

**County of Solano
Community Healthcare Board
Regular Meeting**

August 19, 2020
12:00 pm-2:00 pm
275 Beck Avenue Fairfield, CA 94533
Room Location: Conference Call Microsoft Teams
MS Teams Dial-in #: 1-323-457-3408 Conference ID: 404-659-220#

AGENDA

1) CALL TO ORDER – 12:00 PM

- a) Welcome
- b) Roll Call

2) APPROVAL OF THE AGENDA

3) APPROVAL OF THE July 2020 MEETING MINUTES

4) PUBLIC COMMENT

This is the opportunity for the Public to address the Board on a matter not listed on the Agenda, but it must be within the subject matter jurisdiction of the Board. Please submit a Speaker Card before the first speaker is called and limit the comments to three (3) minutes.

5) GUEST PRESENTATION

- a) Daniel Del Monte – Project Roomkey

6) PROJECT DIRECTOR/CHIEF EXECUTIVE OFFICER REPORT

- a) COVID-19 Health Center Impact Update
- b) HRSA Update COVID-19 Grants Progress Reports
- c) Health Center Operations Update
- d) CMO Update - Vaccination Update
- e) CHB Meeting Platform Change

7) CO-APPLICANT AGREEMENT UPDATE BY DEPUTY COUNTY COUNSEL

8) OPERATIONS COMMITTEE UPDATES & REPORTS

- a) Fiscal Update
- b) Call Center Metrics

**County of Solano
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9) UNFINISHED BUSINESS

- a) None

10) DISCUSSION

- a) Mobile Clinics Update
- b) Health Services Administrator reclassification

11) ACTION ITEMS

- a) FHS Budget

12) BOARD MEMBER COMMENTS

13) PARKING LOT

- a) Health Center Marketing Campaign & Website Design
- b) The IHI Quadruple Aim Initiative * Health Center Practices*

14) NEXT COMMUNITY HEALTH BOARD MEETING

Location: September 16, 2020
Start Time - 12:00 PM
Location - TBD

15) ADJOURN

The County of Solano Community Healthcare Board does not discriminate against persons with disabilities and is an accessible facility. If you wish to attend this meeting and you will require assistance to participate, please call Solano County Family Health Services at 707-784-2170 at least 24 hours in advance of the event to make reasonable arrangements to ensure accessibility to this meeting.

If you wish to address any item listed on the Agenda, or Closed Session, please submit a Speaker Card to the Board Clerk before the Board considers the specific item. Cards are available at the entrance to the Board chambers. Please limit your comments to three (3) minutes.

County Of Solano
Community Healthcare Board

REGULAR GOVERNING BOARD MEETING MINUTES

July 15, 2020

Telephone Conference Call

Members Present:

Ruth Forney, Tracee Stacy, Sandra Whaley, Gerald Hase, Michael Brown, Jim Jones, Robert Wieda

Members Absent:

Miriam Johnson, Anthony Lofton, Katrina Morrow, Brandon Wirth

Staff Present:

Santos Vera, Dr. Bela Matyas, Sneha Innes, Jack Nasser, Noelle Soto, Dr. Michele Leary, Janine Harris, Joann Parker, Yvonne Ezenwa, Lavonna Hamilton, Debrah Vaughn, Cheryl Esters, Michael Shorter

1) CALL TO ORDER- 12:00 PM

- a. Welcome
- b. Roll Call

2) Approval Of The Agenda

Move motion to approve July 15, 2020, Agenda

Motion by Sandra Whaley , seconded by Mike Brown

Discussion: None

Aye: Ruth Forney, Tracee Stacy, Sandra Whaley, Gerald Hase, Michael Brown, Jim Jones, Robert Wieda

Nay: None

Motion Carries

3) Approval Of June 17, 2020, Meeting Minutes

Move motion to approve June 17, 2020, Meeting Minutes

Motion by Tracee Stacy, seconded Mike Brown

Aye: Ruth Forney, Tracee Stacy, Sandra Whaley, Gerald Hase, Michael Brown, Jim Jones, Robert Wieda

