



*Morongo Basin Health Care District*  
**Community Health Center**  
**GOVERNING BOARD MEETING**  
**MINUTES of Thursday, November 7, 2024, at 4:45 p.m.**

*This meeting convened on the District's campus at 6530 La Contenta Road, Suite 400, Yucca Valley, CA 92284. The meeting was also accessible by Microsoft Teams remote platform.*

*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, and Equity*

**PRESENT:**

- Cody Briggs (*absent*)
- Patricia "Pat" Cooper (*present arrived 5pm*)
- Mary Dunn (*present*)
- Marc Greenhouse (*present*)
- Bryan Goldfarb (*absent*)
- Nicola Keller (*absent*)
- Eric Menendez (*remote*)
- Jackie Todd (*present*)
- Lisa Ryan (*present voted in at 5 pm*)

**STAFF:**

- Cindy Schmall, CEO (*present*)
- Tina Huff, Chief Clinical Operations Officer (*present*)
- Beverly Krushat, CHC Board Clerk (*present*)
- Janeen Duff, Program Dev. Liaison (*present*)
- Tricia Gehrling, Chief Patient Experience/ Compliance Officer (*remote*)

**CALL TO ORDER** – Board meeting was called to order by Jackie Todd at 4:45 p.m.

**ROLL CALL** - Beverly Krushat conducted roll call and confirmed there is a quorum.

**OBSERVANCES** –

Mary Dunn read the Mission and Vision statements.

**PUBLIC COMMENTS** – None

**APPROVAL OF MEETING AGENDA** -

**Motion 24-48:** MSC (Greenhouse/Dunn) 4/0/3 motion carried to approve the Agenda as published.

**APPROVAL OF CHC CONSENT AGENDA** –

- October 3, 2024, Meeting Minutes

**Motion 24-49:** MSC (Dunn/Todd) 4/0/3 motion carried to approve the Consent Agenda.

**RE-APPOINTMENT OF BOARD MEMBER** - *Cindy Schmall, CEO*

This item was tabled until the next Board meeting on December 5, 2024.

**DISCUSSION/APPOINTMENT OF POTENTIAL BOARD MEMBER – Cindy Schmall, CEO**

CEO Schmall introduced potential Board member Lisa Ryan. Lisa has experience in finance, administration, and is currently studying to be a Notary. She is a licensed realtor and a med tech for the Santa Fe Assisted Living Facility. Lisa shared that she is a patient of Morongo Basin Community Healthcare and uses the services because of her age and financial situation. She expressed her desire to help others by disseminating information about the services provided by the District.

**Motion 24-51:** MSC (Cooper/Greenhouse) 5/0/3 motion carried to approve the appointment of Lisa Ryan to the CHC Board.

**CHC-QA-100 QUALITY ASSURANCE & PERFORMANCE IMPROVEMENT PLAN – Tricia Gehrlein, CPE/CO**

CPE/CO Gehrlein informed the Board that HRSA requires that MBCHC has a Board approved policy that establishes a QI/QA program addressing the quality and utilization of healthcare services, patient satisfaction, grievance processes, and patient safety (including adverse events). CHC-QA-100 addresses the quality of services provided with the last approval date being January 2022 and needs to be updated every three (3) years for renewal. The Quality Committee met to discuss updates to CHC-QA-100 and recommended, approved minor updates, to ensure that MBCHC remains in compliance with HRSA standards.

**Motion 24-52:** MSC (Greenhouse/Todd) 6/0/3 motion carried to approve the updated Quality Assurance & Performance Improvement Plan.

**FINANCIAL REPORT – Debbie Anderson, CFO**

**OVERVIEW**

The clinic financials for the month of September show a loss of \$(108,095) and year to date shows a loss of \$(346,821). (See tables 1 & 2)

Overall, clinics are doing better than budgeted, even though the clinics are still coming negative. Part of this is due to savings on salaries and benefits since staff turns over and thus not all positions budgeted are currently filled. There are variances in supplies and IT due to equipment being bought for the ARP equipment grant that was not budgeted. Year to date visits came in at 9,094. Prior year to date visits for the same period were 8,546. The HIV grant has been extended for another year, so we are revamping staffing to account for that.

