

Tillamook County
Community Health Council
Meeting Minutes
September 19, 2012

Present: Harry Coffman, Donna Parks, Carol Fitzgerald, Corin Barnes, Amy Griggs, Cynthia Putt, Caroline Roth, Carmen Rost, Elise Englert, Dave Walker, Rex Parsons

Excused: Martha Beckum

Absent:

Staff: Marlene Putman, Tammy Hickman, Donna Gigoux

Guests:

1. Call to Order: Chair Harry Coffman called the meeting to order at 12:15 PM. Harry announced that Caroline Roth has resigned her position and that there will need to be a member recruitment and a new vice-chair elected.

2. Consumer/Community Needs, Concerns, Issues: Cindy Putt brought up the following consumer concerns:

- Tools for School – who will take over the project when CCF sunsets? Donna G. said that the Elks are interested in the project, and hopefully, they will be able to do it. Meetings are being arranged to explain the project and what it entails.
- Exclusion date for student immunizations – These dates are set by the state.
- Confidentiality issues at Cloverdale Clinic – Cindy and Carol were at the clinic to assist patients with the surveys and noticed that there were privacy issues with the front desk and patients in the lobby. Donna G. stated that a new building is being looked at and that the present building did not provide for privacy. Others brought up privacy issues at the main clinic.
- DMV disability form renewals – Cindy brought up that a patient came into Cloverdale to get her DMV permit renewed and was told that she would need to go to her attending physician in Tillamook. Any physician may sign the DMV permit as long as they are attending physicians, and Dr. Zimmerman was not her attending physician.
- Books for Kids – Cindy had brought up this issue last meeting that Nancy Whitehead was asking her who to contact for this project. Donna G. got her in touch with the Great Beginnings committee.
- Dental Van – hospital – the issue was brought up if there was something in place to get the dental van to Tillamook more often as there were so many in need of services turned away.

3. Consent Calendar:

- a) **Approval of August Meeting minutes:** Donna Parks moved to approve the minutes; Carol Fitzgerald seconded. Motion carried.

4. Training & Presentations:

- a) A new member orientation took place directly following the adjournment of the Council meeting.
- b) Three meetings will take place in October: 15th – Local Public Health Assessment at the Library from 9-5; 16th – Executive Committee meeting at 1:00 pm following with a Strategic Planning orientation from 2-4 pm at NWRESO; and 17th – Strategic Planning 8:30-4:30 for all staff and council members at the Dept. of Forestry.

5. Administrator's Report:

a) **General Update and Report:** Marlene reported on the following:

A. *Implement Well Planned Actions/Methods to Improve Productivity and Positive Outcomes for our Clients, Our CHC and the Community:*

- PCPCH – Reviewed implementation plan after last technical assistance visit in August. Determined that all policies are in place and teams identified. Still some work on coordination of care plans that will be completed by the end of September. Recognition criteria will be met by September 30th. Application for recognition will be submitted by first week in October.
- Public Health Accreditation – Still waiting to hear about the NWHF grant. The meeting set October 15th is the first step in gaining accreditation.

B. *Increasing Productivity of Providers and Staff to Increase Revenue:*

- Staff training is taking place with a goal to improve communication between staff and teams. Six sessions will be implemented beginning in August with Sheila Walty of Create Change.

C. *Improve Financial Practices and Systems in order to Improve Efficiency and Effectiveness:*

- Will provide updates with the finance report and then will do a year report on activity regarding the financial report and plan.
- Consideration of consulting with the same contractor to talk about the finance plan for the next 12 months.

D. *Increasing Revenues for Other Sources in Order to Offset Uncompensated Costs for Public Health Services and/or Operational Changes and Improvements:*

- NW Health Foundation for Public Health Accreditation – still waiting to hear about the awards.
- NW Health Foundation for HEAL – We did not receive the grant.

E. *Implement Policy & Procedure that support our Mission and Improve Quality of Service:*

- See Strategic Planning.

F. *Increase Partnerships with Health & Human Service Organization in Order to Leverage Resources, develop shared resources and strengthen relationships for future collaborations:*

- Marlene, Frank Hanna-Williams and Lola attended a Behavioral Health training in Florida.
- Veteran's Medical Services at Clinic – Continuing to work with Steering Committee to gather data and increase advocacy efforts for support of a clinic in Tillamook County.

G. Local, State and Federal Government Funding & Support Services:

- Financial Status – Tammy provided a report to the BOCC on September 19th.
- Provider pay scale and retention plan was developed and approved by BOCC.

Financial Report: Tammy provided the Financial Presentation packet for **JULY, 2012:**

- Encounters remained the same as June at 852 or 10.7 per provider;
- Total revenue was \$342,590; total expenditures were \$419,228, with a month end cash balance of \$126,618;
- Accounts Receivable was \$349,979.16;
- Tammy noted that OCHIN is six months into their service and the AR will begin to even out, with the majority of AR in the 30-60 day range.

Action: Cindy moved to accept the administrator's and the financial reports; Carmen seconded. Motion carried.

6. Old Business:

- a) Accountable Care & CCO – The Community Advisory Committee is still being formed and must have 51% of members who are consumers of Medicaid. Columbia Pacific is our CCO;
- b) Adult Immunization Grant (ACA) – Funds have been received and Robin Watts is working with local clinics and the hospital to immunize health care workers with Tdap and flu vaccine.

7. New Business:

- a) Strategic Planning – See Administrator's Report
- b) Adult Immunization Grant (ACA) – moving forward with outreach to the community to education adults to get vaccinated with flu and TDAP vaccines.
- c) OCHIN and HRSA are offering a HRSA network grant for Meaningful Use during a three-year grant period, working on specific service levels, with OCHIN and the EMR data. The agreement has been processed and implemented.

8. Committee Reports:

- a. **Quality Assurance:** Neither Corin or Caroline were available to comment on the QA meeting in July.

9. Community Events: -

9. Adjourn: The meeting was adjourned by Harry Coffman at 2:10 PM.