

AVHC Board Meeting Minutes
January 28, 2016

Board Members			Board Members		Staff	
Ric Bonner, Chairperson	X	Walter Hopkins	X	Chloë Guazzone, ED	X	
Kathy Cox, Vice-Chair	X	Ivan Jimenez	X	Mark Apfel MD, Medical Director	X	
Heidi Knott Gundling, Secretary	X	Eric Labowitz	X	Fabiola Cornejo, Operations Director	excused	
J.R. Collins, Treasurer	X	Teresa Malfavon	X			
Deborah Covey	X	Izak Parra	excused			
Clay Eubank	X	Erin Perez	excused			

Topic	Time	DISCUSSION/REPORTS	ACTION
Call to order	6:05 pm		Meeting called to order, quorum established.
Agenda approval			Motion to approve: Labowitz Second: Hopkins, All ayes
Review & approval of Dec 17, 2015 minutes		No changes were suggested.	Motion to approve: Hopkins Seconded: Jimenez All ayes.
Motion to elect 2 new board members		The governance committee had reviewed applications, interviewed the candidates and endorses the following for their election to the AVHC Board of Directors. Drew Colfax – elect to a 1 year term ending December 2016 Maureen Hochberg- elect to a 3 year term ending in December 2018	Motion to elect: Labowitz, Second: Cox, All ayes. Motion to elect: Labowitz Second: Collins, All ayes.

STAFF REPORTS	TIME	DISCUSSION/REPORTS	ACTION
Executive Team / Staff Report Summary		<p>See attached Executive Team Summary - Jan 28, 2016 with reports by Medical Director Dr. Mark Apfel and ED Chloe Guazonne</p> <p>The AVHC has been officially “deemed” by the Federal government and will be under the federal umbrella for malpractice lawsuits. This will allow us to begin providing pre-natal care and will save some insurance costs.</p> <p>Mark Apfel has been re-certified as a Family Health doctor</p> <p>AVHC will likely receive a donation of \$10,000+ from a closing health organization in Mendocino county as they distribute their assets.</p> <p>The dental department is requesting a dental panorex machine and auxiliary imaging components which will save having to send patients to Ukiah for full mouth and jaw imaging. There is a need for this technology for several patients a day. A dentist in Rohnert Park has a used machine he is willing to sell us at a very low price and the consensus of the board was to acquire this machine. The finance committee is tasked with finding a way to pay for the digital update components that are required to maximize this technology.</p> <p>The AVHC paid off the second USDA mortgage loan on Jan. 1, 2016, thanks to the generous support of the AV community. This leaves us with one final loan that is being serviced on a regular monthly basis.</p> <p>The governance committee was asked to draft a policy for what information is to be put on the website.</p> <p>There have been no incidents, complaints or pending lawsuits filed.</p>	

BOARD CMTE. REPORTS	TIME	DISCUSSION/REPORTS	ACTION
Finance Cmte.		<p>Fiscally the AVHC is doing better than last year, although December had less patients than average.</p> <p>Motion to approve the November Finance Report (as there was no Quorum at the last Finance cmte. meeting)</p> <p>Motion to approve the December Finance Report</p>	<p>Motion: Labowitz, Second: Eubank, All ayes</p> <p>Motion: Collins, Second: Hopkins, All ayes</p>
Governance Cmte.		<p>The deadline for proposals from possible facilitators for the AVHC Strategic Planning session has been extended to the end of Jan. To date 5 proposals have been received. Our goal is to complete the Strategic Plan by April 1st. Applications will be reviewed on Feb. 5th, 12 noon at the AVHC.</p> <p>All board members are reminded to submit their self-evaluation forms to Clay Eubank immediately.</p>	
Building and Grounds Cmte.		<p>Wally reported on a number of repairs and maintenance jobs he attended to during the last month.</p>	
Performance Improvement Cmte.		<p>At the Jan 26th PI meeting there was no quorum. Focus was on Mitzi's work collecting, archiving and scheduling reviews of all of the AVHC policies and procedures.</p>	
Fundraising Cmte.		<p>We were happy to have paid off the second mortgage loan and will continue with fund-raising efforts in accordance with the new strategic plan.</p>	

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OLD BUSINESS	TIME	DISCUSSION/REPORTS	ACTION
none			
NEW BUSINESS			
Board Elections		<p>The terms of 2 board members (Labowitz and Covey) expired and both stood for re-election. Motion to re-elect Deborah Covey</p> <p>Motion to re-elect Eric Labowitz</p> <p>All Board Officers were willing to be elected for another term.</p>	<p>Motion: Hopkins, Second: Labowitz All ayes Motion: Collins, Second: Jimenez, All ayes The result was the unanimous re-election of all board officers.</p>
		<p>With the now enlarged board, it was suggested we review the tasks of sub-committees and possibly create a new one or two. These might include an Outreach Committee that reviews special needs.</p>	
Public Comment		<p>Brad Wiley expressed his congratulations for building up the AVHC Board and for the progress being made in improving operations and finances. He encouraged us to continue to improve and to be rigorous in our Board self-assessment</p>	
ADJOURNMENT	7:30 pm	A motion was made to adjourn.	<p>Motion: Collins Seconded: Hopkins, all ayes</p>

Minutes: Heidi Knott Gundling

Next Meeting: 6pm, February 25, 2016, at the AV Health Center