

CLACKAMAS COUNTY HEALTH CENTERS DIVISION

COMMUNITY HEALTH COUNCIL

Meeting Minutes – December 21, 2022

“Removing barriers for vulnerable individuals and families on their path to improved health, wellness, prosperity, and inclusion.”

Meeting Attendance

Members Present

Janet Squire
Linda Smith
Tom Lorence
Cee Kaiser

Members Absent

Helen Watt
Michelle Walch
Renee Sparks
Eric Leatham (E)
Dale Vogt (E)
Janice Saban (E)
Liliana Lewis
Celia DeLos Reyes

Staff Present

Juliana Danforth
Ryan Spiker
Malia Band
Sarah Jacobson
Jenny Masculine
Steve Roy
Angie Amundson
Samantha Hatfield
Adam Kearl
Erin De Armond-Reid
Emily Ketola

Guests:

Call to Order		Linda called the meeting to order at 5:46 p.m. A quorum was established.
Approval of November 16, 2022 Full Council Minutes	Action	The Council reviewed the minutes for the November 16, 2022 meeting. Linda opened the floor for a motion. *With correction to date* Motion: Janet motioned to approve the minutes. Second: Tom seconded. No further discussion. Vote: Approved Unanimously.
Behavioral Health Move Analysis		No additional updates since previous month.
Committee Reporting		Finance Committee: Adam shared the Revenue and Expenditure report for period ending October 31 2022. Revenue went up 190,000. Expenses decrease 356,000 on personnel. Adam went over Special revenue addendum as of December 11, 2022. Behavioral Health Move: Genoa Clinic is the only one left to move. All staff will remain at their temporary locations until the Lake road building is ready. Purchase is underway. Appraisal was just completed. QI Committee: Credentialing was routine for the previous month.

Ad Hoc Committee Director Selection		Committee update: Linda stated that Committee is waiting for the Director job description to be updated before they will meet. Sarah reports the job description changes were sent to HR from Rod’s office. Once changes are approved, document will go back to CHC for review.
Strategic Plan 2022 Report Out		2022 report out: Angie presented the plan from 2022. For 2022 a more comprehensive report was created than previously done. Line of businesses are: PC – Dental – Behavioral Health – Billing and Fiscal – Health Information Management. Each Line for business has its own initiative, leadership owner and Description on this report.
Strategic Plan 2023 Draft	Action	2023 Plan: Angie explained the process for creating the 2023 Strategic plan. She went over each initiative, and what steps will be taken to meet those initiatives. Linda asked how these initiatives were chosen. Angie explained the brainstorming session’s leaders participated in, as well as how the Clackamas

		<p>County Employee Engagement survey results impact their decisions on initiatives. It was decided to make the first initiative be Employee focused. Tom expressed concern that some goals do not have a way to measure success. Angie explained that certain goals cannot be met out of order. Linda is requesting that Strategic plan be further updated and presented again to CHC. Angie plans to present this Strategic Plan to staff for feedback and buy-in.</p> <p>Initiative 1: Retention and Resiliency. Focused on Staff development and support.</p> <p>Initiative 2: Excellence in clinical care. Empower caregivers by giving them regular targeted feedback, and respond and adapt to the diverse population.</p> <p>Initiative 3: Advance Clackamas Health Centers as a Data Driven Organization Committed to Quality. Improve document sharing, better utilize reporting tools, and develop core competency for quality and metrics among all staff.</p> <p>Motion: Tom motioned to approve the Strategic Plan Second: Helen seconded. No further discussion. Vote: Approved Unanimously.</p>
FQHC Staff Report		Behavioral Health Teams are in new spaces, clients are already being seen. Greeters are helping clients get to their right locations. All 5 School Based Health Centers have been certified by the state. Budget meetings are happening to wrap up the year.
Public Comment		None
Next Meeting and Agenda		<p>Next meeting is January 18, 2023, at 6:00 p.m. via Zoom Teleconference.</p> <p>Agenda items include:</p> <ul style="list-style-type: none"> • Bylaws Review-Update • Conflict Of Interest Forms
Adjourn		Meeting adjourned at 7:07p.m.

Upcoming meetings/events:

- Finance Committee, January 18, 2022
- Quality Improvement Committee, February 15, 2022
- Governance Committee, January 18, 2022
- Full Council Meeting, January 18, 2022

Council packet and handouts include:

- Agenda
- Governance Committee Meeting Minutes
- Council Job Descriptions
- QI Committee Meeting Minutes
- Behavioral Health Patient Satisfaction
- Behavioral Health Performance Metrics
- Patient Centered Home PC
- CHC Full Council Meeting Minutes
- Monthly Financials
- Provider Credentialling
- Strategic Plan 2022 Review
- Strategic Plan 2023 Draft

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!