

Board of Directors Meeting, Executive team summary-September 3rd, 2020

Medical Director-Cindy Arbanovella:

- The clinic has continued Covid19 surveillance testing on Thursdays through August (with an extra testing day on 8/31/20). There have been close to 100 people tested each day. Luiza and Marcelle now have access to the UCSF portal and have been able to get results about 4 days after testing, a big improvement. We are seeing an increase in cases in the Ag worker population.
- Providers continue splitting their days between telehealth and in-person visits. There is still increased demand for in-person visits. The front desk staff are working off guidelines for scheduling telehealth with hopes that more visits can be done virtually.
- All of the medical teams semi-annual chart reviews have been completed.
- Wesley Sweiss, our contracted pharmacist, made a mid-quarter visit for an audit in August. This was mainly to bring us into compliance with our controlled medications. We are now starting with somewhat of a clean slate and should have an easier time tracking controlled medications. We have made a lot of improvements and are hoping for a smooth audit for the 3rd quarter.
- Luiza and I continue to clear out expired medications at the end of each month. The medications are sent back to Inmar, a company that purchases those meds from us.
- Zoe Triplett left to do her nursing pre-reqs. We have a new MA, Alex Gil, who is a great addition to our team. She is mature, dedicated, and a quick learner.
- We are still short an RN. Wes is hoping to get back to more case-management but has been a big help to the nursing team during the pandemic.

Operations Director- Fabiola Cornejo:

- Fabi is out on Maternity leave as of Thursday August 20th.

Executive Director-Chloe Guazzone:

Key activities this month:

1. COVID-19 response and updates: We have received all the extra safety equipment and are slowly reopening dental and acupuncture. Pon is also on paternity leave now and Carole Murphy (new dentist) is working 4 days per week.
2. We have several staff changes; one new MA (Alex Gil), one new Front Desk receptionist (Alma Silva), two health coaches (Leah Collins and Cyd Bernstein), and an administrative assistant (Donna Sherwood).
3. Acupuncture will be starting back up on sept. 8th with new precautionary measures and visit protocols.
4. The county has extended our UCSF contract through September to continue surveillance testing. We now have full access to the UCSF portal for results. We plan on continuing surveillance every Thursday through September.
5. The dental remodel revisions have been submitted back to the county for the permit.
6. The Septic and generator construction project is in progress. The generator is hooked up but we are waiting on the propane tank installation.
7. We have three major upcoming projects-the finance audit (September), the Partnership healthcare plan audit (October) and the Patient centered medical home renewal (due in 2021).

Finance:

- The FY18-19 Change of Scope request has been finalized and we are waiting the final letter of approval.

- We ended the fiscal year with a positive bottom line, which was good news given the context of the pandemic.

HRSA:

- We are tracking three awards 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).
- The annual FTCA renewal was approved for the 2021 calendar year.
- The Cadre application is still pending and hopefully awards will be announced by mid-September. This is a potential award for a large remodel of the health center and addition of square footage and office space.

Collaborations:

- We continue to have weekly calls with the county and now all medical facilities to advocate for an adequate response county-wide to Covid including regional surveillance testing. Many of our issues are being addressed by the county. We continue to be worried about the contact tracing and particularly the Spanish speaking contact tracer availability. We have been having more presence on the radio to promote a county wide response for the Spanish speaking population.
- We are providing data on no-show rates and job satisfaction to the Health Alliance in order to promote the continuation of reimbursement for virtual visits in the behavioral health department.

Quality Improvement:

- Annual Visit data trend:

	Annual Target	Monthly Target	July	Q1 TO1	Q2 TO1	Q3 TO1	FY TOTAL
Mark	1460	122	134				
Luiza	1877	156	101				
Cindy	1242	104	76				
Carole	0	0	0				
Phan	1698	142	58				
Jessica	911	76	74				
John	1374	115	137				
Melanie	1028	86	0				
Dr. Forehand	128	11	6				
Cristina	360	30	23				
Lea	914	76	137				
TOTAL	10992	916	746				
Unduplicated Patients:			2463				

Risk Management: No incidents to report.