

AVHC Board Meeting Minutes
June 25, 2015

Board Members		Board Members		Staff	
Ric Bonner, Chairperson	X	Walter Hopkins	X	Susan Smith MD, Interim ED	excused
Kathy Cox, Vice-Chair	excused	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				
Deborah Covey	X	Maxence Weyrich	excused		
Clay Eubank	X				

Topic	Time	DISCUSSION/REPORTS	ACTION
Call to order	6:05	Ric Bonner called the meeting to order.	Quorum established
Agenda approval		The Agenda was approved.	W. Hopkins moved, E. Labowitz seconded motion to approve the agenda.
Review & approval of May 28, 2015 minutes		The minutes were approved.	E. Labowitz moved, W Hopkins seconded motion to approve minutes

STAFF REPORTS	TIME	DISCUSSION/REPORTS	ACTION
Executive Director		The AVHC is assessing the implementation plan and readiness for the move from the current ICD 9 codes to the new ICD10 codes that must take place on October 1, 2015. Mayte Guerrero has resigned from the Board because of conflict of interest, as she is now a summer intern at AVHC	Information item
Medical Director		See Administrative Report to AVHC Board (attached) from the Executive Director, Medical Director and Operations Director. Dr. Apfel mentioned that RCHC (Redwood Community Health Coalition) is helping AVHC to more fully utilize eClinicalWorks and that Logan spent a day with the Petaluma Health Center's Chief Informatics	

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		Officer. Dr. Apfel will be attending a NCQA (National Committee on Quality Assurance) conference in June regarding the process to achieve PCMH (Patient Centered Medical Home) designation. NCQA (National Committee on Quality Assurance)	
TOPIC	TIME		ACTION
Finance Cmte.		The board reviewed the Financial Summary for May. See attached Finance Cmte. Mtg. Minutes. The finance committee has met several times to discuss next year's budget which is a conservative one. The Finance Cmte. recommends that the Board approve the Fiscal Year 2015-2016 budget.	Motion to approve the May financial statement by E.Labowitz, second by C. Eubank. All ayes. Recommended by the Finance Cmte., seconded by Collins. All ayes.
Governance Cmte.		Clay announced that 1) there are 2 prospective board members the gov. cmte is vetting. 2) Training for new board members should include a copy of the Board Members Handbook, another board member as an active mentor, and a tour of the HC to meet the staff. 3) Following up on the training session in March, we will be initiating the Strategic Planning process. 4) A review of the Personnel Policies will be started including staff members, the Board Governance Cmte. and any revisions will be recommended to the board for approval.	
Performance Improvement Cmte.		There was no PI Report. See attached minutes from the PI Cmte meeting.	
Fundraising Cmte.		Heidi announced that she is working with Bill Sterling to set up a strategy for 1) paying off the HC mortgage and 2) creating an endowment fund.	
OLD BUSINESS	TIME	DISCUSSION/REPORTS	ACTION

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		none	
NEW BUSINESS			ACTION
		On Wed., July 1, there will be a welcoming lunch for the new ED, Chloe Guazzone, at the HC.	
Adjournment	7:20		
Closed Session	7:25		
	8:40		E. Labowitz moved, W. Hopkins seconded a motion to adjourn the meeting.

Minutes: Heidi Knott Gundling

**Next Meeting: July 30, 2015 at the Veteran's / Senior Center
conference room**