

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

**Board Members**

**Present:**

Dr. Howard  
Jose Boix  
Jay Holland  
David Delac  
Dorothy Goodman  
Virginia Valentino  
Mario Hernandez  
Miroslava Bustamante

**Staff:**

Mary McClure, Interim Executive Director	Kathy Barroso, GCHD CEO
Dr. Foster	Pisa Ring
Dr. Alhassan	Richard Mosquera
Andrea Cortinas	Scott Packard
Mary Orange	Tiffany Carlson
Sandra Cuellar	Laura Walker
Tikeshia Thompson Rollins	Mario Acosta
	Anthony Hernandez

**Excused Absence:**

**Unexcused Absence:**

**\*Approval of Consent Agenda**

Upon a motion by Virginia Valentino, seconded by Dorothy Goodman, Consent Agenda items one through seven were unanimously approved with the exception of removing the Employee Leave Policy from item #4.

- Dr. Howard, Board Chair asked that the Employee Leave Policy be looked at after the Executive Session.

**Item #8 EXECUTIVE SESSION**

The Governing Board will enter into Executive Session as permitted under the Open Meetings Act, Chapter 551 of the Texas Government Code, pursuant to *Section 551.074 of the Government Code, Personnel Matters*: to deliberate the appointment, employment, evaluation, reassignment, or duties of a public employee; specifically, the Interim Executive Director.

**Item #9 Reconvene Regular open Meeting**

Reconvene to regular meeting at 12:24

**Item #10 Possible Action from Executive Session**

Dr. Howard, Board Chair, asked the Board was there any action from the Executive Session. Jay Holland, made a motion to set the November 2017 Board meeting to determine the status of the Interim Executive Director, second by Virginia Valentino, the consideration was unanimously approved by the Board.

**Employee Leave Policy**

Dr. Howard, Board Chair, informed the Board that there are questions regarding the leave policy.

- Kathy Barroso, GCHD Chief Executive Officer, informed the Governing Board that the United Board of Health main focus for making changes to the policy was to ensure that all employees take the leave that they accumulate and to reduce the amount of carry over.

- Sandra Cuellar, HR Manager, informed the Board for this first year all employees with over 80 hours of leave will be paid out in January 2018, however moving forward all employees will need to take their time over 80 hours or lose it.
- Jay Holland, requested that the Board be informed of any other policy changes ahead of time so that the Governing Board could have some input in the changes.
- Jose Boix, asked that the policies that are approved by the UBoH be placed on the Governing Board agenda as an informational item and not for approval.
- Dr. Howard, Board Chair, asked if the employees with excessive leave will be paid out and how much would that be coming out of the budget. Mary McClure informed the Board that the amount for pay out in January will be about \$53,000.
- Dr. Howard, Board Chair, requested a leave policy committee and has appointed Jose Boix, Jay Holland, Miroslava Bustamante, Dorothy Goodman, Mario Hernandez, and Mary McClure.

Dr. Howard, Board Chair, requested to table the leave policy. Upon a motion made by Dorothy Goodman, seconded by Jose Boix, the consideration was unanimously approved by the Board.

#### **Item #11 Executive Report**

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

#### **Item #12 Consider for Approval Financial Committee Report June 2017**

Andrea Cortinas, Controller, asked the Board to consider for approval financial committee report for June 2017. Andrea informed the Board that the MTD increase in Fund Balance of \$74,362. Revenues were \$42,732 lower than budgeted this month. MTD revenues related to Private Insurance and Contract Revenue were higher than budgeted while revenues from Self Pay, Medicare, and Medicaid were lower than budgeted. Andrea also pointed out YTD revenues were \$190,806 lower than budgeted due to lower Title V, Self-Pay, Medicare, and Medicaid revenue. Expenses were \$117,094 lower than budgeted this month, and \$304,933 lower than budgeted YTD due mostly to savings in personnel. YTD increase in fund balance of \$114,127. Total fund balance \$4,330,308 as of 6/30/17. Upon a motion made by Jay Holland, seconded by Mario Hernandez, the consideration was unanimously approved by the Board.

#### **Item#13 Quarterly Visits and Analysis Report Including Breakdown Payor Source for Recent New Patients**

Kathy Barroso, GCHD Chief Executive Officer, presented to the Board the quarterly visits and analysis report including breakdown payor source for recent new patients. Kathy informed the Board in the month of June we were in total 7% more visits than what we had June 2016. As for an average in comparison to last year we are still about 1% down. The payor mix is about the same but we are seeing a little increase in private insurance in comparison to last year. YTD total medical visits are up, dental and counseling visits are down also there is a 1% change in the unduplicated users. The percentage of net charges collected is down 5% this year from last year. Net revenue has remain the same from last year. The percent of gross self pay collected and percent of net self pay charges are down in comparison to last year. Upon a motion made by Jay Holland, seconded by Dorothy Goodman, the consideration was unanimously approved by the Board.

#### **Item#14 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 Dorothy Goodman, seconded by Miroslava Bustamante, the consideration was unanimously approved by the Board.

**Item#15 Consider for Approval Nominee Victoria Dougharty, to fill Consumer Representative Vacancy**

Jay Holland, asked the Board to consider for approval nominee Victoria Dougharty, to fill consumer representative vacancy. Upon a motion made by Mario Hernandez, seconded by Miroslava Bustamante, the consideration was unanimously approved by the Board.

**Item#16 Consider for Approval Promotional Items from 1115 Waiver Funds in the Amount of \$10,975.41**

Mary McClure, Interim Executive Director/Business Director, asked the Board to consider for approval promotional items from 1115 waiver funds in the amount of \$10,975.41. Upon a motion made Virginia Valentino, seconded by Dorothy Goodman, the consideration was unanimously approved by the Board.

**Item#17 Review Final Health Center Program Site Visit Report and HRSA Notice of Grant Award with Program Specifics Conditions based on HRSA Site Visit**

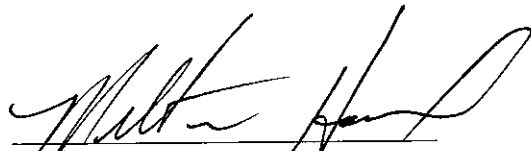
Kathy Barroso, GCHD Chief Executive Officer, informed the Board that there is a time frame related to the HRSA visit and it's under the terms and conditions on the HRSA grant award letter. Also, a response is needed by September 2017.

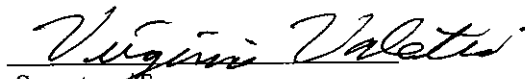
**Item#18 Update on Strategic Health Plan**

Dr. Howard, Board Chair, asked that the update on strategic health plan be tabled until the next meeting.

**Adjournment**

A motion to adjourn was made by Dorothy Goodman, seconded by Virginia Valentino. The Board adjourned at 1:12 p.m.

  
Chair  
Date 7 Sept 2017

  
Secretary/Treasurer  
Date 9/7/2017