

**TILLAMOOK COUNTY HEALTH DEPARTMENT
HEALTH COUNCIL MEETING MINUTES
AUGUST 12, 2010**

Present: Cynthia Putt, Sig Dickman, Donna Parks, Nancy Emerson, Karen Keltz, Carmen Rost

Excused: Fr Ray Ferguson, Tim Josi, Dr. Rex Parsons, Harry Coffman, Carol Fitzgerald

Staff: Curtis Hesse, Sharon Williams, Dr. Betlinski, Dr. Zimmerman, Gayle Pitt

1. Call to Order: Sig Dickman called the meeting to order at 12:10 PM

Introductions:

Dr. Betlinski introduced our new Medical Director, Dr. John Zimmerman to the Health Council with each Health Council member introducing themselves in turn.

2. Consumer/Community Needs, Concerns Issues:

D. Parks mentioned that a couple of our patients had expressed their concern on where they were going to go for services now that Dr. Betlinski has retired. D. Parks expressed concern at the fact that the patients were getting mixed and differing information. She wants them all to know that Dr. Zimmerman is there and available having taken over for Dr. Betlinski.

Dr. Betlinski stated that his schedule will be opening again, two days a week with addition days to handle scheduled procedures over the coming year. This will give him time to let his patients know that there are other outstanding provider alternatives within the Health Department and to personally and individually introduce the patients to a specific provider who can see them when Dr. Betlinski is not available.

3. Consent Calendar:

a. Minutes-July 10, 2010 - C. Putt requested a clarification of which document she had stated needed a review on her motion from last month.

b. April Financial Report - Sharon Williams: Sharon reported that we have continued in the positive through the whole year. It was noted that with our managed care insurers, CareOregon and Samaritan's ICHN, the first paying quarterly and the later paying monthly. Because of this the two managed care organizations have been separated on the financials for the sake of clarity. Our accounts receivable has increased to just short of \$600,000. Days in AR at 91 days which is the highest that they have been in a long time. This is very concerning but we will be increasing our efforts in collection. Debts over 120 days go to collections.

All DHS grant reports were submitted by the end of June with \$54,000 being deposited from the State DHS.

There will be training for front office staff on financial procedures and processes including the sliding scale application this month.

K. KELTZ MOVED TO ACCEPT THE JUNE MEETING MINUTES AND FINANCIAL REPORT FOR MAY 2010. IT WAS SECONDED BY C ROST. MOTION PASSED UNANIMOUSLY.

4. Training:

None Scheduled

5. Administrator's Report:

a. Staffing and Recruitment- Louise Riehl-Haley received her diploma for the medical coding course she has been taking since the beginning of the year. She received top honors and followed that by taking her nationals in which she also received top scores.

Sharon Williams will retire on the 8th of September and convert to a 150-day employee. The recruitment for the Accounting Technician and Accounting Manager positions will close tomorrow. We currently have 6 candidates for the Accounting Manager position and 16 for the Accounting Technician.

b. Grant Management – HRSA’s CIP Construction project deadline for construction specifications and drawings was scheduled for the first of August. After a short delay they were received on August 9. We are immediately proceeding with Contractor pre-qualification and then on to the actual bidding for the Construction contract. HRSA has noted that there is a plan for the IDS Project grant which helps fund our urgent care/walk-in, pediatrics and North and South County nursing services to be extended on a permanent basis and added to our annual base grant. This amounts to an additional \$177,524 over two years.

TYAC has contacted TCHD to discuss expansion of our medical services for them. They need further assistance with night time and weekend on-call services. There will be further discussion on this.

With Dr. Zimmerman’s extensive background and experience in Occupational Medicine provision of Worker’s Comp and disability is being researched and will likely be starting up in the coming days. This is a great lack in our communities.

c. Service Issues – With Dr. Betlinski’s departure it has become obvious that a significant number of patients are moving to other medical practices. When patients called during May and June and learned the Dr. B was not available many have not been scheduling with another provider when invited to do so. To counter this trend Dr. Betlinski, as noted previously, has agreed to continue seeing patients on a couple of days per week basis for as long as the coming year. He will use these patient visits to recommend that patient to the provider he thinks can best fulfill their needs so they can see that new provider whenever Dr. B is not on duty and unavailable to see them. An announcement of Dr. Betlinski’s status and availability in the form of a message from Dr. B to his patients will be in the Headlight Herald in place of our regular advertisement in the coming weeks.

