



County of Solano Community Healthcare Board

REGULAR GOVERNING BOARD MEETING MINUTES

Wednesday, July 20, 2022

Video and Telephone Conference Call

Members Present:

At Roll Call: Ruth Forney, Mike Brown, Gerald Hase, Anthony Lofton, Tracee Stacy, Don O'Conner

Members Absent: Sandra Whaley, Brandon Wirth

Staff Present:

Bela Matyas, Dona Weissenfels, Toya Adams, Noelle Soto, Anna Mae Gonzales-Smith, Rebecca Cronk, Tess Lapira, Nina Delmendo, Elise Lenox, Lavona Hamilton, Cheryl Esters, Todd James, Janine Harris, Cynthia Coutee, Deborah Hillman, Danielle Seguerre-Seymour, Joanie-925-381-9381, and Patricia Zuñiga.

1) Call to Order – 12:00 p.m.

- a) Welcome
- b) Roll Call

2) Update by Deputy County Counsel

Chair Ruth Forney, announced that due to changes in staffing responsibilities in the County Counsel Department, Clarisa Sudarma would no longer support the Community Healthcare Board, and instead, County Counsel Todd James would be supporting the Board, in the capacity of legal counsel and he comes with a range of experience with various governing boards. He was welcomed by the board.

On June 13, 2022, due to a surge of COVID-19 in Solano County, it was advised and decided by the Solano County Health Officer, the Clinic Operations Officer and the Chair of the Board, that the June 15, 2022, Community Healthcare Board Meeting be held as a virtual meeting, with consideration of the safety of the Board Members and meeting participants, until there would be a notable decrease in the COVID surge in Solano County. At the June 15, 2022, meeting, a majority of the Board voted to make AB 361 findings to allow teleconferencing without compliance with the requirements of Government Code section 54953(b)(3). The prior findings expire the earlier of July 15, 2022, or such time the Board makes subsequent AB 361 findings.

County Counsel recommends the Board consider making AB 361 findings before each meeting.

- i) **ACTION ITEM:** The Board will consider making the findings as noted in Agenda item 2) a) i), ii), iii), iv), v), vi), vii), viii), and ix), due to the surge of COVID-19 in Solano County, and as recommended by the Solano County Health Officer and FHS Clinic Operations officer, whether it may pose imminent danger, to the Board Members to meet in person, and if the Board makes subsequent findings to pose imminent danger, thus Board may continue to meet virtual.

Motion: To accept and approve the findings of the Governor's Bill AB 361 and move forward to meet via teleconference.

Motion by: Mike Brown and seconded by Don O'Conner



County of Solano Community Healthcare Board

Discussion: None.

Ayes: Ruth Forney, Mike Brown, Gerald Hase, Anthony Lofton, Tracee Stacy, Don O'Conner

Nays: None.

Abstain: None.

Motion Carried – The Board moved forward with a virtual meeting.

3) Approval of July 20, 2022, Agenda

Motion: To approve the July 20, 2022, Agenda

Motion by: Mike Brown and seconded by Tracy Stacy

Discussion: None

Ayes: Ruth Forney, Mike Brown, Gerald Hase, Anthony Lofton, Tracee Stacy, Don O'Conner

Nays: None

Abstain: None

Motion Carried

4) Approval of the June 15, 2022, Minutes

Motion: To approve the June 15, 2022, Minutes

Motion by: Don O'Conner and seconded by Mike Brown

Discussion: None

Ayes: Ruth Forney, Mike Brown, Gerald Hase, Anthony Lofton, Tracee Stacy, Don O'Conner

Nays: None

Abstain: None

Motion Carried

5) Public Comment

- Board Member Don O'Conner mentioned that spoke with a couple of Clinic patients interested to be on the Board.

