



County of Solano Community Healthcare Board

REGULAR GOVERNING BOARD MEETING MINUTES

Wednesday, July 21, 2021

Video and Telephone Conference Call

Members Present:

Ruth Forney, Gerald Hase, Jim Jones, Brandon Wirth, Robert Wieda, Katrina Morrow, Miriam Johnson, Anthony Lofton, and Tracee Stacy

Members Absent:

Sandra Whaley, and Michael Brown

Staff Present:

Dr. Bela Matyas, Gerald Huber, Debbie Vaughn, Dr. Rebekah Kim, Jack Nasser, Tess Lapira, Toya Adams, Noelle Soto, Cheryl Esters, Clarisa Sudarma, Thomas West, Nina Delmendo, Janine Harris, Jannett Alberg, Julie Barga, Thurman Robbison, and Patricia Zuñiga

1) Call to Order – 12:02 p.m.

- a) Welcome
- b) Roll Call

2) Approval of July 21, 2021, Agenda

Motion: To approve the July 21, 2021, Agenda

Motion by: Jim Jones and seconded by Katrina Morrow

Discussion: None

Ayes: Ruth Forney, Gerald Hase, Jim Jones, Brandon Wirth, Robert Wieda, Katrina Morrow, Miriam Johnson, Anthony Lofton, and Tracee Stacy

Nays: None

Abstain: None

Motion Carried

3) Approval of the May 19, 2021 and June 16, 2021 Meeting Minutes

Motion: To approve the May 19, 2021 Meeting Minutes with the amendments and approve the June 16, 2021 Meeting Minutes.

Motion by: Jim Jones and seconded by Miriam Johnson

Discussion: Ruth Forney has advised to change the May 19, 2021 meeting minutes under discussion #9 from “this form is completed” to “the assessment is completed.” Also, Ruth wanted to clarify in the May 19, 2021 under #11 (d) Ruth Forney attended the conference virtually not in person.



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Ayes: Ruth Forney, Gerald Hase, Jim Jones, Brandon Wirth, Robert Wieda, Katrina Morrow, Miriam Johnson, Anthony Lofton and Tracee Stacy

Nays: None

Abstain: None

Motion Carried

4) Public Comment

None.

5) Project Director/Chief Executive Officer Report

a) COVID-19 Health Center Impact Update- Present by Dr. Bela Matyas

- i) Over the last two weeks not only in Solano County but also around the country increases of COVID-19 cases are on the rise due to the July 4th holiday. Most cases are in the younger unvaccinated population although symptoms have been mild no increase in hospitalization or deaths. Delta variant has become the primary variant form across the country, it is the easiest variant to spread. Vaccine is effective against Delta variant, people who are vaccinated cannot transmit the virus to others. 90-95% of people who have received the vaccine will develop immunity against the virus, people who have not developed immunity with the vaccine can still be infected with the virus. A breakthrough is only considered if a person is vaccinated and immunized to the virus and still contracts the virus. Otherwise, those who have received the vaccine and become ill with the virus have not develop immunity.

1) Mariam Johnson has asked why some places are mask free while other places require the masks. Dr. Matyas has advised certain entities require masks whether the person is vaccinated, healthcare clinics are one of those entities. FHS must comply with CALOSHA regulation and standards, which require the workforce within clinics to wear masks regardless if the person is vaccinated or not. Patients, through self-assentation, have the choice to wear the mask if they are fully vaccinated.

b) Health Center Operations Update

None.

c) Staffing Update

- i) Clinic Operations Officer- first round of interviews includes stakeholder, partners that will work with COO, member of the Healthcare Board. Recruiter has screened the candidates prior to interviews and will provide the county with candidates who meet the qualifications and who they feel can run the clinics. Ruth will participate in the selection committee, Brandon and Jim will participate in the oral board committee, and other board members will participate in the meet and greet panel.
- ii) Currently in different stages in the hiring process with 13 or 14 candidates within various classifications. MAs are in the final stages of the hiring process SR RN and RN are in the recruitment process. HSM- starting the recruitment process. DO/MD Provider & NP/PA- ongoing recruitment process.

6) Co-Applicant Agreement Update by Deputy County Counsel/Ruth Forney, Chair

a) Significant progress in condensing the third draft on the Co-Applicant Agreement. Also, there are efforts for the policy side of HRSA to review and provide comments. The Executive



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Committee wanted the extra review of the Co-Applicant Agreement as it was lengthy and there are items that can be taken out. The agreement was given to the HRSA Project Officer where the policy team will continue to review.

