



# COASTAL HEALTH & WELLNESS

## GOVERNING BOARD

9850-A.106 Boardroom Emmett F. Lowry Expressway, Texas City

### AGENDA

Thursday, December 7, 2017 – 12:00 PM

**CONSENT AGENDA:** ALL ITEMS MARKED WITH A SINGLE ASTERICK (\*) ARE PART OF THE CONSENT AGENDA AND REQUIRE NO DELIBERATION BY THE GOVERNING BOARD. ANY BOARD MEMBER MAY REMOVE AN ITEM FROM THIS AGENDA TO BE CONSIDERED SEPARATELY.

### ***PROCEED TO BOTTOM OF THIS DOCUMENT FOR APPEARANCE & EXECUTIVE SESSION GUIDELINES***

In accordance with the provisions of the Americans with Disabilities Act (ADA), persons in need of a special accommodation to participate in this proceeding shall, within three (3) days prior to any proceeding contact the Administrative Office at 9850-A.106 Boardroom Emmett F. Lowry Expressway, Texas City 77591 (409) 949-3406.

ANY MEMBERS NEEDING TO BE REACHED DURING THE MEETING MAY BE CONTACTED AT 409-938-2288

### **REGULARLY SCHEDULED MEETING**

#### **Meeting Called to Order**

- \*Item #1 ..... Agenda
- \*Item #2**ACTION** ..... Excused Absence(s)
- \*Item #3**ACTION** ..... Consider for Approval November 16, 2017 Minutes
- \*Item #4**ACTION** ..... Informational Report  
- Proposed 2018 Board Meeting Dates
- Item #5 ..... Executive Report
- Item #6**ACTION** ..... Consider for Approval Financial Committee Report October 2017
- Item #7**ACTION** ..... Consider for Approval the Coastal Health & Wellness Reserved Funds Balance

#### **Adjournment**

*Tentative Next Meeting: February 1, 2018*

#### **Appearances before Governing Board**

A citizen desiring to make comment to the Board shall submit a written request to the Executive Director by noon on the Thursday preceding the Thursday Board meeting. A statement of the nature of the matter to be considered shall accompany the request. The Executive Director shall include the requested appearance on the agenda, and the person shall be heard if he or she appears.

#### **Executive Sessions**

When listed, an Executive Session may be held by the Governing Board in accordance with the Texas Open Meetings Act. An Executive Session is authorized under the Open Meetings Act pursuant to one or more the following exceptions: Tex. Gov't Code §§ 551.071 (consultation with attorney), 551.072 (deliberation regarding real property), 551.073 (deliberation regarding a prospective gift or donation), 551.074 (personnel matters), 551.0745 (personnel matters affecting Coastal Health & Wellness advisory body), 551.076 (deliberation regarding security devices or security audits), and/or 551.087 (deliberations regarding economic development negotiations). The Presiding Officer of the Governing Board shall announce the basis for the Executive

Session prior to recessing into Executive Session. The Governing Board may only enter into Executive Session if such action is specifically noted on the posted agenda.

***The Galveston County Health District's Boardroom is wheelchair accessible. Persons with disabilities who plan to attend this meeting and who may need accommodations, auxiliary aids, or services such as interpreters, readers, or large print are requested to contact the Executive Assistant at 409-949-3406, or via e-mail at [trollins@gchd.org](mailto:trollins@gchd.org) at least 48 hours prior to the meeting so that appropriate arrangements can be made.***

**Governing Board  
December 2017  
Item #2  
Excused Absence(s)**

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# **COASTAL HEALTH & WELLNESS**

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**GOVERNING BOARD**

9850-A.106 Boardroom Emmett F. Lowry Expressway, Texas City

**Governing Board  
December 2017  
Item #3  
Consider for Approval  
November 16, 2017 Minutes**

**Coastal Health & Wellness  
Governing Board Meeting  
November 16, 2017**

**Board Members**

**Present:**

Dr. Howard  
Jay Holland  
David Delac  
Mario Hernandez  
Virginia Valentino

**Staff:**

Mary McClure, Interim Executive Director	Kathy Barroso, GCHD CEO
Dr. Foster	Pisa Ring
Dr. Alhassan	Laura Walker
Andrea Cortinas	Mary Orange
Sandra Cuellar	Kristina Garcia
Lea Williams	Scott Packard
Tikeshia Thompson Rollins	Mario Acosta

**Excused Absence:** Dorothy Goodman, Miroslava Bustamante, Jose Boix, Victoria Dougharty

**Unexcused Absence:**

**\*Approval of Consent Agenda**

Upon a motion by Virginia Valentino, seconded by Mario Hernandez, Consent Agenda items one through three were unanimously approved.

**Item #4 EXECUTIVE SESSION**

**Convene into Executive Session pursuant to Texas Government Code, Section 551.074 (Personnel Matters).** The Coastal Health & Wellness Governing Board will convene into Executive Session as Permitted under provisions of the Texas Open Meeting Act, pursuant to Section 551.074 of the Texas Government Code. The purpose of this Executive Session regards a personnel matter, during which the Board will perform the Interim Executive Director's six-month evaluation.

**Item #5 Reconvene Regular Meeting**

Reconvene to regular meeting at 12:20 p.m.

**Item #6 Possible Action from Executive Session**

Dr. Howard, Board chair, asked the Board to make a motion from executive session. It has been motion by Virginia Valentino, second by Jay Holland to make Mary McClure the Executive Director with a commensurate salary increase, the consideration was unanimously approved by the Board.

- David Delac, informed the Board he was against the process however, it was nothing against Mary as she's doing a good job and taken over well, he just felt that the process needed to go out to the market and see what was out there and felt she probably would have come to the top.

**Item #7 Executive Report**

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

- Mary McClure, Interim Executive Director, informed the Board it was mention in a previous meeting to track new patients and since then "how did they hear about Coastal Health & Wellness" was added to the system. Mary McClure, stated she will run a report for the numbers.

**Item #8 Consider for Approval Spending \$21,250 of the 2016 HRSA Quality Improvement (QI) Summit Radiographic Tables with Elevator.**

Mary McClure, Interim Executive Director/Business Director, asked the Board to consider for approval spending \$21,250 of the 2016 HRSA quality improvement (QI) summit radiographic table with elevator. Mary informed the Board that we received some HRSA funds back in 2016 in the amount of \$50,813 and would like to spend \$21,250 on two x-ray tables, one for the Texas City clinic and one for the Galveston clinic. Mary also informed the Board that the x-ray tables has the height adjustments that makes it easy to transfer patients with limited mobility and for Pediatric patient to take x-rays.

- David Delac suggested when bringing to the Board it helps to have the amount stated with, what has been spent, and what's remaining. This helps the Board with remembering what was approved.

Upon a motion made by Jay Holland, seconded by Mario Hernandez, the consideration was unanimously approved by the Board.

**Item#9 Consider for Approval Quarterly Access to Care Report**

Mary McClure, Interim Executive Director/Business Director, asked the Board to consider for approval quarterly access to care report. Mary pointed out that in July, August and September there were 468 counseling appointments available in Galveston, 71 appointments kept which was 26% of the available appointments scheduled, 42% were no shows. In Texas City counseling there were 726 available appointments, 134 of the appointments scheduled were kept, and were 25% no show. Galveston Dental there were 988 appointments available, 535 kept, and the no show rate was 34%. Texas City Dental there were 4108 appointments available, 2296 kept, and the no show rate was 34%. Medical in Galveston 3511 appointments available, 1882 kept, and the no show rate was 22%. In Texas City Medical there were 11,332 appointments available, 5969 kept, and no show rate 25%. Upon a motion made by Jay Holland, seconded by Virginia Valentino, the consideration was unanimously approved by the Board.

**Item#10 Consider for Approval Quarterly Customer Service Report**

Mary McClure, Interim Executive Director/Business Director, asked the Board to consider for approval quarterly customer service report. Mary informed the Board that this was brought to the Governing Board Quality Assurance Committee last month and the number of surveys received has decreased. The overall results on the surveys are excellent and the overall satisfied is yes. In Texas City the overall satisfied is 97.87%, Galveston 85.71% and the total between the two total to 93.33%. Mary also informed the Board if there are any fair, poor, or have comments they are given back to the managers of those areas to look into. Upon a motion made by Virginia Valentino, seconded by Mario Hernandez, the consideration was unanimously approved by the Board.

**Item#11 Consider for Approval HRSA Noncompeting Continuation (NCC) Progress Report and Budget for Period Covering April 1, 2018 to March 30, 2019**

Mary McClure, Interim Executive Director/Business Director, asked the Board to consider for approval HRSA Noncompeting continuation (NCC) program report and budget for period covering April 1, 2018 to March 2019. Mary McClure informed the Board that the budget report is due at the time of the competing grant. There are many parts to this report that consist of the income analysis report, scope of services validating that they are still the same. The report also ask if there are any changes in the environment, key personnel, organizational changes, payor mix, and staffing. The Uniform Data System (UDS) number are automatically populated into it from the UDS report. Mary also stated that report asked if you don't meet your goals what we are doing to try and meet those goals so we have to write an explanation for that. Mary Orange, Business Office Manager informed the Board the proposed budget of the fiscal year ending March 31, 2019.

### **Summary**

- Budget increased \$13,834,474 compared to 2018 budget. HRSA recommendation to follow GAAP reporting for Revenues and A/R. Also includes Bad Debt expense reporting.
- Actual net increase of \$820,871.

### **Revenues:**

- Overall budget revenue has an increase of \$13,834,474.
- Decrease of \$287,035 in cash portion of Patient Services fees compared to 2018 budget due to overstated projections.
- Recording of AR for Patient Services fees are now included in the 2019 budget, as well as the offset of Bad Debt Expense.
- County Revenue increased \$194,090 due to transfer of CIHCP staff to CHW budget.
- DSRIP revenue anticipated to be earned in 2018-2019 was included and is offset by the IGT payment in expenses.
- Revenue of \$52,540 representing proposed Fund Balance expenditure is also included.
- Grant revenue includes Title V grant funds and Crucial Catch.

### **Expenses:**

#### **Personnel**

- Net increase in Personnel expenses of \$188,797. Approximately \$123,440 in wages with balance being benefit expense.
- Net increase of 5.6 FTE's (additional details included within document).
  - 13.5 FTE additions: 6.0 new, 0.5 reclassified from part-time to full-time, and 7.0 transferred from GCHD
  - 7.9 FTE reductions: 1.0 transferred to GCHD, 3.5 vacancies eliminated, and 3.4 shared service allocation reduction
- Includes one-time \$500 payout to full-time employees from Fund Balance totaling \$52,540 (\$47,500 wages plus fringe).
- Health Insurance increased approximately 13% from 2018. This includes additional cost for CareHere employee coverage.
- State Unemployment tax decreased from 1.9% to 0.1% of taxable wages.

#### **Contractual**

- Increases in Outside Lab contracts of \$54,000, based on estimated actual for 2018, Outside X-ray contracts for \$10,200, and Miscellaneous Contract Services for \$40,306 associated with a Primary Care Services Contract with UTMB.
- Decrease in CHW Billing Contract Service due to termination of Credentialing Contract from prior year of \$18,000.

#### **Other**

- Included proposed IGT payment that would be associated with DSRIP Funds for 2019.
- Increase in Pharmaceutical supplies to be in line with expected 2018 expenditures, including ACCT contract expenses.
- Increase in Telecom is offset by decrease in Rentals - moving of Comcast expense from one budget category to another.
- Increase in IT Software, Licenses & Intangibles due to increases in Nextgen licensing and other shared services software.
- Increase in expenses with recording of Bad Debt representing \$13,013,603.

Upon a motion made by David Delac, seconded by Mario Hernandez, the consideration was unanimously approved by the Board.

**Item#12 Consider for Approval Coastal Health & Wellness Credit and Refund Policy**

Mary McClure, Interim Executive Director/Business Director, asked the Board to consider for approval Coastal Health & Wellness credit and refund policy. Mary informed the Board that part of the HRSA site visit was to put in place some billing and collection policies. This policy outlines how credit and refunds would be handled. Upon a motion made by Virginia Valentino, seconded by Mario Hernandez, the consideration was unanimously approved by the Board.

**Item#13 Consider for Approval Coastal Health & Wellness Charge Capture Policy**

Mary McClure, Interim Executive Director/Business Director, asked the Board to consider for approval Coastal Health & Wellness charge capture policy. Mary informed the Board that this policy is how we view the charges when they are entered into the system. Patient Services enters some chargers the nominal fees or the STD/HIV. On the contracts the patients are charged \$20, the dental assistants, nurses/MA's, and providers enters some services into the system. This policy also gives the definitions; and procedures for how to enter the information in NextGen are identified. Mary also pointed out charts are locked within three days and billing is responsible for billing no later than three days of services. All charges need to be billed no later than the 5<sup>th</sup> day of the next month.

- Dr. Howard, Board chair, asked that the providers complete all documentation on patients by the end of each day. Mary McClure, Interim Executive Director/Business Director, stated this will be added to the provider's expectations in the clinic.

Upon a motion made by Mario Hernandez, seconded by Virginia Valentino, the consideration was unanimously approved by the Board.

**Item#14 Consider for Approval Coastal Health & Wellness Payment Posting Policy**

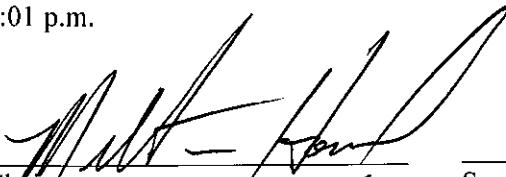
Mary McClure, Interim Executive Director/Business Director, asked the Board to consider for approval the Coastal Health & Wellness payment posting policy. Mary informed the Board that this policy identifies who's responsible for posting payment and it also references NextGen process training.

