

REDWOODS RURAL HEALTH CENTER
BOARD OF DIRECTORS MEETING
Wednesday - January 25, 2023 at 1:00 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, Marsha Mendels, Shanon Taliaferro.*

Staff Members & Members of the Public Present: *Tina Tvedt, Terri Klemetson and Cheri Swan taking meeting minutes.*

Agenda

Meeting commenced at 3:16 pm

- **Call to Order & Assign Time-Keeper**
- **Approve Agenda** – Motion to review the Action items first and an addition to the Action Items by Tina.
ACTION: Janet moves to approve the the Agenda with changes and additions, Sheila seconds. The motion passed unanimously.
- **Ice Breaker** – Christina asked the attendees “What’s your favorite outdoor activity?” Christina said walking, Janet said also walking, Tina said that she loves to be surrounded by fireflies while hiking, Cheri likes walking her dogs, Marcia loves gardening, Elise’s favorite activity is stargazing, Sheila works outside with her donkeys and swimming in the river during the summer, Pamela also likes gardening and walking, Shanon’s favorite activities are sitting outside next to a warm fire sharing stories and being outside in a rainstorm, Erica also likes garden and spending time outside with grandkids, Terri’s is kayaking.
- **Correspondence/Public Comment** – Sheila was contacted by a veteran community member who is having a problem setting up an appointment in dental. Tina explained that the pilot project is having issues and working on the new workflow. She also stated that we have not gotten paid from these initial patient group and billing is working through these issues. RRHC does have the tooth fairy fund (through the end of June 2023) for those 65 and older. Sheila is concerned that we are not serving our veterans. Tina said that we do serve them but we don’t take their insurance and mentioned there are other options for patients including the Sliding Fee Scale, fee waiver and tooth fairy fund. Erica asked if we can we have the patient pursue TriWest dental in addition to billing.
- **Update from Board Members &/or Staff Members** – Tina has organized the DEI workgroup that includes a book club and will dive into other topics. Erica stated that with all the DEI it was interesting that staff did not get MLK day off. Tina acknowledged that and is looking at the paid holidays.
- **Executive Director Update (pages 1-4)** – Tina went over her Executive Director update in depth. Her and Terri are strategizing to revitalize the MMO in Shelter Cove, the Maven project allows us to provide telehealth with specialist regardless of their insurance, Leadership DSK assessment, analyzing contracts with payers with the new rates, Medicare wellness visits. Tina noted that the Medicare Advantage plans pay less than regular Medicare and could drastically reduce our reimbursement rates. Christina asked if Tina could put together a fact sheet describing the difference between both plans and said that we need better patient education since the marketing is so aggressive for the Advantage plans.
- **Consent Agenda** -
Includes Minutes of the October 2022 Notes to Financial and Board Meeting (pages 5-10), January 2023 Department Updates; Compliance (page 11), Medical Administration (pages 12-13), Dental (page 14), QI (pages 15-17), Operations (pages 18-19), Community Supports (pages 20-21), Behavioral Health (pages 22-23), December 2022 Productivity Report (pages 24-26).
ACTION: Erica moves to approve the Consent Agenda, Sheila seconds. The motion passed unanimously.

- **Recruiting Update** – Open Positions

- **Action Items for Review and Approval**

- A. 25 Shady Grove Demolition Contractor Selection (page 27) – Terri separated the asbestos and demo like Shanon had suggested and the crew is working on the asbestos removal this week. There were 3 quotes for demo and the one picked is a local contractor. Shanon is in favor for providing more employment for our locals. Terri stated that there is no timeline yet for demo.
ACTION: Shanon moves to approve the 25 Shady Grove Demolition Contractor Selection, Elise seconds. The motion passed unanimously.

- B. **Updated SFS Policy – Income Table Updates** (page 28) – The Sliding Fee Schedule is the annual cost of living adjustment based on federal poverty guidelines
ACTION: Marcia moves to approve the Sliding Fee Schedule Policy, Sheila seconds. The motion passed unanimously.

- C. **Review and approve the January 2023 Salary Scale** (page 29) – The Board had approved this action item by email and officially brought before the Board for approval.
ACTION: the Board voted by email. The motion passed unanimously.

- D. **Approve Privileging Requests – Dr. Ronald Kehl, Kelly Noble, & Heather Carruth** (pages 30-40)
ACTION: Erica moves to approve the Dr. Kelh’s Privileging Request, Sheila seconds. The motion passed unanimously.

