

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

December 16, 2020

12:00 pm-2:00 pm

Conference Call Microsoft Teams

MS Teams Dial-in #: 1-323-457-3408 Conference ID: 299 423 65#

Due to COVID-19 social distancing requirements, the Community Health Board meetings will be held via teleconference. Please use the dial in number and access code above.

The County of Solano Community Health Board does not discriminate against persons with disabilities. If you wish to participate in the meeting and you require assistance to do so, please call Solano County Family Health Services at 707-784-8775 at least 24 hours in advance of the event to make reasonable arrangements to ensure accessibility to the meeting.

Public Comment

To submit comments verbally from your phone or computer during the meeting, you may do so by dialing MS Teams Dial-in #: 1-323-457-3408 Conference ID: 299 423 65# above. Once entered in the meeting, you will be able to hear the meeting and will be called upon to speak during the public speaking period.

Non-confidential materials, related to an item on this Agenda submitted to the Board after posting of the agenda at https://www.solanocounty.com/depts/ph/bureaus/fhs/community_healthcare_board/, and the Family Health Service clinics at 1119 E. Monte Vista, Vacaville, CA; 2101 Courage Drive, Fairfield, CA; 2201 Courage Drive, Fairfield, CA; and 365 Tuolumne Drive, Vallejo, CA., will be updated on the aforementioned website and emailed all attendees who provide their email addresses at the meeting.

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

December 16, 2020
12:00 pm-2:00 pm
Conference Call Microsoft Teams
MS Teams Dial-in #: 1-323-457-3408 Conference ID: 299 423 65#

AGENDA

1) CALL TO ORDER – 12:00 PM

- a) Welcome
- b) Roll Call

2) APPROVAL OF THE AGENDA

3) APPROVAL OF THE NOVEMBER 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) PROJECT DIRECTOR/CHIEF EXECUTIVE OFFICER REPORT

- a) COVID-19 Health Center Impact Update
- b) Health Center Operations Update
- c) Staffing Update

6) CO-APPLICANT AGREEMENT UPDATE BY DEPUTY COUNTY COUNSEL

7) OPERATIONS COMMITTEE UPDATES & REPORTS

- a) Encounter Summary: Presented by Janine Harris
- b) Grants Summary: Presented by Noelle Soto
- c) QA Quarterly Report: Presented by Dr. Michele Leary

8) UNFINISHED BUSINESS

- a) None

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

9) DISCUSSION

- a) Bylaws Discussion – Article 13 Amendments – Article XI: Executive Committee
- b) Board Nominations for Executive Positions – Chair, Vice Chair, Executive Team

10) ACTION ITEMS

- a) Approve the 2021 Calendar

11) BOARD MEMBER COMMENTS

12) PARKING LOT

- a) Health Center Marketing Campaign & Website Design
- b) The IHI Quadruple Aim Initiative * Health Center Practices*
- c) Finance: Fiscal Report

13) NEXT COMMUNITY HEALTH BOARD MEETING

Location: January 20, 2020
Start Time - 12:00 PM
Location – MS Teams Conference Call

14) 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 707-784-8775 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

November 18, 2020

Telephone Conference Call

Members Present:

Ruth Forney, Michael Brown, Brandon Wirth, Jim Jones, Anthony Lofton, Robert Wieda, Miriam Johnson, Gerald Hase, Katrina Morrow, Tracee Stacy

Members Absent:

Sandra Whaley

Staff Present:

Dr. Bela Matyas, Gerald Huber, Toya Adams, Anna Mae Gonzales-Smith, Janine Harris, Dr. Rebekah Kim, Dr. Sneha Innes, Dr. Michele Leary, Jack Nasser, Noelle Soto, Cheryl Esters, Clarisa Sudarma, Thomas West, Patricia Zuniga

1) Call to Order- 12:02 PM

- a. Welcome
- b. Roll Call

2) Approval of November 18, 2020, Agenda

Move motion to approve November 18, 2020, Agenda

Motion by Miriam Johnson, seconded by Anthony Lofton
Discussion: None

Aye: Ruth Forney, Michael Brown, Brandon Wirth, Jim Jones, Anthony Lofton, Robert Wieda, Miriam Johnson, Gerald Hase, Katrina Morrow, Tracee Stacy

Nay: None

Motion Carries

3) Approval of October 21, 2020, Meeting Minutes

Move motion to approve October 21, 2020, Meeting Minutes

Motion by Brandon Wirth, seconded by Mike Brown

Aye: Ruth Forney, Michael Brown, Brandon Wirth, Jim Jones, Anthony Lofton, Robert Wieda, Miriam Johnson, Gerald Hase, Katrina Morrow, Tracee Stacy

Nay: None

Motion Carries

4) Public Comment

None

5) Project Director/Chief Executive Officer Report

- a. COVID-19 Health Center Impact Update: Presented by Dr. Bela Matyas
 - i. COVID-19 disease rates in Solano County are doing very poorly. We are experiencing a very, significant surge in COVID illness. The numbers are getting close to those, as in the previous peak, in July. The primary reason is gatherings among family and friends without maintaining social distancing and not wearing masks. Also, large events, such as weddings and potlucks, contribute to the surge in numbers. With the upcoming holidays, it is likely, people will continue to get together with family and friends and not follow distancing and wearing of masks. The concern is, these gatherings are multigenerational, so the numbers of illness are expected to increase.
 - ii. Solano County is now in the Purple Tier and will likely remain in the Purple Tier for a couple months and may not get back into the Red Tier until maybe late January or February of 2021, due to holiday gatherings.
 - iii. While in the Purple Tier, most businesses will go back to closing indoor activities and return to outdoor services only, but personal services can continue to operate indoors with restrictions and schools are not permitted to reopen to face-to-face learning.

- b. Health Center Operations Update: Presented by Dr. Bela Matyas and Jack Nasser
 - i. Family Health Services clinics continue to normal operations, with proper social distancing and safety precautions. There is a substantial return of patients, but with the current situation.
 - ii. Regarding the numbers at the clinics, Primary Care services have been trending upward to the pre-COVID numbers, with increased efficiency of provider scheduling and telehealth appointments. Dental services are back to the pre-COVID numbers.
 - iii. Primary care clinics are in the process of test piloting a telehealth platform, through Doxie.Me, approved by Compliance and IT and which is currently utilized in Behavioral Health Division. Partnership has agreed to work with FHS in a Quality Improvement Project in telehealth visits with video. If FHS can demonstrate at least 20% utilization of daily telehealth visits, including video, for Partnership patients, there is a quality monetary, improvement incentive, offered to the health centers. Currently, Doxie.Me is in the test phase this week and hopefully will roll it out to all the providers in the next couple of weeks. Telehealth is an ideal supplement to provide to our patients. Dental can use it as well.

- c. Staffing Update: Presented by Dr. Bela Matyas and Jack Nasser
 - i. Chief Medical Officer (CMO) position – Dr. Leary has been selected and a process is in place, for the proper step of salary for her.
 - ii. Clinic Operation Officer (COO) – The hope is to put out a recruitment soon and this person would oversee all operations at FHS, both primary care and dental. HR is looking for a recruitment entity that specializes in healthcare, to get the recruitment process started. This person would be considered the Project Director under HRSA.
 - iii. Clinic Physician (Board Certified) – Dr. Christine Kinnevey, currently a full time Touro provider, at the clinics, is a new half time Primary Care Physician with Solano County, beginning on 11/30/2020. She will continue to be with Touro, half time. Since she has

been a full time Touro provider, working at the clinics, there will be a seamless transition, as she is already familiar with FHS patients and the clinics.

6. Co-Applicant Agreement Update by Deputy County Counsel

- a. Presented by Clarisa Sudarma – JoAnn Parker, previously assigned to the Board, asked Clarisa to pass along that there are no substantial updates and she will notify the Board of any updates as they come in.
- b. Clarisa Sudarma is a Deputy County Counsel and has worked at Solano County for 7 years. As of last week, her new assignment is to support this board and provide services as needed. JoAnn is reassigned in other assignments, but JoAnn will still, continue working with the Board, in finalizing the Co-Applicant Agreement and meetings with HRSA.

