



## CHCB Public Meeting Minutes May 08, 2023 6:00-8:00 PM via Zoom

*Health Center Mission: Bringing services to individuals, families, and communities that improve health and wellness while advancing health equity and eliminating health disparities.*

### Board Members:

**Harold Odhiambo** – Chair

**Tamia Deary** - Vice-Chair

**Pedro Sandoval Prieto** – Secretary

**Darrell Wade** – Treasurer

**Brandi Velasquez** - Member-at-Large

**Kerry Hoeschen** – Member-at-Large

**Susan Mendoza** - Board Member

**Alina Stircu**- Board Member

**DJ Rhodes** - Executive Director, Community Health Center (ICS), **Adrienne Daniels** - Deputy Director

**Board Members Excused/Absent:** **Fabiola Arreola** – Board Member, **Patricia Patron** -Board Member

Topic/Presenter	Discussion / Recommendations	Action	Responsible Party	Follow-up Date
<b>Call to Order / Welcome</b> Harold Odhiambo, CHCB Chair	Meeting begins 6:04 PM  We <u>do have a quorum</u> with 7 members present.  (1 board member joined late after the initial roll call was taken, bringing the total number of board members present to 8 starting at 6:09pm.)  Rosie and Victor interpreters			
<b>Minutes Review -VOTE REQUIRED</b> Review Public Meeting minutes	Reviewed April 10 Public Meeting Minutes.  No changes or omissions.	<b>Motion to approve April 10th public meeting minutes: Tamia</b> <b>Second: Kerry</b> Yays: 8 Nays: Abstain: <b>Decision:</b>		

		Approved		
<b>Procedure: Community Health Center Board Reimbursement- VOTE REQUIRED</b> Grace Savina, Community Engagement Strategist	<p>Background regarding the process and timeline.</p> <p>Address HRSA requirements and need to update policy.</p> <p>June 2022: CHCB Board asked for research into changing/raising stipend/reimbursement.</p> <p>October 2022: Presented to the Executive Committee and shared with the board.</p> <p>April 2023: Update Policy provided</p> <p>May 2023: Policy due for renewal</p> <p>What's Changing:</p> <ul style="list-style-type: none"> <li>Reimbursement amount will vary based board member on personal reasonable expenses</li> <li>Members submit yearly attestation - no receipts required.</li> </ul> <p>What's Staying the same:</p> <ul style="list-style-type: none"> <li>Received reimbursement in preferred method</li> <li>Board Liaison to submit reimbursement requests</li> </ul> <p>Reviewed with board the recurring monthly expenses, and additional per meeting expenses.</p> <p><b>Questions:</b> Language around increasing amounts due to inflation rates and are rates still current?</p> <p><b>Answer:</b> We could add language regarding updating rates at the yearly renewal. Rates are current with the addition of parking that has been updated.</p>	<p><b>Motion to approve Procedure: Community Health Center Board Reimbursement: Bee</b></p> <p><b>Second: Alina</b></p> <p>Yays: 7</p> <p>Nays:</p> <p>Abstain:1</p> <p><b>Decision:</b></p> <p>Approved</p>		



	<p><b>Question:</b> Would we be submitting attestation monthly as special events arise?</p> <p><b>Answer:</b> We can look at doing quarterly attestation if needed. CHCB staff will keep track of special events and make necessary reimbursement for CHCB members.</p> <p><b>Question:</b> Add wording about yearly attestation and make a form available to update as changes occur throughout the year.</p> <p><b>Answer:</b> Great feedback, language will be added.</p> <p><b>Questions:</b> If a board member misses a meeting, CHCB staff will monitor and reflect on the reimbursement.</p> <p><b>Answer:</b> Yes, you will continue to receive reimbursement on a monthly basis not yearly. Additionally, you will continue to receive the other reimbursement (internet and phone) as long as you're still completing board related activities.</p> <p><b>Comment:</b> Propose that recommended changes are made before the board votes.</p> <p><b>Comment:</b> Vote with proposed changes to be made to procedure.</p>			
<p><b>UDS Report</b> Alex Lehr O'Connell, Senior Grants Management Specialist</p>	<p>Data from calendar 2022, UDS is that every federally qualified Health Center submits the same array of data every year. We submit it in February for the prior calendar year. I do want to note that HRSA is still reviewing our report, data is still officially preliminary.</p> <p>Increase in total patients served.</p>			



