



Comprehensive Health Center

Board Meeting

April 9, 2018



LOCATION

21 Municipal Drive
Arnold, M O 63010



PHONE NUMBER

+1 636 933 2700



WEBSITE

www.comtrea.org



FACEBOOK

<https://www.facebook.com/COMTREA/>

OUR MISSION

To lead in providing quality, comprehensive healthcare that is affordable and accessible, and to support the dedicated professionals who make caring for the individuals we serve their number one priority.



AGENDA

- ✓ 7:30 AM – Meeting Open
- ✓ Approval of Agenda and Minutes
- ✓ CLOSED SESSION
- ✓ Financials
- ✓ CEO Report
- ✓ Action Items
- ✓ Discussion Items
- ✓ Adjournment

APPROVAL OF AGENDA

MOTION:

“I, _____, move that the Board approve the April 9, 2018 Meeting Agenda.”

APPROVAL OF MEETING MINUTES

MOTION:

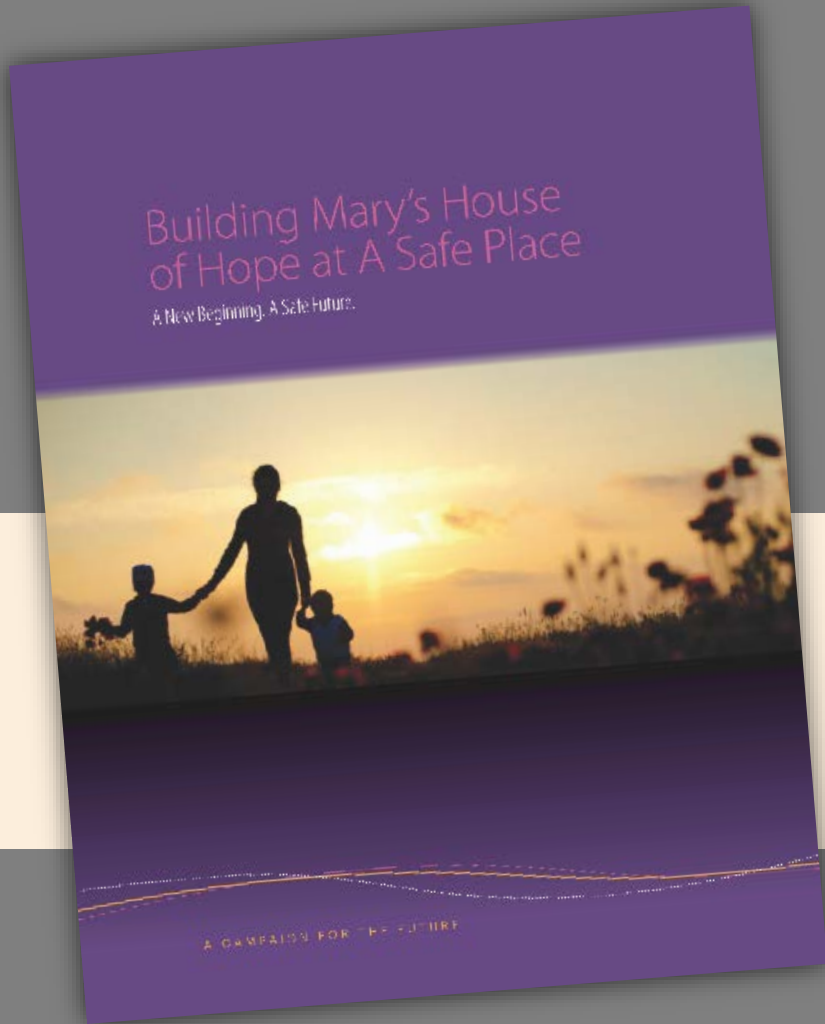
“I, _____, move that the Board approve the March 12, 2018 Meeting Minutes.”

CLOSED SESSION

- REAL ESTATE
- LEGAL

BOARD MEMBERS ONLY





CAPITAL CAMPAIGN UPDATE

Pat Rich
EMD Consulting



MOTION:

“As a member of the Finance Committee, I _____, move that the Board approve the financials for the month of February, 2018.”

