



Morongo Basin Health Care District
Community Health Center

GOVERNING BOARD MEETING

MINUTES of Thursday, February 10, 2022, 6:00 p.m.

- Convened via GoToMeeting, an electronic, remote-site platform temporarily permitted as per the Executive Order issued by California's Governor in response to the COVID-19 pandemic. Additionally, a physical meeting convened on the District's campus at 6530 La Contenta Road, Yucca Valley, suite 700. A face mask is required while inside.

Mission Statement: To improve the health and wellness of the communities we serve.

Vision Statement: A healthy Morongo Basin.

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

PRESENT:

- Bryan Goldfarb (*on-site*)
- Patricia "Pat" Cooper (*on-site*)
- Alejandro Penalva (not present)
- Cecelia St. Clair (*on-site*)
- Denise Cullum (*remote*)
- Greg Brown (*on-site*)
- Debra Savitt (*remote*)

STAFF:

- Cindy Schmall, CEO (*on-site*)
- Karen Graley, Board Clerk (*remote*)
- Debbie Anderson, CFO (*on-site*)
- Ana Nunez, admin assist (*on-site*)
- Joe Ruddon, Director Business Development (*on-site*)
- Angela Wilhite, Director Human Resources (*on-site*)
- Kathy Alkire, Senior Manager Quality Program (*on-site*)
- Janine Duff, Grants Administrator
- Stephanie Eigner
- Jack Williams, community member (*on-site*)
- Jacqueline Todd, community member (*on-site*)
- Nicola Keller, community member (*remote*)

CALL TO ORDER: The meeting was called to order by Greg Brown at 6:02 p.m.

ROLL CALL: Karen Graley, board clerk, conducted roll call and declared a quorum.

OBSERVANCES:

- Greg Brown led the assembly in the Pledge of Allegiance.
- Cecelia St. Clair read the mission and vision statements.

PUBLIC COMMENTS:

There were no public comments.

APPROVAL OF MEETING AGENDA:

Motion 22-10: Motion by Pat Cooper to approve the meeting Agenda with the requested adjustment; motion seconded by Cecelia St. Clair; the motion passed by unanimous vote.

APPROVAL OF CHC CONSENT AGENDA:

Motion 22-11: Motion by Cecelia St. Clair, second by Debra Savitt, to approve the Consent Agenda as presented; the motion passed by unanimous vote. There was no discussion.

- Minutes of the Governing Board regular business meeting dated January 13, 2022
- Re-ratify Governor Newsom's proclamation of state of emergency and authorize remote teleconference meetings of the legislative body, CHC Governing Board.

ACTION ITEMS

APPROVE APPOINTMENT OF NEW CHC GOVERNING BOARD MEMBERS – Greg Brown

Cindy Schmall introduced both candidates for consideration. Greg Brown read the application background information for each candidate, then each one made a brief statement about serving on the governing board. Board members asked questions about their experience.

- **Motion 22-13:** Motion by Bryan Goldfarb to appoint Jack Williams to the CHC governing board; second by Cecelia St. Clair; motion passed by unanimous vote.
- **Motion 22-14:** Motion by Bryan Goldfarb to appoint Jacqueline Todd to the CHC governing board; second by Cecelia St. Clair; motion passed by unanimous vote.

APPROVAL OF STRATEGIC PLAN FOR FY2022-25

An overview of the Strategic Plan was presented at the January meeting. Cindy Schmall explained that this is the official approval of the governing board. There was no discussion.

- **Motion 22-15:** Motion by Cecelia St. Clair to approve the FY2022-25 Strategic Plan as presented; second by Pat Cooper; motion passed by unanimous vote.

REVIEW AND APPROVE PROGRAM PARAMETERS

Ms. Schmall spoke to the program requirements stated in the HRSA Program Compliance Manual, specifically the review, discussion and approval of health center hours of operation, service location, and scope and availability of services.

HOURS OF OPERATION: Cindy Schmall presented a printout of the CHC profile on the HRSA site. After discussion the following changes were approved by the board:

- 29 Palms: change office hours from 48 hours / week to 40 hours / week;
- Behavioral Health office hours: no change;
- Yucca Valley: change office hours from 53 hours / week to 48 hours / week;
- Mobile Medical Unit: remains unchanged for dental sites 24-32 hours based on school needs;
- Administrative office hours remain at 40 hours / week;
- Pediatric office hours: Yucca Valley remains at 40 hours / week; Split Rock 29 Palms remains at 40 hours / week;
- Yucca Valley dental office hours also remain at 40 hours / week.
- All clinics: Monday through Friday, 8 a.m. -5 p.m. with occasional Saturdays.

