



*Morongo Basin Health Care District  
Community Health Center*

## **GOVERNING BOARD MEETING**

**MINUTES of Tuesday, April 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 (Comm. Rep)
- Joe Sullivan, Vice Chairperson (Comm. Rep)
- Mary Ann Shirbroun, Secretary (Pt. Rep)
- Marge Doyle, Treasurer (Community Rep)
- Barbara "Cassie" Souter, Member (Pt. Rep)
- Barbara Newman, Member (Pt. Rep)
- Beverly Scott, Member (Pt. Rep)
- Lori Riskin-Griffith, Member (Pt. Rep)
- Patricia "Pat" Cooper, Member (Pt. Rep)

### **STAFF:**

- Jackie Combs, CEO
- Alexandra Barba, CHC Board Clerk
- Karen Graley, Director Communications
- Cindy Schmall, Director Operations
- Tricia Gehrlein, Director Population Health
- Debbie Anderson, Controller

### **GUESTS:**

- Patricia Carpenterhughes, Community Member

**CALL TO ORDER:** 6:00 p.m.

**ROLL CALL:** Quorum was met.

### **OBSERVANCES:**

- Paul Hoffman led the assembly in the Pledge of Allegiance.
- Marge Doyle read the mission and vision statements.

### **PUBLIC COMMENTS:**

There were no public comments. Mr. Hoffman reminded the audience that he will ask for public comment before every agenda and action item. In addition, the audience can bring up a topic that is not on the agenda so it may be considered by the Board for future agenda business. Actions on items that are brought forth cannot take place at tonight's meeting.

### **APPROVAL OF MEETING AGENDA:**

**Motion 19-31:** Motion by Marge Doyle to approve the meeting Agenda as presented with the corrections to mission and vision statements; motion seconded by Mary Ann Shirbroun; motion passed by unanimous vote.

### **APPROVAL OF CHC MEETING MINUTES:**

**Motion 19-32:** Motion by Joe Sullivan, second by Marge Doyle, to approve the Governing Board Special meeting minutes dated March 14, 2019 as presented. The motion passed by unanimous vote.

### **ACTION ITEMS:**

- APPROVAL OF PROVIDER CREDENTIALS– *Cindy Schmall, Director Operations*  
Ms. Schmall explained that she was made aware of an existing error on the recommendation that was printed in the original meeting agenda packet and directed the Board to the updated recommendation they

received at the start of the meeting. Ms. Schmall clarified that Dr. Frascchetti, our Pediatric Director, reviewed and approved Dr. Salhotra's credentials. Dr. Salhotra is the Medical Director and cannot review and approve his own credentials. She read through the recommendation to approve credentialing for Prem Salhotra, M.D.

**Motion 19-33: Motion to approve credentials as presented; motion by Mary Ann Shirbroun, second by Beverly Scott; approved by unanimous vote.**

Ms. Schmall stated that Dr. Frascchetti's credentials were reviewed and approved by Dr. Salhotra, our Medical Director. She read through the recommendation to approve credentialing for Daniel Frascchetti, D.O.

**Motion 19-34: Motion to approve credentials as presented; motion by Mary Ann Shirbroun, second by Barbara Souter; approved by unanimous vote.**

Ms. Schmall read through the recommendation to approve credentialing for Mohamed El-Laham, D.D.S. She explained that though we currently have no Dental Director, there were Peer Reviews done by the prior Dental Director. Dr. El-Laham's credentials were reviewed and approved by Dr. Salhotra.

Ms. Doyle asked that the recommendation be then changed to read, "Medical Director" and not "Dental Director" as it is currently stated. Ms. Schmall agreed to make the change.

**Motion 19-35: Motion to approve credentials as presented; motion by Barbara Newman, second by Joe Sullivan; approved by unanimous vote.**

Ms. Schmall read through the recommendation to approve credentialing for Nigist Asfaha, M.D. Medical Director, Dr. Salhotra, reviewed and approved Dr. Asfaha's credentials.

