

**Coastal Health & Wellness
Governing Board Meeting
February 25, 2016**

Board Members

Present:

Dr. Milton Howard
Jose Boix
Virginia Valentino
Dorothy Goodman
Helene Little
Mario Hernandez
Sadie Smith
Cassandra Arceneaux
David Delac

Staff:

Tammy Babcock, Executive Director	Kathy Barroso, GCHD CEO
Dr. Al	Sergio Barrera
Dr. Foster	Eileen Dawley
Mary McClure	Richard Mosquera
Sandra Cuellar	Scott Packard
Hill Olson	Laura Walker
Andy Mann	Loretta Johansen
Kristina Garcia	Pisa Ring
Holly Copeland	Mario Acosta
Anthony Hernandez	Tikeshia Thompson Rollins

Excused Absence: Eligah Smith

Unexcused Absence:

Guest: Allen Sandersen

***Approval of Consent Agenda**

Dr. Howard, Board Chair asked that the Work Environment Policy be removed for further review and brought back to the Board at a later date. Virginia Valentino, made a motion to approve the consent agenda with the exception of the Work Environment Policy, seconded by Dorothy Goodman the consideration was unanimously approved by the Board.

Item #5 Executive Report

Tammy Babcock, Executive Director, presented the February 2016 Executive Report to the Board.

Item #6 Consider for Approval Single Agency Financial Audit Report

Alan Sandersen with Sandersen Knox & Co asked that item six be tabled until all Board members have report. Upon a motion made by Jose Boix, seconded by Mario Hernandez the consideration was unanimously approved by the Board.

Item #7 Consider for Approval Financial Committee Report for January 2016

Holly Copeland, Controller, asked the Board to consider for approval the financial committee report for January 2015. Holly pointed out to the Board that this month we had an increase in fund balance of \$17,800 in comparison to budget, revenues were lower than budget for this period but expenses were also lower this period. The revenue from the HSS Grant did include money from the expanded services grant that was received this year, that was a little higher the budget. Upon a motion made by Virginia Valentino, seconded by Mario Hernandez the consideration was unanimously approved by the Board.

Item#8 Update on Recommended Changes to the Financial Report

Holly Copeland, Controller, updated the Board on recommended changes to the financial report. Jose Boix asked that a base (patient revenue and third party) be added monthly or yearly. David Delac asked that the percentages increase and decrease be added, and to also include the details of the financial report for the next couple of months. Holly informed the Board that the goal is to have the recommended changes by the new FY April 2016. Upon a motion made by Virginia Valentino, seconded by Jose Boix the consideration was unanimously approved by the Board.

Item #9 Consider for Approval Bad Debt Write-Off and Adjustment Report for 2015

Kathy Barroso, Galveston County Health District Chief Executive Officer, asked the Board to consider for approval bad debt write-off and adjustment report for 2015. Upon a motion made by Virginia Valentino, seconded by Mario Hernandez the consideration was unanimously approved by the Board.

Item #10 Consider for Approval Appointment of David Delac to the Finance Committee

Kathy Barroso, Galveston County Health District Chief Executive Officer, asked the Board to consider for approval appointment of David Delac to the finance committee. Upon a motion made by Virginia Valentino, seconded by Mario Hernandez the consideration was unanimously approved by the Board.

Item #11 Consider for Approval Quarterly Access to Care Report

Tammy Babcock, Executive Director asked the Board to consider for approval quarterly access to care report. Tammy pointed out to the Board that the medical measures for the last quarter were cumulative through December 2015. There were 2.3 patients seen per hour which is down from 2014, and the number of patients seen were up by 200 patients. The no show rates is staying consistent however, Tammy stated would like to work on reducing the no show rate. Counseling measures were down in 2015 by 1.6 patients per hour in comparison to 1.3 patients per hour in 2014. Dental was also down in 2015 to 1.8 in comparison to 2.0 in 2014. The total visits are up for 2015. Upon a motion made by Virginia Valentino, seconded by Dorothy Goodman the consideration was unanimously approved by the Board.

