

**The County of Santa Cruz**  
**Integrated Community Health Center Commission**  
**MEETING AGENDA**

**March 1, 2022 @ 3:00 pm**

**MEETING LOCATION:** Microsoft Teams Meeting or call in (audio only) +1 916-318-9542, 500021499# United States, Sacramento Phone Conference ID: **500 021 499# / 1080** Emeline Ave., Bldg. D, Santa Cruz, CA 95060

ORAL COMMUNICATIONS - Any person may address the Commission during its Oral Communications period. Presentations must not exceed three (3) minutes in length, and individuals may speak only once during Oral Communications. All Oral Communications must be directed to an item not listed on today's Agenda and must be within the jurisdiction of the Commission. Commission members will not take actions or respond immediately to any Oral Communications presented but may choose to follow up at a later time, either individually, or on a subsequent Commission Agenda.

1. Welcome/Introductions
2. Oral Communications
3. February 1, 2022 Meeting Minutes – Recommend for Approval
4. Quality Management Committee Update
5. Social Justice
6. Financial Update
7. CEO/COVID-19 Update

**Action Items from Previous Meetings:**

Action Item	Person(s) Responsible	Date Completed	Comments
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Next meeting: April 5, 2022 3:00pm - 5:00pm

Meeting Location: Microsoft Teams Meeting Or call in (audio only) +1 916-318-9542, 500021499# United States, Sacramento Phone Conference ID: **500 021 499# / 1080** Emeline Ave., Bldg. D, Santa Cruz, CA 95060

# The County of Santa Cruz Integrated Community Health Center Commission

**Minute Taker: Mary Olivares**

Minutes of the meeting held March 1, 2022.

**TELECOMMUNICATION MEETING:** Microsoft Teams Meeting - or call-in number 831-454-2222; Meeting Code: 850702.

Attendance	
Christina Berberich	Chair
Len Finocchio	Vice Chair
Caitlin Brune	Member at Large
Rahn Garcia	Member
Dinah Phillips	Member
Marco Martinez-Galarce	Member
David Willis	Member
Gidget Martinez	Member
Kim "Coach" Campbell	Member
Amy Peeler	County of Santa Cruz, Chief of Clinic Services
Raquel Ramirez Ruiz	County of Santa Cruz, Senior Health Services Manager
Julian Wren	County of Santa Cruz, Admin. Services Manager
Mary Olivares	County of Santa Cruz, Admin Aide
<b>Meeting Commenced at 3:13 pm and Concluded at 4:28 pm</b>	
Excused/Absent:	
Absent: Ardella Davies Absent: Michelle Morton	
<b>1. Welcome/Introductions</b>	
Introductions were done at this time. Commission members welcomed new commission member Kim "Coach" Campbell and new Health Services Agency Director, Monica Morales.	
<b>2. Oral Communications:</b>	
<b>3. February 1, 2022, Meeting Minutes - Action item</b>	
Review of February 1, 2022, Meeting Minutes – Recommended for Approval. Caitlin moved to accept minutes as presented. Dinah second, and the rest of the members present were all in favor.	
<b>4. Quality Management Committee Update</b>	
Raquel reported that peer review had met and that they will be going back to chart review parties due to the low rate of chart reviews being received back from audit from our providers. Raquel also presented the Patient Satisfaction Survey results. She stated the survey was done in December and you must have had a visit in the past two months to receive the texted-out survey that had six questions. Raquel presented results from each individual clinic.	
<b>5. Social Justice</b>	
Caitlin stated there were excellent programs on KQSD on black history month, and next month she will bring another focus question to the commission. Julian stated they are starting to work on a staff training that is through the National Compadres Network, La Cultura Cura it is an overview training on the indigenous culturally. Julian stated they had their first meeting today and he will report back at future meetings on this topic. Amy also reported on the Staff Equity Committee. She stated they will be hiring a contractor to set it up until we hire our own Equity Officer, hopefully by late summer.	
<b>6. Financial Update</b>	
Julian reported that the proposed first budget had been submitted and we are due to do another fee schedule review, he will report back on these items. Julian also reported on the following items: <ul style="list-style-type: none"> <li>• <b>Estimate Accruals:</b> This report is through 1/31/22 and currently we are projecting to be close as to what we estimated at the beginning of the year.</li> <li>• <b>Position updates:</b> Julian stated we added quite a few positions from ARPA Funding. We are currently in the process of hiring for these vacancies.</li> <li>• <b>Days in AR:</b> This function is on how quickly we process claims to get reimbursement. He stated we generally want to be under 60 days and are currently maintaining 48 days.</li> <li>• <b>Charges over 90-days:</b> We want the percentage to be low we are currently below 35.4 percent.</li> </ul>	

