

AVHC Board Minutes  
February 6, 2025

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>Excused</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>x</b>	Donna Sherwood	<b>x</b>
Autumn Ehnou	<b>x</b>	Ron Gester	<b>x</b>		
		Susan Smith	<b>x</b>	WCN-Holly Kida	<b>x</b>
				WCN-Randy Ganousis	<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 February 6, 2025, meeting agenda was approved. Motion: Labowitz, Second: Gester, All other 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 January 9, 2025, Board minutes were reviewed and approved as presented.	The draft January 9, 2025, minutes were approved: Motion: Cruz-Arrelo, Second: Knott. Cox abstained, All other ayes.
<b>Board Compliance Training</b>	First 2025 quarterly training by the Write Choice Network (WCN). Randi and Holly gave an informative presentation on the Board Authority and Board Composition. Reminding, what is expected from board members at the beginning of the year. Chapter 19 -Board Authority, the requirements and how compliance is demonstrated.

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	Chapter 20- Board Composition what HRSA expects the governing board to consist of and documents to abide by. Please see the chapters included in the board package.
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Staff and Committee Reports	Reports/Discussion	Action
<b>Executive Team / Staff Report Summary</b>	<p><b>Medical Director-Cindy Novella, Cindy out, Chloe presented.</b> Not purchasing Covid vaccines for all patients, cost \$4,500.00 for 30 vaccines. If there is a bearer for the patient, medical will give the vaccine during a visit.</p> <p>For complete detail, please refer to the Staff report.</p> <p><b>Operations Director- Fabiola Cornejo:</b></p> <p>Presently, active process of hiring dentists for the dental department; there are potential promising dental applicants.</p> <p>For complete detail, please refer to the Staff report.</p> <p><b>Executive Director-Chloe Guazzone</b></p> <p>For complete detail, please refer to the Staff report.</p>	Executive Team / Staff Report Summary
<b>Finance Committee.</b>	<ul style="list-style-type: none"> <li>• Upon the recommendation of the Finance Committee, review and approve the financial reports December 2024 please review board attachments for details.</li> </ul> <p>December 2024 – loss from operations of \$16,106 for the month of</p>	The December 2024 financial reports were approved. Motion: Labowitz Second: Bonner, All

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	<p>December 2024, Year to date results, gain of \$ 7,797.</p> <ul style="list-style-type: none"> <li>• <b>Review, discuss and approve-</b> Purchasing and Procurement P&amp;P; Financial Management P&amp;P; Budget Development P&amp;P</li>   <li>• <b>Review and approve</b> the revised 2025 Sliding Fee Schedule. The sliding fee schedule is particularly important to our migrant seasonal farm workers.</li> </ul>	<p>ayes</p> <p>Approve the Financial Policies and Procedures Manual. Motion: Cox, Second: Labowitz, All ayes</p> <p>Approve the 2025 Sliding fee schedule. Motion: Yuridia Cruz-Arrelo, Second: Plancarte, All ayes</p>
<p><b>Performance Improvement Committee</b></p>	<ul style="list-style-type: none"> <li>• <b>Review and approve</b> the following updated Biological Exposure Policy and Procedure with checklist.</li>   <li>• Compliment: Received complement about Gabby Espinoza, dental Hygienist of the dental team.</li> </ul>	<p>Approve the updated Biological Exposure/checklist. Motion: Zaugg, Second: Plancarte, All ayes</p>
<p><b>Outreach and Marketing</b></p>		
<p><b>Board Development and Governance</b></p>	<ul style="list-style-type: none"> <li>• No activity</li> </ul>	

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<b>Committee Meeting</b>	<ul style="list-style-type: none"> <li>• Meeting Board and Staff Committee</li> </ul>	
<b>Executive Committee</b>	<ul style="list-style-type: none"> <li>• No activity</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>• Board discussion on many topics</li> </ul>	
<b>Items of Interest /Concern to Board Members</b>	<ul style="list-style-type: none"> <li>• Grant Funding</li> <li>• Deportation actions</li> <li>• Outreach and Advocacy actions</li> </ul>	
<b>Adjournment</b>	<ul style="list-style-type: none"> <li>• A motion to adjourn was approved at 7:00 p.m.</li> </ul>	Meeting Adjourned Motion: Labowitz Second: Plancarte, All other ayes

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

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

Minutes: Sherwood      The next AVHC Board meeting will be on Thursday, March 6, 2025, at 5:00 p.m. via in person or open meeting.