

CLACKAMAS COUNTY HEALTH CENTERS DIVISION

COMMUNITY HEALTH COUNCIL

Meeting Minutes – August 22, 2018

Development Services Building, Room 401; 150 Beaver Creek Road, Oregon City 97045

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

Meeting Attendance

Members Present

Kelli VanAcker
Celina Bonnie
Tom Lorence
Amy Yap
Mike Blackwell

Angela Fitzgerald
(via phone)

Emilee Clark (via
phone)

Members Absent

Mike Stampke

Health Centers Staff Present

Deborah Cockrell
LeAnn Dooley

Ed Johnson
James Wilson
Andrew Suchocki
Justin Gonzales
Jeanine Goodwin
(Recorder)

Guest(s): Michele Veenker and Gisela of NAMI

Call to Order		The meeting was called to order at 7:04 p.m. after NAMI’s presentation. A quorum was established.
NAMI Presentation		Michelle Veenker and Gisela presented NAMI’s current successes and challenges, as well as a list of current volunteer opportunities and community events the organization is hosting. They also discussed how the Health Center’s funding dollars have helped them continue their “Latinex” outreach operations through various programs such as “Compartiendo de Esperanza”, “Familia-a-Familia”, and “Redes de Apoyo”.
Prior Meeting Minutes	Action	Motion: Mike B. motioned to approve the minutes from July 25, 2018. Second: Tom seconded. No further discussion. Vote: Approved.
Consumer Comments		Present consumers had no comment.
Committee Updates		<ul style="list-style-type: none"> Finance Committee – Ed reported a projection of \$1.5M surplus. Contributions to the surplus include salary savings, Medicaid wrap dollars, the 340B Pharmacy program. He noted that the revenue for 340B has doubled. Deborah remarked that an official ask was not made by NAMI for continued funding of their volunteer coordinator position. Ed will follow up with Michele Veenker of NAMI. Mike B. brought up the question of a lease on the building where the Beaver Creek Health and Wellness Center is housed, stating HRSA asked for the lease during their site visit in July. Deborah responded that there is no lease because the building is owned by Clackamas County. She also mentioned, regarding the campus clinics relocation, that the County has to put up a bond of \$100M for citizen vote. In light of this, the County has decided to halt the relocation planning so that they can review the required finances for the project. The goal is to have one integrated Health Center versus separate clinics. Kelli asked if everything is on hold, even for the courthouse relocation. Deborah stated there are several courthouses in Oregon that need to be replaced, with Lane County being ahead of Clackamas County. Kelli suggested adding this subject to the October agenda as well as a potential strategic planning item for further discussion. End of financial report.

- Nominating Committee – Kelli reported that the Committee discussed the CHC hosting its first clinic staff luncheon in October at the Sunnyside Health & Wellness Center. The purpose of the luncheon is to provide an informal setting where the CHC can introduce themselves to staff members and have open dialogue about its recruitment needs and how staff can partner with them to reach out to patients. She also announced that Stephanie Kurzenhauser has officially resigned from the CHC effective August 19th, and that the Committee is looking at further bolstering its efforts to obtain and retain members. Jeanine and LeAnn will work together to coordinate with Sunnyside’s clinic manager for available dates and scheduling. End of report.

- QI Committee – Tom directed the attention of the Council to page 7 of the meeting packet for information on the providers that are up for credentialing and re-credentialing. He noted the Quality Team’s review of each provider and how there were no complaints or issues with any of them.

Motion: Mike B. motioned to approved the re-credentialing of Dr. Heather Whetstone, MD; Donald Saint Just, MD (psychiatric medicine); and Kim Wennhold, MD (psychiatric medicine).

Second: Amy seconded. No further discussion.

Vote: Approved

Motion: Mike B. motioned to approve the credentialing of Maret Pfohman, PMHNP.

Second: Amy seconded. No further discussion.

Vote: Approved.

Strategic Planning Process – Tom introduced the Council to the draft strategic planning process on p. 9 of the meeting packet. The QI Committee sees the draft process as a great format for the strategic planning process and recommends the Council approve before next steps begin.

Motion: Amy motioned to approve the draft strategic planning process.

Second: Mike B. seconded.

