

May 25, 2017

Board Members		Board Members		Staff	
Ric Bonner, Chairperson	X	Clay Eubank	X	Chloë Guazzone, ED	x
Kathy Cox, Vice-Chair	X	Maureen Hochberg	X	Mark Apfel MD, Medical Director	X
Heidi Knott Gundling, Secretary	X	Ivan Jimenez	X	Fabiola Cornejo, Operations Director	X
J.R. Collins, Treasurer	X	Eric Labowitz	X		
Drew Colfax	X	Teresa Malfavon	Excused		
Deborah Covey	absent	Hugo Chavez	X		

Time	DISCUSSION/REPORTS	ACTION
5:00 pm	Ric Bonner called the meeting to order.	Meeting called to order, quorum established.
	The May meeting agenda was approved.	Agenda approved. Motion: Collins Second: Colfax, All ayes
	The Executive committee met, interviewed, and has recommended electing Lucy Plancarte as a new member to the AVHC board of Directors for a term ending at the end of 2019.	Motion: Eubank, Second: Labowitz, All ayes.
	The introductions of all present were made to introduce board and staff to our new Board member, Lucy Plancarte.	
	The minutes of the April 27, 2017, AVHC Board meeting were approved as drafted.	Minutes approved Motion: Cox Second: Colfax, All ayes

STAFF REPORTS	TIME	DISCUSSION/REPORTS	ACTION
Executive Team / Staff Report Summary		See attached Executive Team Summary – with reports by Medical Director Dr. Mark Apfel, Operations Director Fabi Cornejo, and ED Chloe Guazzone Still working on selecting a more appropriate pharmacy management software and trying to identify and ensure that interface issues can be worked out with eCW.	

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		<p>Senior Needs Survey: This is still not complete as there has been too little Latino participation. There have been 65 English speaking responses, but only 12 Spanish speaking ones. Several high school students have been trained to call and interview Spanish speaking seniors, which they will do on Friday afternoons. Our goal is to get at least 30 Spanish speakers' responses by the end of June.</p> <p>Chloe will contact Steve Wood to see whether a phased expansion of the AVHC facilities is possible. She will also ask him to develop construction ready plans to split one of the existing exam rooms into two.</p> <p>The Tomando workshops for seven chronic illness patients. The second Health coaching workshop sessions are in their second week.</p> <p>We have received notice that our 3 year SAC grant renewal has been awarded!</p> <p>There have been no incidents, complaints or pending lawsuits filed.</p>	
<p>BOARD COMMITTEE REPORTS</p>	<p>TIME</p>	<p>DISCUSSION/REPORTS</p>	<p>ACTION</p>
<p>Finance Committee.</p>		<p>Collins reported on the April 21 Finance Committee meeting, saying that the health center continues to operate in the black. The current fiscal year to end of April shows a profit of \$539,000, providing reserves for 172 days of operation. It was pointed out that this profit is largely due to billing improvements, larger number of patients with insurance and vacancies in medical and behavioral health providers.</p> <p>In May a special meeting will be held to focus on preparing the final draft of the FY 2017-2018 operating budget.</p> <p>A "Change of Scope" audit is still in progress by the state and will</p>	<p>The April financial reports were approved. Motion to approve: Labowitz Second: Eubank - All ayes.</p>

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		result in a much higher MediCal rate but will likely require appealing the preliminary findings and legal counsel.	
Outreach Committee		The health coaching program was reported in the staff report.	
Performance Improvement Committee.		Drew Colfax reported that the PI committee recommends the board adopt the new "Employee Quality Improvement Program" policy.	Employee Quality Improvement Program approved. Motion: Labowitz Second: Jimenez - all ayes
Marketing Committee		Will be meeting next week.	
Fundraising Committee		The AVHC will likely receive approximately \$20,000 from the proceeds from the Pinot Festival auction. Thanks to Deanna Apfel for coordinating this event . We expect to receive about \$10,000 from the proceeds of the Beer Festival which was held in April.	
Board Development and Governance		1) 3 members of the Board interviewed Lucy Plancarte for a Board position and recommended her for election. 2) Employee Handbook. This was read by Eubank and Bonner and their comments and recommendations were included in the latest version. 3) A retreat will be held in September or October to revisit and update the Strategic Plan.	
Executive Committee		Recommended Lucy Plancarte for election to the Board.	

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New Business		<p>Approval of the Employee Handbook which has now been reviewed by staff, administration and the Board of Directors</p> <p>The Family Friendly policy was reviewed and approved. We recently received an award as one of six organizations in the state to support Family Friendly workplaces.</p>	<p>AVHC Employee Handbook approved for issue Motion: Labowitz, Second: Cox - all ayes</p> <p>Motion: Colfax Second Collins - All ayes.</p>
Public Comment		No public was present	
Adjournment	6:05	The meeting was adjourned	<p>Motion: Cox Second: Collins, All ayes</p>

Minutes: Knott Gundling

Next Meeting: 5pm, June 29, 2017, at the AV Health Center