



County of Solano Community Healthcare Board

REGULAR GOVERNING BOARD MEETING MINUTES

Wednesday, March 16, 2022
Video and Telephone Conference Call

Members Present:

At Roll Call: Ruth Forney, Mike Brown, Anthony Lofton, Gerald Hase, Tracee Stacy, Brandon Wirth, and Katrina Morrow.

Members Absent: Sandra Whaley,

Staff Present:

Dona Weissenfels, Debbie Vaughn, Tess Lapira, Nina Delmendo, Toya Adams, Anna Mae Gonzales-Smith, Janine Harris, Noelle Soto, Cheryl Esters, Clarisa Sudarma, Rebecca Cronk, Florentina Certuche, Niccore Tyler, Julie Barga, Athena Gabriel, Kathryn Power-Partnership Healthcare with CA (PHC), Kristine Gual with PHC, and Patricia Zuñiga.

1) Call to Order – 12:01 p.m.

- a) Welcome
- b) Roll Call

2) Update by Deputy County Counsel

- a) At the February 16, 2022, meeting, a majority of the Board voted to make AB 361 findings to allow teleconferencing without compliance with the requirements of Government Code section 54953(b)(3). The prior findings expire the earlier of March 16, 2022, or such time the Board makes subsequent AB 361 findings.

County Counsel recommends the Board consider making AB 361 findings before each meeting.

- i) ACTION ITEM: The Board will consider making the findings as noted in Agenda item 2) a) i), ii), iii), iv), v), vi), vii), and viii), due to the COVID-19 Pandemic, whether it may pose imminent danger, to the Board Members to meet in person, and if the Board makes subsequent findings to pose imminent danger, thus Board may continue to meet virtual.

Motion: To accept and approve the findings of the Governor's Bill AB 361 and move forward to meet via teleconference.

Motion by: Tracee Stacy and seconded by Mike Brown

Discussion: None.

Ayes: Ruth Forney, Mike Brown, Anthony Lofton, Gerald Hase, Katrina Morrow, and Tracee Stacy

Nays: Brandon Wirth

Abstain: None.

Motion Carried – The Board moved forward with a virtual meeting.



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3) Approval of March 16, 2022, Agenda

Motion: To approve the March 16, 2022, Agenda

Motion by: Tracee Stacy and seconded by Anthony Lofton

Discussion: None

Ayes: Ruth Forney, Mike Brown, Anthony Lofton, Gerald Hase, Katrina Morrow, Tracee Stacy, and Brandon Wirth

Nays: None

Abstain: None

Motion Carried

4) Approval of November 17, 2021, December 15, 2021, and February 16, 2022, Minutes

Motion: To approve the November 17, 2021, December 15, 2021, and February 16, 2022, Minutes

Motion by: Mike Brown and seconded by Anthony Lofton

Discussion: None

Ayes: Ruth Forney, Mike Brown, Anthony Lofton, Gerald Hase, Katrina Morrow, Tracee Stacy, and Brandon Wirth

Nays: None

Abstain: None

Motion Carried

5) Public Comment

Kathryn Power and Kristine Gual, with Partnership Healthplan of California, announced they were in attendance, and they were welcomed by Chair Ruth Forney. They requested the MS Teams invite be forwarded to them. Patricia Zuñiga, forwarded the MS Teams invite series to them.

6) Project Director/Clinic Operations Officer Report

a) Health Center Operations Update – Dona Weissenfels

Dona reminded everyone that there is a patient we serve in all discussions we are here to serve our patients.

i) Health Center Activities, Internal & External Update

Dona clarified that External is what happens outside of the FQHC that impacts us and Internal is what's going on within the clinics, to understand the challenges and opportunities.

- She mentioned, externally that Kaiser Permanente worked a deal with the Government for a no good direct contract, to participate Medi-Cal, across the state.



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It has not been well received by Partnership Healthplan of California (PHC), our partners and all FQHCs are not happy about it. It was not a transparent deal, and the consequences are we are pushing back on this legislation. It's pending approval by the Centers for Medicare and Medicaid Services (CMS). The impact to the clinic is that it gives Kaiser the ability to choose who in Medi-Cal they take as members, it will reduce PHC membership, and it will be an adverse selection for FHS FQHC. It could reduce the number of healthy patients and increase the number of more chronically ill patients we would see. Board Member Tracee Stacy, asked if the Board could offer support. Dona will reach out to the Board Members and notify the Board Members, as she receives.

