

CLACKAMAS COUNTY HEALTH CENTERS DIVISION

COMMUNITY HEALTH COUNCIL

Meeting Minutes – September 23<sup>rd</sup>, 2020

*“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  
Linda Smith  
Rosa Guitron-Galvan

Julie Wills  
Lesley Cliff

Members Absent

Angela Fitzgerald (E)  
MW Wolfgang (E)  
Margo Roake (E)  
Franklin Ouchida (E)

Lisa Ellis(E)

Staff Present

Nikki DeFilippi  
Emily Ketola  
Erin de Armond-Reid  
Andrew Suchocki  
Adam Kearl  
James Wilson  
Selynn Edwards  
Ryan Spiker  
(recorder)  
Carrie Ariniello

**Guests:** Charles Gallia

Call to Order		Linda called the meeting to order at 5:30 p.m.
Approval of August 26, 2020 Full Council Minutes	Action	<p>The Council reviewed the minutes for the August 26, 2020 meeting. Linda opened the floor for a motion.</p> <p><b>Motion:</b> Tom motioned to approve the minutes from August 26, 2020. <b>Second:</b> Rosa seconded. No further discussion. <b>Vote: Approved unanimously.</b></p>
Committee Reporting		<p><b>Finance Committee:</b> Adam provided a report and updated the Council on monthly financials. <b>QI Committee:</b> No credentialing report for this month.</p>
FQHC Staff Report		<p>Service line managers provided an update on how their operations are continuing during the ongoing COVID epidemic and wildfires.</p> <p>Erin stated that PC continues to operate on a rotating basis in the clinics with some providers on site and others providing telemedicine services to patients. She mentioned being able to get up and running with rapid COVID testing which is available at Beaver Creek and Sunnyside clinics two days a week. Lunch and Listen came back online this past week at Sunnyside (all virtual). Due to the wildfires, there were some clinic impacts, however, services were able to continue by staff working remotely and those services that required staff on site were able to be brought back online.</p> <p>Emily gave an update on Behavioral Health services during COVID and the wildfires. She stated that BH continues to operate almost exclusively on remote telemedicine. Some exceptions are made for those patients who require in person visits to ensure their care isn't interrupted. There were some clinic impacts (closures) as a result of the wildfires last week, however, they have since reopened. Pharmacy operations continued during the wildfires, however, to ensure all patients had access to their medications as needed.</p> <p>Selynn also provided an update on dental operations. She mentioned that teledentistry is up and running and it has been very helpful in understanding which services can be performed remotely. There has been a lot of positive feedback on the service. It has</p>

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		helped the teams triage which patients need to be seen immediately and who can wait a little longer for their visit. Many dental staff members were impacted by wildfire evacuations and another provider was activated with the National Guard to assist with the wildfire emergency. Some limited closures of the dental clinics occurred during the wildfires due to the smoke, however, operations are back up and running.
2021 Strategic Plan		James discussed how the 2020 Strategic Plan has been very limited in its successes due to the amount of focus that has been spent on transitioning staff to a remote work model and the inability to work on items that require staff and patients to be in the clinic. As a result, there is consideration to moving much of the plan from 2020 to the 2021 plan. Additionally, there will be a look at processes that have been put in place as a result of COVID and determining which ones should be continued, which should be refined, and which should be retired moving forward.  Linda would like to see a list of items that are prioritized for what should be the focus in 2021 that the Council can review. James will provide this list for the October meeting.
FQHC Director Evaluation		Members were reminded to submit their evaluations for Deborah by the end of the week so results can be finalized for Executive Committee review.
Executive Session Notification		Linda announced that there will be an Executive Session scheduled at 4:30pm on Wednesday, October 28 <sup>th</sup> to discuss the results of the Director evaluation.
Public Comment		Janet thanked the staff for continuing operations through all of the constant changes.
Next Meeting and Agenda		Next meeting is <b>October 28, 2020 at 6:00 p.m.</b> via Zoom Teleconference.  Agenda items include: <ul style="list-style-type: none"> <li>• Committee Reporting</li> <li>• Staff Report</li> <li>• Emergency Operations Center Briefing</li> <li>• Financial Spreadsheet Training #2</li> <li>• Moving Meeting Earlier in the month</li> <li>• NAMI Grant Renewal</li> </ul>
Adjourn		Meeting adjourned at 6:05 p.m.

Action Items/Items for Follow-up		
Deliverable	Responsible Party	Due Date

**Upcoming meetings/events:**

- Finance Committee, November 18, 2020
- Quality Improvement Committee, October 28, 2020
- Governance Committee, October 28, 2020
- Full Council Meeting, October 28, 2020

**Council packet and handouts include:**

- Agenda
- Monthly Financial Report and Special Addendum
- Governance Committee August meeting minutes
- Finance Committee July meeting minutes
- Full CHC Council August meeting minutes

\_\_\_\_\_, 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!**