OUR MISSION

COMTREA’s mission is to be an innovative, effective, and responsive comprehensive health center which exists to serve those in need; we believe that our clients are entitled to the best professional care, in the most comfortable surroundings, at the most reasonable price possible. This we pledge to do.
AGENDA

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

“I, ______, move that the Board approve the January 8, 2018 Meeting Agenda.”
APPROVAL OF MEETING MINUTES

MOTION:

“I, ________, move that the Board approve the December 11, 2017 Meeting Minutes.”
“As a member of the Finance Committee, I ____________, move that the Board approve the financials for the month of November, 2017.”

**ACCOUNT Receivables**
$3,628,765.32

**CASH on Hand**
$1,321,361.55
CEO REPORT

- Metrics Reporting
- State and Federal Budget Updates
- FY Q2 Strategic Update
- Divisional Updates
- HRSA
- Volunteer Report
## REVENUE CYCLE DASHBOARD

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>BofA Operating</td>
<td>25,014.07</td>
<td>69,972.97</td>
<td>5,658.90</td>
<td>184,628.31</td>
<td>145,408.55</td>
</tr>
<tr>
<td>US Bank - Athena Payments</td>
<td>18,363.38</td>
<td>97,169.28</td>
<td>4,497.20</td>
<td>93,075.13</td>
<td>106,457.77</td>
</tr>
<tr>
<td>Eagle Bank - Savings</td>
<td>153,195.59</td>
<td>153,195.59</td>
<td>156,338.94</td>
<td>156,338.94</td>
<td>156,338.94</td>
</tr>
<tr>
<td>BofA Savings</td>
<td>9,895.78</td>
<td>16,320.98</td>
<td>7,960.56</td>
<td>345,022.56</td>
<td>21,339.85</td>
</tr>
<tr>
<td>Commerce - Money Market</td>
<td>82,773.23</td>
<td>82,773.23</td>
<td>102,654.95</td>
<td>102,654.95</td>
<td>103,180.95</td>
</tr>
<tr>
<td><strong>Sub-Total</strong></td>
<td><strong>289,242.05</strong></td>
<td><strong>419,432.05</strong></td>
<td><strong>277,110.55</strong></td>
<td><strong>881,719.89</strong></td>
<td><strong>532,726.06</strong></td>
</tr>
<tr>
<td>Eagle Bank - Escrow</td>
<td>36,665.69</td>
<td>36,665.69</td>
<td>36,669.91</td>
<td>36,669.91</td>
<td>36,669.91</td>
</tr>
<tr>
<td>Certificate of Deposits</td>
<td>829,854.43</td>
<td>829,854.43</td>
<td>829,854.43</td>
<td>829,854.43</td>
<td>829,854.43</td>
</tr>
<tr>
<td><strong>TOTAL CASH ACCOUNTS</strong></td>
<td><strong>1,155,762.17</strong></td>
<td><strong>1,285,952.17</strong></td>
<td><strong>1,143,634.89</strong></td>
<td><strong>1,748,244.23</strong></td>
<td><strong>1,399,250.40</strong></td>
</tr>
<tr>
<td><strong>CURRENT ACCTS RECEIVABLE</strong></td>
<td><strong>3,471,897.44</strong></td>
<td><strong>3,755,135.90</strong></td>
<td><strong>3,639,199.61</strong></td>
<td><strong>3,738,820.54</strong></td>
<td><strong>3,661,120.23</strong></td>
</tr>
<tr>
<td>Weekly AR Collections</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>% CASH to A/R</td>
<td>33.29%</td>
<td>34.25%</td>
<td>31.43%</td>
<td>46.76%</td>
<td>38.22%</td>
</tr>
</tbody>
</table>
CEO REPORT

FEDERAL UPDATES

STATE UPDATES
FY 2018 Q2 STRATEGIC UPDATE
Quarterly Review Stats by Pillar

MISSION & COLLABORATION
100%
7 – Indicators
19 – Action Steps
19 – Initiated

ENGAGEMENT & LEADERSHIP
90%
9 – Indicators
20 – Action Steps
18 – Initiated

ACCOUNTABILITY & SUSTAINABILITY
93%
11 – Indicators
27 – Action Steps
25 – Initiated

INTEGRATION
100%
9 – Indicators
18 – Action Steps
18 – Initiated

TOTAL OF 84 ACTION STEPS
80 STEPS INITIATED

95%
DIVISIONAL UPDATES

BEHAVIORAL HEALTH
PSYCHIATRY
- Open Access
- SNTP

PRIMARY CARE
- New Schedules
- July 2018 NetSmart NetSmart
- Performance Expectations

ORAL HEALTH
- Transition of Dental Director
- Performance Expectations
CEO REPORT

- SAC Application
- Pending – Scope Approval
- Revision of Annual Program Requirement
BOARD MEMBERS USING FQHC SERVICES

