

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

October 20, 2021

12:00 pm-2:00 pm

Conference Call Microsoft Teams

MS Teams Dial-in number: 1-323-457-3408 and Conference ID: 446 778 066# (new ID)

Due to COVID-19 social distancing requirements, the Community Health Board meetings will be held via teleconference. To join in for audio only, please use the dial in number and Conference ID 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 public comment, please see the options below.

Mail:

If you wish to address any items listed on the Agenda by written comment, please submit comments in writing to FHS Community Healthcare Board Clerk by U.S. Mail. Written comments must be received no later than 8:30 A.M. on the day of the meeting. The mailing address is: Solano County H&SS, ATTN: FHS CHB Clerk (MS 5-240), P. O. Box 4090, Fairfield, CA 94533. Copies of comments received will be provided to the Board and will become part of the official record but will not be read aloud at the meeting.

Phone:

To submit comments verbally from your phone during the meeting, you may do so by dialing 1-323-457-3408, and Conference ID: 446 778 066#. No attendee ID number is required. 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 Family Health Service clinics located 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 at https://www.solanocounty.com/depts/ph/bureaus/fhs/community_healthcare_board/ and emailed upon request. You may request materials by contacting the Clerk at 707-784-8775.

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

October 20, 2021
12:00 pm-2:00 pm

Conference Call Microsoft Teams

MS Teams Dial-in #: 1-323-457-3408, Conference ID: 446 778 066# (new ID)

AGENDA

1) CALL TO ORDER – 12:00 PM

- a) Welcome
- b) Roll Call

2) UPDATE BY DEPUTY COUNTY COUNSEL

- a) Update on AB 361 – signed by Governor Newsom on September 16, 2021, revises Government Code section 54953 of the Brown Act and permits legislative bodies to hold meetings via teleconference without compliance with the requirements of Government Code section 54953(b)(3), subject to certain conditions.

ACTION ITEM: Consider making the findings that:

- i) Pursuant to Government Code section 8625, Governor Gavin Newsom declared a State of Emergency in the State of California on March 4, 2020, as a result of the threat of the Coronavirus (COVID-19) pandemic; and the proclaimed State of Emergency remains in effect; and,
- ii) California Department of Public Health (“CDPH”) and the federal Centers for Disease Control and Prevention (“CDC”) caution that the Delta variant of COVID-19, currently the dominant strain of COVID-19 in the country, is more transmissible than prior variants of the virus, may cause more severe illness, and that even fully vaccinated individuals can spread the virus to others resulting in rapid and alarming rates of COVID-19 cases and hospitalizations (<https://www.cdc.gov/coronavirus/2019-ncov/variants/delta-variant.html>); and,
- iii) Board members and members of the public interested in the issues brought before the Board are predominantly involved with a frontline community healthcare clinic, which has been shown to be particularly risky setting for COVID-19 transmission, requiring increased Occupational Safety and Health Administration (OSHA) safety standards; and,
- iv) As a result, holding meetings in person would present imminent risks to the health or safety of attendees; and
- v) The Board will conduct open and public remote

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

teleconferencing meetings in accordance with AB 361 immediately upon making these findings until the earlier of (1) November 19, 2021, or (2) such time that the Board makes subsequent findings in accordance with Government Code section 54953(e)(3) to extend the time during which the Board may continue to teleconference without compliance with paragraph (3) of subdivision (b) of Government Code section 54953.

3) APPROVAL OF THE AGENDA

4) APPROVAL OF THE SEPTEMBER 15, 2021, MEETING MINUTES

5) 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. Due to COVID-19, the public can join as audio only. If you would like to make a comment, please announce your name and the topic you wish to comment and limit comments to three (3) minutes.

6) PROJECT DIRECTOR/CLINIC OPERATIONS OFFICER REPORT

- a) Health Center Operations Update
- b) Staffing Update

7) OPERATIONS COMMITTEE UPDATE REPORTS

- a) Update on Service Area Competition (SAC) Application – Noelle Soto

8) UNFINISHED BUSINESS

Credentialing Privileging Policy and Procedure – This item will be presented to the Board for approval, pending completion of policy review by Compliance

9) DISCUSSION

- a) Consumer Advocacy for Patients' Concerns
 - i) Notice given to patients about changes within the clinics, in a timely manner
 - ii) Continue quality care and keeping patients informed, during staff shortage.
- b) Resolution passed by the Board of Supervisors on September 28, 2021, recognizing "National Health Center Week"
- c) Review process and timeline for submitting agenda items to be included on Board Agendas and Agenda Packet
 - i) Executive Committee meets the first Wednesday of each month, 10:00 a.m.
 - ii) Communicate any agenda items, prior to Executive Committee Meeting

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

- iii) After the Executive Committee Meeting, the Community Healthcare Board Clerk needs to receive the necessary documents, to be included in the agenda packet, by the Tuesday following the Executive Committee Meeting.

