



Morongo Basin Health Care District
Community Health Center

GOVERNING BOARD MEETING
MINUTES of Tuesday, May 14, 2020, 6:00 p.m.

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)
- Beverly Scott, Vice Chairperson (Present)
- Barbara “Cassie” Souter, Secretary (Present)
- Bryan Goldfarb, Treasurer (Present)
- Mary Ann Shirbroun, Member (Absent)
- Patricia “Pat” Cooper, Member (Present)
- Alejandro Penalva, Member (Present)
- Cecelia St. Clair (Present)
- Misty Evans, Member (Present)
- Dianne Greenhouse, Member (Present)

STAFF:

- Jackie Combs, CEO
- Alexandra Aquino, CHC Board Clerk
- Karen Graley, Director Communications
- Joe Ruddon, Director Business Development
- Debbie Anderson, Controller
- Cindy Schmall, Director Operations
- Kathy Alkire, Education Manager
- Michelle Zaccaria, Performance Improvement Manager

CALL TO ORDER: 6:10 p.m.

ROLL CALL: Quorum was met.

OBSERVANCES:

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

PUBLIC COMMENTS:

There were no public comments.

APPROVAL OF MEETING AGENDA:

Motion 19-88: Motion by Misty Evans to approve the meeting Agenda; motion seconded by Bryan Goldfarb; the motion passed by unanimous vote.

APPROVAL OF CHC MEETING MINUTES:

Motion 19-89: Motion by Misty Evans, second by Alejandro Penalva, to approve the Governing Board meeting minutes dated April 23, 2020; the motion passed by unanimous vote.

ACTION ITEM

- APPROVAL OF CHC ANNUAL OPERATING BUDGET – *Debbie Anderson, Controller*

Ms. Anderson presented the 2021 proposed clinic budget to the CHC Board. She began by stating that all service lines have been projected at a 3% increase. While this may be rather ambitious due to the COVID pandemic, this was decided for two reasons. First, Ms. Anderson shared, patients

still need health care services and at some point will need to be seen again for routine items. It is likely that patients will start scheduling their appointments in the second half of 2020. Second, if COVID demands a new normal, which is likely, the country will have to incorporate routine, non-emergency services on a daily basis, and healthcare will need to have a plan to service the normal amount of clients within the constraints of the new normal. Ms. Anderson emphasized that two new services are being incorporated into the volume count – the Comprehensive Prenatal Program and Acuity Eye. Contractuals percent mix will remain consistent with current year percent mix. Payer funding mix will remain consistent with current year payer funding mix.

Ms. Anderson reviewed each clinic service line within Yucca Valley and Twenty-nine Palms. She shared that it was difficult to project a budget for FY2021 due to fluctuating factors caused by COVID-19. She compared the fiscal year budget amount for 2020 and 2021 in detail. She also included the projected fiscal year budget amount for 2020 “as if there was no COVID-19” and explained that a 3% increase was expected if COVID-19 was not a standing issue.

Mr. Hoffman shared that because of the uncertainty of COVID-19 and its effects on patient volume and clinic operations, he would like the CHC Board, as well as the District Board, to consider a 2% increase amount as opposed to the 3% that was projected. The Board agreed with Mr. Hoffman.

Ms. Scott asked Ms. Anderson to comment on the use of telehealth visits in the past two months. Ms. Schmall answered her question by stating that, “only 33% of patients had been willing to enroll and do telehealth visits.” However, Ms. Schmall highlighted that during this pandemic, staff have reached out to patients to help them set up their online patient portals. Patients now seem to have a better understanding of how to access and use it than before.

Motion 19-90: Motion by Pat Cooper to approve the FY2021 annual operating budget with an overall 2% instead of a 3% increase; second by Beverly Scott; approved by unanimous vote.

REPORTS

▪ FINANCE REPORT – *Deborah Anderson, Controller*

Ms. Anderson presented her report for March 2020. Last month, she forewarned the Board that patient volume would be down significantly in the month of March due to COVID-19. In her overview, she stated that patients are choosing social distancing and have rescheduled their appointments which has impacted our visit counts and thus, revenue. Units began to trend down about mid-March, and as of mid-April, are running about 50% of normal levels. The good news, however, is that HRSA has granted some additional monies to the health center, which should help with cash flow during these uncertain times. Two HRSA grants have been awarded – one for \$59,448 and one for \$686,510. Additionally, two HHS stimulus grants were received in the amount of \$33,392.54 and \$210,659.65. All of these have specific stipulations attached as to how the money can be spent, but it is anticipated meeting those requirements should not be problematic.

