

## **Board of Directors Meeting, Executive team Summary-April 6, 2023 Medical**

### **Director-Cindy Novella:**

- Dr. Cho will be starting as a contracted provider on Monday, April 24. He will be working with us 3 days per week for 3 months. He sees patients of all ages and is board certified in Family Medicine.
- One of our MAs, Janet Martinez, left her position on March 28, 2023. A new MA, Emily Bishop, started April 4. She comes with experience as a phlebotomist.
- The state of California has lifted the mask requirements for staff and patients at health center. Health centers are asked to create their own mask guidelines moving forward. AVHC will be continuing to require masks for staff and patients. We will continue to assess the burden of illness in the community and risk to our patients and staff.
- The Redwood Teen Clinic advocates have been on campus promoting teen clinic services. They each have a backpack with condoms, menstrual products, and contact information for the health center. They gave a presentation at a rally at school and the next day we had our first students come in for services. There is a dedicated teen clinic phone (held by the nurse) that students text to get in for an appointment. Students can also drop in on Wednesdays between 2-5pm. The redwood Clinic is accessed through the side door of the new building.

### **Operations Director- Fabiola Cornejo:**

- The billing portion of the Vaccination For Children audit is still pending.
- This month we had several HR changes including the loss of Caresse, our HR manager. We interviewed and made an offer for her replacement.
- We made offers that have been accepted for a locum MD, permanent DDS, locum DDS (starting this week), and a Medical Assistant.
- The Partnership Health plan Audit took place last week. Results to be discussed.
- The finance audit has been wrapped up, but an extension was filed which will not be a finding, but we will not be identified as “low risk” in the final report. We are already working with Christie’s team at MCHC to have more timely documentation starting in a couple months. We will go out to bid for the 24-25 FY.
- The dental team will be conducting pediatric school screenings next week.

### **Executive Director-Chloe Guazzone:**

Key activities this month: **Finance audit, HUD grant submission, dispensary remodel, Kaiser PHMI implementation grant, USDA grant funds request, Human Resources transition planning.**

- The Kaiser Population Health Management Initiative (PHMI) is continuing. The \$480,000 proposal was approved and funds have been received.
- New building update: We have finalized plans for the dispensary remodel and Steve did a walk-through with two contractors. They did identify lead in the walls that will need to be removed by a remediation specialist. We are waiting for quotes for this work. There is \$130,000 remaining in the ARP A budget for this project.

- Jennifer Haury continues to meet with our leadership team for weekly coaching.
- The telepsych Nurse Practitioner was terminated by Long Valley due to the hurdles and inability for her to see patients without a supervisor. We are exploring local options and still support the idea of a shared staff member.
- AVHC is now able to apply for the 400K HUD grant to support the housing initiative. I am working on the application and hope to have it submitted by next week. We will not be able to draw down funds until an environmental review is conducted at the apartments.
- The finance committee met with David Gold and heard his recommendations for potential investment options. The next steps are for us to discuss with the board questions that can ascertain our risk tolerance and discuss a plan for future action.
- Alternative Payment Methodology is being discussed and we are working on analyzing our readiness. This includes looking at a potential for a change in scope, and analyzing staffing and visits for “alternative touches” or non-billable support visits.
- Employee Retention Bonuses have been approved by the state. Funds were to be distributed in March but have not been received yet. Bonuses will be distributed to all eligible staff once funds are received.
- ARCH members are working on a collaborative leadership program to offer all our agency leaders. At AVHC there are 11 current directors, managers and supervisors we are hoping to put through the program. Details are being worked out for an agreement but we hope to have it signed by next month.

Risk Management: No incidents this month.

Visit status:

	Dec	Q2 TO	Januar	Feb	March
John Rochat	136		161	153	
Cindy Novella	96		124	123	
Jess Dawdy	158		151	157	
VACANT MD	0		29	17	
Melanie Fuller	86		115	85	
Amanda Farrar	51		61	50	
Lea Queen	82		84	54	
Amy Pittelkau	73		92	72	
Priya Agrawal	122		124	129	
VACANT DENTIST	0		0	0	
VACANT CHIROPRACTOR	0		0	0	
Telepsychiatrist	0		0	0	
Inactive Providers	-39			42	
TOTAL	765		941	882	
	2360		2315	2330	