Cindy Schmall explained the role of HRSA for the new members; there were questions about how the grant monies are applied.

- **Motion 22-16:** Motion by Bryan Goldfarb to approve the health center's hours of operation; second by Debra Savitt; motion passed by unanimous vote.

SERVICE LOCATIONS: There was no discussion regarding locations.

- **Motion 22-17:** Motion by Cecelia St. Clair to approve the health center's service locations; second by Debra Savitt; motion passed by unanimous vote.

SCOPE OF SERVICES: Cecelia St. Clair asked about the provision of prenatal services which Cindy Schmall explained, including the relationship of the Medical Director for Women's Health. She also asked about the referral of patients for vision care.

- **Motion 22-18:** Motion by Cecelia St. Clair to approve the health center's scope and availability of services; second by Pat Cooper; motion passed by unanimous vote.

REVIEW AND APPROVE POLICIES AND PROCEDURE

Cindy Schmall presented the policies for discussion. She reiterated that it is the board's responsibility to ensure quality patient care. Two of the policies presented tonight support that quality program. She reviewed each policy in detail, explaining its purpose relative to the quality program. Regarding peer review, there were questions about using outside experts for chart review (dental, pediatric, women's health). After healthy discussion the following policies were approved.

- CHC-QA-102 Patient Complaint and Grievance
- CHC-QA-105 Peer review Plan
- CHC-FS-211 Fee Schedule
- CHC-FS-214 Waiver of Charges
 - **Motion 22-19:** Motion by Bryan Goldfarb to approve the policies as presented; second by Debra Savitt; motion passed by unanimous vote.

REPORTS

FINANCE REPORT – *Debbie Anderson, CFO*

Ms. Anderson reported that the clinic financials for the month of December show income \$198,653 and the loss year to date is \$(642,666). Additionally, she reported that the report reflects the YTD PPS adjustments for July 2021 December 2021 for the Twentynine Palms & Yucca Valley clinics. Prior year PPS adjustments are recognized in the 6/30/21 Financial Statements and equate to about \$4 million. Significant negative variances include lower than anticipated visits which has affected patient revenue, and supply costs going up. Please note visits for December were lower than budgeted; however, due to the PPS rate adjustments showing in revenue, the lower revenue is not seen above.

There was discussion about the fee for service versus capitation rates.

- **Motion 22-20:** Motion by Cecelia St. Clair to accept the finance report as presented; second by Pat Cooper; the motion passed by unanimous vote.

CEO REPORT – *Cindy Schmall, CEO*

Ms. Schmall referred the Board to Tab 6 of the agenda packet for her written report. She presented the following additional information:

- Patient and community response to COVID testing and vaccination has fallen off. We will still provide the service but only as requested.
- HRSA survey: The following board members volunteered to be available for the survey process – Cecelia St. Clair, Greg Brown, Bryan Goldfarb.
- Orientation binders are being presented for board members' reference. Next meeting, the agenda will include discussion about the role of board members.

BOARD CALENDAR:

- The board calendar was reviewed.

MEMBER COMMENTS:

- DENISE CULLUM: thanked for the information; looking forward to orientation
- PAT COOPER: She thanked Ana for the orientation notebook and welcomed new board members.
- CECELIA ST. CLAIR: "Each meeting is informative."
- BRYAN GOLDFARB: He welcomed the new board members.
- ALEJANDRO PENALVA: not present

- DEBRA SAVITT: She welcomed new board members.
- JACKIE TODD: No comment.
- JACK WILLIAMS: "Glad to be onboard; there's a lot to learn."
- GREG BROWN: He thanked all for attending tonight's meeting. He thanked Ana Nunez, administrative assistant, for the orientation binders. He also welcomed new members, Jackie and Jack and reminded the board that this board, more than any other, is about patient advocacy.

MEETING ADJOURNMENT

The meeting was adjourned at 7:20 p.m.
Minutes recorded by Karen Graley, Board Clerk



Greg Brown, Chairperson



Cecelia St Clair, Secretary