

Board of Directors Meeting, Executive team summary-January 7, 2021

Medical Director-Cindy Arbanovella:

- We received the Pfizer Covid19 Vaccine and began vaccinating staff and EMS workers on 12/22/20. Chloe has been arranging for us to pick up the vaccine from public health each week since the vaccine lasts for 5 days in the refrigerator. We have been vaccinating between 5-7 staff on Tuesdays and Thursdays over about 3 weeks to avoid too many staff being out from side effects. So far the vaccine has been well-tolerated and the main side effect has been a sore arm. We will administer the booster 3 weeks from the date of the first vaccination. We are not sure when we will begin to vaccinate the second tier.
- We continue to Covid test patients outside that have symptoms. We have been getting a lot of calls of patients wanting to have the rapid test after contact with someone who either has Covid19 or is suspected to. The guidelines are for these asymptomatic patients to quarantine. The Rapid test is only to be used for symptomatic patients and negatives are followed by a nasopharyngeal swab sent to the lab.
- We will be returning to evening hours starting in the New Year. We will be open until 7 on Tuesdays and Thursdays and 6 on Monday, Wednesday, and Friday.
- Ric installed the new med cabinet last month. It holds all of our medications waiting for pick up by patients, is easy to access, locks, and looks great.

Operations Director- Fabiola Cornejo:

- Fabi is back as of Monday 1/4/21! No report this month as she just got back.

Executive Director-Chloe Guazzone:

Key activities this month:

1. Mobile testing through Optum-serve stopped for the two holiday weeks but is resuming Friday Jan. 9th. We are hoping to get state approval to send surveillance tests, but have not received confirmation yet.
2. Vaccinations were successfully given to all eligible and willing staff and 30 EMS workers. We have a few administrative staff that were not approved yet, but we are hoping we will get them vaccinated when we move through the tiers. The logistical coordination is a bit complicated with the cold storage and 5-6 doses per vial.
3. The dental remodel is still in progress.
4. The annual newsletter was sent out Dec. 22nd. We tried including an envelope this year and will see what kind of response we get in the next couple weeks.
5. Dr. Murphy (dentist) is out on medical leave and Dr. Amador (locum) is filling in until Jan 31st. We are in talks with Dr. Murphy about her return to clinical care Feb. 1. Two dental assistants submitted their letters of resignation. From what we understand, they were for very different reasons, but poorly timed to coincide with each other.
6. Our HR coordinator had a busy month onboarding the patient "greeter", a front desk receptionist and an RN. We have an offer out to another part-time RN but are getting her credentialing packet ready for review. We are also bringing on a tele-psychiatrist through the same company as Dr. Forehand came from. We requested direct communication with this provider as well as participation in provider meetings when appropriate.
7. The Budget Period Renewal is due to HRSA on January 8th. It was submitted to the board for review and approval.

- 8. Bonuses were given and very well received. The staff thanks the board for the generous approval to change the formula this year. We did a virtual holiday gift exchange that actually went very well!

Finance:

- The annual finance audit is in progress and is virtual this year.

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). With the new relief package signed, The PPP program may be able to continue. If so, we will apply when it is available if we qualify. They have tightened restrictions. Also the bill included 2 more years of community health center funding. There were also inclusions for vaccination, broadband, SNAP, environmental energy programs etc.
- The annual Budget Period Renewal is due January 8th 2021. The budget will be presented to the board for approval today.

Collaborations:

- Weekly calls with the county continue where clinics are advocating for an adequate response county-wide to Covid including regional surveillance testing and an ethical vaccination strategy. Mark has volunteered to participate in a county-wide vaccination ethics committee to handle special requests for vaccine prioritization.
- The Health Alliance of Northern CA continues to hold weekly calls with CEOs, COOs and Medical Directors.
- ARCH continues to meet with each other monthly and with Adventist leadership monthly.

Quality Improvement:

- Annual Visit data trend:

	Annual Target	Monthly Target	Q1 TO	Oct	Nov	Dec	Q
Mark	1460	122	339	105	151		
Luiza	1877	156	331	138	93		
Cindy	1242	104	255	104	87		
Carole	0	0	180	0	2*Amador		
Phan	1698	142	121	35	37		
Jessica	911	76	236	93	54		
John	1374	115	412	177	132		
Melanie	1028	86	41	52	43		
Dr. Forehand	128	11	28	11	6		
Cristina	360	30	94	43	55		
Lea	914	76	347	114	101		
TOTAL	10992	916	2384	872	762		
Unduplicated Patients:			2388	2383	2384		
					*2 termed providers		

Risk Management: No incidents to report.