

Family Health Services Division

Finance Committee Meeting Agenda

MEETING AGENDA

September 22, 2021

1:30PM-2:30PM

Virtual MS Teams Meeting: FHS Finance Committee

+1 323-457-3408 United States, Los Angeles (Toll)

Conference ID: 205 636 365#

Members/Guests Invited:

Tess Lapira (Chair), Janine Harris, Barbra Barbeau, Nina Delmendo, Jannett Alberg, Debbie Vaughn, Bela Matyas, Toya Adams, Sneha Innes, Michele Leary, Jack Nasser, Rebekah Kim, Ruth Forney, Brandon Wirth, Tracee Stacy, Jim Jones, Gerald Hase, Michael Brown, Anthony Lofton, Katrina Morrow, Robert Wieda, Miriam Johnson, Sandra Whaley

- 1) **WELCOME**
- 2) **July 28, 2021 Meeting Minutes**
 - a. Corrections and Approval
- 3) **Review Prior Meeting Action Items**
 - a. None
- 4) **Encounter Reports: Presented by Janine Harris**
 - a. Total Encounters, including target encounters
 - b. Medical Encounters
 - c. Mental Health Encounters
 - d. Dental Encounters
 - e. Encounters by Payer Mix
- 5) **Denied Claims: Presented by Barbra Barbeau**
 - a. Denied Claims Report
- 6) **Financial Reports: Presented by Jannett Alberg**
 - a. Verbal update on FHS grants
- 7) **Open Discussion**
- 8) **Next Meeting & Deadline for Submitting Agenda Items**
 - a. Deadline for submitting agenda items to be included in next meeting: **10/19/2021**
 - b. Next meeting: **10/27/2021**

Family Health Services Division

Finance Committee Meeting Minutes

MEETING AGENDA

July 28, 2021 1:30PM-2:30PM

Virtual MS Teams Meeting: FHS Finance Committee

Dial: 1-323-457-3408 Conference ID: 389 672 629#

Members/Guests Present:

Tess Lapira (Chair), Janine Harris, Barbra Barbeau, Nina Delmendo, Jannett Alberg, Debbie Vaughn, Toya Adams, Rebekah Kim, Sneha Innes, Jack Nasser, Patricia Zuniga, Ruth Forney, Jim Jones, Gerald Hase

Members/Guests Absent: Bela Matyas, Michele Leary, Tracee Stacy, Brandon Wirth, Anthony Lofton, Katrina Morrow, Robert Wieda, Miriam Johnson, Michael Brown, Sandra Whaley

- 1) **WELCOME**
- 2) **Correction to Agenda:** Next Finance Committee meeting will be held on September 22, 2021, deadline for submitting agenda items will be September 14, 2021. This is due to the August CHB Meeting being rescheduled from August 18th, 2021 to August 25th, 2021.
- 3) **May 26, 2021 MEETING MINUTES**
 - a. Corrections and Approval-**Approved** (Barbra Barbeau Motion – Toya Adams Second)
- 4) **Review Prior Meeting Action Items**
 - a. None
- 5) **Encounter Reports: Presented by Janine Harris**
 - a. Total FQHC Encounters including target encounters: July 2020-June 2021
 1. Janine Harris presented the encounter reports. No questions or discussion.
 - b. Medical FQHC Encounters: July 2018-June 2021
 - c. Mental Health FQHC Encounters: July 2018-June 2021
 - d. Dental FQHC Encounters: July 2018-June 2021
 - e. Encounters by Payer Mix
- 6) **Denied Claims: Presented by Barbra Barbeau**
 - a. Denied Claims Report
 1. Barbra Barbeau presented the denied claims. No questions or discussion.
- 7) **Financial Reports: Presented by Nina Delmendo and Janine Harris**
 - a. Preliminary Actual Revenues & Expenditures for FY 2020/2021
 1. Nina Delmendo provided a verbal update and shared document on the screen – not final yet but will present at the next board meeting when year-end is finalized.
 2. Nina reviewed areas where there are cost savings: \$139k in salaries and benefits; \$239k in services and supplies; \$63k in other charges (such as contracts or charges from other departments); \$283k in administrative overhead; \$193k in FHS staff who worked in other programs outside of FHS. Total expenditures were down approximately \$929k from third quarter.
 3. Nina reviewed areas where there were revenue changes: \$133k lower payer revenues; \$324k in increased Quality Improvement revenue.
 4. Total 1991 Realignment is anticipated to be \$2M at year-end.
 - Ruth Forney asked if there will be a final report presented to the CHB. Nina responded that there will be a final report presented at the next CHB meeting.
 - b. FY 2021/2022 Final Adopted Budget
 1. Nina gave an overview of the budget document included in the agenda packet. She briefly covered the supplemental budget changes, which included: \$200K ECT Grant carryover; \$2.37 ARPA Grant; 2 positions (Office Assistant and Supervising Physician) were unfrozen; projected 1991 Realignment to cover the deficit in FHS is \$3M.
 2. Nina offered to monitor specific budget items or requests. No requests were made.
 3. Jim Jones asked what DoIT Time Studies were. Nina explained that these costs are IT staff supporting Family Health Services.
 - c. FY 2021/2022 Contracts
 1. Jannett Alberg presented the contract budget for FY 2021/2022. Most contracts are the same as previous

