

**Coastal Health & Wellness  
Governing Board Meeting  
February 23, 2017**

**Board Members**

**Present:**

Dr. Milton Howard  
Jose Boix  
Jay Holland  
David Delac  
Dorothy Goodman  
Helene Little

**Staff:**

Mary McClure, Interim Executive Director  
Dr. Foster  
Dr. Alhassan  
Laura Walker  
Kristina Garcia  
Michelle Peacock  
Eileen Dawley  
Sandra Cuellar  
Tikeshia Thompson Rollins

Kathy Barroso, CEO  
Pisa Ring  
Paul Salvo  
Richard Mosquera  
Mary Orange  
Scott Packard  
Cynthia Franklin  
Mario Acosta  
Anthony Hernandez

**Excused Absence:** Virginia Valentino

**Unexcused Absence:** Mario Hernandez & Cassandra Arceneaux

**Guest:**

**\*Approval of Consent Agenda**

Dr. Howard, Board Chair, asked for a motion for consent agenda for items one through five with the removal of the Workers' Compensation Policy. Upon a motion by Dorothy Goodman, seconded by Jay Holland, Consent Agenda items one through five were unanimously approved.

Richard Mosquera, Director of Compliance & Contracts, asked the Board to approve the Workers' Compensation Policy with the stipulation that the change from paragraph one states "have voluntarily opted out" be changed to "have not voluntarily opted out". Upon a motion by Dorothy Goodman, seconded by Jay Holland, the consideration was unanimously approved by the Board.

**Item #6 EXECUTIVE SESSION**

**Convene into Executive Session Pursuant to Texas Government Code, Sec. 551.0785 (Deliberations Involving Medical or Psychiatric Records of Patients).** The Coastal Health & Wellness Governing Board will enter into executive session as permitted under the Open Meetings Act, Chapter 551 of the Texas Government Code, pursuant to *Section 551.0785 of the Texas Government Code, Deliberations Involving Medical or Psychiatric Records of Patients*: to deliberate the medical records or psychiatric records of an individual applicant for a benefit from the plan or on a matter that includes a consideration of information in the medical or psychiatric records of an individual applicant for a benefit from the plan relating to patient appeal of termination of clinic services.

**Item#7 Reconvene Regular Open Meeting**

Reconvene to regular meeting at 12:35

**Item#8 Take appropriate action resulting from the executive session deliberation regarding the appeal from Patient #1.**

Dr. Milton Howard ask the Board to make a motion regarding the appeal of patient #1. David Delac, made a motion to reinstate patient #1, second by Helene Little, the consideration was unanimously approved by the Board

**Item#9 Take appropriate action resulting from the executive session deliberation regarding the appeal from Patient #2.**

Dr. Milton Howard ask the Board to make a motion regarding the appeal of patient #2. David Delac, made a motion to reinstate patient #2 with payment, second by Helene Little, the consideration was unanimously approved by the Board

**Item#10 Take appropriate action resulting from the executive session deliberation regarding the appeal from Patient #3.**

Dr. Milton Howard ask the Board to make a motion regarding the appeal of patient #3. Jose Boix, made a motion to not reinstate patient #3, second by David Delac, the consideration was unanimously approved by the Board

**Item#11 Take appropriate action resulting from the executive session deliberation regarding the appeal from Patient #4.**

Dr. Milton Howard ask the Board to make a motion regarding the appeal of patient #4. Jay Holland, made a motion to not reinstate patient #4, second by David Delac, the consideration was unanimously approved by the Board

**Item#12 Take appropriate action resulting from the executive session deliberation regarding the appeal from Patient #5.**

Dr. Milton Howard ask the Board to make a motion regarding the appeal of patient #5. Jose Boix, made a motion to not reinstate patient #5, second by Jay Holland, the consideration was unanimously approved by the Board

**Item#13 Take appropriate action resulting from the executive session deliberation regarding the appeal from Patient #6.**

Dr. Milton Howard ask the Board to make a motion regarding the appeal of patient #6. Jay Holland, made a motion to not reinstate patient #6, second by Jose Boix, the consideration was unanimously approved by the Board

**Item#14 Executive Report**

Mary McClure, Interim Executive Director, presented the February 2017 Executive Report to the Board

**Item#15 Consider for Approval Financial Committee Report for January 2017**

Kathy Barroso, Chief Executive Officer, asked the Board to consider for approval financial committee report for January 2017. Kathy pointed out to the Board MTD increase in Fund Balance of \$18,289 Revenues were \$32K higher than budgeted this month due to HRSA revenue reported. Revenues related to patient services were lower from all payers with the exception of Title V and pharmacy reimbursements. YTD revenues \$1,610,542 higher than budgeted due to DSRIP revenue of \$1,680,000. MTD expenses were \$14,157 higher than budgeted but still under budget YTD by \$36,679. Kathy also informed the Board that the expenses this month included QI associated costs (\$2,778 for medical supplies, computer, conference registration and \$66,914 for computer hardware upgrades), all of

which was funded through QI funding reported in this period. County revenue adjusted to reflect change in FY17 county budget. Corrections were made in Q2 for overstated amounts from Q1. YTD expenses were \$36,679 lower than budgeted. Overages in Security (\$13K), Misc Contract (\$26K), Pharmacy (\$46K), Training (\$11K), Lease Expense (75K), IGT (\$152K) and IT expenses (\$111K) are offset thru savings in YTD Personnel expenses (\$475K). Some of the above mentioned expenses were covered thru HRSA QI funding. YTD increase in fund balance of \$1,647,219. Total fund balance \$4,360,082 as of 1/31/17. Upon a motion made by Jose Boix, seconded by Dorothy Goodman, the consideration was unanimously approved by the Board.