**CLINIC CHANGE IN NET POSITION**

**Table 1 Clinics September 2024**

Clinics	Actual Mth	Budget Mth	Over/(Under)	% of Budget
Patient Services (net)	612,325	602,180	10,144	1.68%
Grant Revenue	134,492	127,742	6,750	5.28%
340B Revenue	27,741	29,022	(1,280)	-4.41%
Capitation Fees	173,397	166,695	6,702	4.02%
Records & Interest	169	127	41	32.36%
Cost Report Adjustments	(141,667)	(141,667)	(0)	-0.00%
Quality	31,399	43,217	(11,818)	-27.35%
	<b>837,856</b>	<b>827,316</b>	<b>10,539</b>	<b>1.27%</b>
Salaries - Clinic	399,354	480,177	80,823	16.83%
Fringe - Clinic	82,594	102,301	19,708	19.26%
Phys Fees - Clinic	130,105	99,908	(30,197)	-30.23%
Purchases Services - Clinic	59,195	64,015	4,820	7.53%
IT, Network & Phones - Clinic	46,901	17,393	(29,509)	-169.66%
Supplies - Clinic	38,468	28,571	(9,898)	-34.64%
Supplies - 340B	17,353	19,876	2,523	12.69%
R&M - Clinic	3,040	4,521	1,482	32.77%
Leases/Rentals - Clinic	320	377	57	15.06%
Utilities - Clinic	8,770	7,854	(916)	-11.66%
Ins - Clinic	144	152	9	5.66%
Other - Clinic	9,109	6,970	(2,139)	-30.69%
Depreciation	16,507	14,590	(1,918)	-13.14%
	<b>911,967</b>	<b>916,705</b>	<b>4,738</b>	<b>4.19%</b>

Table 1 (continued)

Clinics	Actual Mth	Budget Mth	Over/(Under)	% of Budget
Operating Income/(Loss) before Allocation	25,994	(19,389)	45,383	234.07%
Allocation of Overhead for Health Centers	(134,089)	(180,294)	46,205	25.63%
<b>Change in Net Position</b>	<b>(108,095)</b>	<b>(199,683)</b>	<b>91,588</b>	<b>45.87%</b>

Quality payments are not as high, due to complexities of timing, bundled scores, improvement from the previous year, and other factors. The physician fees are over due to an unexpected necessary contract hire for dental. IT & supplies for the clinic is over due to equipment being bought for the ARP capital grant. This was not budgeted since we were unsure if HRSA was going to approve the change from the modular building to equipment. Since there was less expenses than budgeted in administration, the allocation of overhead expenses is not as much as budgeted.

Table 2 Clinics Year to Date

Clinics	Actual YTD	Budget YTD	Over/(Under)	% of Budget
Patient Services (net)	1,895,358	1,926,976	(31,618)	-1.64%
Grant Revenue	422,779	439,657	(16,879)	-3.84%
340B Revenue	81,048	92,869	(11,821)	-12.73%
Capitation Fees	515,593	500,085	15,509	3.10%
Records & Interest	450	407	43	10.61%
Cost Report Adjustments	(425,000)	(425,000)	0	0.00%
Quality	98,885	129,650	(30,765)	-23.73%
	<b>2,589,114</b>	<b>2,664,645</b>	<b>(75,531)</b>	<b>-2.83%</b>
Salaries - Clinic	1,277,767	1,560,574	282,807	18.12%
Fringe - Clinic	259,697	329,165	69,468	21.10%
Phys Fees - Clinic	372,270	319,704	(52,566)	-16.44%
Purchases Services - Clinic	175,516	194,722	19,205	9.86%
IT, Network & Phones - Clinic	81,696	52,178	(29,518)	-56.57%
Supplies - Clinic	114,610	91,426	(23,184)	-25.36%
Supplies - 340B	47,920	62,236	14,316	23.00%
R&M - Clinic	16,643	13,917	(2,726)	-19.59%
Leases/Rentals - Clinic	832	1,132	299	26.45%
Utilities - Clinic	29,921	24,563	(5,358)	-21.81%
Ins - Clinic	431	457	26	5.66%
Other - Clinic	72,145	21,627	(50,517)	-233.58%
Depreciation	49,415	43,769	(5,646)	-12.90%
	<b>2,498,864</b>	<b>2,715,470</b>	<b>216,606</b>	<b>7.98%</b>
Operating Income/(Loss) before Allocation	90,249	(50,826)	141,075	277.57%
Allocation of Overhead for Health Centers	(437,070)	(576,941)	139,871	24.24%
<b>Change in Net Position</b>	<b>(346,821)</b>	<b>(627,766)</b>	<b>280,945</b>	<b>44.75%</b>

The 340B revenue variance is due to pharmaceutical drug restrictions placed on FQHC's by the drug companies. The Other variance is due to recruitment fees paid for the new Split Rock doctor.

