

Cass County Health Department

BOARD OF HEALTH

Regular Meeting

August 28, 2019

The Cass County Board of Health met at the Virginia office of the Cass County Health Department on August 28, 2019. President Lesley Newell called the meeting to order at 12:06 p.m.

Board of Health members attending the meeting were Lesley Newell, Joyce Brannan, Ron Aggertt, Amy Parlier, Josh Millard, Ann Chelette and Mekelle Neathery.

Health Department employees present were Teresa Armstrong, Dirk Debergh, Tiffany Angelo, Linda Debergh and Andrew English. Nicole Roegge was present to take the minutes of the meeting.

Approval of Minutes

A motion was made by Ann Chelette and seconded by Amy Parlier to approve the minutes of the July meeting. The motion carried with all in favor.

Approval of Financial Report

Teresa Armstrong, Administrator, reported that there were a couple of errors that should be pointed out on the reports. On the dashboard report the FQHC billable Encounters by Payer Mix target should match the FQHC Billable Patient Encounters by Service but it does not. This will be corrected on the September reports. Also, on the Detailed Accounts Receivable Statement, the HRSA-HIIP line with \$119,070.58 is an error. This money should be under the regular HRSA grant, not the HRSA-HIIP grant.

Teresa also mentioned that two new measures were added this month to the dashboard report: Bad Debt Write Off as a % of Total Billing and % of Accounts Receivable Less than 120 days. These measures will continue to be on the dashboard report going forward.

Teresa also pointed out that on the Cass County Health Clinic income and expense report it looks as though there were more expenses than receipts for the month of July. Dirk is waiting on the final approval for the HRSA carry over request that he has completed therefore there is \$87,000 in revenue that has not been recognized. Once Dirk receives the official word from HRSA that the carry over request has been approved he will add this revenue. There is also revenue not recognized yet for the School Health Center grant as the signed grant agreement has not been received at this time. Once the agreement is in office then this revenue will be recognized as well.

A motion was made by Josh Millard and seconded by Ron Aggertt to approve the financial report as presented. The motion carried with all in favor.

Administrator's Report

Teresa Armstrong, Administrator, reported that a new biller has been hired for the financial department. Her name is Erica and she will be starting on Friday. Amanda Caputo has been hired as a front desk receptionist for the clinic and she has started and is training. The Home Services department is still looking for a full time RN and the medical clinic is now in need of a full time CMA as Samantha Michael will not be returning to the clinic following her maternity leave. HealthLab has also hired a new phlebotomist to cover both the Virginia and Beardstown offices and she will be starting today.

Teresa reported that she has gotten word that the health clinic will be receiving a supplemental award for substance use and mental health of \$110,000, an integrated behavioral health supplemental award for \$167,000 and a 2019 Quality Award for \$79,676. The health clinic received a gold award for Health Center Quality Leaders. This award recognizes the top 10% of health centers who have achieved the best overall clinical performance among all health centers. The clinic also received awards for clinical quality improvers, advancing health information technology for quality and PCMH Level 3 recognition.

Teresa welcomed Mekelle Neathery as the newest Board of Health member.

Teresa discussed the issue of vaping that has been in the news recently. There are currently 22 active cases of serious illness in Illinois as a result of vaping. The health department is currently working on developing health education talks targeted at school age youth on the dangers and effects of vaping. She hopes to offer these to the local schools in the next couple of months.

See handout.

Clinic Report

Tiffany Angelo, Clinic Director, reported that Dr. Curry is settling into his role at the clinic and she is getting lots of positive feedback from patients.

Tiffany reported that school physicals went very well in the schools during registration this year. The clinic is also getting several new patients who are still in need of physicals now.

Tiffany reported that the medical clinic is reporting on 6 quality assurance measures this month. Two of those measures were below goal which were cervical cancer screening and prenatal health. Staff will be reminded at their upcoming staff meeting to make sure they are getting signed medical record releases from patients who receive their cervical cancer screenings at another provider during their first visit to the clinic.

Closing the referral loop was at 91% compliance for the reporting period with a goal of 85%. This measure continues to go well. A new measure regarding statin therapy for the prevention and treatment of cardiovascular disease was reported on this month with a compliance rate of 63%. A goal will be set for this measure during the QA meeting.

The dental clinic only had one quality assurance measure to report during this reporting period. They were at 97% compliance on their caries risk assessment completed measure.

See handouts.

Public Health Report

Andrew English, Public Health Coordinator, reported that the first shipment of flu vaccine is set to ship today and should be here by tomorrow. He will be working on scheduling flu shot clinics in all Cass County communities. Each community will have a morning and an afternoon clinic.

Bryanna Kampwerth was hired in July as a new health educator. She is doing well and is eager to get started in the local school districts.

See handout.

Environmental Health Report

See handout.

Quality Assurance Report

See handout.

Old Business

There was no Old Business to report.

New Business

Teresa Armstrong, Administrator, presented a handout regarding current charges, current costs, and proposed rates for both the Home Health and Hospice programs. A motion was made by Ann Chelette and seconded by Ron Aggertt to approve the Home Health and Hospice rate changes as presented. The motion carried with all in favor.

Teresa Armstrong, Administrator, presented the 2019 Cass County Health Department Strategic Plan. This document was drafted by a group of Cass County Health Department leaders and Board of Health members. The purpose of the strategic plan is to plan for long range planning for financial management and capital expenditure needs as well as other projects that can benefit the health center and the community. A motion was made by Amy Parlier and seconded by Josh Millard to approve the 2019 Cass County Health Department Strategic Plan as presented. The motion carried with all in favor.

A motion was made by Ron Aggertt and seconded by Amy Parlier to approve the changes to the Cass County Health Department Policies and Procedures as presented with no changes. The motion carried with all in favor.

A motion was made by Josh Millard and seconded by Ron Aggertt to approve the credentialing and privileging for Lindsay Booth as presented. The motion carried with all in favor.

Teresa Armstrong, Administrator, reviewed the following change in scope changes to form 5A and 5B: removed prenatal and intrapartum care from column II and removed diagnostic radiology from column II as well. A motion was made by Amy Parlier and seconded by Ron Aggertt to approve the HRSA Change in Scope as presented. The motion carried with all in favor.

Adjournment

A motion was made by Josh Millard and seconded by Amy Parlier to adjourn the meeting. The motion carried with all in favor. President Lesley Newell adjourned the meeting at 12:45 p.m.

Respectfully submitted,

Nicole Roegge, Admin. Asst.