

**TILLAMOOK COUNTY HEALTH DEPARTMENT
HEALTH COUNCIL MEETING MINUTES
APRIL 8, 2010**

Present: Karen Keltz, Donna Parks, Harry Coffman, Fr. Ray Ferguson, Sig Dickman, Nancy Emerson, Cynthia Putt, Carmen Rost

Excused: Tim Josi, J. Vanderende, Carol Fitzgerald, Rex Parsons

Staff: Curtis Hesse, Joellyn English, Lola Martindale, Sharon Williams

1. Call to Order: Donna Parks called meeting to order at 12:15 PM

Introduction of staff guest:

Joellyn English is present to provide an update on her Emergency Preparedness Program duties.

2. Consumer/Community Needs, Concerns Issues:

- K. Keltz noted that a friend of hers had the opportunity to visit our facility and will be posting her very positive experience on Facebook.
- S. Dickman stated that she had information that the budget presentation by C. Hesse and S. Williams to the County Budget Committee and the BOCC went very well.
- D. Parks said that she had attended a Town Hall meeting where she got some feedback about EMR. She was told that EMR shifts the documentation responsibilities to the provider. It was noted how important it was that the patient felt secure and able to bring their list of concerns to the provider.

3. Consent Calendar:

a. Minutes - March 11, 2010 - N. Emerson requested a correction to the Meeting Minutes. She wanted the "impression" removed on page three, last paragraph, as it had been discussed in January's meeting that C. Hesse would be providing a copy of the referred to Report.

H. COFFMAN MOVED TO ACCEPT THE MARCH MEETING MINUTES. IT WAS SECONDED BY C. PUTT. MOTION PASSED UNANIMOUSLY.

b. February Financial Report - February was a positive month. Revenue from H1N1 and flu encounters helped with this. S. Williams said that in the coming year these encounters will be input as they are given. Last year at this time there was a cash flow loss of \$145,000. By contrast this year we are a positive \$115,000. A significant portion of this is environmental health fees. Encounters are up as providers are closing their charts in a timelier manner. We need to generating revenue at \$8,000 a day to be in the positive. Currently \$6,498. is being generated. DAR is looking better at 54 days and YTD is 65 days. Other facilities are running at over 100.

D. Parks asked about the County budget process, and S. Williams explained.

FR. R. FERGUSON MOVED TO ACCEPT FEBRUARY'S FINANCIAL REPORT. IT WAS SECONDED BY S. DICKMAN. MOTION PASSED UNANIMOUSLY.

C. Hesse provided reports from the Northwest Regional Primary Care Association on “**Health Center Financial Statements and Reporting Matters**” and “**Financial Reporting to the Board of Directors**”. D. Parks would like for all of the Health Council to review this report. C. Hesse will provide all members with a report.

4. Training:

a. **Emergency Preparedness Program Update** - J. English started her training session with a description of her job duties and position funding. Her duties include work in the schools; case management of patients with communicable diseases; with HIV patients; and coordinating the Emergency Preparedness Program. She described her interaction with Gordon McGraw, the County Coordinator of the County Emergency Preparedness Program. An exercise is scheduled in April where we will have multiple victims.

C. Putt inquired what the biggest communicable disease was this year in Tillamook County. J. English stated that it had been the flu though Hepatitis C and Chlamydia also have significant levels in Tillamook County. J. English stated that confidential testing is available to patients.

J. English departed to return to providing services at 1:05 PM

Dr. Betlinski described some of the physician recruiting activities including a couple of candidates that had not met position requirements. There are two additional candidates that are being looked at. Dr. Betlinski will continue as the Medical Examiner upon his retirement from Tillamook County. He and his wife leave on for vacation at the beginning of June for 3 weeks.

Dr. Betlinski departed to see patients at 1:20 PM

5. Administrator’s Report:

a. **Staffing and Recruitment** - Dr. Wendy Warren will be here for one week in May. She also has a friend who may be interested in the physician position. Full effort to recruit the physician and fill our final mid-level position is ongoing. A proper acknowledgement of Dr. Betlinski’s years of service was discussed with several suggestions which will be explored.

b. **Grant Management** - C. Hesse had been waiting to know the status of the HRSA Service Area Competition grant as the current grant was completing at the end of April, 2010. He inquired of our project officer, Kathy Cummings who responded this past week. She stated that our grant submission had been reviewed very favorably but that the positive results were not yet for publication as they needed to come from our local congressional office.

The Triennial Annual Review by DHS-PHD is complete and is being provided to the BOCC.

c. **Service Issues** - Dr. Albert Thompson of Bay Shore Medical in South County approached C. Hesse regarding a possible collaboration for patient coverage and the provision of a volunteer physician one day a week working for TCHD at the Cloverdale site. C. Hesse will provide updates as this develops. C. Hesse has had two discussions with Gina Seufert regarding TMG’s possible lease of the South County site for half a day each week for their south County podiatry patients. G. Seufert was also invited to our Pediatric Treatment Room open house this evening.

C. Hesse provided the report of the County Rankings to all Health Council members.

The Health Council was informed that this year's Northwest Primary Care Association Conference will be held in Portland from May 23 - 25. D. Parks would like to send a couple of Health Council members, preferably the newer members. It was suggested that to hold costs down we needed to send those who could, if possible, arrange their own lodging in the Portland area with family/friends.

6. Old business:

a. Review and Evaluation of Satellite Promotional Ideas - C. Hesse informed the Health Council that updated flyers have been distributed and posted throughout Tillamook. Cloverdale and Rockaway staff will be posting theirs as well. There was concern that the neon sign at Cloverdale was partially covered by the painted letters on the window. L. Martindale stated that she would make sure it was lowered. D. Parks brought up that she thought it was a good idea to meet with the Chamber of Commerce in Cloverdale. N. Emerson stated that they have two meetings a month. Saturday, July 3rd will be CloverDays. Right now the Cloverdale clinic is open Monday and Wednesday. There was a discussion about who was going to be the permanent provider there. Once all of the new providers are onsite and oriented there will be a decision relative to both South and North Counties. The Health Council would like to know this prior to CloverDays. C. Hesse committed that there would be an answer before that date.

7. New Business:

a. Family Planning Educational Material Review: DHS-PHD requires that there be a local committee to review and approve all printed materials and brochures that were prepared by local staff. This function is needed but once a year and only if such materials have been created.

S. DICKMAN MADE MOTION FOR THE HEALTH COUNCIL TO FILL THIS FUNCTION AND SERVE AS THIS COMMITTEE. C. PUTT SECONDED IT. MOTION PASSES UNANIMOUSLY.

b. C. Hesse Evaluation - D. Parks stated that she needed all of C. Hesse's evaluations from the Health Council members so they can be turned into the Personnel Department. Fr. R. Ferguson stated that he did not believe the forms being used were appropriate and that they needed to be upgraded for this specific use.

MEETING ADJOURNED AT 2:25PM BY C. PUTT