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| Board Members |  | Board Members |  | Staff |  |
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| Ric Bonner, Chairperson | **x** | Clay Eubank | **Excused** | Chloë Guazzone, ED | **x** |
| Kathy Cox, Vice-Chairperson | **x** | Lucy Plancarte | **x** | Cynthia Novella FNP, Medical Director | **x** |
| Eric Labowitz, Treasurer | **x** | Yuridia Cruz-Arrelo | **X** | Fabiola Cornejo, Operations Director | **x** |
| Heidi Knott, Secretary | **X** | Mike Zaugg | **x** | Donna Sherwood | **x** |
| Autumn Ehnow | **Excused** |  |  |  |  |
| Tricia Anguiano Rubin | **Excused** |  |  |  |  |

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| Call to Order & Quorum / Agenda / Minutes Approval | Action |
| The chairperson called the meeting to order at  5:08 pm. Meeting was held in person at the clinic and via GoTo meeting. | Meeting called to order; quorum established.  The draft October 5, 2023 meeting agenda was amended to review the PI clinical and UDS measures first on the agenda, then approved.  Motion: Labowitz, Second: Cruz-Arrelo, All ayes. |
| Conflict of Interest | The Board and Staff were polled and were not aware of any potential or actual conflicts of interest at this time. |
| The draft September 7, 2023 Board minutes were reviewed and approved as presented. | The draft September 7, 2023 minutes were amended to remove in the Staff Report by ED, SB 525 and refer to memo, then approved. Motion: Labowitz, Second: Cox. All others ayes. |
| **Board Compliance Training** | Fourth quarterly training meeting will be November 2023  Form 5A, 5B, & 5C Scope of Service and Comparison Map. |
| **Strategic Plan Meeting Debrief** | Recap Strategic Plan meeting   * What went well, what could be improved * Follow up plans   Much discussed on Sunday’s meeting, agreed that it was a very good retreat, needed more time, maybe additional half day; look for more financial training and how that can be include for the board. How to be a better board.  Identify a lead board member for the strategic direction committees. Notes will be coming from the meeting. |
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| Staff and Committee Reports | Reports/Discussion | Action |
| **Executive Team / Staff Report Summary** | **Medical Director-Cindy Novella**  EHR (electronic health records) also described as  EMR (electronic medical records)  For complete detail, please refer to the Staff report.  **Operations Director- Fabiola Cornejo**  eCW( eclinicalworks) which is the EHR that Anderson Valley Health Center uses  ETA(estimated time of arrival)  AP (accounts payable)   * Our new Health Worker is Blanca Mendoza. She is working closely with her supervisor, Marcelle and staff member, Rubi. Bianca is making phone calls and booking patients. * The Dental Transformation Initiative will bring the clinic additional revenue when certain codes are used for a child appointment. * Clinic does Dental screenings at the school in spring.   For complete detail, please refer to the Staff report.  **Executive Director-Chloe Guazzone**   * ARCH (Alliance for Rural Health) CPCA (California Primary Care Association) * Overview of SB 525 and financial impact to AVHC budget and review by the Compensation Committee * The new vaccine workflow is for the Covid vaccine. Depending on the patients’ payment method, same vaccine is used but comes from different sources. * Looking at a Grant with Partnership Health Plan(PHP), Health Equity Practice Transformation Grants, similar to the Kaiser grant $375,000 over a 4 year period   For complete detail, please refer to the Staff report. | Executive Team / Staff Report Summary |
| **Finance Committee.** | * Upon the recommendation of the Finance Committee, review and approve the financial reports August 2023, please review board attachments for details. * August 2023 – profit from operations of $12.854 for the month August 2023, Year to date results a profit $116,456 * Discussed recommendation from the Finance Committee to hire David Gold to manage AVHC investments. The approval of a motion to have Chloe execute a contract with David Gold( was put on HOLD)   Need for more discussion; waiting for proposal, need more details and a quote. | The August 2023 financial reports were approved. Motion: Labowitz, Second: Cox, All ayes  Chloe will be in contact with David Gold to obtain information needed. |
| **Performance Improvement Committee.** | * Review and discussion of latest UDS clinical measures and Clinical Dashboards by Marcelle was first on the agenda.   Marcelle explained 8 graphs: Hypertension Control, Colorectal Cancer Screening, Retinopathy Screening, Depression Remission, Childhood Immunizations, 3rd next available appointment, Depression Screening and Follow up.  Marcelle also reviewed the UDS measures. Please see hand outs in the board package.   * Incident reports   1 Patient complain regarding a provider. The complaint was discussed with patient and staff member and resolved.  Unclear communication between the two was the problem   * Dental department received a great compliment. | Next quarterly review by Marcelle for Oct, Nov, December will be in February, 2024 |
| **Outreach and Marketing** | * No report |  |
| **Board Development and Governance** | * Approve the formation of an Audit committee of the Board * Approve the formation of a Fiduciary Committee of the Board * AVHC Bylaws – Discuss and approve the draft revisions to the AVHC Bylaws. | Approval of the formation of an audit committee of the board.  Motion: Labowitz, Second: Cruz-Arrelo, All ayes  Approval of the formation of a fiduciary committee of the board.  Motion: Cox, Second: Labowitz, All ayes  Approval of the revision of the AVHC By-laws  Motion: Knott, Second: Cox, All ayes |
| **Executive Committee** | * No activity |  |
| **New Business** | * **Review and approve the removal of Diane Agee, Dave Turner, Judy Waterman and Sandy Parker** as authorized signatures from our Charles Schwab account. Recommended by the Finance Committee. | Approved the removal of Agee, Turner, Waterman and Parker as authorized signers on  Charles Schwab acct.  Motion: Cox,  Second: Knott, All ayes |
| **Public Comments** | * None present |  |
| **Items of Interest /Concern to Board Members** | * Heidi brought attention regarding letter from the Anderson Valley Village Board (AVV), included in board handouts, which will also be in Spanish; please spread the letter information to staff. * Solar Panels and glare concerns, possible paint or landscaping |  |
| **Closed session** |  | Upon recommendation of the Executive Committee, approval for Chloe Guazzone, ED the appraisal for 2023 was approved. Motion: Knott Second: Cruz-Arrelo, All ayes  In addition, approved recommendation of the salary action for Chloe Guazzone, ED retroactive to July 1, 2023. Motion: Bonner. Second: Cox, All ayes |
| **Adjournment** | * A motion to adjourn was approved at 6:53 p.m. | Meeting Adjourned  Motion: Labowitz,  Second: Knott, All ayes |

Date Minutes Accepted:

Committee Chairman: \_\_\_\_\_\_\_\_\_

Minutes: Sherwood The next AVHC Board meeting will be on Thursday, November 2, 2023 at 5:00 p.m. via in person or open meeting.