56% of Board Members are using FQHC Services

JANUARY 2018

This number will drop in February to below the 51% compliance

HRSA REQUIRES 51% COMPLIANCE

44% Board Members NOT utilizing FQHC Services
<table>
<thead>
<tr>
<th>Location</th>
<th>JULY</th>
<th>AUG</th>
<th>SEPT</th>
<th>OCT</th>
<th>NOV</th>
<th>DEC</th>
<th>TOTAL HOURS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bridle Ridge</td>
<td>68</td>
<td>102</td>
<td>24</td>
<td>28</td>
<td>12</td>
<td>8</td>
<td>242</td>
</tr>
<tr>
<td>A Safe Place</td>
<td>5</td>
<td>38</td>
<td>6</td>
<td>8</td>
<td>8</td>
<td>6</td>
<td>71</td>
</tr>
<tr>
<td>CAC</td>
<td>21</td>
<td>164</td>
<td>29</td>
<td>16</td>
<td>19</td>
<td>9</td>
<td>258</td>
</tr>
<tr>
<td>Employees</td>
<td>19</td>
<td>21</td>
<td>39</td>
<td>31</td>
<td>38</td>
<td>22</td>
<td>170</td>
</tr>
<tr>
<td>Board Members</td>
<td>78</td>
<td>74</td>
<td>76</td>
<td>131</td>
<td>84</td>
<td>53</td>
<td>496</td>
</tr>
<tr>
<td>Adult and C&amp;Y Div.</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Tails with Tales</td>
<td>22</td>
<td>26</td>
<td>37</td>
<td>51</td>
<td>121</td>
<td>84</td>
<td>341</td>
</tr>
<tr>
<td>Community Events</td>
<td>71</td>
<td>216</td>
<td>154</td>
<td>49</td>
<td>12</td>
<td>10</td>
<td>512</td>
</tr>
<tr>
<td>Job Shadowing</td>
<td>0</td>
<td>0</td>
<td>76</td>
<td>182</td>
<td>191</td>
<td>59</td>
<td>508</td>
</tr>
<tr>
<td>TOTAL Hours:</td>
<td>284</td>
<td>641</td>
<td>441</td>
<td>496</td>
<td>485</td>
<td>251</td>
<td>2598</td>
</tr>
</tbody>
</table>
ACTION ITEMS

REQUIRES A VOTE
MOTION: 

“I, ________, move that the Board approve the December Leadership Reports to the Board.”

APPROVAL

Leadership Council Reports

Emailed to Board December 29, 2017
MOTION:

“I, __________, move that the Board approve Lisa Rothweiler as the new COO with an effective date of January 1, 2018.”
MOTION: “I, ________, move that the Board approve the new Mission and Vision for COMTREA.”

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.

VALUES: To be recognized as a leader in comprehensive healthcare, challenging and inspiring individuals, families, and employees to reach their full potential and purpose.
MOTION:

“I, ________, move that the Board approve the reduced price for the Hwy 30 sale.”
MOTION:

“I, __________, move that the Board approve the termination of the SNTP contract.”
MOTION:

“I, ________, move that the Board accept the nomination of Elizabeth McDaniel to the COMTREA Board.”
MOTION:

“I, ______, move that the Board approve the revision of Employee Handbook 10.6 Professional Boundaries Policy.”
MOTION:

“I, ______, move that the Board approve the revision of the Outpatient Client Rights and Responsibilities Policy.”
CREDENTIALING & PRIVILEGING

New Staff / Interns Requiring Privileging (during the month of December 2017)

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Division</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shelby Pascoe</td>
<td>ADA Counselor</td>
<td>BH</td>
</tr>
<tr>
<td>Rachel Morel</td>
<td>Contract Psychiatrist</td>
<td>BH</td>
</tr>
<tr>
<td>Amy Reese</td>
<td>Medical Assistant</td>
<td>PC</td>
</tr>
<tr>
<td>Gina Staley</td>
<td>Community Support Specialist</td>
<td>BH</td>
</tr>
<tr>
<td>Rhonda Owen</td>
<td>Community Case Manager</td>
<td>BH</td>
</tr>
<tr>
<td>Audrey Greaves</td>
<td>Dentist</td>
<td>OH</td>
</tr>
</tbody>
</table>

Current Staff Re-Privileged (during the month of December 2017)

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Division</th>
</tr>
</thead>
<tbody>
<tr>
<td>Suzanne Rapisardo</td>
<td>Community Case Manager</td>
<td>BH</td>
</tr>
<tr>
<td>Ashley Whitley</td>
<td>Nurse Practitioner</td>
<td>PC/BH</td>
</tr>
<tr>
<td>Kimber Manning</td>
<td>Community Support Specialist</td>
<td>BH</td>
</tr>
</tbody>
</table>

MOTION:

