

REDWOODS RURAL HEALTH CENTER
BOARD OF DIRECTORS MEETING
Wednesday – March 22, 2023 at 3:15 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, Pam Moore, Shanon Taliaferro, Scott Bliss, and Elise Sauer.

Staff Members & Members of the Public Present: Tina Tvedt, Michele Hernandez, Kathleen Stone, and Terri Klemetson taking meeting minutes.

Meeting commenced at _3:17 _ pm

Agenda

- Call to Order & Assign Timekeeper - ___Janet ___ is assigned as the timekeeper.
- Approve Agenda
ACTION: Scott moves to approve the the Agenda, Janet seconds. The motion passed unanimously.
- Ice Breaker
- Correspondence/Public Comment = Mark Marchese/ Charolette Silverstein asked for PT / OT at RRHC
- Update from Board Members &/or Staff Members – no
- **Executive Director Update (pages 1-5)** - In addition to the detailed ED Report, Tina said that RRHC will be sending out a new publication a 2 page flyer of services to be sent out soon, which was funded by a covid grant so it also highlights ongoing vaccination and testing opportunities. BOD President Christina Huff asks about long-covid education linked to vaccines. Question – NextGen upgrade? Yes, it happened March 6th, RRHC staff are working through challenges, for example BH chart notes aren't going into PAQ. TempDev is making custom changes. BOD also asked about the potential to switch from NextGen to EPIC. Tina clarified that RRHC doesn't have a contract to purchase EPIC. "We are thinking about it but don't have designated funding. And we were planning on the Kaiser grant round to fund the transition but Kaiser decided to not fund EHR transition." Tina noted that if RRHC has to pay for EPIC without a grant the organization would need to invest hundreds of thousands of dollars, and the team would see a reduction in productivity during the transition, so it would need to be carefully planned in the future once we stabilize the finances and the BOD would need to designate funding. Planning would include time to set-up the software, training, then productivity lower rates during the adoption phase. BOD president Huff says RRHC should still consider EPIC to be compatible with other Humboldt County institutions.
- **Consent Agenda** Includes Minutes of the March 2023 Board Meeting Minutes (pages 6-8) & Finance Committee Meeting Minutes (pages 9-10), March 2023 Department Updates; Compliance (page 11), Operations (pages 12-13), Medical (pages 14-16), QI (pages 17-18), Dental (page 19), Behavioral Health (pages 20-21) and March 2023 Productivity Report (pages 22-24).

Questions/comments = BOD Erica asked why Staff Housing project changed from duplexes to single family units, RRHC Staff replied, "we applied through \$1 million, funded \$775,000 – designer experience = PGE, size of structure, budget, new HRSA app happening"

Approved Janet first, Pam second - all Ayes.
- **Recruiting Update** – Open Positions - CNM is the only position open. – Tina says working on onboarding a 6th BH clinician in June. Working on privileges.
- **Action Items for Review and Approval**
 - A. Approval for submission of ACEs grant application (Michele working with Perinatal to formulate 0-8 new proposal)
ACTION: Erica moves to approve the Submission of the ACEs Grant Application, Elise seconds. The motion passed unanimously.

- B. Approval for submission of HRSA FY2023 Early Childhood Development grant application (Tina description = to fund improved screening standardized questionnaires & hires part-time pediatrician)

ACTION: Shanon moves to approve the Submission of the HRSA FY2023 Early Childhood Development grant application, Elise seconds. The motion passed unanimously.

- C. Approval for submission of FOCUS Colorectal Cancer Screening grant application (foundation sponsoring is Cologuard, which we aren't using, but we can still apply) Conversation included that fact that the grant is 18 mth, and Tina explained that it's focused on improving colorectal cancer awareness and preventative screenings as well as equity. Equity will be addressed by creating Spanish outreach materials. BOD President Christina Huff asked if RRHC can do the Spanish outreach without the funding – Tina says yes we can without the funding. More discussion ensued including the QI measure numbers, "used to be really good but numbers went down" – so it's good to boost the data/patient program.

ACTION: Pam Moore moves to approve the Submission of the FOCUS Colorectal Cancer Screening grant application, Scott Bliss seconds. The motion passed unanimously.

- D. Approve new Safety Committee Policy P&P

ACTION: Erica moves to approve the New Safety Committee Policy P&P, Scott seconds. The motion passed unanimously.

- E. Approve revised COVID Prevention Mitigation Response P&P (thank you for track changes)

ACTION: moves to approve the revised COVID Prevention Mitigation Response P&P, xx seconds. The motion passed unanimously. - table for discussion motioned Janet - second Erica. " Scott says Stanford still masking. " all in favor – all ayes.

- F. Approve revised Dental Radiation Safety Program P&P (yes Dr. Kehl & Kathleen worked hard to update and strengthen the policy)

ACTION: Scott moves to approve the revised Dental Radiation Safety Program P&P, Pam Moore seconds. The motion passed unanimously.

- G. Approve new EV Charging P&P (discussion of why staff are plugging in extension cords – impacts to electric bill – language to talk to staff)

ACTION: Scott moves to approve the new EV Charging P&P, Elise seconds. The motion passed unanimously. - Shanon says strategic planning last year, charging station planning needed. Corrective measure vs. carrot – in the works. RCEA grant in the works.

- H. Approve revised Patient Warning and Dismissal P&P (Kathleen says Tina asked for update for PHC will be notified for all patients even if all patients not assigned so they won't be assigned in the future & letter details change. – how many people dismissed in the last year – maybe 2 / 3. *Elise says personal example, not happy with this, conflict with staff. Epilepsy or behaviors by employees, worried me to the point to have advocate to appts, advocate to appt. CS Kim did come with me to appt. Wonder if perspective – pt having fit – have an advocate. After first warning please. *add BH to warning - procedure pt warning – notification of patient behavior to patient needs to be added. Tabled for next month motion Scott second Elise all in favor Ayes.

