**REDWOODS RURAL HEALTH CENTER**

BOARD OF DIRECTORS MEETING  
Wednesday, October 26, 2022 at 3:00 PM

Join Zoom Meeting

<https://us02web.zoom.us/j/87454276763?pwd=V3hQcUdGMkdpMHBFS0I2Y25DbFFsQT09>

1-669-900-9128 US (San Jose) Meeting ID: 874 5427 6z x.Z.763 Passcode: 878241

***MISSION:*** *Redwoods Rural Health Center will provide responsive, preventive, high quality primary health care services, through a variety of healing disciplines, to all people without regard to social or economic status.*

***Board Members Present:****Christina Huff, Erica Boyd, Janet Fitzgerald, Pamela Moore, Sheila O’Toole, Shanon Taliaferro.****Staff Members Present:****Tina Tvedt, Michele Hernandez, Terri Klemetson, Mary Philippova and Cheri Swan taking meeting minutes.*

*The meeting commenced at 3:15 pm*

**Agenda**

* Call to Order & Assign Time-Keeper, Janet
* Approve Agenda – E.
* Correspondence/Public Comment
* Update from Board Members &/or Staff Members
* **Executive Director Update** (pages 1-3)

Tina said that this week has been busy with patient feedback and Behavioral Health is talking with patients who have received warning letters. Tatyana to transitioning to PT status and Maryanne will be coming onboard for 2 days a week. Julie volunteered to take over Tatyana’s clerical and administrative responsibilities. Currently RRHC is working with Lone Pine since November is the last month of funding the 10 hotel rooms for the emergency voucher hotel program and we are trying to find alternatives for December.

* **Consent Agenda** Includes Minutes of the September 2022 Board Meeting Minutes & Finance Committee Meeting (pages 4-8).   
  October 2022 Department Updates; Compliance (page 9), Behavioral Health (pages 10-11), Operations (pages 12-13), QI Department (pages 14-15).  
  **ACTION: Shelia moves to approve the Consent Agenda, Scott seconds. The motion passed unanimously.**
* **Recruiting Update** – Tina informed the board of the open Positions which include Registered Dental Hygienist, Fortuna Front desk position, Clinic Nurse Manager and a Maintenance Technician. We lost a Medical Assistant, Freddie will move from Medical Records to become a bilingual Medical Assistant. Shanon asked about hiring a staffing company for the Hygienist? Tina has reached out and recruiting firms charge around $15,000 and previous attempts were not successful. It was suggested that we offer a signing bonus and Tina said this was something worth looking into.
* **Action Items for Review and Approval**
  1. Approve Michelle Tobin Re-Privileging *(emailed)***ACTION: Shelia moves to approve Michelle Tobin’s Re-Privileging, Janet seconds. The motion passed unanimously.**
  2. Approve Dr. Phillip Scheel Re-Privileging (pages 16-18)  
     **ACTION: Shannon moves to approve Dr. Phillip Scheel’s Re-Privileging, Erica seconds. The motion passed unanimously.**
  3. Approve Morgan Hines Re-Privileging *(emailed)***ACTION: Janet moves to approve Morgan Hine’s Re-Privileging, Shelia seconds. The motion passed unanimously.**
  4. **Approve updated COVID Testing P&P** (pages 19-21) – This puts us in line with the legislative update which states that CDHP requirement for weekly testing and people unvaccinated no longer   
     **ACTION: Shanon moves to approve the Updated Covid Testing P&P, Pamela seconds. The motion passed unanimously.**
  5. **Approve Updated List of Authorized Check Signers** (page 22) – Update the list of check signers.  
     **ACTION: Erica moves to approve the Updated List of Authorized Check Signers, Pamela seconds. The motion passed unanimously.**
  6. **Approve MGMA Credit Card for Michele –** Michele runs the Emergency Shelter Program, CALAIM program & other homeless supplies and needs to be able to purchase supplies for these programs when needed and sometimes waiting for a check to be issued would not work. MGMA is offering an emerald business credit card. Tina will look into the APR rate.   
     **ACTION: Shanon moves to approve the MGMA Credit Card for Michele, Sheila seconds. The motion passed unanimously.**
* **Discussion Items**

