

The County of Santa Cruz Integrated Community Health Center Commission

Minute Taker: Mary Olivares

Minutes of the meeting held February 6, 2020

Attendance	
Christina Berberich	Chair
Len Finocchio	Vice Chair
Caitlin Brune	Member at Large
Rahn Garcia	Member
Dinah Phillips	Member
Pamela Hammond	Member
Marco Martinez-Galarce	Member
Gustavo Mendoza	Member
James Dyer	Administrative Analyst
Amy Peeler	County of Santa Cruz, Chief of Clinic Services
Raquel Ramrez Ruiz	County of Santa Cruz, Senior Health Services Manager
Julian Wren	Administrative Services Manager
Mary Olivares	Admin Aide
Meeting Commenced at 11:03 am and Concluded at 12:50 pm	
Excused/Absent:	
1. Welcome/Introductions	
2. Oral Communications:	
Caitlin announced that there is an upcoming meeting "Intersections in Immigration" and anyone is welcome to attend. Caitlin will e-mail flyer to Mary and Mary will e-mail out to Commission members.	
3. January 6, 2020 Meeting Minutes - Action item	
Review of January 6, 2020 Meeting Minutes - Recommended for Approval. Caitlin moved to review and accept, Pam second. The rest of the members present were in favour.	
4. Quality Management Committee Update	
Invited guest James Dyer gave a presentation on HIPAA. Raquel stated we must do a risk report quarterly for HRSA. Raquel also reported back from the Peer Review meeting that there were 6 mortalities, no issues to report.	
5. Biographies	
Raquel passed out the Current Commission Characteristics Survey for HRSA and Integrated Community Health Center Commission Evaluation Survey for commission to complete. Commissioners took about 10 minutes to complete forms.	
6. Ability to pay survey results	
Julian presented the Ability to Pay survey to our commissioners for review and feedback. He stated this is something that must be done per HRSA requirements. Commission stated it was worthwhile to add another section in there so that it is very clear about coverage. Commission member Pam noted that she would like this seen at Sr. Centers and more outreach to the community.	
7. Approval of updated Sliding Fee Discount Scale (Ability to Pay) – Action Required	
Julian stated the only changes that he made per HRSA requirements was to add IBH charges and acupuncture to the sliding fee. Dinah moved to approve, Christina second, the rest of the members present were in favour.	
8. Approval of updated HSA Billing FO Policy Procedures Section 100.3 – Action Required	
Rahn motioned to void previous action, items 8-9 on agenda of February 6, 2020. Items to be brought back to next month's meeting agenda. Len second, the rest of the members present were in favour.	
9. Approval of HSA Billing Ability to Pay Policy Procedures Section 100.4 – Action Required	
Rahn motioned to void previous action, items 8-9 on agenda of February 6, 2020. Items to be brought back to next month's meeting agenda. Len second, the rest of the members present were in favour.	
10. Financial Update	

Julian stated that monthly we receive a snapshot of financials what he presented today had data up to November 2019. He stated the budgeted revenues were identified in red and expenditures were identified in black. He stated there was a new column added to add portion of actuals. He stated compared to last year we are 2% ahead. He also stated we took a lot more liability by adding 24 positions. Julian stated he is currently working on next fiscal year's budget.

11. Attendance – Integrated Community Health Center Commission Meetings

Amy stated she received notice from Eddie, and he would like to resign his seat with the Commission at this time. Amy stated did receive a name from HPHP but patient currently is not available at the moment. Amy will continue to reach out to staff for any possible names for our 3 vacancies on the Commission.

12. CEO update

Amy reported that some of the data reported on overdoses of Fentanyl had tested clean making this a possibility of overdoses on fentanyl much higher. Amy stated they had their first meeting by phone for the operational site visit that is scheduled in April. Commission members to decide at the next meeting who will be attending the site visit. Christina asked, if there was any work in clinics on the corona virus. Amy stated they have been meeting every morning and the 3 Health Center Managers have developed a workflow and are working with clinic staff. There was also discussion on how the black outs affected the clinics. Amy stated it did affect our HPHP Clinic as they do not have a generator.

Action items:

- Caitlin will e-mail flyer to Mary and Mary will e-mail out to Commission members for "Intersections in Immigration"
- Mary will e-mail Marco the packet Current Commission Characteristics Survey for HRSA and Integrated Community Health Center Commission Evaluation Survey.
- Commission members to decide at the next meeting who will be attending the site visit.

Next Meeting: March 5, 2020 11:00 am - 1:00 pm
1080 Emeline, Santa Cruz, CA

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

____/____/____
(Date)