

County Of Solano
Community Healthcare Board

REGULAR GOVERNING BOARD MEETING MINUTES

September 16, 2020

Telephone Conference Call

Members Present:

Ruth Forney, Jim Jones, Gerald Hase, Michael Brown, Anthony Lofton, Brandon Wirth, Katrina Morrow

Members Absent:

Tracee Stacy, Sandra Whaley, Robert Wieda, Miriam Johnson

Staff Present:

Dr. Bela Matyas, Gerald Huber, Jack Nasser, Cheryl Esters, Noelle Soto, Janine Harris, Rebekah Kim, Anna Mae Gonzales-Smith, Toya Adams, Connie Pettersen, Amanda Meadows, Charlynn Askim, Sneha Innes, Dr. Michele Leary, Joann Parker, Debrah Vaughn

1) CALL TO ORDER- 12:00 PM

- a. Welcome
- b. Roll Call

2) Approval Of The Agenda

Move motion to approve September 16, 2020 Agenda

Motion by Brandon Wirth, seconded by Michael Brown

Discussion: None

Aye: Ruth Forney, Jim Jones, Gerald Hase, Michael Brown, Anthony Lofton, Brandon Wirth, Katrina Morrow

Nay: None

Motion Carries

3) Approval Of August 19, 2020, Meeting Minutes

Move motion to approve August 19, 2020, Meeting Minutes

Motion by Jim Jones, seconded Katrina Morrow

Discussion: Item #7a Change: Executive Members will not meet with HRSA Technical Advisor.

Item #6d Change: CMO position is out for recruitment.

Aye: Ruth Forney, Jim Jones, Gerald Hase, Michael Brown, Anthony Lofton, Brandon Wirth, Katrina Morrow

Nay: None

Motion Carries

4) Public Comment

None

5) Project Director/Chief Executive Officer Report

a. COVID-19 Health Center Impact Update: Presented by Dr. Matyas

- i. COVID-19 diminished consistently; case numbers, positive cases, & hospitalizations are down also, fewer testing. Reduced numbers put us back into the June numbers, numbers are improving. Full PPE are still required in the clinics-until the unforeseeable. Continuing with Telehealth, good reimbursement with audio telehealth. Working on video telehealth, to allow the continuation of telehealth after the federal government stops reimbursement for audio-only. The volume of Dental patients is almost to pre-COVID levels, the volume of Primary Care patients is working on reaching pre-COVID levels.

1. Questions:

a. Are nail salons & churches open for indoor?

- I. Currently, services are held outdoor only. Solano County is in the purple level. Indoor services can resume once Solano County is in the red level, which is the level below purple.
- II. Could take a couple of weeks to get into the red level, due to numbers. Indoor services will still have state restrictions.
- III. Levels include: Purple, Red, Orange, & Yellow- yellow is back to pre-COVID standards.

b. Health Center Operations Update: Presented by Jack Nasser

- i. Air Quality: Negative impacts within the clinics. Vacaville clinic was shut down for 4-5 business days due to unhealthy air quality. Currently, all clinics are up and running, in-person and telehealth. More people are choosing to come into the clinics for in-person visits. Dental numbers are increasing to pre-COVID levels. Primary Care numbers are slowly increasing. Looking for initiative and outreach plans for patients in need of services or past due for health screenings.
- ii. Call Center: decentralized the MAs in Call Center located in Vallejo. Call Center MAs are now disbursed and integrated throughout the three clinics. This will help to increase more encounters and see patients.
- iii. Transfers/Budget Cuts: Nine classifications with FHS are being transferred to other divisions within H&SS, effective on 9/20/2020.

1. Questions:

a. How many providers are in the clinics?

- I. County employed there are 15 providers, this doesn't include Touro, Dental, or LCSWs.

c. Staffing Update: Presented by Dr. Matyas

- i. Santos Vera is no longer with Solano County. Jack Nasser will serve as the point of contact for communication purposes. In the process of implementing new roles/responsibilities. Jack Nasser is responsible for interactions with HRSA, Noelle Soto is his back up. Dr. Leary is the point of contact for anything medical related. Janine Harris is the point of contact for anything revenue related.

6) Co-Applicant Agreement Update By Deputy County Counsel

- a. Joann has received the comments from the Executive Committee, Joann will need to review the comments. Joann recommends that Jack, Ruth, and Joann contact HRSA regarding; the updated organizational chart, the requirements of change of reporting, the requirements of the Chief Executive Officer over the clinics and ensure the job description for the CEO is consistent with the requirements of HRSA before the recruitment/job description is taken to BOS. This will avoid any future problems.
 - i. Brandon asks that more than one representative from the Executive Committee attends the meeting. It was agreed upon two members from the Executive Committee attend the meeting, one of the members being Ruth Forney.