ACTION: moves to approve the revised Patient Warning and Dismissal P&P, xx seconds. The motion passed unanimously.

- I. Approve new Space Heater Usage P&P (Shanon extension cords permission to use – fire marshall should be more specific – can't be plugged into triple tap, can't be plugged into power strip, nothing else plugged into outlet. Danger needs to be specified. Erica says too – talking about privately owned or owned by RRHC. Written on the heater "has to be plugged into the socket". Modifications to add please.

ACTION: Shanon moves to approve the new Space Heater Usage P&P, Scott seconds. The motion passed unanimously.

- J. Approve revised Workplace Violence Prevention and Response (

ACTION: Janet moves to approve the revised Workplace Violence Prevention and Response Plan P&P, Scott seconds. The motion passed unanimously.

- **Discussion Items**

- A. Board Training Topic(s) of the Month – Chapter 7 – CEO Oversight and Partnership

(previously emailed) = Discussion = “in the annual evaluation process – Shanon asked about emergency – idea that Tina fell ill, what’s the plan? We need a plan. Succession planning.” Tina appreciates monthly meeting with Christina.

- B. Board Expansion and Recruitment. – Christina reminds BOD to keep looking. Age 18 and over. Michele says last month RRHC Staff member Tulio was asked to reach out to the Spanish-speaking community about Board opportunities. Now that “snowmageddon” is done, Tulio and Andrea will be going to the Touch a Truck event at the Redway School as well as the Community Easter Egg Hunt & Spring Festival, and they will be distributing the BOD flyers. *Discussion shifted, Tina mentioned that the BOD calendar needs an update including when the president /officer change occurs, bylaws one year term. Update of terms and officers requested for next meeting. Terms seem to end in August. BOD Elise requested the Officer Role requirements be emailed or distributed please too.
- C. QI Committee Debrief - Aleks great report. Comparison with other clinics. Janet impressed how well we’re doing compared to other clinics. How does southern trinity have good vaccination rates? Discussion. No shows = working on it, CQI – how to prevent no shows? Prevent instead of respond. Incentive for highest no show option. Discussion - Phreesia reminder calls can be confusing, missed appt went to the wrong place because we have more than 1 dental building but the Phreesia reminder doesn’t say the address. How to clarify the VM? Clarity between different dental buildings with the address. Especially if you have a dental at one building, and a different appt at another building.
- D. Strategic Planning – Accomplishments & Draft Agenda – great to see the agenda, excited to talk about it. Agenda not in the packet. 9 am Benbow RV Park in Friendship Hall. Yes, we will give the Board a reminder. And then a Second Strategic Planning Mtg will occur with the Providers and the Board. RRHC staff will then finalize the Strategic Planning 2024 plan with Leadership after second meeting. * Extra note - Erica saw FB free optical in Gville ? also in Fortuna? * -
- E. COVID Vaccination & Testing Stats (did not make it into the packet but Tina says testing & vaccination down.)
 - a. Discuss Proposed Masking Policy Change “Tina says staff say patients don’t want to wear masks. Open Door and SoHum are not requiring masks along with CDPH guidelines. BOD considering dropping. Janet says best practices. Huff says Bay Area retaining masking, San Fran, LA provides not patients. Janet if we are Provider & MA wear masks, protection in health center. CDPH guidelines do says health center can request to wear a mask. Refuse entry. Coughing and sneezing ‘please wear a mask’. Air exchange rate. Scott both provider and myself wearing masks. Pam doing a lot of traveling specialists 60% are still masking, I ask masking, you can cover yourself. Provider not sick, they don’t need to wear a masks. Testing radiation. Tina says we can compromise on exam rooms and symptomatic. Huff says yes a possibility. Elise says yes masking should be individual if concerned, if provider not concerned, provider can have choice. Masks are a waste problem. Individual choice. Time to let go of mandatory. You can get flu and polio. Erica says continue to wear masks, yes, I’d like it, gone by the wayside, health center yes like, but mandating. tina says providers don’t’ want to wear unless their choice. Huff, Erica, Scott and Janet says yes. Dental providers always wear surgical masks. Elise says masks cause a divide in relationship between patient and provider. Tina asks for outbreak language. Outbreak definition. Tina whole facility if coughing put on mask. Compromise Option: Patient asks Provider to wear a mask, then provider should wear the mask. Immune compromised employee can ask patient to wear a mask. April 3 coming up soon. Staff absence consideration. 2 or more people in same work zone is outbreak? Transportation question? HTA example. If patient screens for COVID19 then front desk will ask them to wear a mask. “known exposure, or symptomatic” same policy with Transportation.

- **Future Agenda Items & Next Board Meeting**

- A. Strategic Planning Update – Quarterly (Dec, March, June, Sept)
- B. VA Dental Follow-up Report

C. Revised Mandatory Training Policy

- Next Board Meeting – April 26 at 3:15pm. RRHC Strategic Planning at Benbow KOA April 14, 2023.
- Meeting Feedback - BOD Erica comment – Alderpoint Medical request, viable – electrical and IT challenge. 112 pts in Alderpoint served by health center. 81% penetration, so only 20% underserved. 140 total people in AP from UDS. Discussion about MMO requests for multiple locations, potential funding for a new mobile medical office and future options.
- Executive Session
- Adjourn Meeting