

CLACKAMAS COUNTY HEALTH CENTERS DIVISION

COMMUNITY HEALTH COUNCIL

Meeting Minutes – May 19, 2021

*“Removing barriers for vulnerable individuals and families on their path to improved health, wellness, prosperity, and inclusion.”*

Meeting Attendance

**Members Present**

Tom Lorence  
Lesley Cliff  
Linda Smith  
Rosa Guitron-Galvan  
Franklin Ouchida  
Janet Squire  
Michelle Walch

**Members Absent**

MW Wolfgang (E)  
Lisa Ellis (E)  
Margo Roake  
Matt Glubrecht (E)  
Charles Gallia

**Staff Present**

Nikki DeFilippi  
Erin De-Armond Reid  
Sarah Jacobson  
James Wilson  
Carrie Ariniello  
Selynn Edwards  
Rachel Townsend  
Deborah Cockrell  
Andrew Suchocki  
Emily Ketola  
Ryan Spiker  
Samantha Hatfield  
Egan Danehy  
Ryan Spiker

**Guests: Cecelia Kaiser, Esther Thompson, Philip Mason-Joyner**

Call to Order		Tom called the meeting to order at 5:51 p.m.
Approval of April 21, 2021 Full Council Minutes	Action	The Council reviewed the minutes for the April 21, 2021 meeting. Tom opened the floor for a motion. <b>Motion:</b> Linda motioned to approve the minutes from April 21, 2021. <b>Second:</b> Franklin seconded. No further discussion. <b>Vote: Approved unanimously.</b>
Committee Reporting	Action	<b>Finance Committee:</b> The Finance Committee reviewed the monthly financials. We received money from the American Rescue Plan Act, and anticipate the budget deficit will be zero by the end of the year. <b>Motion:</b> Linda motioned to approve the monthly financials. <b>Second:</b> Janet seconded. No further discussion. <b>Vote: Approved unanimously.</b>  <b>QI Committee:</b> No new credentialing issues to be discussed this month.
Behavioral Health Patient Satisfaction		Rachel Townsend updated the Council on the ORSSRS (Outcome Rating Scale, Season Rating Scale) Measurement Tool in Behavioral Health. This tool will help the counselor and patient monitor the patients treatment goals together.
Behavioral Health Performance Metrics		James updated the Council on the lack of the metrics for the month. The provider who gathers the data for the County has to get their licensure together to be able to work in Oregon. The County has paused their work while they get this.
Review Finance Policies	Action	Council asked to vote to approve the updates made to the following finance policies:  <u>Bad Debt Write Off Policy</u> <b>Motion:</b> Linda Motioned to approve all changes as listed <b>Second:</b> Janet seconded. No further discussion. <b>Vote: Approved unanimously.</b>

		<p><u>Billing Policy</u>  <b>Motion:</b> Linda Motioned to approve all changes as listed  <b>Second:</b> Tom seconded. No further discussion.  <b>Vote: Approved unanimously.</b></p> <p><u>Collections Policy</u>  <b>Motion:</b> Janet Motioned to approve all changes as listed  <b>Second:</b> Linda seconded. No further discussion.  <b>Vote: Approved unanimously.</b></p> <p><u>Fee Schedule Policy</u>  <b>Motion:</b> Linda Motioned to approve all changes as listed  <b>Second:</b> Rosa seconded. No further discussion.  <b>Vote: Approved unanimously.</b></p> <p><u>Sliding Fee Policy</u>  <b>Motion:</b> Janet Motioned to approve all changes as listed  <b>Second:</b> Linda seconded. No further discussion.  <b>Vote: Approved unanimously</b></p> <p><u>Waiving Fees Policy</u>  <b>Motion:</b> Rosa Motioned to approve all changes as listed  <b>Second:</b> Franklin seconded. No further discussion.  <b>Vote: Approved unanimously.</b></p>
<p>HRSA Grant Approval</p>	<p>Action</p>	<p>Sarah asked the Council to vote to approve the HRSA Grant. This is one time funding for a two year period of performance. The purpose is to fund FQHC with the fight against COVID-19. The idea is to use the funds to help cover the FQHC programs and personnel expenses that have been hit hard by the pandemic.</p> <p><b>Motion:</b> Janet motioned to approve the HRSA American Rescue Plan Act (ARPA) Grant for Health Centers  <b>Second:</b> Linda seconded. No further discussion.  <b>Vote: Approved unanimously.</b></p>
<p>Racism As A Public Health Crisis Resolution</p>	<p>Action</p>	<p>Philip Mason-Joyner has asked the Council to vote on a resolution to end racism as a public health crisis.</p> <p>There was discussion about the resolution that was presented with some expressing concern over the wording of the statement that “race is socially-constructed with no biological basis.”</p> <p><b>Motion:</b> Janet motioned to vote on the document as is.  <b>Second:</b> Linda seconded. No further discussion.  <b>Vote: 5 members voted in favor or the motion and 2 voted against the motion</b></p>

New Behavioral Health Clinic	Action	There are plans to open a new Behavioral Health Clinic located in the Happy Valley area, by the Sunnyside Primary Care office. Genoa Pharmacy have committed to opening a new pharmacy in this building.  <b>Motion:</b> Linda motioned to approve the new behavioral health clinic <b>Second:</b> Franklin seconded. No further discussion. <b>Vote: Approved unanimously.</b>
Public Comment		Cecelia Kaiser and Esther Thompson introduced themselves as potential new members. Michelle and Eric who are new members talked about their orientation.
Next Meeting and Agenda		Next meeting is <b>June 16, 2021 at 6:00 p.m.</b> via Zoom Teleconference.  Agenda items include: <ul style="list-style-type: none"> <li>• Performance Metrics, Patient Satisfaction Review – Dental</li> <li>• Review Finance Policies</li> </ul>
Adjourn		Meeting adjourned at 6:55 p.m.

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

**Upcoming meetings/events:**

- Finance Committee, July 21, 2021
- Quality Improvement Committee, June 16, 2021
- Governance Committee, June 16, 2021
- Full Council Meeting, June 16, 2021

**Council packet and handouts include:**

- Agenda
- Member Job Description
- Community Health Council By-Laws
- Member Communication Briefing
- Governance Committee April Meeting Minutes
- Finance Committee March Meeting Minutes
- Finance Policies
- Monthly Financials
- Full Council April Meeting Minutes
- HRSA Grant
- Racism As A Public Health Crisis Resolution
- New Behavioral Health Clinic

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