



Morongo Basin Health Care District

Community Health Center

GOVERNING BOARD MEETING

MINUTES of Tuesday, July 11, 2019, 6:00 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: *A healthy Morongo Basin.*

Core Values: *Commitment, Collaboration, Accountability, Dignity, Integrity*

PRESENT:

- Paul Hoffman, Chairperson (Present)
- Joe Sullivan, Vice Chairperson (Absent)
- Mary Ann Shirbroun, Secretary (Present)
- Marge Doyle, Treasurer (Present)
- Patricia “Pat” Cooper, Member (Absent)
- Bryan Goldfarb, Member (Absent)
- Aaron Kyle, Member (Present)
- Barbara Newman, Member (Present)
- Alejandro Penalva, Member (Present)
- Lori Riskin-Griffith, Member (Absent)
- Beverly Scott, Member (Present)
- Barbara “Cassie” Souter, Member (Present)

STAFF:

- Jackie Combs, CEO
- Alexandra Barba, CHC Board Clerk
- Karen Graley, Director Communications
- Joe Ruddon, Director Business Development
- Cindy Schmall, Director Operations
- Tricia Gehrlein, Director Population Health
- Debbie Anderson, Controller
- Janeen Duff, CHC Dental Manager

GUESTS:

- Melissa Yvette Adams, Community Member
- Penelope Pearl Penalva, Community Member

CALL TO ORDER: 6:02 p.m.

ROLL CALL: Quorum was met.

OBSERVANCES:

- Mr. Penalva led the assembly in the Pledge of Allegiance.
- Ms. Doyle read the mission and vision statements.

PUBLIC COMMENTS:

There were no public comments.

APPROVAL OF MEETING AGENDA:

Motion 19-50: Motion by Mary Ann Shirbroun to approve the meeting Agenda as presented; motion seconded by Beverly Scott; motion passed by unanimous vote.

APPROVAL OF CHC MEETING MINUTES:

Mr. Hoffman noted that absences have not been recorded in the minutes and asked the Board if they would like that information included in the minutes. The Board unanimously agreed to have the CHC Board Clerk include all Board members’ names and whether or not they were present at the meeting.

Motion 19-51: Motion by Marge Doyle, second by Mary Ann Shirbroun, to approve the Governing Board meeting minutes dated June 13, 2019; the motion passed by unanimous vote.

ACTION ITEMS:

▪ APPROVAL OF 4th AMENDMENT OF CO-APPLICATION AGREEMENT

Ms. Combs explained that per HRSA recommendations, there were changes made to the Co-Application Agreement. The District Board reviewed the changes that were made at their meeting on Tuesday and did not offer further feedback. The CHC Board members reviewed the new Co-Application Agreement and noted one word on the first page of the agreement, “WITNESSETH”, which they believed to be misspelled. Though Ms. Combs stated that she would correct the word, the word was not misspelled after all and was not changed. Ms. Combs will submit the new Co-Application Agreement to HRSA. Ms. Doyle stated that this is a great document to keep on hand as a board member. Ms. Combs assured the Board that they would receive clean copies of the Co-Application Agreement once it was submitted.

Motion 19-52: Motion by Mary Ann Shirbroun, second by Beverly Scott, to approve the fourth amendment of co-app agreement as presented. The motion passed by unanimous vote.

▪ APPROVAL OF ADDING SPLIT ROCK CLINIC AS A NEW CHC SITE WITH HRSA

Ms. Combs stated that the District wants to add the Split Rock property as a new CHC site with HRSA. However, the CHC Board must approve the addition of a new site. She explained that part of the money for this purchase came from the Kenny Trust Fund as a way of giving back to their community. The plan is to move the pediatric office into one building Behavioral Health into another office space. Ms. Combs requested that the addition of the new site be approved. Mr. Hoffman asked if the name of the building will be “Split Rock Clinic”. Ms. Combs stated that she is unsure of what the exact name will be. Ms. Combs stated that the building is currently under renovation.

Motion 19-53: Motion by Marge Doyle, second by Beverly Scott, to add the Split Rock clinic as a new CHC site with HRSA. The motion passed by unanimous vote.

▪ APPROVAL TO APPLY FOR HRSA’S SERVICE AREA COMPETITION GRANT

Ms. Combs stated that it is time to apply for the HRSA Grant. If awarded, Operations would receive close to 5 million dollars over the course of three years. Ms. Combs explained that because the majority of the CHC Board resigned last November, the District was awarded a one-year grant rather than a three-year grant.

Motion 19-54: Motion by Mary Ann Shirbroun, second by Aaron Kyle, to approve applying for HRSA’s Service Area Competition Grant. The motion passed by unanimous vote.

REPORTS

▪ FINANCE REPORT – *Deborah Anderson, Controller*

Ms. Anderson gave a presentation on the District’s “Historical Allocation Methodology” and reviewed all of the District overhead allocations. She emphasized that with the close of the FY 18-19 year, “the District should have enough data to design allocations that not only would withstand heavy audit scrutiny, but could potentially be used on a monthly basis using real time data.” She explained that once the data is more accurate, she will bring the data back to the Board so they have a better understanding of how the centers are doing financially. Following Ms. Anderson’s presentation, Mr. Hoffman asked how many workers comp issues the District has had in the past two years; Ms. Schmall, Human Resources Director, answered, “Less than 10.”