**ACTION: Joann to schedule a meeting with HRSA Technical Advisor & HRSA Attorney.
This meeting will include: Joann, Dr. Matyas, Jack Nasser, Ruth Forney, &
pending one more member from the Executive Committee.**

7) Operations Committee Updates & Reports

- a. Fiscal Update
 - i. Budget: Presented by Connie Pettersen
 - 1. Refer to handout: *Monthly Status: 7/1/2020-9/8/2020*
 - 2. Budget numbers are as expected for this time of the year
 - 3. Members were advised COVID has not affected the budget
 - a. The county is receiving grants for COVID
 - ii. Encounter Summary: Presented by Janine Harris
 - 1. Refer to handout: *Solano County Health and Social Services: Family Health Services-Total FQHC Encounter January 2020-August 2020*
 - a. These encounters include: medical, dental, & LCSWs
- b. Quality Improvement Report: Presented by Dr. Leary
 - i. Refer to handout: *Solano County Family Health Services Patient Wellness Initiatives in Action Measurement Year 2020*

8) Unfinished Business

- a. None

9) Discussion

- a. Health Services Administrator Reclassification
 - i. This classification study will go to the Board of Supervisors on October 9, 2020

10) Action Items

- a. FHS Budget
 - i. Supplemental Budget will go to the BOS on September 22, 2020
- b. HRSA COVID-19 Grants: Presented by Noelle Soto
 - i. Refer to handout: *Family Health Services COVID-19 HRSA Grants Summary*

Move motion to approve HRSA COVID-19 Grants

Motion by Brandon Wirth, seconded by Michael Brown

Discussion:

1. Ruth Forney was advised the approval of the grants are required, FHS apologizes this information was not given before going to the BOS for approval.
2. Ruth Forney was advised no changes of scopes were necessary to use the funds.
3. Mike Brown was advised the money will be utilized for FHS division only. Funds will need to be used appropriately and by the deadline.

Aye: Ruth Forney, Jim Jones, Gerald Hase, Michael Brown, Anthony Lofton, Brandon Wirth, Katrina Morrow

Nay: None

Motion Carries

- c. FHS Current Contract Summary: Presented by Anna Mae Gonzales-Smith
 - i. Refer to handout: *Family Health Services- FY 20/21 Contracts*

11) Board Members Comments

- a. Ruth Forney: Robert Wieda & Miriam Johnson are considered excused absence and will not be potentialized.
- b. Jim Jones: Addressed issues for the in-person patient care within the clinics. The ticket system is not cleaned after each patient pushes the button to receive a ticket number, one uses the hand sanitizer. He suggests the hand sanitizer be more viable in hopes patients will utilize it. Once in the room, Jim was given a pulse oximeter, no hand sanitizer was given after the use while other clinics offer. Lastly, oral thermometers were used. Jim did not feel comfortable with taking off his mask, other clinics use no-touch thermometers.
 - i. Jack Nasser has advised he will discuss the ticket system with the office supervisors.
 - ii. Dr. Leary has advised looking into having hand sanitizers in the cart.

12) Parking Lot

- a. Health Center Marketing Campaign & Website Design
- b. The IHI Quadruple Aim Initiative *Health Center Practices*

13) NEXT COMMUNITY HEALTH BOARD MEETING

DATE: October 21, 2020

START TIME: 12:00pm

LOCATION: Telephone Conference Call

Dial: +1 (323) 457-3408

Access Code: 299 423 65#

14) Adjourn

Move motion to Adjourn Meeting

Motion by Jim Jones, seconded Michael Brown

Discussion: None

Aye: Ruth Forney, Jim Jones, Gerald Hase, Michael Brown, Anthony Lofton, Brandon Wirth, Katrina Morrow

Nay: None

Motion Carries

HANDOUTS:

- Agenda
- August 19, 2020, Meeting Minutes
- Monthly Status: 7/1/2020-9/8/2020
- Solano County Health and Social Services: Family Health Services-Total FQHC Encounter January 2020-August 2020
- Solano County Family Health Services Patient Wellness Initiatives in Action Measurement Year 2020
- Community Healthcare Board Clinical Quality Improvement Report: Solano County Family Health Services-September 2020
- Family Health Services COVID-19 HRSA Grants Summary
- Family Health Services- FY 20/21 Contracts