Additionally, Ms. Anderson highlighted that expenses overall were only less than 1% off from budget. However, there were some variances within the line items, including fringe benefits, specifically PTO not utilized as much as anticipated, savings on physician fees, and purchased services—which includes the outsourcing of the billing department.

There were no questions from the board regarding the March 2020 finance report.

Motion 19-91: Motion by Misty Evans to accept the Finance Report for March 2020; second by Bryan Goldfarb; accepted by unanimous vote.

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

Ms. Combs referred the Board to Tab 4 of the agenda packet for her written report. No additional information was provided to the written report; however, she highlighted:

- There have been no positive admissions for COVID-19 at the Hi-Desert Medical Center since mid-April.
- Patient volume at the health center has picked up in the last week.
- UC Riverside has agreed to help provide the health center with remote child and adult tele psychiatry. Ms. Combs has a meeting with our psychiatrist, Dr. Puglisi, and Dr. Maguire from UCR's department of psychiatry.
- Transportation services will resume on Monday, May 18, with proper precautions related to COVID-19.

BOARD CALENDAR:

- MBHD Budget Workshop, May 21, 2020 at 6:00pm (*virtual platform*)
- MBHD Board meeting, June 4, 2020 at 6:00pm (*virtual platform*)
- Regular CHC Board meeting, June 11, 2020 at 6:00pm (*virtual platform*)

ITEMS FOR NEXT MEETING AGENDA:

- None presented.

MEMBER COMMENTS:

- Ms. Scott shared she was glad to hear about all the good things happening amid this pandemic. She added that she was happy to see the healthcare District getting ready to get into the “new normal”.
- Mr. Goldfarb said he was pleased to hear there is good news coming. He also shared that he appreciates that we are continuing to do business online.
- Ms. Cooper thanked Ms. Anderson for going above and beyond, as always, and stated that she deserves the CHC Board's full support. She also shared she is happy to hear the Split Rock facility is open.
- Mr. Penalva said he recognizes that the community is facing unique challenges, but is happy to see the community getting through it.
- Ms. St. Clair shared that as a patient representative on the board, she was very pleased with how the health center treated her at her most recent visit. She described the staff as, “very professional and caring”. She also added that she hopes the Behavioral Health department can do more because there is a great need in the community.
- Ms. Greenhouse stated that our staff is incredible and have done a great job, especially during this pandemic. She thanked Ms. Anderson for an outstanding budget presentation and always being so thorough.
- Ms. Evans thanked Ms. Anderson for all her hard work despite the recent changes. She also thanked Ms. Combs for all her updates and the District's response to the mental health needs of the community. She additionally thanked Mr. Ruddon for his hard work on the Reach Out grant for transportation and Ms. Evans added that she was happy to see that things are being supplemented with grants. She is pleased to see the positive grant review in the budget.
- Mr. Hoffman thanked the board and staff members for all their hard work, especially Ms. Anderson who he stated has helped make the budget a reality for our organization. He added that he knows together we will accomplish what we need during these trying times.

OPEN SESSION ADJOURNED:

Mr. Hoffman adjourned the open session at 7:15 p.m.

CONVENE TO CLOSED SESSION:

The Governing Board convened at 7:20 p.m. to Closed Session by the virtual platform:

- Pursuant to Government Code section 54957 of the Health and Safety Code: Employee Performance Evaluation: Chief Executive Officer

RECONVENE TO OPEN SESSION:

The Board reconvened to open session at 7:41 p.m.

Motion 19-91: Motion by Cecelia St. Clair, second by Misty Evans, to accept the CEO evaluation as prepared with corrections; the motion passed by unanimous vote.

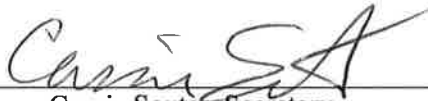
MEETING ADJOURNMENT

Mr. Hoffman adjourned the meeting at 7:42 p.m.

Minutes recorded by Alexandra Aquino, Board Clerk



Paul Hoffman, Chairperson



Cassie Souter, Secretary