

The County of Santa Cruz
Integrated Community Health Center Commission
MEETING AGENDA

August 6, 2020 @ 11:00 am

MEETING LOCATION: ZOOM Meeting Dial - 1 669 900 9128: Meeting ID: 885 7832 3198
or Teleconference Call Information - 831-454-2222: Code: 850702
1080 Emeline Ave., Bldg. D, Santa Cruz, CA 95060

ORAL COMMUNICATIONS - Any person may address the Commission during its Oral Communications period. Presentations must not exceed three (3) minutes in length, and individuals may speak only once during Oral Communications. All Oral Communications must be directed to an item not listed on today's Agenda and must be within the jurisdiction of the Commission. Commission members will not take actions or respond immediately to any Oral Communications presented but may choose to follow up at a later time, either individually, or on a subsequent Commission Agenda.

1. Welcome/Introductions
2. Oral Communications
3. July 2, 2020 Meeting Minutes – Recommend for Approval
4. Draft Letter to Editor – Review
5. Quality Management Committee Update
6. Financial Update
7. CEO/COVID-19 Update

Action Items from Previous Meetings:

Action Item	Person(s) Responsible	Date Completed	Comments
Bring updated corrected UDS report.	Raquel		
Keep Commission updated on novel coronavirus (COVID-19)	Amy		
Medication Management Therapy. Report back on this topic at the next meeting.	Raquel		
Send Emergency Operations Plan (EOP) signature page to Christina for signature.	Mary		
Report back on maximum out of pocket limit set. Check with other county agencies	Julian		
Invite Mimi or Dr Newel to our next meeting to give an update on COVID-19	Amy		
Bring to Quality Management Committee perhaps have a focus group or do a patient survey on diabetic supply access for our patients	Raquel		
Report how COVID-19 has affected our current budget.	Julian		

Next meeting: September 3, 2020 11:00 am- 1:00 pm

Meeting Location: ZOOM Meeting/Teleconference Call Information - 831-454-2222: Code: 850702
1080 Emeline Ave., Bldg. D, Santa Cruz, CA 95060

The County of Santa Cruz Integrated Community Health Center Commission

Minute Taker: Mary Olivares

Minutes of the meeting held July 2, 2020

TELECOMMUNICATION MEETING: ZOOM Meeting - or call in number 831-454-2222: Meeting Code: 850702.

Attendance	
Christina Berberich	Chair
Len Finocchio	Vice Chair
Caitlin Brune	Member at Large
Rahn Garcia	Member
Dinah Phillips	Member
Amy Peeler	County of Santa Cruz, Chief of Clinic Services
Raquel Ramirez Ruiz	County of Santa Cruz, Senior Health Services Manager
Julian Wren	Administrative Services Manager
Mary Olivares	Admin Aide
Meeting Commenced at 11:09 am and Concluded at 12:33 pm	
Excused/Absent:	
Absent: Gustavo Mendoza	
Absent: Marco Martinez-Galarce	
Absent: Pamela Hammond	
1. Welcome/Introductions	
2. Oral Communications:	
3. June 4, 2020 Meeting Minutes - Action item	
Review of June 4, 2020 Meeting Minutes - Recommended for Approval. One edit was recommended under Oral Communications to add a "D" to state <i>Closed Session</i> . With this change Caitlin moved to review and accept minutes, Kristina second, and the rest of the members present were in favour.	
4. Quality Management Plan – Recommend for Approval	
Raquel presented the quality management plan for approval. She stated there was very little changes made. There was a bit of discussion on page four under Scope of Work, first sentence. The committee agreed it should read as followed "includes all stakeholders, including but not limited to patients, involved in the direct experience of clinical care" with this change of language Rahn recommends motion for approval. Dinah second, rest of members in favour.	
5. Quality Management Committee Update	
Raquel gave an update on the following: She stated that the recovery team is meeting on a weekly basis to identify benchmarks on what will trigger clinics to scale services up or down. This is going to help determine our level of operations moving forward with COVID-19 and will help guide us with future emergencies. Raquel also gave an update on Peer Review Committee. She stated that we are assigning nine charts on a quarterly basis to all providers for review. They will provide feedback to the provider they are reviewing. This is meant to serve as an educational tool to our providers and not punitive.	
6. Financial Update	
Julian reported the forecasted budget estimated net county cost was \$114,044, actual net county cost as of end of May \$4,447,250, and clinic services estimated actual net cost as of 6/12/20 was \$300,000. He stated revenues are down 34% than forecasted however, our expenditures are also underbudget. Julian stated he is in the process of applying and enrolling our FQHC clinics in uninsured COVID-19 testing and visit program funded by the CARES Act. These funds will be used for visits and testing backdating to February 2020 and will allow us to claim reimbursements for uninsured patients. A review will be conducted to assess how many visits we had related to COVID-19. Julian also presented the visit metric, this report indicated how many visits we had within the last 13 weeks (12/14/19 to 5/30/20). Julian reported that the board had approved a pre COVID-19 response budget and over the next couple of months they will be refining the 20/21 budget which is scheduled to be approved in August 2020. He stated they have done a lot of estimating of how COVID-19 is going to be affecting us next year and that is not yet reflected in the budget. Lastly, he stated the Board of Supervisors had approved furloughs that equates to 7.5% for all employees.	
7. CEO/COVID-19 Update	

