

The County of Santa Cruz Integrated Community Health Center Commission

Minute Taker: Mary Olivares

Minutes of the meeting held December 6, 2018

Attendance	
Rama Khalsa	Chair
Rahn Garcia	Member
Marco Martinez-Galarce	Member
Dinah Phillips	Member
Len Finocchio	Member
Pamela Hammond	Member
Amy Peeler	Chief of Clinic Services
Raquel Ramirez Ruiz	County of Santa Cruz, Senior Health Services Manager
Julian Wren	County of Santa Cruz, Administrative Services Manager
Meeting Commenced at 11:07 am and Concluded at 12:44 pm	
1. Excused/Absent:	
Excused: Christina Berberich Excused: Gustavo Mendoza	
2. Oral Communications:	
Amy introduced Clinics new Administrative Services Manager, Dr. Julian Wren to the committee. Pam wanted to discuss Medi-Cal services at a future meeting and possibly bring someone from the Alliance in.	
3. Election of Officers -Action Needed	
The Commission elected the chair, vice chair, and executive committee member. After some discussion Pam nominated Christina as chair. Dinah and Pam nominated Rahn for vice chair, and Rahn and Pam nominated Marco as executive committee member. All members present were in favor.	
4. November 1, 2018 Meeting Minutes - Action item	
Review of November 1, 2018 minutes - Recommended for Approval. Rama motioned for the acceptance of the minutes and the rest of the members present were in favor.	
5. Operational Site Visit Update	
Raquel stated from our May 2018 HRSA operational site visit we had a few things to fix. She proudly announced that we have fixed all the items and that we are completely in compliance.	
6. Future Agenda Topics	
Amy asked the commission what future agenda topics they would like to see in the coming year? Commissioners mentioned Care Based Incentive measures, promoting the services that Health Services Agency provides, County strategic plan, unmet health care needs; full disclosure of impact of Kaiser arriving.	
7. Quality Management Committee Update	
Raquel shared that the Central Ca Alliance has two Quality Improvement nurses stationed at the Watsonville Health Clinic. The Quality Improvement nurses give the department support to move project along. Raquel also gave an update on the patient satisfaction survey that was done in July. There were challenges with receiving them back from the Emeline Health Clinic patients. Raquel projected the patient survey on the screen to the commission. Rama will send Raquel some samples of research done on surveys. Rahn asked to e-mail the survey that Raquel is working on to the commission. Commission will receive 4 surveys and come back to next meeting with outline analysis for discussion. Mary to e-mail 4 surveys.	
8. Financial Update	
Amy reported that our reports show that we are estimating 450,000.00 under budget, and it will likely increase by the end of the year. Julian went over many reports such as outstanding visits and charges, financial summary visit metrics, total AR days, Pre AR, self-pay breakdown, total aging % of total, and denials. He explained that some areas need improvement. When reporting on visit numbers and average of patients that come in weekly commission members expressed interest in seeing how this compares to a year ago.	
9. CEO update	
Amy announced that Nicole Pfiel will no longer serve on our commission. She is searching for other possible candidates. It was suggested that we look at possibly contacting a retired physician. She also mentioned that IBH is having discussion on moving under clinics umbrella and stated his would change our budget. Amy also gave an update on the photo project that will be displayed at our Emeline Health Clinic. She hopes to have them up by January or February. Pam also asked where is the best place to make donations to help people who are homeless in our community? Amy	

thanked the commission for all their hard work this past year.

Action items:

1. E-mail Commission patient survey
2. Len's report -Kaiser arrival in 3-4 months
3. Visit metrics -Comparison from one year ago.

Next Meeting: January 3rd, 2019 11:00 am -1:00 pm
1080 Emeline, Santa Cruz, CA

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