7. Operations Committee Updates & Reports

- a. Encounter Summary: Presented by Janine Harris
Janine provided a chart titled, “Total FQHC Encounters, January 2020-September 2020” and reviewed the data showing the number of encounters, in Primary Care (comparing telephone vs in-person appointments), Primary Care and Behavioral Health and Dental Care.
- b. Finance: Presented by Connie Pettersen
In Connie’s absence, Jack shared the slides provided by Connie. Jack announced that Connie will be retiring at the end of the year. It was advised to join the Finance Meeting on November 25, 2020.
- c. COVID-19 Grant Summary: Presented by Noelle Soto
Noelle provided a chart titled, “Family Health Services COVID-19 HRSA Grants Summary, Quarter 2” and reviewed the data showing the grant funding provided to FHS. The total award amount from the grants is \$1,473,551.00 and the total funds drawn down as of 10/30/2020 are \$330,162.28 (22%), leaving a total balance remaining of \$1,143,288.72, which Fiscal is working on utilizing as many funds as possible. Specific to the Governor’s CARES funding, the deadline is 12/30/2020. There are discussions that possibly there will be an extension to use the Governor’s CARES funding, maybe additional 6 months.

8. Unfinished Business

- a. None

9. Discussion

- a. Board Member Elections
 - i. Discussion of Nominations for the Chair– Vice Chair - and the Executive Committee took place. Suggestions for nominations and comments by the Board were expressed. There was discussion whether there was a provision in the Executive Board, to include the outgoing Chair for a year. It was mentioned, that in the Bylaws, it states that a person shall be limited to no more than 4 consecutive terms of membership.
Nominations were discussed as follows:
Chair –Ruth Forney and Brandon Wirth
Vice Chair – Brandon Wirth
Executive Committee consists of the Chair, Vice Chair and a Board Member at Large.
Board members were asked to consider membership on the Executive Committee. The Bylaws Committee will meet, prior to the December Board meeting and any amendments will be presented at the December 16, 2020 meeting.
 - ii. Elections and voting will take place at the December 16. 2020 Meeting.

- iii. Executive Committee Membership – Language in the Bylaws. Clarification of the members was noted according to the Bylaws. The Executive Committee includes the Chair, Vice Chair and a Board Member at large. It was suggested to amend the Executive Committee Membership language in the Bylaws: It was suggested to have a consumer, or the outgoing Chair added to the Executive Committee and if so, whether the bylaws need to be changed. It was also suggested to have two members at large appointed (a Board member and a consumer). If the Board wants to change the language, it was advised that the members review the Procedure for making amendments to the Bylaws is on Page 18.
- iv. It was agreed by the Board Members to Agendize discussion of Article XIII Amendments, to discuss this topic at the December Meeting and to review the Bylaws to see what else can be amended.
- v. It was suggested that Patricia schedule a meeting for the Bylaws Committee, so proposed amendments to the bylaws can be agendized at the December meeting.
- b) Review of Board Calendar 2020
 - i. No changes and on schedule.
- c) Annual Review of Strategic Plan
 - i. Updates of the six goals on page 22 were discussed and based on the SWAT analysis on September 19, 2019.
 - ii. It was asked by a Board member to agendize discussion of updates on the goals of the strategic plan, possibly at the January 2021 meeting. This can bring the goals into alignment with current situation, celebrate the accomplishments and make adjustments accordingly to keep the document dynamic moving forward.
 - iv. The Black Infant Health Program was mentioned, but this is a program in Public Health, not part of Family Health Centers. Diabetes and hypertension and QI initiatives were discussed.

10. Acton Items

- a. Schedule a Bylaws Committee Meeting – prior to the 12/16/2020 Board Meeting
 - i. Discuss Article XIII Amendments
- b. Agendize “Discussion of updates of the Goals noted in the Annual Review of the Strategic Plan at the January 2021 meeting.
 - i. Give updates on the 6 goals.

11. Board Member Comments

- a. Tracee Stacy: Reported out on a Suicide Prevention Committee Meeting. There were 39 deaths in Solano County, which is half over the years, which is positive.
- b. Tracee Stacy: Asked the status of flu shots to the public and whether the vans were utilized for flu shots. – The clinics have a limited supply of flu vaccine and as they do each year in the fall, Public Health has been hosting free flu shot clinics. The clinics do not have the band width to do a calling campaign for flu, so patients, from 6 months of age are encouraged to get the flu shot. Community wide outreach is what Public Health has been doing.
- c. Miriam Johnson: Asked about COVID-19 testing for those that don’t come into the clinics. Clinic patients are offered testing and testing for the public is still available throughout the County. and you can query “COVID Testing” on the Internet. Can call 1-888-634-1123 to schedule an appointment.

12. Parking Lot Items

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

13. NEXT COMMUNITY HEALTH BOARD MEETING

DATE: December 16, 2020

START TIME: 12:00pm

LOCATION: Telephone Conference Call

Dial: +1 (323) 457-3408

Access Code: 299 423 65#

14. Adjourn

Move motion to Adjourn Meeting

Motion by Anthony Lofton, Seconded by Robert Wieda

Discussion: None

Aye: Ruth Forney, Michael Brown, Brandon Wirth, Jim Jones, Anthony Lofton, Robert Wieda,
Miriam Johnson, Gerald Hase, Katrina Morrow, Tracee Stacy

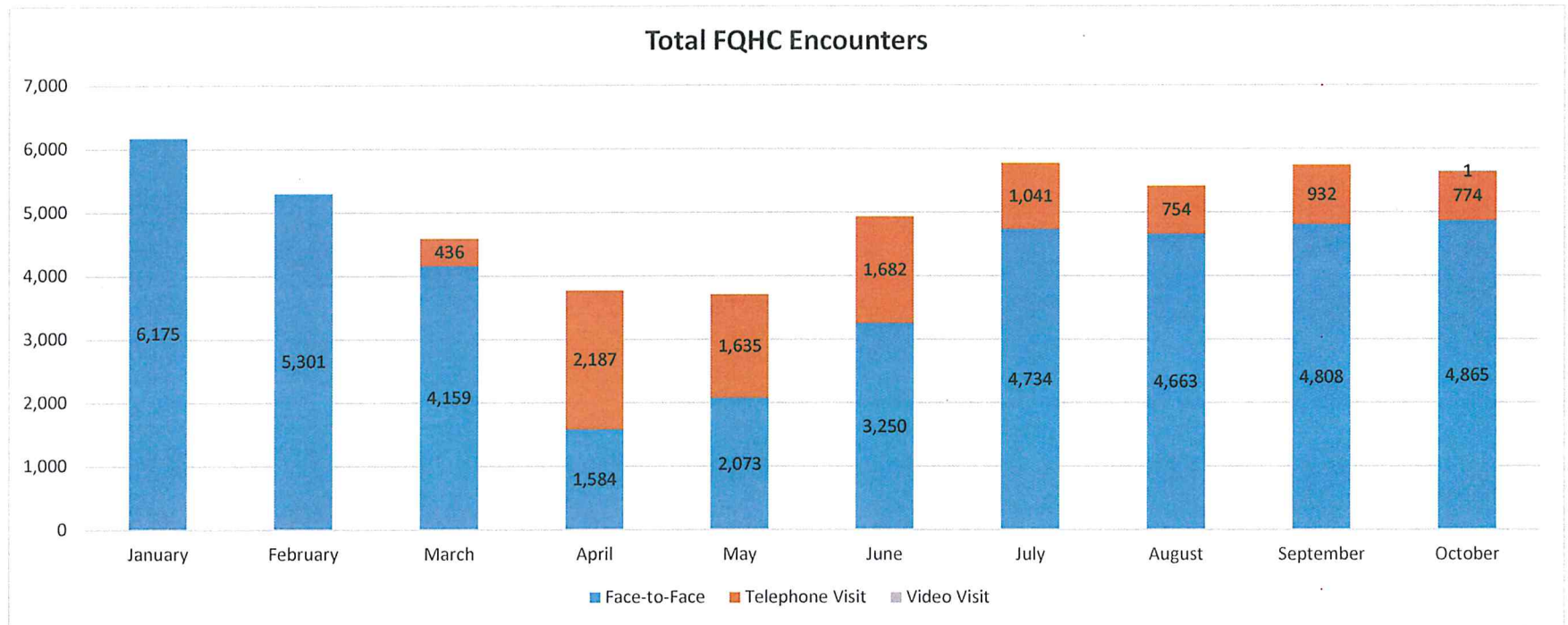
Nay: None

Motion Carries

HANDOUTS:

- Agenda
- October Meeting Minutes
- 2020 October RCM Finance Committee Reports
- Budget 7580 Medical Services Reports
- COVID-19 HRSA Grants
- CHB Calendar for 2020
- FHS Strategic Plan 2019-2022

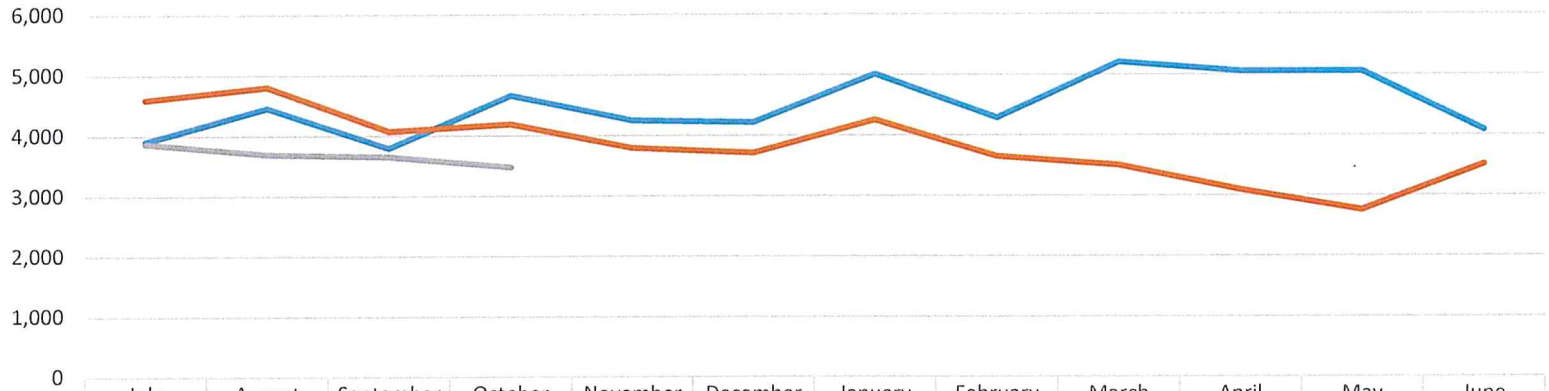
SOLANO COUNTY HEALTH AND SOCIAL SERVICES
FAMILY HEALTH SERVICES
Total FQHC Encounters
January 2020 - October 2020



	Telemedicine			Total Encounters	% Telephone	% Video
	Face-to-Face	Telephone Visit	Video Visit			
January	6,175			6,175	0%	0%
February	5,301			5,301	0%	0%
March	4,159	436		4,595	9%	0%
April	1,584	2,187		3,771	58%	0%
May	2,073	1,635		3,708	44%	0%
June	3,250	1,682		4,932	34%	0%
July	4,734	1,041		5,775	18%	0%
August	4,663	754		5,417	14%	0%
September	4,808	932		5,740	16%	0%
October	4,865	774	1	5,640	14%	0%

SOLANO COUNTY HEALTH AND SOCIAL SERVICES
FAMILY HEALTH SERVICES
Total MEDICAL FQHC Encounters
July 2018 - October 2020

Medical FQHC Encounters



	July	August	September	October	November	December	January	February	March	April	May	June
2018-2019	3,907	4,456	3,794	4,662	4,246	4,218	5,012	4,284	5,204	5,052	5,050	4,080
2019-2020	4,598	4,804	4,073	4,187	3,793	3,713	4,256	3,646	3,502	3,090	2,755	3,510
2020-2021	3,867	3,699	3,652	3,480								

— 2018-2019
 — 2019-2020
 — 2020-2021

SOLANO COUNTY HEALTH AND SOCIAL SERVICES
FAMILY HEALTH SERVICES
Total DENTAL FQHC Encounters
July 2018 - October 2020

Dental FQHC Encounters



	July	August	September	October	November	December	January	February	March	April	May	June
2018-2019	1,538	1,613	1,293	1,503	1,493	1,264	1,527	1,224	1,464	1,578	1,358	1,112
2019-2020	1,498	1,656	1,175	1,803	1,492	1,452	1,640	1,452	887	382	674	1,122
2020-2021	1,623	1,424	1,759	1,838								

— 2018-2019
 — 2019-2020
 — 2020-2021

Community Healthcare Board Clinical Quality Improvement Report
Solano County Family Health Services
Month: December 2020

TABLE OF CONTENTS

The below information reflects critical components related to Risk Management & Quality Improvement activities for Family Health Services:

- I. Clinical Quality

I. CLINICAL QUALITY

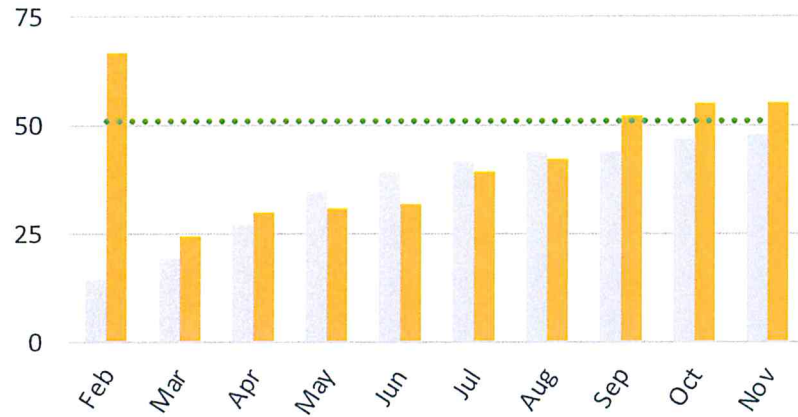
Terms Defined

Quality Improvement Program (QIP)- financial incentive program from Partnership HealthPlan of California to primary care providers for meeting specific performance thresholds. QIP clinical measures look only at data for patients with Partnership HealthPlan of California insurance plans during calendar year 2020.

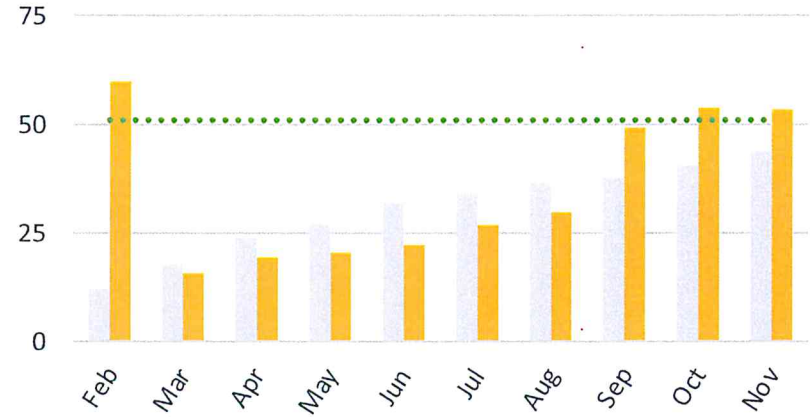
Uniform Data System (UDS)- standardized reporting system for Health Resources & Services Administration (HRSA) health center grantees. UDS clinical measures look at data from all patients served by Family Health Services during calendar year 2020.

