

The County of Santa Cruz Integrated Community Health Center Commission

Minute Taker: Mary Olivares

Minutes of the meeting held December 7, 2021.

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

Attendance	
Christina Berberich	Chair
Len Finocchio	Vice Chair
Caitlin Brune	Member at Large
Rahn Garcia	Member
Dinah Phillips	Member
Marco Martinez-Galarce	Member
David Willis	Member
Michelle Morton	Member
Gidget Martinez	Member
Carmen Gross	Patient Guest
Ardella Davies	Patient Guest
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
Meeting Commenced at 3:05 pm and Concluded at 5:00 pm	
Excused/Absent:	
Absent: Gustavo Mendoza	
1. Welcome/Introductions	
Introductions done at this time.	
2. Oral Communications:	
Dave Willis asked for a moment of silence today marking the 80th anniversary of the Pearl Harbor attack.	
Amy provided an overview of the commission for the new commissioners and how important their voice is to this commission. Also, during this time all commission members and county staff welcomed new members and introduced themselves.	
3. November 4, 2021, Meeting Minutes - Action item	
Review of November 4, 2021, Meeting Minutes – Recommended for Approval. Rahn recommend for approval with additional language that was added. Len second, and the rest of the members present were all in favor.	
4. HRSA Form 5B Address Correction - Action Item	
Raquel reviewed with commissioners the updates/corrections in the HRSA Form 5B. Rahn motioned to accept changes to HRSA form 5B. Len second and the rest of members present all in favor.	
5. Policy No.: 640.06 - Restriction on Abortions and Women’s Reproductive Health Services – Recommend for Approval	
Raquel reviewed updates with commissioners. She stated there were minor changes to Policy No: 640.06. Len makes motion to accept the changes to Policy No: 640.06. Marco second and the rest of the members present all in favor. David Willis abstains from voting.	
6. Policy No.: 640.07 - Exceptions to Restriction on Abortions – Recommend for Approval	
Raquel reviewed updates with commissioners. She stated there were minor changes to Policy No: 640.07. Len makes motion to accept the changes to Policy No: 640.07. Marco second and the rest of the members present all in favor. David Willis abstains from voting.	
7. Quality Management Committee Update	
Raquel gave updates on the following: Patient Centered Medical Home (PCMH), Quality Improvement Reporting Document, She gave a brief update on quality improvement data for patients with HIV/AIDS, she stated she will invite the manager of our HRSA Ryan White Grant to attend our next meeting to give an update. She also reported on the quality improvement	

reports for the clinical teams. The clinical team will reach out to the patient to get them scheduled for appointments, and follow-ups. Raquel also stated they had a clinic operational plan training today (12/7/2021). She stated they did a training for the staff to track progress on a program management tool called Trello, she will have Mary send Operational Plan out to the new commissioners.

Raquel also gave an update on Peer Review. She stated 19 charts were reviewed and there were no concerns with care.

8. Social Justice

Caitlin acknowledged Amy for the introduction and the overview she gave of the commission during oral communications. Caitlin stated she wanted to leave the commission with three questions as we think of decision making in 2022. Who wins or benefits, who pays or who loses in a decision, and who decides. Caitlin stated as we continue to have conversation that we try to make sure that we are clear headed that all those affected by a decision are taken into consideration especially those who don't have a seat around these tables that make decisions.

9. Financial Update

Julian gave an overview of clinics budget. He stated our budget is very complex and that we receive funding from multiple places such as state funding, federal, grants, and local funding. He reported on clinic financials and reviewed revenue, and expenditures with the commissioners. He also gave updates on the following: Days in AR - This is a report on how quickly we send out the billing. The goal is to have this number under 30 days we are currently at 62 days. Percentage > 90 days - This looks at claims over 90 days. Charge Review Days – This report shows how long claims sitting in bucket. Lastly, the Visit Trend - Julian stated we are up over 2,700 hundred visits from the same time period in the previous year.

10. CEO/COVID-19 Update

Amy reported that 75% of Santa Cruz County residents have had at least one vaccine. Amy also reported back on commission member a commissioner that has missed several meetings. Amy stated she checked the bylaws and it stated we need to have 2/3 of commission vote to remove an officer that has missed multiple meetings. This will need to be an agenda item at our next meeting. There was discussion within the commission it was decided that Amy will reach out to the commissioner before the next meeting and if Amy can't get a hold of him, we will put this on the agenda. Lastly, Amy reported that every year the California State Association of Counties accepts nominations from counties state-wide highlighting various projects. She was happy to announce this year the Medication Assistant Treatment Program received the award.

Next Meeting: January 4, 2022, 3:00 pm - 5:00 pm
Microsoft Teams Meeting: 1080 Emeline, Santa Cruz, CA

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