



**Public Meeting Minutes  
October 9, 2022  
9:00-9:30am (in person and  
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:**

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|---|---|--|
| <b>Harold Odhiambo</b> – Chair                      | <b>Tamia Deary</b> - Member-at-Large                    | <b>Brandi Velasquez</b> – Board Member               |
| <b>Fabiola Arreola</b> – Vice Chair <i>(Absent)</i> | <b>Kerry Hoeschen</b> – Member-at-Large <i>(Absent)</i> | <b>Aisha Hollands</b> - Board Member <i>(Absent)</i> |
| <b>Pedro Sandoval Prieto</b> – Secretary            | <b>Darrell Wade</b> – Board Member <i>(Absent)</i>      | <b>Susana Mendoza</b> -Board Member                  |

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

**Board Members Excused/Absent: Fabiola Arreola, Kerry Hoeschen, Darrell Wade, Aisha Hollands**

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 9:18am. A quorum <b>was</b> established with 5 members present Jennifer and Carolina in attendance (Spanish interpretation)	N/A	N/A	N/A
<b>Minutes Review - VOTE REQUIRED</b> Review September 12, 2022 Public Meeting minutes for omissions/errors	Harold asked board members to review the public meeting minutes from September 12, 2022.  There was a request to update an error on page 4 of the September meeting minutes. The minutes read “theoretically, that <i>would</i> be almost two years,” which should be updated to “theoretically, that <i>could</i> be almost two years.”  No other errors or omissions were brought forward. Minutes approved	<b>Motion to approve :</b> <b>Tamia</b> <b>Second: Bee</b>  Yays: - 5 Nays: - 0 Abstain: - 0 <b>Decision:</b> <b>Approved</b>		



	with edit mentioned above.			
<b>10 Minute Break</b>				
<p><b>Monthly Budget Report and Financial Reports</b>          Jeff Perry, Chief Financial Officer, ICS          Adrienne Daniels, Interim Executive Director, ICS</p>	<p>Jeff presented the monthly budget report.</p> <p>Q: Who is included in self-pay clients?          A: This includes patients who choose not to go through insurance.</p> <p>Q: What is included in other?          A: This includes items not included in program income, such as rent. This is income which is not patient-driven.</p> <p>FQHC Billable Visits– SHC trending just below the target from last year.</p> <p>Q: Dental is below but not too far. What is happening here? Is this a lack of scheduling?          A: There were some staffing issues that were misaligned at the end of last year. We are currently working on outreach strategies. We had open slots throughout the day, not driven by staffing ratio but based on getting patient appointments when they need them. More to come on this.</p> <p>Self-insured visits are tracking a little lower, same with dental. Payer mix is predominately Care Oregon. Trillium is a small but growing revenue stream.</p> <p>Q: Why aren't we seeing purple line (Trillium) in early years represented in the bar graph?          A: We didn't have Trillium as a payer until October of 2020 so you won't see them until then.</p> <p>APM:          Q: If we have a low patient count, which we see in June with OHP patients, does that mean this number will increase this year? Or the same number of</p>	N/A		



patients but an increase in coverage?  
 A: The expectation is for the number of patients to increase as more patients move to this type of payment.

Vacancy Report (Adrienne)  
 Started the year at 162 vacancies, now down to 139. We also see an increase in the number of positions in the final stages of hiring. Our average vacancy length is high because some positions have taken a very long time to fill.

Q: Is there specific information on each clinic location?  
 A: Every vacancy has a detailed report in your finance packet. Trending wise, a lot of these vacancies are still sitting in dental and pharmacy, and there are a lot of positions in the final stages.

Q: Looking for context for the time that passes before a job is posted. Would this add much more time to our average?  
 A: Average time to fill is the total time, but it is not an exact comparison. There are a lot of reasons there could be additional time not reflected in these numbers. For example, a delay in HR, or sometimes managers prioritize which job openings they post first.

Q: How can management be supported in doing this work?  
 A: Yes, management sometimes chooses which positions are a priority for hire.

Comment: If we present lost revenue from vacancies to managers, this might escalate the situation/cause them to take action.

Q: Is management aware of lost revenue?  
 A: Yes, believes so. This is more about the support piece. This process takes a toll on individuals, but they also need team feedback.



<b>Meeting Adjourns</b>	Meeting adjourned at 9:52 AM			Next public meeting scheduled on 11/14/22
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Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
**Pedro Prieto Sandoval, Secretary**

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

**Scribe name/email:**  
 Hailey Murto  
 hailey.murto@multco.us

**Minutes approved, virtually, at the November 14, 2022 Public Meeting**