

AVHC Board Minutes  
July 11, 2024

Board Members		Board Members		Staff	
Ric Bonner, Chairperson	<b>x</b>	Clay Eubank	<b>Excused</b>	Chloë Guazzone, ED	<b>x</b>
Kathy Cox, Vice-Chairperson	<b>x</b>	Lucy Plancarte	<b>x</b>	Cynthia Novella FNP, Medical Director	<b>x</b>
Eric Labowitz, Treasurer	<b>x</b>	Yuridia Cruz-Arrelo	<b>x</b>	Fabiola Cornejo, Operations Director	<b>x</b>
Heidi Knott, Secretary	<b>X</b>	Mike Zaugg	<b>Excused</b>	Donna Sherwood	<b>x</b>
Autumn Ehnou	<b>Excused</b>	Ron Gester	<b>x</b>	Dr. Eleanor Tanglao, D.D.S.	<b>x</b>
Tricia Anguiano Rubin	<b>x</b>				

Call to Order & Quorum / Agenda / Minutes Approval	Action
The Chairperson called the meeting to order at 5:05 pm. Meeting was held in person at the clinic and via GoTo meeting.	Meeting called to order; quorum established. The draft July 11, 2024 meeting agenda; addition – (Items of interest/Concern to Board Members, 8/28 luncheon) then approved. Motion: Labowitz, Second: Plancarte, 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 June 6, 2024 Board minutes were reviewed and approved as presented.	The draft June 6, 2024 minutes were approved. Motion: Knott, Second: Labowitz, Cox abstained. All others ayes.
<b>Staff introduction</b>	Dr. Eleanor Tanglao, D.D.S. Board introduced themselves to Dr. Tanglao. Dr. Tanglao talked about her background, how she arrived at AVHC and some personal information. Ten years private practice as a dentist,

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	taking care of a parent, why she moved to Mendocino County, enjoys Karate, working on her Masters in Public Health. Very much enjoys and appreciates working with her dental team.
<b>Board Compliance Training</b>	Third 2024 quarterly training meeting August 2024 by the Write Choice Network ( <b>WCN</b> )

Staff and Committee Reports	Reports/Discussion	Action
<b>Executive Team / Staff Report Summary</b>	<p><b>Medical Director-Cindy Novella</b></p> <p>For complete detail, please refer to the Staff report.</p> <p><b>Operations Director- Fabiola Cornejo:</b></p> <ul style="list-style-type: none"> <li>• Gabby Espinoza will start as a hygienist Monday, July 15.</li> <li>• Suzi speaks Spanish and comes to AVHC from a dental office, where she was a receptionist, she knows how the dental department works.</li> <li>• Juan(s) - Juan Perez was Front Desk, Juan Quiroz was a dental assistant.</li> </ul> <p>For complete detail, please refer to the Staff report.</p> <p><b>Executive Director-Chloe Guazzone</b></p> <ul style="list-style-type: none"> <li>• The Behavioral Health Service Expansion grant, if received \$500k the first year, \$400k the second year</li> <li>• Chloe is always researching grants that could benefit the clinic.</li> <li>• Presently researching a grant called Focus on Healthy Aging, which would help with patient transportation and housing; involving other</li> </ul>	Executive Team / Staff Report Summary

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	<p>clinics in Mendocino County.</p> <ul style="list-style-type: none"> <li>• Discussion on how to increase Behavioral Health visits, which Chloe is already working on.</li> </ul> <p>For complete detail, please refer to the Staff report.</p>	
<p><b>Finance Committee.</b></p>	<ul style="list-style-type: none"> <li>• Upon the recommendation of the Finance Committee, review and approve the financial reports May, 2024 please review board attachments for details.</li> <li>• May 2024 –profit from operations of \$44,036 for the month of May 2024, Year to date results a loss of \$69,910.</li> <li>• Marcelle Scramaglia, Quality Improvement Manager, who is instrumental on the increase of \$36,667.over last year from Partnership QIP data.</li> <li>• Fundraising – discussion and target</li> </ul>	<p>The May, 2024 financial reports were approved. Motion: Labowitz, Second: Gester, All ayes</p> <p>Ric moving <b>fundraising</b> to the <b>September</b> Board meeting. He will be talking to Ann Lucas to discuss opportunities we can pursue.</p>
<p><b>Performance Improvement Committee.</b></p>	<ul style="list-style-type: none"> <li>• One HIPAA - incident Adventist Health sent a patients lab results to AVHC which also included another AVHC patients results, all were scanned into the first patient's medical records. The error was found and corrected.</li> </ul>	
<p><b>Outreach and Marketing</b></p>	<ul style="list-style-type: none"> <li>• Kathy Cox – Senior Collaborative -Two meetings, Heidi reported on one at last month's board meeting. Second meeting included AVHC, Senior Center, Hospice, and Village Housing. Presently, working on survey to send out. Looking at a Senior Health Fair in January, 2025, bring in a provider that focuses on Senior health issues, a band, and food.</li> </ul>	

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<b>Board Development and Governance</b>	<ul style="list-style-type: none"> <li>One item was discussed, will be explained during the closed session</li> </ul>	
<b>Executive Committee</b>	<ul style="list-style-type: none"> <li>No activity</li> </ul>	
<b>New Business</b>	<ul style="list-style-type: none"> <li>Ric to meet with Fabi next week to complete survey for CEO evaluation.</li> </ul>	
<b>Public Comments</b>	<ul style="list-style-type: none"> <li>None present</li> </ul>	
<b>Closed Session</b>	<ul style="list-style-type: none"> <li>Chloe explained issue to the board</li> </ul>	<b>Confidential</b>
<b>Items of Interest /Concern to Board Members</b>	<ul style="list-style-type: none"> <li>Eric is heading up a board luncheon on Wednesday, August 28, which will be held in the clinic conference room at noon</li> <li>Tricia was asked if she knew of any students that may be interested in her position as a board member.</li> </ul>	
<b>Adjournment</b>	<ul style="list-style-type: none"> <li>A motion to adjourn was approved at 6:26 p.m.</li> </ul>	Meeting Adjourned Motion: Labowitz, Second: Cox, All ayes

Date Minutes Accepted: \_\_\_\_\_

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

Minutes: Sherwood      The next AVHC Board meeting will be on Thursday, August 1, 2024 at 5:00 p.m. via in person or open meeting.