6) Project Director/Clinic Operations Officer Report

- a) Health Center Operations Update – Dona Weissenfels
 - i) Health Center Activities, Internal & External Update



County of Solano Community Healthcare Board

- Dona mentioned that on behalf of FHS, the Fiscal Team applied for a Provider Relief Fund Grant, in the amount of \$1,000,000.00, and it will cover an 18-month period of 7/21/2022 through 12/31/2023.
 - Dona mentioned the \$60,000.00 and the \$150,000.00 grants are pending notification.
 - Dona stated that there was no news on the congressional ear mark.
 - Dona announced that effective July 1, 2022, two (2) very important contracts were in place. The first was the Greg Facktor and Associates Contract, a 2-year agreement, to assist FHS in preparation of the HRSA Operations Site Visit in 2023 with the Community Needs Assessment and would work with the Board to prepare the FHS Strategic Plan. The second contract was the Touro University of California Contract, a 3-year agreement, to provide provider support in the clinics, and with this contract it also included the schools of pharmacy, nurse practitioners, for example which is new.
 - Dona visited the local Shelter, Inc. facility located nearby, to see if the mobile clinics could be utilized at the facility and provide services and earn the confidence of those housed at the facility.
 - Dona informed everyone that the Solano County Association of Realtors Foundation planned to be presented a check, to Dona, at one of their future Board Meetings. The check is a donation to support the Dental Mobile Clinic.
 - Dona gave “kudos” to all the Dental and Medical staff at the Vacaville clinic, because on Monday, July 18th, which was a very hot day, the air conditioning stopped working, but the clinic staff continued to provide services to their patients. She wanted to recognize all those who endured the heat. She also mentioned that it prompted management to develop a procedure for emergency conditions.
- ii) Operational Dashboards
- Dona stated that they were reworking the operational dashboards for referrals, and other areas, and that it was a work in progress. She mentioned the Call Center metrics and stats from January to June 2022, were included in the packet and that if anyone heard concerns about phone calls to please notify those that they are working on improving those, as part of the Performance Improvement Plan.
- iii) OCHIN Epic Update
- Dona mentioned that OCHIN Epic is still in the pricing stage, which includes the cost to implement and maintain the software.
 - Dona stated that in the marketplace, other Health Centers are moving to OCHIN Epic and away from NextGen.
- b) Staffing Update – Toya Adams
- i) Toya mentioned that there were not a lot of changes since the last meeting.
- ii) She mentioned one (1) Clinic Registered Nurse was tentatively expected to start on July 25, 2022, at Fairfield and the other was still in background. A Senior Clinic Registered Nurse, a 0.5 FTE Clinic Registered Nurse, and a Medical Records Technician, Senior was tentatively expected to start in August 2022.
- iii) Toya announced that the selected Dentist Manager candidate declined the offer, and so recruitment will start again. She also said that FHS received approval for a new position for one (1) full time Medical Records Technician.



County of Solano Community Healthcare Board

7) Operations Committee Reports

- a) Hiring Credentialing Update – Elise Lenox
 - i) Elise announced that Hiring Manager, Niccore Tyler was leaving Solano County, pursuing a position in Marin County and her last day was August 3, 2022, so she (Elise) would be presenting the Hiring Credentialing Updates for now.
 - ii) Credentialing – Elise mentioned that there was one (1) Touro OMM Provider, Dr. Stacia Sloane, whose credentialing packet was approved by Dr. Leary. They were in the process of credentialing one (1) Touro DO Fellow, one (1) full time Clinic Registered Nurse and one (1) part time Clinic Registered Nurse.
 - iii) Recredentialing – She mentioned that Partnership HealthPlan of California (PHC) recredentialled three (3) providers.
 - iv) Sanction Screening – She stated this is done every month and they ran sanction screenings on all 132, FHS Clinic staff and there were no sanctions.
- b) Staffing Plan Update – Dona Weissenfels
 - i) Dona mentioned this earlier in Agenda Item 6.a.i., in the fourth paragraph, in the discussion of the Greg Facktor contract, effective July 1, 2022.
- c) Mobile Clinics – Dental and Medical – Noelle Soto
 - i) Noelle announced that they are working on a partnership with Shelter, Inc., to have the mobile clinics at their site. Both the Medical and Dental Mobile Clinics are available to be deployed. They are working on a plan of the dates and staffing to send out the mobile clinics and will notify the Board when a schedule is finalized.
- d) Fiscal Year 2023/2024 Budget Development – Nina Delmendo
 - i) She notified everyone that they are still working on the close out of FY 2022/2023 budget and that Health and Social Services will have a budget kickoff in late August.
 - ii) Nina made a proposal to the Board Members and participants to hold a budget workshop in September and will bring up this topic at the next meeting, with possibly a couple of proposed dates.

