

**Coastal Health & Wellness
Governing Board
January 30, 2020**

Board Members

Present:

Samantha Robinson
Jay Holland
Virginia Valentino
Dorothy Goodman
Flecia Charles
Victoria Dougharty
Miroslava Bustamante
Aaron Akins

Staff:

Kathy Barroso, Executive Director
Cynthia Ripsin, MD
Hanna Lindskog, DDS
Eileen Dawley
Andrea Cortinas
Richard Mosquera
Debra Howey
Virginia Lyle
Pisa Ring

Mary Orange
Michelle Peacock
Kristina Garcia
Tiffany Carlson
Cheryl Golla
Kenna Pruitt
Chris Davis
Tyler Tipton
Anthony Hernandez

Excused Absence: Milton Howard, DDS, Elizabeth Williams and Barbara Thompson, MD

Items 1-6 Consent Agenda

A motion was made by Virginia Valentino to approve the consent agenda items one through six with the correction of one misspelled word in the December 12, 2019 minutes. Aaron Akins seconded the motion and the Board unanimously approved the consent agenda.

Item #7 Executive Reports

Kathy Barroso, Executive Director, presented the January 2020 Executive Report to the Board.

Item #8 Consider for Approval November 2019 and December 2019 Financial Report

Mary Orange, Business Office Manager, presented the November and December 2019 financial reports to the Board. A motion to accept the financial reports as presented was made by Jay Holland. Miroslava Bustamante seconded the motion and the Board unanimously approved.

Item #9 Consider for Approval Annual Report on Infection Control

Debra Howey, Infection Control Nurse, presented the annual report on infection control and asked the Board to consider the report for approval. A motion to accept the report as presented was made by Miroslava Bustamante and seconded by Dorothy Goodman. The Board unanimously approved the motion.

Item #10 Consider for Approval Quarterly Visit and Collection Report Including a Breakdown of New Patients by Payer Source for the Period Ending 12/31/19

Mary Orange, Business Office Manager, reported on visit and payer trends during the last quarter, and in comparison, to the prior year. A motion to accept the report as presented was made by Jay Holland and seconded by Virginia Valentino. The Board unanimously approved the motion.

Item #11 Consider for Approval Quarterly Access to Care Report for the Period Ending 12/31/19

Kathy Barroso, Executive Director, presented the quarterly access to care report for the period ending 12/31/19. Kathy informed the Board that the utilization in this quarter for Medical, Dental and Dental Hygienist exceeded our goal of 90% at both locations. Counseling utilization in Texas City was slightly higher than the previous quarter while Galveston utilization was slightly lower. No show rates were consistent with the prior quarter. The new No-Show Policy went into effect January 1, 2020 so we will continue to monitor and report back to the Board. A motion to accept the report as presented was made by Virginia Valentino and seconded by Victoria Dougharty. The Board unanimously approved the motion.

Item #12 Consider for Approval Patient Satisfaction Survey Results for the Period Ending 12/31/19

Kathy Barroso, Executive Director, presented the results of the patient satisfaction survey from October 1, 2019 to December 31, 2019. Ms. Barroso reported that the number of surveys collected increased by 43% from last quarter. The total weighted average score for all categories this quarter was 4.9, with 5 being excellent. This was an increase from the 4.75 weighted average score reported last quarter. Overall, most comments were overwhelmingly favorable. A motion to accept the report as presented was made by Jay Holland and seconded by Miroslava Bustamante. The Board unanimously approved the motion.

Item #13 Consider for Approval Quarterly Compliance Report for the Period Ending 12/31/19

Richard Mosquera, Chief Compliance Officer, presented the quarterly compliance and risk management report to the Board. A motion to accept the quarterly compliance report as presented was made by Miroslava Bustamante and seconded by Aaron Akins. The Board unanimously approved the motion.

Item #14 Consider for Approval Purchase of MedTrainer Learning Management System to be split Between GCHD & CHW in the Amount of \$5994 From Each Fund

Richard Mosquera, Chief Compliance Officer, gave the board an overview of the MedTrainer Learning Management System and associated benefits, which include compliance training and tracking, contract management and credentialing management. Mr. Mosquera explained that since this software will be utilized by all District staff, the cost will be split between GCHD & CHW, with each fund contributing \$5994. A motion to accept the purchase of the MedTrainer Learning Management System in the amount of \$5994 was made by Virginia Valentino and seconded by Jay Holland. The Board unanimously approved the motion.

Item #15 Consider for Approval Re-Privileging Rights for Unsil Keiser, DDS

Dr. Lindskog, Dental Director, asked the Board to consider for approval privileging rights for Unsil Keiser, DDS. A motion to accept privileging rights for Unsil Keiser, DDS, was made by Virginia Valentino and seconded by Dorothy Goodman. The board unanimously approved the motion.

Item #16 Consider for Approval Re-Privileging Rights for Bang Nguyen, DDS

Dr. Lindskog, Dental Director, asked the Board to consider for approval privileging rights for Bang Nguyen, DDS. A motion to accept privileging rights for Bang Nguyen, DDS, was made by Virginia Valentino and seconded by Dorothy Goodman. The board unanimously approved the motion.

Item #17 Consider for Approval New CEO Evaluation Form

Samantha Robinson, Board Chair, asked the Board to consider for approval a new CEO evaluation form. Jay Holland suggested removing the UBoH and CEO columns on the form and have just one column for the Coastal Health and Wellness Governing Board. Samantha suggested the evaluation committee (Virginia Valentino, Elizabeth Williams and Samantha Robinson) work on a draft of questions to send out to staff that report to the CEO. Once the questions have been drafted, they will be sent out to the Governing Board members for their review and feedback. A motion to accept the evaluation with the removal of the UBoH and CEO columns was made by Jay Holland and seconded by Virginia Valentino. The Board unanimously approved the motion. A motion to email the Governing Board members a list of draft questions to send out to staff that report to the CEO was made by Virginia Valentino and seconded by Dorothy Goodman. The Board unanimously approved the motion.

Item #18 Discussion Regarding Galveston Clinic Lease Agreement

Kathy Barroso, Executive Director, discussed future plans by the Galveston Housing Authority related to the Galveston Clinic lease agreement. Samantha Robinson, Board Chair, suggested drafting a statement that staff could share with the public if asked about the status of the clinic. Ms. Robinson also requested that all inquiries regarding this subject be directed to Kathy Barroso, Executive Director.

Adjournment

A motion to adjourn was made by Jay Holland and seconded by Victoria Dougharty. The Board adjourned at 1:25 p.m.

Jamanta Robinson RD
Chair
2-27-20
Date

Virginia Valente
Secretary/Treasurer
2-27-20
Date