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: In the past month COVID-19 has been rising in Solano County; hospitalization numbers have increased, 47 people are hospitalized with 5-6 fatalities. Hospitalizations, cases, & percentage positivity are up. Overall, 2,300 positive people with 31 deaths and tested just under 40,000. Social and family gatherings are the main cause of the spread of COVID-19. No evidence of open businesses or workplaces is contributing to the spread. Percentage of over 65 years old cases is about 11%, which includes 84% of the death rates- they are the high-risk group. Non-White percentages are high. African Americans are hospitalized 3-4 times the rate of Whites. Hispanic, Latin, Asians, & multi-race are 2-3 times the rate of Whites. There are relationships between underlying health conditions and being hospitalized. Good availability with ventilators and beds in the hospitals. Impact for the clinics- requirement masks are always worn, and PPE is used when treating patients.

b. HRSA Update

- i. Presented by Yvonne Ezenwa:
 1. Grants: Recently submitted progress the 3 COVID-19 grants, due on July 10. The review and status of the grants will be presented in August. Awards objectives are progressing but there remain opportunities to better utilizes the funds for expanding testing capacity.
 2. UDS: Uniformed Data System- the release of the UDS manual was the end of June 2020. UDS is the largest and most extensive HRSA reporting requirement. It is a standardized set of measures to look at health and performance operations; patient demographics, services provided, staffing, clinical indicators, utilization cost, and revenue. Over 900 fields of data. This reporting is done annually, due between January 1st- February 15th. Requires multiple divisions and departments input to obtain data. Planning meetings implemented for August to prepare for submitting by the due date. Additional measures included are breast cancer, HIV, human trafficking, mental health, updating quality measures. UDS allows HRSA to compares FQHCs to one another. UDS data determines how HRSA awards funding to FQHCs.

c. Health Center Operations Update

- i. Presented by Santos Vera: Teleworking and Telehealth were utilized in the clinics, at the beginning of COVID-19. Since then staff members have returned to the office allowing more in-person visits from outpatients, while still offering telehealth to patients who prefer over the phone. In-person not as high as in the past but progressing. Working with Public Health, using our staff to help with Contract Tracing for COVID-19, this has caused FHS to be lean on staffing in some areas. Grant money used to provide PPE for staff and purchases of masks to give to outpatients who do not have one. Also, the staff is educating our patients with COVID-19 information.

d. CHB Meeting Platform Change

- i. Presented by Yvonne Ezenwa: TEAMS is a Microsoft platform. Hoping to eliminate the multiple platforms that are used for various meetings. Internally FHS has adopted TEAMS for remote/ virtual meetings. TEAMS provides a call-in number with access to a conference ID. Another option available is to download the TEAMS App, where audio

and visual is used. With visual this will allow for document sharing. Must have a camera and microphone to use the visual option, otherwise, call in is the only option.

ACTION:

Convert Board Meetings to Microsoft TEAMS. Staff will provide training to board members.

6. CO-APPLICANT AGREEMENT UPDATE BY DEPUTY COUNTY COUNSEL

- a. Ruth Forney has advised the Executive Board met to finish and review documents. There are some questions from the board that Santos & Yvonne will need to follow up with JoAnn Parker.
 - i. JoAnn Parker has advised Santos & Yvonne to follow up with her before presenting it to the board.

ACTION:

Santos & Yvonne to met with JoAnn, before presenting an update to the board.

7. OPERATIONS COMMITTEE UPDATES & REPORTS

- a. QI/QA Update
 - i. Presented by Dr. Leary: No update at this time due to unable to share documents. Will resume update for the August Board Meeting.

8. UNFINISHED BUSINESS

- a. None

9. ACTION ITEMS

- a. FHS Budget
 - i. Refer to *7500-Fund 902- H&SS Dept Summary-Health & Public Assistance*
- b. FHS Position Allocation
 - i. Refer to *County Of Solano FY 2020/21 Recommend Budget Position Allocation Report Summary*
 - ii. Deputy Director H&SS- Medical Services position- Union will need to meet and confer regarding this position before filling as this position is a Unionized position. Board members have expressed they would like to see Santos Vera in this position. Board members were advised they can suggest a different title to align with the bylaws, however, this approval will need to go to HR and Board of Supervisors.