<ul style="list-style-type: none"> <li>• <b>Charge Review Days:</b> We want to keep this at 30 days or under we are currently at 30.2.</li> </ul>
<p>7. CEO/COVID-19 Update</p>
<p>Amy reported that COVID cases and hospitalizations are decreasing. Amy also reported that she is in contact with the EEO Officer regarding hiring practices and she will report back next month on this item.</p>

**Next Meeting:** April 5, 2022, 3:00 pm - 5:00 pm  
 Microsoft Teams Meeting: 1080 Emeline, Santa Cruz, CA

Minutes approved \_\_\_\_\_ / / \_\_\_\_\_  
 (Signature of Board Chair or Co-Chair) (Date)

# Fiscal Report

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BY DR. JULIAN N WREN, MSW, ED.D.

3/1/22 INTEGRATED COMMUNITY HEALTH CARE COMMISSION MEETING



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**County of Santa Cruz (HSA)**  
**FY 21/22 CLINIC(Multiple Items)**  
**As of 12.31.21**

Division CLINIC -Y  
 GLKey (Multiple Items) -Y

Row Labels	Budget	Actual	Encumbrance	Estimate d Actuals	Division EA's 12.17.21	Division EA's 1.7.22	Division EA's 2.11.22	Sum of Difference
<b>REVENUE</b>	(52,730,208)	(13,673,626)	0	(52,730,021)	(52,730,208)	(44,852,481)	(45,060,069)	207,588
05-LICENSES, PERMITS AND FRANCHIS	0	0	0	0	0	0	0	0
07-FINES, FORFEITURES & ASSMNTS	0	0	0	0	0	0	0	0
15-INTERGOVERNMENTAL REVENUES	(9,872,460)	(2,606,249)	0	(9,872,460)	(9,872,460)	(8,354,059)	(9,861,671)	1,507,612
19-CHARGES FOR SERVICES	(42,046,739)	(11,064,043)	0	(42,046,739)	(42,046,739)	(36,141,235)	(34,841,211)	(1,300,024)
23-MISC. REVENUES	(811,009)	(3,334)	0	(810,822)	(811,009)	(357,187)	(357,187)	0
<b>EXPENDITURE</b>	51,522,860	21,088,538	4,980,702	48,757,684	51,487,023	45,065,333	43,936,232	1,129,100
50-SALARIES AND EMPLOYEE BENEF	30,383,866	14,506,848	0	27,496,975	30,383,866	27,737,053	27,737,053	0
60-SERVICES AND SUPPLIES	7,738,380	3,176,070	4,940,950	7,821,745	7,702,543	7,592,697	6,463,596	1,129,100
70-OTHER CHARGES	3,367,280	46	0	3,367,372	3,367,280	3,367,390	3,367,390	0
80-FIXED ASSETS	537,281	44,408	39,752	575,539	537,281	558,675	558,675	0
95-INTRAFUND TRANSFERS	9,496,053	3,361,166	0	9,496,053	9,496,053	5,809,518	5,809,518	0
<b>Grand Total</b>	(1,207,348)	7,414,912	4,980,702	(3,972,338)	(1,243,185)	212,852	(1,123,837)	1,336,688

# Clinic Estimated Actuals 2/11/22

# FY 21/22 Position Updates

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Watsonville Health Center filled 2 Medical Assistant Vacancies

