

AVHC Board Minutes  
December 4, 2025

Board Members		Board Members		Staff	
Ric Bonner, Chairperson	x	Clay Eubank	Excused	Chloë Guazzone, ED	x
Kathy Cox, Vice-Chairperson	X	Lucy Plancarte	x	Cynthia Novella FNP, Medical Director	x
Eric Labowitz, Treasurer	x	Yuridia Cruz-Arrelo	x	Fabiola Cornejo, Operations Director	x
Heidi Knott, Secretary	x	Mike Zaugg	x	Donna Sherwood	x
Autumn Ehnou	x	Ron Gester	x	Marcelle Scramaglia	x
Aliya Anguiano Rubio	x	Susan Smith	x		

Call to Order & Quorum / Agenda / Minutes Approval	Action
The Chairperson called the meeting to order at 4:53 pm. Meeting was held in person at the clinic and via GoTo meeting.	Meeting called to order; quorum established. The draft December 4, 2025, meeting agenda was approved. Motion: Smith, Second: Labowitz All ayes.
<b>Notice of the annual meeting</b>	<i>The annual meeting of the Anderson Valley Health Center Inc. will be held on Thursday, January 8, 2026, at 5p.m. at the beginning of the January Board meeting. The purpose of the annual meeting is to elect Board members and Officers.</i>
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 November 6, 2025, Board minutes were reviewed and approved as presented.	The draft November 6, 2025, minutes were approved. Motion: Labowitz, Second: Cox. All other ayes.
<b>Board Compliance Training</b>	First 2026 quarter, February training by the Write Choice Network (WCN)

Staff and	Reports/Discussion	Action
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Committee Reports		
<b>Performance Improvement Committee</b>	<ul style="list-style-type: none"> <li>• <b>Marcelle Scramaglia, Population Health Director</b>, reviewed and discussed the following Reports and graphs in board package- Hanc dashboards and AVHC Clinical Dashboards (July, August, September) 3rd Quarter. Along with an Acronym dictionary for Quality Improvement (QI)</li> <li>• <b>HANC</b> (Health Alliance of Northern California) regional dashboards, Quarters 1 through 3 of 2025. There are ten clinics in the HANC network (UDS Universe), as shown, through quality patient care AVHC staff continues collecting data with each clinical and non-clinical measures.</li> <li>• <b>Review and Approve</b> updated Credentialing and Privileging Policy and Procedure.</li> </ul>	<p>The updated Credentialing and Privileging P&amp;P was approved. Motion: Labowitz, Second: Smith, All ayes.</p>
<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, presented by Chloe:</b></p> <ul style="list-style-type: none"> <li>• Besides, CalFresh and Medi-Cal will also be assisting with Cover California enrollment.</li> <li>• (ECM) Enhanced Care Management</li> </ul> <p>For complete detail, please refer to the Staff report.</p>	<p>Executive Team / Staff Report Summary</p>

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	<p><b>Executive Director-Chloe Guazzone</b></p> <ul style="list-style-type: none"> <li>• Staff bonuses come from 20% of the QIP income</li> <li>• Dental change of scope- PPS current rate is \$319.00.</li> <li>• PHMI grant is the Kaiser Grant</li> <li>• Athelas is the new billing platform.</li> <li>• There will be an audit committee meeting in January 2026.</li> </ul> <p>For complete detail, please refer to the Staff report.</p>	.
<b>Finance Committee.</b>	<ul style="list-style-type: none"> <li>• Upon the recommendation of the Finance Committee, review and approve the financial reports in October 2025 please review board attachments for details.</li> <li>• October 2025 –loss from operations of \$54,541. for the month of October 2025, (the BHSE grant was not drawn down this month, will reflect next month) Year to date resulted in a loss of \$18,750.</li> <li>• Review, discuss and <b>approve</b> the HRSA 2026/2027 Non-Competing budget period renewal submittal.</li> <li>• <b>Ratify</b> the submittal of the Medi-Cal Change of Scope-of-Service Request</li> </ul>	<p>The October 2025 financial reports were approved. Motion: Labowitz, Second: Gester, All ayes.</p> <p>Approve the HRSA 26-27 non-competing budget period renewal submittal. Motion: Smith Second: Cox, All ayes. <b>Ratify</b> the submittal of the Medi-Cal Change of Scope-of-Service Request. Motion: Smith Second: Gester,</p>

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		All ayes.
<b>Outreach and Marketing</b>	<ul style="list-style-type: none"> <li>Kathy Cox</li> </ul>	
<b>Board Development and Governance</b>		
<b>Executive Committee</b>	<ul style="list-style-type: none"> <li>Approved contributing \$27,361.31 to the California Primary Care Association (CPCA) as a Special Dues Assessment used to fight the SEIU political campaign to force spending restrictions on health care facilities in California.</li> <li>Approved signing contract with Cupples Construction to remodel the waiting room area and bathrooms.</li> <li>Developed a plan to celebrate the 50<sup>th</sup> anniversary of the founding of the AVHC to include a free public celebration and a social event for invited supporters of the AVHC.</li> <li>Next Executive Committee meeting will be December 18, 2025.</li> </ul>	<p>Executive Committee Ratified the contribution of \$27,361.31 to CPCA for special dues. Motion: Smith Second: Cox, All ayes.</p> <p>Executive Committee Ratified Chloe, ED signing the contract for remodel. Motion: Labowitz Second: Cruz-Arrelo, All ayes.</p>
<b>New Business</b>	<ul style="list-style-type: none"> <li>Chloe Guazzone</li> </ul>	50 <sup>th</sup> Anniversary celebration
<b>Public Comments</b>	<ul style="list-style-type: none"> <li>None present</li> </ul>	
<b>Items of Interest</b>		

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<b>/Concern to Board Members</b>		
<b>Closed Session</b>	<ul style="list-style-type: none"><li>• Confidential discussion regarding personnel issues</li></ul>	
<b>Adjournment</b>	<ul style="list-style-type: none"><li>• A motion to adjourn was approved at 5:58 p.m.</li></ul>	Meeting Adjourned Motion: Labowitz, Second: Cruz- Arrelo, All ayes.

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

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

Minutes: Sherwood      The next AVHC Board meeting will be on Thursday, January 8, 2026, at 5:00 p.m. via in person or open meeting.