7) Operations Committee Update Reports

- a) Report on status of getting Family Health Services Mobile Clinics back in operation- Jack Nasser
 - i) One of the biggest challenges for the mobile clinics is staffing issues. Priority is to fill the key core portions that will allow the mobile clinics to operate. It was stated that although during regular business hours the mobile clinics would not be able to operate however, if there are staff members who choose to work overtime outside of normal business hours and days this is something that can be further investigated.
 - ii) The mobile clinic vans are currently in stored at the Corp Yard and are operational. For a minimal fee the Corp Yard stores and runs the vans, to make sure the vans are running properly, monthly. It was advised before the mobile vans are out a mechanical inspection will occur.
- b) Update on Dental Van and Primary Care Van rates- Fiscal
 - i) Refer to handout: Primary Care Van & Dental Van Update to PPS Rates. PPS rates are encounter rates provided by the federal government. It was concluded that the Primary Care Van and Dental Van can use the brick and motor rates of the Family Health Services Clinic. The Primary Care Van permanent rate is \$236.89 this is based on the 2201 Courage Drive rate. The Dental Van permanent rate is \$278.59 this is based on the 2101 Courage Drive. Most of the population FHS serves one the vans are the uninsured and sliding fee scale clients, however those who have medical and will be charged the new rates.
- c) Verbal update on preliminary year-end fiscal report-Fiscal
 - i) Year End budget is currently wrapping up. Based upon the projected saving costs from the third quarter some highlighted items on estimated savings include: Salaries and benefits savings of \$139K, services and supplies savings total of \$238K, items include; malpractice insurance savings of \$21K, drugs and pharmaceutical plus medical and dental supplies a combined savings of \$72K, recruitment contract saving of \$39K, computer budget saving \$39K. In "other charges" savings of \$63K, \$149K generated by staff working in other divisions. Revenues down about \$133K. Increase in Quality Improvement \$325K. Realignment money from Public health is estimated to be \$2.13 Million. Final numbers will be presented in the August meeting.

8) Unfinished Business

None.

9) Discussion

- a) FY 22/23 Budget Development
 - i) FY 22/23 budget development will start end of September early October. Prior to starting the process, a look at last year's budget will be reviewed and identify any changes in the upcoming year to allow for increases or decreases as needed. All positions will be budgeted on the assumption that all necessary positions are currently occupied. Included in the budget, based on board approval, is van expenses. FHS will anticipate any extra expensive such as travel, IT, new personnel, capital projects, and in person meetings.
- b) Resume in-person meetings



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- i) It was mentioned by the Chair, Ruth Forney, that FHS is not ready to go back into person meeting. There is no admin support staff to help set up the meetings. As well as, no budget to provide lunches, unless everyone brought their own lunch.
 - ii) It was stated by Brandon Wirth the importance of in person meetings and would like to see this as an Action Item for August meeting.
 - iii) It was advised by Tracee Stacy other meetings she attends have been hybrid where a laptop was provided for those who cannot attend in person and are able to view virtually. Also, if the time frame of the meeting should change for staff to help with the meetings.
 - iv) It was stated by Jim Jones he is not comfortable with going back to in person meeting and comfortable with virtual meetings.
- c) Credentialing and Privileging Policy and Procedures.
- i) Currently the Credentialing and Privileging Policy and Procedures is under review.
- d) Questions regarding conflict of interest.
- i) It was asked by Jim Jones, to have County Counsel to investigate conflict of interest rules.
- e) National Association of Community Health Centers (NACHC) Conference.
- i) NACHC will be held in August. Due to budget cuts the county is unable to send any staff or board members to the conference.

10) Action Items

- a) Review and Approve Policy Number 100.06, Other Health Insurance/Private Insurance Policy and Procedure- Janine Harris

Motion: To approve Policy Number 100.06, Other Health Insurance/Private Insurance Policy and Procedure

Motion by: Tracee Stacy and seconded by Brandon Wirth

Discussion: None

Ayes: Ruth Forney, Gerald Hase, Jim Jones, Brandon Wirth, Robert Wieda, Katrina Morrow, Miriam Johnson, Anthony Lofton and Tracee Stacy

Nays: None

Abstain: None

Motion Carried

- b) Review and Approve HRSA C8E Capital Grant, final submission-Noelle Soto

Motion: To approve HRSA C8E Capital Grant, final submission

Motion by: Brandon Wirth and seconded by Tracee Stacy

Discussion: None

Ayes: Ruth Forney, Gerald Hase, Jim Jones, Brandon Wirth, Robert Wieda, Katrina Morrow, Miriam Johnson, Anthony Lofton, and Tracee Stacy



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Nays: None

Abstain: None

Motion Carried

11) Board Member Comments

a) None.

12) Parking Lot (These items are postponed, until further notice.)

- a) Compliance Training and Robert's Rules Review
- b) Health Center Marketing Campaign & Website Design
- c) The IHI Quadruple Aim Initiative *Health Center Practices*

13) Next Community Healthcare Board Meeting

DATE: August 18, 2021

TIME: 12:00 p.m.

TO JOIN: Telephone Conference Call

Dial: 1-323-457-3408, Conference ID: 299 423 65#

14) Adjourn

Meeting was adjourned at 2:00 p.m.

Handouts:

- Primary Care Van & Dental Van Update to PPS Rate
- Policy Number 100.06: Other Health Insurance/Private Insurance
- FY 21/24 American Rescue Plan- Health Center Construction and Capital Improvements: HRSA C8E