

Tillamook County
Community Health Council
Meeting Minutes
May 15, 2013

<p>Present: Harry Coffman, Donna Parks, Carol Fitzgerald, Amy Griggs, Rex Parsons, Cynthia Putt, Carmen Rost, Dave Walker Excused: David Waud, Tim Josi Absent: Martha Beckum Staff: Marlene Putman, Donna Gigoux, Irene Fitzgerald Guests:</p>
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1. Call to Order: Harry called the meeting to order at 12:10 PM.

2. Consumer/Community Needs, Concerns, Issues:

a)

3. Consent Calendar:

a) **Approval of April Meeting minutes:** Donna moved to approve the minutes as written; Carmen seconded. Motion carried.

4. Training & Presentations:

a) Tillamook County Budget Presentation – Marlene provided a powerpoint presentation and narrative about the budget for the county.

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 Cervical Cancer – Quality Improvement Interim Report due June 3rd for this grant.

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

- Staff is continuing training with Sheila Walty of Create Change.

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

- Our contractor, Joel Hughes, is currently working on the Cost Report that is needed from the results of the Triennial Review;
- A new Sliding Scale Fee is being developed to include Medical, Dental and Behavioral Health. This will be presented at the next Board meeting in June.

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

- Small Health Care Provider QI Grant – no word as yet.

- South County Building Feasibility Study – a second preliminary report has been provided and Marlene will be following up with the contractor.
- OHA Outreach and Enrollment Grant – Submitted May 9th.
- HRSA Outreach and Enrollment Grant – Marlene stated that a new federal grant opportunity has been announced and asked the Board for their approval to apply. It is similar to the OHA grant for outreach and enrollment for clients to sign up for Cover Oregon in October. The due date is May 31.
- **ACTION:** Donna Parks moved to approve the application; Carmen seconded. Motion carried.

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:*

- Behavioral Health services are continuing.
- 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 Report: March 2013

Financial Report was provided and Irene outlined the following:

- Total revenue for MARCH (May report) was \$388,551; total expenditures were \$414,756, with a month end cash balance of \$93,968;
- Total Monthly Average Encounters were 1399, with average daily encounters per provider at 13.2 with March actual encounters at 1801 and average daily encounters per provider at 13.6;
- Accounts Receivable was \$247,842.76.

Action: Donna P. moved to approve the financial report. Amy seconded. Motion carried.

6. Old Business:

- a) Small Health Care Provider QI Grant –no word yet
- b) South County Building Feasibility Study – (See Administrator’s Report)
- c) Membership Update: (See Call to Order)
- d) Public Health Accreditation – meeting May 21st at Five Rivers to discuss the Community Health Assessment (CHA) and the Community Health Improvement Plan (CHIP)

7. New Business:

- a) Cover Oregon Outreach & Enrollment - OHA (See administrator’s report)

8. Committee Reports:

- a) **Quality Assurance:** Amy provided a brief overview and used the unapproved May minutes to report as she wasn't able to attend the meeting. Approved Quality Improvement minutes for April and May will be included in June's Council meeting.

9. Adjourn: The meeting was adjourned at 2:13 PM.