QIP Diabetes HbA1c Good Control

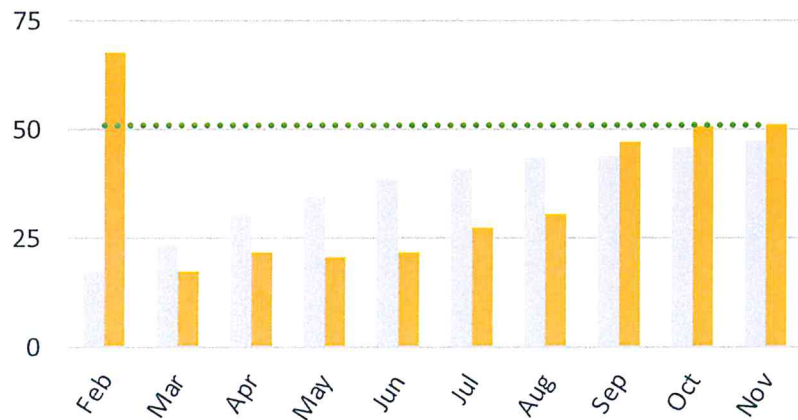
Fairfield Adult



Vacaville



Vallejo



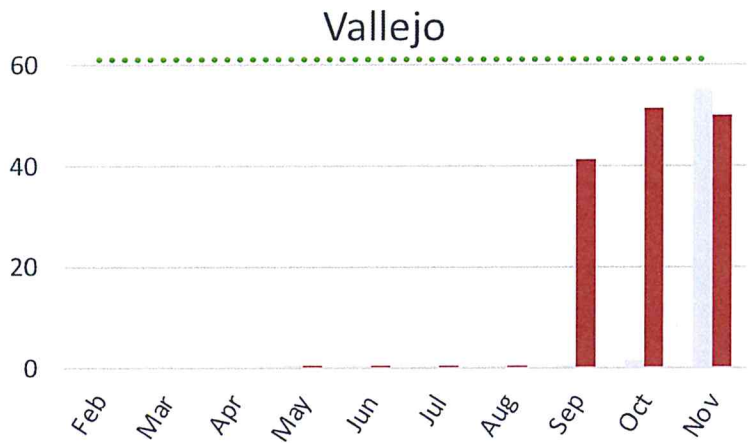
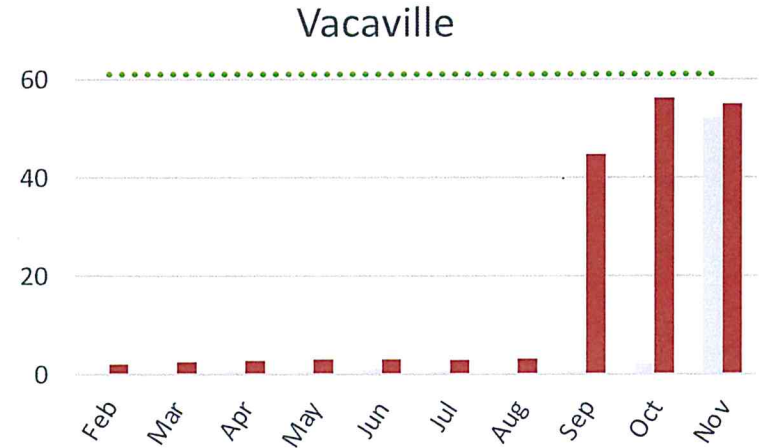
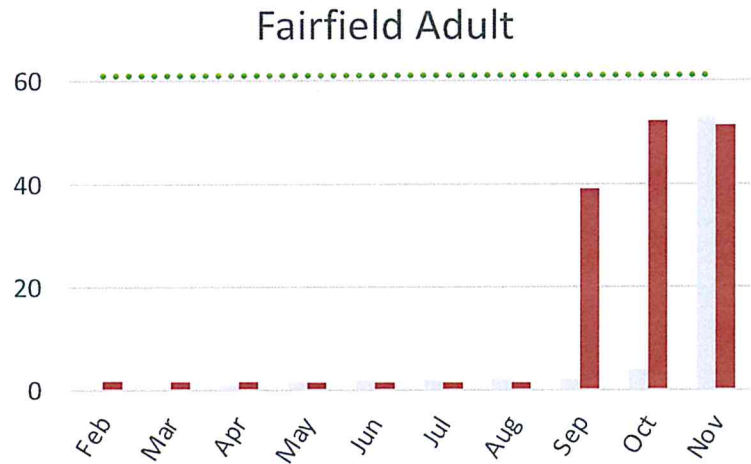
2019

2020

Target

Site	Current Score	Number of Patients Needed to Meet Target	Target Score
Fairfield Adult	55.13%	Target Met	50.97%
Vacaville	53.42%	Target Met	
Vallejo	51.09%	Target Met	

QIP Controlling High Blood Pressure



Site	Current Score	Number of Patients Needed to Meet Target	Target Score
Fairfield Adult	51.29%	+69	61.04%
Vacaville	55.03%	+18	
Vallejo	50%	+78	

2019

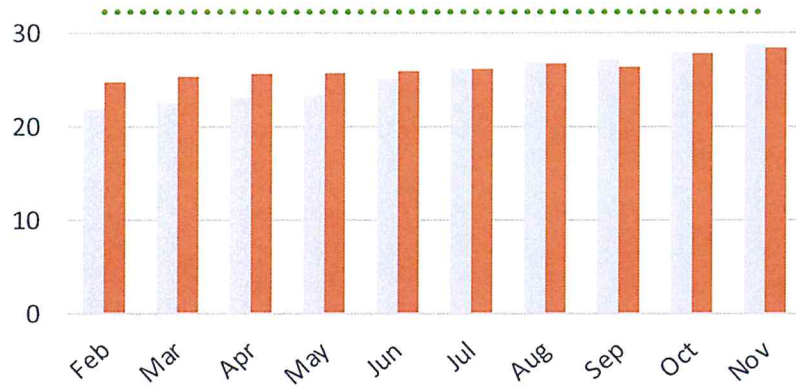
2020

Target

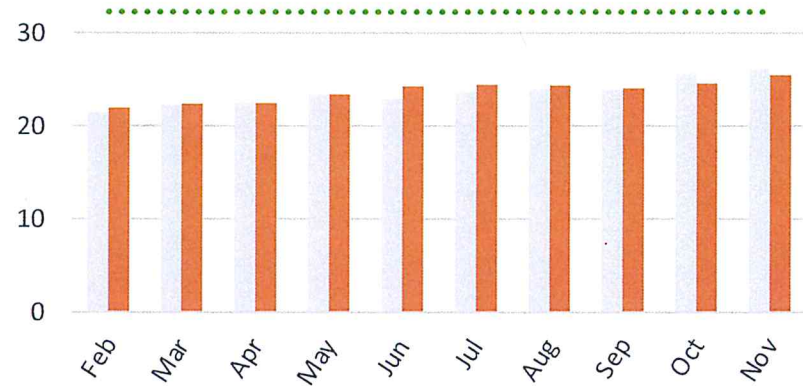
Note: Manual upload of blood pressure readings began in October

