



**BOARD OF DIRECTORS**

*Becky Campo, President  
Luis Avila, Vice-President  
George Gallo MacMaster, Secretary  
Anne Stokman, RN, Treasurer  
Steve Pittson, DC, Board Member*

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**SPECIAL BOARD OF DIRECTORS MEETING MINUTES  
Monday December 09, 2022 @ 7:30 am via Zoom**

1. **Call to order** @ 7:30 am by President Becky Campo
2. **Pledge of Allegiance**
3. **Board of Directors Roll Call.**

**Directors Present:** President, Becky Campo  
Vice President, Luis Avila  
Treasurer, Anne Stokman - Virtual

**Directors Absent:** None

**Staff Present:** Administrative Director/CEO, Karin Freese  
Health Center Manager, Suzie Benitez  
Financial Accounting Manager, Maria Reyes Palad  
Clerk of the Board, Cheryle Pickle (arrived late)  
Medical Director, Jose Rodriguez, MD

**District Legal Council:** Dave Ritchie, Cole Huber, LLP

We have a Quorum

4. **Public Comment Period**  
**Present:** None
5. **Declarations of Conflict:** There were no conflicts of interest.
6. **Approval of Agenda:** **M/S/C To accept the agenda.** Director Stokman/Director Avila  
**Ayes:** Directors Campo, Avila, Stokman  
**Nays:** None  
**Abstain:** None  
**Passed.**

**7. Regular Calendar**

**A. Consideration to Increase Salary Scales of Medical Assistants**

Ms. Hennings presented the proposal to increase the Medical Assistants' wages to keep them at the goal of being at least 10% above minimum wage. In January 2023 California's minimum wage will increase to \$15.50. This would make the lowest step on the Health Center pay scale \$17.05. There would be a 2.9% to 5.8% per step, with more significant steps early in the pay scale.

The Health Center has submitted for an increase in the encounter rate per Medi-Cal visit. We project an increase of \$600,000 in additional revenue for the Fiscal Year 2022-23.

Dr. Rodriguez added that the Medical Assistants are integral in caring for the patients. We need to take care of the staff so that they can focus on their jobs. With the economy/inflation and the cost of fuel the Medical Assistants feel these increases. We need to take care of our staff. Discussion was had regarding the source of funding. Questions were asked and answered.

**M/S/C To approve a 5.5% increase to the Health Center hourly employee wage scale for the health center, effective with the first paycheck after January 01, 2023**

Director Stokman/Director Avila

**Ayes:** Directors Campo, Avila, Stokman

**Nays:** None

**Abstain:** None

**Passed** by roll call vote

**B. Consideration of Productivity Incentive Payment for Medical Assistants**

Ms. Freese explained that in 2021, the District modified its employed providers (i.e., physician assistants and nurse practitioners) compensation from an hourly rate without consideration of total patients to a salary-based model that increased compensation as the total patients seen per quarter increased. The benefit of this model is that as the provider provides care for more patients, both the income of the provider and the health center increase.

As the provider's visits increase so does the work of the medical assistants. At this time, we are requesting an incentive payment based on the productivity of the first quarter of the Fiscal Year 2022-23. We will bring back a proposal for a policy for future incentive payments for the staff.

Dr. Rodriguez explained that the Medical Assistants are the ones who make it possible for the providers to increase the number of visits. The Medical Assistants are the ones that keep the flow going. They work very hard.

Again, it was noted that we will be receiving an increased rate for Medi-Cal Visits.

Discussion was had. The Board recommended that the wording be changed from bonus to incentive.

**M/S/C To approve the Fiscal Year 2022-23 first quarter productivity incentive payment of \$419.00 net per Health Center hourly employee and that a policy for future productivity incentives be presented at the January 2023 regular board meeting.**

Director Stokman/Director Avila

**Ayes:** Directors Campo, Avila, Stokman

**Nays:** None

**Abstain:** None

**Passed** by roll call vote

8. Adjourn @ 803 am

Respectfully Submitted by:



Board President, Luis Avila

2/27/2023

Date

