

AVHC Board Meeting Minutes
January 26, 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	excused	Fabiola Cornejo, Operations Director	X
J.R. Collins, Treasurer	excused	Eric Labowitz	X		
Drew Colfax	X	Teresa Malfavon	excused		
Deborah Covey	X	Hugo Chavez	X		

Topic	DISCUSSION/REPORTS	ACTION
Call to order	Ric Bonner called the meeting to order at 6:04 p.m.	Meeting called to order, quorum established.
Agenda approval	The agenda was revised to put a closed session at the beginning and to conduct the Board member and Board Officer elections.	Agenda approved. Motion: Labowitz Second: Colfax, All ayes
Closed Session	A discussion was held to update the Board on a potential legal problem. The Board authorized the ED to enter into a contract for legal representation as needed.	Authorize ED to enter into a contract for legal services as needed. Motion: Colfax Second: Labowitz, All ayes
Election of Board Members	Board Members Ric Bonner, Drew Colfax and Kathy Cox's terms have run out and they have agreed to stand as candidates for another term of 3 years. Vote was by a show of hands. The Board Officers all agreed to serve another one year term in their present positions. No other Board members expressed interest in serving as an officer at this time. Written ballots were circulated and tallied.	Motion to elect these 3 for new 3 year terms Motion: Labowitz, Second: Eubank. All ayes. The Board reelected the Board Officers to serve a one year term their present positions by written ballot.
Approval of Dec 29, 2016 Board Meeting Minutes		Minutes approved Motion: Cox Second: Labowitz, All ayes

Change of Time for Board Meetings on Thursdays	It was requested to change the Board meeting time from 6pm to 5pm on the last Thursday of each month.	Time changed to 5pm for future Board meetings by general agreement.
Sign-up sheet for board members to attend monthly staff meetings	A sign-up sheet was circulated for Board Members (one at a time) to attend monthly staff meetings to improve their understanding of AVHC administration and staff issues. For the first half of 2017, the following have signed up for meetings on the second Tuesday of each month at 12 noon: February - Clay Eubank, March - Maureen Hochberg, April - Kathy Cox, May - Ric Boner, June - Debbie Covey, July - Heidi Knott. October - Ric Bonner	
STAFF REPORTS	DISCUSSION/REPORTS	ACTION
Executive Team / Staff Report Summary	See attached Executive Team Summary for Jan. 26, 2016 Dr. Gary Pace saw patients on several days in January and all went well. He will not be here in February, but is scheduled to come back in March. Readdressing the LEAN process was briefly discussed.	The Board will go on a 15 minute walk through the Health Center at the next meeting to familiarize themselves with the new LEAN process.
BOARD CMTE. REPORTS	DISCUSSION/REPORTS	ACTION
Outreach Committee	no news.	

Performance Improvement Cmte.	Six policies and procedures were recommended For Board approval by the PI Committee: 1) Communicable Disease Reporting policy 2) Clinical Chart review policy 3) Loan Repayment Policy 4) Pain Management Policy 5) Pre-Natal Policy 6) Time & Place Policy for AVHC hours of operation	The policies were all approved.It was suggested to vote on these policies as one package. Motion: Labowitz Second: Covey. All Ayes.
Marketing Committee	no news	
Fundraising Committee	The Board discussed the annual newsletter and agreed that it was very well done.	
Board Development and Governance	No meeting took place but Eubank suggested that we use this year's self-evaluations to spur involvement and fire passions as we move forward. He reminded the board of the suggestion to invite individual staff members to give short presentations of their work at board meetings and of our need to recruit more Latino board members.	
AV July 4th celebration	The Board agreed that we are not in a position to assume responsibility for organizing the annual AV July 4th celebration.	
New Business	There was no new business.	
Public Comment	There was no public comment.	
Adjournment	The meeting was adjourned at 7:40 p.m.	Motion: Labowitz Second:Hochberg, All ayes

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Minutes: Knott Gundling

Next Meeting: 5pm, February 23, 2017, at the AV Health Center