QIP Colorectal Cancer Screening

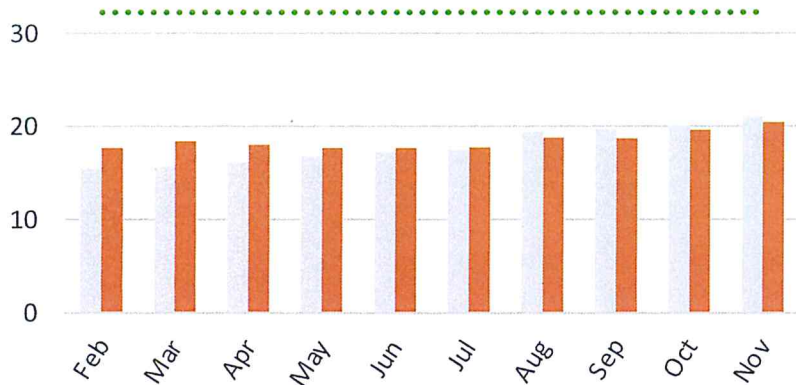
Fairfield Adult



Vacaville



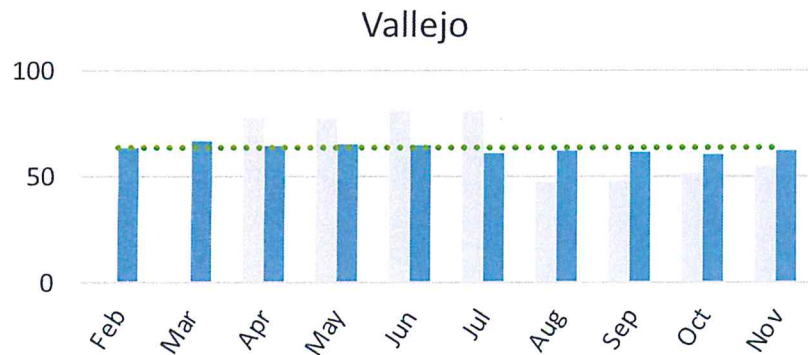
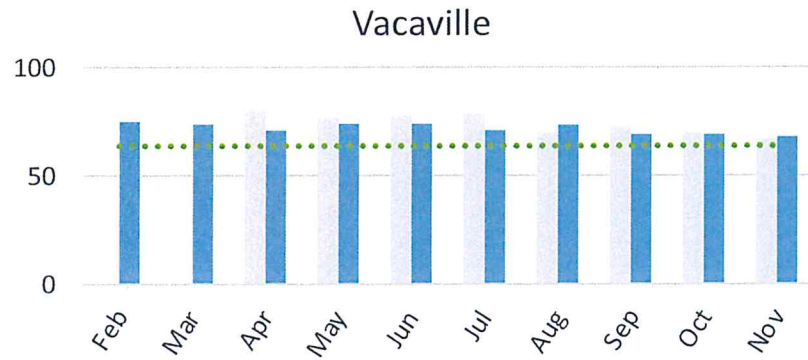
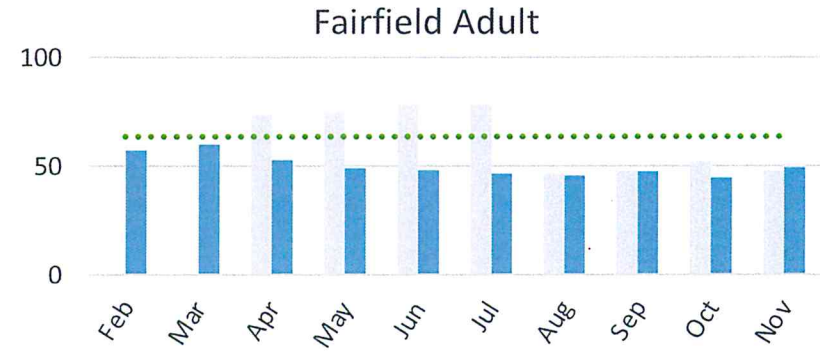
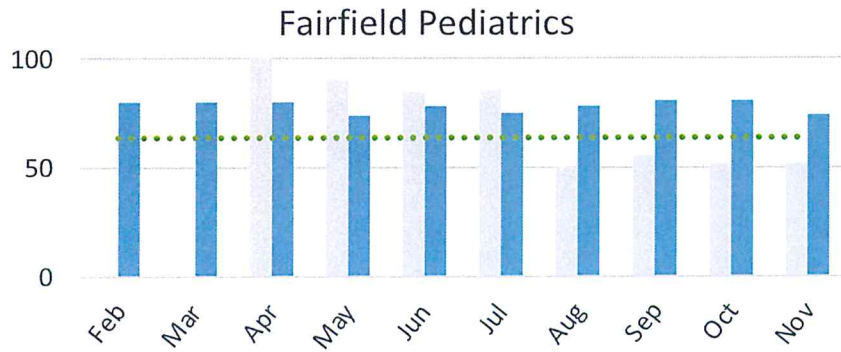
Vallejo



Site	Current Score	Number of Patients Needed to Meet Target	Target Score
Fairfield Adult	28.4%	+69	32.24%
Vacaville	25.49%	+45	
Vallejo	20.41%	+172	

2019 2020 Target

QIP Asthma Medication Ratio

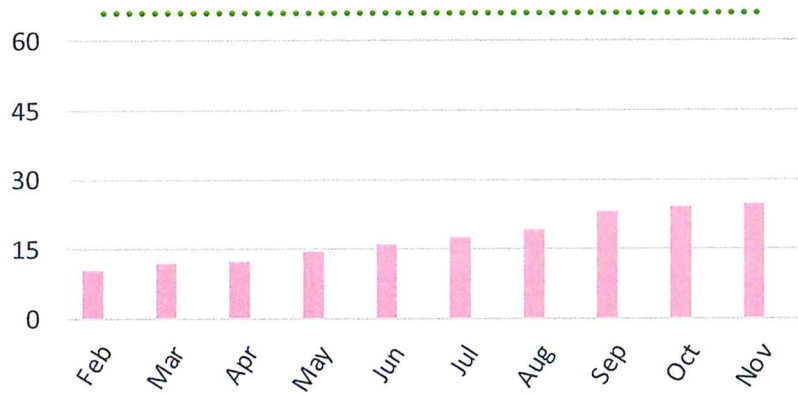


Site	Current Score	Number of Patients Needed to Meet Target	Target Score
Fairfield Pediatrics	74.07%	Target Met	63.58%
Fairfield Adult	49.25%	+10	
Vacaville	67.74%	Target Met	
Vallejo	62.37%	+2	

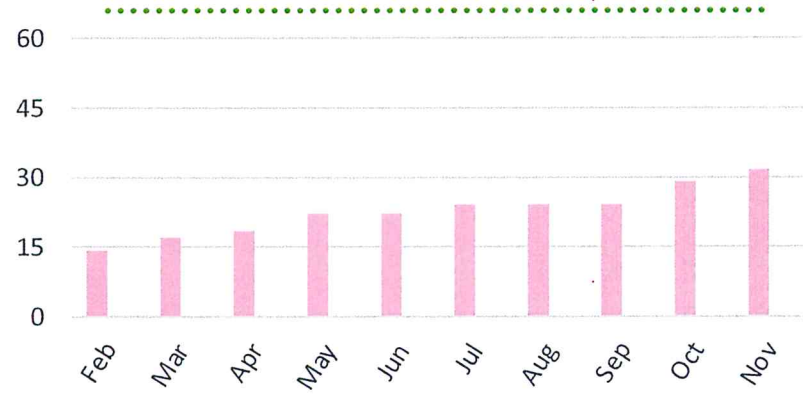
■ 2019
■ 2020
⋯ Target

QIP Well Child First 15 Months

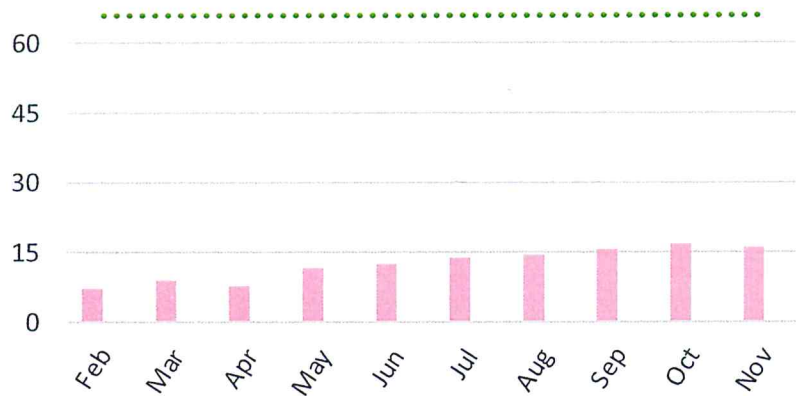
Fairfield Pediatrics



Vacaville



Vallejo



Site	Current Score	Number of Patients Needed to Meet Target	Target Score
Fairfield Pediatrics	24.86%	+71	65.83%
Vacaville	31.67%	+21	
Vallejo	16.13%	+47	

