



**Health Center (HC) Board Minutes
January 22, 2020**

The Health Center Board met in the multi-purpose conference room at the Lompoc Health Care Center.

Present: Consumer Members: Lee Herrington (Co-Chair), Christopher Hutton, Stephen Ferrara, Filippo Chappelle

Community Members: Skip Szymanski (Chair) Emily Casarez, Arianna Castellanos, Sylvia Barnard, Jason Prystowsky (by phone) – don't believe Jason was on the phone?

Non-Voting Member: Douglas Metz, Health Center Executive Director

Staff: Kendall Johnston, Paola Hurtado (by phone), Ralph Barbosa, Melissa Gomez, Elvira Briones-Arellano, Dana Gamble, Elvia Lopez (by phone), Jeanette Gumber, Michael Camacho-Craft, Jeanie Sleight

Guests/Speaker: Cathy Slaughter, CenCal

Agenda Items

I. Call to Order

Meeting was called to order by Chair Szymanski at 12:00pm and the quorum was established.

II. Review and Approve Minutes from the December 18 Meeting

There were no requested revisions to the December meeting minutes.

Mr. Chappelle motioned that the minutes from the December 18, 2019 meeting be accepted by the Board; Mr. Herrington seconded.

Motion Carried Unanimously.

III. Old Business: None

IV. New Business:

1. HRSA Change in Scope for Pharmacy Services-Mr. Barbosa

Mr. Barbosa informed the Board that the PHD needed to update HRSA Form 5A to include the contracted pharmacies in the services described as a Column II service. The PHD informed HRSA of the Contracted Pharmacy Services nearly ten years ago. This change in scope will bring the pharmacy services reported to HRSA on 5A in alignment with the current services provided.

Ms. Castellanos motioned that the Board approve the change in scope for pharmacy services; Mr. Hutton seconded.

Motion Carried Unanimously.

[Ms. Barnard joined the meeting at 12:12pm]

2. Annual Review of Health Center By Laws-Mr. Gamble

Mr. Gamble notified the Board of some last minute changes to the Health Center Board Laws, including grammar and proof-reading as well as additions to Article V, Section II. These additions bring the Health Center Board meetings into compliance with the Ralph M. Brown Act and staff will be working to create a page on the PHD website for the posting of Board meeting agendas and minutes. The revised By-Laws will be sent out to the Board members in advance of the next meeting where they will be required to vote to accept or refuse the revisions.

3. Patient Visit Increase Strategies Presentation-Dr. Metz

Dr. Metz shared with the Board an Excel spreadsheet showing the combined interventions that PHD has been working on to increase patient visits at each of the health care centers. Back in July 2019, Dr. Metz attended each of the Health Center's all staff meetings to inform them of the budget situation and to bring to attention the need for increase patient visits. Each health center then created their own specific task force to brainstorm possible solutions to getting each provider to see the goal of 2 patients per hour. Dr. Metz has been working with Dr. Baldwin to ensure that the providers know the expectations and emphasizing to the providers the importance of following up with each of their patients. Some notable strategies include: double-booking patient appointment slots to minimize the effects of no-shows; increasing the frequency of visits, if needed; and having a daily report generated each morning to show the previous days' activity for the administrators to review and improve upon.

A marketing plan will also be implemented in Lompoc to get ahead of the opening of the new CHCCC clinic which is being built 3 blocks away from the Lompoc Health Center. Community Board members also expressed that they have seen a decline in patient visits at their respective agencies due to fears of immigration and being deported. Additionally, vulnerable families may be more concerned with finding and keeping housing over their own health needs. Chair Szymanski and the Board requested that future Board meetings until further notice allocate 30 minutes to discuss how the Board can assist in encouraging the community to refer patients to the County Health Care Centers.

VIII. Standing Reports:

1. December 2019 and 2nd Quarter End Financial Report-Mr. Gamble

Mr. Gamble presented the financial report in Ms. Jacobson's absence. Overall, PHD is at 89.7% of the revenue budget year-to-date and 94.7% for expenditures. That leaves a negative \$1.4 Million bottom line and PHD has a way to go to close the gap despite efforts showing minor progress. Revenue highlights include a \$2.6 million negative variance in Medi-Cal, in which \$1 million of this is due to lower than anticipated pharmacy costs. State and local funds are being used to pay for certain overhead costs and to finish the year balanced. The objective, however, is to generate more Medi-Cal revenue so that reliance on local funds is limited. PHD is overbudget in Medicare, Self-pay/HAP, and ADAP revenues at a combined total of around \$595,000. Expenditure highlights that are under-budget include salaries and benefits, professional fees, pharmaceuticals and indirect costs. The only item that is over budget in expenditures is physician fees, as PHD has been utilizing far more contracted physicians to cover staffing vacancies.

Mr. Herrington motioned that the HC Board approve and accept the December 2019 monthly and quarterly report; Mr. Hutton seconded.

Motion Carried Unanimously.

2. Policy Review Committee

Mr. Hutton motioned that the HC Board approve and accept the 18 policies as presented; Ms. Casarez seconded.

Motion Carried Unanimously.

3. Provider Appointments-Ms. Johnston

In Dr. Baldwin's absence, Ms. Johnston presented the new and returning providers for appointment. Dr. Melissa Smith will be coming onboard to assist in covering the women's health position that was vacated by Sara Taylor in Santa Maria in December. Drs. Antony, Balakumran, Ansorg and Jose Chavez, PA-C re-credentialing were also discussed.

Mr. Herrington motioned that the Board approve the aforementioned providers for initial and re-appointment; Ms. Castellanos seconded.

Motion Carried Unanimously.

4. Quality Measures Report-Ms. Gomez

Due to time constraints, Ms. Gomez briefly reported on the highlights of the monthly quality improvement measures. The Diabetes measure has improved greatly and is very close to reaching the goal of 71%. The Asthma measure showed major improvements early on but is now being removed from the HRSA grant in March so Ms. Gomez will be working with the Medical Quality Improvement Committee to identify new measures to focus on. All of the measures are showing improvement, including depression screening and intervention, which has seen an 8.4% increase in the past year.

5. Executive Director's Report-Dr. Metz

Due to time constraints, Dr. Metz briefly reported on the highlights from December 2019. It was noted that the no-show rate has dropped down from 15 to 13 percent. While the patient volume metrics showed a shortage of the targeted patient visit goals, it is worthwhile to note that the month of December had many days where the clinics were closed due to the holiday and the County's family friendly closure where many staff members took time off. Dr. Metz also shared a new graph showing patient visits by fiscal year from FY 14-15 through FY 19-20 and specified that the uptick in FY 15-16 was due to the Affordable Care Act (Obamacare).

V. Member Announcements

Ms. Castellanos introduced her guest, Cathy Slaughter from CenCal.

VI. Adjournment

Meeting was adjourned at 1:25pm