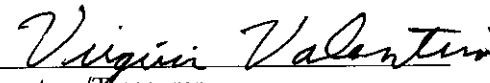
- David Delac, asked what the timely manner for posting is. Mary McClure, Interim Executive Director stated what comes in today will post the next day and everything has to be posted by the 10<sup>th</sup> of the month.

Upon a motion made by Virginia Valentino, seconded by Jay Holland, the consideration was unanimously approved by the Board.

**Adjournment**

A motion to adjourn was made by Virginia Valentino, seconded by Jay Holland. The Board adjourned at 1:01 p.m.

  
 Chair  
 12 - 7 - 2017  
 Date

  
 Secretary/Treasurer  
 12 - 7 - 2017  
 Date

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# COASTAL HEALTH & WELLNESS

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**GOVERNING BOARD**

9850-A.106 Boardroom Emmett F. Lowry Expressway, Texas City

**Governing Board  
December 2017  
Item #4  
Informational Report**

### **Governing Board 2018 Meeting Dates**

**February 1, 2018 (January Meeting)**

**March 1, 2018 (February Meeting)**

**March 29, 2018**

**April 26, 2018**

**May 31, 2018**

**June 28, 2018**

**July 26, 2017**

**August 30, 2018**

**September 27, 2018**

**November 1, 2018 (October Meeting)**

**November 15, 2018**

**December 6, 2018**

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# COASTAL HEALTH & WELLNESS

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**GOVERNING BOARD**

9850-A.106 Boardroom Emmett F. Lowry Expressway, Texas City

**Governing Board  
December 2017  
Item #5  
Executive Report**



## Five Tips for Eating Healthier This Holiday Season

'Tis the season for family, festivity, and food—lots of food. Temptations are everywhere, and parties and travel disrupt daily routines. What's more, it all goes on for weeks.

How do you stick to your meal plan when everyone around you seems to be splurging? Here are five tips that can help:

### 1. Holiday-Proof Your Plan

You may not be able to control what food you're served, and you're bound to see other people eating a lot of tempting treats. Meet the challenges armed with a plan:

Eat close to your usual times to keep your blood sugar steady. If your meal is served later than normal, eat a small snack at your usual mealtime and eat a little less when dinner is served.

Invited to a party? Offer to bring a healthy dish along.

If you have a sweet treat, cut back on other carbs (like potatoes and bread) during the meal.

Don't skip meals to save up for a feast.

It will be harder to keep your blood sugar in control, and you'll be really hungry and more likely to overeat.

If you slip up, get right back to healthy eating with your next meal.

### 2. Outsmart the Buffet

When you face a spread of delicious holiday food, make healthy choices easier:

Have a small plate of the foods you like best and then move away from the buffet table.

Start with vegetables to take the edge off your appetite.

Eat slowly. It takes at least 20 minutes for your brain to realize you're full.

Avoid or limit alcohol. If you do have an alcoholic drink, have it with food. Alcohol can lower blood sugar and interact with diabetes medicines.

Also plan to stay on top of your blood sugar. Check it more often during the



**HOLIDAY EATS** continues on pg. 2

## Coastal Health & Wellness Selects Mary McClure as Executive Director



Coastal Health & Wellness (CHW) is happy to announce Mary McClure as executive director. Mary, a long-time member of the CHW management team, was selected for the position by the clinic's board at its November meeting.

"Mary is a proven leader and her institutional knowledge of Coastal Health & Wellness makes her an outstanding choice for this role," said Dr. Milton Howard, chair of the CHW Governing Board. "I look forward to the future of Coastal Health & Wellness with Mary as the leader."

**DIRECTOR** continues on pg. 2

## Marketplace Open Enrollment Deadline is Dec. 15

Coastal Health & Wellness certified application counselors submitted 316 Federal Health Insurance Marketplace applications in just the first 30 days of 2018 open enrollment.

Of those, 219 were accepted for coverage in the Marketplace.

In all, 1,347 people looking for help or guidance were assisted by CHW during the same timeframe.

The first month statistics at CHW are outpacing previous years, likely due to the significant reduction in the open enrollment window.

The 2018 open enrollment window was cut roughly half compared to previous years. The timeframe is just November 1 to December 15, 2017.

In addition, the federal outreach budget was slashed by approximately 90%.

**MARKETPLACE** continues on pg. 2

## **HOLIDAY EATS** continued from pg. 1

holidays, and if you take medicine, ask your doctor if the amount needs to be adjusted.

### **3. Fit in Favorites**

No food is on the naughty list. Choose the dishes you really love and can't get any other time of year, like Aunt Edna's pumpkin pie. Slow down and savor a small serving, and make sure to count it in your meal plan.

### **4. Keep Moving**

You've got a lot on your plate this time of year, and physical activity can get crowded out. But being active is your secret holiday weapon; it can help make up for eating more than usu-

al and reduce stress during this most stressful time of year. Get moving with friends and family, such as taking a walk after a holiday meal.

### **5. Get Your Zzz's**

Going out more and staying out later often means cutting back on sleep. Sleep loss can make it harder to control your blood sugar, and when you're sleep deprived you'll tend to eat more and prefer high-fat, high-sugar food. Aim for 7 to 8 hours per night to guard against mindless eating.

Most of all, remember what the season is about—celebrating and connecting with the people you care about. When you focus more on the fun, it's easier to focus less on the food.

## **DIRECTOR**

continued from page 1

McClure, who served as interim executive director since December 2016, has been with CHW and the Galveston County Health District since January 2006.

"I'm honored to be selected for this position," McClure said. "I very much look forward to contributing to continued strides in Coastal Health & Wellness' mission of providing high-quality primary care to everyone, regardless of ability to pay."

As executive director, McClure is responsible for all aspects of CHW operations at both its Texas City and Galveston clinics.

## **MARKETPLACE** continued from pg. 1

Depending on income, applicants may qualify for assistance paying monthly health care premiums. Applicants may also qualify for exemptions from paying a penalty on tax returns.

Galveston County residents with questions about the Federal Health Insurance Marketplace can call CHW at 409-978-4225 or visit the clinic at 9850-C Emmett F. Lowry Expressway in Texas City to speak with our certified application counselors.

**THE CLOCK IS TICKING**  
FOR 2018 COVERAGE  
IN THE HEALTH  
INSURANCE  
MARKETPLACE

NOV. 1 DEC. 15

Coastal Health & Wellness  
Galveston County's Community Health Center

WE CAN HELP YOU  
MEET THE DEADLINE  
GIVE US A CALL AT  
409-978-4225

Coastal Health & Wellness  
Galveston County's Community Health Center

**PATIENT PORTAL**  
ASK US FOR DETAILS

- SCHEDULE AND VIEW APPOINTMENTS
- REQUEST PRESCRIPTION REFILL
- SEND MESSAGES TO YOUR MEDICAL PROVIDER
- VIEW AND PAY YOUR STATEMENT

NEXTMD.COM  
COASTALHW.ORG



Providing high-quality medical, dental, and counseling services to all Galveston County residents.

**TEXAS CITY CLINIC**  
Mid-County Annex  
9850-C Emmett F. Lowry Expy.  
Texas City, TX 77591

**GALVESTON CLINIC**  
Island Community Center  
4700 Broadway F100  
Galveston, TX 77551

**Appointments and Information**  
(409) 938-2234 or (281) 309-0255  
**NurseLine**  
(409) 978-4213

**PAY THIS AMOUNT**  
**\$88.20**

STATEMENT DATE: 09/12/17      PATIENT NAME: [REDACTED]      ACCOUNT NO.: [REDACTED]      DUE DATE: Upon Receipt

Coastal Health & Wellness provides medical, dental and counseling services. Medicare, Medicaid and most private insurance accepted. Discounts and payment plans available. [www.coastalhw.org](http://www.coastalhw.org) [www.facebook.com/Coastal Health Wellness](http://www.facebook.com/Coastal Health Wellness).



## What is your next step?

To make payment with the options to the right.



**Pay online**  
Registered Patient Portal patients can make payments online at [www.nextmd.com](http://www.nextmd.com).



**Pay by phone**  
Billing Questions: 888-354-4767, Ext 1  
Payment Plan Options: 409-938-2248



**Pay by mail**  
Mail in a check or money order or pay with credit/debit card with coupon below.

**Mission:** Provide access to high-quality primary care to any Galveston County resident  
**Vision:** Healthy people in healthy communities with access to health care.

ACCOUNT SUMMARY	
Payments since last statement	\$30.00
Current charges	\$0.00
<b>Pay This Amount</b>	<b>\$88.20</b>

Detach this coupon and return with your payment

Check if address/insurance changes are on back.



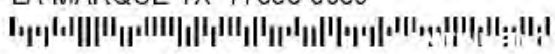
PO BOX 939  
LA MARQUE TX 77568-0939

For Billing Questions 888-354-4767 Ext 1

IF PAYING BY CREDIT /DEBIT CARD		
<input type="checkbox"/> VISA	<input type="checkbox"/> MASTERCARD	<input type="checkbox"/> DISCOVER
CARD NUMBER	SECURITY CODE	EXP DATE
SIGNATURE		
STATEMENT DATE	ACCOUNT NO.	DUE DATE
09/12/17	[REDACTED]	Upon Receipt
PAY THIS AMOUNT	SHOW AMOUNT PAID HERE	
<b>\$88.20</b>		

PLEASE MAKE CHECKS PAYABLE TO:

Coastal Health & Wellness  
PO BOX 939  
LA MARQUE TX 77568-0939



**Test, Patient**  
1234 Love Ave  
Love, Texas 775590

**PAY THIS AMOUNT  
\$88.20**

STATEMENT DATE  
09/12/17

PATIENT NAME

ACCOUNT NO.

DUE DATE  
Upon Receipt

## YOUR TRANSACTION SUMMARY

CPT#	VISIT DATE	DESCRIPTION	CHARGE	INSURANCE PAYMENT	PATIENT PAYMENT	ADJUSTMENT	INSURANCE BALANCE	PATIENT BALANCE
99202	05/11/17	Olson - New Patient Office Visit- Level Two	\$139.00		\$30.00	\$55.60		\$53.40
85025	05/11/17	Olson - Complete Blood Count (CBC)	\$14.00			\$5.60		\$8.40
84443	05/11/17	Olson - Thyroid Stimulating Hormone (TSH)	\$32.00			\$12.80		\$19.20
84479	05/11/17	Olson - Thyroid Hormone- (T3&T4) uptake or binding (alk)	\$12.00			\$4.80		\$7.20
COASTAL HEALTH & WELLNESS								
<b>TOTAL AMOUNT DUE</b>								<b>\$88.20</b>

