

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

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

- The medical team has been juggling staffing shortages over the past few weeks with road closures that have especially affected our Ukiah staff. We've been grateful to have staff from dental and admin step up and lend a hand rooming patients and assisting in the lab.
- We are looking at hiring a locums provider for 3-6 months. Dr. Apfel has been covering some PTO and conference days for me, which has been a big help. We are short one provider on Mondays and believe we could schedule a third provider for other days.
- The five high school teen clinic advocates are about ready to start promoting the clinic on the high school campus. They have chosen the name "Redwood Clinic". We have a new teen clinic mobile phone that our team will monitor. We are hoping to get cards printed for students to hand out. They will also have backpacks with FPACT enrollment info, birth control info, menstrual products, and teen clinic information that they will carry on campus.
- Providers are mostly done with this quarter's chart review. We looked at 3 random charts, focusing on diabetes visits.

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

- Vaccination For Children audit was completed with the exception of the billing portion.
- A bilingual ACSW was hired part-time.
- We have interviews underway for a locum MD and a dentist.
- 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: **Uniform Data System submission and edits, finance audit and HRSA progress report submissions, policy and procedure revisions.**

- The HRSA expanded Covid-19 vaccination grant in the amount of \$69,484 was approved. We are currently expecting to draw down the total amount in the next 3 months.
- The Kaiser Population Health Management Initiative (PHMI) is continuing. The \$480,000 proposal was submitted on 1/24. We will receive notification any day now. This is a two year grant.
- New building update: Due to the weather, lighting in the parking lot and solar are delayed. We have finalized plans for the dispensary remodel and are going out to bid currently. Hopefully this project will be done in 3 months time.

- Jennifer Haury continues to meet with our leadership team for weekly coaching. Also, she is providing coaching for Priya and the dental team. We are working on “leader standard work” which is a way to ensure lean processes’ are still going strong and are visible.
- The Uniform Data System was submitted, revised and is now final. We are getting better each year at automating the data reports and will have after action to improve next year’s data collection.
- We met with Louise to formalize the referral process for some high-risk students to the health center. We will discuss a policy proposal. There is a community group forming to brainstorm on ways to address drug use and bullying that is being observed at the schools.
- AVHC is now able to apply for the 400K HUD grant to support the housing initiative. I will be working on that this month.
- We are working on revisiting the board strategic plan with a former consultant who helped us draft the version we are using now.
- We have signed a contract with David Gold to advise us on setting up an investment strategy. He will meet with the Finance committee next month.
- Finally, severe weather has impacted our staffing quite a bit in the past two weeks. We have been adjusting the schedule and pivoting to telehealth when possible. Fortunately, experience from Covid has given us some tools to work remotely and see patients remotely.
- 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 and should be issued in March.

Risk Management:

- There were three incidents which will be discussed in the PI report.

Visit status:

	Dec	Q2 TO	Januar	Fel
John Rochat	136		161	
Cindy Novella	96		124	
Jess Dawdy	158		151	
VACANT MD	0		29	
Melanie Fuller	86		115	
Amanda Farrar	51		61	
Lea Queen	82		84	
Amy Pittelkau	73		92	
Priya Agrawal	122		124	
VACANT DENTIST	0		0	
VACANT CHIROPRACTOR	0		0	
Telepsychiatrist	0		0	
Inactive Providers	-39			
TOTAL	765		941	
	2360		2315	