

CLACKAMAS COUNTY HEALTH CENTERS DIVISION
COMMUNITY HEALTH COUNCIL
 Meeting Minutes – November 15, 2023

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

Meeting Attendance

Members Present

Linda Smith
 Cee Kaiser
 Brin Daniels
 Renel Muro
 Michelle Walch

Members Absent

Celia DeLos Reyes
 Renee Sparks (E)
 Janet Squire
 Dale Vogt (E)
 Janice Saban
 Brianne Salvati,

Staff Present

Juliana Danforth
 Ryan Spiker
 Steve Roy
 Sarah Jacobson
 Egan Danehy
 Selynn Edwards
 Malia Band
 Andrew Suchocki
 Adam Kearl
 Leslie King
 Denise Swanson
 Egan Danehy

Guests: Tara Schoffstall, Kurt Kreibel

Call to Order		Linda called the meeting to order at 5:41 p.m. A quorum was established.
Approval of October 18, 2023 Full Council Minutes	Action	<p>The Council reviewed the minutes for the October 18, 2023 meeting. Linda opened the floor for a motion.</p> <p>Motion: Janice motioned to approve the minutes. Second: Renel seconded. No further discussion. Vote: Approved Unanimously.</p>
Committee Reporting		<p>Finance Committee: Adam shared the year-to-date Revenue and Expenditures report for period ending September 30, 2023.</p> <p>Adam shared the Special Revenue Addendum as of November 14, 2023. Unchanged from last month.</p> <p>Finance Committee Job description was reviewed. No changes made</p> <p>QI Committee: All routine, nothing to report.</p>
Dental Performance Metrics and Patient Satisfaction		<p>Performance Metrics: Selynn Edwards presented the Dental Performance Metrics. She highlighted areas of focus for outreach.</p> <p>Utilization: Historically patients of age 21+ have been harder to connect with at all locations.</p> <p>Diabetes: Beavercreek is very close to meeting the annual metric, and Sunnyside has met.</p> <p>New Diabetes Exam metric: All locations are meeting the soft target</p> <p>Prevention: Beavercreek is focused on age group 1-5 and 6-14 and Sunnyside 6-14.</p> <p>Selynn highlighted the different events the Dental group have planned for outreach.</p>

		<p>Dashboard: Beaver creek, Sunnyside, Gladstone and Sandy dashboards were reviewed for Quarter 3.</p> <p>Patient Satisfaction: Ryan Spiker presented Patient Satisfaction scores for Quarter 3. Survey sample size was 72 Surveys.</p> <p>Overall Satisfaction: Scores have leveled out over the last 5 quarters, staying in the 90% satisfaction range.</p> <p>Core Satisfaction: Scores are staying in the 90% range.</p> <p>Patient Experience: Two out of three categories scored 100%</p> <p>Satisfaction & Experience By Language: Spanish and English speaking patients follow the same trend, with Spanish speaking scoring slightly lower than English.</p> <p>Satisfaction & Experience By Gender: Male and Female patient scores followed the same trends.</p> <p>Satisfaction & Experience By Method: In person and Telephone visits scored vary similarly, with Telephone scores slightly higher.</p> <p>Positive Patient Comments were shared.</p>
<p>Director Evaluation</p>	<p>Action</p>	<p>The Executive session met 10/18/23 to go over the Director Evaluations.</p> <p>The Council voted to approve Sarah Jacobson to remain as Director of Health Centers for another year. Linda opened the floor for a motion.</p> <p>Motion: Cee motioned to approve Sarah Jacobson staying on as Director. Second: Janet seconded. No further discussion. Vote: Approved unanimously.</p> <p>Linda is proposing that the Director Eval date be reset to align with Sarah’s Annual hire date, and to match the County performance evaluation in July 2024. Linda opened the floor for a motion.</p> <p>Motion: Janet motioned to approve the new July Director Evaluation date. Second: Renel seconded. No further discussion. Vote: Approved Unanimously.</p> <p>Linda Proposed to Amend the September 21, 2022 CHC Minutes to reflect the decision to add a notion from the September Governance meeting. Linda opened the floor for a motion.</p> <p>Motion: Janet motioned to approve amending the 9/21/22 minutes. Second: Cee seconded. No further discussion. Vote: Approved unanimously.</p>

		<p>Sarah spoke about her Goals for 2023-2024. Those goals will be sent out to the Council for review.</p> <p>Motion: Janet motioned to approve goals.</p> <p>Second: Cee seconded. No further discussion.</p> <p>Vote: Approved unanimously.</p>
2023-2024 Strategic Plan Report Out		<p>Angie Amundson presented the Health Centers Progress on the Strategic Plan for 2023-2024.</p> <p>She presented the initiative and progress so far. Work has started to plan for 2025. Angie asked for feedback on how to provide input on strategic plan from the council.</p>
FQHC Staff Report	Action	<p>Finance & Admin Manager position has been filled by Adam Kearn.</p> <p>Lake Road Building update: Emily and Egan have been working to get the space ready for clients to start receiving services in February. Recently there has been a decision to remove the Admin team from the move, so there is room for the QI and QA team to move in. There may be a gap in between the move out date from temporary locations, to when services are available onsite. Virtual will continue to be offered to clients.</p> <p>Shift initiative through Care Oregon: Health Centers has been selected for the interview process. Waiting to hear if we will be selected for the next round.</p> <p>Health Centers participated in two recent Community Events: Wichita Center Celebration, and Gladstone Centers for Children and Family Harvest Festival.</p> <p>Sarah and Steve Presented a change to Scope Summary to update the hours of operation per week at 6 locations. HRSA requires a form 5B to update these, and council approval is required before that form can be submitted.</p> <p>Linda opened the floor for a motion to approve.</p> <p>Motion: Janet motioned to approve the change in Scope for clinic operation hours.</p> <p>Second: Cee seconded. No further discussion.</p> <p>Vote: Approved unanimously.</p>
Public Comment		<p>Tara commented on needing to review Medications when she sees any kind of specialist, outside of her Primary Care and asked Angie if that Data could be better shared. Angie expanded on Care Everywhere and how it can be utilized to see care outside of the County’s clinics, but that medication lists do not pull through.</p> <p>Tara asked why Sandy and Gladstone are lumped together.</p> <p>Tara suggested Dental grouping appointments to increase the success of Utilization, family’s scheduled together/same time.</p>
Next Meeting and Agenda		<p>Next meeting is December 20, 2023, at 5:00 p.m. via Zoom teleconference.</p>
Adjourn		<p>Meeting adjourned at 7:01 p.m.</p>

Upcoming meetings/events:

Governance Committee, December 20, 2023

Finance Committee, January 17, 2024

Quality Improvement Committee, December 20, 2023

Full Council Meeting, December 20, 2023

Council packet and handouts include:

- Agenda
- Governance Committee Meeting Minutes
- Finance Committee Meeting Minutes
- Monthly Financials
- Financial Committee Job Description
- CHC Full Council Meeting Minutes
- Credentialing
- Dental Performance Metrics
- Dental Patient Satisfaction
- 2023-2024 Strategic Plan Report Out
- Change in Scope Summary

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!