	<p>Serviced 53, 056 patients last year</p> <ul style="list-style-type: none"><li>• It doesn't capture the full scale of everyone who comes into our clinics. For example, if someone comes in just to get their flu shot or a Covid test or a basic health screening.</li></ul> <p>New patient target is 66,171</p> <p><b>Reviewed data on slide related to Federally Qualified Health Center</b></p> <p>Highlights</p> <ul style="list-style-type: none"><li>• Very high proportion of clients who need an interpreter.</li><li>• We serve an incredibly high proportion of patients who are low income.</li><li>• Majority of our patients are Medicaid insured.</li></ul> <p>Decrease in our UDS report in the number of clients that report being unstably housed.</p> <ul style="list-style-type: none"><li>• Still investigating exactly what the root cause of decline</li><li>• Possible data collection error</li><li>• Not a HRSA compliance number, but need to improve collection of data to reflect this population.</li></ul> <p><b>Race and Ethnicity</b></p> <ul style="list-style-type: none"><li>• Increase in non-white patients, serving more BIPOC patients</li><li>• Race and Ethnicity categories are changing with HRSA, which will allow us to identify the communities that we serve.</li></ul> <p><b>Clinical Quality Measure</b> (Green have improved and red have deceased)</p>			
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	<ul style="list-style-type: none"><li>• Breast Cancer screening - has increased due to active quality improvement.</li><li>• Child Immunization - continues to not perform well due to requirement and Oregon as a whole struggles with childhood immunization.</li><li>• Improvement in screening for depression</li><li>• Controlling High Blood pressure - has seen a drop but it is related to a measure change</li><li>• Diabetes - significant improvements</li></ul> <p>Around August numbers, for all of the health centers in the country become public at that time we can compare our performance to our peers across the country across the State.</p>			
<b>Provider Update</b> Bernadette Thomas, Health Center Clinical Officer	<p>Bernadette Thomas, introduced Chirstopher Bogan, Provider Support Specialist, who will be focusing on providing a recruitment for the Health Center.</p> <p><b>September 1, 2022- March 31, 2023</b></p> <ul style="list-style-type: none"><li>• Medical -15</li><li>• Pharmacy - 2</li></ul> <p><b>New Provider from January 1, 2023 to March 31, 2023</b></p> <ul style="list-style-type: none"><li>• Fernando Estrada, PharmD, BCPS, BCIDP, Clinical Pharmacist at HSC</li><li>• Kennedie Boehm, Nurse Practitioner Fellow, East County Health Center</li></ul> <p>Most of our (Nurse Practitioner) fellow have expressed interest in applying to the County for permanent positions.</p>			



	<p><b>Question:</b> Future meeting, would you like to see the previous quarter or just the new providers?</p> <p><b>Answer:</b> Good to know all the providers.</p>			
<p><b>Ribbon Cutting for Mobile Van</b> Reyna Martinez-Martinez, CHCB Liaison</p>	<p>Provided information about upcoming Ribbon Cutting for Mobile Van.</p> <p>Location: Impact NW 10055 E Burnside St, Portland, OR 97216 When: viernes, 26 de may 2023 at 10:30-11:30</p> <p>Draft of agenda in board book</p> <p>Continue to provide updates to board members as the date approaches.</p> <p>Comment: Opportunity for the Community Health Center to let people know what we are doing in the community and services provided.</p> <p>Comment: Good to receive more coverage of the services that we offer on the bus. Would like more information regarding the publicity around the event.</p> <p>Answer: The invite went beyond Health Center staff but will follow up with communication teams. Make sure that the venue did not have any specific restriction.</p>	<p>Debbie Powers: Will communicate with the team regarding marketing and venue restriction of spreading the word in the community of the ribbon ceremony.</p> <p>CHCB Staff: Will forward on communication to board.</p>		
<p><b>National Association of Community Health Center Policy and Issues Conference Overview</b> Harold Odhiambo, CHCB Chair</p>	<p>Reyna on behalf of Susana Mendoza.</p> <ul style="list-style-type: none"> <li>Highlight was seeing other delegates, such as a group of delegates from Puerto Rico.</li> <li>Wanted to provide feedback on the lack of interpretation at the conference and lack of equity and accessibility. Shared with Adrienne and Adrienne provided feedback to the</li> </ul>			