Santa Cruz Health Center filled 2 Medical Assistant vacancies

Santa Cruz Health Center has hired 2 extra help Clinic Nurse I's

Santa Cruz Health Center has hired Clinic Nurse II extra help

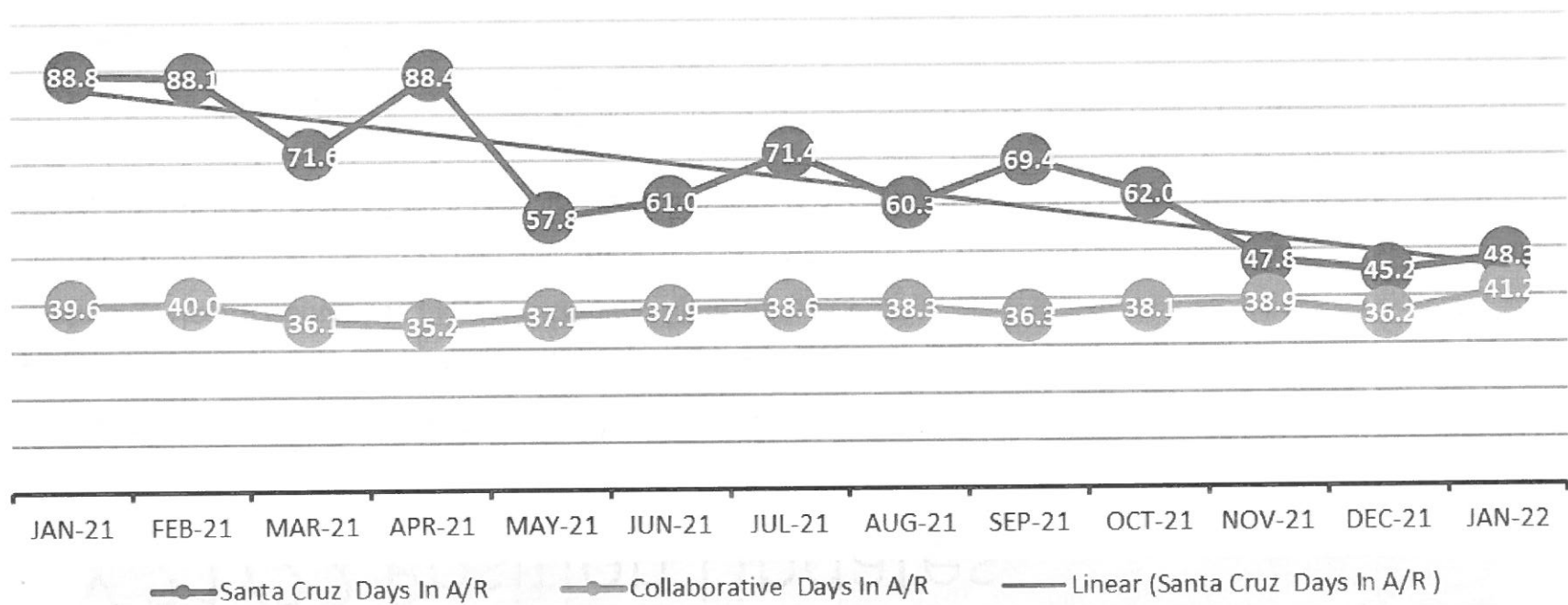
Offered made and accepted for a Lab Director extra help (classifying permanent lab director position)

Offer made for Lab Assistant

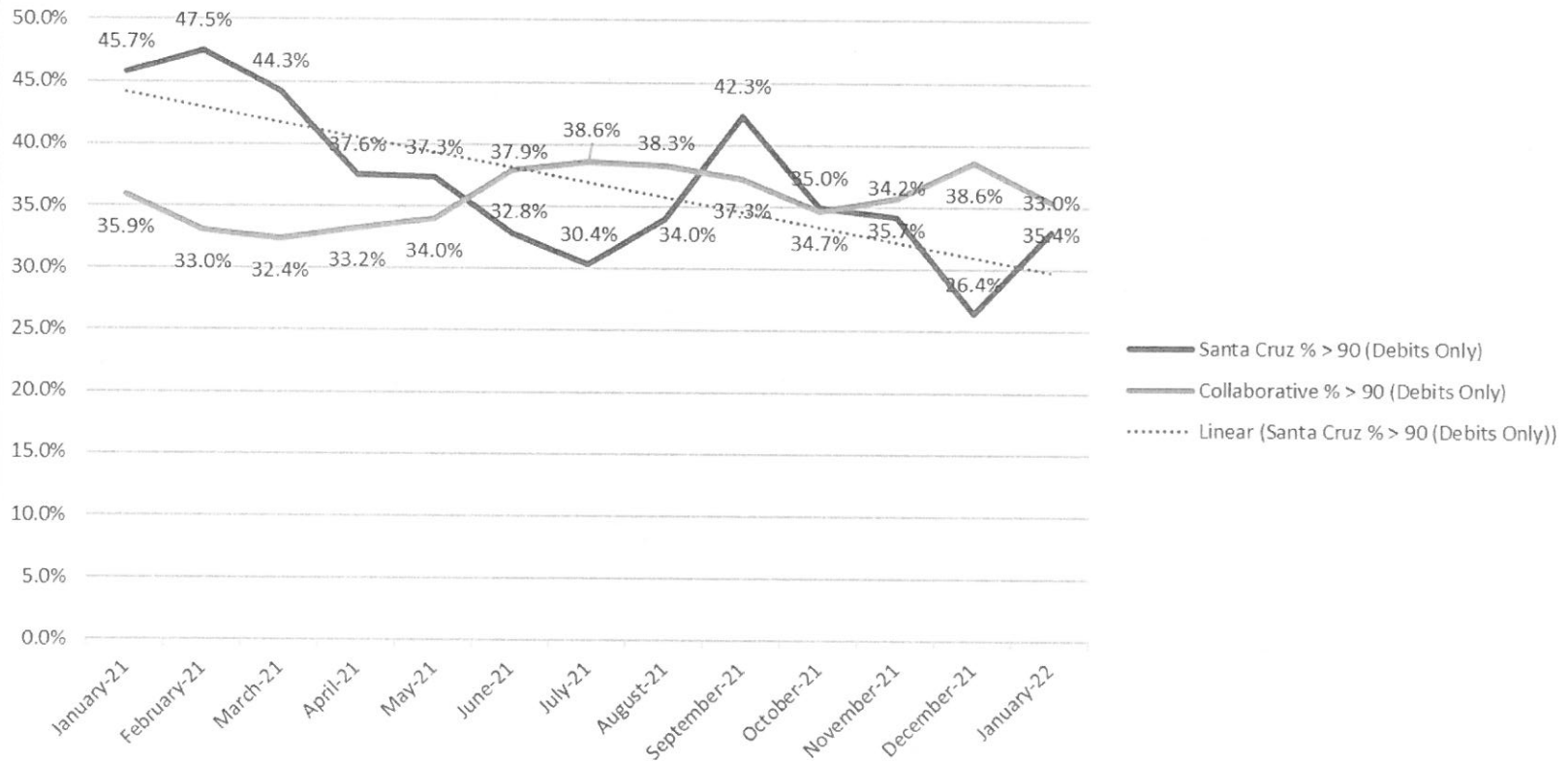
Outreach has begun for Clinic Physicians