CASH ON HAND
\$962,424.70

ACCOUNT RECIEVABLES
\$3,878,057.04

FINANCIAL REPORT

CEO REPORT

- METRICS REPORTING
- STATE AND FEDERAL BUDGET UPDATES
- FY2019 STRATEGIC PLANNING
- FY 2018 Q3 UPDATE
- DIVISIONAL UPDATES
- HRSA
- MEDIA/MARKETING UPDATE
- FLEET OF VEHICLES
- VOLUNTEERS

REVENUE CYCLE DASHBOARD

REVENUE CYCLE DASHBOARD

BENCHMARK

CASH BALANCE	<i>Due each Friday</i>	3/2/18	3/9/18	3/16/18	3/23/18	3/30/18	4/6/18
BofA Operating		178,514.66	81,262.27	532,871.72	232,555.84	543,994.59	41,874.81
US Bank - Athena Payments		204,706.71	8,373.75	71,597.20	145,773.40	9,522.38	2,657.14
Eagle Bank - Savings		26,724.55	26,724.55	31,736.07	31,736.07	31,736.07	31,736.07
BofA Savings		26,168.50	9,397.67	369,628.22	71,114.58	214,397.57	7,806.13
Commerce - Money Market		31,963.93	55,459.80	55,459.80	55,459.80	55,459.80	11,170.21
Sub-Total		468,078.35	181,218.04	1,061,293.01	536,639.69	855,110.41	95,244.36
Eagle Bank - Escrow		36,679.25	36,679.25	36,754.30	36,754.30	36,754.30	36,754.30
Certificate of Deposits		830,216.62	830,216.62	830,216.62	830,216.62	830,216.62	830,426.04
TOTAL CASH ACCOUNTS		1,334,974.22	1,048,113.91	1,928,263.93	1,403,610.61	1,722,081.33	962,424.70
CURRENT ACCTS RECEIVABLE		3,650,882.55	3,771,215.84	3,561,869.99	3,680,503.04	3,828,750.47	3,878,057.04
Weekly AR Collections							
% CASH to A/R	55% or higher	36.57%	27.79%	54.14%	38.14%	44.98%	24.82%
Days in Account Payable	15						
Days in Cash	90 days						

CEO REPORT



**FEDERAL
UPDATES**



**STATE
UPDATES**



CEO REPORT

FY 2019 STRATEGIC PLANNING

FISCAL YEAR STRATEGIC PLANNING SCHEDULE

DATE	TASK	
3/28/18	Distribution of Stakeholder questionnaires, both internal and external, along with the Annual Report. Request for feedback by 4/20/18.	Lisa Wigger
4/06/18	C-Team review of 3-year strategic plan (Fiscal Years 2018 – 2020) with review of draft 2019 goals and action steps.	Sue, Amy, Margo, Lisa R.
5/07/18	Strategic planning retreat with Leadership Council.	Sue & L.C.
5/16/18	All Employee Open Forum 2019 Strategic Planning	Sue
5/17/18 – 6/06/18	Finalize draft FY 2019 Strategic Plan with integration of feedback and priority needs from multiple inputs.	WHO
6/07/18	Review of draft FY 2018 Strategic plan with Executive Subcommittee of the Board	Sue
6/19/18	Presentation of the FY 2018 Strategic Plan and Budget	Board & LC

SIX GUIDING PRINCIPLES

1. Remain true to mission – serving those in need, advocating for those who may not have a voice and working tirelessly to help ease pain points for them and pursue opportunities for collaboration with other community agencies that, together, form the safety network,

2. Focus on improved health outcomes through integration of care (behavioral health, medical and dental) within COMTREA and more fully addressing the social determinants of health. Social determinants are those disparities that impact one's health and may include income, education, unemployment, addiction, early childhood development, trauma, stress, housing, food insecurity and transportation.

3. Become a customer-champion agency with a methodology to better capture the needs and priorities of our customers/individuals served and integrate that into our service delivery design.

4. Strengthen the leadership and footprint of COMTREA through the following philosophies and practices including; servant leadership, strength-based, team driven and accountability with metrics.

5. Become embedded in the digital market - both as providers and consumers. A focus in 2017 will be an updated website including a new platform.