Item #12 Consider for Approval Customer Service Survey Report

Mary McClure, Clinic Director, asked the Board to consider for approval the customer service survey report. Mary presented the percentages to the Board comparing the Texas City clinic to the Galveston clinic. Jose Boix, Vice Chair, asked that the questions be added to the new format, and David Delac asked that the boxes with the different columns display what they are. Dr. Howard asked the both cards received and the percentages be presented to the Board quarterly. Upon a motion made by Jose Boix, seconded by Dorothy Goodman the consideration was unanimously approved by the Board.

Item #6 Consider for Approval Single Agency Financial Audit Report 2015

Alan Sandersen with Sandersen Knox & Co presented the Single Agency Financial Audit Report for 2015 to the Board. There were no findings. Upon a motion made by Virginia Valentino, seconded by Mario Hernandez the consideration was unanimously approved by the Board.

Item #13 Consider for Approval Changes to HRSA Scope of Practice for FIT Testing Collaboration with MD Anderson

Tammy Babcock, Executive Director asked the Board to consider for approval changes to HRSA scope of practice for FIT testing collaboration with MD Anderson. Upon a motion made by Jose Boix, seconded by Mario Hernandez the consideration was unanimously approved by the Board.

Item #14 Next Steps Regarding Strategic Health Plan

Tammy Babcock, Executive Director asked the Board to consider for approval next steps regarding strategic health plan. Tammy informed the Board that she has reviewed the draft strategic health plan and has questions on what is being proposed for the next five years. Dr. Howard, Board Chair, asked that we form a strategic health plan committee and the committee will consist of Jose Boix, Mario Hernandez, David Delac, Tammy Babcock, Mary McClure, Dr. Alhassan, and Dr. Foster. Dr. Howard also asked that Kathy Barroso and Richard Mosquera to assist the staff and Board members. Jose Boix asked that the draft SHP notes be sent out to the committee. Dr. Howard, asked that the SHP be table until the subcommittee meets. Upon a motion made by Virginia Valentino, seconded by Jose Boix the consideration was unanimously approved by the Board.

Item #15 Update on Coastal Health & Wellness Patient Advocate

Mary McClure, Clinic Director, provided an update on the Coastal Health & Wellness patient advocate. Mary informed the Board that Tammy Babcock delegated Cynthia Franklin in the revenue cycle area as the patient advocate for Coastal Health & Wellness.

Item #16 Review Process to Evaluate Governing Board

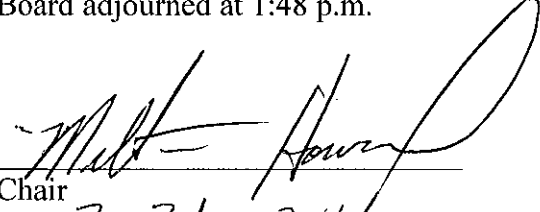
Tikeshia Thompson Rollins, Executive Assistant II, reviewed the process to evaluate the Governing Board. Dr. Howard asked the Board attendance log be sent out to all Board members along with the assessment forms.

Item #17 Consider Governing Board Nominee for Vacant Community Representative

Dr. Milton Howard asked the Board to consider for approval governing board nominee Warren Jay Holland for the vacant community representative. Upon a motion made by Virginia Valentino, seconded by Helen Little the consideration was unanimously approved by the Board.

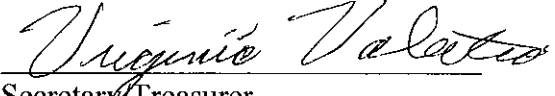
Adjournment

Upon a motion to adjourn was made by Virginia Valentino, seconded by Dorothy Goodman. The Board adjourned at 1:48 p.m.



Chair
3-31-2016

Date



Secretary/Treasurer
7-31-2016

Date