	<p>Vice-President of NACHCP.</p> <p>Harold Odhiambo</p> <ul style="list-style-type: none"> <li>• Hill visit allows for Senator and Congress to hear about the work that is happening at the health centers.</li> <li>• Able to ask legislators for support in areas such as the 340B.</li> <li>• Provided to connect with other individuals that work in health centers nationwide.</li> </ul>			
<b>10 min break</b>	<b>7:06- 7: 16PM</b>			
<p><b>Monthly Budget and Financial Reports</b></p> <p>-Jeff Perry, Chief Financial Officer, ICS</p> <p>-Adrienne Daniels, Interim Executive Director</p>	<p><b>Monthly highlights</b></p> <ul style="list-style-type: none"> <li>• 9 months into our fiscal year as of March, and we're about 75% through the year.</li> <li>• Revenue at \$144 million, 86% of budget</li> <li>• Expenditures at \$112 million, 67% of budget</li> <li>• \$32 million surplus</li> </ul> <p><b>Month of March</b></p> <ul style="list-style-type: none"> <li>• \$26.5 million dollars of revenue on \$13.6 million dollars worth of expenses.</li> <li>• Surplus of \$12.9 million dollars.</li> </ul> <p><b>Programmatic Level</b></p> <ul style="list-style-type: none"> <li>• Dental almost breaking even, due to incentive dollars from CareOregon</li> <li>• Pharmacy is showing about a \$2.5 million dollar gain</li> <li>• Primary care is showing a \$24 million dollar gain</li> <li>• Student health centers a \$525,000 dollars gain</li> <li>• HIV is about \$758,000 of income.</li> </ul> <p><b>Program income</b></p> <p>March was \$19.1 million dollars with the program income, or 72% of</p>			



our total revenue.

Program income to date is \$11.3 million dollars, approximately 77% of revenue.

**Indirect Cost**

The amount of money we pay externally for services to the Health Department and the county year to date. \$20.2 million dollars year to date, which is 67% below the 75% target.

**Budget Adjustment**

No change in the last few months.

**Average Billable Visits per day by month per Service Area**

- Student Health Center 75 billable visits per day for the month of March.
  - Short compared to the target visit of 74
  - Last year 82 visits per day.
- Dental for the month of March had about 235 visits per day
  - Short of the target 322 visits per day
- Primary care had 492 billable visits per day
  - Below the target of 711

**Percentage of Uninsured Visits by Quarter**

- Primary Care
  - Tracking a little bit below the target of about 12.4% at about 10.8%.
- Dental
  - Is running somewhere around 3.4% target is at about 8%.

**Payer Mix for ICS Primary Care Health Center**

Need to review slides and data due to significant increase.

**Number of OHP Clients Assigned by CCO**





- Care Oregon at 46,000 a slight decrease from March to April.
- There was data that was missing showing a decrease the last couple of months but with correction Trillium is still showing an increase.

**Question:** What are the contracted services?

**Answer:** Example is that we work with experts in value based care for the alternative payment methodology to help us with our contract negotiations with coordinated care organizations. Smaller contracts where we might bring in for coaching, for specialty developmental areas, staff short term projects, interpretation services.

**Question:** Payer Mix - for 2023 quarter, 3 and 4 being shown so as curious as to what the process is for collecting that data and having it available like how we have that when it yet it hasn't happened.

**Answer:** Collected data from April therefore we see some data for Q4.

**Vacancy Report**

- 131 vacant positions.
  - Result of our ARPA transitioning in funds that were used for staff. staffing rules which have been filled by agency staff or specific on call contractors. Those positions are ending. But that does mean, though, that we replace those with those permanent roles Again, which is why we see an increase in the number of total vacancies, because we are now posting those positions for recruitment.
- Non duplicated vacancies 111, which is an increase in those positions as staff and managers work at posting those positions.
- Decrease in final interview and final hire stage.
- Decrease in the average vacancy length.



