



Morongo Basin Health Care District
Community Health Center

GOVERNING BOARD MEETING

MINUTES of Tuesday, August 28, 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)
- Sue Tsuda, Vice Chairperson (Community Rep)
- Laura Grabow, Treasurer (Community Rep)
- Sandy Potts, Member (Pt Rep)
- Mike Lopez, Member (Community Rep)
- Bryan Goldfarb, Member (Community Rep)
- Fred Simoneau, Member (Pt Rep)
- Ricky Tagle, Member (Pt Rep)
- Peggy Toney, Member (Pt Rep)

STAFF:

- Ron Stewart, CHC Executive Director
- Jackie Combs, MBHD CEO
- Alexandra Barba, CHC Board Clerk
- Jeff Chawenson, CHC Finance Director
- Janeen Duff, CHC Dental Manager
- Cindy Schmall, MBHD Director of Business Operations
- Tricia Gehrlein, MBHD Director Population Health
- Kathy Alkire, CHC Quality Director

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:

- Ricky Tagle led the assembly in the Pledge of Allegiance.
- Laura Grabow read the mission and vision statements.

PUBLIC COMMENTS:

- There were no public comments.

APPROVAL OF MEETING AGENDA:

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

APPROVAL OF MINUTES:

Motion by Mike Lopez, second by Ricky Tagle, to approve the Governing Board meeting minutes dated July 24, 2018 as presented. The motion passed by unanimous vote.

REPORTS:

- EXECUTIVE DIRECTOR'S REPORT – Ron Stewart, Executive Director
Mr. Stewart presented his written report under Tab 2 in the Agenda packet.

Quality

- During the month Behavioral Health, Adult Medicine, and Dental providers met to discuss program operations, engage in chart review, and discuss best practices.
- The Health Center received a one-time grant supplement of \$81,283 from the Health Resources and Services Administration (HRSA) in recognition of higher quality performance in 2017's Uniform Data System (UDS) reporting of strengthened quality improvement activities.

Service

- Two additional exam rooms are being added inside the Yucca Adult clinic. Chiropractors Savarese and McCollum will be bringing their services to this site in the fall.
- The Mobile Medical Unit is 60% complete and is on track for delivery in September.

People

- Connie Blackwell, NP, resigned to relocate to the east coast.

Finance

- The Service Area Competition grant from Health Resources and Services Administration (HRSA) was submitted on August 24, 2018. This is the core grant that underwrites the CHC's operational costs. The grant request is for \$1.5MM per year for three years.

Growth/Community

- The Health Center was featured on a two-page spread in the *Weekender* during Health Center Celebration week. Governing Board members were mentioned by name.

▪ FINANCE COMMITTEE REPORT - Sue Tsuda, Chair

Jeff Chawenson reported that the numbers for the month of July are below budget because of the holiday and providers taking time off, which in turn affected patient volume. He added that there was also a national shortage on a medication called "Marcaine", which caused Dr. Asfaha to shut down her pain management clinic for 3 weeks (a total of 6 clinic sessions). Staff discovered that Henry Schein also has a supply of Marcaine and were able to get an interim supply. He added that all other expenses were only 10% from the variance.

Motion by Ricky Tagle, second by Mike Lopez to receive and file the Finance Committee minutes dated August 28, 2018; minutes approved by unanimous vote.

ACTION ITEMS:

▪ STRATEGIC PLAN - Ron Stewart, Executive Director

Ron shared that the Strategic plan he put together lists all of the strategies and tactics in 4 areas of focus. There are between 3-15 tactics in each area which will help guide us through the next two and a half years. He would like the Board Development Committee to meet so that they may help brainstorm and discuss what should be prioritized and tackled first by the MBCHC staff. Peggy inquired about employee retention, which was one of the concerns the Committee wanted addressed in the Strategic Plan. Cindy stated that the management team has made several changes since the results of the last Employee Survey were reviewed to help improve employee retention. She added that the management team even made time for debriefing circles with staff so that they could better understand the results and receive direct feedback. The management team found that some of the questions were unclear and so the questions will be less ambiguous on the following Employee Survey so that it may better gauge employee satisfaction and engagement. Cindy will get back to Peggy about the Employee Survey and the changes that have been made.

Motion by Mike Lopez, second by Ricky Tagle to approve the Strategic Plan; motion passed by unanimous vote.

REVIEW OF NEXT BOARD MEETING ATTENDANCE

- Will we meet quorum for September's meeting? If not, then an Executive Meeting must take place. (Executive Committee Meeting would take place Monday, September 10th, 4:30pm.)

BOARD CALENDAR:

- The Board Clerk will call the Board Development Committee to coordinate a meeting time.
- Peggy Toney to attend the Healthcare District's board meeting on September 20, 2018 at 5:30 p.m.

ITEMS FOR NEXT MEETING AGENDA: None.

MEMBER COMMENTS:

Bryan shared that he would like to have an accessible online calendar. Ron explained that the CHC Governing Board Agenda packet, which the Board Clerk emails out to the Board every month, includes the calendar at the very end of the packet. Ron also noted that the Agenda is always posted electronically on the MBHD's website the Friday prior to the Tuesday Governing Board meeting and can be downloaded/printed. Bryan will try to access it and get back to Ron if he has any further concerns.

MEETING ADJOURNMENT

Susan Madavan adjourned the meeting at 6:12 p.m.

Minutes recorded by Alexandra Barba, Board Clerk



Susan Madavan, Governing Board Chair