

## **Board of Directors Meeting, Executive team Summary-May 7, 2026**

### **Combined Director Report:**

#### **Staffing:**

- We have an opening for a dentist, Registered Nurse and Dental Assistant. Several staff are on leave so we are short-staffed in medical.
- We hired a Dental Assistant (still have one opening) to cover leaves for current staff.
- Chloe will be on vacation June 8-24<sup>th</sup>.
- Melissa Marshall, MD came on as a consultant one day per week. She is working to support Cindy in the medical department on a few key projects.
- AV ed foundation summer intern interviews are taking place now.
- Adam started as a contractor in acupuncture on Fridays.

#### **Clinical:**

- The kaiser (PHMI) grant extension was awarded and we are now working on strategies for our new population of focus (hypertensive patients)
- Mendocino County Emergency Medical Services is proposing working with AVHC on becoming an alternate receiving facility as recognized by coastal valley EMS.
- Vaccines for Children audit took place and was finalized with no findings.
- Cary is providing Osteopathic Manipulation (OMT) once a week in the teen clinic for a trial period.
- Our new nurse, Chelsea, has been onboarded and is now working on Fridays. This should relieve some of the nursing burden that day and we are hopeful that Chelsea will increase her hours in the fall.
- We continue to implement changes following the Partnership audit. This includes new age-based screening tools as well as new templates that Cary has been creating.
- I have been working with Dr. Melissa Marshall as she learns our workflows and policies in the medical department. She comes with a wealth of experience and knowledge both clinically and administratively.
- Medical Providers will be completing chart reviews in the next few weeks focused on depression and adult preventative visits.

#### **HRSA:**

- We received notice that we will have an Operational Site Visit on September 1-3, Board members should mark their calendars for September 2<sup>nd</sup> for a luncheon. Exec team will also need to be available for the exit interview if possible.
- FTCA renewal is in progress and due June 26<sup>th</sup>.

**Finance/Grants:**

- The scope change that was filed due to an increase in dental hygiene visits was accepted and the state has until October to complete the financial analysis and set our rate or decide they want to perform an audit. An interim rate should be issued soon.
- The FY26-27 budget development is underway. The compensation committee met to update recommendations which will be incorporated in the personnel section of the budget.
- A grant for the dental department was initiated by Mayra (Dental office manager) and we are waiting for a response. We did get some follow-up questions.
- We received an additional \$20,000 from PHMI in unrestricted funding
- The form 990 was finalized and is ready for board approval.

**Technology:**

- Kelly's billing team will take until the end of the fiscal year to input all the data that went into Athelas, back into ECW.
- The medical team is exploring options for inbox management for providers. This may be a project we will work on with Melissa once she is fully integrated into our team.
- Providers are trying a new scribe option.

**Incidents:** 3 incidents, 1 HIPAA violation, 1 complaint, 1 volatile patient

**Visits and unique patients:**

\*Annual targets are what are budgeted, they are the most conservative to meet a positive bottom-line.

	Annual Target	Monthly Target	FY TOT/ FY TOT		Januar	Feb	March	FY TOTAL
John Rochat	1432	119	391	697		105	99	1050
Mark Apfel	248	21	68	101		5	5	132
Cindy Novella	1288	107	308	601		59	90	855
Jess Dawdy	1944	162	598	1179		182	238	1757
Cary Smeltzer	1863	155	381	842		91	191	1247
Melanie Fuller	1468	122	361	759		102	160	1161
Amanda Farrar	830	69	164	334		49	86	525
Gabby Espinoza	1067	89	307	588		102	107	852
Rajesh Chunduri	1128	94	-1	256		174	199	373
Cyd Bernstein	1030	86	237	509		73	86	756
Christine Friedrich	623	52	182	354		60	78	568
Telepsychiatrist (Cayo Alba)	82	7	35	69		7	13	103
William Vainer	403	34	97	196		70	63	372
Artin Gorjian	1009	84	307	575		0	83	83
Inactive Providers	0	0	0	166		0	-36	797
<b>TOTAL</b>	<b>14415</b>	<b>1201</b>	<b>3435</b>	<b>7226</b>		<b>1079</b>	<b>1462</b>	<b>10631</b>

Unduplicated patients	2450	2497	2533
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\*January visits were not posted due to the Athelis transition and a lack of accurate visit data