Amy reported that the strategic planning committee finalized the mission statement. Amy stated this was the first time clinics has had a mission statement the new mission statement is: **To Promote Protect the Health and Wellbeing of our Community by Proving Access to Quality Comprehensive and Affordable Primary and Integrated Behavioural Health Care Services.** Other items reported on:

- furlough for all county employees will be 7.5% and Department Heads will have a 10% furlough.
- We have two strong candidates for the Medical Director vacancy in north county. The Personnel Department is doing an executive level deep dive into references. Both applicants did a ZOOM meeting and came out to meet staff. We have received very positive feedback from staff.
- It has been very difficult during this pandemic. Our only Microbiologist is working seven days a week and are looking to get him some assistance. We have had two employees test positive and the positive rate in Watsonville is sky rocketing. There is a lot of overcrowding housing and the county is looking at resources for patients that are positive and to seek alternate housing arrangements so they can isolate. Commission member Caitlin stated that Assembly member Rivas has a bill right now to increase funding solutions for housing that would allow for alternate housing arrangement to alleviate overcrowding housing problems. Caitlin will send to Amy information on the advocacy item to ensure more state funding for housing.

Amy thanked the Commission Members for volunteering for being on the Commission. She stated how much she appreciated each of them for their hard work. Dinah asked Amy if it would be appropriate to send Gail and Mimi a letter of appreciation thanking them for their leadership? Dinah will write letter to Gail and Mimi on behalf of the commission, she will CC: CAO Officer Carlos J. Palacios as well. There was discussion on sending a letter to the editor of the Santa Cruz Sentinel. Dinah will draft one up and bring back to next meeting.

Action items:

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Next Meeting: August 6, 2020 11:00 am - 1:00 pm
ZOOM Meeting: 1080 Emeline, Santa Cruz, CA

Minutes approved _____
(Signature of Board Chair or Co-Chair)

_____/_____
(Date)

Santa Cruz County Health Services Agency Clinics

Fiscal Presentation

8/6/20

HSA Clinic
 Services
 Financials as
 of 6/30/20

Division	CLINIC		
Sub Program	(All)		
GLKey	(All)		
Row Labels	Budget	Actual	Bud to Act Var
REVENUE	(43,529,481)	(35,156,245)	(10,373,236)
15-INTERGOVERNMENTAL REVENUES	(5,564,914)	(5,680,687)	(884,227)
19-CHARGES FOR SERVICES	(35,174,395)	(27,919,166)	(3,255,235)
23-MISC. REVENUES	(2,790,172)	(1,556,397)	(1,233,775)
EXPENDITURE	45,653,893	37,197,186	8,456,707
50-SALARIES AND EMPLOYEE BENEF	26,275,324	22,924,268	3,351,056
60-SERVICES AND SUPPLIES	6,977,940	5,799,993	1,177,947
70-OTHER CHARGES	2,741,421	2,619,846	121,576
80-FIXED ASSETS	323,334	139,260	184,074
90-OTHER FINANCING USES	100,000	152,821	(52,821)
95-INTRAFUND TRANSFERS	9,235,873	5,560,999	3,674,874
Grand Total	124,412	2,040,941	(1,916,529)

Projection Report

Unit Counts and Total Net Charges by Department Group and Fiscal Posting Group - Projection Report

Post Dates through: 06/30/2020 (-14 workdays)

