

CLACKAMAS COUNTY HEALTH CENTERS DIVISION
COMMUNITY HEALTH COUNCIL
 Meeting Minutes – March 27, 2019

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

Meeting Attendance

Members Present

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

Members Absent

Staff Present

Deborah Cockrell Ed Johnson
 James Wilson LeAnn Dooley
 Andrew Suchocki Emily Ketola
 Jeanine Goodwin
 (Recorder)

Angela Fitzgerald
 (via phone)

Guests: Mike Blackwell, Commissioner
 Sonya Fischer, Janet Squire, Franklin
 Ouchida

Call to Order		Kelli called the meeting to order at 6:37 p.m.
Approve Prior Meeting Minutes	Action	<p>The Council reviewed the minutes for the January 23rd and February 27th meetings (February meeting was cancelled but minutes were taken for the action performed via e-vote). Kelli opened the floor for a motion.</p> <p>Motion: Tom motioned to approve the minutes from February 27th's pseudo-meeting.</p> <p>Second: Amy seconded. January's minutes will be approved at the next meeting. No further discussion.</p> <p>Vote: Approved unanimously.</p>
Consumer Comments		<p>Margo Roake spoke to the need for adequate and professional medical transportation. She noted that she missed an appointment she was waiting for for 3 months due to medical transportation being late. James noted that he will be meeting with the Quality Improvement Team on this issue and requested to share Margo's experience with them. Margo agreed.</p> <p>Kelli asked if a survey could be created/completed for patients to report their experience with medical transportation. Deborah suggested allowing time for James to meet with Quality and report back at the April full council meeting.</p> <p>No further discussion or comments from the consumer members.</p>
Committee Reports		<p>Finance Committee – Ed reported that revenue is stable, but the surplus that was projected at the last meeting has been depleted due to the Cost of Living Act (COLA) contract ratification offering retroactive pay to non-represented County employees. There is also no deficit in the budget. Ed stated there are plans in place and monthly meetings occurring to address the issues with productivity. There was also an unexpected bonus of \$55K from HealthShare on the Special Revenue addendum.</p> <p>FY20 Proposed Budget – The finance team worked to close a \$3.2M gap in the budget. The budget supports over 200,000 full time County employees. Cost of services went down by 3%. Cost allocations have gone up by 13%. Revenue is up</p>

		<p>4%. The Health Center’s Leadership Team is discussing ways to increase revenue in the coming fiscal year. End of report.</p> <p>Deborah asked if talking points could be created by the Finance Committee to share at the next meeting in order to make the financial information more readable. Ed stated he will work with the Committee to create the talking points.</p> <p>Nomination Committee – Kelli was not present at the meeting on March 20 and she asked Jeanine to present the report. Jeanine reported that the Celina Bonnie is resigning effective March 31, 2019. The offices of Treasurer and Secretary are vacant and the Committee nominated Mikal Stampke to serve as Interim Treasurer and Tom Lorence to serve as Interim Secretary until official officer elections in June. Mike and Tom accepted the nominations. Kelli opened the floor for a vote.</p> <p>Motion: Amy motioned to approve the election of Mikal Stampke as interim Treasurer and Tom Lorence as interim Secretary. Second: No second. Vote: Approved unanimously. End of report.</p> <p>QI Committee – Tom reported that the QI Committee reviewed the 2019 Quality Work Plan at its meeting in February. The No-Show Policy is not yet ready for review. Tom has worked with James to revise the CHC Assessment (formerly Self-Assessment), which the Committee will review and/or approve at its April meeting then bring to the full council for action. Handouts of the assessment were provided to the attendees.</p> <p>End of report.</p>
<p>Staff Reporting</p>		<p>Deborah reported there have been staffing changes within the Health Centers, including the resignation of Dental Director Justin Gonzales. A new Dental Director has been hired, Selynn Edwards, who will start with the Health Centers on April 22nd. The primary care division has hired a clinical pharmacist to serve in the primary care clinics. Please refer to the staff report in the meeting packet for more information.</p>
<p>New Access Points Funding Request</p>	<p>Action</p>	<p>James presented information on the funding request from HRSA for a new access point in Sandy, Oregon.</p> <p>Kelli asked when the last application for a new access point was that the Health Centers applied for. Andrew responded that it was a site in Milwaukie that the Health Centers have not heard back about. James noted that the Health Centers serves 70% of the population in Sandy currently.</p> <p>Motion: Amy motioned to approve the Health Center’s request for funding for a new access point in Sandy, Oregon. Second: Tom seconded. Vote: Approved unanimously.</p>
<p>New Site Locations in Sandy</p>	<p>Action</p>	<p>Deborah reported that there is a building the Health Centers is looking at purchasing in Sandy to serve as the new access point. The building is the Wild Harvest site. The asking price is \$795,000 and nearly \$1M in renovations. Deborah stated that the fund balance will be used for this effort, which is what the Health Centers has been saving for. She also mentioned that when the topic is brought back for a vote by the Council, she will provide pictures of the site. Deborah asked the Council to vote on proceeding with negotiations for the purchase of the Wild Harvest building.</p>

		<p>Kelli asked if the Health Centers will still pursue the purchase of the building even if the new access point application is denied. Deborah affirmed since a new service site in Sandy has been a goal of the Health Centers for several years.</p> <p>Motion: Mike S. motioned to approve proceeding with the negotiations for the purchase of the Wild Harvest building in Sandy, Oregon.</p> <p>Second: Angela seconded. No further discussion.</p> <p>Vote: Approved.</p>
Other Discussion		<p>Kelli declared that there will be no additional meeting scheduled to make up for this meeting's cancellation as the remaining February agenda items are not pressing and can wait until March's full council meeting to be addressed.</p>
Next Meeting and Agenda		<p>Next meeting is April 24, 2019 at 6:30 p.m. at the <u>DEVELOPMENT SERVICES BUILDING, ROOM 401, 150 BEAVERCREEK ROAD, OREGON CITY 97045.</u></p> <p>Agenda items include: FY20 Budget (action), New Comment Cards, No-Show Policy, Sliding Fee Discount Policy, 2019 Quality Work Plan, CHC Assessment Form, Wild Harvest Building Purchase Update, Medical Transportation Update</p>
Adjourn		<p>Meeting adjourned at 7:38 p.m.</p>

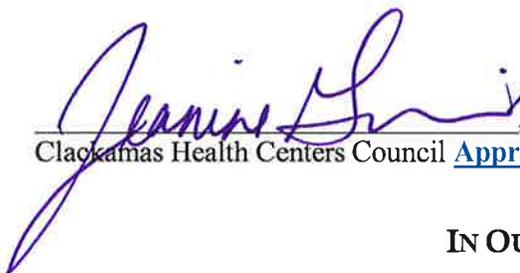
Action Items		
Deliverable	Responsible Party	Due Date
Mail CHC Assessment to Angela Fitzgerald	Jeanine Goodwin	3/21/19
Provide a copy of the 2019 QI Work Plan to all Council Members for review	Jeanine Goodwin	ASAP

Upcoming meetings/events:

- QI Committee, April 17, 2019
- Nomination Committee, April 17, 2019
- New Member Orientation, April 22, 2019
- Full Council Meeting, April 24, 2019

Council packet and handouts include:

- Agenda
- CHC Council February meeting minutes
- QI Committee February Packet
- Monthly Financials
- FY20 Proposed Budget
- Nominating Committee February Packet
- Staff Report Sheet
- Summary Report for New Access Points Funding Request



Jeanine Goodwin Liaison

_____, 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!**

