

CLACKAMAS COUNTY HEALTH CENTERS DIVISION

COMMUNITY HEALTH COUNCIL

Meeting Minutes – July 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
 Renee Sparks
 Cee Kaiser
 Michelle Walch
 Eric Leatham

Liliana Lewis
 Linda Smith
 Janet Squire
 Dale Vogt

Members Absent

Helen Watt (E)
 Celia DeLos Reyes (E)

Staff Present

Andrew Suchocki
 Selynn Edwards
 Ryan Spiker
 Sarah Jacobson
 Malia Band

Angie Amundson
 Adam Kearl
 Erin De Armond-Reid
 Egan Danehy

Guests: Janice Saban

Call to Order		Linda called the meeting to order at 5:57 p.m.
Approval of June 15, 2022 Full Council Minutes	Action	The Council reviewed the minutes for the June 15, 2022 meeting. Linda opened the floor for a motion. Motion: Tom motioned to approve the minutes. Second: Michelle seconded. No further discussion. Vote: Approved Unanimously.
Recommendation of New Member to BCC for Appointment	Action	Linda opened the floor for a motion to approve Janice Saban as a new member of the Community Health Council. Motion: Tom motioned to approve Janice as a new member of the Community Health Council. Second: Janet seconded. Vote: Approved. 5 yes, 1 no, 1 abstention.
Committee Reporting		Finance Committee: Monthly financials were reported for the end of May 2022. QI Committee: Credentialing was routine for the previous month.

Primary Care – Performance Metrics and Patient Satisfaction		Performance Metrics: Angie reviewed the CareOregon performance metrics with the Council. She explained the difference between incentive metrics, where Clackamas Health Centers receives additional funding for meeting specific targets, and non-incentive metrics. Angie also showed the internal performance dashboards for childhood immunizations and well child checks. Patient Satisfaction: Ryan presented on Q1 2022 patient satisfaction data for Primary Care.
Strategic Plan Update		Angie gave an update on the strategic planning process. At this time, staff are beginning the process of creating a new, robust strategic plan that will be ready for review and implementation in 2023. Angie also shared the draft of the new Risk Management report that is currently being developed to showcase safety

		<p>drills, safety and risk trainings, safety projects and initiatives, and clinic inspection summaries.</p> <p>Angie will be back in September with a draft of the 2023 strategic plan.</p>
HRSA Visit Update		<p>Compliance Manual: Sarah provided a brief overview of the HRSA Health Center Program Compliance Manual. The manual lays out all of the guidelines that are required to maintain a compliant program. Sarah specifically reviewed Chapter 19 (Board Authority) and Chapter 20 (Board Composition).</p> <p>Preliminary Review: Angie reviewed the 11 identified findings as a result of the HRSA on site visit that occurred in May.</p>
Letter of Intent – 6433 SE Lake Road	Action	<p>The Board of County Commissioners has approved the construction of a new county courthouse that will require the demolition of the Hilltop and Stewart Behavioral Health clinics. To prepare for the move, Clackamas Health Centers has identified a building on Lake Road in Milwaukie. It will allow for the complete move of both clinics and allow for expansion of services. Egan expressed the desire of Health Centers to have satellite offices for third party services co-located in the building, such as Clackamas Women’s Services, NAMI, and OHP assister staff.</p> <p>Council members discussed concerns with moving the location to Milwaukie from Oregon City and the impact that will have on existing clients who utilize the services at Hilltop and Stewart.</p> <p>In order to move forward with this planning, a vote of the Council is required.</p> <p>Linda opened the floor for a motion to approve the Letter of Intent.</p> <p>Motion: Renee motioned to approve the letter of intent. Second: Tom seconded. No further discussion. Vote: Approved Unanimously.</p>
FQHC Staff Report		<p>At this time, the Director recruitment is not moving forward. This will allow the Council to have input on the job announcement and recruitment efforts.</p> <p>National Health Centers Week will occur the week of August 8th.</p>
Public Comment		No comments.
Next Meeting and Agenda		<p>Next meeting is August 17, 2022 at 6:00 p.m. via Zoom Teleconference.</p> <p>Agenda items include:</p> <ul style="list-style-type: none"> • Review Monthly Financials • Evaluation of Director – Discuss, vote in September • FQHC Staff Report
Adjourn		Meeting adjourned at 7:05p.m.

Upcoming meetings/events:

Finance Committee, July 20, 2022
Quality Improvement Committee, June 15, 2022
Governance Committee, June 15, 2022
Full Council Meeting, June 15, 2022

Council packet and handouts include:

- Agenda
- Member Job Description
- Community Health Council By-Laws
- Communication Briefing
- Co-Applicant Agreement
- Governance Committee April Meeting Minutes
- Finance Committee March Meeting Minutes
- Month Financials
- Finance Policys
- CHC Full Council April Meeting Minutes
- Provider Credentialling
- HRSA Site Visit

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!**