

CLACKAMAS COUNTY HEALTH CENTERS DIVISION

COMMUNITY HEALTH COUNCIL

Meeting Minutes – August 26th, 2020

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

Meeting Attendance

Members Present

Tom Lorence
MW Wolfgang
Linda Smith
Rosa Guitron-Galvan

Franklin Ouchida
Lisa Ellis

Members Absent

Angela Fitzgerald (E)
Janet Squire (E)
Margo Roake (E)
Julie Wills (E)

Lesley Cliff (E)

Staff Present

Deborah Cockrell
Egan Danehy
Erin de Armond-Reid
Andrew Suchocki
Sarah Jacobson
James Wilson
Selynn Edwards
Ryan Spiker
(recorder)

Guests: None

Call to Order		Tom called the meeting to order at 5:46 p.m.
Approval of June 24 th , 2020 Full Council Minutes	Action	The Council reviewed the minutes for the July 22 nd , 2020 meeting. Tom opened the floor for a motion. Motion: MW motioned to approve the minutes from July 22 nd , 2020. Second: Linda seconded. No further discussion. Vote: Approved unanimously.
Committee Reporting		Finance Committee: Sarah reviewed the monthly financials and special revenue addendum. There has been a positive adjustment to last fiscal year’s closeout total of approximately \$530,000. Most of these new funds have been due to COVID-related money received from state and federal sources. There were very little changes to the special revenue addendum. QI Committee: Provider credentialing, BH dashboards and patient experience, and the Community Needs Assessment were discussed. No provider credentialing issues were identified.
FQHC Staff Report		Health Centers continue to find ways to improve the number of people that can be seen in clinic, especially for Dental. Health Centers received a rapid COVID-19 testing machine that is being switched between Beaver creek and Sunnyside clinics. This can provide rapid results to patients much quicker than other means of testing. The Sandy Clinic is progressing. The builder needed to dig very deep to remove an old oil tank that was buried. Health Centers is still planning for a June opening.
FQHC Director Evaluation		Tom reminded members who have not yet completed and submitted their evaluations for Deborah. An evaluation form and return envelope was sent to members on August 6 th . Five responses have been returned so far. The final results will be discussed at the October Council meeting.
HRSA Grants Funds Policy	Action	Sarah provided an overview of this new policy to the Health Council which lays out how Health Centers is allowed to spend HRSA grants funds. This was identified as a need during the HRSA Legislative Mandate Review which occurred in July.

		Tom opened the floor for a motion to approve the HRSA Grants Funds Policy. Motion: Lisa motioned to approve the HRSA Grants Funds Policy. Second: Franklin seconded. No further discussion. Vote: Approved unanimously.
Financial Spreadsheets Training		Sarah went over a training for how to read financial spreadsheets. A document was provided in the packet for Council members to review while Sarah conducted the training.
Public Comment		None at this time.
Next Meeting and Agenda		Next meeting is September 23rd, 2020 at 6:00 p.m. via Zoom Teleconference. Agenda items include: <ul style="list-style-type: none"> • Committee Reporting • Staff Report • Emergency Operations Center Briefing • Financial Spreadsheet Training #2 • 2021 Strategic Plan Process
Adjourn		Meeting adjourned at 6:48 p.m.

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

Upcoming meetings/events:

- Finance Committee, September 23, 2020
- Quality Improvement Committee, October 28, 2020
- Governance Committee, September 23, 2020
- Full Council Meeting, September 23, 2020

Council packet and handouts include:

- Agenda
- Monthly Financial Report and Special Addendum
- Governance Committee July meeting minutes
- QI Committee June meeting minutes
- Full CHC Council July meeting minutes
- BH Dashboards and Patient Satisfaction Results
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Approved via Remote Voting, 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!