ACTION: Janet moves to approve the Kelly Nobel’s Privileging Request, Elise seconds. The motion passed unanimously.

ACTION: Sheila moves to approve the Healthier Carruth’s Privileging Request, Marcia seconds. The motion passed unanimously.

- E. **Accept the HAF grant for Rio Dell Earthquake Relief** (*previously emailed*) – The Board approved to accept the HAF grant for Rio Dell Earthquake Reliff by email. RRHC processed payment for 2 more employees that were not included in the grant.
ACTION: Sheila moves to approve the HAF grant for Rio Dell Earthquake Relief, Marcia seconds. The motion passed unanimously.

- F. **Accept the Huffman Community Project Award** (page 41) – The Huffman Community Project Award amount is \$775K and working with the architect to downsize the project. Erica asked about questions regarding PG&E’s ability to provide service to this project? Terri said that she is meeting with CleekCo this week to go over different housing designs (2-3 single units and 1 family unit). RRHC needs to finalize design plans before we can proceed with PG&E. Shanon is concerned about the water hookups since this it is already a metered lot. Terri explained that we are still paying for 3 water hookups to keep them active even though it is expensive so that we have the option for 3 units. Terri reached out to Huffman to see if the HRSA funding could we use this funding for something else? They don’t know?
ACTION: Shanon moves to approve the Accept the Huffman Community Project Award, Sheila seconds. The motion passed unanimously.

- G. **Kaiser Health Population Health application** (additional action item added by Tina) – Tina stated that this is part of the board packet and it is just a renewal and will fund the expansion of QI dollars.
ACTION: Marcia moves to approve the Kaiser Health Population Health Application, Elise seconds. The motion passed unanimously.

- **3 - Discussion Items**

- A. **Board Training Topic(s) of the Month** – Chapter 3: Strategic Planning and Strategic Thinking (*previously emailed*)
April 14th at the Benbow KOA conference room.
Christina did her Board interviews

- B. **HRSA NOA for Base Grant Funding (March-Nov 2023)** (page 42-47) –Christina asked if it was significantly different than the past grants and Tina stated that no, it is not. The Board approved the submission in September and has been awarded, grant starts in March.

- C. **Review Board Authority Calendar and Upcoming Deadlines** (page 48) – The Board appreciates the spreadsheet with the Board Authority Calendar and the board is up to date regarding these duties.
- D. **Board Expansion and Recruitment** – Christina asked if there any ideas. Sheila said that Ingrid is interested and will be coming to a future meeting. Elise asked if there were age restrictions, and it was noted that a potential Board member must be 18 or older.
- E. **Quality Improvement & Patient Feedback Update** (electronic only) – The Board appreciates the work and this is a lot of information. Christina sat in on the meeting last month. She is glad that there are plans to address the employee satisfaction survey and inquired about the de-escalation staff training for disgruntled patients.
 - a. Jan 2023 CQI Committee Slides & Meeting Notes
 - b. Kaiser Pop Health Mgmt. Initiative Grant Overview
 - c. Employee Satisfaction Survey Summary
 - d. Patient Satisfaction Survey Summary Q4
 - e. BOD Risk and Feedback Reports Q4
- F. **COVID Vaccine Outreach Plan** (page 49) – Tina went over the COVID marketing outreach plan and will be contracting with John Harper to implement the marketing plan. It will include expanding our ability to offer vaccines 5 days a week. No COVID vaccine report but we are still testing lots of patients. Christina asked if we can promote masking in the clinics. Terri stated that we are still asking patients to mask up and is asking contractors to wear them as well.

Christina and Sheila congratulated Terri for the completion of the construction

- G. **NACHC Policy Update & CPCA CA Budget Impact Report** (electronic only) – Tina stated that Federal health center funding could go down. MediCal is expanding full scope care to all undocumented persons. Working on the long term 340B funds that were lost due to the transition. Doulas & Community Health Workers are covered MediCal workers. Michele is looking into Community Supports Team reimbursement and long term funding. The state will continue support for mental and telehealth.
- H. **Strategic Planning Update**– consultant scheduling interview (no attachment)

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

- A. Strategic Planning Update – Quarterly (Dec, March, June, Sept)
- B. VA Dental Follow-up Report
- C. New Patient Incentive P&P
- D. Revised Illness & Injury Prevention Plan & Workforce Violence Prevention Plan

- Next Board Meeting – February 22, 2023 at 3:00pm. Remodel Open House – 12:30-1:30 on Feb. 28
- Meeting Feedback
- Executive Session
- Adjourn Meeting at 4:18pm