

Board of Directors Meeting, Executive team summary-Dec. 2, 2021

Medical Director-Cindy Arbanovella:

- We had a drive through Covid19 vaccine clinic at the high school for kids 5-11. The kids did great, especially the younger ones. Fabi and the dental team put together goodie bags for the kids which were a big hit. We vaccinated over 60 kids and have had some others in that age range trickling into the health center for the vaccine.
- We are still providing Pfizer and Moderna boosters at the health center, mainly on Thursdays. Leah Collins has continued to coordinate the Covid19 vaccines. She is still giving a handful of first doses each week.
- We still have a one-hour block each day for patients that are symptomatic for covid screening. The demand has declined but we are expecting an increase after thanksgiving and around the winter holidays.
- Dr. Gelsdorf finished his coverage here at the end of November. We all enjoyed working with him. He will be working in Myanmar but comes back to the US a few times per year to work with the residency program in Santa Rosa. He would like to stay in contact and has offered future coverage for providers if the timing works out.
- Dr. Gary Pace will stay through the end of February. Starting in January he will work the first and third Tuesday and every Friday each month.
- Dr. Angela Mapanao, a second year resident at Adventist Ukiah, finished her rotation at AVHC. The rotation was brief since she had other obligations through her residency. Hopefully in the future we will have other residents for a more consistent rotation.
- Leah Collins and Cyd Bernstein, our health coaches, have been helping get all of our patients that are on controlled medications on a new med contract. We had different contracts in the past for opioid medications and other controlled medications which we have combined. The contract will then be updated yearly. The med contract is an agreement between the patient and provider that the patient understands the possible risks and abuse potential of the medication, agrees to a certain frequency of visits and drug testing, and agrees to keep and take the medication responsibly.
- Matt D'Anis, our pharmacist, is planning to come for our 4th quarter audit at the end of this month.

Operations Director- Fabiola Cornejo:

Primary activities this month have been:

- HR activities have been our main focus. We are working on onboarding three new staff members (HR coordinator, Receptionist and an RN).
- Jessica has gone on an unexpected medical leave of absence for 6 months and we are trying to find a temporary provider who can fill in until we find a more permanent solution.
- The medicare cost report was submitted for FY 20.
- We are starting to work on the annual finance audit for FY 21.

Executive Director-Chloe Guazzone:

Key activities this month:

1. To date we have provided 2,470 (17 in the last month) first dose Covid vaccines and 2,523 second dose vaccines. These include 77 pediatric Pfizer vaccinations to 5-11 year olds. All Partnership patients who have not had a first dose are receiving phone calls.

2. We continue to follow-up on fundraising briefings and pledge cards and have crossed the \$1 million dollar mark in the quiet phase of the campaign. We are discussing when to go public and have recommended extending a full-time contract for the consultants that are leading our campaign.
3. The Write Choice Network (WCN) was on-site to conduct a mock Operational Site Visit with our staff and train our new staff. We haven't received an official request for dates yet although we were told it would be in the second quarter of 2022 (Jan-Mar). The site visit will be held virtually.
4. The USDA (\$1,000,000) and Kaiser (\$200,000) grants are still pending although the kaiser work has begun and we have had several zoom sessions to design the project.
5. The annual newsletter was completed this week and was sent to the printer. We will have a version we can put on our website and email out.
6. I am meeting bi-weekly with Amy Fawcett our new CFO.
7. We have sent an offer to a Psychiatric NP for the telepsych coverage and are waiting for her acceptance.
8. The first pediatric vaccination event was held at the high school and we have had a few kids coming in to receive their shots after that event.
9. We've scheduled the annual holiday party for December 13th and will allow staff and a partner with vaccination status. We will give out annual holiday bonuses there.
10. Various construction related items are pending including estimates for the badge entry door system and wiring as well as working with Steve about transitioning the x-ray room to the dispensary once Mark retires.

Contracts:

- The Write Choice Network contract was signed.

HRSA:

- Current HRSA supplemental grants: The American Rescue Plan Award (ARP-A) in the amount of \$945,000 (a two-year grant). CADRE in the amount of \$1,000,000 and ARP-C in the amount of \$528,655 (a two-year grant).
- I had the first meeting with a consultant to review our Health Professionals Shortage Area (HPSA) medical score and receive technical support. We have an action plan we will follow to request a change from the state.

Collaborations:

- ARCH has approved funding increased staffing to support to major initiatives; 1. A community health worker program that can be scaled up to all our clinics and 2. Workforce development
- I am exploring possible funding sources for our solar program through state incentives.

Quality Improvement:

- Annual Visit data trend:

	Annual Target	Monthly Target	July	Aug	Sept	Q1 TO	Oct	N
Mark	1024	85	200	202	140	542	187	
Luiza	1153	96	0	0	0	0	1	
Cindy	1066	89	107	121	155	383	144	
Pon	0	0	2	0	0	2	0	
Jessica	1209	101	87	55	55	197	42	
John	2007	167	219	172	170	561	116	
Melanie	1004	84	85	61	75	221	83	
Dr. Challa	0	0	17	7	0	24	0	
Cristina	382	32	13	42	43	98	42	
Lea	1450	121	50	110	123	283	92	
Dentist	1730	144	191	61	106	0	0	
Locum Dentist	1287	107	0	0	0	358	165	
Dental assistant	721	60	0	0	0	0	0	
Dental Hygienist	717	60	0	0	0	0	0	
Case management			10	18	0	0	0	
Locum MD					84	84	156	
TOTAL	13750	1146	981	849	951	2753	1028	
Unduplicated Patients:			2193	2201		2363	2325	

Risk management:

There were two incident this month.