**Motion 19-36: Motion to approve credentials as presented; motion by Marge Doyle, second by Mary Ann Shirbroun; approved by unanimous vote.**

▪ APPROVAL OF POLICIES

**Policy CHC-FS-214 Waiver of Change**

Ms. Combs presented on policy CHC-FS-214 Waiver of Change and explained that it was recently created based on a recommendation made during the HRSA survey earlier this month. If a patient has expressed an inability to pay for services rendered, HRSA recommended that a process be included in the policy concerning how the fee is waved if the patient is unable to pay for services at a sliding fee discount program rate.

**Motion 19-37: Motion by Joe Sullivan to approve policy CHC-FS-214 Waiver of Change; second by ~~Joe Sullivan~~; policy approved by unanimous vote.**

*Marge Doyle*

▪ APPROVAL OF SLIDING FEE DISCOUNT PROGRAM

Ms. Combs explained that chapter 9 of the HRSA compliance manual states that the CHC Board will evaluate the effectiveness of the sliding fee discount program (SFDP) at least every three years. Ms. Combs therefore recommends that the effectiveness of the SFDP be evaluated and approved by the Board.

Ms. Combs presented a graph showing the number of patients and the number of visits for each level of SFDP and highlighted that 80% of patients who completed the Patient Satisfaction Survey shared that they felt the charges they were expected to pay were appropriate.

Mr. Hoffman suggested that the conclusion of the Staff Recommendation form read, "...it is appropriate", rather than "...seems to be appropriate". Ms. Combs agreed to make this change and recommended that the Sliding Fee Discount Program be approved.

**Motion 19-38: Motion by Marge Doyle to approve the effectiveness of the Sliding Fee Discount Program; second by Beverly Scott; policy approved by unanimous vote.**

**REPORTS**

▪ **FINANCE REPORT** – *Deborah Anderson, Controller*

Ms. Anderson shared that in anticipation of the FY 19-20 budget, several accounts were reviewed for a deeper understanding of why the variances are occurring. As such, some explanations in the year to date tables have been updated.

Ms. Anderson further explained that it has been requested that transportation “income” and “expense” be defined a little better for the Board. Transportation “income” to the District and transportation “expense” to the Clinics are really inter departmental transactions. Based on various transportation data, an amount is calculated that breaks out transportation expenses into two categories: Category A, transportation for the Clinics (a specialized department of the District) and Category B, transportation for other places (that have nothing to do with the District). Based on the amount calculated for the Clinics (Category A), those costs are then charged to the Clinics as one lump sum “expense” and the same amount is recognized as “income” by the District (within the transportation department). The net effect when combined is zero.

Ms. Anderson added that this is the same logic that is used for overhead. The District incurs costs that benefit the clinic, such as Information Technology (IT), Human Resources (HR), housekeeping, etc. In the past, this amount has been budgeted at \$56,250 a month. This is then “income” to the District and “expense” to the Clinics. This also has a net effect of zero when combined. Currently, these are the only two transactions that are inter-departmental. Ms. Anderson hopes this overview alleviates some of the confusion for the Board.

Though the Clinics are not performing as well as budgeted expectations, Ms. Anderson shared that the Clinics are still showing positive operating income.

Mr. Hoffman noted that Ms. Anderson mentioned a few more reasons explaining why the Community Health Center was either under or over budget that were not included in her report. Mr. Hoffman asked that she please include all the details she shares with the Board in her narrative. Ms. Anderson agreed to do so in her future reports.

**Motion 19-39: Motion by Marge Doyle to accept the Finance Report; second by Lori R-G; accepted by unanimous vote.**

▪ **CEO REPORT** – *Jackie Combs, CEO*

Ms. Combs presented her report to the Board and highlighted a few other successes. Ms. Combs reported that staff took the Mobile Medical Unit (MMU) out to the Tortoise Rock Casino in 29 Palms for the first time and served ten patients. The MMU is currently scheduled to go out once a month to serve various places in the Morongo Basin. Ms. Shirbroun asked if the MMU will be set up and provide services to the community in one location more regularly and Ms. Combs replied, “Yes. We are not sure exactly when that will be, but it is the plan.”

Ms. Combs invited the Board to attend the Flying Doctors event on April 13 at the Bell Center on the Copper Mountain College (CMC) campus. She reminded the Board that the line will begin to form at 6am for those individuals who would like to benefit from free vision and dental services. It will be on a first come, first served basis.

