

AVHC Board Minutes  
April 3, 2025

Board Members		Board Members		Staff	
Ric Bonner, Chairperson	<b>x</b>	Clay Eubank	<b>Excused</b>	Chloë Guazzone, ED	<b>x</b>
Kathy Cox, Vice-Chairperson	<b>x</b>	Lucy Plancarte	<b>x</b>	Cynthia Novella FNP, Medical Director	<b>Excused</b>
Eric Labowitz, Treasurer	<b>x</b>	Yuridia Cruz-Arrelo	<b>Excused</b>	Fabiola Cornejo, Operations Director	<b>Excused</b>
Heidi Knott, Secretary	<b>x</b>	Mike Zaugg	<b>x</b>	Donna Sherwood	<b>x</b>
Autumn Ehnou	<b>LOA</b>	Ron Gester	<b>x</b>		
Aliya Anguiano Rubio	<b>Excused</b>	Susan Smith	<b>x</b>		

Call to Order & Quorum / Agenda / Minutes Approval	Action
The Vice-Chairperson called the meeting to order at 5:04 pm. Meeting was held in person at the clinic and via GoTo meeting.	Meeting called to order; quorum established. The draft April 3, 2025, meeting agenda was approved. Motion: Labowitz, Second: Knott, 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 March 6, 2025, Board minutes were reviewed and approved as presented.	The draft of March 6, 2025, minutes were approved. Motion: Knott, Second: Cox. All others ayes.
<b>Board Compliance Training</b>	Second 2025 quarterly May, training by the Write Choice Network (WCN)

Staff and Committee Reports	Reports/Discussion	Action
<b>Executive Team / Staff Report Summary</b>	<b>Medical Director-Cindy Novella</b> <ul style="list-style-type: none"> <li>Dr. Cary Smeltzer scholarship is for \$15,000.00.</li> </ul>	Executive Team / Staff Report Summary

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	<p>For complete detail, please refer to the Staff report.</p> <p><b>Operations Director- Fabiola Cornejo:</b></p> <ul style="list-style-type: none"><li>• The HR coordinator resigned. Fabi continues to do her duties and is now working to on boarding eight new staff - 3 dentists, 1 dental assistant, 1 Licensed Clinical Social Worker, 1 Registered Nurse, 1 certified enrollment councilor and 1 Human Resource Coordinator,</li></ul> <p>For complete detail, please refer to the Staff report.</p> <p><b>Executive Director-Chloe Guazzone</b></p> <ul style="list-style-type: none"><li>• Population Health Management Initiative (PCMI) conference attended with Cindy and Marcelle.</li><li>• Cindy is using an AI scribe for her visits. She will train the other providers. Pros - AI scribe is much cheaper; able to have more interaction between patient and provider; Provider satisfaction with less time taking notes.</li></ul> <p>For complete detail, please refer to the Staff report.</p>	
<b>Finance Committee.</b>	<ul style="list-style-type: none"><li>• Upon the recommendation of the Finance Committee, review and approve the financial reports February 2025 please review board attachments for details.</li></ul> <p>February 2025 – profit from operations of \$1,709 for the month of February 2025, Year to date results, gain of \$48,166.</p>	<p>The February 2025 financial reports were approved. Motion: Labowitz, Second: Cox, All ayes</p>

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<b>Performance Improvement Committee.</b>	<ul style="list-style-type: none"> <li>Incidents: The patient was upset because they had not been called to pick up their prescription after a week. The patient stated the wrong number was being called. The patient felt disrespected by the front desk staff. Phone number corrected, patient communicated with, issue resolved.</li> <li>Review the Dr. William Vainer, Dentists credentials.</li> </ul>	
<b>Outreach and Marketing</b>	<ul style="list-style-type: none"> <li>Kathy Cox Senior questionnaires, 150 in English returned but not many in Spanish returned. Next board meeting present summary of responses and discuss actions to take regarding the responses. Work regarding immigration issues. Clinic can advertise events.</li> </ul>	
<b>New Business</b>	<ul style="list-style-type: none"> <li>Uniform Data System (UDS) Summary report There are two tables, one including all patients and one for seasonal farm workers. A few changes from last year's requirements. Chloe discussed the information on the UDS summary report with those in attendance, both summary and complete UDS report included in April board packet</li> </ul>	
<b>Board Development and Governance</b>	<ul style="list-style-type: none"> <li>No activity</li> </ul>	
<b>Executive Committee</b>	<ul style="list-style-type: none"> <li>No activity</li> </ul>	
<b>Public Comments</b>	<ul style="list-style-type: none"> <li>None present</li> </ul>	
<b>Items of Interest /Concern to Board Members</b>	<ul style="list-style-type: none"> <li>Tree removal - The removal of trees is not on clinic property. Trees were removed at the playground, next to the clinic. Trees had been assessed, concerns of trees falling and</li> </ul>	

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	fire. State money was used to remove the trees.	
<b>Adjournment</b>	<ul style="list-style-type: none"><li>• A motion to adjourn was approved at 6:21 p.m.</li></ul>	Meeting Adjourned Motion: Labowitz, Second: Cox, All ayes

Date Minutes Accepted: \_\_\_\_\_

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

Minutes: Sherwood      The next AVHC Board meeting will be on Thursday May 1, 2025, at 5:00 p.m. via in person or open meeting.