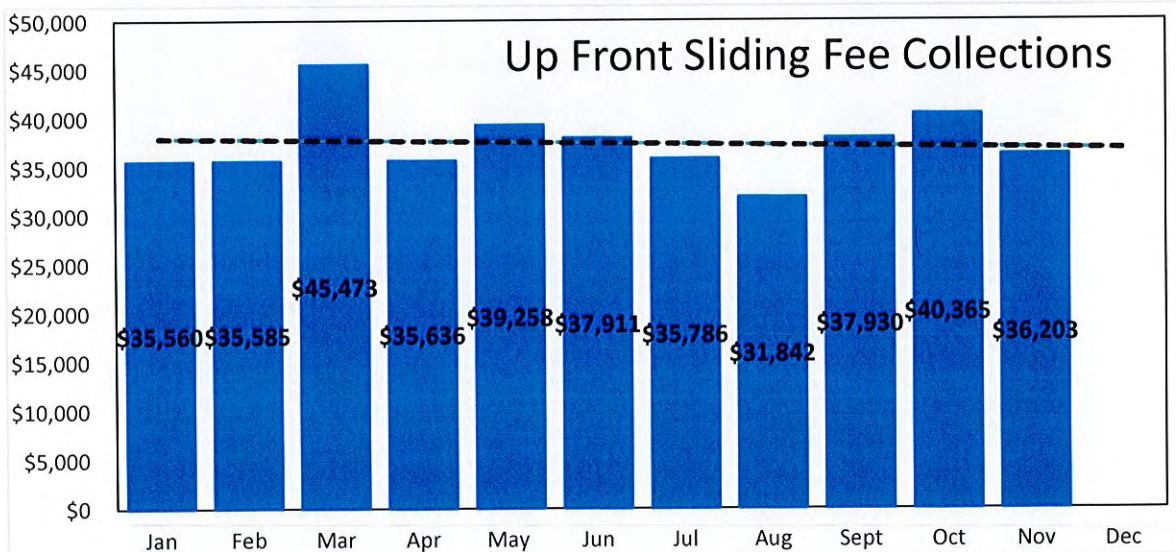
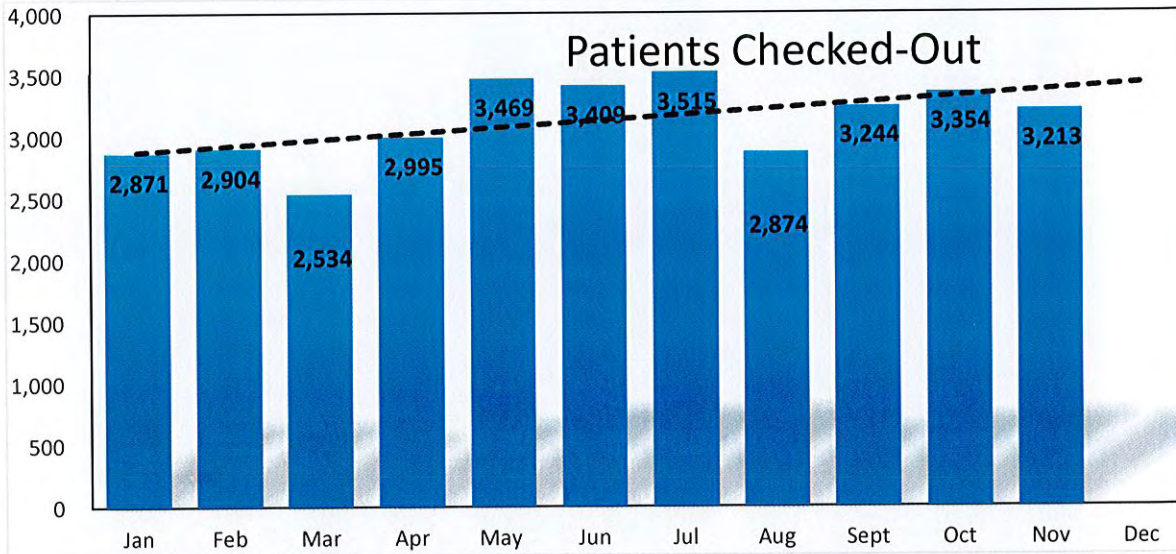
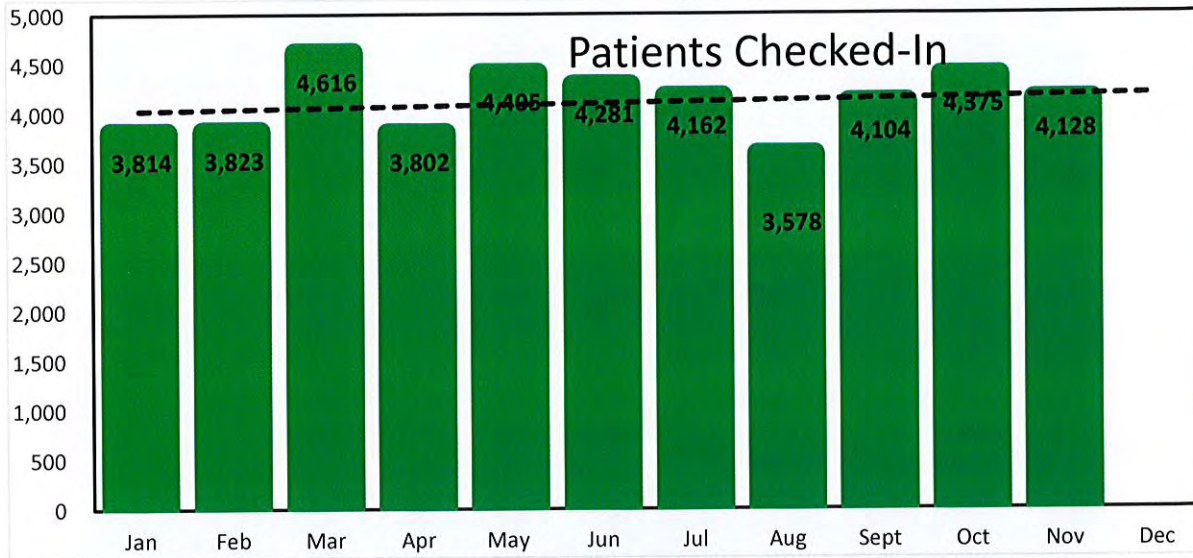
FIRST		MIDDLE		LAST	
ADDRESS					
CITY		STATE		ZIP	
TELEPHONE ( )		EMAIL ADDRESS		MARITAL STATUS <input type="checkbox"/> - Separated <input type="checkbox"/> - Single <input type="checkbox"/> - Divorced <input type="checkbox"/> - Married <input type="checkbox"/> - Widowed	
NAME OF SECONDARY INSURANCE			POLICY HOLDER		
POLICY NUMBER		GROUP NUMBER/NAME		EFFECTIVE DATE	
CLAIMS ADDRESS				PHONE NUMBER	
DEPENDENTS COVERED UNDER SECONDARY INSURANCE					

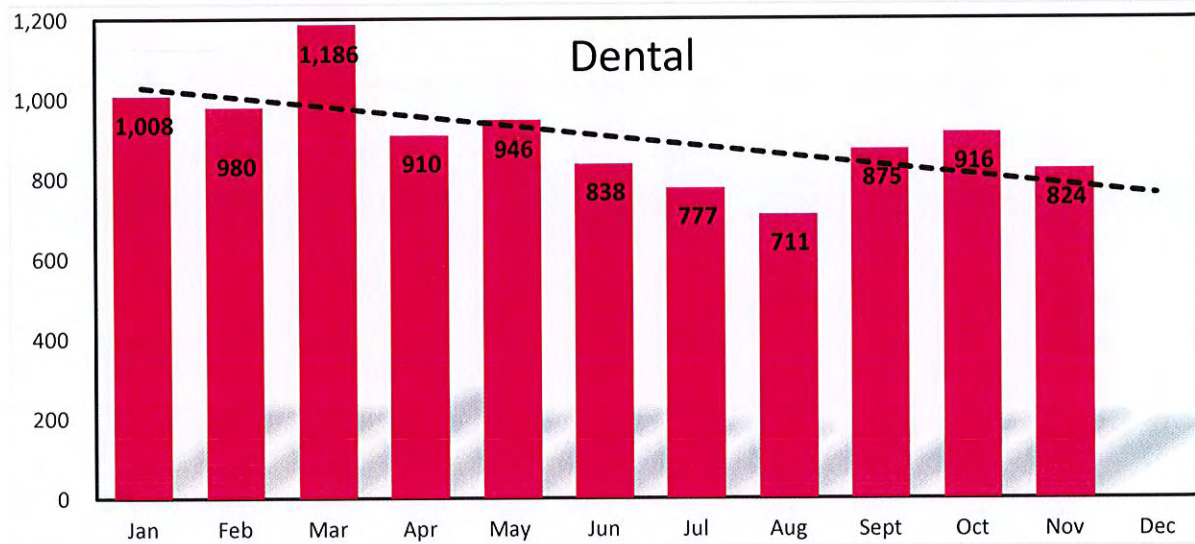
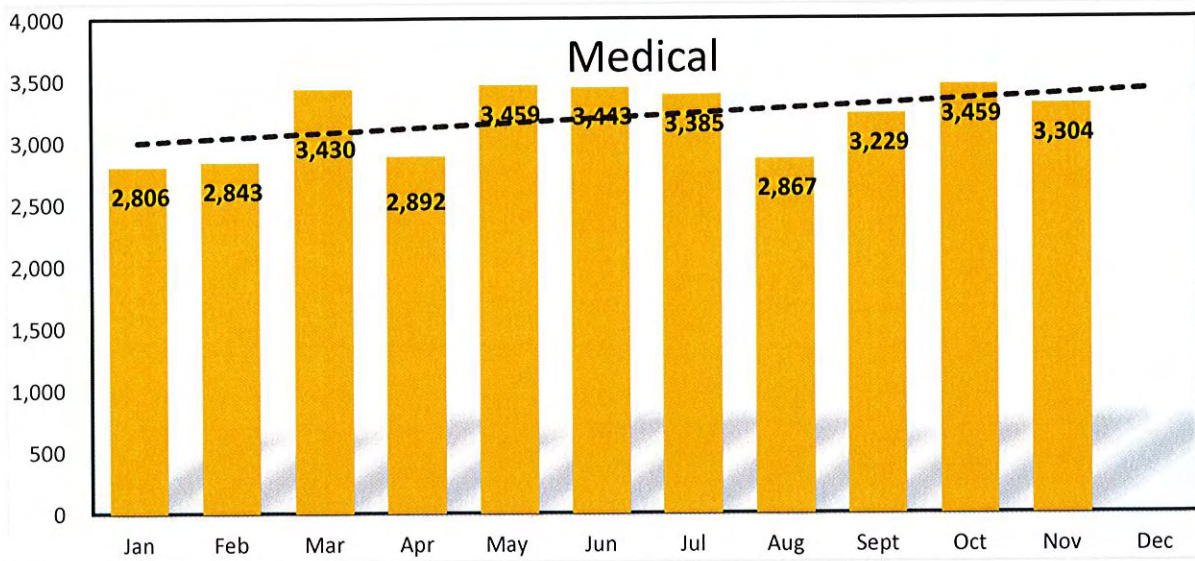
## GB Executive Report

	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>Jul</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>
<b>Patient Services</b>												
Pts Checked-in	3,814	3,823	4,616	3,802	4,405	4,281	4,162	3,578	4,104	4,375	4,128	
Medical	2,806	2,843	3,430	2,892	3,459	3,443	3,385	2,867	3,229	3,459	3,304	
Dental	1,008	980	1,186	910	946	838	777	711	875	916	824	
Up Front Sliding Fee Collections	\$35,560	\$35,585	\$45,473	\$35,636	\$39,258	\$37,911	\$35,786	\$31,842	\$37,930	\$40,365	\$36,203	
<b>Contact Center</b>												
Calls	13,824	12,651	15,515	12,647	15,044	14,140	14,313	13,279	13,841	15,341	14,650	
Wait Time (< 2:30)	01:23	01:31	01:01	01:00	01:01	01:00	01:08	01:05	01:05	01:20	01:15	
<b>Electronic Records</b>												
Record Requests	854	890	884	844	873	884	896	887	894	884	873	
Pts Checked out	2,871	2,904	2,534	2,995	3,469	3,409	3,515	2,874	3,244	3,354	3,213	
F/U appts	1,969	1,981	2,175	1,607	2,360	2,253	2,466	2,008	2,227	2,297	2,466	
<b>County Indigent</b>												
Applied	118	123	128	122	148	141	121	128	112	152	96	
Referrals	226	275	336	388	370	401	393	282	464	506	432	
Total Patients	246	233	236	281	245	260	282	413	275	249	255	
<b>Case Management</b>												
Referrals	685	778	1,212	889	1,031	1,315	1,049	1,033	1,143	1,132	1,262	

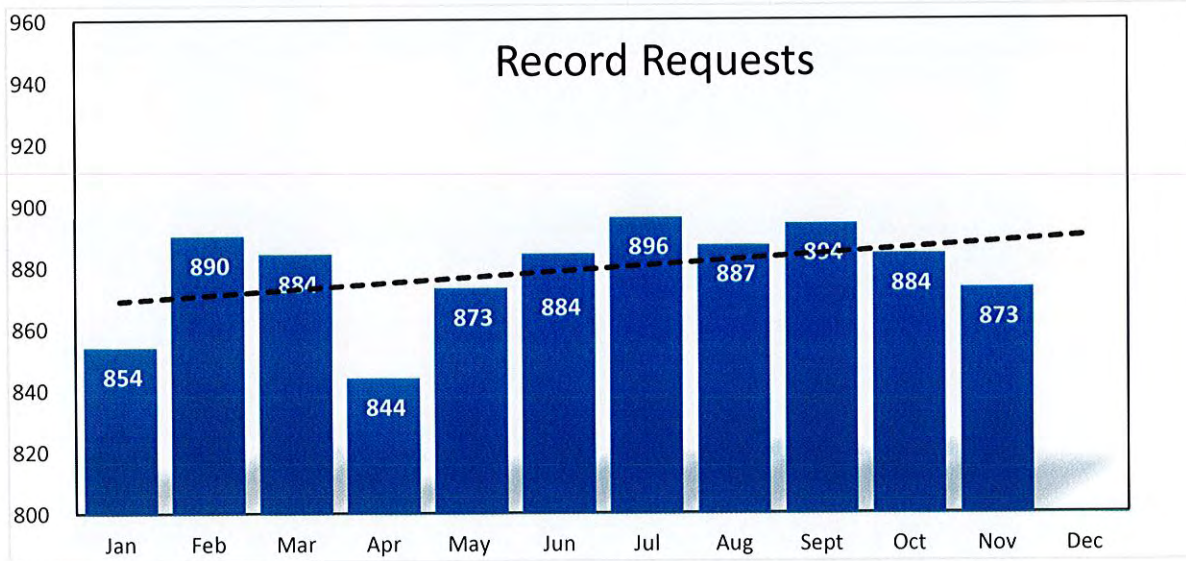
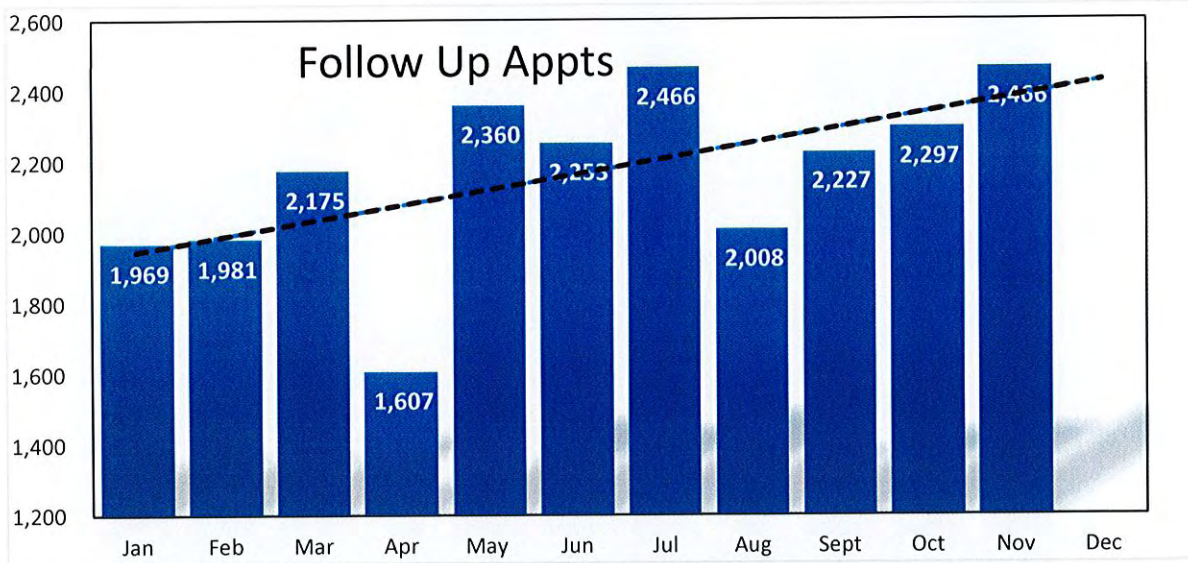


