

**County Of Solano**  
**Community Healthcare Board**

**REGULAR GOVERNING BOARD MEETING MINUTES**

April 15, 2020

Telephone Conference Call

**Members Present:**

Ruth Forney, Miriam Johnson, Tracee Stacy, Brandon Wirth, Gwen Piercy, Sandra Whaley, Gerald Hase, Theresa Wright-Mcdowell, Michael Brown, Jim Jones, Anthony Lofton, Robert Wieda, Katrina Morrow

**Members Absent:**

None

**Staff Present:**

Santos Vera, Dr. Bela Matyas, Gerry Huber, Alicia Jones, Sneha Innes, Jack Nasser, Noelle Soto, Dr. Michele Leary, Janine Harris, Amanda Meadows, Anna Mae Gonzales-Smith, Joann Parker, Yvonne Ezenwa, Lavona Hamilton

**1) CALL TO ORDER- 12:00 PM**

- a. Welcome
- b. Roll Call

**2) Approval Of The Agenda**

Move motion to approve April 15, 2020 Agenda  
Motion by Sandra Whaley seconded by Gerald Hase  
Discussion: None

Aye: Ruth Forney, Miriam Johnson, Tracee Stacy, Brandon Wirth, Gwen Piercy, Sandra Whaley, Gerald Hase, Theresa Wright-Mcdowell, Michael Brown, Jim Jones, Anthony Lofton, Robert Wieda, Katrina Morrow  
Nay: None  
Motion Carries

**3) Approval Of The March 18, 2020, Meeting Minutes**

Move motion to approve the March 18, 2020, Meeting Minutes  
Motion by Brandon Wirth, seconded Jim Jones  
Discussion: None

Aye: Ruth Forney, Miriam Johnson, Tracee Stacy, Brandon Wirth, Gwen Piercy, Sandra Whaley, Gerald Hase, Theresa Wright-Mcdowell, Michael Brown, Jim Jones, Anthony Lofton, Robert Wieda, Katrina Morrow  
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 Dr. Bela Matyas: COVID-19
    - 1. As of April 15, 2020, there are 140 cases with 2 fatalities within Solano County. Majority 19-64 years old about a quarter over 65 years old. Populated cities have more cases. Hospitals are doing well and prepared to receive patients- plenty of ventilators and ICU availability. Epidemic curve last couple weeks case rate is flat in the Bay Area and West Coast. The impact on clinics is significant. It will take a while to go back to "normal" at least Mid-May based on government officials.
  - ii. Presented by Santos Vera: Clinic Impact
    - 1. Negative impacts on revenue and positive outcomes for assistance. Decrease revenue due to less in-person and walk-in appointments and prioritize appointments. Encounters have gone down. The telehealth program has been developed. Provider and patient care through a phone call, video call limited due to access.
- b. HRSA Update
  - i. No discussion
- c. HRSA Disaster Funding
  - i. Presented by Santos Vera
    - 1. Unsolicited grant money received, in total over one million dollars in emergency funds that the administration has approved.
- d. Telehealth
  - i. Presented by Santos Vera & Janine Harris
    - 1. Patients access- the preferred method for primary care. Possible support from the government to support Telehealth when clinics fully reopen after COVID-19. The reimbursement rate would need to increase. During the time of the State of Emergency face to face requirements for encounters have been more relaxed, allowing PPS rates. Very specific document and language needed to bill. Once the State of Emergency ends telehealth billings will change. For telehealth to continue billings contracts will need to be adjusted.
- e. Saturday Clinic
  - i. Presented by Dr. Leary
    - 1. Two providers work Saturday Clinics. One of the providers has put in their notice to leave, the other provider is high risk and is unable to see patients face to face. At this time Saturday clinic is closed until the pandemic is over or if two providers want to go on the 9/80 schedules to accommodate the Saturday schedule. Telehealth coverage is still available.

