



## Public Meeting Minutes January 10, 2022 6:00-8:00 PM (via Zoom)

*Health Center Mission: Bringing services to individuals, families, and communities that improve health and wellness while advancing health equity and eliminating health disparities.*

### Board Members:

**Harold Odhiambo** – Chair  
**Fabiola Arreola** – Vice Chair  
**Dave Aguayo** – Treasurer

**Pedro Sandoval Prieto** – Secretary  
**Tamia Deary** - Member-at-Large  
**Kerry Hoeschen** – Member-at-Large

**Darrell Wade** – Board Member  
**Brandi Velasquez** – Board Member  
**Aisha Hollands** - Board Member

**Adrienne Daniels** - Interim Executive Director, Community Health Center (ICS)

**Board Members Excused/Absent: Kerry Hoeschen**

Topic/Presenter	Discussion / Recommendations	Action	Responsible Party	Follow-up Date
<b>Call to Order / Welcome</b> Harold Odhiambo, CHCB Chair	The Board Chair called the meeting to order at 6:13 PM  A quorum <b>was</b> established.	N/A	N/A	N/A
<b>Minutes Review - VOTE REQUIRED</b> Review November and December Public Meeting minutes for omissions/errors	No discussions or recommendations	<b>Motion to approve:</b> <b>Tamia</b> <b>Second: Darrell</b>  Yays: - 8 Nays: - 0 Abstain: -x  <b>Decision:</b> <b>Approved</b>		
<b>Ryan White Grant - VOTE REQUIRED</b> Nick Tipton, Regional Manager, HSC & SEHC	Nicholas Tipton, regional manager for the HIV and Southeast Health centers, presented to the board the Ryan White part D grant; this grant provides family-centered health care services in an ambulatory or outpatient care setting to women, infants, children and youth with HIV. The health services center has applied for this grant in the past and asked for approval from the	<b>Motion to approve:</b> <b>Dave</b> <b>Second: Pedro</b>		



	<p>board to submit a continuing application. The funds from this grant are an essential part of the health services center and will continue to support the efforts to provide care for women, infants, children and youth with HIV.</p> <ul style="list-style-type: none"> <li>A clarifying question was raised about where care is received after the women in the program reach 25 years of age. The response was that this program provides care to women regardless of age and youth up to age 25.</li> </ul> <p>No further questions or recommendations were raised.</p>	<p>Yays: - 8 Nays: - 0 Abstain: -x</p> <p><b>Decision: Approved</b></p>		
<p><b>2022 Meeting Calendar - VOTE REQUIRED</b> Francisco Garcia, Community Engagement Analyst, ICS</p>	<p>Francisco Garcia presented the CHCB public and Executive committee meeting calendar for 2022. The public meetings will continue to occur on the second Monday of each month and the Executive committee meetings will occur on the fourth Mondays of each month.</p> <p>No questions or recommendations were raised.</p>	<p><b>Motion to approve: Fabiola</b> <b>Second: Bee</b></p> <p>Yays: - 8 Nays: - 0 Abstain: -x</p> <p><b>Decision: Approved</b></p>		
<p><b>Strategic Goals Finalization - VOTE REQUIRED</b> Adrienne Daniels - Interim Executive Director, ICS</p>	<p>Adrienne Daniels, Interim Executive Director for ICS, presented to the board an update on the finalization of the Community Health Center strategic goals and to ask for the board's approval of the 2022-2025 strategic plan for the health center. HRSA requires all community health center boards to complete formal strategic planning every three years, the community health center board had a timeline in which they: affirmed the review process of the strategic plan, reviewed community needs assessments and facilities planning options and updated strategic goals from previous years.</p> <p>Changes from the previous plan include: focus on aligning ICS services to a “one health center approach”, introduction of fiscal strategic goals to reflect</p>	<p><b>Motion to approve: Tamia</b> <b>Second: Darrell</b></p> <p>Yays: - 8 Nays: - 0 Abstain: -</p>		



	<p>Oregon’s value based care and value based pay requirements and improvements of building space or related infrastructure.</p> <p>No questions or recommendations raised.</p>	<p><b>Decision:</b> <b>Approved</b></p>		
<p><b>Council Business &amp; Updates</b> Harold Odhiambo, CHCB Chair</p>	<p>Harold Odhiambo, CHCB chair gave a brief update on council business. The board members are partnering with the county commissioners to address the ongoing challenges related to board incorporation; Chair Kafoury has communicated a new commitment to support the board in regards to board incorporation. Harold mentioned that the scope for board incorporation is complete and awaiting feedback from county leadership. Harold communicated that in alignment with board authority, the senior leadership team of ICS should inform the board of any barriers in communication with county leadership.</p>			
<p><b>Media &amp; Outreach Strategies</b> Margaux Menesson &amp; Shawn Masten, ICS Communications</p>	<p>Members of the ICS Communications team, Margaux Menesson and Shawn Mastern, gave updates on media and outreach strategies for the health center. Some of the updates included media highlights for 2021 - some of the health center staff were interviewed on media outlets such as Oregon Public Broadcasting’s “Think out Loud” and also on Katu news on caring for patients and navigating life throughout a pandemic.</p> <p>The communications team also reviewed the 2022 strategic details priorities, which include: client communications, branding and marketing and internal communications.</p> <ul style="list-style-type: none"> <li>• A question was raised on whether there has been media outreach via radio? The response was that there has been some media outreach via radio, specifically latinx radio stations.</li> <li>• A question was raised on how information is being given to interpreters (regarding media outreach and health centers updates) so that they can relay the information to the clients they are working with -would like to make sure this information is communicated, verbally, in different languages. The response was that all communications materials are shared with clinics and the communications team could work directly with interpreters to make sure this information is shared.</li> </ul>			