Family Health Services Division

Finance Committee Meeting Minutes

years, with the following exceptions: Barton & Associates, TBD Consultant to help support and increase capacity; Judge Technical Services (COO Recruitment); and Up-To-Date (now a PO instead of a contract).

- Ruth asked what Barton and Associates is. Jannett explained these are short-term providers for FHS to utilize during provider staffing shortages.
 - Ruth asked if the TBD Consultant to help support and increase capacity is for the OSV – from the ARPA Grant. Tess Lapira explained that this is the same contract but clarified that HRSA requested the OSV be removed. Janine Harris confirmed that HRSA requested this language be removed. Tess explained that the consultant to help support and increase capacity is in line with ARPA Grant requirements.
2. Tess asked what the difference between Kaye Bassman and Locum Tenens was. Jannett explained that Kay Bassman was to recruit for a supervising physician. Locum Tenens is for short-term locums.
 3. Tess explained that there was some additional money included for the Touro contract due to more providers included in the budget projections than in prior years.
 4. Ruth asked how often contracts are negotiated.
 - Tess explained that most contracts are renegotiated every year, with some exceptions. NextGen is currently a purchase order but will need to be converted to a contract (program will be working on this).

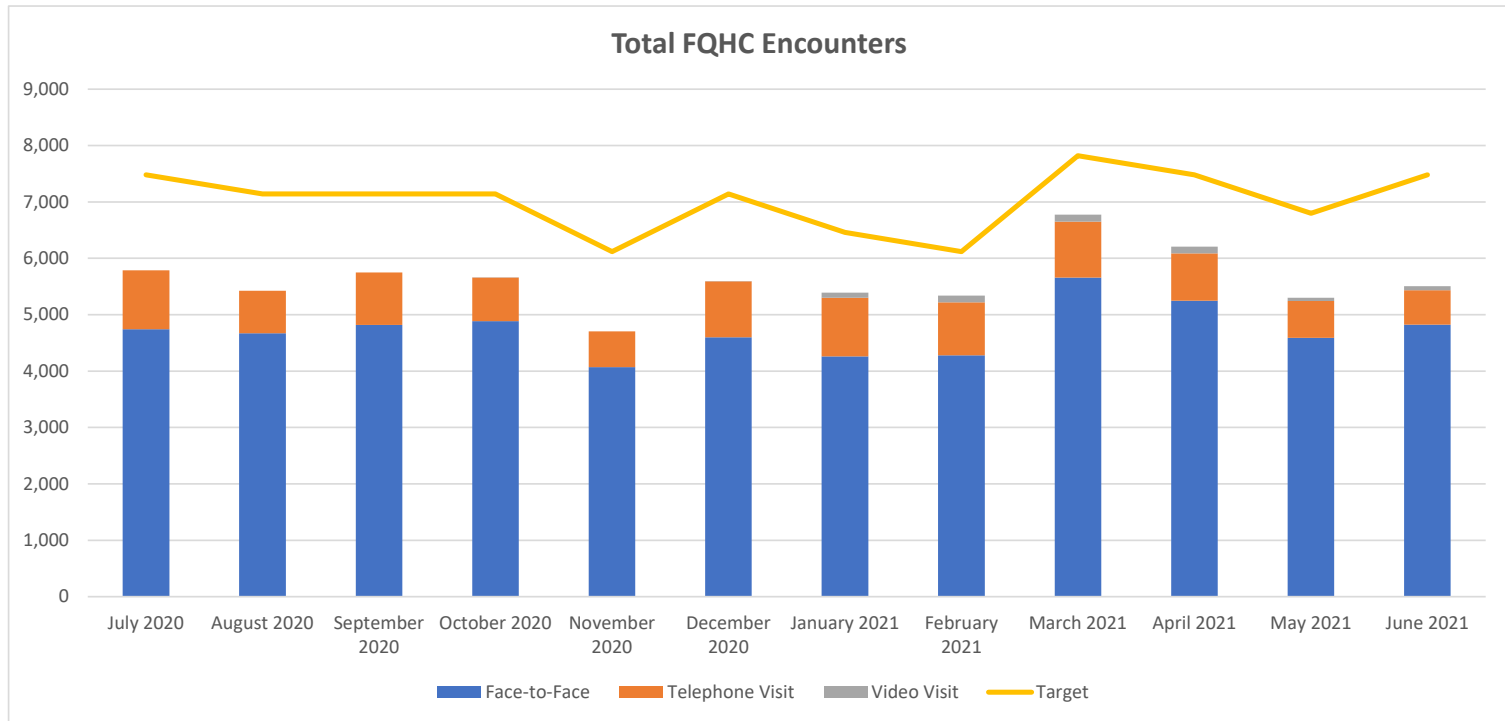
8) Open Discussion

- a. Janine Harris gave an update on the status of OHC/Private Insurance project. Approximately 150 FHS patients had private insurance since January 1st. About half have been contacted and either dropped their Part C (their choice because they wanted to continue to be seen in FHS) or acknowledged that they will establish care with their PCP. No significant issues or concerns to address.
- b. Ruth commented that she would like to schedule the budget session that was discussed at the last board meeting. Tess Lapira expressed the desire to help come up with some ideas on how to facilitate a productive budget session instead of going over forms. She would like to see it as a discussion. No action needed but Ruth just wanted to share her desire to get this meeting scheduled.

9) NEXT MEETING & DEADLINE FOR SUBMITTING AGENDA ITEMS

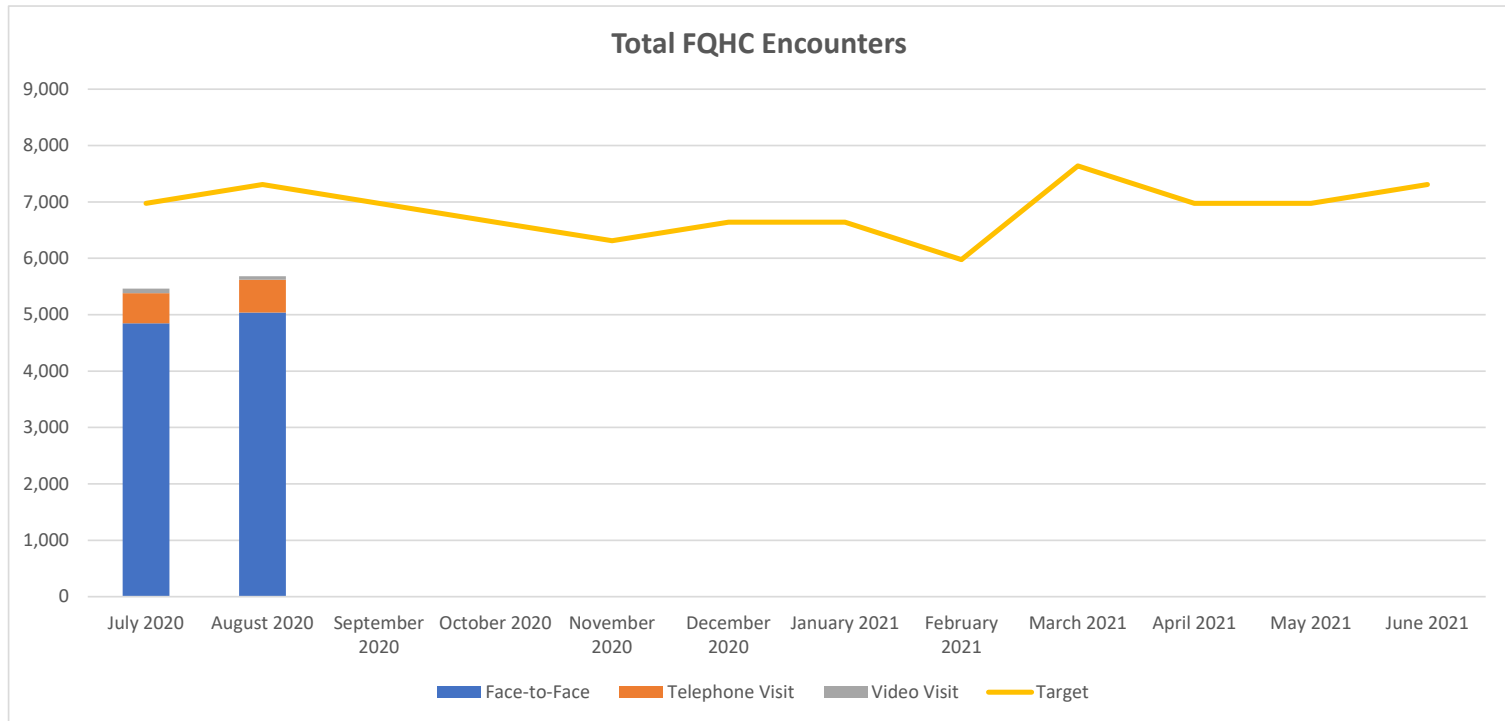
- a. Deadline for submitting agenda items for next meeting: **09/14/2021**
- b. Next meeting: **09/22/2021**