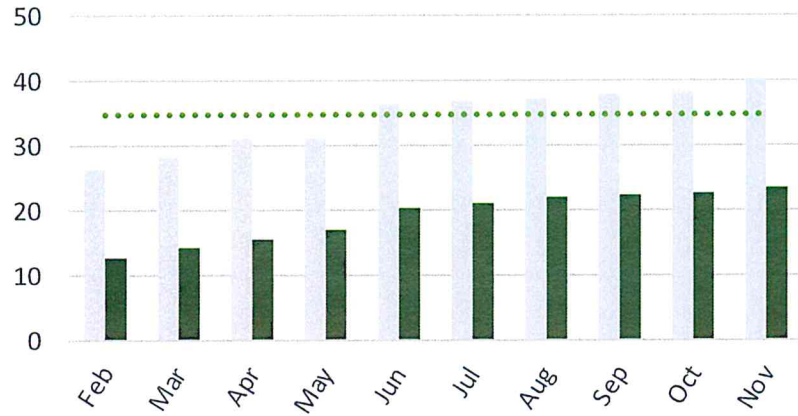
2020

Target

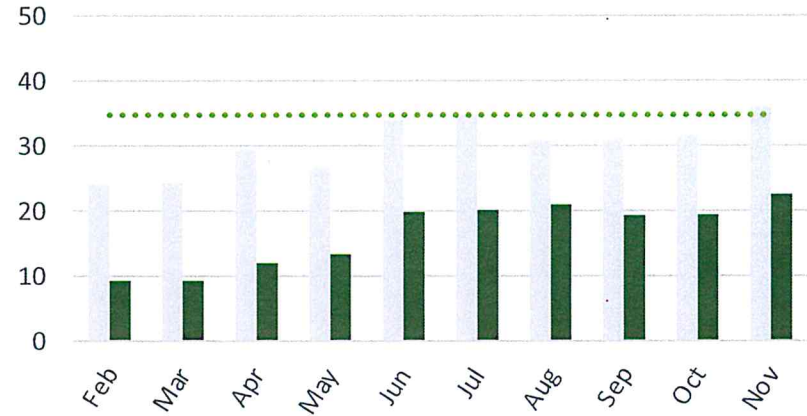
Note: New 2020 measure

QIP Childhood Immunizations

Fairfield Pediatrics



Vacaville



Vallejo



2019

2020

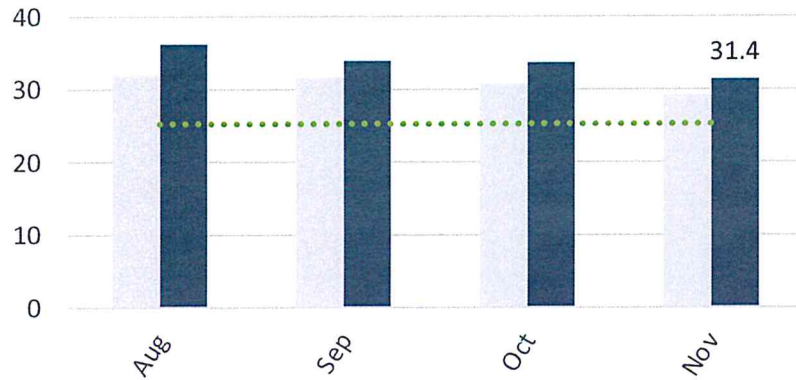
Target

Site	Current Score	Number of Patients Needed to Meet Target	Target Score
Fairfield Pediatrics	23.42%	+31	34.79%
Vacaville	22.52%	+14	
Vallejo	26.15%	+17	

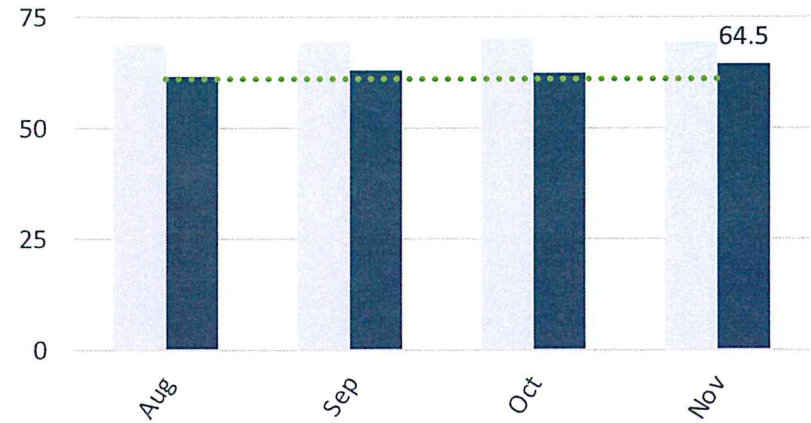
Note: Three additional immunizations added to this measure in 2020

UDS Clinical Measures

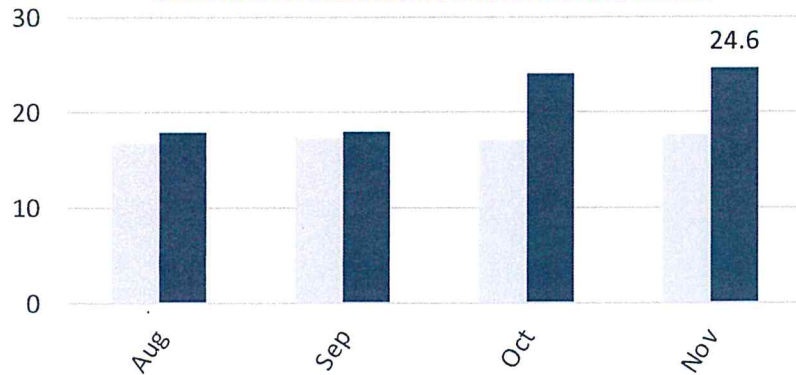
Diabetes Poor Control
(lower is better)



