

CLACKAMAS COUNTY HEALTH CENTERS DIVISION
COMMUNITY HEALTH COUNCIL
 Meeting Minutes – June 26, 2019

*“Your partner in overall health. Improving access. Providing care.
 Promoting wellness. Strengthening community.”*

Meeting Attendance

<u>Members Present</u>		<u>Members Absent</u>	<u>Staff Present</u>	
Kelli VanAcker	Linda Smith	Angela Fitzgerald	Deborah Cockrell	Ed Johnson
Margo Roake (via phone)	Mike Stampke	Tom Lorence	James Wilson	Emily Ketola
Franklin Ouchida	Mary Lundy		LeAnn Dooley	Selynn Edwards
	Janet Squire		Jeanine Goodwin (Recorder)	

Guests: Trauma Informed Care Team,
 Nathan Haynes, Shawna Coombs,

Trauma Informed Care (TIC)		<p>Katie Whipple, Dawn Cohoe, Shana Peyser, and Alise Weaver conducted a presentation on TIC, defining trauma, what TIC is, and how the Health Centers incorporates TIC into its primary care, dental and behavioral health clinics with patients/clients and staff members.</p> <p>Linda asked which staff members are trained in TIC. Katie stated that all behavioral health staff, medical and dental staff have been trained, but she is unsure of whether new employees are trained in TIC as part of the onboarding process. She noted it is something the H3S Department is working on.</p> <p>Janet asked if there will be an additional community forum to attend. Katie said she would let the Council and/or Jeanine know if another community forum for TIC will be held in the future.</p> <p>End of presentation.</p>
Call to Order		Kelli called the meeting to order at 6:47 p.m.
Approve Prior Meeting Minutes	Action	<p>The Council reviewed the minutes for the April 24th meeting. Kelli opened the floor for a motion.</p> <p>Motion: Linda motioned to approve the minutes from May 22, 2019. Second: Janet seconded. No further discussion. Vote: Approved unanimously.</p>
Consumer Comments		None at this time.
Committee Reports		<p>Finance Committee – Mike (Chair) reported that the Committee reviewed the monthly financials and the finances are on track with what was projected. There are no discrepancies or deficits.</p> <p>Kelli noted that the new fiscal year is starting July 1, but the financial reporting will still include “old year” information until the first quarter of the new fiscal year has ended.</p> <p>The next Finance Committee meeting is scheduled for July 17th.</p> <p>End of report.</p>

		<p>Nomination Committee – Kelli reported that the Nomination Committee met in May and drafted a slate for the council’s 2019-2020 elected officers, whom are nominated as follows: <i>President – Tom Lorence</i> <i>Vice President – Linda Smith, Franklin Ouchida</i> <i>Secretary – Margo Roake, Linda Smith</i> <i>Treasurer – Mikal Stampke</i> <i>Member at Large – Mary Gonzales Lundy, Janet Squire</i></p> <p>Ballots were handed to voting council members and the results of the ballot is as follows (including emailed ballots from Tom and Margo): President – Tom Lorence Vice President – Linda Smith Secretary – Margo Roake Treasurer – Mikal Stampke Member at Large – Janet Squire</p> <p>Deborah announced that Amy Yap resigned effective June 5th and that Kelli’s last council meeting will be in July also. There will be a special recognition for both of them for completing two full terms as CHC members in July.</p> <p>Kelli announced the new 2019-2020 subcommittee members as: Finance Committee-Mikal Stampke (Chair), Mary Gonzales Lundy, Janet Squire, and Margo Roake; QI Committee-Tom Lorence (Chair), Angela Fitzgerald (on medical leave), Linda Smith, and Margo Roake; Nomination Committee-Franklin Ouchida, Linda Smith, and Janet Squire. The next Nominating Committee meeting is scheduled for July 17th at 6:30pm. End of report.</p> <p>QI Committee – James reported that the 2019 Quality Work Plan was distributed to the full council at the end of April for review and feedback. The QI Committee recommends the Council take action to approve the plan.</p> <p>Action Motion: Mike motioned to approve the 2019 Quality Work Plan. Second: Mary seconded. No further discussion. Vote: Approved.</p> <p>Provider Oversight (Credentialing) Update – James reported two providers were credentialed since the last meeting: Lisa Sullivan, PMD, and Selynn Edwards, DMD.</p> <p>The 2019 CHC Assessment will be distributed in October to all council members. Staff will not be part of this assessment. End of report.</p>
<p>Medical Transportation Update</p>		<p>James reported that he met with HealthShare earlier in June to discuss medical transportation concerns. He stated that HealthShare has heard the concerns of the Council and other consumers and takes them very seriously. Their contract is being revised to address the concerns. He will have more information as he learns what HealthShare’s new contract will look like.</p>

