

The County of Santa Cruz Integrated Community Health Center Commission

Minute Taker: Mary Olivares

Minutes of the meeting held February 7, 2019

Attendance	
Christina Berberich	Chair
Rahn Garcia	Vice-Chair
Marco Martinez-Galarce	Member
Dinah Phillips	Member
Len Finocchio	Member
Pamela Hammond	Member
Raquel Ramirez Ruiz	County of Santa Cruz, Senior Health Services Manager
Julian Wren	County of Santa Cruz, Administrative Services Manager
Mary Olivares	County of Santa Cruz, Administrative Aide
Meeting Commenced at 11:07 am and Concluded at 12:33 pm	
1. Excused/Absent:	
Excused: Amy Peeler Absent: Gustavo Mendoza	
2. Oral Communications:	
None	
3. January 3, 2019 Meeting Minutes - Action item	
Review of January 3, 2019 Meeting Minutes - Recommended for Approval. Rahn motioned for the acceptance of the minutes Dinah Second the rest of the members present were in favour. Two of the commission members abstained.	
4. Quality Management Committee Update	
<p>Raquel stated we are implementing a team-based care in our Santa Cruz Clinic, she stated this already has been implemented in our Watsonville Clinic. Raquel stated we are working with our QI Nurses and are looking at a methodical way of assigning patients and creating a team that would consist of the Physician, Nurse, and Medical Assistant.</p> <p>Raquel gave an update on the Patient Satisfaction Survey. She stated Dientes uses a survey company out of Watsonville. She will do some research and see how expensive it is to use this evaluation organization and report back to the commission. We are also working on standardizing and listing out what a Medical Assistant can and can't do. Cabrillo College does a 1-day skill assessment test to make sure everyone is working up to their licensure standards. We are currently exploring this option.</p>	
5. Financial Update	
<p>Julian presented information on 18/19 budget, he stated that if we keep on track we will meet our budget. He also presented other data such as: visit volume, defined visits and patients report, accounts receivable and a few other fiscal reports. In reviewing the section of "Impacts" it was noted by one of the Commissioners it would be nice to see the expenditure, Julian will add this to report. Julian also stated that this coming budget year Integrated Behavioral Health will now be under Clinics budget. We anticipate this will generate \$5,000,000 in revenue and when fully staffed about \$7,000,000.</p>	
6. Medi-Cal Issues	
<p>Raquel stated Amy spoke to Human Services Department and they are aware of the situation of long phone waits, and other issues. Starting February 1, 2019, the phone customer service will be open from 7:30 am to 5:00 pm, Monday through Friday.</p>	
7. CEO update	
<p>Raquel stated new patient packets will be distributed to our patients. It includes information such as an overview of our clinic, afterhours call line, information on MyChart (patient portal) all the information you need to navigate our Clinic. Raquel also reported on the following the MAT program is expanding; Emeline Clinic construction is scheduled to be finished by April of 2019, announced the retirement of Dr. Leff in June of 2019, there is a current recruitment in process, some discussion on the measles outbreak in Washington and Oregon. Raquel also mentioned that we are participating in Federal loan forgiveness program for employees. Christina will forward link to Raquel for additional loan repayment program for Public Service Employees.</p>	
Action items:	
<ol style="list-style-type: none"> 1. Len's report -Kaiser arrival in 3-4 months 2. Review and visit metrics annually, Include IBH in future reviews. 3. Amy to keep updating committee on what we will be receiving for homeless funding 	

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| <ol style="list-style-type: none">4. Raquel to research Dientes survey company and see how expensive it is and report back to the commission.5. Julian to add expenditure in the "Impacts" section of the fiscal report. |
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Next Meeting: March 7th , 2019 11:00 am -1:00 pm
1080 Emeline, Santa Cruz, CA

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