- Dona mentioned other items being tracked externally, are out of CalAIMS, a new program that hopes to transform the healthcare in the state, enhanced care management and community supports in the County, and it begins next year. Specifically in dental, she thought there were enhanced benefits for patients.
- Dona mentioned Bill SB1014, Enhanced Clinically Integrated Program (ECIP) for FQHCs, which would better support FQHCs, financially and laws released in late February.
- Dona mentioned Bill SB316, which would authorize reimbursement for a maximum of two (2) visits taking place on the same day at a single location. In the past, for example, if a patient had a primary care appointment, and in the same location, a second appointment with behavioral health appointment on the same day, Medi-Cal would only reimburse one of the visits. This bill was on the inactive list last fall, and it is being tracked and monitored, to see if it will re-emerge.
- Dona stated one of the bills that impacted the clinics, on January 1, 2022, was the No Surprise Billing Act. Janine, our revenue cycle manager has been working with the billing staff to implement this process. It's designed for uninsured patients. When they schedule an appointment, the patient is given a good faith estimate, of the cost of the appointment, three (3) days prior to their appointment, so there are no surprises.
- Dona mentioned that we are out of compliance with the CURES Act, which targets the implementation of the patient portal, and operability, and the ability to get Medical Records rapidly to patients. This fiscal year we received approval moving to the Cloud for our server and telehealth. Next fiscal year, we were approved to move to a patient portal. She will continue to report on these as we move into compliance with the CURES Act.
- Internally, it is contract time and they have been working on two major contracts. One is the Touro University contract, and it will be for multiple years, and will add more to the scope to include pharmacy and advanced practice providers. The other contract is Greg Faktor and Associates. The clinic Operations Site Visit (OSV), has been moved to the fall in 2023 and Greg Faktor has direct input in preparing for the OSV. There are two contracts with Greg Faktor and Associates. The first is for this fiscal year, to do a spot assessment for the OSV and it involves them reviewing FHS policies, and the impact on the Board will be reviewing and approving many policies, in the next twelve (12) months. The next contract is for the next fiscal year, and they will be renewing the Community Needs and Assessment, and the Strategic Plan. And the rest of the contract is for the full scope of OSV services. It will probably begin this summer and it will be up to the Board how to approach the Strategic Plan.
- Dona updated everyone on the 340B Program. The State of California has had some changes in the 340B Program, and they have a new Pharmacy benefit program called the Medi-Cal Rx. It opens up the window for uninsured HIV-AIDS patients, and we have



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about 2000, patients in this population, under our umbrella, that can apply for 340B. It does not apply to other Medi-Cal patients.

ii) Dashboard Introduction, Call Center Metrics

- Dona reviewed the “Call Center Reporting Dashboard – 2022”, for January and February 2022.
- She mentioned it covers the number of calls received in the last couple months. She wanted to show the Board about the volume of calls they are receiving. Her intent is to start creating dashboards or all the operational areas.

Dona mentioned the topic of recruiting Board Members, which has been a challenge. Dona mentioned that she sent out 10 letters to patients, but unfortunately, no responses have been received. Dr. Leary reached out to the providers and even made a video, but there were no responses. She asked the Board Members for ideas. Board Chair, Ruth Forney, stated she contacted some organizations, but have not received any responses. A request was made to add Board Member Recruitment to next month’s agenda.

b) Staffing Update – Toya Adams

- Toya mentioned a newly hired Health Services Manager (HSM), Rebecca Cronk, who was promoted, from within Health and Social Services. She introduced her as the new HSM, for the Vallejo Clinic and she was acknowledged. There is still a vacancy for an HSM at the Vacaville Clinic.
- She mentioned that two (2) Clinic Physician Supervisors are in background and are anticipated to start in April. A Clinic RN, a Medical Record Technician, Seniors (MRTSs), extra help, is also anticipated to start in April.
- Dona praised Toya and Danielle, in their efforts in hiring clinic staff. They have been doing a great job!

7) Operations Committee Update Reports

a) Hiring Credentialing Update – Niccore Tyler

- Niccore mentioned Partnership Healthplan of California approval, is pending for the two (2) Clinic Physician Supervisors. In Credentialing, there are four (4) Medical Assistants, one (1) Touro Provider and one (1) Pharmacist, being reviewed.
- The Credentialing Team, ran all Touro Providers and all FHS Staff on the monthly sanction checks, and there were zero exclusions, which is great news! There were 114 staff that were reviewed. Dona acknowledged and thanked the Credentialing staff for their efforts and transparency in working closely with the FHS Hiring Team.
- She mentioned there is one provider, pending recredentialing, and it will be due at the end of the month.

b) H80 Grant and H8F Grant – Third Quarter Budget Revisions – Noelle Soto

- Noelle stated that the H8F Grant, third quarter budget revisions were ready for review and approval, by the Board, but the H80 Grant, third quarter budget revisions would be ready at the next meeting for Board review and approval.
- Noelle presented the “*H8F Grant – Third Quarter Budget Revisions, Rev V.1 County of Solano Budget Narrative, FY 2021/2023 American Rescue Plan Act Funding for Health Centers, April 1, 2021, to March 31, 2023*”, with the Board. The Board requested that Noelle send the version of the evaluation sheets to the Board Members. Noelle promised she would send



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them to the Board Members as an email attachment, to those with email access and through the USPS mail, to those who do not have email access.

