

**Anderson Valley Health Center  
Board of Directors Meeting Agenda  
Thursday, May 31, 2018 5-6:50 p.m.  
AVHC Conference Room**

<b>Time</b>	<b>Topic</b>	<b>Discussion Leader(s)</b>	<b>Desired Outcome(s)</b>
5:00-5:05	<b>Call to order, Introductions Establish Quorum Approval of Agenda</b>	Ric Bonner	Approve agenda
5:05-5:10	Approval of April 26, 2018 Board Meeting Minutes	Ric Bonner	<b>Review and approve</b> draft April 26, 2018 meeting minutes
	<b>Staff Reports</b>		
5:10-5:40	Executive Director, Medical Director and Operations Director Reports	Dr. Apfel Fabi Cornejo	Reports given, discussion
5:40-6:25	<b>Board Committee Reports</b>		
5:40-5:50	Finance Committee	JR Collins	<ul style="list-style-type: none"> <li>• <b>Review and approve</b> the April 2018 financial reports</li> <li>• Status report and review of Fiscal Year 2018/2019 Revenue and Expense budget</li> </ul>
5:50-6:20	Performance Improvement	Drew Colfax	<ul style="list-style-type: none"> <li>• Report on activities from the April PI committee meeting.</li> <li>• <b>Review and approve</b> the following 340(b) drug program related policies and procedures upon the recommendation of the PI Committee: <ul style="list-style-type: none"> <li>○ 340B Savings and Fiscal Responsibility</li> <li>○ 340B Annual Recertification, Eligibility and Database Changes</li> <li>○ 340B Contract Pharmacy</li> <li>○ 340B Eligible Patients and Prevention of Duplicate Accounts</li> <li>○ Material Breach</li> <li>○ Dispensary Charges</li> <li>○ Quarterly Records Review</li> <li>○ Pharmaceutical Procurement and</li> </ul> </li> </ul>

Inventory

- Enrollment in Prime Vendor Program
- In-Service and Continuing Education
- Internal Audit Procedures
- Responsible and Qualified Staff
- Scope of Service

- **Review and Approve** the following Clinical policies and procedures upon the recommendation of the PI committee:

- Abnormal PAP Smears-Notification Procedure
- Basic Life Support/CPR Certification
- Care of Patients
- Screening Guidelines for the Adult Population
- Chaperone for Sensitive Services
- Child Abuse and Dependent Abuse Reporting
- Code Blue Response
- Complimentary and Alternative Treatments
- Completion of Control Sheets
- Completion of State Disability Insurance Forms
- DCA 2000+ Hemoglobin a1c Testing Procedure
- Domestic Violence Screening
- Medical Marijuana
- No-Show Patients
- Pain Management
- Patient Assessment Patient and Family Education
- Guidelines for Patients with Special Needs
- Referrals for Counseling
- Use of the Microscope

			<ul style="list-style-type: none"> <li>○ Use of Per Diem Medical Providers</li> <li>○ Victims of Sexual Abuse</li> </ul>
6:20-6:30	Outreach and Marketing committee	Fabi Cornejo and Ivan Jimenez	Report on Strategic Plan activities
6:30-6:35	Fundraising	Ric Bonner	Report of Strategic Plan activities
6:35-6:45	Board Development and Governance	Heidi Knott	Board Strategic Plan Update – complete and finalize 2018 and 2021 plan elements.
6:45-6:50	Executive Committee	Ric Bonner	Discussion of Executive Director performance appraisal process
6:50-7:15	<b>New Business</b>	Ric Bonner	<ul style="list-style-type: none"> <li>• <b>Discuss and approve</b> adding acupuncture and chiropractic services to our HRSA scope of services document.</li> <li>• <b>Discuss and approve</b> the draft Needs Assessment document</li> <li>• <b>Discuss and approve</b> the Executive Director signing a contract with WIPFLI LLP, the new owners of Price-Waterman.</li> </ul>
7:15-7:25	<b>Closed Session</b>	Ric Bonner	Discussion regarding potential legal involvement
7:25-7:40	<b>Board Training</b>	Kathy Cox	Discussion of information from HRSA Governing Board Handbook (pages 23 through 46)
7:40-7:50	<b>Public Comments</b>		Receive public comments
7:50	Adjournment	Ric Bonner	Meeting adjourned,

Next AVHC Board Meeting will be on Thursday, June 28, 2018 at 5 p.m. at the AVHC Conference Room

5-26-18