“I, ________, move that the Board accept the December Credentialing & Privileging Report as presented.”
### QIQA REPORT - MPCA QUALITY MEASURES

<table>
<thead>
<tr>
<th>Measure</th>
<th>Target</th>
<th>Month</th>
<th>Quarter</th>
<th>Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hypertension Controlling High Blood Pressure (NQF 0018)</td>
<td>61.2 %</td>
<td>81.1 %</td>
<td>82.1 %</td>
<td>77.1 %</td>
</tr>
<tr>
<td>Child Weight Screening / BMI (NQF 0024)</td>
<td>54.7 %</td>
<td>96.8 %</td>
<td>97.6 %</td>
<td>97.2 %</td>
</tr>
<tr>
<td>Child Weight Screening / Nutritional Counseling (NQF 0024)</td>
<td>15.2 %</td>
<td>67.5 %</td>
<td>67.5 %</td>
<td>63.0 %</td>
</tr>
<tr>
<td>Child Weight Screening / Physical Activity (NQF 0024)</td>
<td>8.7 %</td>
<td>38.9 %</td>
<td>40.5 %</td>
<td>32.5 %</td>
</tr>
<tr>
<td>Tobacco Use: Screening and Cessation (NQF 0028)</td>
<td>85.0 %</td>
<td>98.2 %</td>
<td>97.6 %</td>
<td>96.0 %</td>
</tr>
<tr>
<td>Breast Cancer Screening Ages 50-74 (NQF 2372)</td>
<td>73.7 %</td>
<td>57.5 %</td>
<td>55.4 %</td>
<td>46.1 %</td>
</tr>
<tr>
<td>Cervical Cancer Screening (NQF 0032)</td>
<td>84.5 %</td>
<td>43.2 %</td>
<td>42.8 %</td>
<td>37.5 %</td>
</tr>
<tr>
<td>Colorectal Cancer Screening (NQF 0034)</td>
<td>52.1 %</td>
<td>56.0 %</td>
<td>52.8 %</td>
<td>44.9 %</td>
</tr>
<tr>
<td>Use of Appropriate Medications for Asthma (NQF 0036)</td>
<td>75.0 %</td>
<td>100.0%</td>
<td>92.9 %</td>
<td>88.0 %</td>
</tr>
<tr>
<td>Diabetes A1c &gt; 9 or Untested (NQF 0059)</td>
<td>18.0 %</td>
<td>25.0 %</td>
<td>27.5 %</td>
<td>34.7 %</td>
</tr>
<tr>
<td>Screening for Depression and Follow-Up Plan 12-17 yrs (NQF 0418)</td>
<td>2.3 %</td>
<td>56.1 %</td>
<td>55.5 %</td>
<td>51.9 %</td>
</tr>
<tr>
<td>Screening for Depression and Follow-Up Plan 18+ yrs (NQF 0418)</td>
<td>2.4 %</td>
<td>86.3 %</td>
<td>84.1 %</td>
<td>79.8 %</td>
</tr>
<tr>
<td>BMI Screening and Follow-Up 18+ Years – 2 BMI Ranges (NQF 0421 – CMS69v4)</td>
<td>85.0 %</td>
<td>87.8 %</td>
<td>89.2 %</td>
<td>87.4 %</td>
</tr>
</tbody>
</table>

**MOTION:**

“I, ___, move that the Board approve the December 2017 QIQA Coordinating Council Report.”
MONTHLY REPORT TO THE BOARD

Building and Grounds

A makeover to the Festival Clinic Lobby

Capital Campaign

Building Mary's House of Hope at A Safe Place

Marketing & Events

Saturday, February 3rd
5:30 pm
QUARTERLY REPORT TO THE BOARD

FEEDBACK FROM THE PATIENT ADVISORY COUNCIL

NEED FOR TRANSITIONAL AGE YOUTH PROGRAMMING

ISSUES WITH DIRECT INTERACTIONS WITH PROVIDERS

Physicians not always providing education to them about medications ordered – how connected with diagnosis

LACK OF COLLABORATION

There are problems and concerns between the collaboration of the three disciplines they want more of a connected collaborative approach between all divisions to meet and treat the client/family needs
SAVE THE DATE – UPCOMING EVENTS

**JANUARY**
- **19th**
  - Legacy Event for Tracy Wiecking
  - Fredericks – Festus Main Street
  - 11am – 2pm Open House

**FEBRUARY**
- **3rd**
  - Mardi Gras Event
  - Quality Inn, Festus
- **24th**
  - CAC Dance
  - Union

**MARCH**
- **24th**
  - Mary’s House of Hope Trivia Night
  - Festus
  - “Tacky Tourist Themed!”

**APRIL**
- **21st**
  - TwT Mission Paws-able
- **28th**
  - CAC Dance
  - Farmington
NEXT SCHEDULED BOARD MEETING

MONDAY, FEBRUARY 12, 2018
ADJOURNMENT

MOTION:

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