SOLANO COUNTY HEALTH AND SOCIAL SERVICES
FAMILY HEALTH SERVICES
Total FQHC Encounters
July 2020 - June 2021



	Telemedicine			Total Encounters	Target	Difference
	Face-to-Face	Telephone Visit	Video Visit			
July 2020	4,745	1,041		5,786	7,480	(1,694)
August 2020	4,670	754		5,424	7,140	(1,716)
September 2020	4,818	932		5,750	7,140	(1,390)
October 2020	4,886	774	1	5,661	7,140	(1,479)
November 2020	4,071	635		4,706	6,119	(1,413)
December 2020	4,601	993	5	5,599	7,140	(1,541)
January 2021	4,260	1,041	93	5,394	6,460	(1,066)
February 2021	4,282	940	116	5,338	6,119	(781)
March 2021	5,661	991	121	6,773	7,820	(1,047)
April 2021	5,250	840	117	6,207	7,480	(1,273)
May 2021	4,589	656	55	5,300	6,800	(1,500)
June 2021	4,826	608	71	5,505	7,480	(1,975)
YTD Total	56,659	10,205	579	67,443	84,318	(16,875)

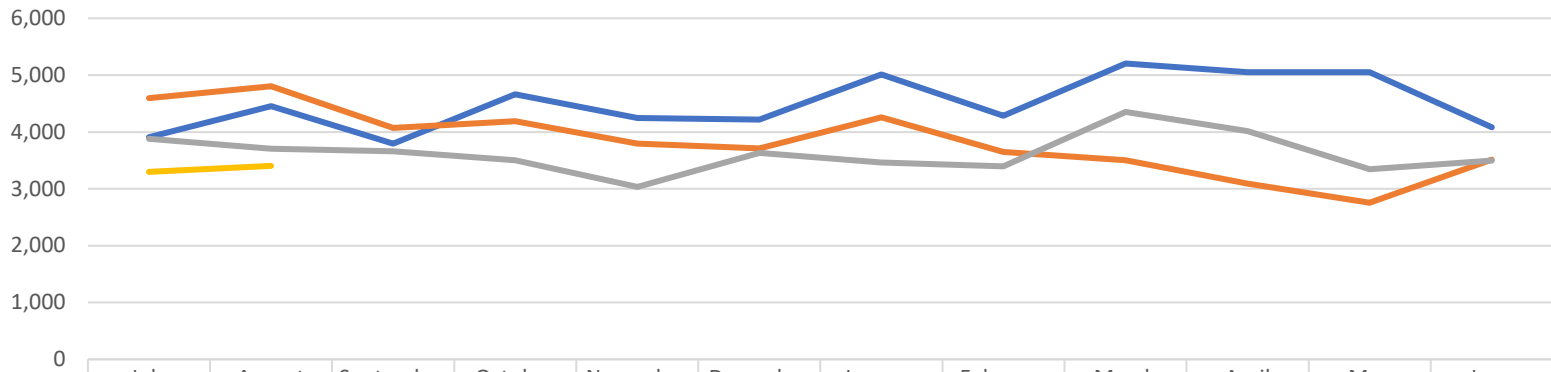
SOLANO COUNTY HEALTH AND SOCIAL SERVICES
FAMILY HEALTH SERVICES
Total FQHC Encounters
July 2021 - August 2021



	Telemedicine			Total Encounters	Target	Difference
	Face-to-Face	Telephone Visit	Video Visit			
July 2020	4,846	538	77	5,461	6,975	(1,514)
August 2020	5,039	583	62	5,684	7,307	(1,623)
September 2020				0	6,975	(6,975)
October 2020				0	6,642	(6,642)
November 2020				0	6,310	(6,310)
December 2020				0	6,642	(6,642)
January 2021				0	6,642	(6,642)
February 2021				0	5,977	(5,977)
March 2021				0	7,639	(7,639)
April 2021				0	6,975	(6,975)
May 2021				0	6,975	(6,975)
June 2021				0	7,307	(7,307)
YTD Total	9,885	1,121	139	11,145	82,366	(71,221)

SOLANO COUNTY HEALTH AND SOCIAL SERVICES
FAMILY HEALTH SERVICES
Total MEDICAL FQHC Encounters
July 2018 - August 2021