8) Unfinished Business

- a) Credentialing Privileging Policy and Procedure Update – Dona Weissenfels and Cheryl Esters
 - i) There was no update, but with the Greg Facktor contract in place, they will be asked to provide their recommendations, in finalizing the policy.
- b) HIPS/HIPAA Training – This training will be scheduled to be presented to the Board, after new members are added to the Board.
- c) Confidentiality Form - This form will be presented and distributed to the Board Members and must coincide with HIPAA Training.
- d) Community Healthcare Board Self-Assessment Form – It was decided by the Board at the April 20, 2022, meeting to be reviewed and revised by the Board.



County of Solano Community Healthcare Board

9) Discussion

a) Board Member Recruitment Status and Update

- i) Chair Ruth Forney announced that they received one application, which the Board will vote on in the next agenda item.
- ii) Clinic Operations Officer Dona Weissenfels mentioned that the clinic staff continues to notify patients and encourage them to apply.
- iii) Board Member Don O'Conner mentioned that he has been reaching out to others and may have a couple potential applicants.

b) Board Member Application received from Deborah Hillman.

- i) The Executive and Membership Committees reviewed the Board Member Application, submitted by Deborah Hillman, and recommends the Board's approval for Deborah Hillman to become a Community Healthcare Board Member.
- ii) **ACTION ITEM:** The Board will consider Deborah Hillman to become a Community Healthcare Board Member.

Motion: The Board will consider Deborah Hillman to become a Community Healthcare Board Member.

Motion by: Mike Brown and seconded by Anthony Lofton

Discussion: None

Ayes: Ruth Forney, Mike Brown, Gerald Hase, Anthony Lofton, Tracee Stacy, Don O'Conner

Nays: None

Abstain: None

Motion Carried.

c) COVID Update – Dr. Bela Matyas, Solano County Health Officer

- i) Dr. Matyas stated that overall, there was a substantial spike in COVID cases since April and a slight reduction was expected over the next couple of weeks. There were approximately 150 to 160 cases per day reported, but the number of cases were not higher than those reported in January or February, this year. The good news was that those who are sick with COVID, their symptoms were not as severe as in the past.
- ii) He mentioned that Solano County along with neighboring counties are taking the recent spikes in stride and expect a decrease in the next few months, and a surge again in the winter months. He said the hope is to have an COVID Omicron booster at some point.
- iii) He said they have noticed that for the age group of 5-11 years of age, about one third of that population have been vaccinated and of those 4 years of age and younger, less than 5% have been vaccinated. There has been a reluctance to vaccinate young children.
- iv) He mentioned in relation to Monkey Pox, in Solano County, there was one (1) confirmed case and two (2) probable cases.



County of Solano Community Healthcare Board

- d) In Person / Virtual Community Healthcare Board Meetings
 - i) After the information received from Dr. Matyas, and brief Board Member discussion, the Board Members agreed to meet next month virtually.

10) Board Member Comments

- i) Chair Ruth Forney reminded everyone about National Health Centers Week August 7-13, 2022, and that she and Dona were discussing possible ways to recognize this special week within the community.

11) Parking Lot (These items are postponed, until further notice.)

- a) Compliance Training and Robert's Rules Review
- b) Health Center Marketing Campaign & Website Design
 - i) Chair Ruth Forney, mentioned when the funding becomes available, marketing and rebranding could be addressed.

12) Next Community Healthcare Board Meeting (virtual)

DATE: August 17, 2022
TIME: 12:00 p.m.
TO JOIN Telephone Conference Call:
Dial: 1-323-457-3408, Conference ID: 446 778 066# (announce your name)
Teleconference: Contact the Clerk: 707-784-8775

13) Adjourn

Meeting was adjourned at 1:00 p.m.

Handout:

- June 2022 Call Center Stats