10) BOARD MEMBER COMMENTS

11) PARKING LOT (These items are postponed, until further notice.)

- a. Compliance Training and Robert's Rules Review
- b. Health Center Marketing Campaign & Website Design
- c. The IHI Quadruple Aim Initiative * Health Center Practices*

12) NEXT COMMUNITY HEALTHCARE BOARD MEETING

DATE: November 17, 2021
TIME: 12:00 PM
TO JOIN: Telephone Conference Call
Dial: +1-323-457-3408, Conference ID: 446 778 066#

13) ADJOURN



County of Solano Community Healthcare Board

DRAFT

REGULAR GOVERNING BOARD MEETING MINUTES

Wednesday, September 15, 2021

Video and Telephone Conference Call

Members Present:

At Roll Call: Ruth Forney, Jim Jones, Mike Brown, Miriam Johnson, Sandra Whaley, and Brandon Wirth
Arrived during the meeting: Robert Wieda, Anthony Lofton, and Tracee Stacy,

Members Absent: Gerald Hase and Katrina Morrow.

Staff Present:

Dr. Bela Matyas, Dr. Michele Leary, Dr. Sneha Innes, Dona Weissenfels, Toya Adams, Noelle Soto, Clarisa Sudarma, Julie Barga, Tess Lapira, Nina Delmendo, Janine Harris, Jannett Alberg, Thomas West, Danielle Seguerre-Seymour, and Patricia Zuñiga

1) Call to Order – 12:11 p.m.

- a) Welcome
- b) Roll Call

2) Approval of September 15, 2021, Agenda

Motion: To approve the September 15, 2021, Agenda

Motion by: Miriam Johnson and seconded by Sandra Whaley

Discussion: None

Ayes: Ruth Forney, Jim Jones, Mike Brown, Miriam Johnson, Sandra Whaley, and Brandon Wirth

Nays: None

Abstain: None

Motion Carried

3) Approval of the August 25, 2021, Meeting Minutes

Motion: To approve the August 25, 2021, Meeting Minutes

Motion by: Miriam Johnson and seconded by Mike Brown

Discussion: None

Ayes: Ruth Forney, Jim Jones, Mike Brown, Miriam Johnson, Sandra Whaley, and Brandon Wirth

Nays: None

Abstain: None

Motion Carried



County of Solano Community Healthcare Board

DRAFT

4) Public Comment

- a) Board member, Miriam Johnson, requested that on behalf of the patients she has been talking with, to add an agenda item, titled "Concerns and Advocacy for Patients", to the next meeting agenda.

5) Project Director/Chief Executive Officer Report

- a) Introduction to Clinic Operations Officer (Candidate)
 - i) Dr. Matyas introduced Dona Weissenfels to the Board Members and the participants.
 - ii) Dona stated she thanked the Board for inviting her to the meeting and mentioned she will be starting on Monday, 9/20/2021 and is excited to be working with the Board.
 - iii) Dr. Matyas mentioned that Dona comes with over twenty (20) years of experience and comes with a lot of experience.
- b) COVID-19 Health Center Impact Update- Present by Dr. Bela Matyas
 - i) Dr. Matyas mentioned the number of COVID cases are less, which indicate we are coming off of the surge. The number of positive cases, hospitalization, and ICU patients, is down. The impact on our clinics should be diminishing. There are fewer County and FHS staff calling in, due to testing positive. We will likely get another surge around the Thanksgiving Holiday.
 - ii) There the two State Health Orders have been implemented at the clinics. The July health order which requires the clinic to test weekly, staff that has not shown evidence of their vaccination and it requires that all workforce staff wear surgical masks and all visitors to wear face coverings. There have not been positive findings yet. The August 5th order that requires that all workers be vaccinated or have a medical or religious exemption is being implemented. Staff have until September 30th to comply. There are about ten (10) staff members that have not shown evidence or exemptions for the COVID vaccination.
 - iii) Board Member Miriam asked how the religious exemptions can be validated, because she overheard a conversation in a hospital. Dr. Matyas mentioned that the person may have a religious basis for not being vaccinated, belonging to any religion. It is a self-attestation, that the person believes in and not necessarily a belief of the church they belong.
- c) Health Center Operations Update
 - i) Dr. Matyas mentioned that the clinic consolidated operations are necessary due to the extreme shortage of staff, and it started this week. Services offered at the Fairfield Adult Clinic have been reduced. The provider(s) for the Fairfield Adult Clinic are combined and operating at the clinic site located at 2101 Courage Drive, the Peds Clinic. Some personnel from the adult clinic have been moved to the Vallejo and Vacaville clinics. This will remain in place, until vacancies can be filled. Clients are assisted with travel.
- d) Staffing Update
 - i) Dr. Matyas stated that the nurse interviews have been going well, but of the five (5) that were offered the position, four (4) declined. We have four (4) vacancies of which three (3) are for Registered Nurse vacancies and one (1) is for a Sr. Registered Nurse vacancy. We continue to struggle to fill the positions and are requesting another recruitment.
 - ii) Toya Adams mentioned that FHS had Health Services Manager (HSM) interviews, but none was selected, and another set of HSM interviews will be held on Monday, September 20th.