Special Operations has made an offer to fill Departmental Analyst position

## Days in AR

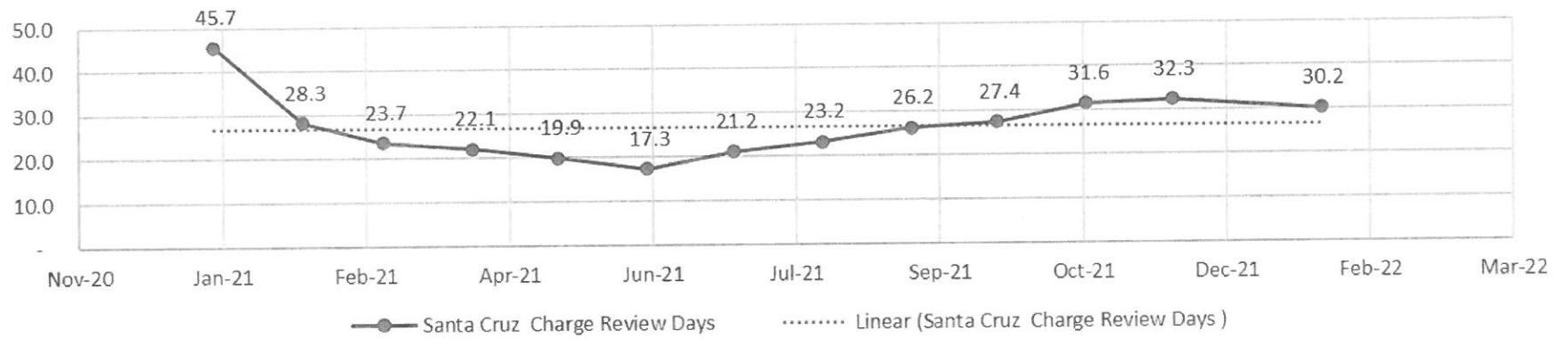


Percentage of Charges over 90 days Old





### Charge Review Days



# References

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Epic Revenue Cycle Report Card January 2022.

HSA Financials 2/11/22.



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# Quality Management Report

March 2022

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# Quality Management Committee

- ▶ Patient Satisfaction Survey
- ▶ Patient and Family Advisory Panel

Are you looking to help improve your Clinic?

**JOIN WATSONVILLE HEALTH  
CENTER'S**


**PATIENT & FAMILY ADVISORY PANEL**



Help improve patient care in:

- Customer Service
- Medical Care
- Educational Material
- Technology...and much more.

Please scan QR to submit application



Meeting once monthly!

Interpreters available to support a multi-lingual panel!



# Peer Review and Risk Management Committee

- Reverting to Chart Review Meetings