

COLACKAMAS COUNTY HEALTH CENTERS DIVISION
COMMUNITY HEALTH COUNCIL

Meeting Minutes – January 18, 2023

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

Meeting Attendance

Members Present

Janet Squire
Linda Smith
Tom Lorence
Cee Kaiser
Dale Vogt
Celia DeLos Reyes

Members Absent

Helen Watt
Michelle Walch
Renee Sparks
Eric Leatham
Janice Saban

Staff Present

Juliana Danforth
Ryan Spiker
Malia Band
Sarah Jacobson
Selynn Edwards
Angie Amundson
Andrew Suchocki
Adam Kearl
Erin De Armond-Reid
Egan Danehy

Guests: Tiff Mumma

Call to Order		Linda called the meeting to order at 5:35 p.m. A quorum was established.
Approval of December 21, 2022 Full Council Minutes	Action	The Council reviewed the minutes for the December 21, 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.
Committee Reporting		Finance Committee: Adam shared the Revenue and Expenditure report for period ending November 30, 2022, as well as the Special Revenue Addendum as of January 9 th , 2023. QI Committee: Credentialing was routine for the previous month.

Ad Hoc Committee Director Selection		Committee update: Linda stated that Committee is waiting for the Health Centers Director job description to be reviewed by committee. Job posting for Health Centers Director has been reviewed and approved. The committee has met twice to draft possible interview questions.
2023 Conflict of Interest Form		Juliana reports that forms need to be completed and returned before February meeting. She will send a reminder email before the next meeting.
Community Needs Assessment		Postponed to February meeting.
Primary Care Performance Metric and Patient Satisfaction		Performance Metrics: Angie shared the Primary Care Performance Metrics dashboard. Metrics stats shared for Immunizations (Adolescent and Child), Depression Screening and Follow-up Care, Breast Cancer Screens, Diabetes (Poor Control), and SBIRT (Drug and Alcohol use intervention). Patients have access to these metrics. Angie also shared the Care Oregon Metrics. We are not currently meeting the target for Care Oregon for Adolescent and Child Immunizations. Angie reports that the Region is struggling to meet this metric, but our stats continue to increase each month. Patient Satisfaction: Ryan shared the Primary Care Patient Satisfaction Report for 2022 year. The Aggregate Overall satisfaction went up 0.1% from 2021,

		with a score of 90.8% for 2022. The Excellent Overall Satisfaction score went up 2.4% to 69.2% for 2022. He went over each category for patient satisfaction. The bottom 3 categories were Provider Wait, Telephone (ease of Connecting With Care Team), and Appointment wait. All three scores have improved from the previous year. Janice inquired on how these survey results are obtained, as she has never received a survey in all her years of receiving care. Ryan stated that Surveys are sent out by Crossroads. 125 clients at random receive survey requests.
Community Health Committee Bylaws		Juliana presented Bylaws for review. Changes were made to the verbiage of how a quorum is defined. Edits will be voted on once Council has decided no more changes are needed.
FQHC Staff Report		Sarah reported that the Behavioral Health clinics are mostly settled in. She has begun to meet with the Architects to work on the Lake Rd building. Sarah stated that she has met with the new commissioner Ben West, and his work history is as a Nurse. It has not been announced which commissioner will be assigned as liaison, with the departure of Sonya Fischer. HRSA on-site review was completed with approval.
Public Comment		None
Next Meeting and Agenda		Next meeting is February 15, 2023, at 5:00 p.m. via Zoom Teleconference. Agenda items include: <ul style="list-style-type: none"> • Vote on Bylaws
Adjourn		Meeting adjourned at 7:01p.m.

Upcoming meetings/events:

- Finance Committee, March 15, 2023
- Quality Improvement Committee, February 15, 2022
- Governance Committee, February 15, 2023
- Full Council Meeting, February 15, 2023

Council packet and handouts include:

- Agenda
- Governance Committee Meeting Minutes
- Council Job Descriptions
- Finance Committee Meeting Minutes
- Monthly Financials
- CHC Full Council Meeting Minutes
- Provider Credentialing
- Conflict of Interest Form
- Community Needs Assessment Report
- Primary Care Patient Satisfaction
- Primary Care Performance Metrics
- Bylaws

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!