

Board of Directors Meeting, Executive team Summary-January 8, 2025

Medical Director Report:

- We continue to have a nurse on site only 3 days per week while Michelle on medical leave and working from home part time. It has been a big help to have her taking on triages and refills off site but providers have an extra responsibility on Mondays to fill necessary medications.
- We are seeing a lot of upper respiratory infections, including influenza A and strep throat.
- We continue to give Covid Vaccines but will pause once we are through the vaccines we currently have on hand due to the high cost of the vaccines.

Operations Director Report:

- Mayra our Dental office manager, participated in an interview practice with students at the HS.
- We are partnering with the school and MCOE to send us a student intern who wants to go into the medical field for the rest of the year (2 hours per day).
- Staffing: Front desk is fully staffed, training is underway. Dental interviews are scheduled, we have a contract out for a per diem dentist for 1 day per week.
- The finance audit is nearly complete and will be presented to the audit committee in February.
- We are in the process of implementing NexHealth for virtual scheduling and forms completion.
- We had a credible report from a patient that he was questioned by an ICE agent in Ukiah. To be discussed.

Executive Director Report:

- UDS reporting is due Feb. 15th. Our team has entered the data and we are waiting for finance data to be entered before submitting. UDS data includes Sexual Identity and Gender Identity (SOGI) data. To be discussed.
- Our audit and 990 are still pending. We are trying to get the 990 submitted with the clean energy tax credit ASAP.
- As you know, last week there was a memo issued from the White house to halt all govt grant funds. It was rescinded. To be discussed.
- Our leadership team met to talk about LEAN training for all staff and contingency planning in the event of a funding reduction.
- We are now having bi-weekly meetings with Kelly Maldonado to advance many of our larger billing projects. The main ones we are working on are; 1. Automatic Good Faith Estimates 2. Billing audits of all providers to improve provider education/EMR templating 3. Medication charges in ECW 4. Ensuring our telehealth billing is accurate and in-line with 2025 changes. 5. A transition to Athelis once they have implemented dental billing.
- The Redwood Coast Medical Services CEO has given his notice and will resign in October.
- Our next Operational Site Visit with HRSA will be Oct-Dec 2025. We are on schedule for policy review and the next big item will be the needs assessment, which the Write Choice Network will complete.

Incidents: 1 compliment

Visit data:

	Annual Target	Monthly Target	July	Aug	Sept	Q1 YTD tot	Oct	Nov	Dec	Q2 YTD tot	Janu
John Rochat	1644	137	157	166	108	431	11	1	137	580	
Mark Apfel	187	16	17	26	9	52	14	67	27	160	
Cindy Novella	1044	87	75	144	101	320	138	125	116	699	
Jess Dawdy	2063	172	183	96	161	440	173	57	110	780	
Cary Smeltzer	1368	114	157	183	133	473	138	186	173	970	
Melanie Fuller	1289	107	88	104	102	294	174	113	104	685	
Amanda Farrar	823	69	68	87	52	207	57	72	68	404	
Lea Queen	716	60	18	0	0	18	0	0	0	18	
Gabby Espinoza	1140	95	39	102	93	234	115	99	89	537	
VACANT DENTIST	1601	133	139	177	150	466	36	1	0	503	
VACANT DENTIST	1685	140	0	0	2	2	82	189	59	332	
Cyd Bernstein	932	78	63	72	70	205	95	111	69	480	
Telepsychiatrist (Cayo Alba)	89	7	2	12	7	21	7	8	4	40	
Aurelio Guzman	432	36	36	22	16	74	25	24	17	140	
Inactive Providers	0	0	0	0	0	0	0	0	0	0	
TOTAL	15013	1251	1042	1191	1004	3237	1065	1053	973	6328	
		Unduplicated patients	2693	2676		2657	2638	2604	2592		