Ms. Combs also highlighted that the Behavioral Health (BH) department now has one new Physician Assistant (PA), Valerie Sanders, and one new Nurse Practitioner (NP), Lauren Cobb. Their role is to help expand the services for medication management. The BH team is currently discussing having an hour open for walk-ins for patients who are in need of renewing their medication(s). We plan to expand BH services in 29 Palms to include another day of patient care. The BH staff, as well as the patients, are enjoying their new and bigger space in Yucca Valley.

**BOARD CALENDAR:**

- Joint Boards’ Meeting on April 18, 2019 at 6:00pm in the District Board Room
- Flying Doctors Event: April 13, 2019, 8am-3pm, Copper Mountain College at the Bell Center

- CHC Governing Board meeting: May 9, 2019 at 6:00 p.m.
- Community Health and Resource Fair: May 11, 2019, 10am-2pm at the YV Community Center
- MBHD BOD Budget Workshop: May 16, 2019, 5:30pm in the District Board Room
  - CHC Board welcome to attend the Budget Workshop

**ITEMS FOR NEXT MEETING AGENDA:**

- CHC Governing Board Meeting Agenda Items
  - Finance Education
  - Budget Review and Approval

**MEMBER COMMENTS:**

- Ms. Scott appreciated the information Ms. Combs shared regarding the Behavioral Health department. She is looking forward to Health Fair next month.
- Ms. Newman and the Board shared historical perspectives on the Behavioral Health department and its providers. Ms. Combs emphasized that the Behavioral Health department is growing, and based on patient satisfaction surveys, patients are satisfied with the services and quality of care they receive. Ms. Combs disclosed that she recently signed an agreement to adopt a more standardized survey which will include questions that allow us to compare ourselves to other Federally Qualified Health Centers (FQHC).
- Mr. Sullivan reminded the Board that all members are expected to attend the closed sessions. The closed sessions are part of the agenda and he does not want anyone to have a misunderstanding about them.
- Ms. Souter is learning a lot about the community and she is happy to be a part of the board.
- Ms. Cooper is also happy to be serving the board. She wishes more people would attend the meetings. Mr. Hoffman told her to invite people she knows and thinks would be interested in attending. Ms. Combs added that Ms. Graley, Director of Communications, puts a great amount of effort into making sure the community is aware of the public meetings through the articles she writes on the Weekender, the ads on the radio, and through the website the MBCHC has.
- Ms. Doyle shared that she had a very wonderful week in Sacramento with Tricia Gehrlein, Director of Population Health. The two of them met with four different legislators and lobbied on three separate issues that are pertinent to the CHC Board. The first issue revolved around not being able to bill a patient who had both a medical and mental health appointment on the same day—only one can be billed per day; this is not an issue with a dental and medical appointment on the same day. The second issue dealt with allowing mid-levels (physician assistants and nurse practitioners) to practice within their scope. Currently, physicians can only supervise four mid-levels at a time, which limit the number of NP/PA's that can work in our clinics. The third issue was about rural broadband in support of telehealth services. Legislators want to help make sure that there are funds for rural broadband and we want to make sure those funds reach us.
- In response to what Ms. Doyle shared, Mr. Hoffman stated that those legislators should be invited to some of the CHC meetings so they know how strongly the community feels about those issues. People in the field are directly affected by their inaction. He also shared that it would not be a bad idea for more of the Board to help lobby in Sacramento as well. He emphasized that the Co-Applicant agreement will be revised and he asked that all the Board read and understand it once it is published. He thanked everyone for attending and participating in tonight's meeting.

**OPEN SESSION ADJOURNED:**

Mr. Hoffman adjourned the open session at 6:56 p.m.

**CONVENE TO CLOSED SESSION:**

The Governing Board convened at 7:00 p.m. to Closed Session:

- *Pursuant to section 32155 of the Health and Safety Code: report involving Quality Assurance Matters.*

**RECONVENE TO OPEN SESSION:**

The Board reconvened to open session at 7:24 p.m. Mr. Hoffman reported that the Board discussed "Quality Assurance Measures". There was no action required by the Board at this time.

**MEETING ADJOURNMENT**

Mr. Hoffman adjourned the meeting at 7:25 p.m.

*Minutes recorded by Alexandra Barba, Board Clerk*

  
Paul Hoffman, Chairperson

  
Mary Ann Shirbroun, Secretary