

AVHC Board Minutes
May 1, 2025

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Board Members		Board Members		Staff	
Ric Bonner, Chairperson	x	Clay Eubank	Excused	Chloë Guazzone, ED	Excused
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	Excused	Mike Zaugg	x	Donna Sherwood	x
Autumn Ehnou	LOA	Ron Gester	x	Randi Ganousis, WCN	x
Aliya Anguiano Rubio	x	Susan Smith	x		

Call to Order & Quorum / Agenda / Minutes Approval	Action
The Chairperson called the meeting to order at 5:06 pm. Meeting was held in person at the clinic and via GoTo meeting.	Meeting called to order; quorum established. The draft May 1, 2025, meeting agenda was approved. Motion: Cox, Second: Zaugg. 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 April 3, 2025, Board minutes were reviewed and approved as presented.	The draft of April 3, 2025, were approved. Motion: Labowitz, Second: Cruz-Arrelo. All other ayes.
Board Compliance Training	Second 2025 quarterly training by the Write Choice Network (WCN) with Randi Ganousis. Chapter 10-Quality Improvement\Assurance. AVHC has a QI/PI committee, the committee does an excellent job; quarterly reports are delivered to the board for review. Chapter 21-Federal Tort Claims Act (FTCA) Deeming

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	Requirements. The FTCA requirements are presently in the works and will be submitted six months before the coverage begins. Presently the focus is on risk management and Credentialing. AVHC will be submitting at the end of June. Copies of the chapter details sent in your board packet for review.
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Staff and Committee Reports	Reports/Discussion	Action
Executive Team / Staff Report Summary	<p>Medical Director-Cindy Novella</p> <ul style="list-style-type: none">• Presently recruiting for a Registered Nurse <p>For complete detail, please refer to the Staff report.</p> <p>Operations Director- Fabiola Cornejo:</p> <ul style="list-style-type: none">• The registered nurse took the position at AVHC and then took another job closer to home.• The patients like the two new part time dentists. In addition, a full-time dentist will start on June 16, working four days a week.• The new human resources hire is doing great, catching up on all items needed.• Dr. Catalyst, the front desk contracted employee is Juan Madragon, started training today, beginning soft start in two weeks. <p>For complete detail, please refer to the Staff report.</p>	Executive Team / Staff Report Summary

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	<p>Executive Director-Chloe Guazzone, reported on by Fabi.</p> <ul style="list-style-type: none"> • HPSA score for dental was received yesterday score is 17. • The Risk Management report was presented and approved at the March board meeting. <p>For complete detail, please refer to the Staff report.</p>	
Finance Committee.	<ul style="list-style-type: none"> • Upon the recommendation of the Finance Committee, review and approve the financial report for March 2025 please review board attachments for details. • March 2025 – profit from operations of \$19,163. for the month of March 2025, Year to date results a gain of \$67,279. • Review and Approve the amended Financial P&P -Purchasing & Procurement <ul style="list-style-type: none"> ○ Micro-purchase limit was raised from \$10K to \$15K. ○ Simplified Acquisition Threshold was raised from \$250K to \$350K. 	<p>The March 2025 financial reports were approved. Motion: Labowitz, Second: Cox, All ayes</p> <p>The amended Purchasing & procurement Financial P&P were reviewed and approved. Motion: Labowitz, Second: Gester, All ayes</p>
Performance Improvement Committee	<ul style="list-style-type: none"> • Incident: 1 Patient Complaint/Volatile Patient Phone incident with reception due to a cancelation by facility. • Review Dr. Stefan Cho-Polizzi, Dentist credentials. 	

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Outreach and Marketing	<ul style="list-style-type: none"> Kathy Cox - today sent out the results and suggestions from the senior survey. Will be discussed at the June board meeting. 	
Board Development and Governance	<ul style="list-style-type: none"> No activity 	
New Business	<ul style="list-style-type: none"> Review and Approve Updated Family Friendly Workplace Policy, a CA policy. The Review, discuss and approve the updated Needs Assessment was tabled to June board meeting. 	Reviewed and approved the updated Family Friendly Workplace Policy Motion: Labowitz, Second: Smith, All ayes.
Executive Committee	<ul style="list-style-type: none"> No activity 	
Public Comments	<ul style="list-style-type: none"> None present 	
Items of Interest /Concern to Board Members	<ul style="list-style-type: none"> Per Cindy -hearing from patients that parts of the medical clinic could improve, i.e., paint, flooring. Could a committee be formed to discuss improvements? Kathy Cox said she could be involved but not until August. Ask the staff what they would like to see. Ric said working on budget right now, so suitable time to discuss 	
Adjournment	<ul style="list-style-type: none"> A motion to adjourn was approved at 6:31 p.m. 	Meeting Adjourned Motion: Labowitz, Second: Plancarte, All ayes

Date Minutes Accepted: _____

Committee Chairman: _____

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