

Board of Directors Meeting, Executive team summary-March 4, 2021

Medical Director-Cindy Arbanovella:

Board Report 4/1/21

- Thursday Covid19 vaccinations have continued at the high school. We're not sure what this will look like moving forward with Blue Shield managing distribution. We're proud of the large portion of the community that we have been able to vaccinate. Philo, Boonville, and Yorkville all have about a 65% vaccination rate, the best in the county.
- We had our first dispensary audit by our new pharmacist, Matt D'Anis. We haven't received the formal review yet but overall it seemed to go well. All of our expired meds were in order. He found a few expired medications/supplies and had some good suggestions but we are leaps and bounds ahead of where we were a year ago.
- The providers and I met to update our dispensary formulary, which we try and do twice a year. This helps us not have to manage keeping so many medications in stock all the time (and we can still special order medications for patients as needed).
- Zoe Triplett's last day as an MA with us will be Friday, April 9th. She is heading to nursing school. She has been a huge help the past few months. We are looking for another MA and will be short-staffed until we have someone else in that position.
- We are having an increased demand for in-person visits. We have switched our 5th exam room back from mainly covid supply storage to a working exam room and are hoping going back to 2 rooms per provider will help meet the demand. We continue to do telehealth visits as well but are working on fine-tuning the right number of telehealth visits each day as well as the right number of same day appointments.

Operations Director- Fabiola Cornejo:

Human Resources updates:

Current job openings are: Temp receptionist, Health Information Specialist (HIS), Dentist, Dental Assistant, Medical Assistant.

- Zoe has left for nursing school leaving an opening for a Medical Assistant.
- We have interviewed two dentists and one Registered Dental Assistant, all of whom were great candidates. References have been checked and we are working on offer letters.
- We continue to interview for the Medical Records/HIS position and for Reception.

Executive Director-Chloe Guazzone:

Key activities this month:

1. To date we have provided 1,962 first dose vaccines and 391 second dose vaccines are due. First dose vaccines have not been received for this week. All the community health centers in Mendocino County are in the process of signing the contract with Blue Shield to be able to continue vaccination distribution. We have been told that the county will no longer be able to distribute out to other entities once they sign their Memorandum of Understanding with Blue Shield/State of CA. We signed the contract on March 23rd.
2. The dental remodel is nearly complete with the installation of IT equipment pending.
3. Our second Patient centered Medical Home check-in is on April 1st.
4. Work with the fundraising committee and consultants on the capital campaign has begun and interviews will start this week.

Finance:

- The annual finance audit is in progress and is virtual this year. It is looking like we will file an extension request to meet the deadline of the end of March. Wipfli and the Pun group are working together to finalize the review, but I have discussed with Christie a potential extension.
- Continue to work with the fundraising consultants to move the capital campaign forward.

Contracts:

- A new contract was signed with a pharmacist Matthew D'Anis to replace Wesley Sweis for the quarterly monitoring visits of the dispensary.
- The contract with blue shield was signed to be able to continue vaccination distribution.
- The contract with Ann Lucas and Dawn Moore was signed (Nonprofit Strategies).

HRSA:

- There are three awards we are tracking in the amounts of \$52,794 (C-19), \$554,705 (CARES) and \$137,404 (ECT) from HRSA as well as the Payment Protection Program in the amount of \$355,440 (not a HRSA grant, but a federal direct deposit grant to cover payroll).
- C-19 and ECT has been spent and reported on and CARES is 80% spent.
- We received notification that we have been awarded \$940,125 from the newest federal relief package called the American Rescue Plan Act. This will be a two-year award geared towards Covid vaccination and response.

Collaborations:

- Weekly calls with the county continue where clinics are advocating for an adequate response county-wide to Covid. Issues with county sponsored vaccine events were discussed and ultimately have led to more flexibility in vaccine eligibility.
- The California Primary Care Association has been holding weekly webinars to work out the state vaccination efforts and advocacy messages.
- The Health Alliance of Northern CA continues to hold weekly leadership calls and the annual Policies and Issues call with Congressman Huffman was organized. His staffers were on the call and of course receptive to all that we shared. We advocated for the issues of telehealth, 340B pharmacy benefits and discussed current vaccination efforts and equity.
- ARCH continues to meet with each other monthly and with Adventist leadership monthly.

Quality Improvement:

- Annual Visit data trend:

		Q1 TO	Q2 TOT	Januar	Feb	March	Q3 TO	FY TOT
3								
4	Mark	339	393	119	95			
5	Luiza	331	358	97	181			
6	Cindy	255	330	115	49			
7	Carole	180	0	48	0			
8	Pon	121	117	29	29			
9	Jessica	236	222	71	63			
10	John	412	471	163	162			
11	Melanie	41	164	95	75			
12	Dr. Challa	28	18	4	4			
13	Cristina	94	142	33	38			
14	Lea	347	314	74	81			
15	TOTAL	2384	2683	848	777			
16	Unduplicated Patients:	2388		2361	2457			
17								

Risk Management: 1 Employee sharps incident