

Tillamook County
Community Health Council
Meeting Minutes
January 15, 2014

Present: Harry Coffman, Carol Fitzgerald, Amy Griggs, Susie Johnson, Donna Parks, Rex Parsons, Clayton Rees, Carmen Rost, John Sandusky, David Waud
Excused: Tim Josi
Absent: Dave Walker
Staff: Marlene Putman, Donna Gigoux, Irene Fitzgerald
Guests:

1. Call to Order: Chair Harry Coffman called the meeting to order at 12:20PM.

2. Consumer/Community Needs, Concerns, Issues:

- a) The phone system continues to be a barrier to services for clients as it remains difficult to get through to providers and other staff.

3. Consent Calendar:

- a) **Approval of December 18, 2013 Meeting minutes:** Clayton moved to approve the minutes as written; John seconded. Motion carried.

4. Training & Presentations:

- a)

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:*

- Marlene reported that a grant opportunity has come up for Local Public Health Accreditation through Oregon Health Authority Public Health Division. She asked the council for approval to apply. The grant will be used to develop the Community Health Improvement Plan (CHIP). The grant is due January 31st. (See new business)
- *Increasing Productivity of Providers and Staff to Increase Revenue:* Recruitment is ongoing, Marlene reported that she has hired a new physician, who will begin in June or July of 2014; a Locum Tenens physician and nurse practitioner began in January for 3 months; a new nurse practitioner has been hired as a result of our contract with UHC Solutions; and we have an ongoing search for a medical director by Merritt Hawkins.

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

- Continuing to contract with Community Link Consulting to assist with various reporting required for Federal and State funding. A meeting has been set up with BOCC for February 26, 2014 at 1:30 PM. Health Council members are invited to attend. Donna will send out a reminder via email. The Consultants have been working on a change in scope for our Prospective Payment System (PPS) rate, in which Medicare payment is made to the FQHC based on a predetermined, fixed amount. The preliminary PPS rate is \$153 and a proposed rate is \$190.

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

- A grant opportunity from the CCO for Coordinated Intake in the amount of \$15,000; a consultant will be hired if funds are awarded to work with multiple agencies for coordinated care;
- Coordinated Home Visiting funding in the amount of \$48,000 for an expansion grant for enhancement of coordination, systems, and subsequent births has been received;
- A letter of intent for the March of Dimes grant is due January 17. Last year we were not awarded the grant and Marlene will look into re-writing the grant for behavioral health intervention for preventing smoking during pregnancy (See new business);
- Women's Resource Center was awarded the Safer Futures grant which will fund a full-time Case Manager in the CHC in Tillamook. This person will be cross-trained in Case Management practices and will do pre-screening for risk and abuse. This will be an internal referral process and will work with Home Visiting staff with training support and outreach. It's a three year grant and the policy and procedures will be developed over the next year.

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

- Application for the Patient Centered Primary Care Home (PCPCH) for recertification of our Tier 3 standing for reimbursement is due January 31st;
- Alcohol and Drug screening is set to begin with a staff training next month. Marlene invited the Health Council to attend.
- Pain management for chronic pain patients training is taking place in Astoria.

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

- No report.

Action: Donna moved to approve the administrative report. Clayton seconded. Motion carried.

Financial Report: November 2013

Irene provided a Financial Report for November.

- Total revenue for NOVEMBER (January report) was \$289,694; total expenditures were \$441,255, with a month end cash balance of **-\$365,649**. Irene stated that items affecting the report are the lack of state grant funds being received in November, and a lower Medicare payment; lower productivity due to lack of sufficient providers, open charts, recruitment expenses and insurance for employees.
- Total Monthly Encounters slightly up, 1,392 with only 18 working days. Average daily encounters per provider was 21 with monthly average encounters for the year at 1,309 and average daily encounters per provider at 10.8;
- Accounts Receivable was \$202,242.

Action: Rex moved to approve the financial report, Carol seconded. Motion carried.

6. Old Business:

- a) Cover Oregon – Marlene provided an update on the progress of Cover Oregon. The portal supposedly is going to be up and running in May of 2014 by last report; Oregon is third from last in the Nation to sign clients up for health insurance, relying on paper applications. An application fair is taking place in February at TBCC to assist clients to sign up for health coverage.
- b) Provider Recruitment - (see Administrator's report)
- c) Executive Committee – John Sandusky will check his schedule to see if he can serve as the member-at-large on the Executive committee, which meets the second Tuesday of the month at 1PM.
- d) Board Development – Harry reported that he has no news from the Veteran's representative to become a member of the Council; Clayton talked with Sandy Abbott at DHS; she needs to check with her manager to see if she can take the time off to attend meetings.

7. New Business:

- March of Dimes grant – (see Administrator report): Donna moved to approve application for the grant. John seconded. Motion carried.
- LPHA Accreditation Readiness Grant – (see Administrator report): Carmen moved to approve application; Carol seconded. Motion carried.
- EPA Brownfield Grant – this is a grant in partnership with State parks, the Port of Tillamook Bay and Department of Environmental Quality, and due January 29th. Consultants will be hired to oversee the assessment of brownfields along Salmonberry creek and the railroad tracks for 65 miles. Tillamook County will be the fiscal agent. John moved to approve application; Donna seconded. Motion carried.
- OPCA 2014 Legislative Policy Platform – Marlene provided a handout that outlines the stand OPCA will take with the legislature.

8. Unscheduled: None.

9. Report of Committees:

a) Quality Assurance Committee – Discussion surrounding narrowing down measures to the top 5, and Marlene stated that Ronda is willing to come back and conduct a training on the measures. Rex moved to approve the minutes; Carmen seconded. Motion carried.

The meeting was adjourned at 2:00 PM.