

The purpose of Redwoods Rural Health Center is to provide responsive, preventive, high quality primary health care services, through a variety of healing disciplines, to all people without regard to social or economic status. We emphasize the client's right and responsibility to participate in his or her own health care decisions. It is our hope that the clinic be a place where the needs of the whole person are met--body, mind, and spirit.

**Redwoods Rural Health Center Board of Directors Meeting  
March 25, 2008  
at the meeting room at the Redway Clinic, set to start after the 5pm Finance  
committee meeting.**

**Board Members Present:** Thad Horner, Shon Wellborn, Mary Whitmore, Shelby, Kathy Epling

**Board Members Absent:** Dee Way (baby due or here); Troy Harrington-Dean; Pamela Moore (out of the area); Rick Silva

**Staff Present:** Eric Fimbres, RRHC ED; Jeanie Eldridge, RRHC CFO; Jim Gergits, RRHC financial analyst; Mark Mowrey, RN; Megan McCormack, Dental Department manager; Marilyn Foote, Behavioral Health Department Head

Thad Horner, RRHC Board President, brought the meeting to order at 6:12PM

***MOTION: That the agenda be approved as submitted.***

Motion was made by Mary Whitmore, seconded by Kathy Epling.

***MOTION PASSED unanimously***

Mary agreed to be tonight's timekeeper

***MOTION: That the notes of the February finance committee meeting be approved as submitted.***

Motion was made by Shon Wellborn and seconded by Mary Whitmore.

***MOTION PASSED unanimously.***

***MOTION: That the minutes of the February 2008 board meeting be approved as submitted.***

Motion was made by Mary Whitmore and seconded by Shon Wellborn.

***MOTION PASSED unanimously.***

**PRIMARY HEALTH DEPARTMENT**

For the Primary Health Department, Mark Mowrey, RN, began delivering his report. When he stated that he had a written report from Dr. Quirk which he would read to the board, along with some additions of his own, Kathy Epling asked if he would please not

read the written report, since it was in the board packet and the board members had presumably already read it, but if he could instead bring to the board's attention those things he felt most important or most interesting.

Mark reported on a referral audit requested by Tim Rine. The purpose was to see if people referred from our clinics are being turned away by specialists, and if so, if this is due to the patient's status as insured or uninsured, or for some other discernable reason. Mark said he tracked, of 440 clients, 152 detailed audits. He tracked these for types of insurance (or lack thereof) as well as for the approximate time it took, on an average, to see a specialist. Although the time varied a good deal, average time was 40 days to get an appointment. He could only find one referral where there was a problem due to insurance or lack thereof.

There was some discussion of this. Kathy wondered if any tracking had been done of clients who were referred to a specialist but who didn't make contact; she thought it might be useful to know what percentage of our patients fall into that category, often because of lack of ability to pay for the specialist care.

Mark spoke to the board about e-scripts, answering some board questions and concerns.

He spoke of his work in bringing order to the way supplies are stored, organized, and ordered. He has also organized the lab and treatment room. Supplies are ordered twice a month.

He is working with the staff on making certain needed certification is completed or renewed in a timely manner.

Thad Horner thanked Mark Mowrey for his report.

## **BEHAVIORAL HEALTH DEPARTMENT**

Marilyn Foote reported on current situations regarding the Behavioral Health Department; her written report was in the board packet. She said that there is a new required record keeping system for our HIV positive client care, called Aries (or something that is an acronym that sounds like Aries). Gail Eastwood is working on this and is attending more conferences.

Marilyn spoke a bit about the new pilot project for which we have received a grant.

Shon Wellborn asked about Challenge Day. Marilyn reported that this year the community came up with the funds to hold this (last year it was paid for by a grant) and that she thought it was a very good program and she was glad of the continuity.

Marilyn was thanked for her report and work.

Megan McCormack talked of the Dental Department including newly hired personnel. Unfortunately one of the staff just broke her wrist, so the Dental Department will be short staffed. She said that the department has a great team and things are going well; a farewell party for Dr. Lewis and Barb Taylor will be this coming Thursday.

She is looking towards the possibility of sometime getting some capitol funding, because she believes having digital radiography would be a great advantage to our clients and our dental staff. Asked how much such technology would cost she said...well, lots.

Her written report was in the board packet. She said her department is considering going to a 4/10 schedule (people working 4 days a week, 10 hours a day) given the distance many must travel and the rising gas prices. The idea would be to maintain good levels of staffing so that care is not adversely impacted.

Megan was thanked for her work and report.

## **CQI**

Eric Fimbres briefly reported on the CQI; the group is more integrative overall, everyone is trying to pay more attention to coding issues, especially on the medical side. He said there have been some communications issues.

## **Finance and Administration**

Jeanie wished to thank the staff for their excellent work. Since most of the board had heard most of the finance committee report she didn't wish to add to that report.

***MOTION: That the financials for January 2008 be approved as submitted.***

Motion was made by Shon Wellborn and seconded by Mary Whitmore.

***MOTION PASSED unanimously***

***MOTION: That the financials for February 2008 be approved as submitted.***

Motion was made by Shon Wellborn and seconded by Kathy Epling

***MOTION PASSED unanimously.***

## **DENTAL DEPARTMENT**

The board then discussed the proposal from the Dental Department to adjust the dental fee schedule.

Megan presented her methodology and answered board questions.

Thad Horner wondered if the adjustments might stop our current cash flow difficulties, or fix the fiscal situation of the health center in the long term.

There is no certainty, and by themselves probably not. But the fees have needed adjustment for some time.

Megan is also working on fixing the coding for the dental superbills.

There was considerable discussion.

***MOTION: To approve the dental fee adjustments as suggested by the RRHC dental department.***

The motion was made by Shon Wellborn. Shelby seconded it.  
***MOTION PASSED unanimously.***

Eric expressed his satisfaction with Megan's skills and presentation; Shon Wellborn noted that she certainly has good management skills.

### **EXECUTIVE DIRECTOR REPORT**

Eric Fimbres made his report. He recently attended the Shelter Cove Resort Improvement District board meeting, where he made a presentation on the possible RRHC clinic site at the Cove. He said his presentation was well received.

The next step would be an MOU between RRHC and RID. A RID planning committee will look at need, demographics, and so on.

Eric said he'd pitch the idea to a number of foundations.

The remainder of his report he wished to deliver in executive, closed session.

Thus the board made a

***MOTION: to adjourn into executive session***

Kathy Epling made the motion which was seconded by Mary Whitmore and which ***PASSED unanimously.***

The board went into closed session at 7:12PM

The Board returned to open session at 7:32 PM

**The next finance committee meeting will be April 22, 2008 at 5PM**

**The next BOARD meeting will be April 22, 2008 at 6PM**

Both meetings will be held at the RRHC meeting room in the medical building in Redway.

***MOTION: That the meeting be adjourned***

the motion was made by Shon Wellborn, seconded by Mary Whitmore and ***PASSED unanimously.***

The Board adjourned at 7:34PM.

Respectfully submitted, Kathy Epling, board secretary

A handwritten signature in black ink, appearing to read "Kathy Epling", written in a cursive style.