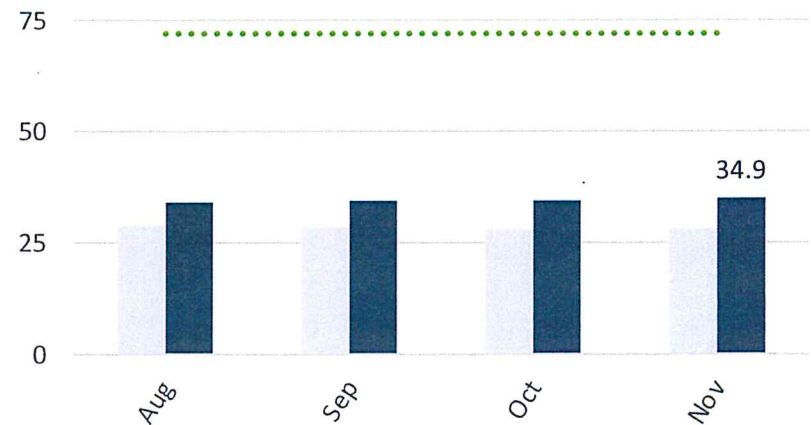
Controlling High Blood Pressure



Colorectal Cancer Screening



Cervical Cancer Screening



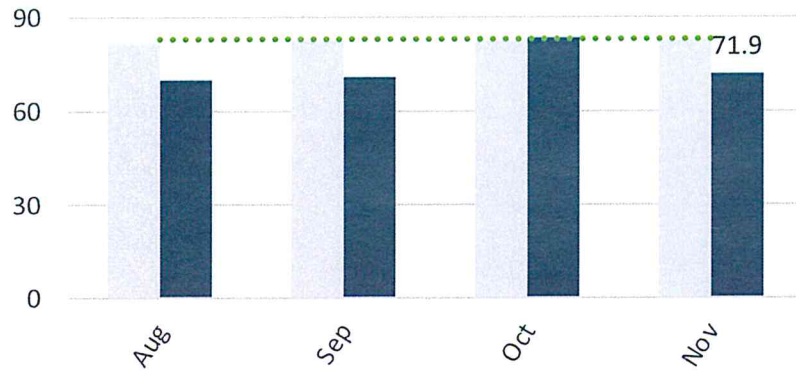
2019

2020

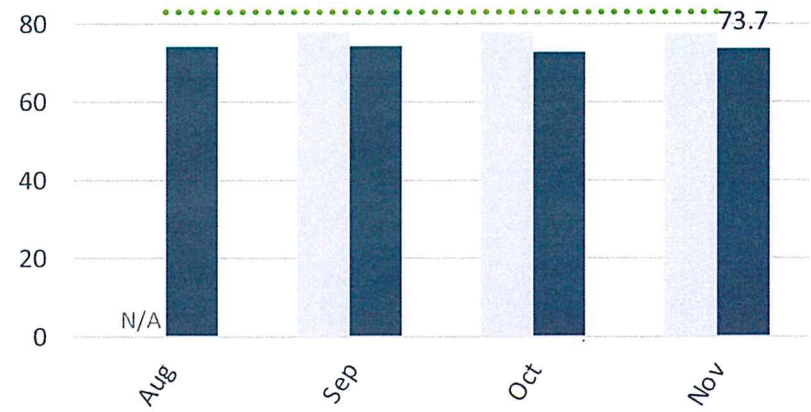
Target

UDS Clinical Measures

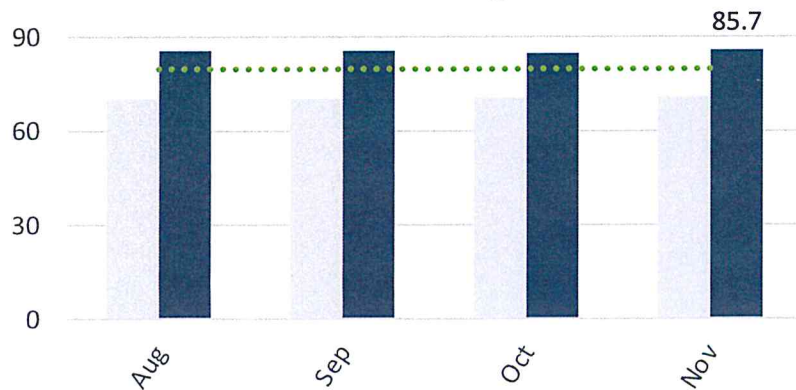
Ischemic Vascular Disease- Aspirin or Antiplatelet Therapy



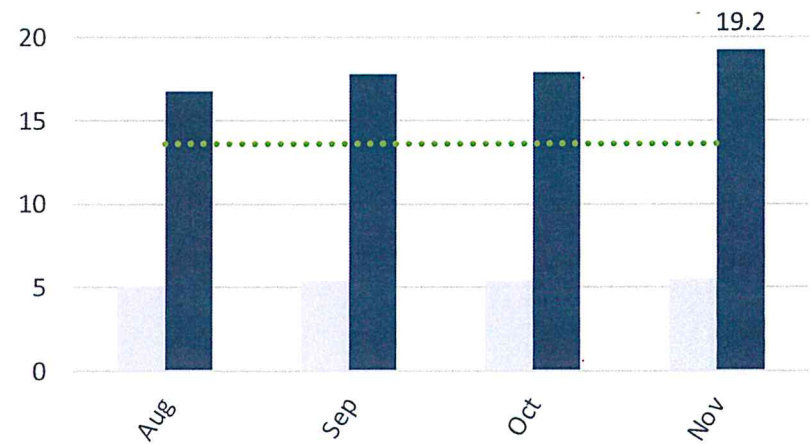
Statin Therapy



Tobacco Use Screening and Cessation Counseling



Depression Screening



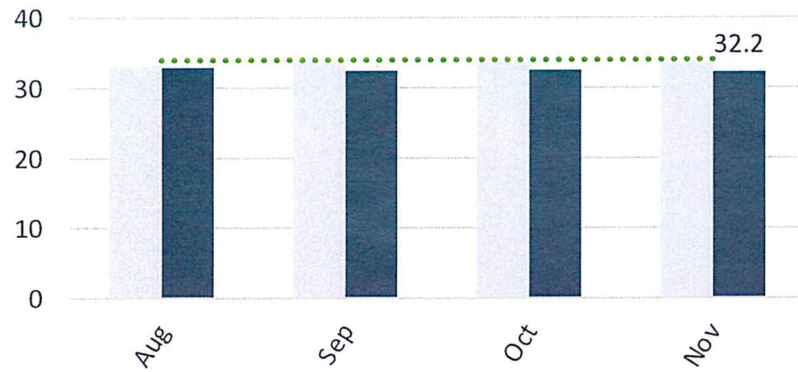
2019

2020

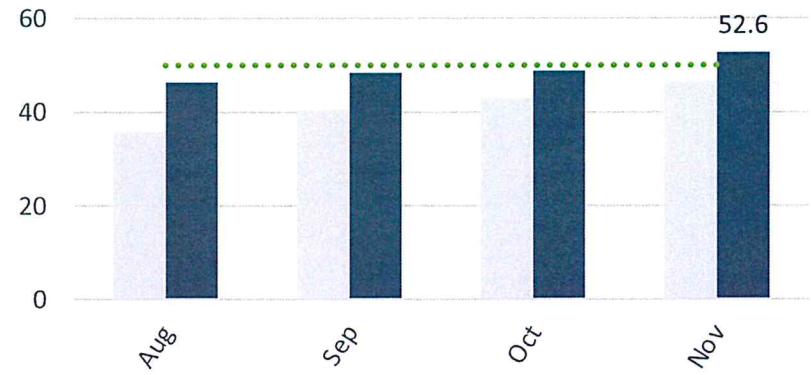
Target

UDS Clinical Measures

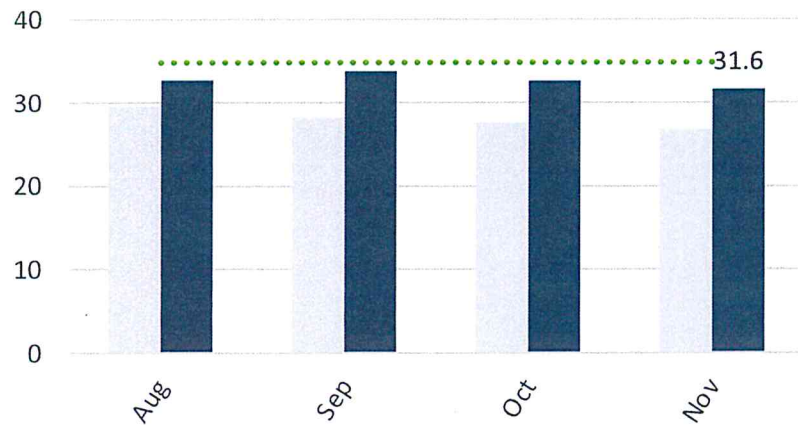
Adult Body Mass Index Screening & Follow-up



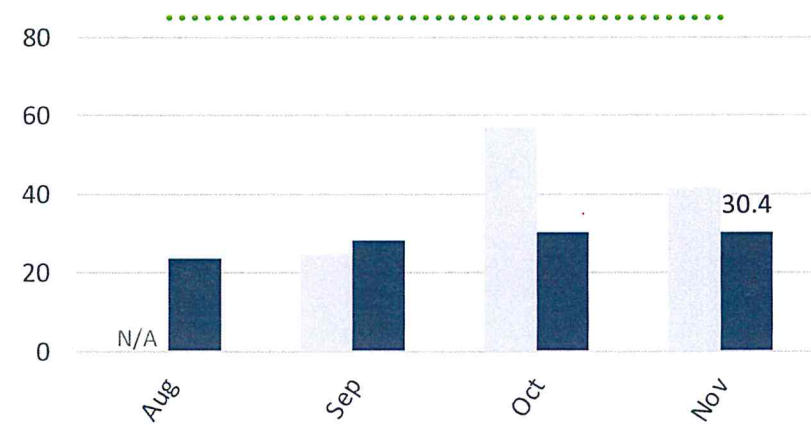
Child Weight Assessment & Counseling



Childhood Immunizations



Dental Sealants



2019

2020

Target

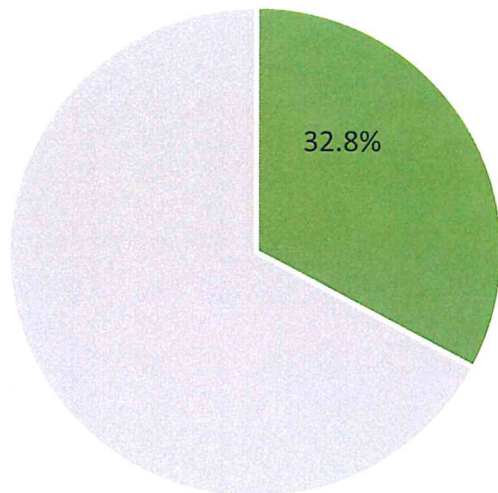
Other Clinical Measures

FHS has been monitoring several other clinical measures in order to improve clinical outcomes for our patients. These measures are not reported for Partnership QIP or HRSA UDS this year.

