

County Of Solano
Community Healthcare Board

REGULAR GOVERNING BOARD MEETING MINUTES

March 18, 2020

Telephone Conference Call

Members Present:

Sandra Whaley, Ruth Forney, Michael Brown, Tracee Stacy, Brandon Wirth, Anthony Lofton, Gwen Piercy, Jim Jones, Theresa Wright-Mcdowell

Members Absent:

Rosalyn Lewis, Katrina Morrow, Robert Wieda, Miriam Johnson, Gerald Hase,

Staff Present:

Santos Vera, Janine Harris, Amanda Meadows, Anna Mae Gonzales-Smith, Cheryl Esters, Joann Parker, Yvonne Ezenwa,

1) CALL TO ORDER- 12:00 PM

- a. Welcome
- b. Roll Call

2) Approval Of The Agenda

Move motion to approve March 18, 2020 Agenda

Motion by Jim Jones seconded by Theresa Wright-Mcdowell

Discussion: None

Aye: Sandra Whaley, Ruth Forney, Michael Brown, Tracee Stacy, Brandon Wirth, Anthony Lofton, Gwen Piercy, Jim Jones, Theresa Wright-Mcdowell

Nay: None

Motion Carries

3) Approval Of The February 19, 2020, Meeting Minutes

Move motion to approve the February 19, 2020, Meeting Minutes

Motion by Mike Brown, seconded Gwen Piercy

Discussion: None

Aye: Sandra Whaley, Ruth Forney, Michael Brown, Tracee Stacy, Brandon Wirth, Anthony Lofton, Gwen Piercy, Jim Jones, Theresa Wright-Mcdowell

Nay: None

Motion Carries

4) Public Comment

None

5) PROJECT DIRECTOR/CHIEF EXECUTIVE OFFICER REPORT

a. COVID-19 Health Center Impact Update

i. Presented by Santos Vera: Management Team and Administration have been meeting and coordinating plans for worse case scenarios. One outcome is to identify essential vs nonessential staff. Essential Staff is those needed to manage healthcare and quality of care directly related to patients. Examples of these essential staff include nurses, NP/PA, reception. Non-essential staff is those who do not provide a quality of care to patients directly. Examples of non-essential staff members include medical records, health educators, back office assistants. This will eliminate exposure of COVID-19 within the clinics. With the guidance from Jerry Huber & County Administration Office, FHS is eliminating services to fundamental services only. Examples include Chronic conditions, diabetes. FHS is postponing appointments such as physicals for a least two weeks. FHS is not an emergency location only outpatient, not required to stay open. Solano County school closures can impact staffing issues related to childcare and quality of care for patients. Worst-case scenario health centers are closed based on the quality of care. Changes occurring daily affect the way we deliver care to patients.

1. Brandon Wirth- Will the clinic begin testing COVID-19? Does the office of emergency health, Public Health Division, have supplies for the next few months?
 - a. FHS providers know how to perform the test, Quest Labs have tests. Yes at this time there is not a shortage of supplies.
2. Mike Brown- Mobile units have been placed on hold. What's the best treatment for COVID-19?
 - a. Mobile Units are considered non-essential, from the national mobile unit organization. Motor transmission possibility of spreading the virus. Treatment advise can not be provided at this time. However, call the public health line and they can provide instructions for the protocol.
3. Gwen Piercy- Will the conferences and Career Expo be canceled?
 - a. Yes, at this time it has been advised all travel is postponed and the Career Expo is on hold.
4. Tracee Stacy- Is there a plan in place for social workers, case management teams are we making sure the patients are receiving their medications and treatments?
 - a. Yes working with mental & behavioral health patients in making sure they have the medications they need. Telehealth is in place for providers to work with patients. These are not consistent problems.

b. Conferences-

- i. Conferences are on hold for now. Members will vote on how many attendees will attend per conference. See Action Items.
- ii. National Association of Community Health Centers (NACHC) National Conference: August 30 – Sept 1, San Diego, CA
- iii. California Primary Care Association (CPCA) State Conference: October 15 – 16, Los Angeles, CA
- iv. National Health Care for the Homeless Council (NHCHC) for 2021.