ACTION:

Board Members will send Dr. Bela Matyas options of changing the title of the position

10. BOARD MEMBER COMMENTS

- a. Ruth Forney: National Association Community Health Centers Conference (NACHC)-Held August 31-September 1st. Due to COVID-19, there will not be an in-person conference. A virtual option is available. With the circumstances, the Executive Committee voted not to send anyone to the conference.
- b. Tracee Stacy: wanted to know the status of telehealth in the clinics.
 - i. Clinics are currently implementing telehealth; however, things can change with Congress with reimbursement policies
 - ii. Would like data showing the report out of phone calls and the outcomes

ACTION:

Staff will present data of phone calls made to patients

11. PARKING LOT

- a. Health Care Marketing Campaign & Website Design
- b. The IHI Quadruple Aim Initiative *Health Center Practices*
- c. QI/QA Update

12. NEXT COMMUNITY HEALTH BOARD MEETING

DATE: August 19, 2020

START TIME: 12:00pm

LOCATION: Telephone Conference Call

Dial: +1 (571) 317-3112

Access Code: 293-069-869

13. Adjourn

Move motion to Adjourn Meeting

Motion by Sandra Whaley, seconded Robert Weida

Discussion: None

Aye: Ruth Forney, Tracee Stacy, Sandra Whaley, Gerald Hase, Michael Brown, Jim Jones, Robert Wieda

Nay: None

Motion Carries

HANDOUTS:

- Agenda
- June Meeting Minutes
- 7500-Fund 902- H&SS Dept Summary-Health & Public Assistance
- County Of Solano FY 2020/21 Recommend Budget Position Allocation Report Summary

FHS COVID-19 Grants Quarter 1 Snapshot

April through June

Grant	Award Amount	Activities	Q2 Plan Adjustments
STIMULUS	\$432,068.00	<i>Lost Revenue or Operational Costs</i>	No plan adjustments - all funds utilized
COVID 19 PREPAREDNESS	\$67,127.00	<i>COVID-19 Preparedness and Safety - salary and benefits of management staff implementing safety procedures</i>	Added additional staff
COVID 19 CARES	\$908,375.00	<i>COVID-19 Response and Maintaining Organizational Capacity - hardware purchases, supplies, PPE, telemedicine, salary and benefits</i>	Added additional staff for maintaining capacity; redirecting funds for NextGen upgrades
COVID 19 RYAN WHITE	\$59,250.00	<i>COVID19 Preparedness and Response for RW Population - salary and benefits of staff supporting RW</i>	No plan adjustments
COVID 19 TESTING (ECT)	\$438,799.00	<i>Testing and Testing-related Activities - salary and benefits of staff contact tracing, triaging, and serving Project Roomkey</i>	Added additional staff, more opportunity for use

