

Tillamook County
Community Health Council
Meeting Minutes
March 16, 2022

Present via Telephone: Bill Baertlein, Tim Borman, Kim Smith-Borman, Harry Coffman, Carol Fitzgerald, Sharon Kaszycki, Kimber Lundy, Donna Parks, Carmen Rost, John Sandusky, Erin Skaar

Excused: Dylan Bringuel, Brooke Bennett, Amy Griggs

Absent/Unexcused:

Staff Present: Marlene Putman, Donna Gigoux, Irene Fitzgerald

Guests:

1. Call to Order: Chair Harry Coffman called the meeting to order at 12:39 pm.

2. Consumer/Community/Partner's Needs, Concerns, Issues (based on Health Council Strategic Plan Goal 2 & 3):

- A. Community/Patient Concerns
 - 1. No report.
- B. Ambassador/Advocate encounters with Community Members
 - 1. No report.
- C. Community Partners – partner dialogues, invitations to meetings, etc.
 - 1. No report.

3. Consent Calendar:

A. **Approval of February 16, 2022 Meeting minutes:**

Action: Bill moved to approve as written; Carmen seconded. Motion carried.

4. Board Development:

- A. **Health Council Member Contact & Areas of Expertise:**
 - 1. No changes.
- B. **Common goals – shared resources between agencies:**
 - 1. No report.
- C. **Underrepresented & Youth Member**
 - 1. No report.
- D. **TCCHC Committee/Workgroup/Opportunities**
 - 1. See Committee List
- D. **Health Council Acronyms**
 - 1. See Attached

5. Administrator's Report:

General Update and Report – Marlene

- A. **COVID19 Update** – See attached report
 - 1. Decrease in positive case numbers
 - 2. 80.6% in Tillamook County have had at least 1 dose of the vaccine
 - 3. Pediatric vaccine is expected in April.

4. Testing kits are available and can be ordered online for free.

B. Other Public Health Updates

1. Harm Reduction Events
 - a) We have created a page for harm reduction on our website under the public & environmental health tab. It includes information on the purpose, what we provide, info on our sites, and Clatsop and Columbia as well.
 - b) The link to the webpage was shared with the council.
 - c) We are considering changing the location of the North County site from Wheeler to Rockaway Beach clinic.
 - d) A new site has been established in South County at the fire station.
2. Home Visiting – supplementing with CHW
3. Modernization – still trying to secure a person to provide OHA overview
 - a) Presentation to come
 - b) Multiple opportunities for Health Council member involvement.

C. Medical

1. Testing out virtual visits w/ MA in the room and provider elsewhere.
2. Looking to implement new virtual & telephonic language services - AMN

D. Behavioral Health

1. Bi-directional integration – first pilot was Feb 15; regular schedule on Tuesdays
 - a) Set up rooms at TFCC for visits
 - b) Establishing virtual visit process and training of CHC front desk staff
 - c) Adding referrals from bi-directional to Dental care
2. Reviewing capacity and sustainability for Psych – part of the CCO grant

E. Dental

1. New Hygienist hired; new Dental Asst hired, working and seeing patients
2. Considering new expanded services:
 - a) Specialty for pediatrics and oral surgery
 - b) Under insured patients (have insurance but low income and deductible high)
 - c) School-based sealants are in operation and certification with OHA obtained
 - d) Future development – mobile services, school dental, regional dental services

F. Equity & Inclusion

1. Internal committee work
2. Designating staff lead – Anadelia Aguilar .2FTE/wk
3. Work underway
 - a) Report from REDE group on DEI Framework
 - b) Share w/Health Council (see attached document from 02/09/22)
 - c) HR with county – applications, proficiency testing, etc.
4. Opportunity for Health Council member participation.

G. Compliance and Site Visits

1. PCPCH – Site Visit – February 2022 (Have not heard from them yet)
2. OHA Public Health – Site visit and compliance review (Triennial Review) April-May 2022
3. HRSA Site Visit – August 2022
4. Discussion:

- a) Tests: A member appreciates the 150 tests received at the Oregon Food Bank! Response: More events will take place with our mobile clinic coordinator to distribute tests.
- b) Harm Reduction: Concerns regarding the fire hall as a location for the events; too close to the childcare center; impact on federal funds. Response: The event is on the opposite site of the childcare center, and there is no impact on federal funding due to other sources of funds for this project.
- c) Bidirectional: A member commends the efforts being done at TFCC.
- d) Dental: A member stated it is a natural progression and a nice fit to offer reduced fee to those who are <200%; dental for Medicare community and veterans is lacking.