All Departments

PostGroup	FY 18-19				FY 19-20				FY 20-20			
	Units		Net Charges		Units		Net Charges		Units		Net Charges	
MEDI-CAL	99,584	74.8%	22,442,653	84.2%	75,194	73.9%	19,974,802	86.9%	0	0.0%	0	0.0%
MCA	1	0.0%	0	0.0%	1	0.0%	0	0.0%	0	0.0%	0	0.0%
MEDICARE	15,675	11.8%	2,820,949	10.6%	10,549	10.4%	1,880,260	8.2%	0	0.0%	0	0.0%
MEDI-CRUZ	3,473	2.6%	361,396	1.4%	2,198	2.2%	226,424	1.0%	0	0.0%	0	0.0%
HPHP	1,583	1.2%	203,858	0.8%	1,271	1.2%	185,251	0.8%	0	0.0%	0	0.0%
FEIS	348	0.3%	56,887	0.2%	349	0.3%	59,851	0.3%	0	0.0%	0	0.0%
INTERFUND	122	0.1%	8,768	0.0%	181	0.2%	-6,223	0.0%	0	0.0%	0	0.0%
MCWP	374	0.3%	124,419	0.5%	335	0.3%	120,049	0.5%	0	0.0%	0	0.0%
MENTAL HLTH	452	0.3%	140,277	0.5%	264	0.3%	160,363	0.7%	0	0.0%	0	0.0%
OTHER	11,266	8.5%	473,809	1.8%	10,950	10.8%	393,592	1.7%	0	0.0%	0	0.0%
No Group Assigned	204	0.2%	11,441	0.0%	430	0.4%	-1,054	0.0%	0	0.0%	0	0.0%
Totals:	133,082		26,644,457		101,722		22,993,314		0		0	
Less Reserve Amount:			292,582				381,031				0	
Actual Recognition:			26,351,875				22,612,283				0	

Work Q Research

Work Queue	AVE WQ DAYS	AMOUNT
SCZ Claims Research	165	\$ 227,591.93
SCZ Registration	152	\$ 102,038.25
SCZ CL Medicare Claims	152	\$ 8,759.25
SCZ CL Medicare Claims	132	\$ 66,547.52
SCZ C No Rules	104	\$ 461,801.25
SCZ Back End	74	\$ 58,372.89
SCZ FQHCS Routing	68	\$ 136,727.04
SCZ Medicaid	66	\$ 10,013.73
SCZ FQHCHN Routing Rule	63	\$ 376,610.40
SCZ FQHCO Routing Rule	63	\$ 266,567.72
SCZ WATS CLINIC Routing Rule	6	\$ 3,107.73
SA11 SCZ Locum Tenens Review CRWQ	56	\$ 25,365.92
SCZ Payor Rejection for MH	53	\$ 4,525.08
SCZ LAB Import Routing Rule	47	\$ 11,615.23
SCZ Telemedicine Review	47	\$ 608,634.79
SCZ EMR CRWQ	44	\$ 30,735.01
SCZ Lab Problem WQ	42	\$ 31,592.00
SCZ Quest Lab Charge Review WQ	40	\$ 4,762.28
SCZ CHDP Review Charges	7	\$ 13,866.91
SCZ Manual Review WQ	6	\$ 70,863.74
SCZ CL Master File Errors	4	\$ 450,045.34
SCZ IBH Charge Review	4	\$ 27,868.19
Total		\$ 2,998,012.20