Medical FQHC Encounters

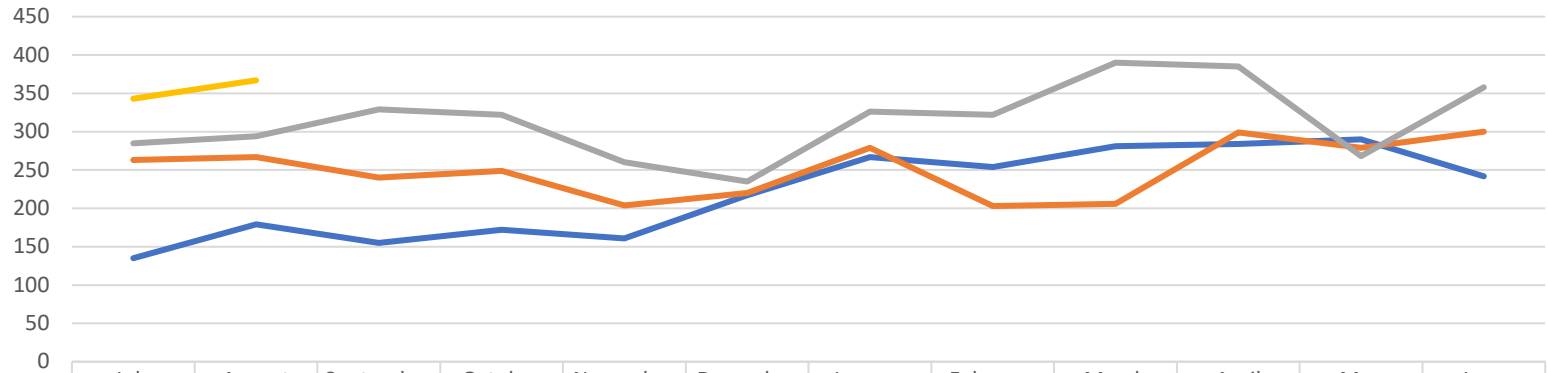


	July	August	September	October	November	December	January	February	March	April	May	June
2018-2019	3,907	4,456	3,794	4,662	4,246	4,218	5,012	4,284	5,204	5,052	5,050	4,080
2019-2020	4,597	4,804	4,073	4,187	3,793	3,713	4,256	3,646	3,502	3,090	2,755	3,511
2020-2021	3,878	3,706	3,662	3,501	3,033	3,633	3,463	3,397	4,352	4,016	3,347	3,497
2021-2022	3,298	3,403										

— 2018-2019
 — 2019-2020
 — 2020-2021
 — 2021-2022

**SOLANO COUNTY HEALTH AND SOCIAL SERVICES
 FAMILY HEALTH SERVICES
 Total MENTAL HEALTH FQHC Encounters
 July 2018 - August 2021**

Mental Health FQHC Encounters

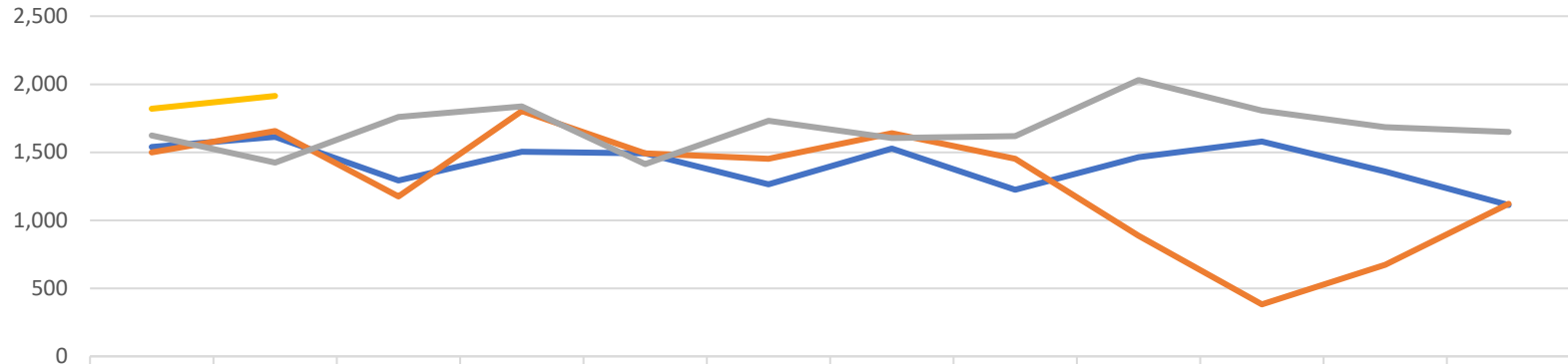


	July	August	September	October	November	December	January	February	March	April	May	June
2018-2019	135	179	155	172	161	217	267	254	281	284	290	242
2019-2020	263	267	240	249	204	220	279	203	206	299	279	300
2020-2021	285	294	329	322	260	235	326	322	390	385	268	358
2021-2022	343	367										