6. Continual focus on positive change and innovation as a nimble and agile organization.

CEO REPORT

FY 2018

STRATEGIC PLAN Q3 UPDATE

FISCAL YEAR 2018 STRATEGIC PLAN QUARTERLY REVIEW STATS

PILLAR	Q.1	Q.2	Q.3	Q.4
Mission & Collaboration				
# Indicators	7	7	7	
# Action Steps	19	19	19	
# Action Steps Initiated	16	19	19	
% Steps Initiated	84%	100%	100%	#DIV/0!
Engagement & Leadership				
# Indicators	9	9	9	
# Action Steps	20	20	20	
# Action Steps Initiated	15	18	19	
% Steps Initiated	75%	90%	95%	#DIV/0!
Accountability & Sustainability				
# Indicators	11	11	11	
# Action Steps	27	27	27	
# Action Steps Initiated	18	25	26	
% Steps Initiated	67%	93%	96%	#DIV/0!
Integration				
# Indicators	9	9	9	
# Action Steps	18	18	18	
# Action Steps Initiated	13	18	18	
% Steps Initiated	72%	100%	100%	#DIV/0!
TOTAL				
# Indicators	36	36	36	
# Action Steps	84	84	84	
# Action Steps Initiated	62	80	82	
% Steps Initiated	74%	95%	98%	#DIV/0!

DIVISIONAL UPDATES

BEHAVIORAL HEALTH
PSYCHIATRY



PRIMARY CARE



ORAL HEALTH



CEO REPORT

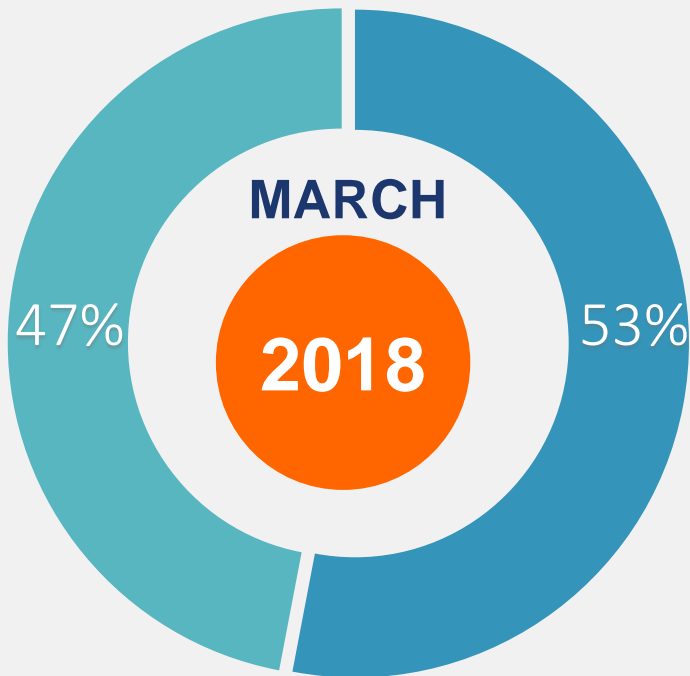
- 3 YEAR SAC AWARD
- OSV AND REQUIREMENT CHANGES
- MOCK SURVEY
- SLIDING FEE SCHEDULE



