

Board of Directors Meeting, Executive team Summary-December 5, 2024

Medical Director Report:

- Dr. Rochat is back from his 2 month leave on a modified schedule. Jess is out on leave through this week as far as we know.
- We have continued to be very short staffed in the medical department. We continue to be short an RN and we short an MA multiple days the past month. Dr. Rochat was out the month of November and is back from his leave now on a modified schedule. Jess has been out for the past 3 weeks. The front desk has been very patient and flexible and working hard at rescheduling patients. Mark has filled in on Fridays in November, which has been a big help.
- Marcelle and I continue working with our PHMI expert to create clinic standards for hypertension and diabetes treatment and management.

Operations Director Report:

- The staff end of the year party will take place Friday December 6th at offspring.
- The newly approved and revised master fee schedule is now active as of December 1st.
- We have several staff openings; Dentist (2), BH clinician, registered dental assistant, temp MA, QI assistant & BH pt navigator.
- Finance audit is underway.
- VFC audit was complete with no findings but a few suggestions on vaccine documentation.

Executive Director Report:

- Larann continues to provide support to the BH team. She is giving a training this week on documentation compliance and will do a training in January on Adverse Childhood Events screening (ACES) which we will start to provide for adults in BH care.
- Our audit and 990 are still pending. We will be able to submit a form to request reimbursement for 40% of the solar installation project on the 990.
- We learned that HRSA has already sent out notices to sites with Operational Site Visits (OSVs) for HRSA's FY 2025. This means that most likely, we will get an OSV in Q1 of their FY 2026 which will be Oct-Dec 2025.
- Newsletters are in progress by Lemon Fresh Design. Content was sent.
- The agreement with the Mendocino County AIDS and Viral Hepatitis Network (MCAVHN) was signed and we are meeting regularly with the schools to discuss our MOU and the behavioral health grant services. We are working on the curriculum for substance use prevention/addiction education.

Incidents: 1 incident with a corrective action plan.

Visit status:

	Annual Target	Monthly Target	July	Aug	Sept	Q1 YTD tot	Oct	Nov
John Rochat	1233	103	157	166	108	431	11	
Mark Apfel	140	12	17	26	9	52	14	
Cindy Novella	956	80	75	144	101	320	138	
Jess Dawdy	1547	129	183	96	161	440	173	
Cary Smeltzer	789	66	157	183	133	473	138	
Melanie Fuller	967	81	88	104	102	294	174	
Amanda Farrar	606	51	68	87	52	207	57	
Lea Queen	522	44	18	0	0	18	0	
Gabby Espinoza	748	62	39	102	93	234	115	
Dr. Tanglao, DDS	1264	105	139	177	150	466	36	
VACANT DENTIST	487	41	0	0	2	2	82	
Crist Perez	0	0	0	0	0	0	0	
Cyd Bernstein	456	38	63	72	70	205	95	
Telepsychiatrist (Cayo)	37	3	2	12	7	21	7	
Aurelio Guzman	246	21	36	22	16	74	25	
Inactive Providers	0	0	0	0		0	0	
TOTAL			1042	1191	1004	3237	1065	
		Unduplicated	2693	2676		2657	2638	