— 2018-2019
 — 2019-2020
 — 2020-2021
 — 2021-2022

**SOLANO COUNTY HEALTH AND SOCIAL SERVICES
 FAMILY HEALTH SERVICES
 Total DENTAL FQHC Encounters
 July 2018 - August 2021**

Dental FQHC Encounters



	July	August	September	October	November	December	January	February	March	April	May	June
2018-2019	1,538	1,613	1,293	1,503	1,493	1,264	1,527	1,224	1,464	1,578	1,358	1,112
2019-2020	1,498	1,656	1,175	1,803	1,492	1,452	1,640	1,452	887	382	674	1,122
2020-2021	1,623	1,424	1,759	1,838	1,413	1,731	1,605	1,619	2,031	1,806	1,685	1,650
2021-2022	1,820	1,914										

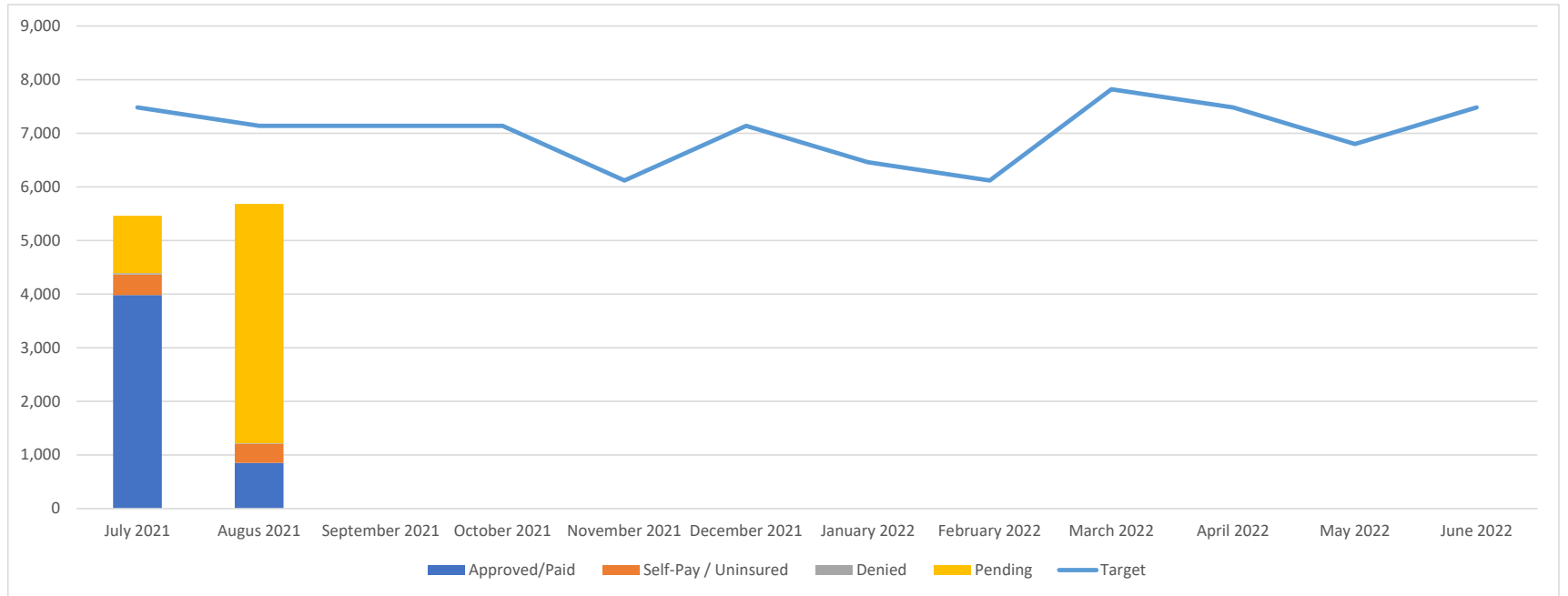
— 2018-2019
 — 2019-2020
 — 2020-2021
 — 2021-2022

SOLANO COUNTY HEALTH AND SOCIAL SERVICES
FAMILY HEALTH SERVICES
Encounter Status by Payer Mix
July 2020 - June 2021