	<ul style="list-style-type: none"> <li>• Increase in our time to fill.</li> <li>• Direct revenue vacancies (physicians, nurse practitioners, dentist, community health workers). Increase due to those ARPA fund positions.</li> <li>• 20 what we call duplicate inactive.</li> <li>• We have one current provider position that we call a duplicate vacancy filled by agency staff.</li> </ul> <p>We've been working really closely as well with the Health Department, human resources exploring an automated dashboard that actually removes quite a lot of the person to person effort and generating those numbers. Hoping by the summer to have a fully automated system, which will allow us to get more information more quickly, the better vacancy numbers and trending.</p>			
<b>Committee Updates</b> -Finance Committee: Darrell Wade, Treasurer -Quality Committee: Tamia Deary, Quality Chair -Executive Committee: Harold Odhiambo, Board Chair -Nominating Committee: Harold Odhiambo, Board Chair	Tamia Deary, Quality Committee : <ul style="list-style-type: none"> <li>• Continue to work on Annual Quality Plan.</li> <li>• Working on gathering surveys, compliance, and incidents to present at the next public meeting.</li> </ul> Tamia Deary, Bylaws Committee : <ul style="list-style-type: none"> <li>• Continuing working on updating Bylaws.</li> </ul> Darrell Wade, Finance Committee : <ul style="list-style-type: none"> <li>• The Finance Committee met on May 4th, working on our fiscal year Budget testimony to present to them the Board of County Commissioners scheduled to take place May 23, 2023.</li> <li>• Scheduled to meet again on June 1st.</li> </ul> Harold Odhiambo, Executive Committee :			



	<ul style="list-style-type: none"> <li>Working on recruiting new lawyer.</li> </ul> <p>Harold Odhiambo, Nominating Committee:</p> <ul style="list-style-type: none"> <li>No updates from nominating committee</li> </ul>			
<b>Executive Director's Strategic Updates</b> Adrienne Daniels, Deputy Director	<p>DJ addressed the board as the executive director.</p> <p><b>Patient and Community Determined: Leveraging the collective voices of the people we serve</b></p> <ul style="list-style-type: none"> <li>Student Health center Youth Action council brought baby goats to support student mental health.</li> <li>Client Advisory Committees are back in action, and meeting monthly.</li> </ul> <p><b>Supporting Fiscally Sound and Accountable practices which advance health equity and center on racial equity</b></p> <ul style="list-style-type: none"> <li>HIV Health Service Center was featured on the OHA for the Ryan White Care Act Special Project of Nation Significance Grant.</li> <li>Dental working multiple workforce recruitment.</li> <li>All staff recognition starts next month.</li> </ul> <p><b>Equitable treatment that assures all people receive high quality, safe, and meaningful care</b></p> <ul style="list-style-type: none"> <li>Rolling out HRSA/UDS and Epic Race &amp; Ethnicity Changes.</li> <li>Medication redetermination work starts this month.</li> </ul> <p><b>Engaged, Expert, Diverse Workforce which reflects the communities we serve</b></p> <ul style="list-style-type: none"> <li>The refugee program welcomed 866 refugees in the month of March and 59 in April</li> </ul>			



	<ul style="list-style-type: none"> <li>PrimaryCare and Dental Staff are refining workflows to complete an oral health screenings with patients with diabete and making connection to dental referrals.</li> <li>Implementation of “advanced access” rolled out in April to all locations. Works adds more options for same day and next day appointments for clients.</li> </ul>			
<b>Executive Director Update</b> <b>(Closed Session)</b>  <i>CHCB Board Members to discuss in a confidential separate Zoom</i>	Board moved to confidential session at : 7:50pm	<b>Motion to move to a closed session: Bee</b> <b>Second: Kerry</b> Yays: 7 Nays: Abstain: <b>Decision:</b> <b>Approved</b>		
<b>Meeting Adjourns</b>	Meeting adjourns 8:07 PM			Next public meeting scheduled on 6/12/23

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
**Pedro Prieto Sandoval, Secretary**

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
**Harold Odhiambo, Board Chair**

**Minutes approved, virtually, at the June 12, 2023 Public Meeting**

**Scribe name/email:**  
**Reyna Martinez-Martinez**



Public Meeting - *May 08, 2023*

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