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

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| Call to Order & Quorum / Agenda / Minutes Approval | Action |
| The Vice-Chairperson called the meeting to order at  5:07 pm. Meeting was held in person at the clinic and via GoTo meeting. | Meeting called to order; quorum established.  The draft July 3, 2025, meeting agenda was approved.  Motion: Labowitz, Second: Smith, 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 June 5, 2025, Board minutes were reviewed and approved as presented. | The draft June 5, 2025, minutes were amended to including Aliya full last name 9Anguiano Rubio) then approved. Motion: Gester, Second: Smith. All others ayes. |
| Clinic staff | Fabi introduced **Stefan Cho-Polizzi, DDS** who works at the clinic two days a week. He lives in Fort Bragg. Board Members introduced themselves. Stefan grew up in Fort Bragg, told where he had practiced dentistry. Said how much he enjoys working at AVHC and the staff. When he is not working likes carpentry and fixing up old houses. |
| **Board Compliance Training** | Third 2025 quarterly training meeting August 2025 by the Write Choice Network **(WCN)** |

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| Staff and Committee Reports | Reports/Discussion | Action |
| **Executive Team / Staff Report Summary** | **Medical Director-Cindy Novella, excused**  Cindy is updating Medical Policies and Procedures along with her other duties.  For complete detail, please refer to the Staff report.  **Operations Director- Fabiola Cornejo:**  Dr. Vainer signed his contract. He will be working four days and week.  AVHC will soon have three dentists on staff. Presently 3rd next available is Mid-October.  For complete detail, please refer to the Staff report.  **Executive Director-Chloe Guazzone**  Changes continue both federally and at the state levels, Chloe will pass information to the board, as changes come.  Medicaid patients will be affected; there are 3 outreach staff members that will be helping these patients.  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 May 2025 please review board attachments for details. * May 2025 –profit from operations of $8,388. for the month of May 2025, Year to date results a profit of $226,897. * **Review, Discuss and Approve** updated Financial Policy and Procedures manual * **Federal Awards #2**: For micro-purchases, the aggregate dollar amount of which does not exceed $15,000 (or $2,000 in the case of acquisitions for construction subject to the Davis Bacon Act), competitive quotations are not necessary to the extent the micro-purchases are made equitably among qualified suppliers and the price is considered to be reasonable. **Federal Awards #3**: For small purchases over $15,000 in aggregate, and less than the Simplified Acquisition Threshold or $350,000, price or rate quotations must be obtained from an adequate number of qualified sources. **Federal Awards #5**: All purchases costing $350,000 or more must be procured with full and open competition through procurement by * \*\*\***New section in Federal Awards section: Contract requirements**   **1**. All contracts, including Memorandums of Understanding, Letters of Intent, Engagement Letters, etc., must include the following elements:  a. The purpose and objectives of the contract, including the specific activities to be performed or goods to be provided.  b. The manner in which the health center will monitor the contract performance.  c. Define who will evaluate the adequacy and results of the service performed or goods received. d. Provisions addressing record retention and access, audit, and property management. | May 2025 financial reports were approved. Motion: Labowitz, Second: Eubank, All ayes  Approved updated Financial P&P.  Motion: Smith, Second: Knott, All ayes |
| **Performance Improvement Committee.** | * **Review, Discuss and Approve** the following P&P PC-MED-052 Prescription refill by RN/Pharmacist. | Approved the updated Medical Prescription refill by RN/Pharmacist P&P. Motion: Smith, Second: Plancarte, All ayes |
| **Outreach and Marketing** |  |  |
| **Board Development and Governance** | * No activity |  |
| **Executive Committee** | * No activity |  |
| **New Business** | * Staff satisfaction survey results are in.   Results to be reviewed by leadership and department heads.  Review trends; plan solutions projects. | At the September board meeting will discuss results and  solutions projects |
| **Public Comments** | * None present |  |
| **Items of Interest /Concern to Board Members** | * None |  |
| **Closed session** | * HIPAA Health Insurance Portability and Accountability Act |  |
| **Additional Business** | * **Discuss and approve** Chloe to pay an unbudgeted expense in the approximate amount of $28,000.00 to California Department of Public Health (CDPH). | Approved the unbudgeted expense for ED to pay.  Motion: Smith, Second: Labowitz, All ayes |
| **Adjournment** | * A motion to adjourn was approved at 6:08 p.m. | Meeting Adjourned  Motion: Labowitz,  Second: Plancarte, All ayes |

Date Minutes Accepted:

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

Minutes: Sherwood The next AVHC Board meeting will be on Thursday, August 7, 2025, at 5:00 p.m. via in person or open meeting.