County of Solano Community Healthcare Board

DRAFT

- iii) The Clinic Physician position is open, but there are no candidates. The Board of Supervisors approved to use a Locum Tenens, Barton and Associates, LLC, to provide temporary help and recruit for temporary provider support.
- iv) Patricia and Toya Adams mentioned the following hiring updates: re: Medical Records Technician, Sr. Extra Help -- a panel is being arranged and then interviews will be scheduled; re: Health Education Specialist, Extra Help -- we have not received a list of candidates yet; OAll Bilingual interviews and Medical Assistant Interviews are scheduled the week of September 20th and 27th.
- v) Board Member Tracee asked if there is a process to communicate to our at-risk approved population, for boosters. Dr. Matyas stated the criteria for a 3rd dose is for the severely immunocompromised and in order to qualify, the patient needs to be in the care of a person beyond primary care, for example, such as an OB/GYN, HIV Provider, or organ transplant. These types of patients would not be identified by us. When a 3rd dose is approved by the Advisory Committee on Immunization Practices (ACIP), then administering it to our workforce, would be considered and in a staggered manner. There is a tentative plan, when the ACIP approves a 3rd dose.
- vi) It was also mentioned that two (2) Office Assistants were hired. One is supporting the CQA/QI Team and the other will be supporting Dona, the COO. It will be up to Dona to decide the allocation of duties, of her support.

6) Update by Deputy County Counsel

- a) Two (2) bills passed on September 13, 2021, AB339-Open and public meetings, and AB361-Open meetings: state and local agencies. It is anticipated that they will be signed and in effect by 9/30/2021 and 10/1/2021. These bills will have an impact on whether these meetings can continue to be virtual or in person. This topic will be a recurring agenda item, depending on the laws that go into effect.

7) Operations Committee Update Reports

- a) Quarterly Quality Improvement Report – Dr. Michele Leary
 - i) Refer to handout: *Community Healthcare Board Clinical Quality Improvement Report, Solano County Family Health Services, August 2021*. Dr. Leary reviewed the report with the Board Members and participants at the meeting.
 - ii) Dr. Leary mentioned that the Uniform Data System (UDS) Resources' metrics were not included in the report, as they had not been received. When they are received, the measures will be revised.
- b) Quarterly Financial Report – Nina Delmendo
 - i) Refer to handout: *Family Health Services, Expenditure and Revenue Report, August 31, 2021*. Nina reviewed the report with the Board Members and participants at the meeting.
- c) Health and Human Services Provider Relief Fund Report – Jannett Alberg
 - i) Refer to handout: *Health Resources & Services Administrator (HRSA) Reporting*. Jannett reviewed the application with the Board Members and the participants at the meeting.

8) Unfinished Business

- a) Credentialing Privileging Policy and Procedure – This item will be presented to the Board for approval, pending completion of policy review by Compliance.



County of Solano Community Healthcare Board

DRAFT

- i) It was mentioned that this item is not ready for discussion and when it is completed, it will be presented to the Board for review and approval.

9) Discussion

- a) Board Members Discussion with Clinic Operations Officer (Candidate)
 - i) Dona Weissenfels, the Clinic Operations Officer (COO), mentioned she has a 90-day and a 120-day plan and will meet with staff to help bring various areas to come up to speed.
 - ii) She mentioned that the top priorities are to listen and meet with staff and get oriented with budget units, then review financial reports and have an understanding of what's going well and not going well, then she plans to have a project plan in place to identify those tasks that need attention.

10) Closed Session (See Item 11b. Below.)

11) Action Items

- a) Schedule Budget Development Meeting – Fiscal Will present dates to the Board to select a date for the Budget Development Workshop.

Motion: To propose the Budget Development Workshop be held on October 27, 2021, 1:00 p.m. – 5:00 p.m.