Action: John moved to approve the Administrative Report; Carmen seconded. Motion carried.

6. Finance Report

- A. **Page 1:** January's month end cash balance was \$2,349,713.46 ending with \$230,039.08 more in expense than revenue.
- 1. **Page 6: Revenue:** Irene reported that we did not receive the Medicaid Wrap in January. We received \$214K in March for the report that was recently filed. All other revenue was within normal range.
 - 2. **Page 6: Expense:** All expenses were within normal range, except for Leave Buy Out of retiring employees of \$31K.
 - 3. **Page 7: Materials & Services:** We had \$38K in leave buyout and IT expense of \$15K for computer replacements. Additionally, our prescription expense was \$12K, so we need to check the 340B for drugs that are being prescribed by providers that are not covered. All other expenses were within normal range for materials and services.
 - 4. **Pages 9-11: HRSA Budget Revenue and Expense:** Irene reported that we had more expenditures than revenue in January. Revenue was \$213,662.16 and expense was \$332,010.95. All other revenue/expense was within normal range.
 - 5. **Page 13: Encounters:** Total encounters for January was 2,603. Tillamook clinic had 2,229 encounters; dental had 348 encounters; and Rockaway had 12. Average Provider Encounters per FTE were 10.60. Provider FTE was 4.14.
 - 6. **Page 16: Monthly Posted Encounters per Provider:** Encounters for all providers with the highest at 12.28 and the lowest at 9.17.
 - 7. **Page 16: Monthly Generated Revenue:**
Provider revenue in September was a total of \$158,908.62. The number of days open in was 18, giving the average revenue for the workday at \$7,945.
 - 8. **Page 17: Available vs Completed Schedule:**
Irene reported that the schedule for providers was not reported in January.

9. **Page 18 & 19: Accounts Receivable:**

Total Accounts Receivable was \$530,457.05. The majority in the 0-30 bucket at 60.44%. The average for our 0-30-day bucket is 29.50 days; and gross charges were \$492,239.48 Payer mix shows Self Pay at 27%; and the percentage for Medicaid is 35%. Privately insured is at 25% and Medicare is at 12%. Oregon Contraceptive Care A/R is at 1%.

10. **OCHIN Top 10:** We were number 13 in the top 50 out of 129 members in the US based on the Revenue Cycle scorecard from OCHIN with a ranking score of 72. Metrics are used to determine the success of an entity based on the following:

- a) Days in Accounts Receivable (average length of time that an account balance is active)
- b) Days Undistributed (refers to payments and adjustments that have been posted to the system but have not been distributed)
- c) Percentage of AR over 90 days (the percentage of the total AR that is over 90 days old)
- d) Charge Lag (average length of time between the date of service and the date that the charge for that service is posted to the AR)
- e) Claim Acceptance Rate (percentage of claims that when submitted to clearinghouse make it successfully to the insurance payor)
- f) Days of Open Encounters (patient encounters that have yet to be “closed”)
- g) Charge Review and Claim Edit Days (two work queues within EPIC that hold charges and claims that contain errors)

Action: Sharon moved to approve the Financial Report; Carol seconded. Motion Carried.

7. **Report of Committees:**

A. Quality Assurance Committee (QA)

- a) February meeting – February meeting was cancelled
- b) There weren't metrics on the December and January minutes due to the EMR Specialist leaving
- c) A member asked if we are not in compliance due to cancelling the meeting; Donna G. verified that we are in compliance as meetings have to be *at least* every quarter.
- d) Irene stated that the UDS auditor was impressed with our Colorectal Cancer metrics!
- e) Irene asked if the Health Council members who attend QA meetings would be fine if the meetings were moved to the second Wednesday of the month
- f) By consensus, members approved moving the meeting.

Action: No action.

8. **Old Business:**

A. **Grants:**

- 1. Behavioral Health Resource Networks (BHRN) Grant – approval of proposal
 - a) Announcement date has been moved to sometime in April.

B. **Other:**

- 1. No report

9. **New Business:**

A. **Grants:**

1. None.

B. **Other:**

1. No report.

C. **Policy & Procedure:**

1. None.

D. **Credentialing & Privileging:**

1. None.

10. **Training:**

1. Tillamook County Wellness – 2021 Report
 - a) A virtual presentation was given to the members outlining the efforts and accomplishments of TCW for the year 2021.
 - b) This presentation was given to the BOCC at their meeting today.

11. **Upcoming Events:**

1. No report.

12. **Unscheduled:**

13. **Adjourn:** The meeting was adjourned at 1:55 PM