



CHCB Public Meeting Minutes

August 12, 2024

6:00-8:15 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:

Tamia Deary – Chair

Darrell Wade- Treasurer

Kerry Hoeschen – Secretary

Brandi Velasquez – Member-at-Large

Susana Mendoza- Member-at-Large

Alina Stircu – Board Member

Harold Odhiambo - Board Member

Jenna Green - Interim Executive Director

Board Members Excused/Absent: Alina Stircu

Topic/Presenter	Discussion / Recommendations	Action	Responsible Party	Follow-up Date
<p>Call to Order / Welcome Tamia Deary, CHCB Chair</p>	<p>Meeting called to order at 6:05pm. We <u>do have a quorum</u> with 6 members present. Absent: Alina Darrell joined at 6:06pm making 6 members present.</p>			
<p>Minutes Review - VOTE REQUIRED Tamia Deary, CHCB Chair</p> <ul style="list-style-type: none"> • July 8, 2024 Public Meeting Minutes 	<p>July 8, 2024, Public Meeting minutes No changes requested.</p>	<p>Motion to approve: Bee Second: Darrell Yays: 6 Nays: 0 Abstain: 0 Decision: Approved</p>		

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<p>HRSA Health Center Program Budget Period Renewal *Vote Required <i>HD Grants Team</i></p>	<p>Amanda Hurley presented on the Health Center Program Budget Renewal (BPR). This is the second year of the full grant cycle.</p> <p>BPR Components:</p> <ul style="list-style-type: none"> ● Budget Narrative ● For 3: Income Analysis ● Forms 5A, 5B, and 5C (Approved Scope) ● Project Narrative Update ● Reviewed FY25 BPR Budget Slide ● Same dollar amount year-to-year, set by HRSA allocation adherence ● Reviewed FY25 BPR Patient Goals Slide (by end of 2024). We have received HCP Section 330 Funding since 1980. The health center also receives Health Care for the Homeless grant funds. ● CHCB Exec Committee asked for additional patient detail which will be followed up upon on the UDS presentation at a later date. ● Uptick in patients seeing Behavioral Health Services. ● Must submit a Service Area Competition (SAC) (a competing continuation) application every three years. In non-SAC years, MCHD submits Budget Period Renewal (BPR) applications. ● The most recent SAC was submitted two years ago. The next BPR is due August 16, 2024 to renew funding, and the next SAC is estimated to be due August 2025. <p>Questions? None noted.</p>	<p>Motion to approve: Bee Second: Kerry Yays: 6 Nays: 0 Abstain: 0 Decision: Approved</p>		

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<p>Roots and Wings Grant Renewal *Vote Required <i>Jenna Green,</i> <i>Interim ICS Director</i></p>	<p>This grant renewal is for a three year period for 2024-2027. \$105,000 is requested annually for the next three years and funding amount is based on historical installments. The Health Center was invited to apply again and intends to use the unrestricted funding for wages of a Medical Assistant to administer immunizations in Student Health Centers.</p> <ul style="list-style-type: none"> ● Since 2021, this funding has been allocated to Student Health Centers and has previously funded an additional medical assistant to optimally staff the David Douglas SHC and staff vaccine clinics throughout the SHC network resulting in more than 2000+ more vaccines to be administered annually by this position. ● This funding supports existing SHC operations and is not linked to specific or required additional patients. ● A small portion of the funds may support the Student Health Action Council program manager and interns who lead youth engagement. ● Questions from the board: What types of projects are funded? <ul style="list-style-type: none"> ○ This information is included in the July 26 email and the August board book. 	<p>Motion to approve: Darrell Second: Bee Yays: 6 Nays: 0 Abstain: 0 Decision: Approved</p>		
<p>New Board Members *Vote Required <i>Tamia Deary, CHCB</i> <i>Chair</i></p>	<p>Tamia presented on two candidates previously interviewed by Nominating Committee on July 29, 2024 and brought to Executive Committee for recommendation to the full board for vote:</p> <ul style="list-style-type: none"> ● José Gomez (bio shared) ● Monique Johnson (bio shared) <p>Both candidate biographies were shared with the board. One candidate is a consumer member and one candidate is a community member. Tamia Deary discloses familial relationship with Monique Johnson.</p>	<p>Motion to approve Monique Johnson: Darrell Second: Kerry Yays: 6 Nays: 0 Abstain: 0 Decision: Approved</p>		

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	<p>Questions? Kerry - Typically this vote is anonymously made? Tamia- this vote could be by secret ballot; if there's no objection to public vote, we'll conduct it now.</p> <p>(Note that Monique and Jose Gomez are now members of the board effective, 8/12/2024 at 6:40pm. Monique left the board meeting due to a prior commitment at 6:45pm. Jose joined the board meeting at 6:52pm).</p>	<p>Motion to approve Jose Gomez: Bee Second: Darrell Yays: 6 Nays: 0 Abstain: 0 Decision: Approved</p>		
<p>Annual Needs Assessment review HD Grants Team</p>	<p>Amanda Hurley presented the annual needs assessment on behalf of Claire Nystrom.</p> <p>Background:</p> <ul style="list-style-type: none"> ● Tied to BPR request presented previously, although it's not required for the BPR renewal and we want to be sure the Board has updated information on anything new in the last year. ● CHCB is required to review Needs Assessment information annually ● Comprehensive Needs Assessment every three years in the Service Area Competition (SAC) application ● In non-SAC years, we submit a Budget Period Renewal (BPR) for the <ul style="list-style-type: none"> ● Health Center Program (Section 330) grant ● BPR no longer asks for any Needs Assessment information 	<p>No action required.</p>		