# Patient Services

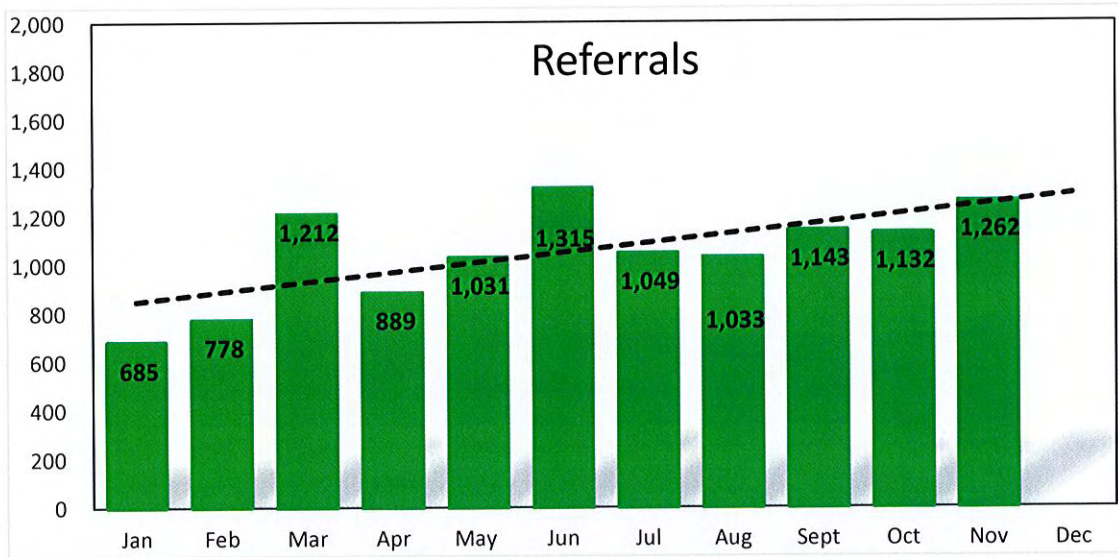




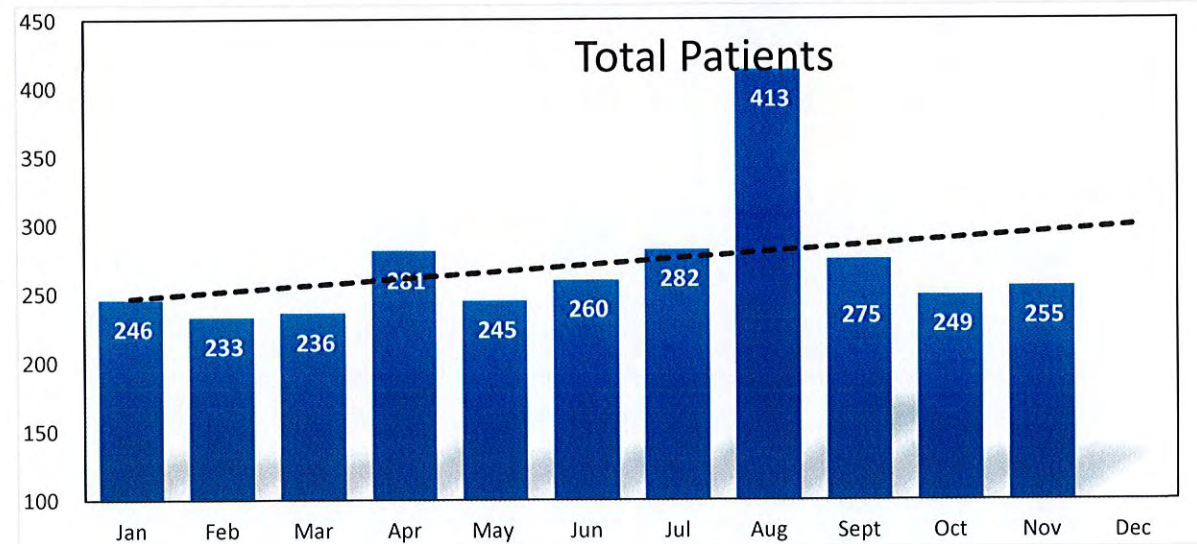
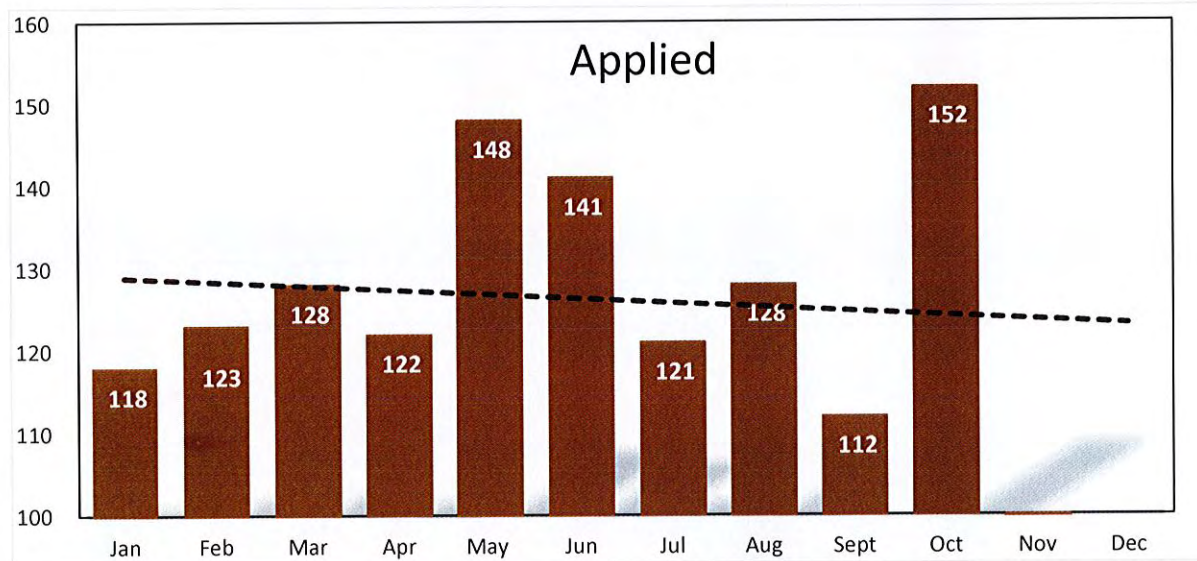
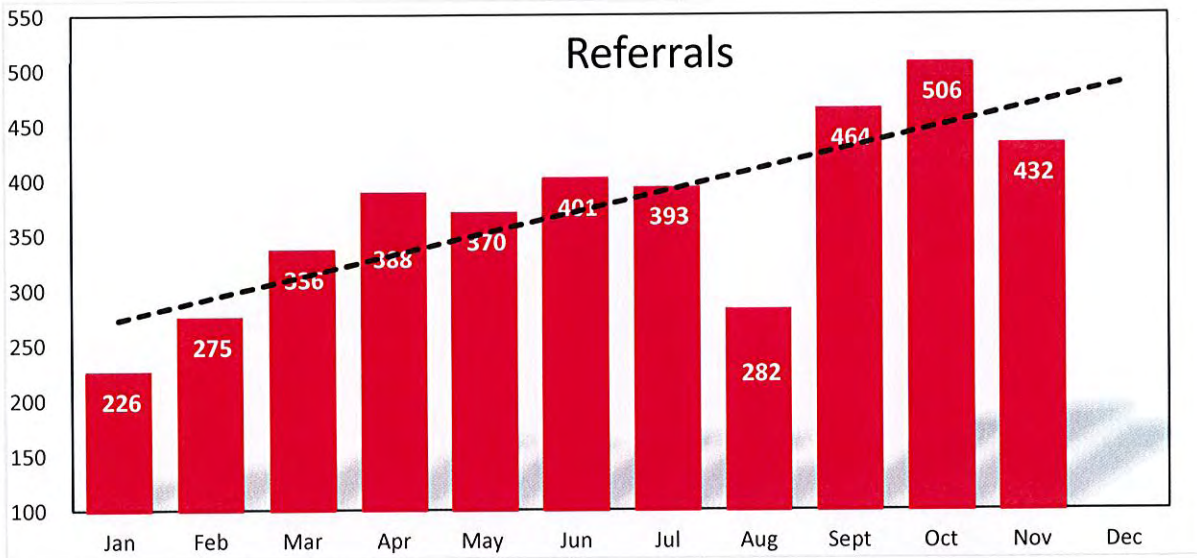
# Electronic Records



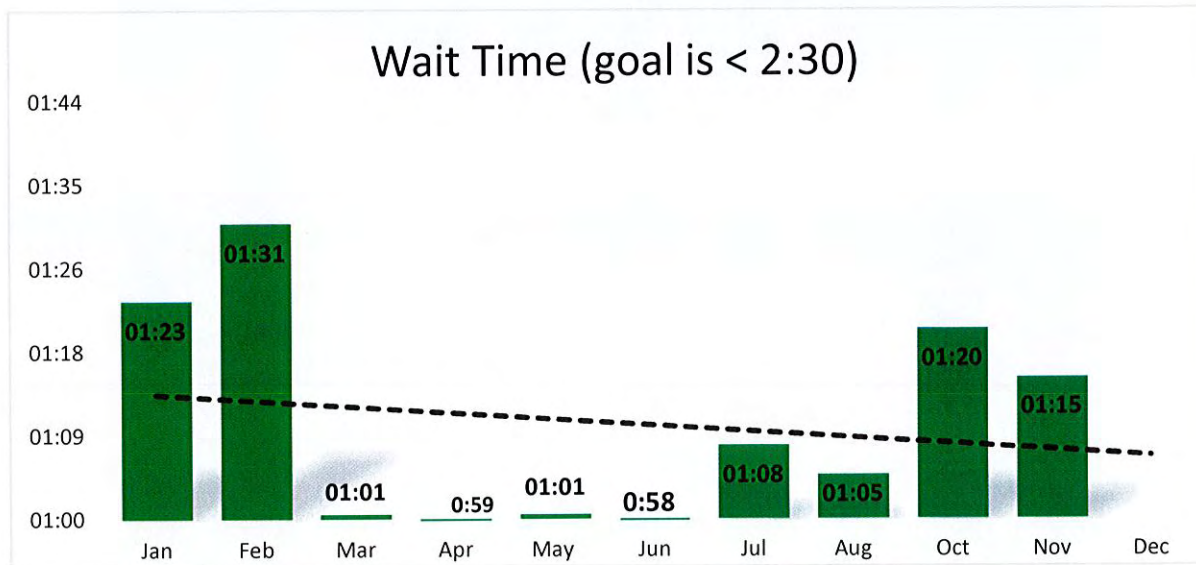
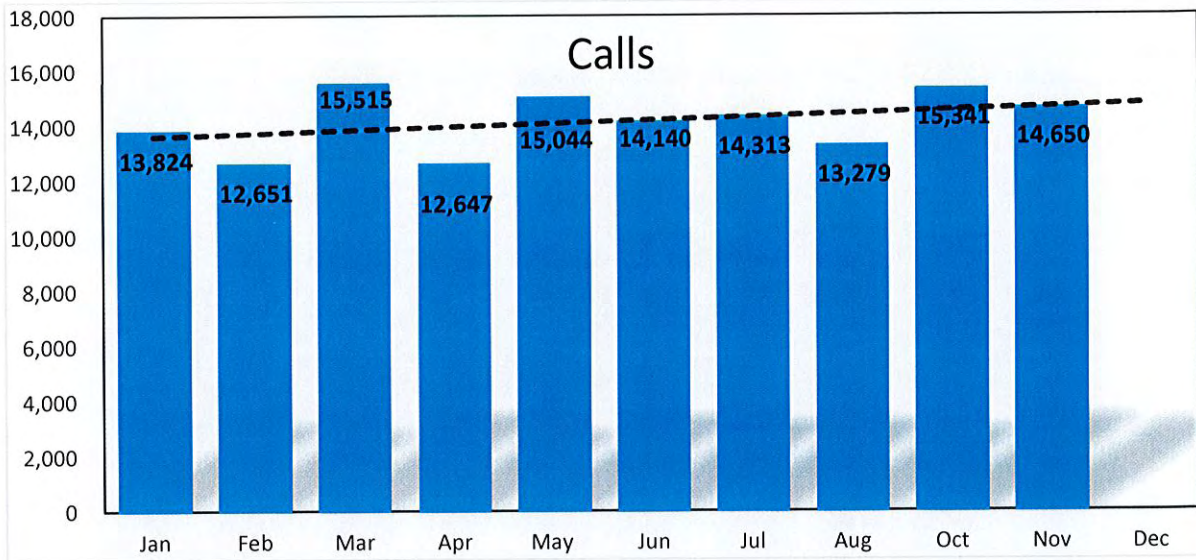
## Case Management



