

*The purpose of Redwoods Rural Health Center is to 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. We emphasize the client's right and responsibility to participate in his or her own health care decisions. It is our hope that the clinic be a place where the needs of the whole person are met--body, mind, and spirit.*

**Redwoods Rural Health Center  
Board of Directors Meeting  
June 24, 2008  
at 6PM at the Redway clinic**

**Board Members Present:** Thad Horner, Shon Wellborn, Pamela Moore, Carol Lee, Rick Silva, Kathy Epling

**Board Members Absent:** Dee Way, Shelby, Troy Harrington-Dean (Dee and Shelby were not feeling well, Troy had a training to attend)

**RRHC Staff Present:** Eric Fimbres, Executive Director; Jeanie Eldridge, CFO

**Others Present:** Mike Thompson, Board Member of the Southern Humboldt Unified Hospital District

Following some discussion of the fires currently burning throughout the region, the group was brought to order by the Board President, Thad Horner, at 6:10PM

Rick Silva agreed to be timekeeper tonight.

**MOTION: That the Consent Agenda be passed as presented.**

The motion was made by Shon Wellborn and seconded by Pamela Moore.

**MOTION PASSED, unanimously**

Items on the consent agenda were:

- a. Approve Agenda
- b. Approve May 2008 Finance Committee Notes
- c. Accept the June 4, 2008 Budget Committee notes
- d. Accept the June 17, 2008 Budget Co notes
- e. Accept the April 2008 financial report
- f. accept the May 2008 financial report
- g. accept the Division Reports
- h. Accept the June 11, 2008 CQI report

Rick suggested that in future the approval and/or change of the meeting agenda be a separate item on the agenda, removed from the consent agenda. The Board as a whole thought this a good idea.

### **Board Comments and Questions on the Division Reports**

The floor was opened to board members' comments and questions regarding the division reports and CQI report.

Kathy Epling wished to have some clarification about a statement in the CQI report that reads, under the heading "Billing"

"Dental rates revised, largest % was due to patient not being eligible for that month for Medi Cal"

She would like clarification; is this Dental or Denial rates, and what does it mean?

She wished to congratulate Jeanie Eldridge for her new position on the Garberville/Redway Chamber of Commerce Board of Directors.

She wished as well to commend the Janitors for their work; their willingness to go beyond the ordinary and to take extra care is noticed by both board and clients.

Shon Wellborn wanted to know what the Reach Out and Read Program was. Eric explained it and talked of possibly expanding this program to the Dental division as well as the Primary Care division.

Rick Silva noted that the Division Reports looked great; he wanted to encourage the Dental Division pursuit of the digitalized x ray system; Eric noted that we are budgeting for this.

Rick wanted to caution that any medical transcription equipment/system be fully tested before purchase. Eric said this would of course be done.

Thad Horner wondered about an acronym in the Behavioral Health report, AIRES; Eric explained that it is used for the statewide Aids initiative program, data does into a state data base.

Thad also wondered about e-appointments; the term should have been E application process, an eligibility process that Linda Piehl has received training in.

Eric also commented on the online appointment process whereby clients can schedule appointments through our website. This process is not yet used much, but is in early stages.

Thad Horner commented that in reading the exit interview report he was surprised that salary turned up to be such an area of concern, contributing to the employee leaving RRHC. There was discussion of this.

Thad wished to know what SOC, a term used in the Dental Division report, was. Share of Cost, said Eric; that is, the portion the client must pay out of pocket.

### **Public Comment**

During the public comment period Mike Thompson of the hospital district board introduced himself and was welcomed.

## **Executive Director Report**

Eric Fimbres hit the high points of his written report.

Patty Berg will be in town Friday the 27<sup>th</sup> from 11 Am to 1:30 at the Redway Elementary School, invitations and announcements have gone out. She will be presenting a check to the Garberville Sanitary District and addressing the community on the effects of the state budget.

The Collaborative Committee will be meeting at the Hospital Monday June 30 at lunch time. Eric said he and Nancy Wilson of the Hospital Board gave a brief report at the Community Health Alliance, which was well received.

