

**Coastal Health & Wellness
Governing Board Meeting
April 27, 2017**

Board Members

Present:

Dr. Milton Howard
Jay Holland
David Delac
Virginia Valentino
Helene Little
Miroslava Bustamante

Staff:

Mary McClure, Interim Executive Director	Kathy Barroso, CEO
Dr. Foster	Pisa Ring
Dr. Alhassan	Paul Salvo
Andrea Cortinas	Richard Mosquera
Mary Orange	Scott Packard
Michelle Peacock	Cynthia Franklin
Eileen Dawley	Mario Acosta
Sandra Cuellar	Anthony Hernandez
Tikeshia Thompson Rollins	Tiffany Carlson
	Laura Walker

Excused Absence: Dorothy Goodman

Unexcused Absence: Mario Hernandez

Guest: Jansen Otterness

***Approval of Consent Agenda**

Dr. Milton Howard, Board Chair, asked for a motion for consent agenda for items one through five with the removal of the Billing & Collection Policy. Upon a motion by Virginia Valentino, seconded by Jay Holland, Consent Agenda items one through five were unanimously approved.

******* Dr. Milton Howard, Board Chair, changed the order of the agenda item bringing #12 up right under the consent agenda.

Item#12 Report from BKD, LLP Regarding Financial Review Engagement

Jansen Otterness, Senior Manager with BKD, presented the financial review engagement. The review consisted of compliance matters and strategic considerations. There were no significant findings. Some Recommendations were to present the Co-Applicant and Shared Services Agreement to the governing Board and United Board of Health as soon as possible for approval and implementation. Cash Management / Period of Performance evaluate the financial feasibility of delaying draws made on CHC grant base funds, which has historically been tied almost exclusively to personnel cost, until late in each month or in the following month. This is especially true in the early months of the grant budget year when period of performance is a significant consideration. Review the provisions and language included in the existing purchasing policy to ensure that it reflects the requirements and necessary language contained in the recently implemented Uniformed Grant Guidance. When completing a grant budget for the federal CHC grant, as a best practice, the Health Center should assign some level of costs to every realistic direct cost budget category in the federal share column of the submitted budget. The Health Center should analyze the impact that a potential changes to the Texas Medicaid program would have on cash flow, the administrative requirements associated with potentially filing wraparound requests, and the possible changes to the billing process and be ready to implement changes if needed. Upon a motion made by Virginia Valentino, seconded by Jay Holland, the consideration was unanimously approved by the Board.

Item #6 EXECUTIVE SESSION

The Coastal Health & Wellness Governing Board will enter into Executive Session as permitted under the Open Meetings Act, Chapter 551 of the Texas Government Code, pursuant to *Section 551.0785 of the Texas Government Code, Deliberations Involving Medical or Psychiatric Records of Patients*: specifically, to deliberate the medical or psychiatric records of an patient appealing their termination of clinic services.

Item #7 Reconvene Regular open Meeting

Reconvene to regular meeting at 12:51

Item#8 Take appropriate action resulting from the executive session deliberation regarding the appeal from Patient #1.

Dr. Milton Howard, Board Chair, ask the Board to make a motion regarding the appeal of patient #1. Virginia Valentino, made a motion to reinstate patient #1, second by Jay Holland, the consideration was unanimously approved by the Board

Item#9 Take appropriate action resulting from the executive session deliberation regarding the appeal from Patient #2.

Dr. Milton Howard, Board Chair, ask the Board to make a motion regarding the appeal of patient #2. Jay Holland, made a motion to not reinstate patient #2, second by Jose Boix, the consideration was unanimously approved by the Board,

Item#10 Take appropriate action resulting from the executive session deliberation regarding the appeal from Patient #3.

Dr. Milton Howard, Board Chair, ask the Board to make a motion regarding the appeal of patient #3. David Delac, made a motion to reinstate patient #3, second by Jose Boix, the consideration was unanimously approved by the Board.

Item#11 Executive Report

Mary McClure, Interim Executive Director/Business Director, presented the April 2017 Executive Report to the Board.