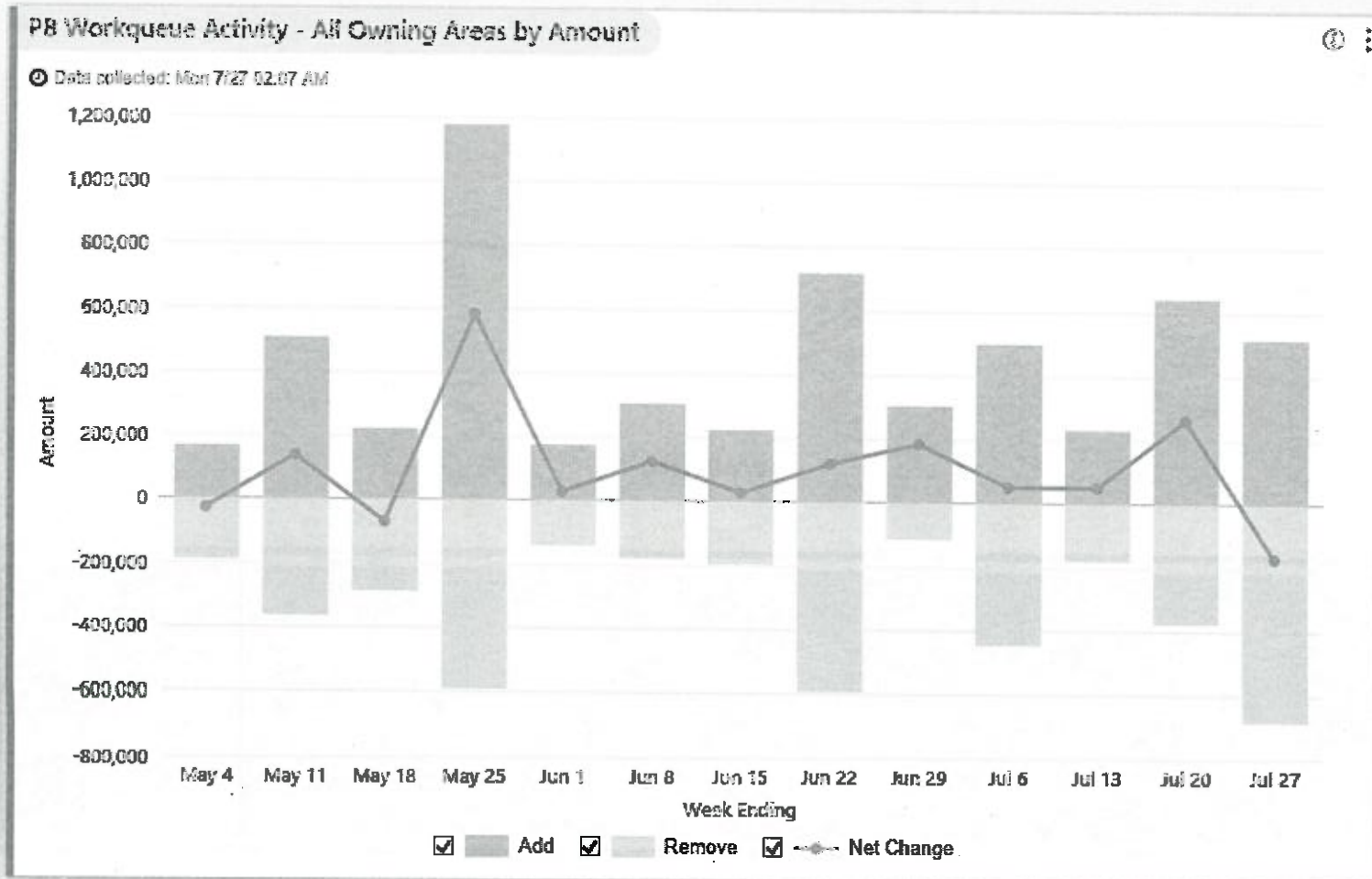
I went through the WQs and located the charges that are less than 6 months old that we can still get reimbursed for without a discount. These are some of the WQs that OCHIN is going to help us work through. Information retrieved from the Epic report to the left > The MH work Qs are the responsibility of BH. Data as of 7/21/20.

Mania is working on this one.

These were put on hold by Medicare that now our Medical Coder vendor needs to change the CPT code for and then we can get paid.

