

## **Board of Directors Meeting, Executive team Summary-July 6, 2023**

### **Medical Director-Cindy Novella:**

- The new dispensary and vaccine storage rooms are almost complete. Staff have been patient in working through some of the inconveniences caused by the construction. The space is tight in the cold storage room and we will transition into the new space when the lock is on the door and the computer is in.
- Dr. Cho's contract will terminate on July 5<sup>th</sup>. He has been helpful in covering for vacations and Mondays.
- We have a signed offer from Dr. Cary Smeltzer, DO. She will start in September on a part-time and temporary contract for 6 months. She is interested in Palliative care and is working with the palliative care group in Ukiah.

### **Operations Director- Fabiola Cornejo:**

- The dental director, Priya Agrawal, resigned this month. We have recruited a dental locum to take her place as a dentist. He is from Santa Rosa and will be here 3 days per week starting in July.
- We have hired two new staff, one MA and one DA. We are seeking a sterilization technician and a permanent dentist. Otherwise we are fully staffed.
- We have two summer interns through the AV ED foundation.
- Billing is focusing on cleaning up end of the year items including accounts receivable and claims.
- We are in the process of conducting annual evaluations. We would like the compensation to reconvene to discuss an equitable raise structure (that would go into effect next year).

### **Executive Director-Chloe Guazzone:**

Key activities this month: **Dispensary remodel, Kaiser PHMI implementation grant, Medigus contract termination, LeAD Leadership Development program for Mendocino County, Strategic planning work with staff**

- The Kaiser Population Health Management Initiative (PHMI) is continuing now into the implementation phase. Marcelle and our team have begun work on the "Model Care Team" initiative.
- We applied for a grant through the state of California called the "California Supplemental Sick Leave Pay Grant". We should qualify for \$40,000, though the amount awarded is tied to the amount of unreimbursed Covid pay that we issued in 2022. Approval for the grant application will be needed by the BOD. There is no budget as this would reimburse the Health Center for expenses that were already incurred.
- New building update: The dispensary project is complete pending the badge entry door lock. The solar system project is set to start in two weeks. The lighting in the new parking lot was installed this month.
- The transition from Medigus to Merino Computer Concepts is scheduled to take place on July 8<sup>th</sup>. The payout settlement amount was \$35,138.40. In the final negotiation, because they could not recoup costs on a piece of equipment leased to us,

Medicus decided to pull back their compromise of 6-month term starting in May and instead held us to the remainder of the contract (8 months from July-Feb).

- Update on current LEAN projects; admin will start monitoring schedule breaks (from no-shows, cancellations and no patient scheduled). We will start with the LEAN approach. What is the problem we are trying to solve/gather data 2. go see the work and 3. set a target and identify some potential solutions.
- ARCH's LEAD program continues and has been a great opportunity for 9 of our leaders.

There were three incidents this month. To be discussed in the PI report. One HIPAA breach, 1 med error, 1 patient complaint.

Visit status:

	Dec	Q2 TO1	Januar	Feb	March	Q3 TO1	April	May	June	FY TOTAL
John Rochat	136		161	153	172	972	165	171		
Cindy Novella	96		124	123	134	1167	120	99		
Jess Dawdy	158		151	157	215	762	192	162		
VACANT MD	0		29	17	22	584	43	170		
Melanie Fuller	86		115	85	90	825	76	131		
Amanda Farrar	51		61	50	71	329	59	44		
Lea Queen	82		84	54	76	693	98	43		
Amy Pittelkau	73		92	72	121	750	104	88		
Priya Agrawal	122		124	129	182	967	126	101		
VACANT DENTIST	0		0	0	0	145	134	190		
VACANT CHIROPRACTOR	0		0	0	0	0	0	0		
Telepsychiatrist	0		0	0	0	0	0	0		
Inactive Providers	-39			42	0	43	0	0		
Aurelio Guzman					6	6	50	35		
<b>TOTAL</b>	<b>765</b>		<b>941</b>	<b>882</b>	<b>1089</b>	<b>7243</b>	<b>1167</b>	<b>1234</b>		
	2360		2315	2330	2341			2384		