# County Indigent



## Contact Center



## CHW 2017 OUTREACH INITIATIVES (Mobile, Health Events, Presentations)

### November

<u>DATE</u>	<u>LOCATION</u>	<u>TYPE of outreach</u>	<u>Number of BP, Glucose &amp; A1c screenings</u>	<u>Number of contacts made by Community Health Worker</u>	<u>Number Hrs. of outreach</u>
2-Nov	Salvation Army	Mobile	3	0	4
6-Nov	Jesse Tree	Mobile	5	0	4
9-Nov	Holy Rosary	Mobile	0	30	4
10-Nov	Aviamiento Church	Health Fair	0	52	3
11-Nov	St Vincent	Health Event	30	45	4
11-Nov	Hope Festival	Health Event	15	67	4
12-Nov	Veteran's Fair	Health Event	18	86	5
14-Nov	New Arrival Orientation	Presentation	0	12	4
14-Nov	communities in Schools Health Fair	Health Event	0	53	3
16-Nov	Lighthouse Ministries	Health Fair	0	190	2
17-Nov	United Methodist Church	Health Fair	0	78	4
28-Nov	New Arrival Orientation	Presentation	0	1	4
30-Nov	CAP Readiness & Resource Workshop	Presentation	17	34	4
<b>Total Screenings</b>			<b><u>71</u></b>		
<b>Total CHW Contacts</b>			<b><u>648</u></b>		
<b>Total Outreach HRs</b>			<b><u>49</u></b>		

## **Human Resources Update**

### **CHW Career Opportunities:**

- **Job Offers** – The following candidates were extended job offers and have future start dates:
  - Erica Ocejo – Medical Aide
  - Ruby Santos – Patient Services Specialist
  
- **Current Vacancies:**
  - CHW Clinical vacancies:
    - Case Management – Patient Care Technician
    - Dental – Dentist, Full-time Dental Assistant (2), Part-time Dental Assistant
    - Medical – Behavioral Health Counselor
    - Lab & X-Ray – Lab & X-Ray Technician
    - Nursing – Medical Aide (2), LVN (2)



## **Governing Board Contract Report: November 2017**

1. Coastal Health and Wellness entered into a Grant Agreement with the Federal Emergency Management Agency (FEMA). The Grant Agreement covers damage/loss incurred by Hurricane Harvey. The Ambulance Authority is currently working with FEMA to determine the specific reimbursable grant amount. The deadline to submit the Damage/Loss Inventory is December 30, 2017. While FEMA has advised that Coastal Health and Wellness can amend this list to remove items, we are unable to make any additions past the deadline.

[\*\*Back to Agenda\*\*](#)



# **COASTAL HEALTH & WELLNESS**

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**GOVERNING BOARD**

9850-A.106 Boardroom Emmett F. Lowry Expressway, Texas City

**Governing Board**

**December 2017**

**Item #6**

**Consider for Approval Financial Committee**

**Report October 2017**

# COASTAL HEALTH & WELLNESS

Governing Board



## FINANCIAL SUMMARY

For the Period Ending October 31, 2017

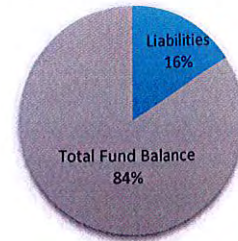
December 7, 2017

GCHD Board Room | 9850-A Emmett F. Lowry Expy. | Texas City, TX 77591

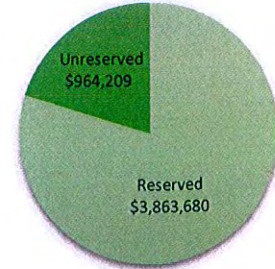
**CHW - BALANCE SHEET** as of October 31, 2017

	Current Month Oct-17	Prior Month Sep-17	Increase (Decrease)
<b>ASSETS</b>			
Cash & Cash Equivalents	\$5,114,738	\$5,146,655	(\$31,917)
Accounts Receivable	3,700,379	2,497,535	1,202,843
Allowance For Bad Debt	(3,295,559)	(2,136,701)	(1,158,858)
Pre-Paid Expenses	109,083	82,131	26,951
Due To / From	57,693	(49,742)	107,436
<b>Total Assets</b>	<b>\$5,686,334</b>	<b>\$5,539,879</b>	<b>\$146,455</b>
<b>LIABILITIES</b>			
Accounts Payable	\$106,106	\$73,183	\$32,923
Accrued Salaries	251,528	200,934	50,594
Deferred Revenues	553,034	559,328	(6,294)
<b>Total Liabilities</b>	<b>\$910,669</b>	<b>\$833,445</b>	<b>\$77,223</b>
<b>FUND BALANCE</b>			
Prior Year Fund Balance	\$4,706,434	\$4,419,277	\$287,156
Current Change	69,231	287,156	(217,925)
<b>Total Fund Balance</b>	<b>\$4,775,665</b>	<b>\$4,706,434</b>	<b>\$69,231</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b>\$5,686,334</b>	<b>\$5,539,879</b>	<b>\$146,455</b>

Current Period Assets



Total Fund Balance



**CHW - REVENUE & EXPENSES** as of October 31, 2017

	Actual Oct-17	Budgeted Oct-17	PTD Budget Variance	YTD Budget Variance
<b>REVENUE</b>				
County Revenue	\$324,070	\$307,896	\$16,174	\$184,070
DSRIP Revenue	0	22,995	(22,995)	189,036
HHS Grant Revenue	295,274	260,617	34,658	(213,337)
Patient Revenue	1,493,689	277,192	1,216,497	4,427,959
Other Revenue	(7,886)	5,918	(13,804)	25,163
<b>Total Revenue</b>	<b>\$2,105,147</b>	<b>\$874,617</b>	<b>\$1,230,530</b>	<b>\$4,612,890</b>
<b>EXPENSES</b>				
Personnel	\$558,610	\$636,952	\$78,342	\$665,545
Contractual	60,042	58,751	(1,292)	37,281
IGT Reimbursement	0	0	0	(154,945)
Supplies	135,996	98,190	(37,806)	(54,345)
Travel	2,433	2,265	(169)	6,892
Bad Debt Expense	1,135,365		(1,158,858)	(4,458,130)
Other	119,976	78,459	(41,517)	(95,703)
<b>Total Expenses</b>	<b>\$2,035,916</b>	<b>\$874,617</b>	<b>(\$1,161,299)</b>	<b>(\$4,053,406)</b>
<b>CHANGE IN NET ASSETS</b>	<b>\$69,231</b>	<b>\$0</b>	<b>\$69,231</b>	<b>\$559,484</b>

Current Month Revenue & Expenses Actual

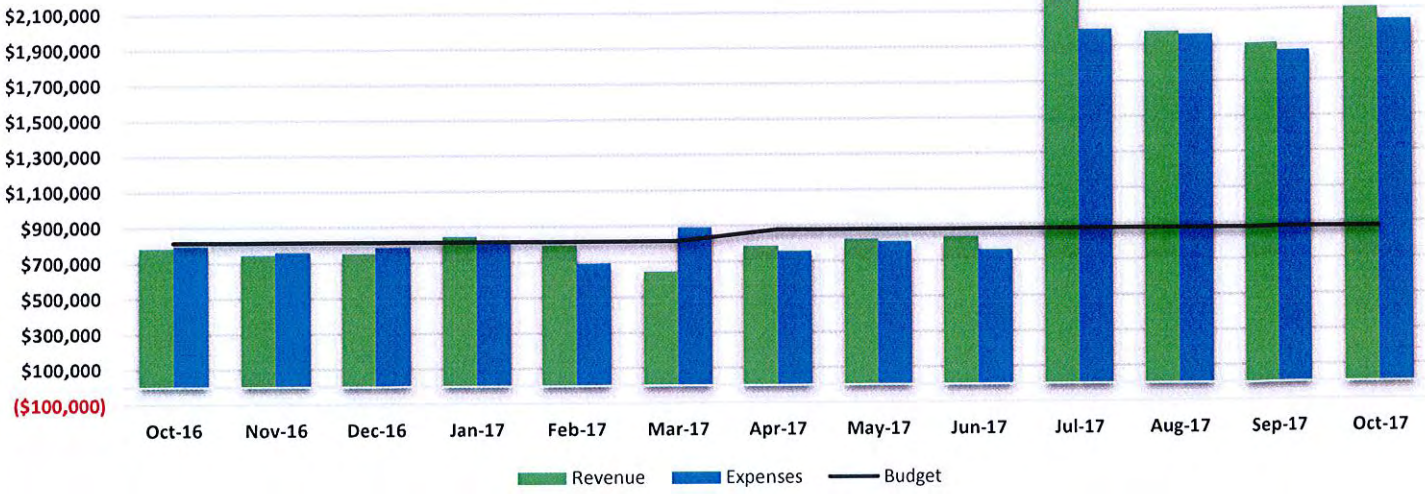
■ Revenue ■ Expenses



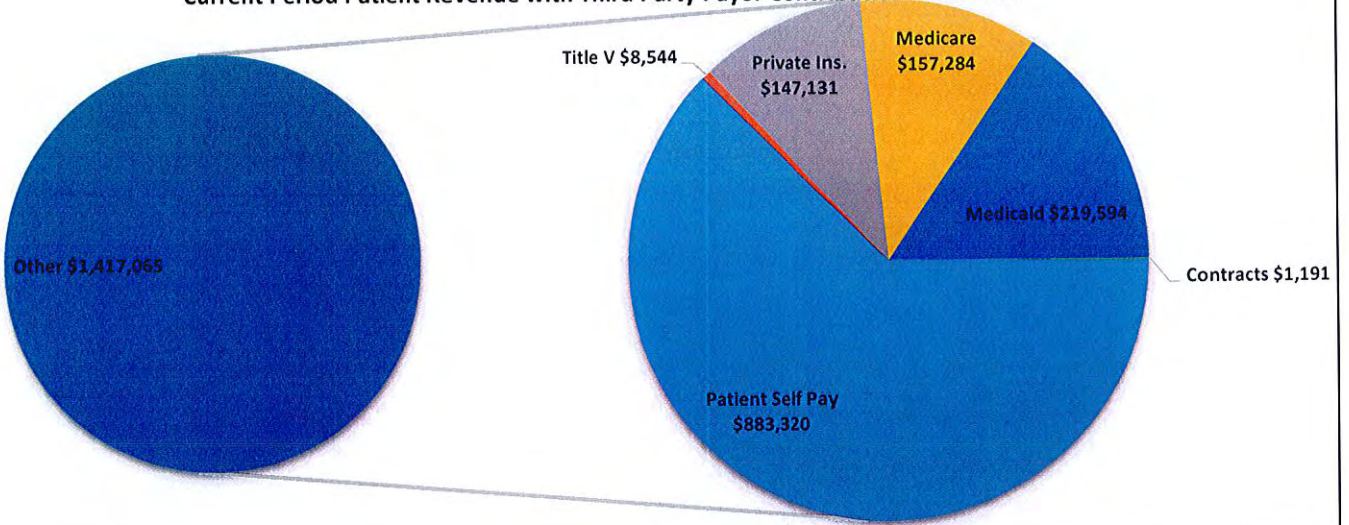
**HIGHLIGHTS**

- MTD increase in Fund Balance of \$69,231.
- Revenues were \$1,230,530 higher than budgeted this month. MTD revenues related to Self Pay, Private Insurance, Medicaid, Medicare and Contract Revenue were all higher than budgeted due to recording Receivables.
- HHS Grant revenue is overbudget MTD \$34,658 due to draw downs from QI 16 and DSHS II funds that were expended.
- YTD revenues are \$4,612,890 higher than budgeted due to recording of AR balances. Private insurance, Self Pay, Medicaid, Medicare and Contract Revenue are higher than budgeted, while Title V is on target for new contract effective 9/1/17.
- Expenses were (\$1,161,299) higher MTD than budgeted due to recording of Bad Debt Expense, and are (\$4,053,406) higher YTD than budgeted, but are offset by savings in personnel.
- YTD increase in fund balance of \$69,231. Total fund balance \$4,775,665 as of 10/31/17.