Ms. Anderson provided the Board with a financial report. For May, the Clinics are showing negative operating income. Operating income after allocation year to date (July 2018 – May 2019) is (\$39,272) and the Change in Net Position for the same period is at (\$93,697).

She explained that the clinics no longer show operating income or net income. However, the balance sheet adjustments are taking place monthly, instead of at year end, and there are eMD's adjustments being charged. It is true that eMD's adjustments are affecting the bottom line. Year to date net income for the clinics is \$(93,697), but this includes \$309,238 of eMD's adjustments and write-offs. There will another \$82,140 coming in June. As a reminder, this is cleanup of older AR accounts that were never zero'd. It includes 6,051 accounts, with an average balance of \$64.68, and involves dates of service from 4/2/13 through 6/8/18, although fiscal years 13-14 through 16-17 are mostly small, immaterial amounts. The lions share relates to fiscal year 17-18 and the expectation of being able to bill secondary insurance at that time. As an FYI, reasons for lingering in the AR include co-pays never collected (and never subsequently written off), secondary billing unable to be billed, and internal admin adjustments (credit adjustments never previously addressed). Most likely prior fiscal years (IE: before 17-18) secondary was written off as part of the review for older AR (IE: combined in with the normal AR cycle), and thus was never specifically identified, unlike the eMD's AR for FY 17-18, which is being separately identified.

However, there is some good news. Due to the recent analysis of closed AR contractual amounts, current estimated AR adjustments have been fine tuned to better reflect real trending contractual amounts. In looking at the year to date contractals percent excluding eMD's adjustments, July – May shows a percent of 40.05%. Analysis of closed contractals (IE: eCW historical) shows a 39.20% figure. This means the G/L contractual amount is only .85% different, and is reflecting the reality of historical closed contractual amounts. Additionally, this is laying the groundwork for future understanding of contractals deviances.

After Ms. Anderson gave the financial report, Ms. Doyle helped explain that the MBHD lost money because of the old Electronic Health Record (EHR) system. There should be less billing issues, if any, now that eClinical Works is the new EHR system in place. Ms. Doyle added that the problems the District has experienced in the past few years will not continue and we will be in a much better financial situation moving forward. Ms. Anderson further explained that the current contractual adjustments have been fine-tuned and an analysis shows we have less than a one percent difference in the general ledger (GL), which means that what is being reported now is trending with the actual data. Mr. Hoffman thanked Ms. Anderson for her report.

Motion 19-55: Motion by Aaron Kyle to accept the Finance Report; second by MaryAnn Shirbroun; accepted by unanimous vote.

▪ CEO REPORT – Jackie Combs, CEO

Ms. Combs referred the board members to her written report. She highlighted that the pediatric team, including Dr. Fraschetti, received training this week on Tuesday and Thursday. She added that though Mobile Medical Unit (MMU) visits have been low, the MMU has been extremely beneficial to those who have been able to access its services. For instance, there were two different patients who had life threatening blood pressure readings. Staff were able to get these two individuals to the ER for treatment. Ms. Combs shared a few other instances that have demonstrated that the MMU is very much needed in the community, and she hopes visits pick up as the new school year begins. Ms. Combs added that the MMU is already scheduled to visit several K-12 schools in the Morongo Basin for both dental and medical visits.

BOARD CALENDAR:

- MBHD Board meeting on August 1 at 5:30pm in the District Board Room
- Regular CHC Board meeting on August 8 at 6:00pm in the District Board Room
- Foundation Board meeting on August 15 at 5:30pm in the District Board Room
- Shared Boards' Meeting on August 15 at 6:00pm in the District Board Room

ITEMS FOR NEXT MEETING AGENDA:

- None

MEMBER COMMENTS:


- Aaron Kyle: Shared that he was born and raised in Twentynine Palms, California and he and his family receive their care from the Community Health Center. He made a list of questions throughout the meeting and will reach out to some of the board members and CHC staff to get answers. Ms. Combs asked him to contact the CHC Board Clerk if he would like to schedule a meeting.
- Alejandro Penalva: Shared that he is finishing a Masters in Accounting and was interested in joining the Board as he is a dental patient and receives good care.
- Cassie Souter: Stated that she is learning a lot about the budget from the monthly reports. She is happy and is glad to see the new members here.
- Beverly Scott: Thanked Ms. Anderson and thinks her work is incredible. She added that it was very moving to hear Jackie's stories about the patients who were helped by the MMU staff. She would like the Behavioral Health team to come to a meeting and give a presentation to the Board.
- Barbara Newman: Said it is astounding how much work the centers and staff do. She also shared that she got a tooth pulled by Dr. El-Laham and she really likes him.
- Mary Ann Shirbroun: Asked what's the first year the District was not a part of the hospital any more. Ms. Combs answered, "2015." She added that she thinks the FQHC has a good working structure.
- Marge Doyle: Shared that she appreciates that staff, at all levels, are really focused on the health of the community which is why we are here. It makes her heart leap to know we are doing this good work. She thanked everyone and said she is honored to be on this Board.
- Paul Hoffman: Shared that the board members have to ask questions so they know what is going on within the District and the CHC. The staff also wants the Board to ask so they can provide the answers. He reminded the board members to pick up their business cards before they leave.

MEETING ADJOURNMENT

Mr. Hoffman adjourned the meeting at 7:40 p.m.

Minutes recorded by Alexandra Barba, Board Clerk


Paul Hoffman, Chairperson


Mary Ann Shirbroun, Secretary