		<p>Kelli asked if HealthShare provided any information on how their dealing with CareOregon will affect patients who use medical transportation. James clarified that HealthShare is opting to working with CareOregon to come up with better options for transportation versus dealing with Ride to Care.</p> <p>Franklin asked if HealthShare and CareOregon will be working together to provide the service. James stated that it appears as though HealthShare will pass medical transportation to CareOregon.</p> <p>Mary asked if there is a policy related to missed appointments. James stated that a piece of the No-Show policy includes examining the reason that patients miss appointments and documenting when they are related to medical transportation. He reminded the Council that the initial request from council members was how to document their concerns with medical transportation. This update is to inform the Council that it is not the only body that has voiced concerns and that, along with others, has risen high enough at HealthShare to warrant revision of its medical transportation contracts.</p> <p>Mary asked if the contract revision should have an effect on the rate of missed appointments. James stated that when the issue is resolved, the Health Centers should see fewer missed appointments.</p> <p>Kelli asked if the reasons for missed appointments will be tracked. James affirmed. Kelli noted that the Council will be looking for the Missed Appointments Policy that is being developed currently.</p> <p>End of update.</p>
<p>Staff Reports</p>		<p>Deborah reported that progress is underway with the new clinic in Sandy. She directed the attention of the Council and attendees to the staff report on p. 17 of the meeting packet, where Erin De Armand Reid submitted information on the Health Centers' Primary Care Team's participation in the recent Portland Area Capabilities (PACE) emergency preparedness exercise at Estacada High School.</p> <p>Deborah also reported that the new Sandy clinic is still a work in progress and there was a Request for Proposals (RFP) for design and build that went out, and nine bidders responded.</p> <p>Kelli asked about parking for the new clinic. Deborah stated there is 8 or 9 designated parking spots as well as a lot of street parking, and that the church parking lot across the street has been leased for the clinic's use. Deborah also said she and her team are speaking with the Sandy busline (SAM) about extending their line.</p> <p>Janet asked if the school-based health center will remain. Deborah affirmed and stated that the after-hours clinic will move to the new location. There will also be two new dental operatories in the clinic. Genoa Healthcare has also offered to have a pharmacy in the clinic.</p> <p>Emily Ketola announced that Lunch and Learn sessions will begin at the Hilltop Behavioral Health Clinic in July.</p> <p>End of report.</p>
<p>2020 Strategic Goals Process</p>		<p>Kelli suggested tabling this discussion until the July meeting when Tom Lorence returns to lead the discussion. The Council agreed.</p>
<p>Other Discussion/ Public Comment</p>		<p>Nathan Haynes commented that the services in the Stewart Community Center are excellent.</p> <p>A suggestion was made for the Finance Committee to meet at 5pm on July 17th so that all new committee members can attend. Mike (Finance Committee Chair) approved the time change.</p>

		The Council was introduced to Johnny, a high school junior interested in public service; and Shawna Coombs (who attended via phone in April), a current applicant for membership on the council.
Next Meeting and Agenda		Next meeting is July 24, 2019 at 6:30 p.m. at the <u>DEVELOPMENT SERVICES BUILDING, ROOM 119, 150 BEAVERCREEK ROAD, OREGON CITY 97045.</u> Agenda items include: 2018 County Audit, 2020 Strategic Goals Process, County Code of Ethics
Adjourn		Meeting adjourned at 7:36 p.m.

Action Items		
Deliverable	Responsible Party	Due Date

Council packet and handouts include:

- Agenda
- CHC Council April meeting minutes
- Finance Committee May Packet
- Monthly Financials
- Nominating Committee May Packet
- Staff Report Sheet
- Provider Oversight Handout

Upcoming meetings/events:

- Finance Committee, July 17, 2019
- Nomination Committee, July 17, 2019
- Full Council Meeting, July 24, 2019

Margo Roake, Secretary/President/Vice-President/Treasurer (circle one)
Clackamas Health Centers Council Approval

IN OUR COUNCIL MEETINGS, WE AGREE TO:

- Begin and conclude meetings on time;
- Be on time and come prepared to participate;
- Be respectful, including –
 - Keeping our cell phones silent;
 - Listening without interrupting when someone else is speaking;
 - Allowing for all to contribute to the discussion;
 - Honoring the Chair;
- Stay aligned with the Mission and Strategy of the FQHC;
- Follow Roberts Rules of Order for parliamentary procedures;
- Honor confidentiality;
- Have fun!**