Vote: Approved.

Following the vote, Tom noted that James will send out the varying types of documents to the Council so they can determine which documents to make part of the strategic planning process and which to exclude. Tom also mentioned that the QI Committee discussed having a retreat to start the planning process some time in September, and opened the floor for feedback.

Deborah asked if the Council would like to have a facilitator/consultant for the planning process and what kind of staff representation they want. Kelli stated that she would like for Deborah to be part of the planning process and to select the staff she deems necessary to be included. Deborah noted that it would be better if the Council selected those individuals that it sees as important to the planning process or provide guidance once they know what their goals are. Tom suggested that the Council give some thought to what staff they would want to be part of the planning process.

Tom mentioned that the QI Committee also requested the full council to choose which Saturday in September works best for them to hold their strategic planning retreat. The Council decided to look at dates in late October/early November for a retreat. A lengthy discussion continued on this subject without much being

		determined as a result. Discussion will be continued at the next meeting. End of report.
FQHC Staff Reports		Due to time constraints, this item was tabled until the next meeting.
Policy Session (Training w/Barb Gibbs) & Legislative Forum		<p>Legislative Forum - Deborah reminded the Council that the Legislative Forum is happening October 24th from 1 to 4pm at the Abernethy Center, and asked if any of the members would be interested in reserving a table and participating in the forum. The Council opted to pass at this time.</p> <p>Policy Session - Deborah suggested combining the policy session with the Board of County Commissioners with training provided by Barbara Gibbs. Training would be two-fold: What it means to be a Community Health Council member versus one's role as a citizen, and training for the BCC on what it means to be in partnership with the CHC and to have a co-applicant agreement. Kelli asked if she as CHC President will need to be at the meeting between Rich Swift (H3S Director), Deborah, and Barb Gibbs. Deborah explained that Barb will provide guidance on what the BCC wants to see in the session, and that if the CHC would like to provide its own materials for the session, that would be fine as well.</p> <p>Kelli stated her understanding of the purpose for the policy session being the discussion of how the BCC and the CHC could be more on the same page regarding their co-applicant relationship, and that the New Member Orientation is sufficient for training new council members on the dos and don'ts of being a CHC member. Deborah clarified that the policy session is about sharing information about the Health Centers, to include some of the information that would have been shared at the Budget Hearings in June 2018. Kelli asked if the CHC needs training to share that information. Deborah stated that Barb Gibbs is needed to help design the framework of the session to help the CHC be the most effective when they go before the BCC. Tom asked if the training could fit into a full council meeting similar to the presentation that was given earlier. Deborah stated the training would be a couple of hours.</p> <p>Kelli stated that training would be a worthwhile topic if the BCC, FQHC staff, and the CHC were involved in the training.</p> <p>Deborah clarified that the policy session is to give the CHC a chance to talk about the items they did not get to present at the Budget Hearings. The training for the BCC on the role of the CHC and the co-applicant agreement is a separate occurrence that Barb Gibbs will put together the framework for.</p> <p>Kelli called for interest in training with Barb Gibbs. Emilee, Tom, Kelli, Amy voiced their interest. Kelli stated the policy session may need to be placed on hold until the BCC has received its training on the co-applicant partnership and role of the CHC and called for a motion.</p> <p>Motion: Tom motioned to move forward with the policy session Second: Emilee seconded. No further discussion. Vote: Approved.</p>
Public Comment		No public comment was made.
Next Meeting and Agenda		Next meeting is September 26, 2018 at 6:30 p.m. in the <u>DEVELOPMENT SERVICES BUILDING (DSB), ROOM 401; 150 BEAVERCREEK ROAD, OREGON CITY 97045.</u>

		Agenda items include: NAMI Contract Update, Patient Input Survey, Campus Clinics Relocation, Policy Session
Adjourn		Meeting adjourned at 8:31p.m.

Upcoming meetings/events:

Finance Committee Meeting, September 19, 2018
Full Council Meeting, September 26, 2018

Council packet and handouts include:

- Agenda
- CHC Council meeting minutes
- Monthly Financials
- Provider Credentialing Checklist
- Strategic Planning Process
- Monthly Staff Report
- NAMI Promotional Materials



, 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!**