

CLACKAMAS COUNTY HEALTH CENTERS DIVISION

COMMUNITY HEALTH COUNCIL

Meeting Minutes – July 22nd, 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
Franklin Ouchida

Members Absent

Angela Fitzgerald (E)

Staff Present

Deborah Cockrell
Emily Ketola
Erin de Armond-Reid
Dima Flato
Sarah Jacobson
James Wilson
Selynn Edwards

Guests: Julie Wills

Call to Order		Tom called the meeting to order at 6:00 p.m.
Approval of June 24 th , 2020 Full Council Minutes	Action	The Council reviewed the minutes for the June 24 th , 2020 meeting. Tom opened the floor for a motion. Motion: MW motioned to approve the minutes from June 24 th , 2020. Second: Linda seconded. No further discussion. Vote: Approved unanimously.
Committee Reporting		Finance Committee: Sarah reviewed the monthly financials and special revenue addendum. There is a projected \$584,000 surplus at this time. There may be some fluctuation in the next couple months as items are closed out. QI Committee: Credentialing for two additional providers has been completed without issue.
FQHC Staff Report		Demolition of the Sandy clinic is underway and some issues were identified with soil contamination. the demolition company is working to resolve this so work can move forward. Primary care continues to work at about a 50% in person visit rate. In Behavioral Health it is slightly less than 50% and Dental is approximately 40% in person. Healthy Centers continues to promote a remote work environment at this time.
Dental Dashboards and Patient Satisfaction Survey Results		Selynn discussed the dental dashboards with the Council. She explained that dashboards have changed significantly as a result of COVID. She shared that there was a 3 day wait for urgent appointments which was deemed unacceptable. Additional capacity was added to reduce that wait time. Tele-Dental appointments are generally available same day and in person are usually now within one day. All fall under the five day wait required. Gladstone Dental was reopened in mid-June. Same day and next day appointments are available for urgent in person and tele-dental services. New patients in the most vulnerable populations (diabetics, children, elderly, etc.) are also being added back on a case-by-case basis. Once the Cavitron can be put back into use, cleanings will be able to resume. Dental is waiting for a new air purifier to come in to restart these procedures.

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		James explained that due to limited patient visits, there is not as many survey results to share as surveys are randomly carried out based on individuals who have recently had an appointment. Some short materials were included in the packet for members to review.
2020 Quality Work Plan Updates		<p>James provided an overview of some of the changes made to the 2020 work plan due to COVID.</p> <p>Linda asked about potential changes to the 2021 work plan should COVID continue into next year. James explained that work will need to be done with clinical teams to gather feedback to ensure elements that have been put on the back burner are prioritized again so the work can move forward on top initiatives.</p> <p>James mentioned that the 2021 work plan would usually get started in September. He inquired about the thoughts of the Council for following this timeline. Tom requested the timeline remain the same, understanding that the adjustments made to clinic operations for COVID issues take priority over other items in the strategic plan.</p> <p>Any additional questions from Council members will be forwarded directly to James.</p>
Important Council Reminders		<p>Council Self-Assessments should be sent to Ryan by August 7th. Linda inquired about if there are issues with Council members being able to complete it due to technology needs. MW asked if there is a way to make it more user friendly. Linda offered to set up a time with individuals who are experiencing technological barriers to help them fill out the form and submit on their behalf.</p> <p>FQHC Director evaluations are scheduled to begin in August. Ryan will send out evaluations to members at the beginning of August and members need to submit responses prior to the September Council meeting.</p> <p>There is a Board Member Boot Camp being offered to Council members. Members should let Ryan know by July 28th if they want to attend so the cost for attendance can be paid.</p>
Patient Transportation Issues		<p>No issues with transportation at this time because there are very few patients needing rides to the clinic. Emily stated that Ride to Care has expanded to provide trips to grocery stores, farmers markets, etc.</p> <p>This issue will be removed for future meetings.</p>
Public Comment		None at this time.
Next Meeting and Agenda		<p>Next meeting is August 26th, 2020 at 6:00 p.m. via Zoom Teleconference.</p> <p>Agenda items include:</p> <ul style="list-style-type: none"> • Committee Reporting • Staff Report • Financial Spreadsheet Training
Adjourn		Meeting adjourned at 6:45 p.m.

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



Upcoming meetings/events:

Finance Committee, September 23, 2020
Quality Improvement Committee, August 26, 2020
Governance Committee, August 26, 2020
Full Council Meeting, August 26, 2020

Council packet and handouts include:

- Agenda
- Monthly Financial Report and Special Addendum
- Governance Committee June meeting minutes
- Finance Committee May meeting minutes
- Full CHC Council June meeting minutes
- Dental Dashboards and Patient Satisfaction Survey Results
- Council Reminders

Approved via Remote Voting, 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!**