

Tillamook County  
Community Health Council  
Meeting Minutes  
August 23, 2017

**Present:** Jennifer Arreola, Harry Coffman, Jessica Galicia, Amy Griggs, Clayton Rees, Carmen Rost, John Sandusky, Bill Baertlein (BOCC Liaison)  
**Excused:** Dr. Tim Borman, Carol Fitzgerald, Donna Parks  
**Absent/Unexcused:**  
**Staff:** Irene Fitzgerald, Donna Gigoux, Debra Jacob  
**Guests:** Jessica Bedell

**1. Call to Order:** Chair Harry Coffman called the meeting to order at 12:15 pm. The Council members introduced themselves to Jessica Bedell.

**2. Consumer/Community Needs, Concerns, Issues:**

- a) **Community/Patient Concerns:** No report.
- b) **Ambassador/Advocate encounters with Community:** No report.
- c) **Community Partners (boards, agencies) Encounters/Projects:** No report.

**3. Consent Calendar:**

- a) **Approval of July 19, 2017 Meeting minutes:** No changes.

**Action:** John moved to approve the minutes as amended; Clayton seconded. Motion carried.

**4. Board Development:**

- a) **Potential New Members** – Jessica Bedell attended the meeting. She is a potential Consumer member. Jessica has a degree in Public Health and Biochemistry. She is also a consumer and on OHP, and has experience in health settings and is bilingual in Spanish.
- b) **Health Council Member Contact & Areas of Expertise** – No changes.
- c) **Common goals – shared resources between agencies:** No update.
- d) **Underrepresented & Youth potential members:** No update.
- e) **Appointment of New Member** – By consensus, the Health Council approved Jessica as a new member. Donna G. will send the request to the BOCC for appointment.

**5. Administrator's Report:**

**General Update and Report:**

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

**a) Action Planning in Priority Areas -**

- a) **Behavioral Health Integration:** draft job descriptions were provided in the packet for review of the full committee. The positions were approved at the BOCC on August 16<sup>th</sup>. Final changes need to be made in order for the positions to be posted and recruitment begins. Marlene will meet with HR when she returns from vacation.

- **Dental Health:**

- **School Based Dental** – Staff will be attending registration at the schools to provide education and sign kids up for sealants; training of volunteers has taken place, referral to local dentists if there are more serious issues. We are partnering with OHA, but are not ready to completely take over the program.
- **School Based Health Center:** No update.
- **Contractors:** Dr. Opdahl will end his contract on August 31<sup>st</sup>. Staff is working to transition patients over to Dr. Ahn. Marlene has an appointment to meet with Dr. Long to see if he is willing to take on more patients.
- **Safety Net Grant (I’m Healthy/Soy Sano):** – The legislature approved “Cover All Kids” which begins in January 2018. The contract with OHA is finally complete, with the timeline from January – December, 2017. It is anticipated that Cover All Kids will then supersede I’m Healthy.
- **OHA Media Coverage:** – No report.
- **Patient Access & Support:** No report.
- **Sexual Health and Adolescent Health Services:** No update.
- **Maternal and Child Health** – No update.
- **Home Visiting Coordination** – No update.
- **Developmental Screening Pilot Project** – No update.
- **Well Child and Adolescent Health Exams** – We have several dates scheduled with associated incentives for Well Child and Adolescent exams.
- **Women’s Resource Center** – No update.
- **The Early Learning Hub** – No update.
- **South County Services** – (See Item B)
- **Staff** – See Below, Item B.
- **Prenatal Care** – No update.
- **Year of Wellness Project** – No update.

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

- a) An overview of the changes that are being implemented to increase revenue and productivity was provided to the Council members. (See also Financial Report – Schedule Dashboard below, (6.D).
  1. South County clinic is still closed. Patricia Dannen has increased her encounter rates by seeing patients in the central clinic; patients’ barriers are begin addressed and WIC services are still being offered. There was a ‘hit and run’ accident, which took out the fence, and both signs at the location. Options are being discussed at the Leadership Team meetings moving forward with the South County clinic.
  2. Rockaway Beach clinic is open one day per week. The provider is now seeing a full schedule on one day instead of half schedule in two. There have been patient feedback regarding keeping the two days open, however, more patients are being seen overall with the provider being in the central clinic an additional day.

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

- a) See Goal B.

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

- a) No report.

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

- a) **Health Resiliency Workers** – (See 5.A. above)

- b) **School Resource Behavioral Health Provider** – (See 5.A. above)
- c) **Emergency Preparation** – No report.
- d) **F. Goal: Increase Partnerships with Health & Human Service Organizations in Order to Leverage Resources, develop shared resources and strengthen relationships for future collaborations**
  - a) (See 6.A.a above.)

