

AVHC Board Minutes
October 3, 2019

Board Members		Board Members		Staff	
Ric Bonner, Chairperson	x	Clay Eubank	x	Chloë Guazzone, ED	x
Drew Colfax Vice-Chair	x	Heidi Knott	x	Fabiola Cornejo, Operations Director	x
Maureen Hochberg, Secretary	Excused	Ivan Jimenez	x	Cynthia Arbanovella FNP, Medical Director	x
J.R. Collins, Treasurer	x	Eric Labowitz	x		x
Kathy Cox	x	Ximena Flores	x		
Lucy Plancarte	Excused	Misha Vega	x		

Call to Order & Quorum / Agenda / Minutes Approval	Action
The chairperson called the meeting to order at 5:05 p.m.	Meeting called to order, quorum established. The draft May meeting agenda was approved. Motion: Labowitz, Second: Colfax, all ayes
Update regarding the Village organization	The AV Village group currently has 50 members and 32 volunteers. They will be conducting a Senior nutrition training session on October 13.
Conflict of Interest	The Board and Staff were polled and were not aware of any potential or actual conflicts of interest.
The draft September 5, 2019 Board minutes were reviewed and approved.	The draft minutes of the September 5, 2019 meeting were approved as presented. Motion: Colfax, Second: Labowitz, All ayes
Board Compliance Training Lead by Mercedes Spalliero- via Phone	Chapter 7 – Coverage for Medical Emergencies During and After Hours

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Staff and Committee Reports	Reports/Discussion	Action
Executive Team / Staff Report Summary	<p>See written report for details.</p> <p>Dispensary software was installed on 9/30. Seems to be going smoothly.</p> <p>Public Charge update</p> <p>Wes Falatoonzadeh has accepted the RN case manager position.</p> <p>AVHC did a presentation about the LEAN training program at the Rural Round Table meeting.</p> <p>We received Oral Health Expansion grant, worth \$300,000 for capital facilities expansion of the dental practice.</p>	Executive Team / Staff Report Summary
Strategic Plan	<p>Review and discuss goals and work plans for the Strategic Plan Direction – Promote and Coordinate Community Health and Wellness.</p> <p>Kathy Cox reported that a kickoff meeting of over 10 local organizations and other interested individuals will be held on October 24 to coordinate efforts focused on nutrition and exercise for health.</p>	
Finance Committee.	<p>August 2019 Financial report was reviewed and approved. Profit from operations of \$12,874 for August and an YTD profit of \$54,123</p>	<p>The August 2019 financial report was approved.</p> <p>Motion: Labowitz, Second: Jimenez, All ayes</p>

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	Same day payment discount policy went into effect on 9/1 and seems to be going well. The coding is being done correctly now so we should be getting better data. The program needs to be advertised better.	
Performance Improvement Committee.	<ul style="list-style-type: none"> • Upon the recommendation of the PI committee, the credentialing of Dr. Lea Queen, Psychologist, was approved • The new revision to the Chronic Pain Management Policy and Procedure was presented for approval. Due to the many issues and revisions, the approval will be postponed to next month. 	Credentialing for Lea Queen was approved. Motion: Labowitz, Second: Eubank, All ayes
Outreach and Marketing	<p>A discussion was held on creating a poster to inform the community of the services provided by the AVHC.</p> <p>Community members awareness and acknowledgements</p>	
Board Development and Governance	<p>All board members have the responsibility to be health center ambassadors out in the community and represent the clinic. All Board members should make a financial donation to the AVHC every year in an amount that they are comfortable giving.</p> <p>Holiday Newsletter, the committee will start drafting it for a late Nov-early Dec release</p>	
Executive Committee	<ul style="list-style-type: none"> • Discussed staffing updates <ul style="list-style-type: none"> ○ Dr. Lea Queen ○ Dr. Kaur – length of service? ○ Jason Mathis – HR professional – start October 14 	

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	<ul style="list-style-type: none"> ○ Wes Falatoonzadeh – RN Case Manager – start October 14 ○ Locums dentists - interviewing 	
Building Committee	<p>No meeting held in August</p> <ul style="list-style-type: none"> • Septic Permit issued • Building remodel permit issued, will not final until Septic completed • working to get contractors lined up to start on these projects 	
New Business	<p>Discussed the need for obtaining off site office space for staff Offer for acquisition of offsite office and housing space was made and we are now in escrow. Approval to move forward with the escrow</p>	<p>Motion to approve Chloe signing the escrow papers if a deal can be reached with the sellers. Motion: Labowitz Second: Cox, all ayes</p>
Public Comments	No public was present.	
Closed Session	Confidential discussions	
Adjournment	A motion to adjourn was approved at 6:41 p.m.	<p>Meeting Adjourned Motion: Labowitz, Second: Colfax, All ayes</p>

Minutes: Cornejo

The next meeting of the AVHC Board will be on Thursday, November 7, 2019 at 5 p.m. in the Conference Room