TOTAL AWARD AMOUNT
\$1,905,619.00

TOTAL FUNDS DRAWN DOWN
\$678,164.00
 36%

TOTAL BALANCE REMAINING
\$1,227,455.00

SOLANO COUNTY HEALTH AND SOCIAL SERVICES

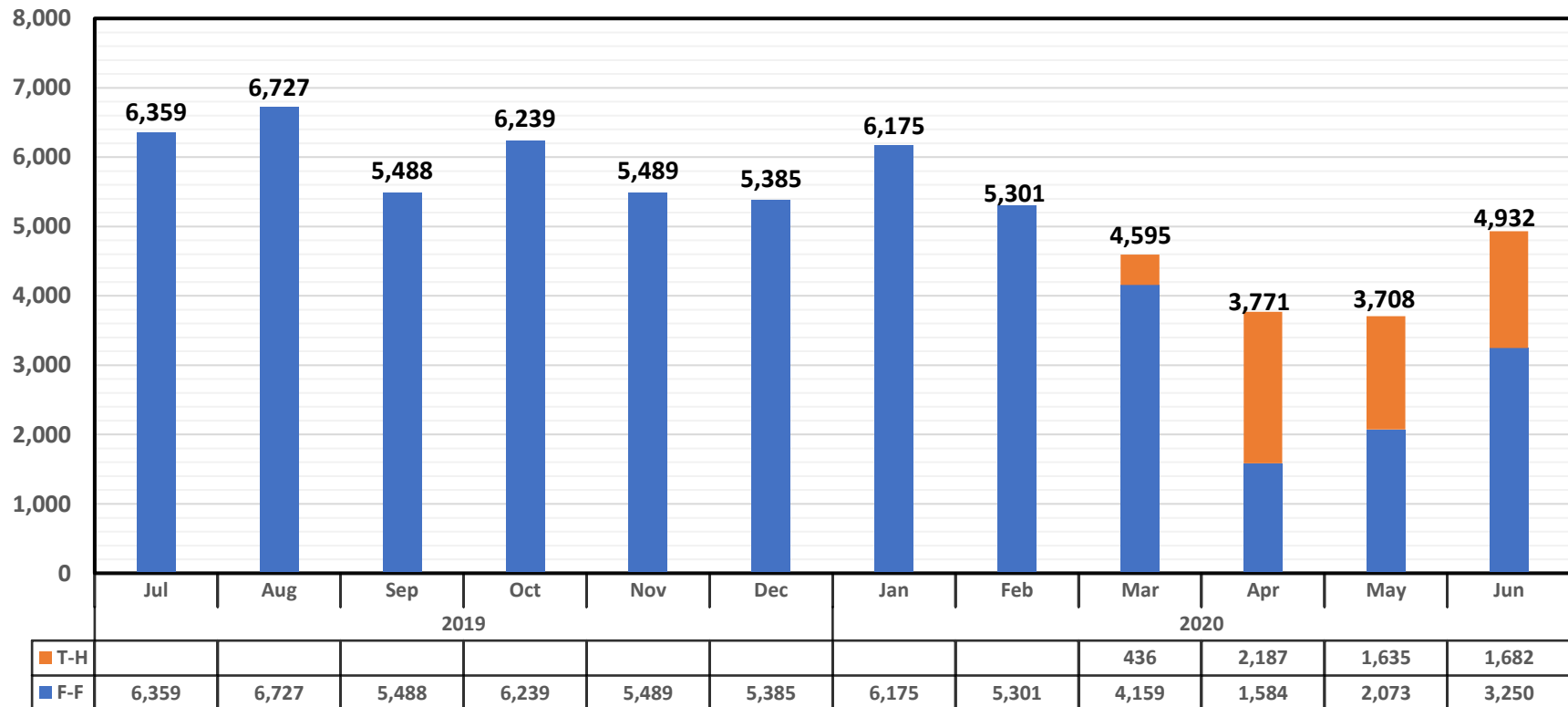
FAMILY HEALTH SERVICES

Total Billed Encounters

July 1st 2019 - June 31st 2020



**Total Billed Encounters
(Face to Face & Telehealth)**



FHS Call Center Statistics

Month	Total Calls Presented	Total Calls Handled	% Handled	Appointments Scheduled by Call Center
Sep-2019	9,364	8,550	91.31%	2,929
Oct-2019	9,861	8,146	82.61%	2,638
Nov-2019	8,522	7,275	85.37%	2,542
Dec-2019	8,480	7,654	90.26%	2,773
Jan-2020	10,575	9,134	86.37%	3,500
Feb-2020	9,303	7,200	77.39%	2,661
Mar-2020	9,556	8,500	88.94%	2,195
Apr-2020	7,085	6,581	92.80%	2,143
May-2020	7,131	6,552	92%	2,212
Jun-2020	8,867	7,887	88.94%	2,913
Jul-2020	10,349	8,238	79.60%	2,969
AVG	9,008	7,792	87%	2,680

