

Board of Directors Meeting, Executive team Summary-November 2, 2023

Medical Director-Cindy Novella:

- We have begun walk in hours on Tuesdays and Thursdays from 9-11 am and 3-5 pm for flu and covid vaccines. Patients come into the waiting room and register – we are not using the back door for vaccinations. We are administering covid and flu vaccines at patient visits as well.
- The medical team gave about 80 flu shots at the Harvest Fest, lower than last year but very well-received by patients.
- Marcelle and I have been working on empanelment as part of the Kaiser PHM grant. This will add structure and a policy to assigning patients to providers. Marcelle will be our empanelment manager. Continuation of care with one provider improves health outcomes.
- Our new Psychiatric Mental Health Nurse Practitioner, Cayo Alba, has started seeing our patients on Thursdays. She will mainly be doing medication management with some of our patients who have complex behavioral health disorders or have not responded to standard treatment.
- Jess is completing department of transportation training to be able to do Department of Motor Vehicles (DMV) physicals. Right now Dr. Rochat is the only provider certified. It will be a service to the community to be able to offer more appointments for DMV exams.

Operations Director- Fabiola Cornejo:

- Our only open position is for a Dentist. We are getting applications for locums now. Dr. Colby is not available through the winter. The dental scheduling is currently full until March and February for hygiene visits.
- Open enrollment for employee benefits is now and an in-service was held for both the retirement plan and health benefits.
- We have given each department a \$500 annual budget for staff appreciation. They can use the money for food, gift cards, small gift items etc. We also gave t-shirts at harvest festival and lunch bags for National Community Health Center week.
- The E-Clinical Works dental transition has occurred and is going smoothly. Staff report liking the system much better than open dental.
- Harvest Festival was October 17th from 3-6pm. We had great turn out from our community partners and a debrief meeting was held to discuss lessons learned for next year.
- We are organizing the end of the year party to include board and staff this year. We are hoping for the grange on December 8th or 15th. Any volunteers for decorating, prep and clean-up are welcome.

Executive Director-Chloe Guazzone:

Key activities this month: **Solar presentation, holiday party and annual newsletter, audit, two grant applications**

- SB 525 aka the minimum wage bill has passed. Governor Newsom is expected to sign the legislation. The law requires a minimum wage for clinic healthcare workers of \$21 in

June 2024, \$22 in June 2026 and \$25 in June 2027. The compensation committee met to begin to develop the raise structure. Preliminary numbers will be run under different scenarios and the compensation committee will make a recommendation for the next fiscal year. The finance committee will need to determine the cost of the raises and which scenario is financially feasible.

- We applied for two grants this month. The turnaround time was too quick to get board approval for both. One is called the Equity and Practice Transformation grant (\$375,000) and is being funded by the state through Partnership Healthcare Plan. The other is funded by California Primary Care Association and is called the Navigator Project (\$100,000). We will be presenting the budgets to the board for approval.
- I presented at the CPCA climate action committee meeting where they are trying to develop a policy agenda to encourage environmental protection.
- The admin team is working on improving our “visual management system” which are our boards to show improvement work. The hope is that we can tie all improvement work back up to both the Performance Improvement plan and the strategic plan of the board.

Incidents: 2 HIPAA violations and 3 compliments.

Visit status:

	Annual Target	Monthly Target	July	Aug	Sept	Q1 TOTAL
John Rochat	1944	162	157	165	151	469
Mark Apfel	150	13	39	31	5	74
Cindy Novella	1556	130	87	157	116	374
Jess Dawdy	2032	169	181	158	175	511
Cary Smeltzer	878	73	0	0	83	83
Melanie Fuller	1100	92	58	135	128	321
Amanda Farrar	699	58	60	90	63	212
Lea Queen	924	77	60	65	71	196
Amy Pittelkau	1000	83	103	115	112	330
Dr. Tanglao, DDS	1194	100	99	167	157	423
VACANT DENTIST	1658	138	87	95	66	248
Crist Perez	0	0	2	14	0	16
Cyd Bernstein	699	58	0	0	0	0
Telepsychiatrist	72	6	0	0	0	0
Aurelio Guzman	768	64	49	44	35	128
Inactive Providers	194	16	63	0	0	61
TOTAL	14868	1239	1045	1236	1162	3446
		Unduplicated patients	2393		2426	2426

