

COLACKAMAS COUNTY HEALTH CENTERS DIVISION  
COMMUNITY HEALTH COUNCIL

Meeting Minutes – June 21, 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  
Janice Saban

Members Absent

Eric Leatham (E)

Staff Present

Juliana Danforth  
Ryan Spiker  
Emily Ketola  
Sarah Jacobson  
Julie Grantz  
Rodney Cook

Malia Band  
Selynn Edwards  
Adam Kearl  
Erin De Armond-Reid  
Denise Swanson  
Andrew Suchoki

**Guests:** Brianne Salvati, Brin Daniels, Renel Muro

Call to Order		Linda called the meeting to order at 6:49 p.m. A quorum was established.
AD HOC Director Selection update	Action	Rod spoke to the Council and Community members regarding the Recruitment Process for Health Centers Director. Meet and Greet was completed for top two candidates, and feedback was sent to Rod for review. Based off that, Rod is proposing Sarah be appointment as Director.  Linda reminded the council that the Director role is the council’s only employee. Linda opened the floor for further discussion.  <b>Linda called for a Vote. One opposed.</b>  Rod announced to the Council and Staff that Sarah Jacobson will be offered the position.
Approval of May 17, 2023 Full Council Minutes	Action	The Council reviewed the minutes for the May 17, 2023 meeting. Linda opened the floor for a motion.  <b>Motion:</b> Tom motioned to approve the minutes. <b>Second:</b> Michelle seconded. No further discussion. <b>Vote: Approved Unanimously.</b>
Committee Reporting		<b>Finance Committee:</b> Adam shared the Revenue and Expenditure report for period ending April 30, 2023, as well as the Special Revenue Addendum as of June 12, 2023.  <b>QI Committee:</b> All routine, nothing to report.
New Behavioral Health Location	Action	Sarah presented photos and information on the Pamplin Media building, located on Lake road. Health Centers is working with Trimet on transportation for this area. With approval, timeline for start of patient care is beginning of 2024.  <b>Motion:</b> Tom motioned to approve the Finance. <b>Second:</b> Janet seconded. No further discussion. <b>Vote: Approved Unanimously.</b>

		<p><b>Motion:</b> Tom motioned to approve the Location.  <b>Second:</b> Helen seconded. No further discussion.  <b>Vote: Approved Unanimously.</b></p>
FQHC Staff Report		2023-2024 budget will be voted in tomorrow 6/22, Juliana will send out link to Council Members who are interested in watching. Sarah is not anticipating any changes to the Health Centers budget.
Public Comment		Bre Salvator asked for additional information regarding Behavior Health goals. She asked about how goals are met/set and if staff are being coached on setting obtainable goals. Emily confirmed that they are, and staff work to educate clients in goal setting as well.
Next Meeting and Agenda		<p>Next meeting is <b>July 19, 2023, at 5:00 p.m.</b> in person and via Zoom teleconference.</p> <p>Agenda items include:</p> <ul style="list-style-type: none"> <li>• Primary Care Metrics and Patient Satisfaction</li> </ul>
Adjourn		Meeting adjourned at 7:30 p.m.

**Upcoming meetings/events:**

- Governance Committee, July 19, 2023
- Finance Committee, July 19, 2023
- Quality Improvement Committee, August 16, 2023
- Full Council Meeting, July 19, 2023

**Council packet and handouts include:**

- Agenda
- Governance Committee Meeting Minutes
- Quality Improvement Committee Meeting Minutes
- Behavioral Health Performance Metrics
- Behavioral Health Patient Satisfaction
- Council Self-Assessment Results
- CHC Full Council Meeting Minutes
- Monthly Financials
- Pamplin Building Information

**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!**