|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |
| Board Members |  | Board Members |  | Staff |  |
|  |  |  |  |  |  |
| Ric Bonner, Chairperson | **x** | Clay Eubank | **x** | 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 | **Excused** | Fabiola Cornejo, Operations Director | **x** |
| Heidi Knott, Secretary | **Excused** | Mike Zaugg | **Excused** | Donna Sherwood | **x** |
| Autumn Ehnow | **LOA** | Ron Gester | **x** | Marcelle Scramaglia | **x** |
| Aliya Anguiano Rubio | **x** | Susan Smith | **Excused** |  |  |

|  |  |
| --- | --- |
| Call to Order & Quorum / Agenda / Minutes Approval | Action |
| The Chairperson called the meeting to order at  5:03 pm. Meeting was held in person at the clinic and via GoTo meeting. | Meeting called to order; quorum established.  The draft June 5, 2025, meeting agenda was amended with the addition to the Finance Committee- ratify purchase $40,000.00 above this year’s budget for computer equipment, then approved.  Motion: Anguiano Rubio 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 May 1, 2025, Board minutes were reviewed and approved as presented. | The draft May 1, 2025, minutes were approved. Motion: Labowitz, Second: Gester. All other ayes. |
| **Board Compliance Training** | Third 2025 quarter, August training by the Write Choice Network (WCN) |

|  |  |  |
| --- | --- | --- |
| Staff and Committee Reports | Reports/Discussion | Action |
| **Performance Improvement Committee** | * Reports and graphs, in package of the of latest Uniform Data System (UDS) clinical measures and Clinical Dashboards (Jan, Feb, March) 1st Quarter.   Marcelle Scramaglia, Quality Improvement Manager, asked if there were any questions regarding this quarter’s data on the above measures and dashboards. Each measure that the clinic tracks start with a baseline, with a projected goal.  Marcelle shared the Health Alliance of Northern California (HANC) dashboards, not in the board packet. The information shown for different clinics, (large, medium, small) comparing the measures for each clinic.   * **Review and approve** the 2025/2026 PI/QI plan.   Discussion on how the PI plan specifically addresses gaps in care for our Migrant and Seasonal Farmworkers (MSFW) patients.   * **One Incident**- Patient did not receive the message that their appointment had been cancelled. Patient was upset; incident was corrected Patient was seen on another day. | Approve the 2025/2026 PI/QI plan. Motion: Labowitz, Second: Gester, All ayes |
| **Executive Team / Staff Report Summary** | **Medical Director-Cindy Novella**  The pharmacist presently works three 10-hour days.  For complete detail, please refer to the Staff report.  **Operations Director- Fabiola Cornejo:**  Presently, we have a dentist on staff 3 days a week for dental care.  Continue working with the recruiting agency to hire a full-time dentist.  For complete detail, please refer to the Staff report.  **Executive Director-Chloe Guazzone**  For complete detail, please refer to the Staff report. | Executive Team / Staff Report Summary  **.** |
| **Finance Committee.** | * Upon the recommendation of the Finance Committee, review and approve the financial reports April 2025 please review board attachments for details. * April 2025 –gain from operations of $151,230. for the month of April 2025, Year to date results a profit of $218,509.   The ratification of computer equipment (servers and software) in the amount of $40,000.00, and authorized Chloe Guazzone to make this purchase which was not included in the current budget. There is currently 35K remaining in the budget line, but the total cost is 70K for the project | The April 2025 financial reports were approved. Motion: Labowitz, Second: Plancarte, All ayes  Ratify purchase $40,000.00 above this year’s budget for computer equipment, then approved.  Motion: Labowitz, Second: Gester, All ayes. |
| **Outreach and Marketing** | * Kathy Cox presented the Senior Survey Results.   She gave the % between English Speakers versed Spanish Speakers.  Food insecurity seems to be the highest concern. There was much discussion about significant health disparities between our Non-Hispanic White patients and our Hispanic patients. Targeted interventions for food insecurity and language barriers were discussed, particularly for the Migrant and Seasonal Farmworkers (MSFW) population as it relates to unstable housing, food access and employment. Recommendation-referral form for outside groups. (Complete survey results sent to board members) |  |
| **Executive Committee** | * Review and ratify the executive committee’s recommendation to submit Form 990. | Ratify the submission of form 990. Motion: Labowitz, Second: Cox, All ayes. |
| **New Business** | * **Review and approval of** the current Board Bylaws, no changes made. * Discuss the draft Fiscal Year 2025-2026 Revenue and Expense budget. Upon a recommendation from Finance Committee, **approve the draft Revenue and Expense budget.** * **FYI,** Submit Federal Tort Claims Act (FTCA) renewal by 6/27/25. * **Review, discuss and approve** the updated Needs Assessment dated **June 3, 2025.** | Approved of the current Board Bylaws with no changes. Motion: Cox, Second: Labowitz, All ayes.  Approve the 25-26 budget draft. Motion: Cox, Second: Labowitz, All ayes.  Review and approved the updated Needs Assessment. Motion: Labowitz, Second: Plancarte, All ayes |
| **Board Development and Governance** | * No activity |  |
| **Public Comments** | * None present |  |
| **Items of Interest /Concern to Board Members** |  |  |
| **Adjournment** | * A motion to adjourn was approved at 6:42 p.m. | Meeting Adjourned  Motion: Labowitz,  Second: Gester, All ayes |

Date Minutes Accepted:

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

Minutes: Sherwood The next AVHC Board meeting will be on Thursday, July 3, 2025, at 5:00 p.m. via in person or open meeting.