

**Coastal Health & Wellness
Governing Board
February 27, 2020**

Board Members

Present:

Samantha Robinson
Milton Howard, MD
Jay Holland
Virginia Valentino
Dorothy Goodman
Flecia Charles
Victoria Dougharty
Miroslava Bustamante
Barbara Thompson, MD

Staff:

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

Michelle Peacock
Kristina Garcia
Cheryl Golla
Kenna Pruitt
Tyler Tipton
Sergio Rios
Alberto Medellin
Tikeshia Thompson Rollins

Excused Absence: Elizabeth Williams

Unexcused: Aaron Akins

***Items 1-4 Consent Agenda**

A motion was made by Virginia Valentino to approve the consent agenda items one through four. Jay Holland seconded the motion and the Board unanimously approved the consent agenda.

Item #5 Executive Reports

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

Item #6 Consider for Approval FY2019 Independent Auditor's Report and Financial Statement and Single Audit Reports

Amanda Eaves, CPA, Director for BKD, LLC presented a summary of the FY2019 Independent Auditor's Report, Financial Statements and Single Audit Reports to the Board via conference call. Ms. Eaves communicated to the Board that there were no findings and that they were issuing a clean opinion. A motion to accept the FY2019 Independent Auditor's Report as presented was made by Virginia Valentino. Jay Holland seconded the motion and the Board unanimously approved.

Item #7 Consider for Approval Patient Assistance Partnership with Lone Star Legal Aid

Samantha Robinson, Board Chair, asked the Board to defer the Patient Assistance Partnership with Lone Star Legal Aid since a representative from the agency was not present. A motion to defer the item was made by Virginia Valentino and seconded by Miroslava Bustamante. The Board unanimously approved the motion.

Item #8 Consider for Approval 2020 Coastal Health & Wellness Infection Control Plan

Debra Howey, Infection Control Nurse, presented the 2020 Coastal Health & Wellness Infection Control Plan to the Board. A motion to accept the plan as presented was made by Jay Holland and seconded by Dr. Howard. The Board unanimously approved the motion.

Item #9 Consider for Approval January 2020 Financial Report

Mary Orange, Business Office Manager, presented the January 2020 financial report to the Board. 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 #10 Consider for Approval 2019 Bad Debt Write-off and Adjustment Report

Mary Orange, Business Office Manager, presented the 2019 bad debt write-off and adjustment report. Mary informed the Board that the 2019 bad debt write-off totals \$489,619.69 and the four-year average totals \$550,901.17. A motion to accept the report as presented was made by Miroslava Bustamante and seconded by Virginia Valentino. The Board unanimously approved the motion.

Item #11 Consider for Approval 2020/2021 Sliding Fee Scale

Mary Orange, Business Office Manager, asked the Board to consider for approval the 2020/2021 sliding fee scale. Mary informed the Board that the sliding fee scale is updated based on the federal poverty guidelines. A motion to accept the sliding fee scale as presented was made by Dr. Howard and seconded by Dorothy Goodman. The Board unanimously approved the motion.

Item #12 Consider for Approval New Coastal Health & Wellness Care Team Guide for Patients

Kristina Garcia, Patient Services Manager, presented the new Coastal Health & Wellness Care Team Guide for patients to the Board. Kristina informed the Board that all the recommended changes to the Coastal Health & Wellness Guide from the previous Board meeting were implemented and the packet is now ready to be added to the website. Kristina is asking the Board to approve the patient guide and pilot the care team folder. An update will be provided to the Board at a future meeting. A motion to pilot the care team folder and approve the Coastal Health & Wellness Patient Guide as presented was made by Jay Holland and seconded by Miroslava Bustamante. The Board unanimously approved the motion.

Item #13 Consider for Approval Adding Two New Consumer Board Member Positions to the Coastal Health & Wellness Governing Board

Kathy Barroso, Executive Director, asked the Board to consider for approval adding two new consumer Board members positions to the Coastal Health & Wellness Governing Board. Kathy informed the Board that we currently have an eleven-member Board that consist of six consumer members and 5 community members. As part of HRSA requirements the Governing Board is required to have 51% of its Board members be consumers. Adding additional consumer members would assure compliance in the event there are consumer vacancies. A motion to accept two new consumer Board member positions to the Coastal Health & Wellness Governing Board was made by Miroslava Bustamante and seconded by Dr. Howard. The Board unanimously approved the motion.

Item #14 Consider for Approval Revisions to the Coastal Health & Wellness Mission Statement

Kathy Barroso, Executive Director, asked the Board to consider for approval revisions to the Coastal Health & Wellness Mission Statement. Kathy informed the Board that we are currently preparing for the HRSA site visit as well as reviewing the Governing Board Bylaws and the current mission statement states to "Provide access to high-quality primary care to any Galveston County Resident". The proposed mission statement is to "Provide access to high-quality primary care to any and all individuals in need". A motion to accept the proposed mission statement as presented was made by Virginia Valentino and seconded by Miroslava Bustamante. The Board unanimously approved the motion.

Item #15 Review Coastal Health & Wellness Governing Board Annual Assessment Form and Determine Date for the Board to Review

Samantha Robinson, Board Chair, reviewed the Coastal Health & Wellness Governing Board Annual Assessment form and determined a date for review. A motion to submit the annual assessment forms to Tikeshia Rollins and Anthony Hernandez by Friday March 13, 2020 was made by Jay Holland and seconded by Miroslava Bustamante. The Board unanimously approved the motion.

Item #16 Review CEO Annual Performance Evaluation Forms and Process and Determine Date for Evaluation

Samantha Robinson, Board Chair, discussed the CEO annual performance evaluation forms and process. Ms. Robinson informed the Board that she will submit a questionnaire to Directors reporting to the CEO and will compile results in a summary format to Board members once all have been received. Each Board member will be responsible for completing an evaluation and submitting to Tikeshia Rollins by Friday March 13, 2020. A motion to complete the evaluation forms by Friday March 13, 2020 for review at the March Board meeting was made by Virginia Valentino and seconded by Miroslava Bustamante. The Board unanimously approved the motion.

Item #17 Update on Proposed Plans for Galveston Clinic and Next Steps

Kathy Barroso, Executive Director, updated the Board on proposed plans for the Galveston Clinic and next steps. Ms. Barroso informed the Board that the Housing Authority is looking to repurpose the land to mixed income housing units. It was suggested that members of both the United Board of Health and Governing Board meet with Betty Massey, Housing Authority representative, who is currently over this project. The United Board of Health appointed Dr. Godinich, Dr. Hackbarth and Eric Froeschner as their representatives. Ms. Barroso also informed the Board that the Housing Authority will be hosting an open house on Monday March 3, 2020 so that the public can learn more about the proposed project. Board members are invited to attend and provide input. A motion to appoint Jay Holland, Dr. Howard, and Samantha Robinson to represent the Governing Board at the joint meeting with the Housing Authority was made by Miroslava Bustamante and seconded by Virginia Valentino. The Board unanimously approved the motion.

Adjournment

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

Samantha Robinson
Chair
3.26.20
Date

Virginia Valentino
Secretary/Treasurer
3-26-2020
Date