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| Board Members |  | Board Members |  | Staff |  |
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| Ric Bonner, Chairperson | **x** | Clay Eubank |  **Excused**  | 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 | **x** | Donna Sherwood | **x** |
| Autumn Ehnow | **Excused** | Ron Gester | **x** | **WCN** Randi Ganousis | **x** |
| Tricia Anguiano Rubin | **Excused** |  |  | **WCN** Holly Kida | **x** |

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| Call to Order & Quorum / Agenda / Minutes Approval | Action |
| The Chairperson called the meeting to order at 5:07 pm. Meeting was held in person at the clinic and via GoTo meeting. | Meeting called to order; quorum established.The draft August 1, 2024 meeting agenda was approved.Motion: Labowitz, Second: Knott, 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 11, 2024 Board minutes were reviewed and approved as presented. | The draft July 11, 2024 minutes were approved. Motion: Knott, Second: Zaugg. All others ayes. |
| **Board Compliance Training** | Third 2024 quarterly training meeting by the Write Choice Network **(WCN)** Randi reviewed the requirements and related considerations for each of the following chapters, detailed information for each chapter included in the board packet.**Chapter 15 -**Financial Management and Accounting Systems**Chapter 16 -**Billing and Collections and **Chapter 17 -**Budget |

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| Staff and Committee Reports | Reports/Discussion | Action |
| **Executive Team / Staff Report Summary** | **Medical Director-Cindy Novella,** presented by Chloe* Hypertensive patients due for Nephropathy screening; screening for kidney disease

For complete detail, please refer to the Staff report.**Operations Director- Fabiola Cornejo:*** Billing consultants at clinic, Aug 6,7and 8, next week
* The three ed-foundation interns were each assigned to one of the following departments - administration, medical or dental; went very well.

For complete detail, please refer to the Staff report.**Executive Director-Chloe Guazzone*** The Proposition 35 flyer included in the board package is ONLY for educational purposes. AVHC has an outreach employee who is NOT

funded by Federal Funds, who will be talking to the community regarding Proposition 35.For complete detail, please refer to the Staff report.  | Executive Team / Staff Report Summary |
| **Finance Committee.** | * Upon the recommendation of the Finance Committee, review and approve the financial reports June 2024, please review board attachments for details.
* – profit from operations $3,439 for the month of June 2024, Year to date results a loss of $ 66,441
 | The June 2024, financial reports were approved. Motion: Labowitz, Second: Zaugg, All ayes |
| **Performance Improvement Committee** | * **Incidents:**

*Medication error:* We filled an Rx for 10mg when it should’ve been 40mg. The patient noticed and brought it in. We already have a 3-check system, so no corrective action needed. Will revisit if it happens again. *Complaint:* Patient requested to change to another PCP within the clinic. HR issue. Nothing to report so far – will f/u with Cindy.*Volatile patient*: Patient became volatile with Melanie after seeing her partner’s note on his portal and being triggered by something in it. They left before other staff could intervene. Cindy has not been able to make contact. We sent a certified letter terminating services. Alerts have been set for staff to know. We took mental status and problem list off portal view.* **Review and Approve** the new Workplace Violence Prevention Policy and Procedure (WVPP), there is a WVPP Plan which goes along with these P&P, which involves employee input.
* **Review and Approve** updated Dental Policy and Procedures
 | Approved the new Workplace Violence Prevention (WVPP) Policy& Procedure.Motion: Knott,Second: Zaugg , All ayesDental P&P deferred to the September board meeting  |
| **Outreach and Marketing** | * Kathy Cox – Two previous meetings with the Senior Collaborative.

Would like the survey out as soon as possible. Brochure in the works, waiting to receive information from the other resources.* Outreach committee meeting next week.
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| **Board Development and Governance** | * No activity
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| **Executive Committee** | * No activity
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| **New Business** | * Chloe and board members discussed the feasibility of the clinic offering Physical Therapy Services.
* There was board agreement that providing Physical Therapy is not financially feasible for AVHC.
* “Lucretia at MCC in Ft. Bragg is exploring how to get reimbursement for providing physical therapy for their clients.  Chloe will be in contact with her to see whether the AVHC might collaborate with MCC or find another way for AVHC to also provide PT in our valley.”
* Included in tonight’s board packet: **PHYSICAL THERAPY BRIEF**, which Chloe compiled, which outlines - *Need, Potential Models, Reimbursement* (Medical/Medicare), *Resources* she had connected with, along with *her recommendations* going forward.
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| **Public Comments** | * none
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| **Closed Session** | * Chloe explained personnel issue to the board; working with legal counsel moving forward
 | **Confidential**  |
| **Items of Interest /Concern to Board Members** | * Ric asked that board members to please complete the monkey survey by August 5, results for next board meeting. Fabi resent the email again.
* Eric reminded board members of the board luncheon on Wednesday, August 28
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| **Adjournment** | * A motion to adjourn was approved at 6:45 p.m.
 | Meeting AdjournedMotion: Labowitz ,Second: Gester , All ayes |

Date Minutes Accepted:

Committee Chairman: \_\_\_\_\_\_\_\_\_

Minutes: Sherwood The next AVHC Board meeting will be on Thursday, September 5, 2024 at 5:00 p.m. via in person or open meeting.