

AVHC Board Minutes
August 3, 2023

Board Members		Board Members		Staff	
Ric Bonner, Chairperson	x	Clay Eubank	x	Chloë Guazzone, ED	x
Kathy Cox, Vice-Chairperson	x	Lucy Plancarte	Excused	Cynthia Novella FNP, Medical Director	Excused
Eric Labowitz, Treasurer	x	Yuridia Cruz-Arrelo	X	Fabiola Cornejo, Operations Director	x
Heidi Knott, Secretary	X	Mike Zaugg	Excused	Donna Sherwood	Excused
Autumn Ehnou	x				
Tricia Anguiano Rubin	Excused				

Call to Order & Quorum / Agenda / Minutes Approval	Action
The chairperson called the meeting to order at 5:14 pm. Meeting was held in person at the clinic and via GoTo meeting.	Meeting called to order; quorum established. The draft August 3, 2023 meeting agenda was approved. Motion: Labowitz, Second: Ehnou, All ayes.
Conflict of Interest	The Board and Staff were polled and were not aware of any potential or actual conflicts of interest at this time.
The draft July 6, 2023 Board minutes were reviewed and approved as presented.	The draft July 6, 2023 minutes were approved. Motion: Labowitz, Second: Ehnou. All others ayes.
Board Compliance Training	Third quarterly meeting the Write Choice with Randi Ganousis and Monica VanDeWalle: SAC application will be due this year on November 29 th . Chapter 15, Financial Management and Accounting Systems Chapter 16, Billing and Collections Chapter 17, Budget Education

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Strategic Plan Preparation	<p style="text-align: center;">Kathy Cox -</p> <ul style="list-style-type: none"> ○ Patient and staff satisfaction surveys, much discussion on staff responses. New survey to be sent out to staff in the coming months. Focus on customer service, 3 week workshop <p>All in preparation for the October retreat.</p>

Staff and Committee Reports	Reports/Discussion	Action
Executive Team / Staff Report Summary	<p>Medical Director-Cindy Novella</p> <p>For complete detail, please refer to the Staff report.</p> <p>Operations Director- Fabiola Cornejo</p> <p>For complete detail, please refer to the Staff report.</p> <p>Executive Director-Chloe Guazzone</p> <p>For complete detail, please refer to the Staff report.</p>	Executive Team / Staff Report Summary
Finance		

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<p>Committee.</p>	<ul style="list-style-type: none"> • Upon the recommendation of the Finance Committee, review and approve the financial reports June 2023, please review board attachments for details. • June 2023 – profit from operations of \$61,299 for the month June 2023, year to date results in a loss of \$102,785 • Cost per patient visit is now \$274.00 • Clinic has used all of the supplemental income, i.e. grant money 	<p>The June 2023 financial reports were approved. Motion: Cox, Second: Eubank, All ayes</p>
<p>Performance Improvement Committee.</p>	<ul style="list-style-type: none"> • Incident reports: HIPPA regarding patient documentation picked up off of the printer. Corrective action has been put into place • Discuss and approve the credentialing of dental staff C. Boseovski, DDS E. Tanglao, DDS V. Perez, DA D. Delgado, Sterilization tech. 	<p>Approved credentialing of the four dental staff : Motion: Eubank, Second: Knott, All ayes</p>
<p>Outreach and Marketing</p>	<ul style="list-style-type: none"> • No report 	
<p>Board</p>		<p>Strategic Planning</p>

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Development and Governance	<ul style="list-style-type: none"> • Strategic Plan update 	retreat will be Sunday, October 1, 2023 from 8:30 am to 4:40 pm at Rivers Bend in Philo.
Executive Committee	<ul style="list-style-type: none"> • No activity 	
New Business	<ul style="list-style-type: none"> • Chloe - UDS Summary Report Discussion 	UDS moved to September Board Meeting
Public Comments	<ul style="list-style-type: none"> • None present 	
Items of Interest /Concern to Board Members		
Adjournment	<ul style="list-style-type: none"> • A motion to adjourn was approved at 6:35 p.m. 	Meeting Adjourned Motion: Eubank, Second: Cox, All ayes

Date Minutes Accepted: _____

Committee Chairman: _____

Minutes: Cornejo The next AVHC Board meeting will be on Thursday, September 7, 2023 at 5:00 p.m. via in person or open meeting.