Item#13 Consider for Approval Financial Committee Report March 2017

Kathy Barroso, Chief Executive Officer, asked the Board to consider for approval financial committee report for March 2017. Kathy pointed out to the Board MTD decrease in Fund Balance of \$247,539. Revenues were \$17K lower than budgeted this month. MTD revenues related to HHS Grant Revenue and 340B Pharmacy programs were higher than budgeted while revenues from County and Medicare were lower than budgets for this period. YTD revenues were \$1,420,813 higher than budgeted largely due to DSRIP revenue of \$1,680,000. MTD expenses were \$76,535 higher than budgeted and are under budget YTD by \$82,505. Kathy also informed the Board Higher MTD expenses are due to purchase of IT equipment upgrades this month (\$114K) which were approved by the Board in Jan 2017. The YTD expenses were \$82,505 lower than budgeted. Overages in Security (\$13K), Misc Contract (\$30K), Pharmacy (\$62K), Training (\$18K), Leases (\$90K), IGT (\$152K), IT expenses (\$219K), Equipment (\$25K) and Prof Fees (\$17K) were offset by savings in YTD Personnel expenses (\$672K). YTD increase in fund balance of \$1,503,318 based on CHW grant year. Total fund balance \$4,216,181 as of 3/31/17. Upon a motion made by David Delac, seconded by Jay Holand, the consideration was unanimously approved by the Board.

Item #14 Consider for Approval Letter to Terminate External Audit Agreement with Sandersen & Scheffer, PLLC

Kathy Barroso, Chief Executive Officer, asked the Board to consider for approval letter to terminate external audit agreement with Sandersen & Scheffer, PLLC. Kathy informed the Board that the external audit with Sandersen & Scheffer was presented late and it's a requirement to file the Medicare cost report and external audit by the end of February each year. Kathy also stated the audit report was not submitted, a regular financial report was however, the Medicare cost report was rejected. Kathy informed the Board that the agreement with the External Auditors is with both the UBoH and CHW Governing Board and after talking with both Finance Committees they are in agreement to go out for bids for the new audit period. Upon a motion made by Jay Holland, seconded by David Delac, the consideration was unanimously approved by the Board.

Item #15 Consider for Approval Quarterly Analysis Report and Breakdown of New Patients by Payor Source

Kathy Barroso, Chief Executive Officer, asked the Board to consider for approval the Quarterly Visit and Analysis Report including a breakdown of New Patients by Payor Source. Kathy Barroso also suggested tracking on a monthly basis. Jose Boix requested that the unduplicated patients be added. Upon a motion made by Virginia Valentino, seconded by Jose Boix, the consideration was unanimously approved by the Board.

Item #16 Consider for Approval the Annual Approval of Dental/Denture Fee Schedule

Mary Orange, Accounting Manager, asked the Board to consider for approval the Dental/Denture Fee Schedule. Upon a motion made by Virginia Valentino, seconded by Jay Holland, the consideration was unanimously approved by the Board.

Item #17 Consider for Approval the Annual Approval of Medical Fee Schedule

Mary Orange, Accounting Manager, asked the Board to consider for approval the Medical Fee Schedule. Upon a motion made by Jay Holland, seconded by David Delac, the consideration was unanimously approved by the Board.

Item #18 Consider for Approval Quarterly Compliance Report

Richard Mosquera, Director of Compliance and Contracts, asked the Board to consider for approval quarterly compliance report. Upon a motion made by Jose Boix, seconded by David Delac, the consideration was unanimously approved by the Board.

Item #19 Consider for Approval Re-Privileging Rights for Leonard Nagorski, MD

Dr. Alhassan, Medical Director, asked the Board to consider re-privileging for Leonard Nagorski, MD, Pediatrician. Upon a motion made by Virginia Valentino, seconded by Jay Holland, the consideration was unanimously approved by the Board.

Item #20 Consider for Approval Appointment of Kathy Barroso as Interim CFO

Dr. Milton Howard, Board Chair, asked the Board to consider the appointment of Kathy Barroso as Interim CFO. Upon a motion made by Jay Holland, seconded by David Delac, the consideration was unanimously approved by the Board.

Item #21 Consider for Approval Change in Scope Items

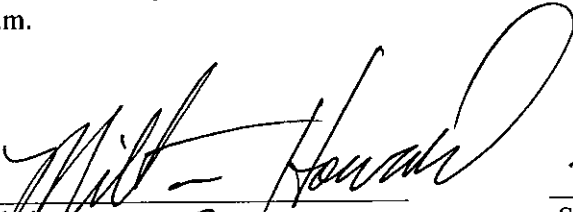
Mary McClure, Interim Executive Director/Business Director, asked the Board to consider for approval change in scope items. Upon a motion made by Jay Holland, seconded by Jose Boix, the consideration was unanimously approved by the Board to make the following changes.

- Form 5A Colum III: Remove Gynecological Care

- Form 5A Colum II: Remove Outreach
- Form 5A Colum III: Environmental Health Services

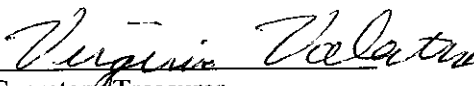
Adjournment

A motion to adjourn was made by Virginia Valentino, seconded by Jose Boix. The Board adjourned at 1:23 p.m.



Chair
1 June

Date



Secretary/Treasurer
June 1, 2017

Date