

The County of Santa Cruz Integrated Community Health Center Commission

Minute Taker: Mary Olivares

Minutes of the meeting held November 4, 2021.

TELECOMMUNICATION MEETING: Microsoft Teams Meeting - or call-in number 831-454-2222: Meeting Code: 850702.

Attendance	
Len Finocchio	Vice Chair
Caitlin Brune	Member at Large
Rahn Garcia	Member
Dinah Phillips	Member
Marco Martinez-Galarce	Member
David Willis	Member
Joey Crottogini	County of Santa Cruz, Health Center Manager - HPHP
Jill Stone	
David Davis	County of Santa Cruz, Departmental Admin Analyst
Amy Peeler	County of Santa Cruz, Chief of Clinic Services
Raquel Ramirez Ruiz	County of Santa Cruz, Senior Health Services Manager
Julian Wren	County of Santa Cruz, Admin. Services Manager
Mary Olivares	County of Santa Cruz, Admin Aide
Diana Mokaya	County of Santa Cruz, Medical Director
Meeting Commenced at 11:06 am and Concluded at 12:48 pm	
Excused/Absent:	
Excused: Christina Berberich Absent: Gustavo Mendoza Excused Michelle Morton Excused: Gidget Martinez	
1. Welcome/Introductions	
Introductions done at this time.	
2. Oral Communications:	
Julian stated he has three emergency items that need to be added to today agenda. Rahn motioned to add policies 640.01, 640.02, and 640.05 as emergency items to today's agenda. Macro second, and the rest of the members present all in favor. Based on information provided by the staff it was determined that the item came to staff's attention after the posting of the agenda and that action before the next meeting of the commission was required.	
3. October 7, 2021, Meeting Minutes - Action item	
Review of October 7, 2021, Meeting Minutes – Recommended for Approval. Rahn had one suggestion he stated there was no need to add county members that are on the commission under the excused/absent section, this is for commissioners only. Dinah moved to accept minutes with change of removing county member Julian Wren from this section. Marco second, and the rest of the members present were all in favor. Caitlin Brune abstains from voting.	
4. HPHP Mobile Clinic Graphic Design – Action Required	
Joey stated they were fortunate to acquire a 23-foot van that they have converted to a mobile clinic. He stated in this van they conduct street medicine. Currently due to staffing capacity it is staffed 3-4 days a week. Joey stated they didn't want just a white van and they have been working with staff and patients on a design for the van. Joey presented an image that was selected by HPHP staff and patients to the committee for their thoughts and feedback. Some feedback from the commissioners was that the design was too busy, writing needs to be clear, too much, keep it simple and message clear. Joey will bring back to commission when the design decision is made.	
5. Alternate Meeting Dates	
Commission discussed a variety of dates and times that would work for commission members. It was decided the new date and time would be the first Tuesday of the month at 3:00pm. If we don't have a quorum on this date executive committee will choose a special meeting date. Len motioned to accept new meeting date and time, Caitlin second and the rest of the members all in favor.	
6. Quality Management Committee Update	

<p>Raquel gave an update on the blue tooth enable blood pressure monitoring device. Raquel reported that we have hired our staff and that we are going to start reaching out to our patients with hypertension. Our staff will be scheduling a one hour visit with our patients to get this set up. Raquel stated she will report back as project moves forward. A question was asked by one of the commissioners that if someone has a remote monitor and someone is monitoring it from clinic can it be billed as a visit. Raquel and Julian will look into this.</p>
<p>7. Social Justice</p>
<p>Caitlin wanted to direct the attention to an article she sent around. The article is revisiting the idea board government. Caitlin encouraging commission to read article.</p>
<p>8. Board Recruitment</p>
<p>Amy stated she was hoping to introduce Gidget Martinez at today's meeting but due to her work schedule she was unable to attend. Amy also reported that she hopes that Ardella will submit her application to become one of our commissioners. Amy also stated she is in the process of sending Gustavo Mendoza a letter and will report back at our next meeting.</p>
<p>9. Financial Update</p>
<p>Julian reported on the following: Projection report: projected charges at year end are a little behind. Days in AR: He stated this is a measurement of our billing speed. Julian stated we want to be at median. He stated an agency like ours is 36 days, and we are currently at 69 days. In looking at the report it does show we have significantly decrease compared to last year. Percentage > 90 Days Age of claim: This report looks at anything over 90 days. Julian stated the last three months we were below the median for agencies like ours. Charge Review Days: This report reflects the measurement of billing review we are currently at 26.2 days compared to last year we were at 83.9 days. Lastly, he reported on visit trend for IBH, Emeline, Watsonville, and HPHP clinics he stated all clinics together we are up in visits.</p>
<p>9.1. Policy 640.01 - Health Resources and Services Administration Legislative Mandates Limiting the Use of Funds on HRSA Grants; Policy 640.02 - Salary Limitation; Policy 640.05 - Acknowledgement of Federal Funding and Branding Policy – Recommend for Approval</p>
<p>Julian stated there are three policies that we need approval on.</p> <ol style="list-style-type: none"> 1. Policy 640.01 - Health Resources and Services Administration Legislative Mandates Limiting the Use of Funds on HRSA Grants 2. Policy 640.02 - Salary Limitation 3. Policy 640.05 - Acknowledgement of Federal Funding and Branding Policy <p>The only changes made on the three policies are changes that are required by the Federal Government for purposes of accepting grant funding that we receive. Dinah motioned to accept changes to the three policies. Len second and the rest of members present all in favor.</p>
<p>10. CEO/COVID-19 Update</p>
<p>Amy was happy to report that our new Medical Director had started and that she was very excited to have her here. Amy also stated HSA had gone to the board a couple of weeks ago and was approved the American Recovery Plan 3.4 million dollars to add 23 new potions. Amy stated we had good comments from the elected officials. One of the commissioners asked if there a cyber security system for our medical files. It was discussed that possibility at one of our future meetings to have someone from IT come and talk about security. Marco stated that he'd be sending Mary an article to forward to Amy on the concept of when opening a gun shop it increases gun shots. It was stated possibly in the near future this could be something we add to our agenda.</p>

Next Meeting: December 7, 2021, 3:00 pm - 5:00 pm
Microsoft Teams Meeting: 1080 Emeline, Santa Cruz, CA

Minutes approved _____ / / _____
(Signature of Board Chair or Co-Chair) (Date)