- i) ACTION ITEM: The Board will consider approval of the H80 Grant and H8F Grant – Third Quarter Budget Revisions

Motion: To approve the H8F Grant, Third Quarter Budget Revisions

Motion by: Brandon Wirth and seconded by Tracee Stacy

Discussion: None

Ayes: Ruth Forney, Mike Brown, Anthony Lofton, Gerald Hase, Katrina Morrow, Tracee Stacy, and Brandon Wirth

Nays: None

Abstain: None

Motion Carried

- c) Quarterly Quality Improvement Report – Athena Gabriel

- i) Dona mentioned the importance of the Quality Program and that because of the Team's efforts in 2021 approximately \$906,000.00, was dispersed to FHS. It is expected that a similar amount will be distributed to FHS next year. This program has a direct effect on revenue for FHS.
- ii) Athena presented the "Community Healthcare Board Clinical Quality Improvement Report, Solano County Family Health Services, February 2022".
- iii) Board Member Brandon asked if there were any concerns, that the measures were not being met. Dona mentioned she didn't have any concerns about not meeting the measures, because it is based on calendar year and it is early in the year, so there is opportunity to improve and meet the measures. They have a robust plan to reach out to patients during the year. She also mentioned that they are requesting a Quality Manager position, to lead quality efforts in the clinics, to pay attention to interventions and the reporting that needs to happen.

- d) Quality Program Evaluation/Program Description Introduction Upcoming – Dona Weissenfels

- i) Dona mentioned that on a yearly basis, the Board is responsible to evaluate the Quality Program, to ensure we are in compliance with HRSA.
- ii) Dona prepared a Quality Improvement /Quality Assurance (QI/QA) Training PowerPoint, covering what is the quality program at FHS and what are the requirements for HRSA To have the program. She is going to print it in hard copy, and record the training, and send a link out to everyone to share what the FHS Quality Program should look like, prior to the April meeting.
- iii) Dona also mentioned that as part of the QI/QA Committee, they will be evaluating the current QI/QA Program in place, with a checklist that is prepared with HRSA requirements and FTCA requirements for the Quality Program. After the current QI/QA Program is evaluated, a memo will be prepared to present to the Board, reviewing the last couple of years, of what's worked, is not working and the recommendations for the future, to improve



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the Quality Plan. Once it is approved by the Board, they will begin working on the refreshed Quality Plan for 2022, 2023 and 2024.

8) Unfinished Business

- a) Credentialing Privileging Policy and Procedure – This item will be presented to the Board for approval, pending Compliance review of policy.
 - i) Dona mentioned she is reviewing the policy.
- b) HIPS/HIPAA Training – This training will be scheduled to be presented to the Board, after new members are added to the Board.
 - i) This is pending, until we recruit new members.
- c) Confidentiality Form - This form will be presented and distributed to the Board Members and must coincide with HIPAA Training.
 - i) This is pending, until we recruit new members.

9) Discussion

Future Topic: FHS Service Utilization (Compliance Manual, Chapter 10)

- i) Dona mentioned she is looking at utilization of the Medical Primary Clinics and the Dental Clinics. About 20% of patients are identified as homeless. She wants to be on target with patient needs. Board Chair Ruth Forney, suggested specialty care such as podiatry and acupuncture. Board Member Tracee mentioned it was a great idea.

10) Board Member Comments

- i) Board Chair mentioned she will reach out to the Board Members, to talk about future topics.
- ii) Board member Tracee Stacy asked about the status of the Medical and Dental mobile units. The response was that the Dental mobile unit is out in the community, but because the Medical mobile unit was damaged, it requires repairs, before going out into the community and there was not estimated date when repairs would be complete.
- iii) Two of the Board Members asked the Executive Committee to discuss the pros and cons of meeting in person, and Dona will report back.

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

12) Next Community Healthcare Board Meeting

DATE: April 20, 2022
TIME: 12:00 p.m.
TO JOIN: Telephone Conference Call
Dial: 1-323-457-3408, Conference ID: 446 778 066#

13) Adjourn

Meeting was adjourned at 2:28 p.m.

Handouts:



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- Call Center Reporting Dashboard - 2022
- H8F Grant – Third Quarter Budget Revisions, Rev V.1 County of Solano Budget Narrative, FY 2021/2023 American Rescue Plan Act Funding for Health Centers, April 1, 2021, to March 31, 2023.
- Community Healthcare Board Clinical Quality Improvement Report, Solano County Family Health Services, February 2022.