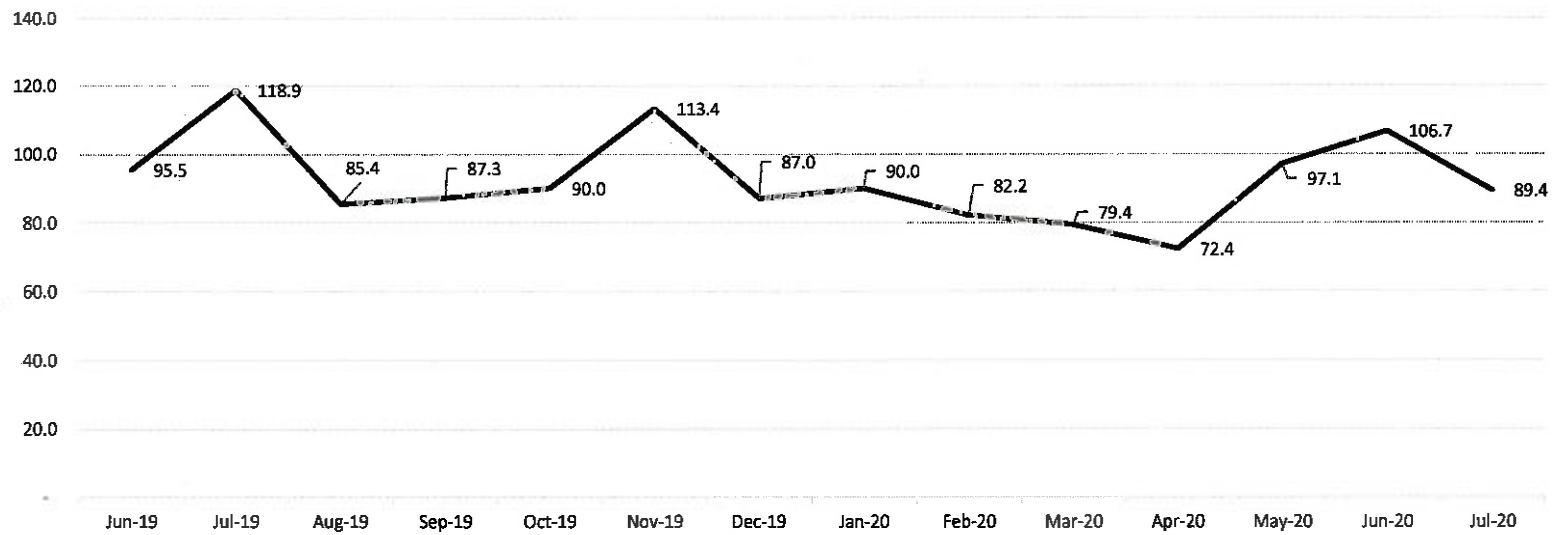
This has been corrected.

