



C. L. Brumback
Primary Care Clinics
Health Care District Palm Beach County

**DISTRICT CLINIC HOLDINGS, INC.
d.b.a. C.L. BRUMBACK PRIMARY CARE CLINICS
BOARD OF DIRECTORS FINANCE COMMITTEE
MEETING MINUTES
August 22, 2018
1515 N. Flagler Drive
West Palm Beach, FL 33401**

1. Call to Order

David Kendle called the meeting to order at 12:22 p.m.

A. Roll Call

Committee members present: David Kendle, Chairperson; Vice Chairperson, Frances Navarro, Joan Roude, James Elder (12:24 p.m.)

Committee members excused: Bessie Brown

Staff present included: Dr. Belma Andric, VP & Executive Director of Clinic Services; Dawn Richards, Chief Financial Officer and Valerie Shahriari, General Counsel

Recording/transcribing Secretary: Marguerite Lynch

- B. Affirmation of Mission:** To provide compassionate, comprehensive health services to all Palm Beach County residents, through collaboration and partnership, in a culturally sensitive environment.

2. Agenda Approval

A. Additions/Deletions/Substitutions

None. / Insert changes to agenda.

B. Motion to Approve Agenda

CONCLUSION/ACTION: Ms. Navarro made a motion to approve the agenda as presented/amended. The motion was duly seconded by Ms. Roude. A vote was called, and the motion passed unanimously.

3. Awards and Presentations

- A. None. / Insert award-introduction-presentation name & discussion.**

4. Disclosure of Voting Conflict

None.

5. Public Comment

6. Meeting Minutes

A. Staff Recommends a MOTION TO APPROVE:

C.L. Brumback Primary Care Clinics Finance Committee Minutes of July 25, 2018.

CONCLUSION/ACTION: Ms. Navarro made a motion to approve the C.L. Brumback Primary Care Clinics Finance Committee minutes of July 25, 2018 as presented. The motion was duly seconded by Ms. Roude. A vote was called, and the motion passed unanimously.

7. Consent Agenda – Motion to Approve Consent Agenda Items

CONCLUSION/ACTION: Ms. Roude made a motion to approve the Consent Agenda items. The motion was duly seconded by Ms. Navarro. A vote was called, and the motion passed unanimously.

A. ADMINISTRATION

7A-1 RECEIVE AND FILE:

August Internet Posting of District Public Meeting
<http://www.hcdpbc.org-Resources-Public Meetings>

7A-2 RECEIVE AND FILE:

Attendance Tracking

8. Regular Agenda

Reports

A. FINANCE

8A-1 Staff Recommends a MOTION TO APPROVE:

C.L. Brumback Primary Care Clinics Finance Committee Report and presented the following:

The July statements represent the financial performance for the ten months of the 2018 fiscal year for C.L. Brumback. Included below are year-to-date (YTD) explanations of volume, revenue and expense variances.

Summary

YTD Clinic volumes (medical, dental, and suboxone combined), are below budget by 9.2% or 11,241 visits. Suboxone clinic visits YTD of 3,063 were below budget of 12,826 by 9,763 or 76.1% due to unanticipated changes to the MAT strategy. All other medical clinics combined (net of suboxone) were above budgeted volume by 2,995 visits. Total revenues, year to date, are over budget by 8.2% or \$1.5M due to volume variance in medical clinics, including unbudgeted LIP payment. Total operating expenses are under budget by 7.4%, or \$1.5M due to unimplemented strategies. Net operating margin is a loss of \$2.1M compared to a budgeted loss of \$5.8M. YTD the Health Care District has subsidized the Primary Care Clinics with \$2.4M.

Volume Analysis

Total medical clinic visits YTD in all adult and pediatric clinics of 84,618 were under budget of 91,386 by 6,768 or 7.4% but are over prior year of 72,523 by 12,095 or 16.7%. Dental visits YTD of 25,701 were under budget of 30,174 by 4,473 or 14.8% and below prior year of 28,223 by 2,522 or 8.9%. Suboxone clinic visits YTD of 3,063 were below budget of 12,826 by 9,763 or 76.1% due to unanticipated changes to the MAT strategy. Medical visits (net of suboxone) YTD of 81,555 were under budget of 78,560 by 2,995 or 3.8% and above prior year of 71,761 by 9,794 or 13.6%.

Net Revenue

Clinic net patient revenue YTD of \$13.6M exceeded budget of \$11.3M by \$2.4M or 20.9% and above of prior year of \$10.5M by \$3.1M or 29.8%. Clinics received a LIP payment in April 2018 of \$1.2M, this was unbudgeted.

Grant revenue YTD of \$6.2M was below budget of \$7.1M by \$917k or 12.9% and exceeded prior year of \$5.6M by \$620k or 11.1%. Current year grant for the MAT program has not been realized.

Expenses

Clinic operating expenses YTD of \$19.2M were under budget of \$20.7M by \$1.5M or 7.4% and above prior year of \$16.1M by \$3.0M or 18.8%. Most of this positive variance related to salaries, benefits, and software costs. Salaries and benefits were under budget due to unimplemented strategies in West Boca dental, Lake Worth dental and Lantana (Suboxone).

While reviewing the funding pie chart that was included in the packet Ms. Roude asked what is the projected HCD subsidy at the end of the fiscal year. Ms.

Richards advised that if everything stays on target no additional subsidy will be necessary.

CONCLUSION/ACTION: Received and filed.

9. VP and Executive Director of Clinic Services Comments

None.

10. Board Member Comments

Mr. Kendle recognized the \$166,000 HRSA Quality Award recently awarded to the clinics. Dr. Andric advised this establishes the clinics in the top 30% nationally for community health centers. Mr. Kendle applauded the clinic management team.

11. Establishment of Upcoming Meetings

September 26, 2018 (HCD Board Room)

- 12 p.m., Finance Committee

October 24, 2018 (HCD Board Room)

- 12 p.m., Finance Committee

November 28, 2018 (HCD Board Room)

- 12 p.m., Finance Committee

December 19, 2018 (HCD Board Room)

- 12 p.m., Finance Committee

12. Motion to Adjourn

Ms. Roude made a motion to adjourn. The motion was duly seconded by Mr. Elder. A vote was called, and the motion passed unanimously.

There being no further business, the meeting was adjourned at 12:33 p.m.



DCHI Finance Committee Chair

9/26/2018
Date