	No further questions or recommendations were raised.			
<b>10 Minute Break</b>				
<b>No Surprise Act Update</b> Jacqueline Chandler, Project Manager, Quality Team	Jacqueline Chander, Project Manager with the ICS Quality team, gave an update on the No Surprises Act. The implementation deadline for the act was January 1, 2022; one major item ICS is currently working on is generating ‘Good Faith Estimates’ primarily for uninsured-cash pay or self pay patients and if patients ask for a good faith estimate.  No questions or recommendations were raised.			
<b>HRSA Progressive Action Update</b> Wendy Lear, Deputy Director, Multnomah County Health Department Eric Arellano, Chief Financial Officer, Multnomah County Jeff Perry, HC Chief-Financial-Officer	Jeff Perry, Wendy Lear and Eric Arrellano gave updates on HRSA progressive action. It was mentioned that the health center is still out of compliance with board authority and finance and have been given a 60 day corrective action.  The Board was provided an outline of the areas HRSA has determined need immediate corrective action. As part of that action, the Board was provided links to the supporting documents that demonstrate the County’s ability to provide the CHCB immediate access to requested financial information: <ol style="list-style-type: none"> <li>1. Itemized general journal entries</li> <li>2. Adjustments funds, sub-funds and transfers of resources</li> <li>3. Balance sheet accounts such as cash, accounts receivable, reserves, incentives, and accounts payable</li> <li>4. Balance sheet of accounts such cash, accounts receivable, incentives, accounts payable and fund balance</li> <li>5. All indirect cost charges and internal services charges</li> <li>6. A projection of health center cash balances for each month for the next 12 months (no updates presented)</li> <li>7. A revenue and expense statement</li> <li>8. A balance sheet of projected quarterly balances for health center accounts</li> <li>9. All health center vacancies</li> <li>10. Projected expense of contract negotiations that could increase expenses for the health center (no updates presented)</li> </ol>			



	<ul style="list-style-type: none"> <li>• A question was asked if there has been any feedback from the county about the allocation formula for indirect costs. The response was that there has been no update yet.</li> <li>• A question was asked on how early is the data on the balance sheets validated. The response was that the process of validation happens as the balance sheets are being reviewed, making sure that items that are particular to the health center are being identified.</li> <li>• A recommendation was raised that the board should review and approve any cash transfers from the health center to county general funds.</li> <li>• A question was asked if the board members wanted to review the details of the general ledger for cash transfers for the last five years, would they have access to this. The response was yes.</li> <li>• A question was asked if the reports, such as the one presented, could be sent to board members one week ahead of the public meetings so that they have enough time to review and prepare questions and comments. The response was yes, though the reports would be less detailed than the one shown.</li> <li>• A recommendation was made regarding the HR information that was presented; it would be helpful to have more context around the health department recruiters and resource allocation for ICS as it relates to the recruitment teams.</li> </ul> <p>No further questions or recommendations were raised.</p>			
<p><b>Monthly Budget Report</b> Jeff Perry, HC Chief-Financial-Officer</p>	<p>Jeff Perry, ICS Chief Financial Officer, presented the monthly budget report for November 2021.</p> <p>No questions or recommendations were raised.</p>			
<p><b>Strategic Updates</b> Adrienne Daniels - Interim Executive Director, ICS</p>	<p>Adrienne Daniels, Interim ICS Executive Director, presented on the strategic update for the health center. The updates include:</p> <ol style="list-style-type: none"> <li>1. Kicking off “Centers of Excellence” program</li> <li>2. Opening access schedule for clinics</li> <li>3. ARPA wellness funds- allowing each prioritize what wellness improvements are best for their clinics</li> </ol>			



	<ul style="list-style-type: none"> <li>4. Recruitments for R.E.D.I committee</li> <li>5. New HRSA financial reporting package</li> <li>6. Reopening of SEHC on January 18th</li> </ul> <p>No questions or recommendations were raised.</p>			
<b>Meeting Adjourns</b>	Meeting adjourned at 8:03 PM			

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
**Pedro Prieto Sandoval, Secretary**

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
**Harold Odhiambo, Board Chair**

**Scribe taker name/email: Priscilla.Hunter@multco.us**