1. **Board Training Topic(s) of the Month** – Chapter 9: Effective Board Functioning (Board Meetings, Committees, and Culture) *(previously emailed).* Christina stated that 5 of the 9 board members had responded to the Board self-evaluation and it seems like the Board needs to do a little more work. It was also noted that when the Board goes into Executive sessions there needs to be a record of the meeting stating what was discussed and what was the outcome.
2. **Board Expansion and Recruitment (page 23)** – A flyer inviting the public has been printed and is being distributed. Tulio is also conduction outreach to the in the Melody Trailer Park in Redway.
3. **Patient & Employee Risk & Feedback – Summary Reports** (pages 24-37) – The Board reviewed the Patient Feedback in RL Solutions and asked about follow-up and resolutions. Tina will follow-up on the CT order to see if the patient received the CT scan. Next Quarter the results will be presented in a different format, so they are easier to review.
4. **Kaiser Permanente Population Health Management Initiative Snapshot** (pages 38-41) – RRHC is doing well in the Diabetes and Colorectal targets. Next phase is empaneled (the same provider for every visit) for QI interventions. For the empaneled portion we will need to implement front desk training for assigning a provider.
5. **CPCA Policy & Legislative Updates** (pages 42-45) – Tina stated there are funds for health care employee retention ($1k retention bonus) which we will apply for in November and receive in February. Currently no managers or supervisors are eligible, but RRHC will cover the costs of that bonus for those staff. Health Centers will be able to continue Telehealth, video and phone visits if patients are unable to use tech. Terri said that Kathleen went CPCA insurance meetings for fire coverage. Safer from Wildfires – It was noted that this legislation will mandate that local residents understand how insurance companies determine your score and they will get credit for improvements.
6. **340B Q3 Report** (pages 46-49) – Tina discussed the 340B report and noted that PALCO 2nd largest, Greens is the 3rd. Pharmaforce transition is going well.
7. **Wellness Center/Homeless Services Site Review & Next Steps** (pages 50-52) – Tina stated that we may need a separate strategic planning session for this topic. Solar suites acquisition was discussed, and county wanted us to look at even though the ADA cannot be met. Tina would like the boards input on purchasing the Solar Suites location including what services we would see on this site? Should it align with the Strategic Plan which identified Optometry, Physical Therapy and Telehealth services?

1. Financially feasible long term?  
2. Can we get this property at a better deal than $1 million which is at the top of the market?   
3. Deed in lieu of foreclosure (research this option) Shannon supports this.  
4. Conversation with David before an offer is made.  
5. Community link report will be back.

* 1. Strategic Planning 3-5 Year Goals
  2. Current Priorities (CalAIM, Remodel, NG Upgrade, EPIC) with Infrastructure Gaps
  3. Future Planning (Optometry, Physical Therapy, Psych)
  4. Aspen Street Proposal - Program matrix needed from the Board.

The Board discussed the pros and cons along with the price and value to the community. It was determined that there would be a 2-week fact finding delay and then formal action would be discussed at the November 15th Board Meeting.

1. **Sidewalk and repaving project** Terri updated the board on the sidewalk and repaving project which went out to bid. Dec 22nd, 29th The deadline for the Boards decision until January. Shanon would like a map of the project and Terri will send that over.
2. **Tentative Dates for December’s meeting** will be sent, and an updated invitation will be sent to all board members.
3. **Board & Provider Mixer** with SoHum Health is on November 3rd from 6-8pm. An email invitation has been sent.

* **Future Agenda Items & Next Board Meeting**
  1. Strategic Planning Update – Quarterly (Dec, March, June, Sept) (53-55)
  2. VA Dental Follow-up Report
  3. 25 Shady Grove Contractor Selection
  4. Approval of HHAP and HHIP Grant Submissions
  5. Revised DEI policy
  6. Revised Illness & Injury Prevention Plan & Workforce Violence Prevention Plan
  7. Updated Admitting Privileges P&P
  8. Updated Hospital Continuity of Care P&P

Next Board Meeting will be held Wednesday, November 15th, 2022 at 3:15 pm after the Finance Committee meeting at 3:00pm.

* Executive Session
* Adjourn Meeting at 5:05 pm