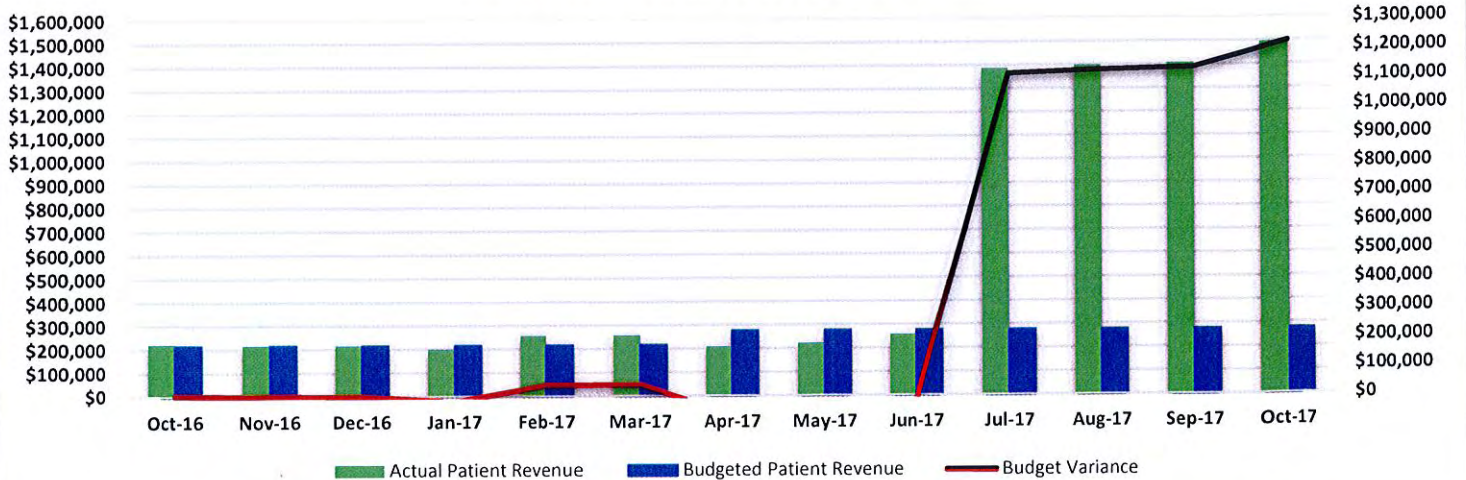
### Actual Revenue & Expenses in Comparison to Budget



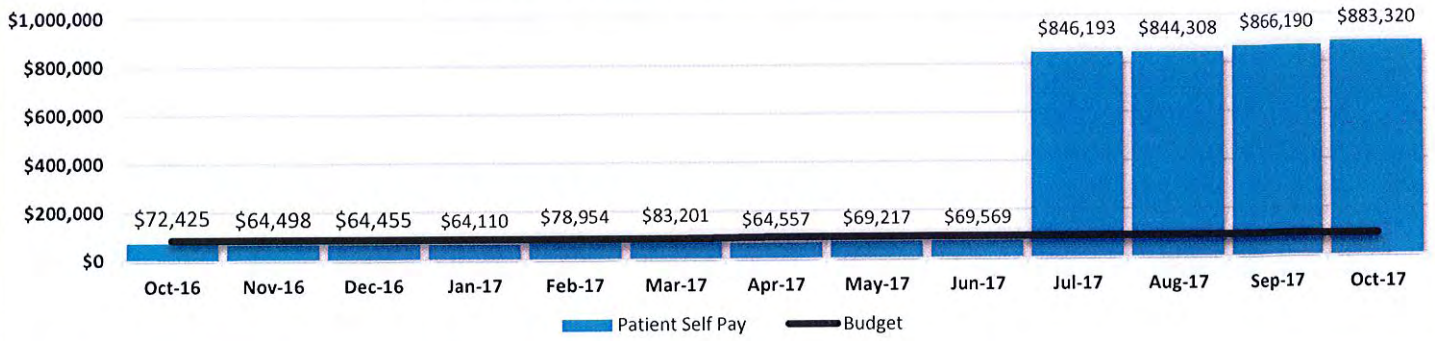
### Current Period Patient Revenue with Third Party Payor Contributions Identified



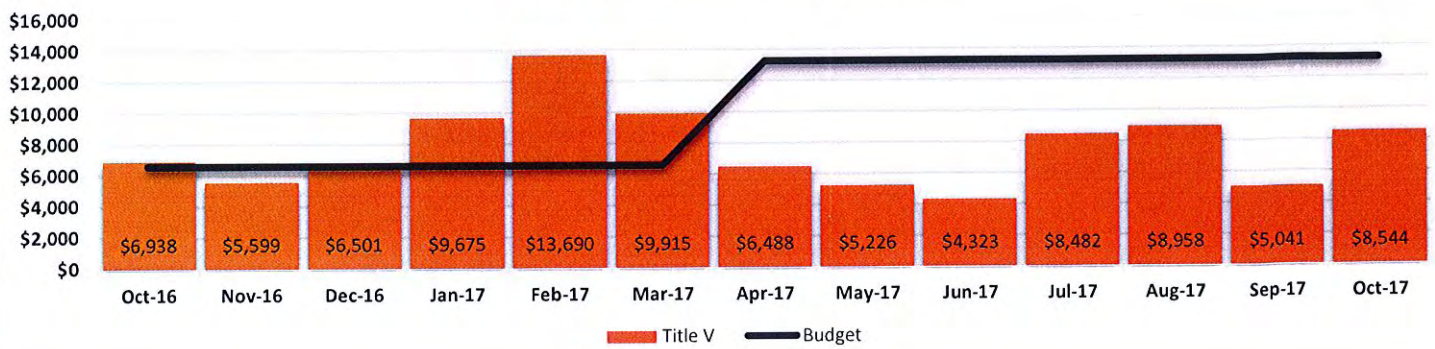
### Actual Patient Revenue Rec'd vs Budget with Variance



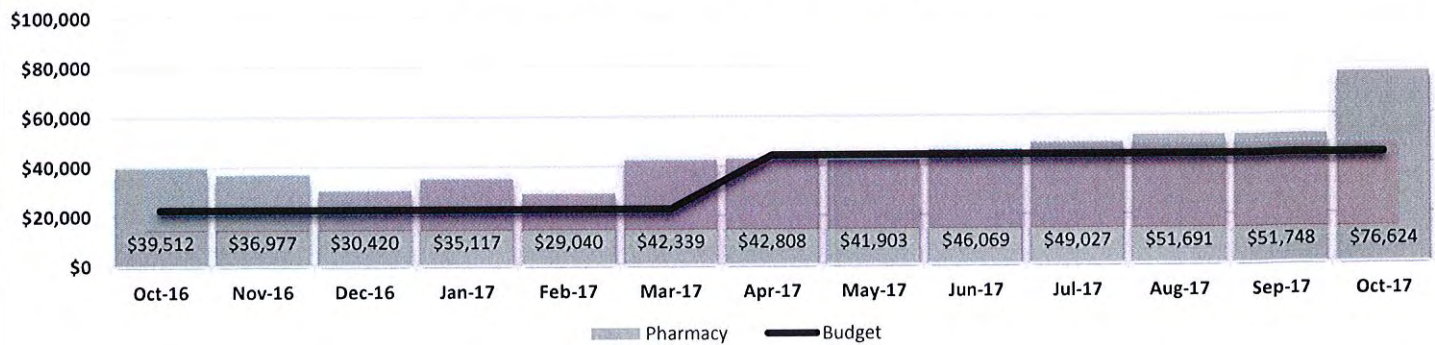
Patient Self Pay Revenue with Budget Line Comparison



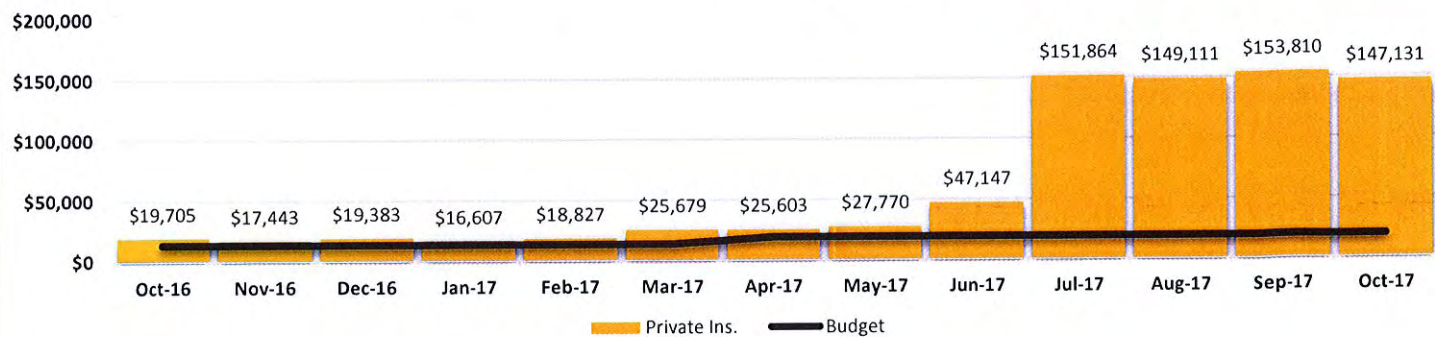
Title V Revenue with Budget Line Comparison



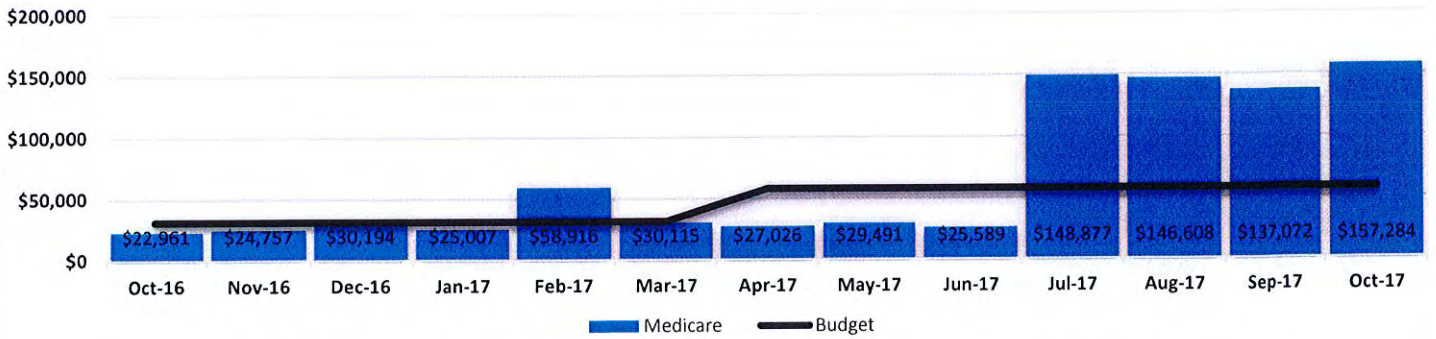
Pharmacy Revenue with Budget Line Comparison



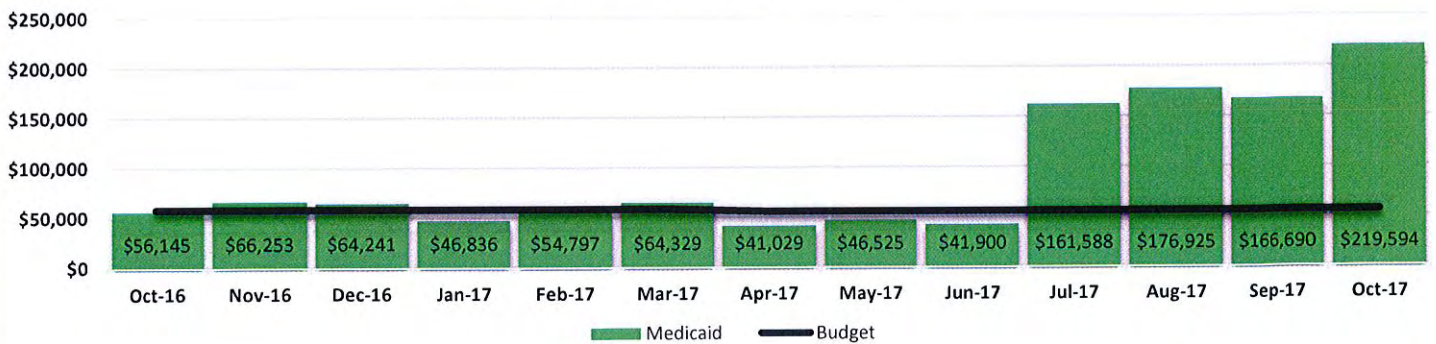
Private Insurance Revenue with Budget Line Comparison



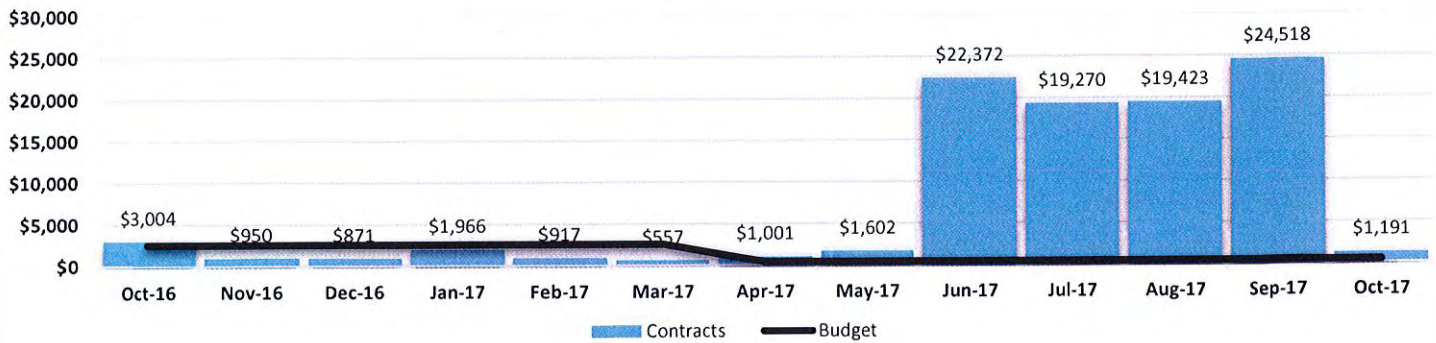
Medicare Revenue with Budget Line Comparison



