

CLACKAMAS COUNTY HEALTH CENTERS DIVISION
COMMUNITY HEALTH COUNCIL
 Meeting Minutes – May 22, 2019

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

Meeting Attendance

Members Present

Kelli VanAcker Linda Smith
 Amy Yap
 Tom Lorence Mike Stampke
 Margo Roake Mary Lundy

 Franklin Ouchida Janet Squire

Members Absent

Angela Fitzgerald

Staff Present

Deborah Cockrell Ed Johnson
 James Wilson Egan Danehy
 Andrew Suchocki
 Jeanine Goodwin
 (Recorder)

Guests: Mary Jo Cartasagna from the office of Commissioner Sonya Fischer

Call to Order		Kelli called the meeting to order at 6:30 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: motioned to approve the minutes from April 24, 2019. Second: seconded. No further discussion. Vote: Approved unanimously.</p>
Consumer Comments		None at this time.
Committee Reports	Action	<p>Finance Committee – Report includes the following items below: Financial Policies Annual Review – Mike reported that the Finance Committee met and discussed the financial policies as part of their annual policy review process required by HRSA. The policies include Bad Debt Write-Off, Billing, Collections, and Waiving Fees. Tom asked if any changes were made to the policy. Mike stated that there have been no revisions to the policies and that HRSA approved them as-is.</p> <p>Motion: Tom motioned to approve the Bad Debt Write-Off, Billing, Collections, and Waiving Fees Policies and Procedures as presented. Second: Linda seconded. No further discussion. Vote: Approved.</p> <p>Monthly Financial Reporting – Mike reported that the the financials are on track as projected for the year and that there are no concerns. End of report.</p> <p>Nomination Committee – Kelli reported that the Nomination Committee met 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></p>

Clackamas Health Centers Council Meeting

		<p><i>Treasurer – Mikal Stampke</i> <i>Member at Large – Mary Gonzales Lundy, Janet Squire</i></p> <p>The above persons each have accepted the nominations as stated. No other nominations were made. The official vote will take place at the June full council meeting. End of report.</p> <p>QI Committee – Tom reported that the 2019 Quality Work Plan has been distributed electronically to the Council and encouraged the members to thoroughly read through the plan and provide their feedback, if any, prior to the next full council meeting. Linda spoke to some vagueries within the report and offered to give more detailed feedback. End of report.</p>
Other Discussion/ Public Comment		The remainder of the meeting time was spent in training with Barb Gibbs.
Next Meeting and Agenda		<p>Next meeting is June 26, 2019 at 6:30 p.m. at the <u>DEVELOPMENT SERVICES BUILDING, ROOM 119, 150 BEAVERCREEK ROAD, OREGON CITY 97045.</u></p> <p>Agenda items include: 2019-2020 Council Officers Elections, 2018 County Audit, 2020 Strategic Goals Process, County Code of Ethics, Medical Transportation Update</p>
Adjourn		Meeting adjourned at 8:07 p.m.

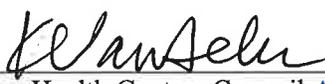
Action Items		
<u>Deliverable</u>	<u>Responsible Party</u>	<u>Due Date</u>
<i>Distribute PowerPoint presentation to Council Members</i>	<i>Jeanine Goodwin</i>	<i>Asap</i>

Council packet and handouts include:

- Agenda
- CHC Council April meeting minutes
- QI Committee April Packet
- Monthly Financials
- Financial Policies
- Nominating Committee April Packet
- Staff Report Sheet
- 2019 CHC Assessment
- Chapters 19 & 20 of the HRSA Compliance Manual
- New Governing Board Pamphlet

Upcoming meetings/events:

- Quality Improvement Committee, June 19, 2019
- Nomination Committee, June 19, 2019
- Full Council Meeting, June 26, 2019

 , 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!