BOARD MEMBERS USING FQHC SERVICES



**HRSA
REQUIRES
51%
COMPLIANCE**



47%

Of Board Members
are using FQHC
Services

53%

Board Members
NOT utilizing FQHC
Services

CEO REPORT

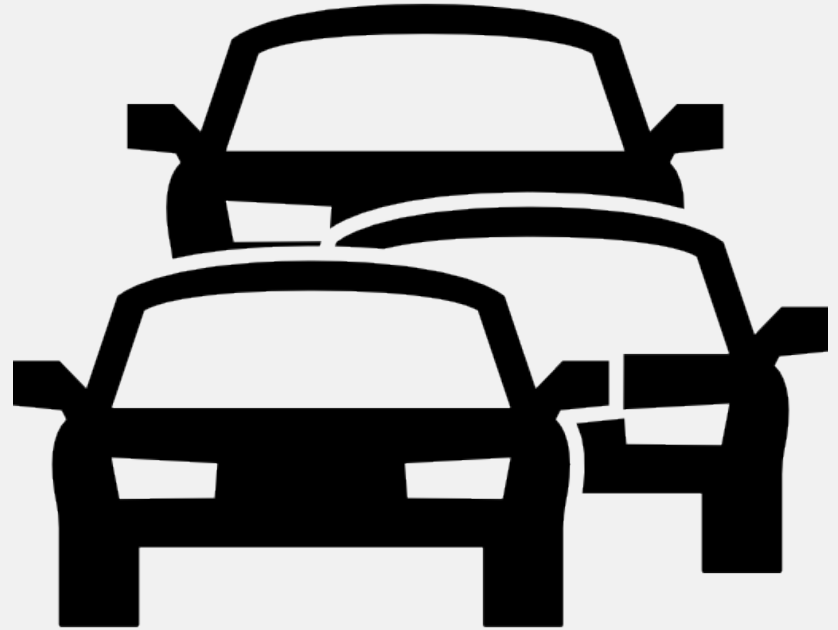
MEDIA/MARKETING UPDATE

#familytrea Branding



CEO REPORT

FLEET OF VEHICLES



VOLUNTEER REPORT

Location	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL HOURS
Bridle Ridge	68	102	24	28	12	8	0	0	0				242
A Safe Place	5	38	6	8	8	6	10	72	8				161
CAC	21	164	29	16	19	9	14	76	18				366
Employees	19	21	39	31	38	30	38	55	67				338
Board Members	78	74	76	131	84	71	72	45	94				725
Adult and C&Y Div.	0	0	0	0	0	0	0	0	0				0
Tails with Tales	22	26	37	51	121	84	82	63	84				570
Community Events	71	216	154	49	12	10	6	15	26				559
Job Shadowing	0	0	76	182	191	59	68	118	60				754
TOTAL Hours:	284	641	441	496	485	277	290	444	357	0	0	0	3715

ACTION ITEMS

REQUIRES A VOTE



APPROVAL

Leadership Council Reports

Emailed to Board

MOTION:

“I, _____, move that the Board approve the March 2018 Leadership Reports to the Board.”

APPROVAL

Addition of

“Emergency Narcan (Naloxone) Administration Policy”

MOTION:

“I, _____, move that the Board approve the addition of the Emergency Narcan Administration Policy.”

APPROVAL

Deletion of

“13.1.2 HR Reduction in Force (RIF)
Separation Policy”

MOTION:

“I, _____, move that the Board approve the deletion of 13.1.2 HR Reduction in Force (RIF) Separation Policy.”

CREDENTIALING & PRIVILEGING

New Staff / Interns Requiring Privileging - (during the month of March 2018)

Name	Title	Division
Casey Robinson	SA/EP Clinician	Behavioral Health
Kristin Whitwell	ADA Counselor	Behavioral Health
Elizabeth Pope	ADA Counselor	Behavioral Health
Pratibha Gurusiddaiya	Psychiatrist	Behavioral Health
Lisa Delaney	Child Psychiatrist	Behavioral Health
Kelly Conn	RN Case Manager	Primary Care
Jean Loemker	Critical Incident Reviewer/ Open Access Assessor	Behavioral Health
David Haasis	Behavioral Health Consultant	Behavioral Health/Primary Care

CREDENTIALING & PRIVILEGING

Current Staff Re-Privileged - (during the month of March 2018)

Name	Title	Division
Gautam Rohatgi	Psychiatrist	Behavioral Health
Rebecca Hassler	Medical Assistant	Primary Care
Camille Fuchs	Community Support Specialist	Behavioral Health
Jennifer Brewer	Community Support Specialist	Behavioral Health
Julie Boardman	Community Support Specialist	Behavioral Health
Shana Richter	ADA Counselor	Behavioral Health
Cassidy Brown	Community Support Specialist	Behavioral Health
Amanda Govreau	Dental Hygienist	Oral Health
Mickie Runyon	Community Support Specialist	Behavioral Health
Tiffany Burke	AVP - Adult Behavioral Health	Behavioral Health
Annette Hohmann	Medical Services Manager	Behavioral Health
Andrea Cuneio	AVP- Clinical Information Technology	Behavioral Health
Leigh Kokenis	Evaluation Crisis Intervention Specialist	Behavioral Health
Billie Jean Piel	Medical Assistant	Primary Care
C.J. Jos	Medical Director	Behavioral Health

MOTION:

“I, _____, move that the Board accept the **March 2018 Credentialing & Privileging Report** as presented.”

QIQA REPORT

Welcomed
New Board Member to
Coordinating Council

Beth McDaniel



Monthly Focus:

- Master G2 Quality Measures for all Departments to be reviewed Monthly or Quarterly.
- Monthly Focus Behavioral Health – reviewed CBHC Quality Measures
- PDSA (Plan, Do, Study, Act) for Primary Care reviewed.