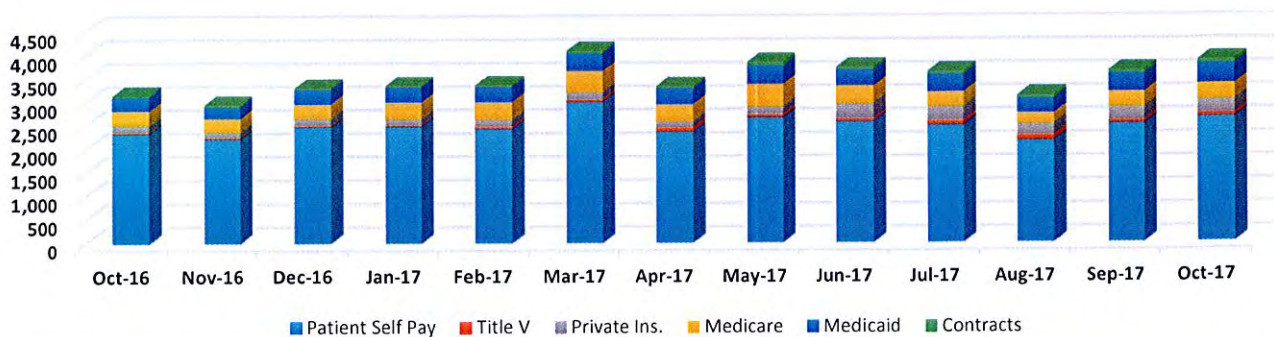
Medicaid Revenue with Budget Line Comparison



Contract Revenue with Budget Line Comparison



Total Number of Patient Visits



**Coastal Health & Wellness**  
**Statement of Revenue and Expenses for the Period ending October 31, 2017**

		Period Ending 10/31/17	MTD Budget	MTD Budget Variance	YTD Actual	YTD Budget	YTD Budget Variance	Annual Budget
Grouping	Description							
<b>REVENUE</b>								
HRSA	HHS GRANT REVENUE - Federal	\$295,274	\$260,617	\$34,658	\$1,610,979	\$1,824,317	(\$213,338)	\$3,127,400
Patient Rev	GRANT REVENUE - Title V	\$8,544	\$13,207	(\$4,662)	\$47,063	\$92,447	(\$45,385)	\$158,481
Patient Rev	PATIENT FEES	\$883,320	\$88,309	\$795,011	\$3,643,355	\$618,165	\$3,025,190	\$1,059,712
Patient Rev	PRIVATE INSURANCE	\$147,131	\$18,615	\$128,516	\$702,437	\$130,306	\$572,130	\$223,382
Patient Rev	PHARMACY REVENUE - 340b	\$76,624	\$44,040	\$32,584	\$359,870	\$308,279	\$51,592	\$528,477
Patient Rev	MEDICARE	\$157,284	\$57,412	\$99,872	\$671,948	\$401,887	\$270,060	\$688,950
Patient Rev	MEDICAID	\$219,594	\$55,275	\$164,319	\$854,252	\$386,924	\$467,327	\$663,299
Other Rev.	LOCAL GRANTS & FOUNDATIONS	\$2,701	\$2,668	\$34	\$18,909	\$18,673	\$237	\$32,010
Other Rev.	MEDICAL RECORD REVENUE	\$1,525	\$1,583	(\$59)	\$7,496	\$11,083	(\$3,587)	\$19,000
Other Rev.	MEDICAID INCENTIVE PAYMENTS	(\$14,853)	\$0	(\$14,853)	\$21,918	\$0	\$21,918	\$0
County	COUNTY REVENUE	\$324,070	\$307,896	\$16,174	\$2,339,343	\$2,155,273	\$184,070	\$3,694,754
DSRIP	DSRIP REVENUE		\$22,995	(\$22,995)	\$350,000	\$160,964	\$189,036	\$275,938
Other Rev.	MISCELLANEOUS REVENUE		\$0	\$0	\$90	\$0	\$90	\$0
Other Rev.	OTHER REVENUE - SALE OF FIXED ASSET		\$0	\$0	\$0	\$0	\$0	\$0
Other Rev.	INTEREST INCOME	\$2,133	\$1,667	\$466	\$14,532	\$11,667	\$2,865	\$20,000
Patient Rev	CONTRACT REVENUE	\$1,191	\$333	\$857	\$89,377	\$2,333	\$87,044	\$4,000
Other Rev.	LOCAL FUNDS / OTHER REVENUE	\$608	\$0	\$608	\$3,640	\$0	\$3,640	\$0
<b>Total Revenue</b>		<b>\$2,105,147</b>	<b>\$874,617</b>	<b>\$1,230,531</b>	<b>\$10,735,208</b>	<b>\$6,122,318</b>	<b>\$4,612,890</b>	<b>\$10,495,403</b>
<b>EXPENSES</b>								
Personnel	SALARIES	\$446,689	\$500,475	\$53,786	\$2,966,376	\$3,503,324	\$536,948	\$6,005,699
Personnel	SALARIES, Merit Compensation	\$1,000		(\$1,000)				\$0.00
Personnel	SALARIES, PROVIDER INCENTIVES		\$4,400	\$4,400	\$5,000	\$30,800	\$25,800	\$52,800.00
Personnel	SALARIES, O/T	\$3,432	\$5,000	\$1,568	\$36,002	\$35,000	(\$1,002)	\$60,000.00
Personnel	SALARIES, PART-TIME	\$14,922	\$23,559	\$8,636	\$133,955	\$164,910	\$30,955	\$282,702.00
Personnel	Comp Pay	\$49		(\$49)	\$499	\$0	(\$499)	\$0.00
Personnel	FICA EXPENSE	\$31,058	\$40,808	\$9,749	\$228,294	\$285,654	\$57,359	\$489,691.89
Personnel	TEXAS UNEMPLOYMENT TAX	\$29	\$1,672	\$1,644	(\$1,408)	\$11,706	\$13,114	\$20,066.85
Personnel	LIFE INSURANCE	\$1,394	\$1,195	(\$199)	\$9,156	\$8,365	(\$791)	\$14,339.39
Personnel	LONG TERM DISABILITY INSURANCE	\$1,005	\$1,101	\$96	\$6,596	\$7,707	\$1,111	\$13,212.54
Personnel	GROUP HOSPITALIZATION INSURANC	\$29,776	\$43,220	\$13,444	\$196,800	\$302,539	\$105,739	\$518,638.94
Personnel	WORKER'S COMP INSURANCE	\$1,678	\$2,667	\$989	\$2,582	\$18,670	\$16,088	\$32,006.01
Personnel	HRA EXPENSE		\$0	\$0	\$0	\$0	\$0	\$0.00
Personnel	PENSION / RETIREMENT	\$11,222	\$12,856	\$1,634	\$75,054	\$89,990	\$14,936	\$154,268.95
Contractual	OUTSIDE LAB CONTRACT	\$25,861	\$22,000	(\$3,861)	\$182,436	\$154,000	(\$28,436)	\$264,000.00
Contractual	OUTSIDE X-RAY CONTRACT	\$3,828	\$3,000	(\$828)	\$26,184	\$21,000	(\$5,184)	\$36,000.00
Contractual	MISCELLANEOUS CONTRACT SERVICES	\$14,641	\$12,961	(\$1,681)	\$60,490	\$90,725	\$30,235	\$155,528.00
Personnel	TEMPORARY STAFFING	\$16,358	\$0	(\$16,358)	\$133,215	\$0	(\$133,215)	\$0.00
Contractual	CHW CONTRACT BILLING SERVICE	\$9,455	\$10,045	\$590	\$58,852	\$70,315	\$11,463	\$120,540.00
IGT	IGT REIMBURSEMENT		\$0	\$0	\$154,945	\$0	(\$154,945)	\$0.00
Contractual	JANITORIAL CONTRACT	\$2,672	\$3,000	\$328	\$18,706	\$21,000	\$2,294	\$36,000.00
Contractual	PEST CONTROL	\$80	\$100	\$20	\$561	\$700	\$139	\$1,200.00
Contractual	SECURITY	\$3,505	\$7,645	\$4,140	\$26,745	\$53,515	\$26,770	\$91,740.00
Supplies	OFFICE SUPPLIES	\$3,858	\$6,690	\$2,832	\$25,850	\$46,831	\$20,982	\$80,282.49
Supplies	OPERATING SUPPLIES	\$25,796	\$20,375	(\$5,421)	\$140,817	\$142,625	\$1,808	\$244,500.00
Supplies	OUTSIDE DENTAL SUPPLIES	\$849	\$2,500	\$1,651	\$7,137	\$17,500	\$10,364	\$30,000.00
Supplies	PHARMACEUTICAL SUPPLIES	\$105,352	\$68,000	(\$37,352)	\$564,714	\$476,000	(\$88,714)	\$816,000.00
Supplies	JANITORIAL SUPPLIES	\$86	\$375	\$289	\$1,208	\$2,625	\$1,417	\$4,500.00
Supplies	PRINTING SUPPLIES	\$56	\$250	\$194	\$119	\$1,750	\$1,631	\$3,000.00
Supplies	UNIFORMS		\$420	\$420	\$1,833	\$2,940	\$1,107	\$5,040.00
Other	POSTAGE	\$779	\$733	(\$45)	\$4,300	\$5,133	\$834	\$8,800.00
Other	TELEPHONE	\$4,634	\$1,525	(\$3,109)	\$12,662	\$10,675	(\$1,987)	\$18,300.00
Other	WATER	\$31	\$31	\$1	\$214	\$217	\$4	\$372.00
Other	ELECTRICITY	\$2,121	\$2,083	(\$37)	\$12,743	\$14,583	\$1,840	\$25,000.00
Travel	TRAVEL, LOCAL	\$377	\$381	\$4	\$2,410	\$2,669	\$259	\$4,575.00
Travel	TRAVEL, OUT OF TOWN		\$0	\$0	\$0	\$0	\$0	\$0.00
Travel	LOCAL TRAINING	\$1,614	\$417	(\$1,197)	\$2,492	\$2,917	\$425	\$5,000.00
Travel	TRAINING, OUT OF TOWN	\$442	\$1,467	\$1,025	\$4,060	\$10,268	\$6,208	\$17,602.00
Other	RENTALS	\$5,654	\$5,935	\$281	\$38,165	\$41,545	\$3,380	\$71,220.00
Other	LEASES	\$43,702	\$38,522	(\$5,180)	\$305,913	\$269,653	(\$36,260)	\$462,262.00
Other	MAINTENANCE / REPAIR, EQUIP.	\$5,913	\$7,563	\$1,649	\$43,349	\$52,938	\$9,589	\$90,750.00
Other	MAINTENANCE / REPAIR, AUTO		\$42	\$42	\$0	\$292	\$292	\$500.00
Other	FUEL	\$97	\$42	(\$56)	\$284	\$292	\$8	\$500.00
Other	MAINTENANCE / REPAIR, BLDG.	\$29	\$417	\$387	\$1,787	\$2,917	\$1,130	\$5,000.00
Other	MAINT/REPAIR, IT Equip.		\$125	\$125	(\$71,586)	\$875	\$72,461	\$1,500.00
Other	MAINTENANCE / Preventative, AUTO	\$15	\$42	\$27	\$15	\$292	\$277	\$500.00
Other	INSURANCE, AUTO/Truck	\$166	\$168	\$2	\$1,174	\$1,176	\$2	\$2,016.00
Other	INSURANCE, GENERAL LIABILITY	\$724	\$833	\$109	\$5,428	\$5,833	\$405	\$10,000.00
Other	INSURANCE, BLDG. CONTENTS	\$1,359	\$1,333	(\$26)	\$9,564	\$9,333	(\$231)	\$16,000.00
Other	COMPUTER EQUIPMENT	\$30,885	\$0	(\$30,885)	\$111,941	\$0	(\$111,941)	
Other	OPERATING EQUIPMENT	\$5,656	\$0	(\$5,656)	\$5,656	\$0	(\$5,656)	