The power point document for the CPCA board training that some of the board attended via telemedicine connection is now ready; Eric will see that it is sent to the new board members and others on the board who couldn't attend the training. It is a power point document, so may need to be converted to a PDF file first, and may need to be given in hard copy to those who can't download and print it readily.

Tim Ryan of Northcoast Clinics Network has a number of board training items that could be made available to our board.

Dena Baker is working on a RRHC information brochure; a sample was passed around and admired.

Eric discussed the 4 day clinic week concept being reviewed by the Budget Committee. Pamela Moore wished to know if the decision had been made already in committee. Kathy Epling said no, no such decision could be made before the board approved it; since the board is legally required to be in charge of setting times and days of clinic opening. It will be discussed further in the Budget Committee and recommendations will come to the board eventually for their approval or denial.

Eric noted that RRHC applied for but did not get the expansion funds for the Wellness Grant from St Joseph's.

## **Old Business**

Under Old Business Carol Lee noted that after last month's board meeting and the discussion of the effects of the budget on our health center and health centers throughout the state, she emailed the governor with her grave concerns as a citizen and patient. She has not yet heard back.

The rest of the board (and Eric) expressed their appreciation. Shon thought in future it would be good if copies of such emails or letters be also given to Eric for his information.

Thad wished to know if there was any news on the state budget—no, still looks like we are facing a 10% across the board cut, though the adult dental program seems to be back in. Patty Berg will have news on Friday.

Rick Silva had expressed concern about board training. Thad asked him if he felt the board was moving along in this matter sufficiently; Rick said yes.

Eric spoke of the Shelter Cove Clinic project. He met with residents, he is allowing Marilyn McClure to take the lead in discussions. The community is asking for basic services provided on a consistent basis. There is an office available at 500 a month, not including utilities, and not including the needed changes to adapt it to clinic use. Eric wanted to know if the board would like him to proceed with a cost benefits analysis of this.

The board said yes, but Shon Wellborn cautioned that it is crucial that Eric prioritize his many projects, making certain he is able to give due attention to the important ones within a reasonable time frame.

There was discussion as well of the School Based Health Center concept. Eric is considering two, one at Redway Elementary, one at South Fork High School, both to be used only by students. Discussion between the school district and Eric is in process. Were RRHC to do such clinics, they would be solely under RRHC jurisdiction, not under the school district.

The board—Shon and Kathy in particular—felt that providing health services to our school children is imperative.

**The Hepatitis B Vaccination Policy with changes was reviewed by the board.**

**MOTION: That the revised Hepatitis B Vaccination Policy be approved as submitted.**

The motion was made by Rick Silva and seconded by Pamela Moore

**MOTION PASSED unanimously.**

**The CQI: Continuous Quality Improvement policy was reviewed by the Board.**

The wording of paragraph one was changed to read:

1. Establishment of a CQI Committee: The Health Center will establish a committee which shall be charged with primary responsibility for direction and monitoring the quality assurance and improvement efforts of the Health Center. Such committee shall normally include the Health Center's Medical Director as well as representatives of the Health Center's provider staff, the Board of Directors and the Health Center's non-provider staff. The CQI committee will meet at least quarterly and more often as the committee deems necessary. Minutes of such meetings will be kept and included in board packets.

**MOTION: That the CQI policy be approved as revised.**

This motion was made by Kathy Epling and seconded by Carol Lee

**MOTION PASSED unanimously.**

**At 7:20 the Board adjourned into executive session by consensus**, bidding goodnight to Mike Thompson and Jeanie Eldridge.

**At 7:30PM the Board came back into open session** to set the dates for the July Finance and Board Meetings. **Due to vacations the Finance Co and Board meeting will be held on July 29, 2008, the fifth Tuesday of the month.** The finance Committee will be meeting from 5 till 6 PM, the Board Meeting will start at 6PM.

**MOTION: That the meeting be adjourned.**

The motion was made by Rick Silva and seconded by Pamela Moore.

**MOTION PASSED unanimously.**

**The meeting was adjourned at 7:34 PM.**

Respectfully submitted, Kathy Epling, board secretary, RRHC