

## CLACKAMAS COUNTY HEALTH CENTERS DIVISION

## COMMUNITY HEALTH COUNCIL

Meeting Minutes – April 20, 2022

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

## Meeting Attendance

**Members Present**

Tom Lorence  
Janet Squire  
Eric Leatham  
Cee Kaiser  
Linda Smith  
Helen Watt  
Michelle Walch

**Members Absent**

Renee Sparks

**Staff Present**

Ryan Spiker  
Andrew Suchocki  
Malia Band  
Emily Ketola  
Sonya Fischer

Erin De Armond-Reid  
Sarah Jacobson  
Angie Amundson  
Selynn Edwards

**Guests: Liliana Lewis, Celia DeLos Reyes**

Call to Order		Tom called the meeting to order at 6:21 p.m.
Approval of March 16, 2022 Full Council Minutes	Action	<p>The Council reviewed the minutes for the March 16, 2022 Full Council meeting. Tom opened the floor for a motion.</p> <p><b>Motion:</b> Janet motioned to approve the minutes. <b>Second:</b> Cee seconded. <b>Vote: Approved Unanimously.</b></p>
Committee Reporting		<p><b>Finance Committee:</b> Sarah provided an overview of the monthly financials for February 2022. The budget is currently projected at about a \$1.5 million surplus for year end. ARPA and Provider Relief funds remain available to close any potential gaps.</p> <p>Year to Date productivity continues to hold steady, though there was a slight decline in pediatric visits, likely due to holiday and weather related school closures.</p> <p><b>QI Committee:</b> Credentialing was routine for the previous month. The Committee discussed Primary Care metrics and patient satisfaction as well as approved QI policies.</p>
Strategic Plan 2022	Action	<p>Angie provided an overview of the 2022 Strategic Plan for the Council’s review and approval. No items have due dates as the intent is to have them all completed by the end of the calendar year. Quarterly updates will be provided on the status of items in the plan.</p> <p><b>Motion:</b> Tom motioned to approve the strategic plan <b>Second:</b> Linda seconded. <b>Vote: Approved Unanimously.</b></p>
Approval to Pursue Sale of Sandy Property at Champion Way	Action	<p>Sarah gave an update on the sale of property in Sandy. Health Centers is requesting approval from the Council to sell this land which was deemed not adequate for building the new Sandy Clinic site on.</p>

		<p><b>Motion:</b> Linda motioned to table to motion until next month. The Council would like additional information about the sale before approving.</p> <p><b>Second:</b> Janet seconded.</p> <p><b>Vote: Approved to table motion.</b></p>
Health Centers Fee Schedule Proposal	Action	<p>Sarah discussed an updated fee schedule proposal. The new proposal is that there will be no fee increase. The schedule was due for approval as the last approval was completed in 2018. A full fee schedule analysis will be completed in 2023 and will continue to be completed annually (instead of every three years) until there is a need to increase fees.</p> <p><b>Motion:</b> Janet motioned to approve fee schedule proposal.</p> <p><b>Second:</b> Michelle seconded.</p> <p><b>Vote: Approved Unanimously.</b></p>
Approval of New Council Members	Action	<p>Tom opened the floor for a motion to approve Liliana Lewis as a new member of the Community Health Council.</p> <p><b>Motion:</b> Linda motioned to approve Liliana Lewis as a new member of the Community Health Council.</p> <p><b>Second:</b> Janet seconded.</p> <p><b>Vote: Approved unanimously.</b></p> <p>Tom opened the floor for a motion to approve Celia Delos Reyes as a new member of the Community Health Council.</p> <p><b>Motion:</b> Janet motioned to approve Celia Delos Reyes as a new member of the Community Health Council.</p> <p><b>Second:</b> Michelle seconded.</p> <p><b>Vote: Approved unanimously.</b></p>
Public Comment		<p>Commissioner Fischer was in attendance and listened to questions from the Council and guests about COVID protocols and homelessness initiatives.</p>
Next Meeting and Agenda		<p>Next meeting is <b>May 18, 2022 at 6:00 p.m.</b> via Zoom Teleconference.</p> <p>Agenda items include:</p> <ul style="list-style-type: none"> <li>• Behavioral Health Performance Metrics and Patient Satisfaction</li> <li>• Vote on Finance Policies</li> <li>• Sandy Land Sale Proposal</li> <li>• HRSA Primer</li> </ul>
Adjourn		<p>Meeting adjourned at 7:03p.m.</p>

**Upcoming meetings/events:**

Finance Committee, May 18, 2022  
Quality Improvement Committee, June 15, 2022  
Governance Committee, May 18, 2022  
Full Council Meeting, May 18, 2022

**Council packet and handouts include:**

- Agenda
- March Governance Committee Meeting Minutes
- How to attract new members questions to ask
- February QI Committee Meeting Minutes
- Primary Care Performance Metrics
- Primary Care Patient Satisfaction
- Council and Committee Job Description Updates
- QI Policy and Procedures overview
- QI/QA Policy
- Complainants Policy
- After Event Review Policy
- March Full Council Meeting Minutes
- Monthly Financials
- Credentialling
- Strategic Plan
- Approval to Pursue sale of Sandy Property
- Fee Schedule Proposal

**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!**