

CLACKAMAS COUNTY HEALTH CENTERS DIVISION
COMMUNITY HEALTH COUNCIL
 Meeting Minutes – August 28, 2019

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

Meeting Attendance

Members Present

Tom Lorence
 Mary Lundy
 Margo Roake
 Franklin Ouchida

Linda Smith
 Nathan Haynes
 Mikal Stampke
 Janet Squire

Members Absent

Angela Fitzgerald
 (medical leave)
 Kelli VanAcker

Staff Present

Deborah Cockrell
 James Wilson
 Erin De Armand-Reid
 Jeanine Goodwin
 (Recorder)
 Egan Danehy

Ed Johnson
 Selynn Edwards
 Andrew Suchocki

Guests: Lisa Ellis, NW Wolfgang
 Angela Sterba, Chantel S.

Call to Order		Tom called the meeting to order at 7:00 p.m.
Approve Prior Meeting Minutes	Action	The Council reviewed the minutes for the July 24 th meeting. Tom opened the floor for a motion. Motion: Mike motioned to approve the minutes from July 24, 2019. Second: Franklin seconded. No further discussion. Vote: Approved.
2018 County Finance Audit		Tabled to the next meeting in September.
Consumer Comments		None at this time.
Committee Reports		Finance Committee – Ed reported no changes since the last financial report. FY19 closed officially today. It is still expected the budget will break even. All revenue is posted with the exception of a few journal entries. More to come in September at the Finance Committee meeting. He noted there are productivity reports to be discussed at the next Committee meeting as well. End of report. Nomination Committee – No report. QI Committee – Tom reported that the Committee reviewed the Federal Tort Claims and Behavioral Health Quality Committee updates and metrics. Provider Oversight (Credentialing) Update – Tom directed the attention of the Council to page 17 of the meeting packet, and noted that two providers were approved for credentialing: Melanie Shafer, MD and Benjamin Neal, DMD (temp). No issues to mention. End of report.
Staff Reports		Deborah reported that an article was released about Ride to Care (handout provided). She invited any interested to participate in the forums listed in the article. Deborah mentioned the CCO landscaping news and reported that Trillium was offered a contract among others. She noted that there may be some changes in OHP member

		<p>coverages and assignments. The Health Centers are also starting conversations with Trillium after Labor Day. More to come.</p> <p>The purchase of the Sandy clinic is complete and a design group is in place. Deborah stated she is talking to the City of Sandy to hopefully move the nearest bus stop to just in front of the new clinic site. A contract was signed with the church across the street from the new clinic site for parking.</p> <p>Andrew reported that the medical team is working closely with Corrections to provide better medical care to inmates. More to come in the near future.</p> <p>End of report.</p>
Bylaws Amendment	Action	<p>The following items have been added/amended in the CHC Bylaws: Removal Process (new), Officers (amended), and Executive Committee (amended).</p> <p>Motion: Margo motioned to approve the bylaws as amended.</p> <p>Second: Mike seconded. Linda stated that the officer duties are given in greater detail in the Officer Job Descriptions document sent out to the council in June, but the document has not been updated since 2012. Tom suggested that Linda head the update process for the document at the next meeting. No further discussion.</p> <p>Vote: Approved.</p>
FQHC Director Evaluation Policy	Action	<p>Tom presented the Council with a new policy and procedure for the FQHC Director evaluation. The policy codifies the current Community Health Council evaluation process for the Health Centers Director. Tom opened the floor for a motion.</p> <p>Motion: Linda motioned to approve the CHC FQHC Director evaluation process policy and procedure.</p> <p>Second: Janet seconded. No further discussion.</p> <p>Vote: Approved.</p>
2020 Strategic Goals Process		<p>This process will be on every CHC agenda and removed from the committee agendas. Deborah and James will spearhead this process and report to the council each month through December.</p>
Other Discussion/ Public Comment		<p>The Council discussed the meeting time distribution and determined that more time will be given to the committees and a 10-minute break between committee and full council meetings. Finance Committee will remain 30 minutes per Mike. QI Committee will increase to 45 minutes per Tom. Nomination Committee will be granted 15 minutes per applicant interview and an additional 15-30 minutes for its business if needed.</p> <p>One guest expressed appreciation to the Council for allowing her to attend and commented on the Ride to Care issue as well.</p> <p>Tom announced that he will not be in attendance at the September full council meeting, and that Linda Smith (VP) will chair the meeting in his absence.</p>
Next Meeting and Agenda		<p>Next meeting is September 25, 2019 at 7:00 p.m. at the <u>DEVELOPMENT SERVICES BUILDING, ROOM 119, 150 BEAVERCREEK ROAD, OREGON CITY 97045.</u></p> <p>Agenda items include: 2018 County Finance Audit report (tabled from August), Supported Employment Presentation, 2020 Strategic Plan Update, Officer Job Descriptions Update</p>
Adjourn		<p>Meeting adjourned at 7:59 p.m.</p>

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

Upcoming meetings/events:

Finance Committee, September 25, 2019
 Nomination Committee, September 25, 2019
 Full Council Meeting, September 25, 2019

Council packet and handouts include:

- Agenda
- CHC Council June meeting minutes
- Finance Committee July Packet
- Monthly Financials
- Nominating Committee July Packet
- Ride to Care article
- Provider Oversight Handout
- FQHC Director Evaluation Policy
- CHC Bylaws w/amendments



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!**