Diabetes Measures

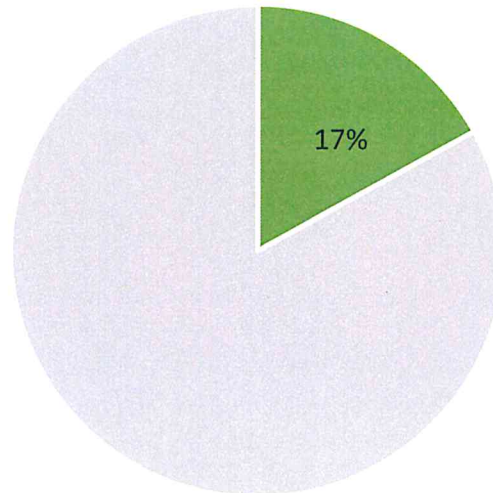
Diabetes Eye Exam

Completed retinal eye exam



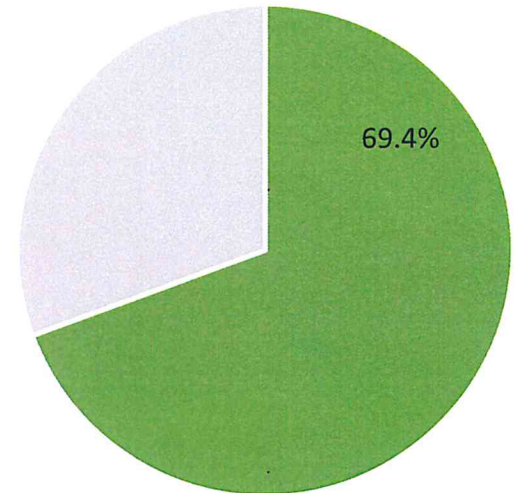
Diabetic Foot Exam

Completed comprehensive foot exam including visual, pulse and sensory components



Screening for Nephropathy

Completed lab test or documented evidence of nephropathy



■ Meeting Goal

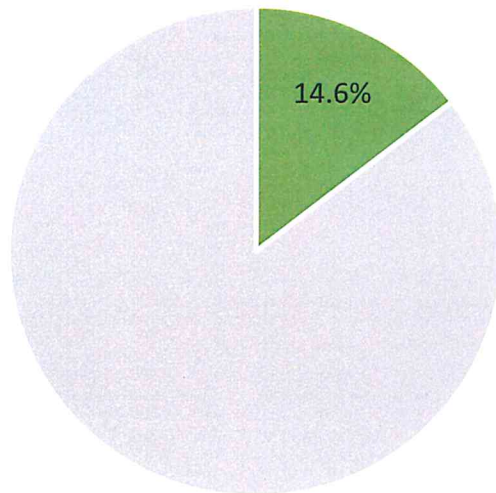
■ Not Meeting Goal

Other Clinical Measures

Pediatric Measures

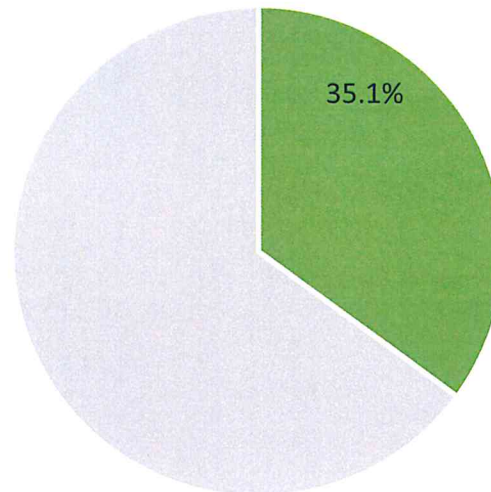
Adolescent Well Care

Completed annual physical exam for adolescents 12-21 years old



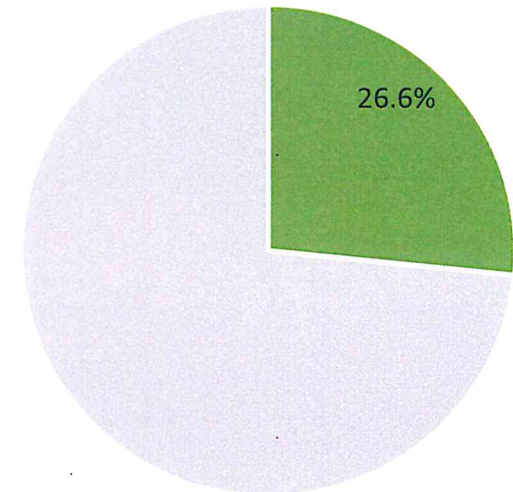
Well Child Visits

Completed annual physical exam for children 3-6 years old



Adolescent Immunizations

Completed adolescent vaccinations by 13 years old



■ Meeting Goal

■ Not Meeting Goal

DEPARTMENT OF HEALTH & SOCIAL SERVICES



SOLANO COUNTY

Family Health Services Community Healthcare Board
2021 Annual Calendar

Month	Required Annual Review	Comments/Training
January 20, 2021	<ul style="list-style-type: none"> Project Officer/CEO Evaluation Review Sign Annual Conflict of Interest Code Review and Approve the QI/QA Plan 	<ul style="list-style-type: none"> Compliance Training Robert's Rules Review (as needed)
February 17, 2021	<ul style="list-style-type: none"> UDS Reporting, Progress, and Submission in March Review and Approve: Sliding Fee Scale Policy, Billing and Collections Policies 	<ul style="list-style-type: none"> Annual Data Report due to HRSA by 3/31/2021
March 17, 2021	<ul style="list-style-type: none"> Quarterly Quality Improvement Report Quarterly Financial Report 	
April 21, 2021	<ul style="list-style-type: none"> Board Self-Assessment 	
May 19, 2021	<ul style="list-style-type: none"> Update Community Needs Assessment 	
June 16, 2021	<ul style="list-style-type: none"> Strategic Planning (3-year Cycle) Quarterly Quality Improvement Report Quarterly Financial Report 	
July 21, 2021	<ul style="list-style-type: none"> Review and Approve Credentialing and Privileging Policy and Procedures FY 22/23 Budget Development 	
August 18, 2021	<ul style="list-style-type: none"> FY 22/23 Budget Development (Continue) 	
September 15, 2020	<ul style="list-style-type: none"> Quarterly Quality Improvement Report Quarterly Financial Report 	
October 20, 2021	<ul style="list-style-type: none"> Review and Approve Service Area Competition (SAC) Application 	
November 17, 2021	<ul style="list-style-type: none"> Board Nominations Review and Approve Annual Board Calendar Review and Approve Strategic Plan (3-year Cycle) 	
December 15, 2021	<ul style="list-style-type: none"> Board Elections Quarterly Quality Improvement Report Quarterly Financial Report 	

***Additional Items that can be added to Agenda for Board Approval at any given time:**

- Review and Update Health Center Policies, Procedures and Services
- Contracts Review
- Brown Act Annual Training

Revised 12/2/2020