**Item#16 Consider for Approval Bad Debt Write-off and Adjustment Report for 2016**

Kathy Barroso, Chief Executive Officer, asked the Board to consider for approval bad debt write-off and adjustment report for 2016. Kathy pointed out to the Board that in calendar year 2016 bad debt for self-pay is over a million dollars. Kathy also informed the Board of a system change in 2016 which allowed some of that bad debt to be written off. Bad debt should be written off on a continuous basis at 180 day. There was also an adjustment for deceased patients for a little over \$6,000.00, also non covered services which were \$5,300.00. Upon a motion made by Dorothy Goodman, seconded by David Delac the consideration was unanimously approved by the Board.

**Item #17 Consider for Approval 2015 Uniform Data System (UDS) Report with Comparison to State and National Averages**

Mary McClure, Business Director/Interim Executive Director, asked the Board to consider for approval 2015 UDS report with comparison to state and national averages. Upon a motion made by Jay Holland, seconded by Jose Boix, the consideration was unanimously approved by the Board.

**Item #18 Consider for Approval Quarterly Access to Care Report**

Mary McClure, Business Director/Interim Executive Director, asked the Board to consider for approval quarterly access to care report with the change from 73% to 23% on the Texas City medical no show percentage. Upon a motion made by Jose Boix, seconded by Dorothy Goodman, the consideration was unanimously approved by the Board.

**Item #19 Consider for Approval Customer Service Survey Report**

Mary McClure, Business Director/Interim Executive Director, asked the Board to consider for approval customer service survey report. Mary pointed out to the Board that we are getting less responses on the patient survey. In Texas City 161 was received however, patients are completely satisfied with their visit at 94%. In Galveston 57 were received and over all the patients were satisfied with their visits at 92.98%. Upon a motion made by Jay Holland, seconded by Dorothy Goodman, the consideration was unanimously approved by the Board.

**Item #20 Consider for Approval Security Contract Services**

Richard Mosquera, Director of Compliance and Contracts, asked the Board to consider for approval security contract services. Upon a motion made by Jay Holland, seconded by Dorothy Goodman, the consideration was unanimously approved by the Board.

**Item #21 Consider Governing Board Nominees Karen Golliday and Miroslava Bustamante, to fill Consumer Representative Vacancies**

Dr. Milton Howard, Board Chair, asked the Board to defer the consideration for the Governing Board nominees Karen Golliday and Miroslava Bustamante, to fill the consumer representative vacancies. Dr. Howard asked that the Board form a subcommittee and make a recommendation to the Board prior to voting

the nominees into the Governing Board. The subcommittee will consist of Dorothy Goodman, Jose Boix, Jay Holland, and Helene Little.

**Item #22 Consider for Approval Proposal from BKD,LLP for Engagement to Review Financial Policies, Procedures and Reports in Preparation of HRSA Site Review**

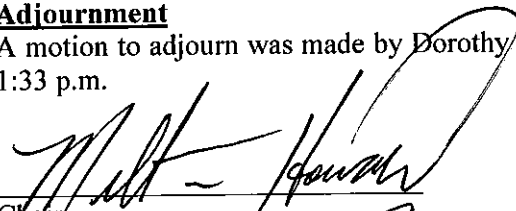
Kathy Barroso, Chief Executive Officer, asked the Board to consider for approval proposal from BKD, LLP for engagement to review financial policies, procedures and reports in preparation of HRSA site review. Kathy informed the Board that BKD is an accounting firm that does some work with TACHC and with other FQHC's. BKD would come down for a two day site visit to review the policies, financial procedures, review record keeping, and review some of the HRSA required reports (FFR), and look at the UDS report. Kathy also pointed out to the Board that the engagement fees was quoted at \$6,500.00 to \$7,000.00 for the two day period which does not include the travel cost. David Delac made a motion to approve up to \$7,000.00 which does not include travel, seconded by Jay Holland, the consideration was unanimously approved by the Board.

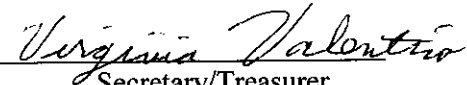
**Item #23 Review Process to Evaluate Governing Board**

Tikeshia Thompson Rollins, Executive Assistant II, reviewed the process to evaluate the Governing Board. Jose Boix, asked the evaluation forms be sent out electronically to all Board member.

**Adjournment**

A motion to adjourn was made by Dorothy Goodman, seconded by Jay Holland. The Board adjourned at 1:33 p.m.

  
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Chair  
Date 3.30, 2017

  
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Secretary/Treasurer  
Date 3/30/2017