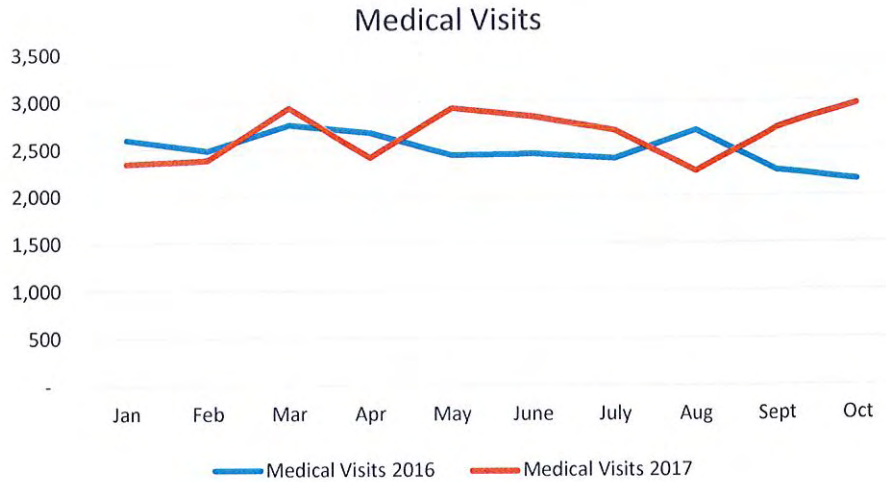


**Coastal Health & Wellness**  
**Statement of Revenue and Expenses for the Period ending October 31, 2017**

	<i>Description</i>	<i>Period Ending 10/31/17</i>	<i>MTD Budget</i>	<i>MTD Budget Variance</i>	<i>YTD Actual</i>	<i>YTD Budget</i>	<i>YTD Budget Variance</i>	<i>Annual Budget</i>
Other	BUILDING IMPROVEMENTS		\$0	\$0	\$0	\$0	\$0	
Other	NEWSPAPER ADS	\$380	\$1,250	\$870	\$5,086	\$8,750	\$3,664	\$15,000.00
Other	SUBSCRIPTIONS, BOOKS, ETC	\$226	\$750	\$524	\$633	\$5,250	\$4,617	\$9,000.00
Other	ASSOCIATION DUES	\$2,667	\$2,833	\$167	\$18,667	\$19,833	\$1,167	\$34,000.00
Other	IT SOFTWARE, LICENSES, INTANGIBLES	\$12,842	\$9,258	(\$3,584)	\$119,095	\$64,808	(\$54,287)	\$111,100.00
Other	PROF FEES/LICENSE/INSPECTIONS		\$1,467	\$1,467	\$990	\$10,267	\$9,277	\$17,600.00
Other	PROFESSIONAL SERVICES	\$131	\$1,208	\$1,078	\$11,006	\$8,458	(\$2,548)	\$14,500.00
Other	MED/HAZARD WASTE DISPOSAL	\$517	\$458	(\$58)	\$3,346	\$3,208	(\$137)	\$5,500.00
Other	TRANSPORTATION CONTRACT	\$843	\$813	(\$30)	\$4,670	\$5,688	\$1,018	\$9,750.00
Other	BOARD MEETING OPERATIONS		\$29	\$29	\$185	\$204	\$19	\$350.00
Other	SERVICE CHG - CREDIT CARDS	\$611	\$579	(\$32)	\$4,666	\$4,054	(\$612)	\$6,950.00
Other	CASHIER OVER / SHORT	(\$5)	\$0	\$5	(\$35)	\$0	\$35	
Other	LATE CHARGES		\$0	\$0	\$0	\$0	\$0	
Other	BAD DEBT EXPENSE	\$1,158,858	\$0	(\$1,158,858)	\$4,458,129	\$0	(\$4,458,129)	
Other	MISCELLANEOUS EXPENSE	\$0	\$0	\$0	\$0	\$0	\$0	
	<b>Total Expenses</b>	<b>\$2,035,916</b>	<b>\$874,617</b>	<b>(\$1,161,299)</b>	<b>\$10,179,724</b>	<b>\$6,122,318</b>	<b>(\$4,057,406)</b>	<b>\$10,495,403</b>
	<b>Net Change in Fund Balance</b>	<b>\$69,231</b>	<b>(\$0)</b>	<b>\$69,231</b>	<b>\$555,484</b>	<b>(\$0)</b>	<b>\$555,484</b>	<b>(\$0)</b>

### Medical Visits

	<u>2016</u>	<u>2017</u>
Jan	2,599	2,353
Feb	2,485	2,390
Mar	2,756	2,943
Apr	2,673	2,417
May	2,435	2,939
June	2,450	2,850
July	2,395	2,696
Aug	2,693	2,267
Sept	2,267	2,720
Oct	2,164	2,974
	<u>24,917</u>	<u>26,549</u>



### Dental Visits

	<u>2016</u>	<u>2017</u>
Jan	925	931
Feb	1042	913
Mar	1120	1111
Apr	921	851
May	900	858
June	974	841
July	950	899
Aug	998	820
Sept	964	903
Oct	903	838
	<u>9,697</u>	<u>8,965</u>



### Counseling Visits

	<u>2016</u>	<u>2017</u>
Jan	80	66
Feb	81	63
Mar	91	40
Apr	77	66
May	68	46
June	64	41
July	51	45
Aug	80	38
Sept	66	32
Oct	76	48
	<u>734</u>	<u>485</u>



**Vists by Financial Class - Actual vs. Budget**  
**As of October 31, 2017 (Grant Year 4/1/17-3/31/18)**

	Annual HRSA Grant Budget	MTD Actual	MTD Budget	Over/(Under) MTD Budget	YTD Actual	YTD Budget	Over/(Under) YTD Budget	% Over/ (Under) YTD Budget
Medicaid	4,810	450	401	49	2,673	2,806	(133)	-5%
Medicare	5,086	332	424	(92)	2,397	2,967	(570)	-19%
Other Public (Title V, Contract)	1,364	132	114	18	891	796	95	12%
Private Insurance	2,187	288	182	106	1,734	1,276	458	36%
Self Pay	35,801	2,658	2,983	(325)	17,494	20,884	(3,390)	-16%
	<b>49,248</b>	<b>3,860</b>	<b>4,104</b>	<b>(244)</b>	<b>25,189</b>	<b>28,728</b>	<b>(3,539)</b>	<b>-12%</b>

**Unduplicated Patients - Current vs. Prior Year**  
**UDS Data Calendar Year**  
**January through December**

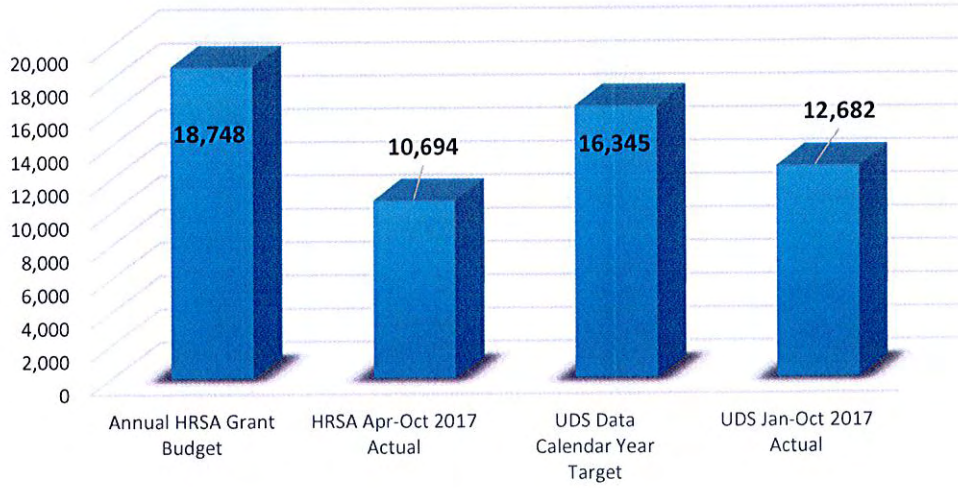
	Current Year Annual Target	Jan-Oct 2016 Actual	Jan -Oct 2017 Actual	Increase/ (Decrease)	% Increase/ (Decrease)
Unduplicated Patients	16,345	12,415	12,682	267	2%

**Unduplicated Patients - Current vs. Prior Year**  
**HRSA Grant Year**  
**April through March**

	Annual HRSA Grant Budget	Apr-Oct 2016 Actual	Apr -Oct 2017 Actual	Increase/ (Decrease)	% Increase/ (Decrease)
Unduplicated Patients	18,748	10,294	10,694	400	4%

\* Note - The clinic was closed for 5.5 days during Hurricane Harvey, but was open to walk-in patients on 8/31.

## Number of Unduplicated Patients



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# **COASTAL HEALTH & WELLNESS**

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**GOVERNING BOARD**

9850-A.106 Boardroom Emmett F. Lowry Expressway, Texas City

**Governing Board**

**December 2017**

**Item #7**

**Consider for Approval Coastal Health & Wellness  
Reserved Funds Balance**

**Coastal Health & Wellness Fund Reserve  
as of September 30, 2017**

	<b>Board Approved Reserve @ 9/29/16</b>	<b>Increase / (Decrease)</b>	<b>Reserve Balance @ 9/30/17</b>	<b>Proposed Board Approved Reserves</b>
IT Expenditures (Equipment, Software & Consultant Services)	\$265,616	(\$166,083)	\$99,533	\$203,097
Medical / Dental Equipment additions/replacements	\$240,885	\$0	\$240,885	\$240,885
Galveston Clinic Renovations	\$750,000	\$0	\$750,000	\$750,000
Texas City Furniture/Fixtures/Remodel	\$0	\$0	\$0	\$12,750
Employee One-Time Supplemental Payment	\$0	\$0	\$0	\$52,540
Total Operating Reserve	\$2,750,000	\$0	\$2,750,000	\$3,160,000
<b>Total Board Approved Reserve</b>	<b>\$4,006,501</b>	<b>(\$166,083)</b>	<b>\$3,840,418</b>	<b>\$4,419,272</b>
Unreserved	\$382,476	\$483,540	\$866,016	\$287,162
<b>Total Fund Balance</b>	<b>\$4,388,977</b>	<b>\$317,457</b>	<b>\$4,706,434</b>	<b>\$4,706,434</b>

Operating Reserve	<b>\$2,750,000</b>	<b>\$3,160,000</b>
Budgeted Expenses ending 3/31/18	<b>\$9,754,423</b>	
Budgeted Expenses ending 3/31/19		<b>\$10,488,803</b>
Months of Reserves available	<b>3.38</b>	<b>3.62</b>

**Coastal Health & Wellness - Annual Board Approved Reserve  
Proposed Fund Balance Reserve Budget for the fiscal year ending March 31, 2019**

Item	FY2019
Microsoft Licensing (does not include any true-up or additions)	\$34,103 *
Server 2016 Upgrades (add 4 new DataCenter Server licenses as a true-up)	\$25,901
Intel Solid-State Drive DC P4600 Series (#SSDPEDKE020T701); 6 x \$1,534.39 (CDW item 4611574)	\$4,605
Intel Storage System (#JBOD2312S3SP); 3 x \$925.57 (CDW item 4554753)	\$1,389
HPE ProLiant DL380 Gen9 (#859085-S01); 3 x \$6,984.09 (CDW item 4092889)	\$10,476
HP H241 2-Port Smart Host Bus Adapter (#726911-B21); 3 x \$203.95 (CDW item 3465476)	\$306
HPE SAS External Cable (#716197-B21); 3 x 97.80 (cdw item 3385075)	\$147
HPE Midline Hard Drive 1TB (#655710-B21); 6 x \$220.29 (CDW item 2637128)	\$663
Intel Common Redundant Power Supply (#FX460GCRPS); 3 x \$168.17 (CDW item 3104657)	\$252
AMD FirePro W7100 Accelerator Kit Graphics Card (#J0H10A); 3 x \$730.48 (CDW item 4295201)	\$1,095
HPE 640FLR-SFP28 Network Adapter (#817749-B21); 3 x \$519.46 (CDW item 4578603)	\$780
Samsung DDR4 32 GB DIMM 288-Pin (#M393A4K0BB1-CRC); 72 x \$301.57 (CDW item 4529050)	\$10,854
HGST 10TB Ultra 4KN ISE HE10 20 PK (#0F27502-20PK); 2 x \$9,001.08 (CDW item 4699900)	\$9,001
Switch Upgrades (ARC, Dickinson WIC, Galveston Clinic)	\$10,084
Storage Upgrades (replace old SSD drives in one DATA center SAN)	\$11,400 *
SignalStar (hardware/software solution to boost all cell carrier signals internally)	\$14,782
Bomgar Update (conversion to a virtual appliance to replace legacy system)	\$500
Security Badge Machine Programming Upgrades	\$575
8Starpoint - Provisioning (system resource configurations and deployments)	\$19,200 *
Replace desktop PC's	\$37,050
Cisco IP Phones (PoE Switches at the desktop to eliminate wiring)	\$4,125 *
UniFi AC Pro - Integrated wireless system for entire GCHD network; 20 x \$149	\$1,490 *
UniFi Security Gateway - Integrated wireless system for entire GCHD network; 2 x \$119	\$119 *
Solid State Drives for incremental upgrade to increase computer speed	\$4,200
* Indicates Carryover from prior Approved Fund Balance Reserve	
<b>Subtotal - IT Expenditures</b>	<b>\$203,097</b>
<b>Dental</b>	
3 EVA sensors	\$15,000
2 Fiber Optic Handpieces	\$2,000
2 Impact Air Surg Handpiece	\$1,700
2 Low Speed Handpiece	\$650
2 Sterilizers	\$10,000
1 Autoclaves	\$10,000
1 Compressor	\$5,200
1 Vacuum	\$4,100
<b>Medical</b>	
4 Viewsonic screens	\$3,200
2 Audiometer	\$2,700
Xray system replacement	\$65,885
Other new or replacement equipment as needed	\$120,450
<b>Subtotal - Medical/Dental Equipment additions/replacements</b>	<b>\$240,885</b>
Galveston Clinic Renovations	\$750,000
<b>Subtotal - Galveston Clinic Renovations</b>	<b>\$750,000</b>
Conference Room chairs - CHW Admin area - 12	\$4,200
TV, including installation for Conference Room in CHW Admin area	\$1,000
Storage cabinets - 4 - CHW Admin area	\$1,800
Wiring and wall mounting for computers in CHW waiting areas	\$750
Installation of two doors in Patient Services are for CICHP and wall behind receptionist desk in Medical Clinic	\$5,000
<b>Subtotal - Texas City Furniture/Fixtures/Remodel</b>	<b>\$12,750</b>
Employee One-Time Supplemental Payment	\$52,540
<b>Subtotal - Employee One-Time Supplemental Payment</b>	<b>\$52,540</b>
<b>Total Fund Balance Reserve Expenditures</b>	<b>\$1,259,272</b>
<b>Total Operating Reserve</b>	<b>\$3,160,000</b>
<b>Unreserved</b>	<b>\$287,162</b>
<b>Proposed Board Approved Reserve</b>	<b>\$4,706,434</b>

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