

Tillamook County
Community Health Council
Meeting Minutes
August 22, 2012

Present: Harry Coffman, Donna Parks, Carol Fitzgerald, Corin Barnes, Karen Keltz, Cynthia Putt, Caroline Roth, Carmen Rost, Elise Englert, Dave Walker

Excused:

Absent: Rex Parsons, Amy Griggs, Martha Beckum

Staff: Marlene Putman, Tammy Hickman, Donna Gigoux, Lola Martindale, Tim Josi

Guests: Bob Maxwell, OPCA

1. Call to Order: Chair Harry Coffman called the meeting to order at 12:18 PM. Individual introductions were made for new members and guests.

2. Consumer/Community Needs, Concerns, Issues: None.

3. Consent Calendar:

- a) **Approval of July 18 Meeting minutes:** Donna Parks moved to approve the minutes; Carol Fitzgerald seconded. Motion carried.

4. Training & Presentations:

a) Bob “Max” Maxwell provided an overview of what OPCA does for CHC’s and FQHC’s. He stated there are 30 CHC’s in Oregon. OPCA provides advocacy, technical assistance and training as needed. They provide business and financial analyses. OPCA also has a presence in Salem on policy issues and they assist CHC’s with PCPCH and Public Health Accreditation as well. He discussed the impact that the Affordable Care Act will have in Oregon, specifically hospitals.

Action: The council thanked Max for providing information to them.

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:*

- Strategic Planning –October 16th and 17th. This will include all staff and take place on the regularly scheduled Health Council meeting with a meeting with council only the previous day. Shary Black is the contracted consultant who will be leading the planning session.
- PCPCH – Finalizing the last details of PCPCH and implementing the model in the clinics.

- Public Health Accreditation – NW Health Foundation’s site visit was July 27th at 10AM in the new conference room. Several interested people attended and Marlene thought it went well. Grant awards should be in late September.
- B. *Increasing Productivity of Providers and Staff to Increase Revenue:***
- Staff and providers continue to work on PCPCH implementation. Teen clinic will begin in September. Recognition awards (Cupcake Awards) will continue.
- C. *Improve Financial Practices and Systems in order to Improve Efficiency and Effectiveness:***
- Good news, refer to financial report.
 - There have been some glitches to work out but both departments are working well together and learning together. In June, the TCHD cash and Treasurer’s cash actually balanced.
- D. *Increasing Revenues for Other Sources in Order to Offset Uncompensated Costs for Public Health Services and/or Operational Changes and Improvements:***
- Coordinated Home Visiting Grant – Still waiting to receive the expected state grant.
 - NW Health Foundation HEAL Grant –The Letter of Intent and the application were submitted.
 - Healthy Smiles, Healthy Children –The application was due August 1, 2012 with a potential award in June of 2013.
- 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:***
- The agreement with TFCC for behavioral health services has been signed and Frank is looking for applicants to fill the position.
 - Jail Agreement – Marlene has been checking on our liability coverage under the FTCA in order to proceed with the agreement with the Jail.
 - Veteran’s Medical Services at Clinic – Continuing to work with Steering Committee. Local volunteers are working with Veterans Services to gather data and increase advocacy efforts for support of a clinic in Tillamook County. A letter has been composed to Kurt Schrader and will also go to Senator Wyden’s office. Marlene is working with Fritz, Sen. Wyden’s office manager.
- G. *Local, State and Federal Government Funding & Support Services:***
- Financial Status – Tammy will provide a report to the BOCC on September 19th.
 - Still looking for a new Nurse Practitioner to fill the position vacated by Sandy Kosik.

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

- Encounters have increased overall;

- Total revenue was \$473,464; total expenditures were \$356,931, leaving 116,522 balance. After adjustments to revenue due to significant revenue items such as School Contracts, Sheriff's Office and OYA and DHS, the final adjusted balance is 271,666;
- Treasurer's Cash balance was \$210,111.50;
- YTD actual cash balance was \$210,112;
- Accounts Receivable has decreased to \$330,833 due to accounts being charged off and some sent to collections;
- 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: Carmen moved to accept the administrator's and the financial reports; Cindy 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. Marlene indicated that there aren't a lot of people that have come forward as of yet. Marlene will be on both the Governance and the Advisory Committees for the CCO.
- b) HEAL (Healthy Eating Active Living) – a letter of intent was sent in to apply for this grant, which would grant up to \$10,000 to promote healthy life choices in nutrition and exercise in the community.
- c) Training and Presentations Schedule – the council looked at the schedule and had no other revisions.
- d) NW Health Foundation Grant – the site visit for the Public Health Accreditation grant on Friday, July 27th at the Annex went well and Marlene stated that the Health Council was well represented.

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. Marlene asked the council if they wished for her to move forward with the grant. Cindy moved to approve going forward with the agreement; Donna P. seconded. Motion carried.

8. Committee Reports:

- a. **Quality Assurance:** No current minutes were available.

9. Community Events: -

- a) Huckleberry Health Fair – Carol F. provided a brief overview of the fair. She felt the fair was successful, although she thought there weren't as many people as there was in the past.

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