

## **Board of Directors Meeting, Executive team summary-January 26, 2016**

Medical Director-Mark Apfel:

- Research for ultrasound underway
- Policies pending: 340B project

Operations Director- Fabiola Cornejo

- Kelly's visit- We will start working closely with the dental department to decrease claims days in Accounts Receivable.

Executive Director-Chloe Guazzone:

HR-No updates

### **EMERGENCY OPERATIONS**

- CPR & Stericycle trainings completed for all staff.

OUTREACH/HEALTH COACHING-No updates

### **NEW INITIATIVES**

- Senior survey-organizing a focus group for Spanish speaking seniors with Kathy, Faris, Denise and students
- First prenatal patient last week! Steph getting trained as lactation educator.

IT/EMR (with Jason's input)

- UDS submitted.
- Negotiating with a broker on new internet and phone services after Airespring.

### **COLLABORATION/LEGISLATION**

- Alliance for Rural Community Health (ARCH)-POP-IQ project in collaboration with North Coast Clinic Network (NCCN).
- MOU nearly finalized with county mental health.
- Participation in County Community Health Improvement Plan subcommittee on housing and child health. AV housing forum attended on Feb. 9<sup>th</sup>.
- Attended Community foundation's listening tour.
- Planned attendance at National Community Health Clinic policy and issues forum in March.

## PERFORMANCE IMPROVEMENT/QUALITY IMPROVEMENT

- Patient Centered Medical Home (PCMH) project is ongoing with Fabi and I, meeting weekly with consultant.
- LEAN work planned to map patient check-out process to discuss standard process for notifying patient when they are done, handing over any medications, collecting fees and checking out.
- Dental hours being discussed
- Policies: 340B project, dispensary charges, Sliding fee scale
- Staff satisfaction survey developed reviewed in QI

## FINANCE/Billing

- Scope change audit still in progress.

## ALL OTHER BUSINESS

- Building project on hold.
- There have been no letters of intent to sue filed at AVHC. We have arranged for each provider to receive a newsletter from NorCal, our malpractice insurance provider.