

AVHC Board Minutes
September 5, 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	Mark Apfel MD	Excused
Maureen Hochberg, Secretary	excused	Ivan Jimenez	x	Fabiola Cornejo, Operations Director	x
J.R. Collins, Treasurer	x	Eric Labowitz	x	Cynthia Arbanovella FNP, Medical Director	x
Kathy Cox	Excused	Ximena Flores	x		
Lucy Plancarte	x	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: Knott, all ayes
Update regarding the Village organization	Update regarding programs and meetings of the AV Village group Volunteer training session on the second Sunday of the month. 9/8
Conflict of Interest	The Board and Staff were polled and were not aware of any potential or realized conflicts of interest.
The draft August 8, 2019 Board minutes were reviewed and approved.	Motion: Colfax, Second: Labowitz, All ayes
Board Compliance Training Lead by Mercedes Spalliero- via Phone	Chapter 12 – Contracts and Sub-awards

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Staff and Committee Reports	Reports/Discussion	Action
Executive Team / Staff Report Summary	<p>See written report for details. Cindy has completely transitioned into the Medical Director role Dr. Ramnik Kaur has started and will be here for a total of 3 months We have put a hold on taking new workmen's comp cases. We will continue to treat First Aid visits. The dispensary software is scheduled to be installed on 9/30</p> <p>AVHC will be presenting LEAN at the next Rural Round Table meeting</p>	Executive Team / Staff Report Summary
Strategic Plan	<p>Review and discuss goals and work plans for the Strategic Plan Direction – Identify and Develop Expansion of Services, Funding and Facilities 3 Priorities discussed: Provide physical therapy access to AVHC patients, Provide a case manager for elder patients, Provide specialty care locally Discussion on Fundraising as to how to strategize a plan</p>	
Finance Committee.	<p>July 2019 Financial report was reviewed and approved.</p> <p>Profit from operations of \$41,249 for July and a YTD profit of \$729,000, due to the Change in scope PPS rate increase.</p> <p>Same day payment discount policy went into effect on 9/1.</p>	<p>The July 2019 financial report was approved. Motion: Labowitz, Second: Eubank, All ayes</p>

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Performance Improvement Committee.	<p>Dispensary software scheduled to be installed 9-30. Controlled substance policy to be revised Medication refill policy is also set to be revised</p> <p>Performance Metrics</p>	
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>Harvest Festival to be held on Tuesday, October 15th or 22nd.</p>	
Board Development and Governance	<p>Board Self-Assessment Discussion Review of the Self-Assessment reviewed and discussed. Action plans to be developed.</p>	
Executive Committee	<ul style="list-style-type: none"> • Discussed staffing updates • Worked on Strategic Plan Direction – Identify and Develop Expansion of Services, Funding and Facilities • Discussed the draft performance appraisal for Chloe 	
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 	
New Business	<p>Discuss need for obtaining off site office space for staff</p>	
Public Comments	<p>No public was present</p>	

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Closed Session	Confidential discussions	The Executive Directors draft Performance Appraisal for 2018/2019 was approved Motion: Labowitz, Second: Collins All ayes
Adjournment	A motion to adjourn was approved at 6:40 p.m.	Meeting Adjourned Motion: Labowitz, Second: Plancarte, All ayes

Minutes: Cornejo

The next meeting of the AVHC Board will be on Thursday, October 3, 2019 at 5 p.m. in the Conference Room