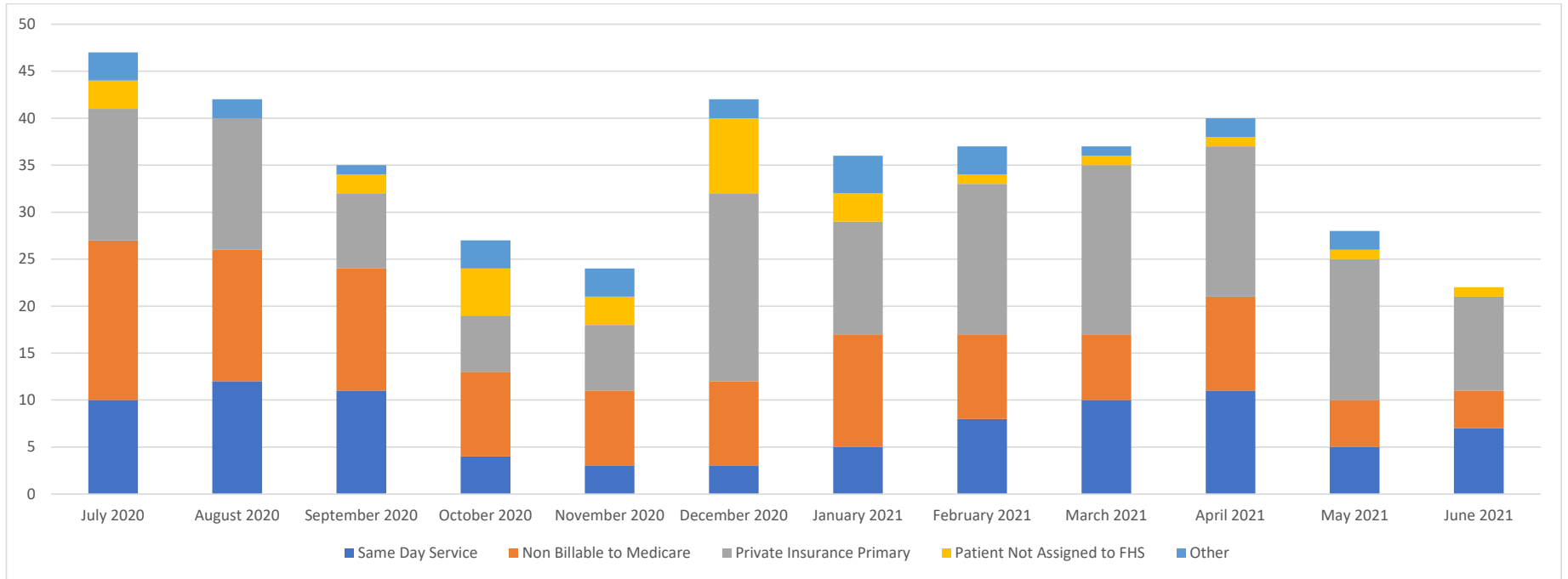
	<i>Approved/Paid</i>			Self-Pay/ Uninsured	Denied	Pending	Total Encounters
	Medi-Cal & Medi-Medi	Medicare Only	Private Insurance				
July 2020	5,189	79	43	428	47	0	5,786
August 2020	4,891	57	30	404	42	0	5,424
September 2020	5,188	76	37	414	35	0	5,750
October 2020	5,131	83	38	382	27	0	5,661
November 2020	4,291	58	17	316	24	0	4,706
December 2020	5,057	72	20	407	42	1	5,599
January 2021	4,831	84	15	428	36	0	5,394
February 2021	4,878	68	19	334	37	2	5,338
March 2021	6,158	89	16	465	37	8	6,773
April 2021	5,631	97	22	401	40	16	6,207
May 2021	4,805	66	20	350	28	31	5,300
June 2021	4,950	66	10	324	22	133	5,505
YTD Total	61,000	895	287	4,653	417	191	67,443
	90.4%	1.3%	0.4%	6.9%	0.6%	0.3%	

SOLANO COUNTY HEALTH AND SOCIAL SERVICES
FAMILY HEALTH SERVICES
Encounter Status by Payer Mix
July 2021 - August 2021