Chart A – Visits History Chart

Month	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Jul	3,055	3,283	3,091	2,877	(417)	2,758	3,054
Aug	3,092	3,587	3,016	3,124	3,315	3,195	2,992
Sep	3,140	3,501	3,069	3,134	3,256	(2,893)	3,048
Oct	3,562	3,892	3,267	3,282	3,071	3,026	
Nov	3,249	3,353	(2,632)	3,116	2,936	2,974	
Dec	(2,898)	3,304	2,984	(2,705)	2,881	2,613	
Jan	3,698	4,011	2,926	2,925	3,001	3,758	
Feb	3,198	3,763	3,192	3,068	2,882	2,998	
Mar	3,515	2,927	(3,521)	3,332	3,331	3,057	
Apr	3,660	(2,066)	3,461	3,094	2,896	3,026	
May	3,662	2,200	3,043	3,239	3,247	3,160	
Jun	3,344	2,786	3,086	3,218	2,939	2,679	
Total	40,867	38,673	37,288	37,415	36,425	35,337	9,094
Total July - Sept	10,081	10,371	9,176	9,436	9,241	8,546	9,094

Motion 24-53: MSC (Menendez/Todd) 5/0/3 motion carried to accept and file the September 2024 financial report.

## **HRSA VISIT REVIEW DISCUSSION – Tricia Gehrlein, CPE/CO**

CPE/CO Gehrlein reminded the Board on what HRSA expects when they conduct their site visits. She presented seven (7) slides in order to educate the Board on what “Board Authority” means, and how you meet your obligations.

## **REPORTING**

### **CLINICAL OPERATIONS REPORT – Tina Huff, CCOO**

CCOO Huff reported the following:

- Dr. Kim is currently seeing patients in 29 Palms this week.
- Dr. Rao, our new child psychiatrist, is seeing 4-6 patients per week.
- Hired, three (3) new medical assistants, and looking at hiring a nurse educator.
- Recruiting for another provider in Yucca Valley and Kaiser will have their mobile unit at our clinics (4) times per month beginning December.

### **QUALITY REPORT – Tricia Gehrlein, CPE/CO**

CPE/CO Gehrlein presented Q3 of the Quality Report, which included, patient satisfaction, patient grievances, life safety rounds, clinics, dental, UDS, peer review, and after-hours calls.

### **CEO REPORT – Cindy Schmall, CEO**

- The Yucca Valley office is undergoing some renovations to expand the space and make room for the providers and staff. The entire “old Pediatrics” suite is being painted and reworked to provide needed adult services.
- Split Rock is still in progress with electrical work and plumbing items in process.
- Dr. Kim has started to see patients but with some delays at Split Rock, there is such limited space that we need to park the Mobile Medical Unit (MMU) on site, so he has a place to work.
- Due to the limited space at Split Rock and needing the MMU there, we have now purchased a Mobile Dental Unit which is getting some work done on it so that the dental team can continue their work at the schools. The MDU as we are calling it will be getting a new wrap and be on the road by December 1<sup>st</sup>.
- The Health Center participated in the health fair doing health screenings including BP, BMI and A1c's. About 30 A1c's were completed and nursing students from CMC assisted. Close to 200 dental kits were also given out.
- We also received a record number of surveys back from the community, receiving about 55 surveys from the community.

### **CALENDAR REVIEW – Cindy Schmall, CEO**

CEO Schmall reviewed the November and December 2024 calendars with the Board members. Noting the change for the Employee Holiday Luncheon from December 13<sup>th</sup> to December 19<sup>th</sup>.


### **BOARD MEMBER COMMENTS**

Eric Menendez stated that he attended the Health Fair in 29 and thought it was a really great job done by the District. He would also like to learn more about how the District works.

Pat Cooper stated that she was excited about a new Doctor being in 29 Palms as it's been a long time since there has been one there.

### **ADJOURNMENT**

Meeting adjourned at 5:53 p.m.

  
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Pat Cooper, Secretary of the Board

*Minutes recorded by Beverly Krushat, CHC Board Clerk*