

The County of Santa Cruz Integrated Community Health Center Commission

Minute Taker: Mary Olivares

Minutes of the meeting held February 7, 2024

TELECOMMUNICATION MEETING: Microsoft Teams Meeting - or call-in number +1 916-318-9542 – PIN# 500021499#

Attendance	
Christina Berberich	Chair Officer
Rahn Garcia	Member
Marco Martinez-Galarce	Member
Maximus Grisso	Member
Michael Angulo	Member
Tammi Rose	Member
Gidget Martinez	Member
Monica Morales	County of Santa Cruz, Director HSA
Miku Sodhi	County of Santa Cruz, Asst. Director of HSA
Amy Peeler	County of Santa Cruz, Chief of Clinics
Raquel Ramirez Ruiz	County of Santa Cruz, Sr. Health Services Manager
Julian Wren	County of Santa Cruz, Admin Services Manager
Mary Olivares	County of Santa Cruz, Admin Aide
Meeting Commenced at 4:03 pm and concluded at 4:55 pm	
Excused/Absent:	
Excused: Len Finocchio Excused: Dinah Phillips Absent: Michelle Morton	
1. Welcome/Introductions	
Commissioner Marco Martinez-Galarce stated was elected to be a member on the board of Dientes.	
2. Oral Communications:	
None	
3. January 3, 2024, Meeting Minutes – Action Required	
Review of January 3, 2024, Meeting Minutes – Recommended for Approval. Rahn moved to accept minutes as presented. Marco second, and the rest of the members present were all in favor. Christina abstained as she was not in attendance at the last meeting.	
4. 100.03 HSA Billing FO Policy Procedures – Action Required	
Julian presented policy 100.03 HSA Billing FO Policy Procedures; he stated only minor corrections to policy were made. Tammi moved to accept policy with minor corrections. Marco second, and the rest of the members present were all in favor.	
5. 100.04 HSA Billing FO Policy Procedures – Action Required	
Julian presented policy 100.04 HSA Billing FO Policy Procedures. He stated no changes need to be done to sliding fee discount and this needs to be reviewed and approved every three years. Tammi moved to accept policy as presented. Marco second, and the rest of the members present were all in favor.	
6. Stipends for Commissioners	
Raquel reported commissioners are now eligible for \$75.00 stipends. Mary will be sending out an e-mail with details.	
7. Board Composition and Meeting Times	
Raquel presented survey results that were submitted, there were seven responses to survey. A majority of the commission stated they had no conflict with keeping the same date and time. Mary to send out e-mail to those not in attendance to see what dates and times work for them.	
8. Quality Management Update	
Raquel reported that the quality management committee met and reported on the following. She stated that the Watsonville Health Center reported on their improvement project, well childcare visits and are continuing focusing on immunizations. Raquel also reported that the Central California Alliance for Health reviewed the based incentives, and they will be adding lead screening in children and will be retiring body mass index assessments and adult immunizations. Raquel reported and shared results of the	

staff satisfaction survey she stated this is done on an annual basis. Lastly, Raquel reported on some of the QI Projects they are working on such as:

- Seek regular feedback-i.e. suggestion box, prioritize (grouping) projects to address feedback concerns, QR code to gather ideas and concerns on a regular basis-monthly, individual, in huddles, blocked time, team specific meetings.
- More part-time opportunities.
- QI subcommittee to address responses.
- Appreciation/Recognitions
- Closing the loop with various projects, survey results-verbal or written updates
- Burn out-giving resources

9. Financial Update

Julian reported currently the estimated actuals are \$6,100,00.00 over budget in expenditures. Julian reported some of the things that they are looking at to help in spending are analyzing current spending, prioritizing critical spending, and deferring non-essential expenses. They are reviewing subscriptions, memberships, and other recurring costs for potential savings and negotiating with vendors for better pricing or payment terms. Julain reported he is evaluating cash flow by implementing automation, prioritizing projects that contribute directly to revenue generation, and identifying areas for streamlining processes. Julian reported some of the smart targets they are looking at are 45 days in accounts receivable (AR) by June 30, 2024, 30 days by January 31, 2025, increase average clinician (MDs/PA/NP) daily completed visits by 35% to 13.5 visits by June 30, 2024, and increase payments by 35% to \$3,731,650 a month by June 30, 2024.

10. CEO/COVID 19 update

Raquel reported on Amy's behalf. She stated that Health Resources and Service Administration (HRSA) will be coming May 14, 15, and 16 2024. Commissioners are invited to attend. Raquel will report back on oversight at next meeting.

Next meeting: March 6, 2024, 4:00pm - 5:00pm

Meeting Location: In- Person- 150 Westridge Drive, Suite 101, Watsonville, Ca 95076 and 1080 Emeline Ave., Bldg. D, Santa Cruz, CA 95060. Commission will connect through Microsoft Teams Meeting or call in (audio only) [+1 916-318-9542](tel:+19163189542), [500021499#](tel:500021499) United States, Sacramento Phone Conference ID: **500 021 499#**

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