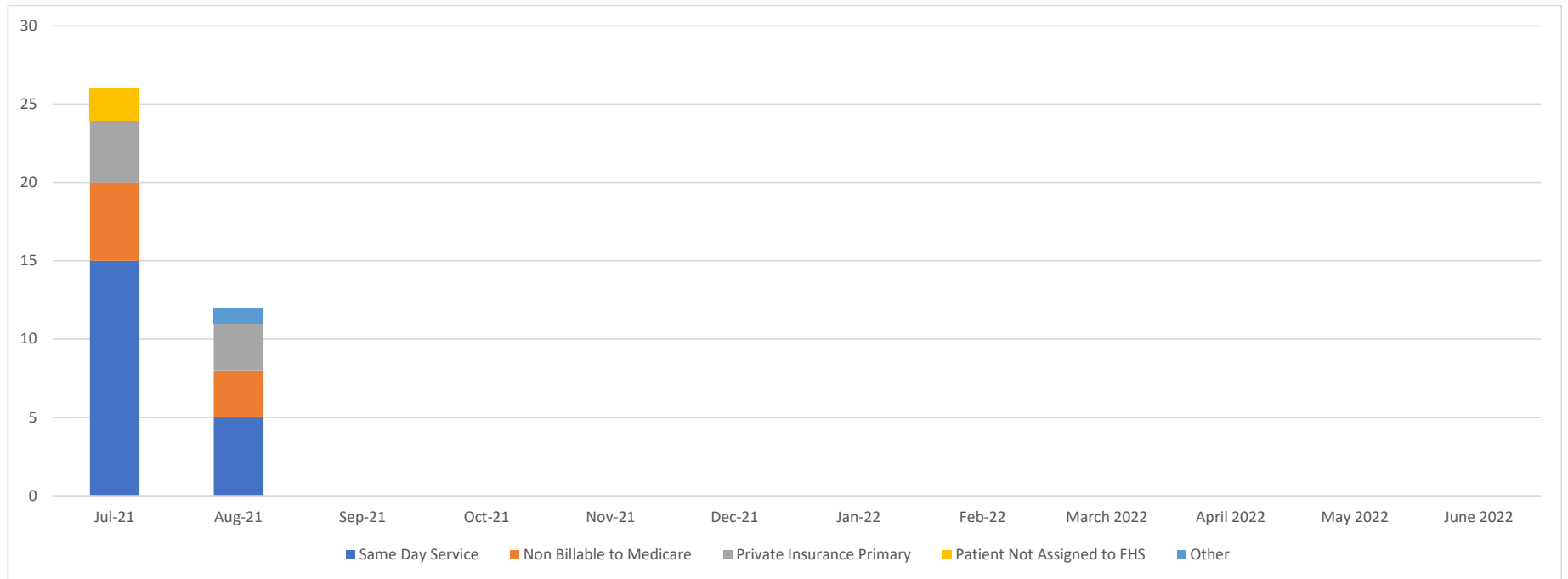
	<i>Approved/Paid</i>			Self-Pay/ Uninsured	Denied	Pending	Total Encounters
	Medi-Cal & Medi-Medi	Medicare Only	Private Insurance				
July 2021	3,945	32	5	384	26	1,069	5,461
August 2021	839	13	1	352	12	4,467	5,684
September 2021							0
October 2021							0
November 2021							0
December 2021							0
January 2022							0
February 2022							0
March 2022							0
April 2022							0
May 2022							0
June 2022							0
YTD Total	4,784	45	6	736	38	5,536	11,145
	42.9%	0.4%	0.1%	6.6%	0.3%	49.7%	

SOLANO COUNTY HEALTH AND SOCIAL SERVICES
FAMILY HEALTH SERVICES
Denied Encounters
July 2020 - June 2021



	Total Encounters	Denials					Total Denied Claims	Denial Rate	Encounters Paid	Self-Pay / Uninsured	Claims Pending
		Same Day Service	Non Billable to Medicare	Private Insurance	Patient Not Assigned to FHS	Other					
July 2020	5,786	10	17	14	3	3	47	0.81%	5,311	428	0
August 2020	5,424	12	14	14	0	2	42	0.77%	4,978	404	0
September 2020	5,750	11	13	8	2	1	35	0.61%	5,301	414	0
October 2020	5,661	4	9	6	5	3	27	0.48%	5,252	382	0
November 2020	4,706	3	8	7	3	3	24	0.51%	4,366	316	0
December 2020	5,599	3	9	20	8	2	42	0.75%	5,149	407	1
January 2021	5,394	5	12	12	3	4	36	0.67%	4,930	428	0
February 2021	5,338	8	9	16	1	3	37	0.69%	4,965	334	2
March 2021	6,773	10	7	18	1	1	37	0.55%	6,263	465	8
April 2021	6,207	11	10	16	1	2	40	0.64%	5,750	401	16
May 2021	5,300	5	5	15	1	2	28	0.53%	4,891	350	31
June 2021	5,505	7	4	10	1	0	22	0.40%	5,026	324	133
	67,443	89	117	156	29	26	417		62,182	4,653	191

SOLANO COUNTY HEALTH AND SOCIAL SERVICES
FAMILY HEALTH SERVICES
Denied Encounters
July 2021 - August 2021



	Total Encounters	Denials					Total Denied Claims	Denial Rate	Encounters Paid	Self-Pay / Uninsured	Claims Pending
		Same Day Service	Non Billable to Medicare	Private Insurance	Patient Not Assigned to FHS	Other					
July 2021	5,461	15	5	4	2	0	26	0.48%	3,982	384	1,069
August 2021	5,684	5	3	3	0	1	12	0.21%	853	352	4,467
September 2021	0						0				
October 2021	0						0				
November 2021	0						0				
December 2021	0						0				
January 2022	0						0				
February 2022	0						0				
March 2022	0						0				
April 2022	0						0				
May 2022	0						0				
June 2022	0						0				
	11,145	20	8	7	2	1	38		4,835	736	5,536