

Board of Directors Meeting, Executive team Summary-August 3, 2023

Medical Director-Cindy Novella:

- We are working through being short-staffed, mainly on Mondays, and are looking forward to Dr. Smelter's start in September.
- We have a new MA, Evelyn Najera, who is quickly learning the ropes. She has some medical assistant experience and has been a support to the medical team.
- Mike Louis, our pharmacist, has completed his move into the new dispensary. We all appreciate the quiet, dedicated medication space and feel that this will also diminish medication errors.
- Jess Dawdy, NP, ran a code drill for the staff last week. Now that we have our emergency ops team up and running we are hoping to do more regular BLS and ACLS drills with the medical team.
- We continue to see redwood teen clinic patients and look forward to working with new students reps this school year.

Operations Director- Fabiola Cornejo:

- Dr. Boseovski started this month. He is a locum dentist from Santa Rosa and will be here 3 days per week through September 10th.
- Daisy Delgado is back as a sterilization technician and we are still looking for a permanent dentist and a front desk receptionist.
- We have two summer interns through the AV ED foundation.
- Staff evaluations are completed and annual raises have gone into effect. Misha will join the compensation committee and we will reconvene soon.
- Vaccines for Children (VFC chart review will be completed on Friday for the billing portion of the audit.
- ECW dental training started on Tuesday. Transition will happen mid-august.
- LEAN-we are tracking transferred calls. The target we have is that patients get needs met with the first person they are transferred to. We are monitoring no-show rates for dental and medical. Support staff are doing call-backs. Target is to reduce no-show rates and get patients back into care quickly.

Executive Director-Chloe Guazzone:

Key activities this month: **Solar installation, Kaiser PHMI implementation grant, Transition to Merino Computer Concepts, End of the fiscal year analysis, Strategic planning work with staff**

- The Kaiser Population Health Management Initiative (PHMI) is continuing now into the implementation phase. Marcelle continues work on the "Model Care Team" initiative and the data integrity piece and Fabi and I are working on the "business case" portion of the project.
- We applied for a grant through the state of California called the "California Supplemental Sick Leave Pay Grant". We should qualify for \$40,000, though the amount awarded, is tied to the amount of unreimbursed Covid pay that we issued in 2022. We have not received approval yet.
- New building update: The dispensary project is complete. Solar will be complete by