6. CO-APPLICANT AGREEMENT UPDATE BY DEPUTY COUNTY COUNSEL

- a. Presented by JoAnn Parker- a draft has been completed for the Co-Applicant agreement and currently working on the By-Laws. The goal is to be presented at the Executive Committee Board April 1st followed by the approval of the Administration.

ACTION: JoAnn Parker to present the Co-Applicant agreement and By-Laws to the April 1st Executive Committee meeting.

7. OPERATIONS COMMITTEE UPDATES & REPORTS

- a. None

8. UNFINISHED BUSINESS

- a. None

9. ACTION ITEMS

a. 01/2020 Minutes

- i. Compliance & Credentialing Policy – once the policy is updated it will be brought to the board for approval.
- ii. Quality Improvement Plan- presented in April 2020 based on the guidelines and measurements that are published by HRSA.

b. Review and Approve Conference Attendants (2020-2021 Fiscal Year)

- 1. 2 Attendees-National Association of Community Health Centers (NACHC)
- 2. 2 Attendees- California Primary Care Association (CPCA)
- 3. 1 Attendee- National Health Care for the Homeless Council (NHCHC)

Move motion to approve 2 attendees for NACHC 2020, 2 attendees for CPCA 2020, & 1 attended for 2021 NCHC

Motion by Mike Brown, seconded Jim Jones

Discussion: None

Aye: Sandra Whaley, Ruth Forney, Michael Brown, Tracee Stacy, Brandon Wirth, Anthony Lofton, Gwen Piercy, Jim Jones, Theresa Wright-Mcdowell

Nay: None

Motion Carries

c. Propose, Review and Approve Ad Hoc Committees

- i. Bylaws Committee

Move motion to approve Bylaws Committee with Tracee Stacy, Ruth Forney, & Mike Brown as members of the Bylaws Committee

Motion by Tracee Stacy, seconded Anthony Lofton

Discussion: None

Aye: Sandra Whaley, Ruth Forney, Michael Brown, Tracee Stacy, Brandon Wirth, Anthony Lofton, Gwen Piercy, Jim Jones, Theresa Wright-Mcdowell

Nay: None

Motion Carries

ii. Membership Committee

Move motion to approve Membership Committee with Gwen Piercy, Ruth Forney, Mike Brown, Jim Jones & Anthony Lofton as members of the Membership Committee

Motion by Jim Jones, seconded Theresa Wright-Mcdowell

Discussion: None

Aye: Sandra Whaley, Ruth Forney, Michael Brown, Tracee Stacy, Brandon Wirth, Anthony Lofton, Gwen Piercy, Jim Jones, Theresa Wright-Mcdowell

Nay: None

Motion Carries

iii. Other

1. Tracee Stacy suggested a committee for patient grievance. She was advised a committee is not necessary however, HSMs have been assigned to keep track of any patient grievance and this can be reported out to the board members. Alicia Jones, HSM, is the point of contact regarding these issues.

10. BOARD MEMBER COMMENTS

- a. Gwen Piercy- thankful for all the staff members
- b. Ruth Forney
 - i. Tour of the clinics is postponed
 - ii. Roslyn Lewis, a consumer board member, has reassigned as a board member
 1. 13 board members are currently active, 51% consumer

11. PARKING LOT

- a. **Health Center Marketing Campaign & Website Design**
- b. **The IHI Quadruple Aim Initiative**
- c. **Health Center Practices**
- d. **Budget**

12. NEXT COMMUNITY HEALTH BOARD MEETING

DATE: April 15, 2020

START TIME: 12:00pm

LOCATION: Telephone Conference Call

Dial: +1 (571) 317-3112

Access Code: 293-069-869

13. Adjourn

HANDOUTS:

- Agenda
- February 2020 Meeting Minutes