

CLACKAMAS COUNTY HEALTH CENTERS DIVISION

COMMUNITY HEALTH COUNCIL

Meeting Minutes – October 28th, 2020

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

Meeting Attendance

Members Present

Tom Lorence
Janet Squire
Linda Smith
Rosa Guitron-Galvan
MW Wolfgang
Julie Wills
Lesley Cliff
Franklin Ouchida

Lisa Ellis

Members Absent

Angela Fitzgerald (E)
Margo Roake (E)

Staff Present

Nikki DeFilippi
Egan Danehy
Erin de Armond-Reid
Andrew Suchocki

Sarah Jacobson
Jay Wilson

Doug Green
James Wilson
Selynn Edwards
Ryan Spiker

Deborah Cockrell

Guests: Charles Gallia

Call to Order		Tom called the meeting to order at 5:55 p.m.
Approval of September 23 rd , 2020 Full Council Minutes	Action	The Council reviewed the minutes for the September 23, 2020 meeting. Tom opened the floor for a motion. Motion: Linda motioned to approve the minutes from September 23, 2020. Second: Julie seconded. No further discussion. Vote: Approved unanimously.
Committee Reporting		Finance Committee: Sarah provided an update on Health Center finances. The finally 2020 budget ended with a \$1.21 million surplus. Currently Health Centers is predicting a deficit of approximately \$4.8 million for 2021. This is directly related to productivity which was heavily impacted due to the wildfires in September. With more data as the months continue, the fiscal year end finances will become clearer. Health Centers has received some incentive payments so far this year. There has also been a drop in expected Medicaid wraparound dollars due to productivity decreases. QI Committee: QI Committee discussed the 2021 Quality Work Plan and Staff Survey Results. There were no new concerns with any of the provider credentialing completed in the past month.
FQHC Staff Report		A new privacy manager was hired and will be joining Health Centers on November 9 th . Health Centers continues to push forward with the Sandy Clinic project, in spite of the current fiscal projections.
Referral of Charles Gallia to BCC for Appointment	Action	The Council voted on whether to refer Charles Gallia to the Board of County Commissioners for appointment to the Health Council. Motion: Janet motioned to refer Charles Gallia to the Board of County Commissioners to join the Community Health Council. Second: Tom seconded. No further discussion. Vote: Approved unanimously.
FQHC Director Evaluation Results	Action	Tom discussed the results of the FQHC Director Evaluations. The Executive Committee met prior to the Council meeting. The Committee would like to recommend the Council approve Deborah to the H3S Director, Rich Swift, to continue in her current role for another year after review of all seven survey results.

		<p>Motion: Lisa motioned to recommend Deborah continue in her role for another year. Second: Tom seconded. No further discussion. Vote: Approved unanimously.</p>
Emergency Operations Center Briefing		<p>Jay Wilson, from the County Disaster Management office, provided an overview of disaster recovery efforts in the county related to COVID-19 and, most recently, due to the wildfires.</p> <p>The Disaster Management group is looking for a letter from the Council supporting their efforts and indicating a level of involvement the Council may be interested in providing to their cause of recovery from COVID and the wildfires.</p> <p>Jay will provide some examples of letters to Deborah and Tom to review and help with the process of drafting a letter.</p>
Financial Spreadsheet Training		<p>Sarah Jacobson and Doug Green provided another financial spreadsheet training for Council members to better assist with reading and understanding the monthly financial documents they receive. Additional training documents were included in the packet for Council members to review and keep for reference.</p>
Future Meetings	Action	<p>Tom discussed the possibility of changing the date of future Council meetings to earlier in the month to prevent the need to adjust during November and December every year. Sarah mentioned that there may be some months where financial information is not available prior to the meeting and will need to be shared with Councilmembers the day of the meeting.</p> <p>Motion: Linda motioned to move the Council meetings moving forward to the 3rd Wednesday of each month. Second: MW seconded. No further discussion. Vote: Unanimously approved.</p>
Public Comment		<p>Franklin discussed concerns with possible political stickers on Ride to Care vehicles.</p>
Next Meeting and Agenda		<p>Next meeting is November 18th, 2020 at 6:00 p.m. via Zoom Teleconference.</p> <p>Agenda items include:</p> <ul style="list-style-type: none"> • Committee Reporting • Staff Report/Grants Discussion • Supportive Housing Services Presentation
Adjourn		<p>Meeting adjourned at 6:57 p.m.</p>

Action Items/Items for Follow-up		
Deliverable	Responsible Party	Due Date
Community Needs Assessment	James Wilson	February QI Committee Meeting

Upcoming meetings/events:

- Finance Committee, November 18, 2020
- Quality Improvement Committee, December 16, 2020
- Governance Committee, November 18, 2020

Council packet and handouts include:

- Agenda
- Monthly Financial Report and Special Addendum
- Governance Committee September meeting minutes
- New Council Member Mentoring Policy

Clackamas Health Centers Council Meeting

Full Council Meeting, November 18, 2020

- QI Committee August meeting minutes
- Clackamas Health Centers 2021 Strategic Plan
- Staff Safety Survey
- Full CHC Council August meeting minutes
- Monthly Financial Reports
- Provider Credentialing Report
- Financial Spreadsheets Training Documents

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!