

## **Board of Directors Meeting, Executive team Summary-February 2, 2023**

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

- Jess has started working with ScribeX. He is paired with a trainer and his future scribe. So far the transition has been smooth and he is seeing a benefit in his efficiency and quality of visits.
- Mike Louis, our pharmacist, and I have been working with Steve Wood to finalize the plans for the new dispensary and cold storage area. Mike continues to be a huge help running the dispensary at AVHC on Mondays and Wednesdays.
- I've been approached by Sara Martin from the Family Residency program about taking a few more residents in the spring.
- I spoke at the high school senior leadership class about our teen clinic. The exam room is about ready to be used. Five seniors have volunteered to be AVHC teen clinic liaisons on campus and will help to promote the clinic and support students with resources.
- Our RNs, April and Michelle, are starting to pick up case management for our patients with more complex medical histories.
- Michelle Ambrois, nurse manager, will be doing vision screenings at the elementary school this month.

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

- Vaccination For Children audit
- A new dental assistant was hired Juan Quiroz.
- A bilingual ACSW is being interviewed and offer letter is being sent. This will be a remote telehealth position.
- Preparations for the Partnership Health plan Audit are underway. Scheduled for 3/27-28.
- Finance Audit is underway for fiscal year 2021-2022.

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

Key activities this month: **Accounts Payable and Payroll transition, Health Provider Shortage Area (HPSA) re-score, Kaiser and expanded vaccination HRSA grant submission, Uniform Data System preparation, finance audit and HRSA progress report submissions.**

- The HRSA expanded Covid-19 vaccination grant in the amount of \$69,484 was submitted. See attached budget for approval.
- The Kaiser Population Health Management Initiative (PHMI) is continuing. The \$480,000 proposal was submitted on 1/24. See attached budget for approval.
- New building update: We are working with vital energy solutions to start up the solar project.
- As a part of a grant partnership healthcare plan offered, I worked with a consultant to review our HPSA score. Our work was submitted and we received an auto-HPSA rescore of 18 in medical and a service area score of 18 as well. This is great news for recruitment efforts!

- Jennifer Haury continues to meet with our leadership team for weekly coaching. Also, she is providing coaching for Priya and Mayra on the dental team.
- The QI and admin staff are starting to work on (Uniform Data System) UDS data validation. UDS is due February 15<sup>th</sup>.
- Irene Alvarez will sign a contract with us for workflow development and support optimizing eCW. She is a long valley employee but we will contract out some of her time.
- Patient satisfaction survey results are out and were discussed in Performance Improvement committee. There were some disappointing results around patient wait times and communication mishaps. Corrective action is being discussed and we are starting with direct observation of certain processes.