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	<ul style="list-style-type: none"> Opportunity to look at community assets and prioritize funding and resources <p>Focused on service area AND service population. Reviewed SAC requests, major changes since SAC, race/ethnicity of houseless population, disabling conditions among unsheltered population, homeless point in time numbers, vacancy trends, medical support in vacancy trends, turnover trends, financial impact of vacancies, vacancy rates by division.</p> <p>Target pop is under 200% of fed poverty level, which has declined in Multnomah County. Speculation in the research is suggesting lower incomes are moving out of Multnomah Co. Uptick in homelessness 2022-2023, due in part to tri-county area and city working together for a more standardized and potentially accurate reporting tool. Decrease in Mental Health/unsheltered population, perhaps due to more supportive housing.</p> <p>We can provide a copy of the SAC needs assessment upon request.</p> <p>Questions? None noted.</p>			

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<p>Quarterly Vacancy Report Erin Murphy, Deputy Director HD Human Resources</p>	<ul style="list-style-type: none"> ● Recently shared with the executive committee a higher level overview of trends. The following data was discussed: <ul style="list-style-type: none"> ○ FY24 Turnover Trends ○ FY24 Financial Impact of Vacancies (impacts listed are not cumulative) ○ Vacancy Rate by Division (ICS has lowest vacancy rate) ○ Vacancy rates by job profile (send request for this detailed report) ○ ICS (health center) Exit interview data <p>Presented snapshots of aggregated data.</p> <p>Advanced Practice Clinician and Community Health Nurse vacancies have been reduced by half since 2023. Dental assistants are off-setting some of the EFDAs as they are training and supporting dentists in the clinics.</p> <p>Health Assistant positions are also part of EFDA training programs - numbers may fluctuate. Medical Assistant trends - partnering with Class Comp and Local 88 - there are three new avenues - for MAs to come into the department as OAS, a program through United We Heal training, and there's been a hiring focus on this role. The trends and turnover stats are exciting.</p> <p>Exit trends are stable, in part due to robust management support. Exit interview data is showing positive trends (job satisfaction, supportive supervisor etc) Biggest trend from exit interviews is that compensation is a concern of staff.</p> <p>Questions? None noted.</p>	<p>No action required.</p>		

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<p>Follow up from 7-8 Public Meeting:</p> <p>Retention rates per month of how many CareOregon members are staying and leaving each month</p> <p>Anirudh Padmala, Health Center CIO</p>	<p>Health Center Chief Information Officer Anirudh Padmala presented on the assigned patient trends as part of a board follow up request.</p> <p>Anirudh shared information about how many patients from both Coordinated Care Organizations were being assigned or leaving the health center. Retention rates per month of how many CareOregon members are staying and leaving each month</p> <p>Reviewed Slides:</p> <ul style="list-style-type: none"> ● Change in Membership: Trillium Detail (increase) ● Change in Membership: CareOregon Detail (decrease) <p>Questions? None noted.</p>	<p>No action required.</p>		
<p>Committee Updates</p> <p>Finance Committee: Darrell Wade, Finance Chair</p> <p>Quality Committee: Tamia Deary, Quality Chair</p> <p>Executive Committee: Tamia Deary, Board Chair</p> <p>Nominating Committee: Tamia Deary, Board Chair</p>	<p>Tamia shared board committee updates for the evening:</p> <p>Finance Committee: No updates; committee did not meet due to year-end financials not being completed yet.</p> <p>Quality Committee: Annual Quality Report from Theresa Rice. Complaints & Incidents Report from Breishon. Aaron Baeza reported on call center data, changes and service improvements. One note: call abandonment rate is directly due to staffing rates.</p> <p>Exec Committee: Met ad hoc today, August 12, to discuss and recommend new board member applications. No updates shared from July 22 meeting. Committees are well attended and supportive.</p> <p>Nominating Committee: Discussed processing new applications that have come in as well as updates on the community outreach areas, bylaws updates to be added that were voted on.</p>	<p>No action required.</p>		

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Bylaws Committee: Tamia Deary, Board Chair	Bylaws committee: No updates.			
Department Updates/Strategic Updates Interim Executive Director Operations Clinical Quality	<p>Jenna Green, Interim Executive Director, provided department updates.</p> <p>Referenced the August CHCB Memo two events from the past month: July Portland PRIDE festival & parade and the National Health Center Week celebration.</p> <p>Jenna shared two updates from the the Dental team not included in the memo:</p> <p>Exploring two ways to expand access by increasing Saturday hours at East County Dental Clinic beginning Sept. 7, 2024 through December 2024 and adding Baby Day to Mid-County Dental Clinic during the existing Saturday hours beginning Sept. 21, 2024.</p> <p>Questions? None noted.</p> <p>Susana left the board meeting at 7:30p during the break.</p>			
Board Discussion (Closed Executive Session) Tamia Deary, CHCB Chair	Closed Executive session started at 7:37 pm and ended at 8:30pm	Motion to approve Executive Session: Bee Seconded: Darrell Yays: 5 Nays: 0 Abstain: 1		Next public meeting scheduled on Sep 9, 2024
Meeting Adjourns	8: 30pm			

Signed: _____ Date: _____
Kerry Hoeschen, Secretary

Signed: _____ Date: _____
Tamia Deary, Board Chair

Minutes approved, virtually, at the September 9, 2024 Public Meeting

Scribe: // Email:
Jodi Shaw /jodi.k.shaw@multco.us