Workque Activity Report



Days in A/R trend

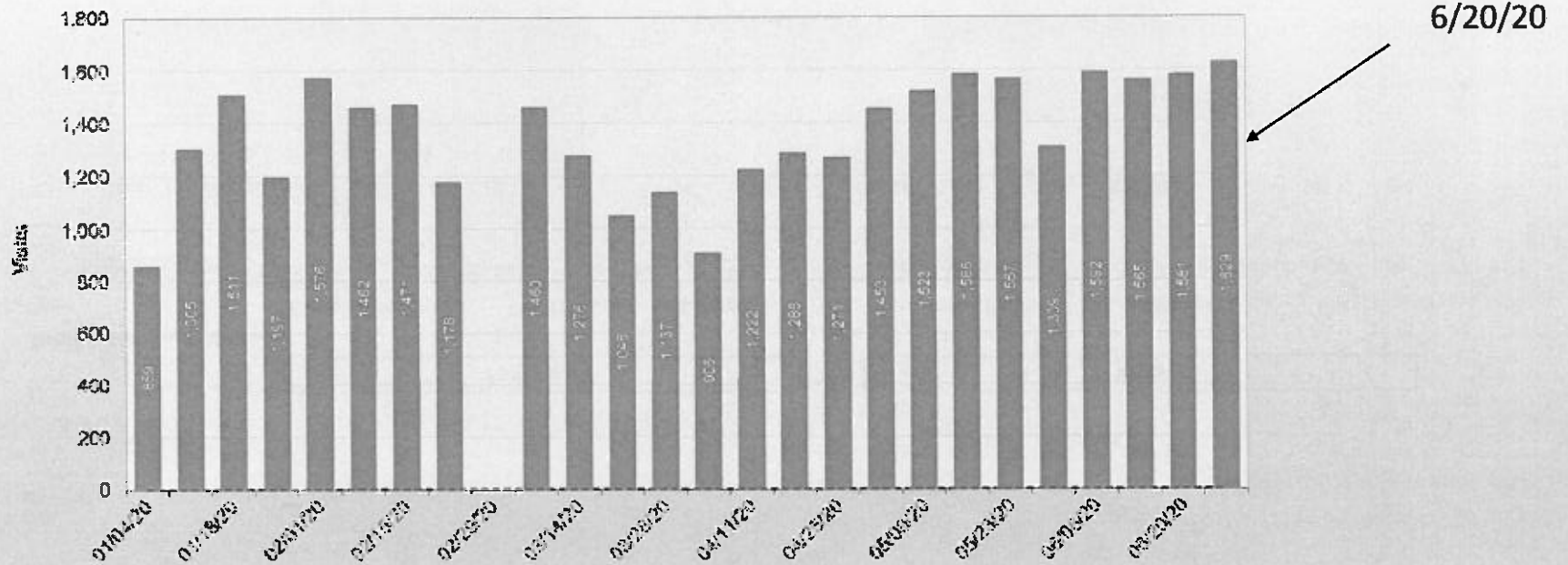
Days In A/R



Visits and Patients from 6/1/19 to 6/30/20

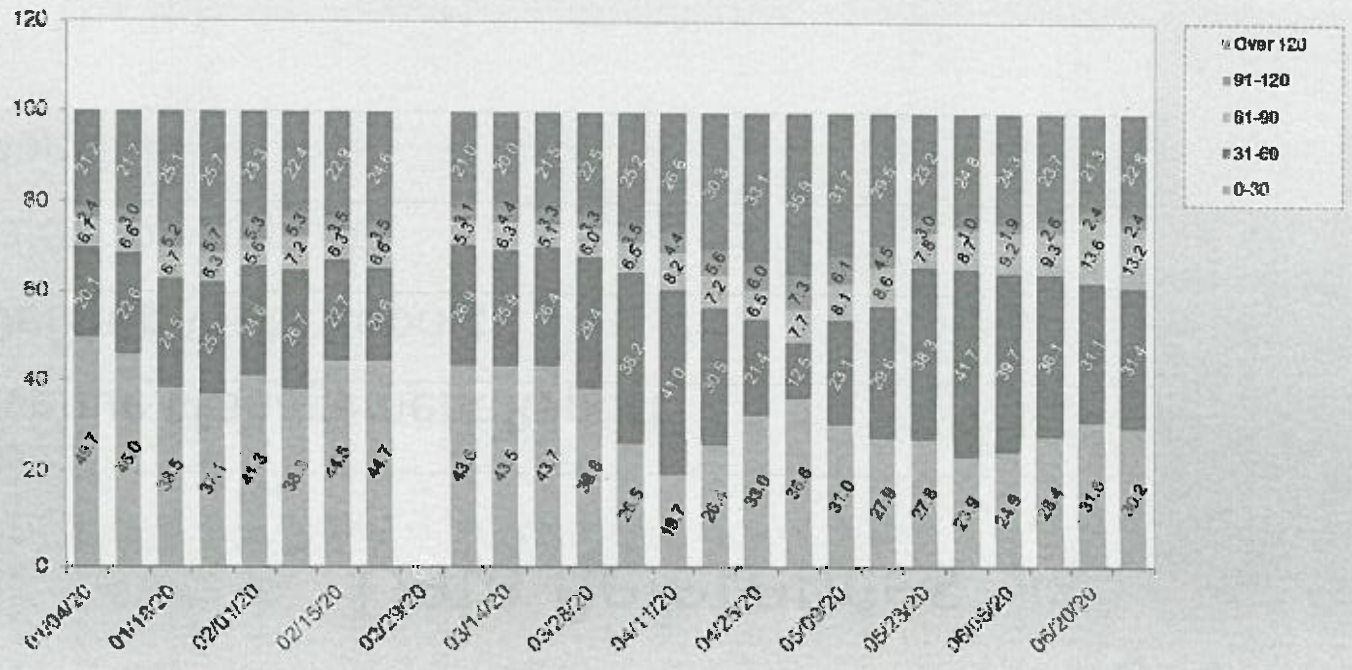
Total Patient and Visits	Patients							Visits								
	Current Period			Last Year			Change		Current Period			Last Year			Change	
	<u>Revenue Group</u>	Total	Virtual	% Virtual	Total	Virtual	% Total	%	Total	Virtual	%	Total	Virtual	% Total	%	
Totals for all (Unduplicated)	10,893	4862	45%	11,718	0	-7%	0%	48,718	11,383	23%	51,200	0	-5%	0%		

Visit Metrics



Visit Volume: Weekly total of all arrived or completed appointments.

Scale (Dollars): **Millions** Total Aging % of Total



Data References

- Epic Revenue Management Report
- FQHC Defined Visits Report
- HSA Projection Report
- HSA Financials