**6. CO-APPLICANT AGREEMENT UPDATE BY DEPUTY COUNTY COUNSEL**

- a. Presented by JoAnn Parker
  - i. Requested a meeting with Santos and Executive Board Committee to discuss agreement and bylaws. Followed by a meeting with the Bylaw Committee to discuss changes needed to align with the agreement. Hopes to have this as an action item for voting in the May Board Meeting.

**ACTION:**

**Schedule meeting with JoAnn, Santos, and Executive Board within two weeks- Amanda Meadows**

**7. OPERATIONS COMMITTEE UPDATES & REPORTS**

- a. FHS Budget Update
  - i. Presented by Santos Vera
    1. Refer to handout: *County Of Solano Requested: Div 7580 - Family Health Services for the Fiscal Year 20/21*
    2. 20/21 Fiscal Year Budget – not complete
    3. CHB Board members should approve/ give recommendations before the Board Of Supervisors
    4. Recommendations
      - a. JoAnn Parker- keep the budget as a standing action item for any updated changes
      - b. Tracee Stacy- more detailed information in the notes section regarding realignments, the true dollar amounts, and titles for overhead and transfers expenditures to understand more how the budget is allocated

**ACTION:**

**Add approval of the budget as an action item for May Board Meeting- Yvonne Ezenwa**

- b. QI/QA Plan Update
  - i. Presented by Dr. Leary
    1. Refer to handout: *Solano County Family Health Services/Quality Assurance / Quality Improvement Plan 2020-2021*
      - a. Appendix 1: Changed grouping to disease state
    2. The goals for the QI/QA have been changed. An email from Partnership came out stating measurements have been changed due to COVID-19
    3. Signatures needed by Board Committee Authority and for any amendments. No voting is needed for approval of the QI/QA plan. The discussion will be provided as amendments occur.

**ACTION:**

**Chair and Vice-Chair sign the current QI/QA plan- Ruth Forney, Tracee Stacy, Dr. Leary, Yvonne Ezenwa**

**8. UNFINISHED BUSINESS**

- a. None

**9. ACTION ITEMS**

- a. Board Self-Assessment
  - i. An electronic version will be sent to the Board Members with instructions on how to submit the form. This is not a requirement, optional only.

**10. BOARD MEMBER COMMENTS**

- a. Theresa Wright-Mcdowell
  - i. Has resigned and is no longer living in Solano County
- b. Gwen Piercy
  - i. Asked confirmation of who the members are within the Executive Board Committee. She was advised that the members included the Chair, Vice-Chair, and member who was elected by votes: Ruth, Tracee, & Brandon.
  - ii. Need to update the phone number on the contact list
  - iii. Need to update no longer a patient, and is now a community member
  - iv. Membership Committee will need a Chair. Gwen was advised on the first meeting the Chair will be appointed.
- c. Tracee Stacy
  - i. Case managers and whole care strive program report out on May's agenda
  - ii. Membership Committee should meet now that two consumers have left the board
  - iii. Is there a warm line for COVID-19 for public health to call and ask questions?
    - 1. Tracee will forward to Santos the information regarding a warm line. Santos will discuss with the management team for staff to disperse this information requested by patients.

**ACTION:**

**Update Gwen Piercy's contact number & update her role a community member- Amanda Meadows  
Add to the May Board meeting agenda, report out for case management- Yvonne Ezenwa**

**11. PARKING LOT**

None

**12. NEXT COMMUNITY HEALTH BOARD MEETING**

DATE: May 20, 2020  
START TIME: 12:00pm  
LOCATION: Telephone Conference Call  
Dial: +1 (571) 317-3112  
Access Code: 293-069-869

**13. Adjourn**

**HANDOUTS:**

- Agenda
- March Meeting Minutes
- County Of Solano Requested: Div 7580 - Family Health Services for the Fiscal Year 20/21
- Solano County Family Health Services/Quality Assurance / Quality Improvement Plan 2020-2021