6. Old business:

a. South County Facility Upgrade Status: The effort to upgrade TCHD’s services and facility in South County has resulted in three options being identified – utilization of the downstairs portion of Dr. Thompson’s building; build a new facility in Hebo next to the Care Center; or build one next door to its current location in Cloverdale where the recent fire took place. The latter option in Cloverdale would entail a land exchange between the County and the Nestucca Fire District which the County Commissioners have already made moves to accomplish. This property would then be made available to the Health Department to locate a building on. The most expeditious and economical building is recommended to be a new modular building that would be an estimated 1,600 sq.ft. and could provide up to four exam rooms for medical services; an office for providing behavioral health services; a conference room for WIC services and health education; and potentially a dental operator room to provide dental services. There would also be need for adequate parking that is properly landscaped. There are three options for funding: A HRSA Facility Improvement Project Grant scheduled for early 2011; funding placed in Senator Merkley’s annual appropriations for Oregon in 2011; or a USDA loan that would cover all costs of the building, parking/landscaping and any necessary equipment. The BOCC arranged for a visit by the State Director for USDA along with Senator Betsy Johnson. They concluded that the Health Center project would not only be a top priority of USDA but that it was the project in Tillamook County that could be most easily and quickly funded. The USDA loan could be for up to \$200,000, at 1% interest over forty years. This loan package would result in an estimated \$450 monthly payment in comparison with the current rental amount of \$1,100. The new fully insulated building with central heat/AC would also provide significant savings with much lower monthly utility costs from the current up to \$480 per month cost during the winter.

Nancy Emerson cautioned the Council that she would be voting against the proposal to proceed with the South County Health Clinic relocation and new construction. Highlights of her reasons include:

- multiple construction projects occurring simultaneously, taxing staff and impacting client access
- our financial department undergoing significant changes

- funding structure unclear
- lack of stability in the services provided in "South County: erratic hours of operation, lack of dedicated staffing - including providers, random changes in days or hours open
- the unknown impact of Health Care Reform
- providers in at the central facility are not reaching productivity bonuses - suggesting that revenues are not what they should be

All of these reasons indicate a clinic being unable to sustain itself by covering its cost of operation. This expansion should be considered when the South County Clinic is operating at capacity, open 5 days a week with stable staffing. Until then, this expansion is not in the best interest of the financial wellbeing of the Health Department.

There was discussion about the new FEMA map with new flood zones. C. Hesse stated that in reviewing this issue with the County Community Development office it was determined by the County that this would not have any impact on the proposed Cloverdale site. The BOCC is asking for a recommendation from the Health Council on whether to proceed with plans for a new facility on the proposed Cloverdale site understanding that funding has not yet been secured for the building. N. Emerson described her opposition to upgrading from the current location and her reasons for that opposition.

C. PUTT MADE A MOTION TO PROCEED WITH PLANNING FOR A NEW BUILDING ON THE CLOVERDALE SITE AND TO PROVIDE THE BOCC SUCH A RECOMMENDATION. K. KELTZ SECONDED THE MOTION. FIVE HEALTH COUNCIL MEMBERS VOTED IN THE AFFIRMATIVE AND ONE HEALTH COUNCIL MEMBER VOTED IN OPPOSITION TO THE MOTION.

b. Strategic Plan Update Process: N. Emerson wanted to clarify the process on how the Health Council would be going about the updating of our Strategic Plan. She stated that there was a need to do this on an annual basis and that there should be an annual meeting to do so. There was discussion about the meeting and how the Health Council could have involvement by all of TCHD's staff. It was noted that full staff participation with the closure of the Health Centers for a day would be very costly due to lost revenues. It was discussed how important staff input was and how staff could still be accessed and their input utilized. There was consensus that surveys would be prepared for staff to complete that could be used to document their input and that before the end of the year the Health Council would meet to review and update the Strategic Plan as needed.

c. Periodic Reporting on Health Reform: C. Hesse provided handouts noting the most recent information on this subject along with website resources that maintain constant updates on the subject.

7. New Business:

a. Membership recruitment: D. Parks stated that a couple of individuals she was trying to recruit for the Health Council had declined.

b. HC Member Application: Caroline Roth had expressed interest in becoming a member of the Health Council and has applied. She could not attend this month but was planning on attending the next Health Council meeting in September.

8. Reports of Committee:

a. Quality Assurance Committee: No needed report for discussion this month.

MEETING ADJOUNED AT 2:10 PM BY S. Dickman