

Board of Directors Meeting, Executive team summary-March 24th 2016

Medical Director-Mark Apfel:

We continue to be understaffed in the medical department, especially with Stephanie extending her Maternity Leave until April, Jennifer being part-time and Sarah's absence due to her father's death. We still need an additional nursing staff personnel who speak Spanish. Logan and Rocio had their new baby and he was off for a couple of weeks but returned this week. Cindy has been on vacation for the past week.

I attended a CHCF meeting and one of the issues that was discussed with the use of medical scribes. There were 3 very different examples which were quite interesting.

We have not yet received the \$25,000 grant from the Foundation and I will be checking on one that will be coming and then we have someone come up and give us a demo on a couple of different Ultrasound machines.

Executive Director-Chloe Guazzone:

OPERATIONS

- Staffing continues to have challenges but slowly returning to normal. Sarah is back, Stephanie back March 3rd, Roger added a day, Michelle added evening hours and Angie added evening hours.
- Front desk workflows need to be revised and put into the wiki page that Jason created

CLINICAL SERVICES

- Logan and Cindy out (Logan 2 weeks, Cindy 4 days)

OUTREACH

- Did not get Social Determinants Grant
- Advanced Motivational interviewing trainings sponsored by Partnership HC plan (staff participating) was cancelled

IT/EMR

- Presentation from Jason

HR

- psychologist position still open

- Fabi back
- No more Americorps next year

COLLABORATION

- ARCH
- Attended rural roundtable
- Invited guest to independent women's group
- My application was accepted for the CLI NEXT program for new EDs. Will start in April and meet quarterly for 1 year.

PERFORMANCE IMPROVEMENT/QUALITY IMPROVEMENT

- UDS data has been validated. The full report is available by request.
- Working on: updating Nurse Practitioner protocols and Job descriptions, behavioral health policies
- Honing the data given to partnership HC plan for bigger incentives
- Dispensary and vaccines-re-assigning roles and documenting workflows
- OSHPD data submitted
- Meaningful use application attestation for Logan due March 31st, participating in grant with RCHC will get some money for meaningful use steps from them

FINANCE/Billing

- Kelly visiting for 2 days this week

All Other Business

- There have been no letters of intent to sue filed at AVHC. We have arranged for each provider to receive a newsletter from NorCal, our malpractice insurance provider.