Motion by: Mike Brown and seconded by Miriam Johnson

Discussion: None

Ayes: Ruth Forney, Jim Jones, Mike Brown, Miriam Johnson, Sandra Whaley, Brandon Wirth, Robert Wieda, Anthony Lofton, and Tracee Stacy

Nays: None

Abstain: None

Motion Carried

- b) Board will vote in closed session, on selecting the new Federally Qualified Health Centers (FQHC) Project Director.
 - i) Ruth Forney, reported out from closed session and announced that the New FQHC Project Director is Dona Weissenfels, the new COO.
- c) Consider resuming Board meetings in person, pending September 30, 2021, State decision on Brown Act.

Motion: To delay voting on this item, due to no action taken today, and to bring back this item to the October 20, 2021, meeting.

Motion by: Miriam Johnson and seconded by Anthony Lofton

Discussion: It was decided by the Board that given the information that there are two bills in legislation, this will be reviewed at the next meeting, if the bills are voted.

Ayes: Ruth Forney, Jim Jones, Mike Brown, Miriam Johnson, Sandra Whaley, Brandon Wirth, Robert Wieda, Anthony Lofton, and Tracee Stacy



County of Solano Community Healthcare Board

DRAFT

Nays: None

Abstain: None

Motion Carried

12) Board Member Comments

- a) Board Member Robert Wieda announced this was his last meeting to attend, because he will be moving out of state. Everyone thanked him for his time serving on the Board and wished him well.
- b) Vice Chair, Jim Jones, mentioned that since we are not meeting in person, it's hard to nominate people, because it's hard to know who is interested in being nominated. He suggested that everyone be encouraged to think about being nominated, if they are interested.
- c) Board Member Miriam Johnson announced that she may be stepping down, but didn't know when.

13) Parking Lot (These items are postponed, until further notice.)

- a) Compliance Training and Robert's Rules Review
- b) Health Center Marketing Campaign & Website Design
- c) The IHI Quadruple Aim Initiative *Health Center Practices*

14) Next Community Healthcare Board Meeting

DATE: October 20, 2021

TIME: 12:00 p.m.

TO JOIN: Telephone Conference Call
Dial: 1-323-457-3408, Conference ID: 446 778 066#

14) Adjourn

Meeting was adjourned at 2:12 p.m.

Handouts:

- Community Healthcare Board Clinical Quality Improvement Report, Solano County Family Health Services, August 2021.
- Family Health Services, Expenditure and Revenue Report, August 31, 2021F
- Health Resources & Services Administrator (HRSA) Application
- FHS Credentialing and Privileging Policy Number 600.01 - DRAFT

Resolution No. 2021-

RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS RECOGNIZING NATIONAL HEALTH CENTER WEEK LOCALLY COMMEMORATED ON SEPTEMBER 28, 2021 IN SOLANO COUNTY

WHEREAS, for over 50 years, America's community health centers have provided high quality, cost effective, and accessible primary and preventative care regardless of ability to pay; and

WHEREAS, Solano community health centers welcome all in Solano County, regardless of the ability to pay or immigrations status, and promote health equity; and

WHEREAS, Solano community health centers reduce healthcare disparities, overcome barriers to healthcare access, including geography, income, insurance status, and measurably improve the health and wellbeing of their patients; and

WHEREAS, Solano community health centers partnered with Solano Public Health and Health and Social Services in COVID-19 emergency response on outreach and education, testing and vaccination, which prevented transmission, reduced hospitalizations, and saved lives; and

WHEREAS, Solano community health centers are the core safety net providers to our most vulnerable populations, many of which are at increased risk for chronic diseases, infectious diseases, including COVID-19, and poor health outcomes; and

WHEREAS, during the COVID-19 pandemic, Solano community health centers have promoted innovative ways to provide preventative and primary care to patients such as telehealth; by ensuring patients can access basic necessities like food, housing resources, by advocating for additional resources and support for their patients; and

WHEREAS, National Health Center Week offers the opportunity to honor Solano County's community health centers: OLE Health, La Clinica de La Raza and Community Medical Centers, and acknowledges their mission-driven staff, volunteers, and board members for their service on the frontlines of the COVID-19 pandemic.

NOW, THEREFORE, BE IT RESOLVED that the Solano County Board of Supervisors does hereby recognize National Health Center Week which was nationally celebrated August 8-14, 2021, and locally commemorated on this 28th day of September 2021, to celebrate the vital role of Solano County's community health centers in supporting the health and well-being of Solano County residents during the COVID-19 pandemic and beyond.

Dated this 28th day of September 2021

JOHN VASQUEZ, Chair
Solano County Board of Supervisors

ATTEST:
BIRGITTA E. CORSELLO, Clerk
Solano County Board of Supervisors

By: _____
Alicia Draves, Chief Deputy Clerk