

The County of Santa Cruz Integrated Community Health Center Commission

Minute Taker: Mary Olivares

Minutes of the meeting held August 9, 2018

1. Attendance										
Rahn Garcia	Chair									
Christina Berberich	Member									
Rama Khalsa	Member									
Kristin Meyer	Member									
Pam Hammond	Member									
Dinah Phillips	Member									
Len Finocchio	Member- Call In									
Marco Martinez-Galarce	Member									
Amy Peeler	County of Santa Cruz, Health Services, CEO of Clinic Services Division									
Dr. Arnold Leff	County of Santa Cruz, Medical Services Director Health Officer									
Raquel Ramirez Ruiz	County of Santa Cruz, Senior Health Services Manager									
Mary Olivares	County of Santa Cruz, Health Services, Admin Aide									
Meeting Commenced at 11:20 am and Concluded at 1:03 pm										
2. Excused/Absent:										
Absent: Gustavo Mendoza Absent: Nicole Pfeil										
3. Oral Communications:										
Review of July 12, 2018 minutes - Recommended for Approval. Rahn motioned for the acceptance of the minutes, the rest of the members present were in favour.										
4. Policy Discussion – Recommend for Approval										
<p>Policy # 640.14 - Amy presented two examples of definitions for the health care industry. There was much discussion between the Commission, the end results were all but one member in favour to approve the definition of health care industry. Commission member Kristin Meyer voted against. Rahn Garcia motioned acceptance of policy, the rest of the members present were in favour, except for Commission member Kristin Meyer.</p> <p>Commission member Kristin Meyer noted, "I oppose this definition I believe it's too narrow of a definition."</p> <p>Policy # 100.03 – Amy updated some changes on policy. Unanimous vote Rahn Garcia motioned acceptance of policy, the rest of the members present were in favour.</p>										
<table border="1" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Policy #</th> <th style="text-align: left;">Policy Name</th> <th style="text-align: left;">Approved</th> </tr> </thead> <tbody> <tr> <td>640.14</td> <td>Definition -Health Care Industry</td> <td>Yes</td> </tr> <tr> <td>100.03</td> <td>Billing Department and Front Office Operations Policies and Procedures</td> <td>Yes</td> </tr> </tbody> </table>		Policy #	Policy Name	Approved	640.14	Definition -Health Care Industry	Yes	100.03	Billing Department and Front Office Operations Policies and Procedures	Yes
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5. Quality Management Committee Update – Recommend for Approval										
<p>Raquel stated they are in the process of wrapping up patient survey within the next two months. Staff survey will be sent out soon. Raquel gave updates on peer committee and review of 34 patient charts. She stated we are in the process of setting up a peer review party. This consists of protective time for physicians to review each other's charts and provide constructive positive feedback to each other. Currently only reviewing physician charts but we are also looking to do this review with nurses, and medical assistance in the future. Will return ASAP with results.</p>										
6. Financial Update:										

Amy presented financials for Clinics FY 17/18 of Expenditure and Revenue, current financials will not be available until October. Rama would like to see a full vacancy list. Amy gave updates on the vacancies of Admin Services manager and Chief Fiscal Officer.

7. CEO update:

Amy shared the County Audit with the commission discussed audit results and were directed to sections relevant to Clinic Services. Amy was also going to present a formal video on The Brown Act. Due to limited time we will put this on next agenda. Commission to come in 10 minutes early if they'd like to see the video. There was also discussion on promoting clinics. Several ideas were discussed such as: marketing on you tube and social media, commission also discussed we should wait until remodel of clinics is finished possibly present to the Board of Supervisors at next year's budget hearings.

There was also a lengthy discussion regarding the homeless issues in Santa Cruz County. The needing of more affordable housing and how to get resources out to this population. Dr. Leff stated this is a very complicated process and that almost every community is dealing with this issue.

Previous action items:

Action items:

- Rama would like to see a full vacancy list.

Next Meeting: September 13, 2018 11:00 am -1:00 pm
1080 Emeline Ave Building D (DOC Conference Room, Second Floor), Santa Cruz, CA

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