QIQA REPORT - MPCA QUALITY MEASURES

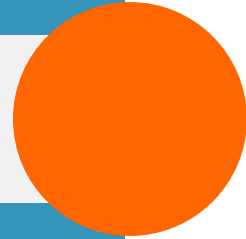
Clinical Quality Award 2018 Measure	Target		Month March as of 4/4/2018	Quarter as of 4/4/2018	Trailing Year as of 4/4/2018	Month March Numerator	Month March Denominator	Month March Exclusions
Hypertension Controlling High Blood Pressure (NQF 0018)	55.0 %	above	82.3 %	81.4 %	77.4 %	186	226	2
Child Weight Screening / BMI (NQF 0024)	50.0 %	above	97.5 %	96.7 %	96.9 %	153	157	1
Child Weight Screening / Nutritional Counseling (NQF 0024)	15.0 %	above	67.5 %	63.7 %	62.5 %	106	157	1
Child Weight Screening / Physical Activity (NQF 0024)	8.0 %	above	47.8 %	39.5 %	35.0 %	75	157	1
Tobacco Use: Screening and Cessation (NQF 0028)	80.0 %	above	97.7 %	97.4 %	96.5 %	606	620	0
Cervical Cancer Screening (NQF 0032) NQF 0034 50-75	60.0 %	above	42.5 %	41.4 %	36.8 %	151	355	50
Colorectal Cancer Screening (NQF 0034)	40.0 %	above	52.5 %	47.9 %	42.6 %	155	295	0
Use of Appropriate Medications for Asthma (NQF 0036)	75.0 %	above	100.0 %	100.0 %	84.6 %	5	5	3
Diabetes A1c > 9 or Untested (NQF 0059)	25.0 %	below	22.8 %	29.2 %	36.1 %	31	136	0
Screening for Depression and Follow-Up Plan 12-17 yrs (NQF 0418)	2.3 %	above	68.9 %	59.3 %	52.7 %	51	74	13
Screening for Depression and Follow-Up Plan 18+ yrs (NQF 0418)	2.4 %	above	85.2 %	82.0 %	76.7 %	368	432	288
BMI Screening and Follow-Up 18+ Years (NQF 0421/eCQM 69v5)	75.0 %	above	86.1 %	84.4 %	83.7 %	620	720	11

MOTION:

“I, _____, move *that* the Board approve the **March 2018 QIQA Coordinating Council Report.**”

DISCUSSION ITEMS

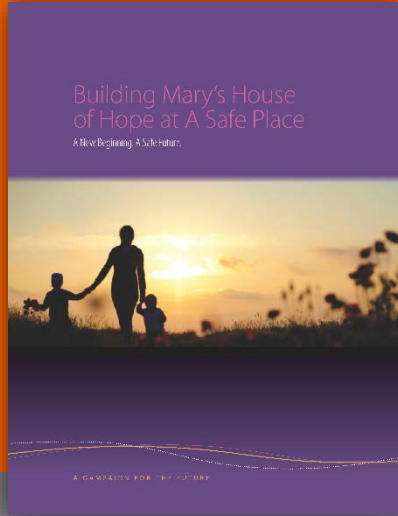
INFORMATIONAL



MONTHLY REPORT TO THE BOARD

- *Northwest Building Broke Ground this past week*

Building and Grounds



Capital Campaign

April 21st

*TwT Mission Paws-able
CAC Dance – Farmington*

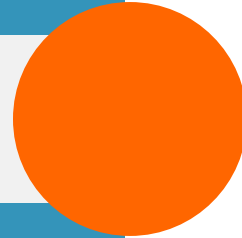
April 26th

Take Back the Night

Marketing & Events

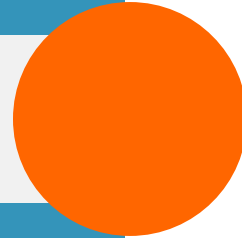
BOARD MEMBER

RECRUITMENT



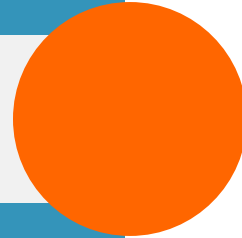
OLD BUSINESS

FOR DISCUSSION



NEXT SCHEDULED BOARD MEETING

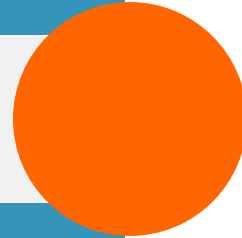
MONDAY, MAY 14, 2018



ADJOURNMENT

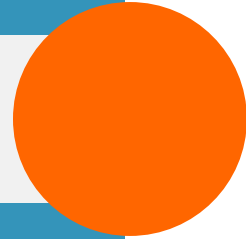
MOTION:

“With no further business to discuss, I, _____,
move that the Board adjourn.”



Quarterly Meeting

JCCMHFB





Comprehensive Health Center



LOCATION

21 Municipal Drive
Arnold, M O 63010



PHONE NUMBER

+1 636 933 2700



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