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

## **6. Finance Report:**

June's month end cash balance was \$1,301,218.49 ending with \$49,525.77 more in revenue than expenses.

- **Revenue:** There has been a delay of CCO Dental revenue, estimated at about \$5.2K; no Medicaid Wrap was received in June, which is \$149K. Received was a double HRSA draw and OHA Public Health deposit from a delay in May resulting in \$230K. GL# 4378: School Contracts – we received our funds from District 9. All other revenue items were within normal range.
- **Expense:** The Union contract called for an incentive for all employees. This was not budgeted nor anticipated, resulting in an additional expense of \$44K. There were increases in operating supplies for OCF dental for curriculum and Emergency Preparation purchases of \$5K. GL# 7899 Misc. Materials & Services – no Babies First leverage payment was submitted. All other expenses were within normal range.
- **HRSA Budget Revenue and Expense:** (See Revenue above) All revenue and expenditures are within normal ranges, with the exception of the double draw-down amount.
- **Encounters** Encounters rose this month, from 1,379 to 1,430; monthly average medical Provider FTE decreased to 3.05 out of 4.5FTE for the month, due to provider training and vacations. Average daily encounters per provider FTE increased from 9.6 in May to 10.5 in June.
- **Schedule Dashboard:** June clinic overview shows increases in most providers' schedules, with one provider showing less (Medical Director). The dashboard shows an average of 60.4% of available appointments remain unscheduled.
- **Accounts Receivable:** Total Accounts Receivable was \$349,890.63. The delay in Medicaid dental payments has been resolved, but it affected the aging, making the majority in the 0-30 bucket at 63.70%, lower from May at 71.42%. Payer Mix shows Medicaid/Managed Care still our biggest payer at 52%, with Private Insurance at 15%; Uninsured at 23%; Medicare at 8%, and Oregon Contraceptive Care at 1%.

**Action:** John moved to approve the Financial Report; Amy seconded. Motion carried.

## **7. Reports of Committees:**

### **A. Quality Assurance/Quality Improvement Committee - June 2017 minutes:**

- There were no minutes for June as there was no quorum.

**Action:** No action.

## **8. Old Business:**

### **A. GRANTS & Resource Development –**

- OHA Safety Net Capacity Grant – (See Administrative Report)
- OCF Tillamook Education Foundation School Based Dental – (See Administrative Report)
- New Building – Tillamook – The CCO suggested that we apply for a grant to remodel the kitchen for group classes. Marlene will be following up on this, probably after the first of the year.
- HRSA Access Increases in Mental Health and Substance Abuse Services (AIMS) Grant – grant application was submitted and awards come out in September. This grant is to implement Medical Assisted Therapy (MAT), and two providers are going to be trained to prescribe medication and monitoring for patients who have opioid abuse issues. We are also working with County HR department to finalize three Behavioral Health position descriptions; they will be approved at the BOCC on August 16<sup>th</sup>. The intent is to hire two positions; one for this grant and one for the CPCCO funds that we have already received. Grant funds will not fully cover a full positions; it is anticipated that revenue will offset that, along with Per Member Per Month (PMPM) reimbursement through the CCO.
- CPCCO Diabetes Management Grant – a Letter of Intent (LOI) was submitted and we are invited to submit a full application. This grant would focus on diabetic and pre-diabetic patients with A1c levels >8. Patients are considered at-risk at levels from 5 to 7.4, with a BMI over 90%. Partners in the grant would be the YMCA, Oregon Food Bank, TFCC and NWSDS.
- Kiwanis Club – CAC is working with the YMCA on training staff to be Community Health Workers in their facility for Medicaid recipients. YOW is applying through us to provide funding to assist in the training; each trainer will cost \$1,200, which YMCA could not afford on their own.
- CPCCO CAC Community Health Worker – in partnership with CARE, Inc., who has an LCSW in their employ, we are applying for grant funding to assist patients in getting in to their appointments and to assist in monitoring health outcomes.

## **10. New Business:**

- Behavioral Health Clinician – Job Descriptions – (See Administrative Report) Draft job descriptions were provided in the packet for review of full committee. The intent is to hire two positions; one for this grant and one for the CPCCO funds that we have already received. Grant funds will not fully cover a full positions; it is anticipated that revenue will offset that, along with Per Member Per Month (PMPM) reimbursement through the CCO.
- Policy/Procedure –
  - Credentialing & Privileging – Melissa Paulissen, MD  
**Action:** John moved to approve; Carmen seconded. Motion carried.
  - Credentialing & Privileging – Erin Oldenkamp  
**Action:** Carmen moved to approve; Clayton seconded. Motion carried.

## **12. Unscheduled:**

**13. Adjourn** - The meeting was adjourned at 1:16 PM.