



Morongo Basin Health Care District
Community Health Center

GOVERNING BOARD MEETING
MINUTES of Tuesday, July 24, 2018, 5:45 p.m.

District Administrative Offices: 6530 La Contenta Road, Suite 200, Yucca Valley CA 92284

***Mission Statement:** To provide affordable, quality healthcare to the communities we serve.*

***Vision Statement:** We will improve the health of the community by increasing access to care in the Morongo Basin.*

PRESENT:

- Susan Madavan, Chairperson (Pt Rep)
- Mike Lopez, Member (Pt Rep)
- Sandy Potts, Member (Pt Rep)
- Bryan Goldfarb, Member (Community Rep)
- Fred Simoneau, Member (Pt Rep)
- Ricky Tagle, Member (Pt Rep)

STAFF:

- Ron Stewart, CHC Executive Director
- Jackie Combs, MBHD CEO
- Alexandra Barba, CHC Board Clerk
- Stephanie Eigner, CHC Clinics Manager
- Jeff Chawenson, MBHD Finance Director
- Tricia Gehrlein, MBHD Director of Population Health
- Joe Ruddon, MBHD Director of Business Development

GUESTS:

- Paul Hoffman, MBHD Board Member
- Beverly Scott, Member of the Public

CALL TO ORDER: 5:45 p.m.

ROLL CALL: Quorum was met.

OBSERVANCES:

- Bryan Goldfarb led the assembly in the Pledge of Allegiance.
- Mike Lopez read the mission and vision statements.

PUBLIC COMMENTS:

There were no public comments.

APPROVAL OF MEETING AGENDA:

Motion by Ricky Tagle to approve the meeting Agenda as presented; motion seconded by Fred Simoneau; motion passed by unanimous vote.

GOVERNING BOARD ATTENDANCE SUMMARY FOR 2018:

Susan reviewed the attendance summary for the second quarter of 2018. Susan reminded the board to call Alexandra or Ron in advance if they anticipate missing a meeting (whether it be a committee meeting or the full board meeting).

APPROVAL OF MINUTES:

Motion by Ricky Tagle, second by Mike Lopez, to approve the Governing Board meeting minutes dated June 26, 2018 as presented. The motion passed by unanimous vote.

REPORTS:

EXECUTIVE COMMITTEE REPORT – *Susan Madavan, Chair*

Susan Madavan reviewed the meeting minutes from July 9, 2018, which primarily focused on the Executive Director Evaluation Process, the CHC Board Member Position Descriptions, and the CHC Strategic Plan. Board members present received copies of each of these documents and both Susan and Ron reviewed and explained each one in detail. Ron highlighted that, if approved, the tactics of each of the strategies he listed will help guide the Strategic Plan.

- **Motion to receive and file the Executive Committee minutes dated July 9, 2018; motion by Ricky Tagle, second by Ricky Tagle; minutes approved by unanimous vote.**

OUTREACH & PATIENT EDUCATION COMMITTEE REPORT – *Susan Madavan, Chair*

Joe Rudden reported on behalf of the Outreach and Patient Education Committee and shared that the Health Fair will be taking place on October 6th instead of October 13th. The change in date was made in order to accommodate the Flying Doctors (Los Médicos Voladores)—the organization that has partnered with the MBCHC to provide free dental services to the community members attending the Health Fair. Joe recognized and thanked Laura Grabow for her tremendous efforts in helping bring the Flying Doctors to the October Health Fair. He highlighted that she is an example of how the CHC Governing Board is an extension of helping better serve the community. Joe also reported that as a result of the hiring of Tricia Gehrlein, the education component of the MBCHC has been reorganized and the Outreach and Education teams will be working together more closely. He added that through the First 5 dental grant, the MBCHC was also able to hire an individual that will be in charge of outreach and patient volume for the new Mobile Medical Unit (MMU) services.

- **Motion to receive and file the Outreach and Patient Education Committee minutes dated July 11, 2018; motion by Susan Madavan, second by Bryan Goldfarb; minutes approved by unanimous vote.**

FINANCE COMMITTEE REPORT – *Laura Grabow, Chair*

Jeff Chawenson reported on behalf of the Finance Committee and highlighted that June's revenue was lower in comparison to other months because of eCW Go Live. Providers were unable to see patients as they regularly do for two weeks in June because of the conversion of the electronic health record (EHR) system and training. Decreased patient volume also meant a decrease in revenue. However, all other expenses are running at or close to budget. Jeff added that he and Debbie Anderson, the MBHD Controller, will soon be preparing for the annual financial audit which begins at the end of September. He will be sure to follow up with the CHC Governing Board about the results of the annual audit.

- **Motion to receive and file the Finance Committee minutes dated July 19, 2018; motion by Sandy Potts, second by Fred Simoneau; minutes approved by unanimous vote.**

ACTION ITEMS:

APPROVAL OF THE SUBMISSION OF THE 2018 SERVICE AREA COMPETITION CONTINUATION GRANT REQUEST – *Ron Stewart, Executive Director*

Ron explained that as the MBCHC approval moves through the 2018 Service Area Competition Grant submission, the MBCHC will need board action to apply for this 1.5 million dollars.

- **Motion to approve submission; motion by Bryan Goldfarb, second by Mike Lopez; approved by unanimous vote.**

APPROVAL OF CREDENTIALING FOR CHC PROVIDER– Jackie Combs, CEO

Jackie stated that Physician Assistant, Haley Hobson, has undergone the necessary background and licensing checks and recommends she be credentialed.

- **Motion to approve credentials; motion by Sandy, second by Bryan; approved by unanimous vote.**

REVIEW OF NEXT BOARD MEETING ATTENDANCE:

A poll was taken to determine if there would be a quorum present for the Governing Board meeting in August, and if not, the Executive Committee would meet in its stead, on August 13th at 4:30pm. The poll showed there would be a quorum present.

BOARD CALENDAR:

- Healthcare District's board meeting on August 16, 2018 at 5:30 p.m.; Fred Simoneau will attend. Bryan Goldfarb will attend in September.

ITEMS FOR NEXT AGENDA: None.

MEMBER COMMENTS:

- Sandy Potts thanked Jackie for getting meds in pain management. Jackie shared that it was actually one of the MBCHC's dental hygienists that found the source and brought it to the MBCHC, so she will relay the message of gratitude.
- Mike recognized the MBCHC for their work on the phone system because he and other patients have seen a great improvement. Susan reminded the board to please contact Ron as soon as they experience an issue, like not being able to get through to the operators on the phone, for instance, so that Ron and his team can troubleshoot the issue(s) in real time.
- Joe reminded the board of a few events that will be happening in the month of August and they include, National Night Out, the 29 Palms Farmers' Market, and the Backpack Giveaway.
- Susan would like Alexandra to work on getting business cards and name badges for all CHC Governing Board members so they can wear them to board meetings and to events they attend, like the Health Fairs.

MEETING ADJOURNMENT:

Susan Madavan adjourned the meeting at 6:33 p.m.

Minutes recorded by Alexandra Barba, Board Clerk



Susan Madavan, Governing Board Chair