

BLOSS MEMORIAL HEALTHCARE DISTRICT, A Public Entity (BMHD)
CHILDREN'S DENTAL SURGERY CENTER (CDSC)
Advisory Committee Meeting
Executive Conference Room
Tuesday, February 21, 2017
11:00 am

AGENDA FOR PUBLIC SESSION

I. PUBLIC COMMENTS

“Comments can be made concerning any matter within the Partnership’s jurisdiction; but if the matter is not on the agenda, there will be no discussion of the issue. A person addressing the Partnership will be limited to 5 minutes.”

	<u>ACTION</u>	<u>EXHIBIT</u>
II. CALL TO ORDER		
III. ROLL CALL		
IV. APPROVAL OF AGENDA	*	
V. APPROVAL OF MINUTES		
A. January 24, 2017 Meeting Minutes	*	1
VI. FINANCIAL REPORT		
A. January 2017 Financials	*	2
VII. ADMINISTRATOR REPORT		
VIII. OLD BUSINESS		
IX. NEW BUSINESS		
A. Policies & Procedures Recommendation	*	
B. Credentialing / Privileging Recommendation	*	
X. AGENDA FOR CLOSED SESSION		
Closed Session Items Pursuant the Brown Act will be:		
1. Section 54954.5(h) Report Involving Trade Secrets – Regarding New Services. Estimated date of public disclosure will be in 2017		
2. Section 54954.5 (c); 54956.9 Conference with Legal Counsel for Initiation of Litigation.		
3. Section 1461 of the Health and Safety Code – Quality Management.		
4. Section 54957 Personnel Actions.		
XI. NEXT MEETING DATE		
XII. ADJOURNMENT		

**BLOSS MEMORIAL HEALTHCARE DISTRICT, A Public Entity (BMHD)
U.S. DENTAL SURGERY
d/b/a CHILDREN'S DENTAL SURGERY CENTER (CDSC)
Advisory Committee Meeting
Executive Conference Room
Tuesday, January 24, 2017
11:00 a.m.**

PUBLIC COMMENTS

None.

CALL TO ORDER

Edward Lujano, Bloss CEO, called the meeting to order at 11:02 am.

ROLL CALL

Present: Edward Lujano, Bloss CEO; Fily Cale, Executive Assistant;
Rosalie Heppner, Committee Member; Alfonse Peterson,
Committee Member

Others Present: Dawnita Castle, Senior Accountant and David Thompson, CDSC
Administrator @ 11:03 am

Absent: None

APPROVAL OF AGENDA

A motion was made / seconded, (Rosalie Heppner / Alfonse Peterson) to approve the January 24, 2017 agenda as presented. Motion carried.

APPROVAL OF MINUTES

A. December 20, 2016 Meeting Minutes, Exhibit 1

A motion was made / seconded, (Alfonse Peterson / Rosalie Heppner) to approve and accept the December 20, 2016 Meeting minutes as presented. Exhibit 1. Motion carried.

FINANCIAL REPORT

A. December 2016 Financials, Exhibit 2

Dawnita Castle reported that for December 2016, CDSC had treated 161 patients and recorded a net loss of \$66,731.

She provided a comparison of what payrolls were still outstanding compared to last year. There were 6 months of payroll that were outstanding from July to December in 2015 and if you look at 2016 it is almost the same thing. We no longer have the 2015 obligation, but BMHD is still covering the 6 months of payroll for 2016 along with advances since the start up.

BMHD has been covering cash flows for a while, there is net ;loss total from inception cumulative of \$2,559,000 and if you add the cash we are waiting on from the balance sheet, the pre-pays and inventory, you are getting close to the BMHD payable of \$3M.

Edward Lujano stated that CDSC will have a loss for 2016 and BMHD has been able to cover the bulk of this, but the payroll totals \$1M.

A motion was made / seconded, (Rosalie Heppner / Alfonse Peterson) to approve and accept the December 2016 Financial Report, Exhibit 2. Motion carried.

Dawnita Castle reported that several bids were sent to four companies for the CDSC 2016 audit. Jerrel Tucker of JWT & Associates performed the audit last year and her recommendation is to use Jerrel Tucker of JWT & Associates again for the 2016 audit. They are charging \$8,000, which is the same fee that he charged the prior year.

ADMINISTRATOR REPORT, EXHIBIT 3

David Thompson reported that the survey for CDSC is coming up in April 2017. They have started the prep work. Last survey they had to get a variance for the firewall in the building and every time they have a survey they will need to get that variance approved. The last time they did it, it took almost 2 years for the approval to come back.

The annual Policy & Procedure manual was reviewed in December 2016. This is normally done in January of each year.

David Thompson stated that a new quality study is staring and will be addressed in Closed Session.

Rosalie Heppner asked about the security issues. David Thompson replied that they still have the homeless, last week law enforcement was called as they started fighting among each other. A remote buzzer has been added for access to the door from the waiting room into the clinical space. The next option may be to do the same thing to the glass door in the entryway, so that no one may enter the building.

OLD BUSINESS

None.

NEW BUSINESS

A. Policies & Procedures Recommendation, Exhibit 4

David Thompson presented a Petty Cash / Change Fund policy for cash handling. Each site has a cash box for petty cash (\$300) and one is for making change (\$100).

A motion was made / seconded, (Alfonse Peterson / Rosalie Heppner) to recommend to the Board of Directors approval of the Petty Cash / Change Fund policy & procedure as presented, Exhibit 4. Motion carried.

B. Credentialing / Privileging Recommendation

None.

AGENDA FOR CLOSED SESSION

Edward Lujano stated that there will be discussion under Section 1461 Quality Management.

NEXT MEETING DATE

The next Governance Meeting will be held Tuesday, February 21, 2017 at 11:00 a.m.

ADJOURNMENT

As there was no further business, the meeting adjourned into closed session at 11:28 am.

The meeting reconvened into public session at 11:33 am. No action taken.

Respectfully Submitted,

Alfonse Peterson
Committee Member

Edward Lujano
Chief Executive Officer

JANUARY 2017 FINANCIALS

This item unavailable at this time