policies</u> Reviewed SJCC Financial Management Policy Manual, including infrastructure policies, revenue cycle policies, and receipts and disbursement policies.</p>	<p>Financial Management Policy Manual; SJCC Financial Management Policies</p>	
<p>7. <u>Status of 2020 & 2021 Audits (Kris Zuniga, SJCC CFO)</u></p>	<p>No attachments</p>	<p>No action required</p>
<p>8. <u>Adjournment</u> There being no further topics of discussion, Rod Place adjourned the meeting at 6:10 p.m.</p>	<p>No attachments</p>	<p>No action required</p>