

The County of Santa Cruz Integrated Community Health Center Commission

Minute Taker: Mary Olivares

Minutes of the meeting held April 5, 2022.

TELECOMMUNICATION MEETING: Microsoft Teams Meeting - or call-in number +1 916-318-9542 – PIN# 500021499#

| | |
|--|--|
| Attendance | |
| Christina Berberich | Chair |
| Caitlin Brune | Member at Large |
| Rahn Garcia | Member |
| Dinah Phillips | Member |
| Marco Martinez-Galarce | Member |
| Kim "Coach" Campbell | Member |
| Ardella Davies | Member |
| Amy Peeler | County of Santa Cruz, Chief of Clinic Services |
| Jennifer Phan | County of Santa Cruz, Health Services Manager |
| Joey Crottogini | County of Santa Cruz, HPHP Health Services Manager |
| Julian Wren | County of Santa Cruz, Admin. Services Manager |
| Mary Olivares | County of Santa Cruz, Admin Aide |
| Meeting Commenced at 3:08 pm and Concluded at 4:56 pm | |
| Excused/Absent: | |
| Absent: Gidget Martinez Absent: Michelle Morton Excused: Len Finocchio Excused: David Willis | |
| 1. Welcome/Introductions | |
| Introductions were done at this time. | |
| 2. Oral Communications: | |
| | |
| 3. March 1, 2022, Meeting Minutes - Action item | |
| Review of March 1, 2022, Meeting Minutes – Recommended for Approval. Caitlin moved to accept minutes as presented. Kim second, and the rest of the members present were all in favor. Rahn abstained from voting as he was not at the previous meeting. | |
| 4. 100-Day Challenge working with people experiencing homelessness at encampments | |
| Joey stated they are working with various agencies to address the 100-day challenge this is in relation to working with people that are experiencing homelessness specifically at encampments. Joey stated this is a statewide effort and he is working with an organization called Home Base, this organization helps facilitate the discussions. Joey stated that the leadership team includes himself, Human Services Dept., and local stakeholders. He stated the first goal was to house 40 people in 100 days including 10 individuals that are undocumented. Joey reported they were the only group that included any mention of undocumented individuals. Joey also mentioned that this is important because any funds related to the Department of Housing and Urban Development are not granted to anyone that is undocumented you must have citizenship status, and that it's extremely difficult to find ways to house people that are undocumented. One of the things they have gained through this process is new partnerships with mutual aid networks. Joey stated although they did not meet their goal, he wanted to highlight they did a lot of collaboration with different agencies in a way they have not done in the pass and hopes to maintain the collaborative effort. | |
| 5. Quality Management Committee Update | |
| <ul style="list-style-type: none"> • Ryan White Program • Hazardous Vulnerability Assessments | |
| Jennifer reported on the Ryan White Part C program. She stated the Ryan White Part C provides grant dollars to our health centers to help develop, enhance, and expand access to high-quality HIV primary health care services for people with HIV. She stated the core team consists of 4 clinicians specializing in HIV care, 2 case managers (1 Public Health Nurse & 1 Sr. Social Worker), & 1 Health Services Manager. She stated the Clinical Quality Improvement (CQI) Meetings occur on the 2 nd Wednesday of every month & that includes Medical Directors, Health Services Manager, HIV Clinicians, Case Managers, & Data Support Specialists. The CQI subcommittee group meets on the 4 th Wednesday of every month to review QI topics in further detail. Some of the recent Quality Management Projects they are working on are: The current CQI measure definitions | |

for HRSA's HIV/AIDS Bureau performance measure portfolio definitions & made adjustments as needed. The purpose was to ensure they are in alignment with HRSA's grant requirements and are following best practices. She recently submitted the Ryan White HIV/AIDS Program Services Report, this is due to HRSA every year in March. The purpose is to inform HRSA of what services are providing & who we are serving. This helps HRSA determine our funding amount. Jennifer reported on the many current & ongoing projects they are working on. Jennifer also reported on the Hazards Vulnerability Analysis (HVA). The HVA fulfills requirements for the Centers of Medicare & Medicaid Services (CMS) Emergency Preparedness Rule, HRSA, & the Santa Cruz County Health Care Coalition (HCC) membership. This assessment serves as a needs assessment tool for emergency planning and preparedness, and helps inform us of what exercises & drills we may need to prioritize in the upcoming year for our health centers. Each health center completes its own HVA typically during the first 3 months of each calendar year. Once completed the HVAs will be submitted to our HCC upon request. Jennifer stated this is a systematic approach to recognize, identify, & rank top hazards that may significantly impact health center operations and we are currently using Kaiser Permanente HVA tool. The tool helps analyze human, property, & business impacts to assess risk factors. The risks associated with each hazard are analyzed to prioritize planning, mitigation response, and recovery activities. Jennifer reported on each individual clinics top three hazards.

6. Social Justice

Caitlin invited everyone to the self-directive learning that she e-mailed out the commission. Caitlin would like the commission to reflect on the presentation that was done last year from non-profit Esperanza Community Farms. Mireya and Guillermo, talked about the organization's efforts to increase food justice and food sovereignty in South Santa Cruz County via a few-acre community farm and a subscription produce program that nourishes families in the greater Watsonville area. At this point Caitlin opened the conversation of food insecurities and climate crisis. Lastly, Caitlin also stated that David Willis is taking a break and she will be in conversation with him.

7. Financial Update

Julian reported on data through Jan 28, 2022

- **Clinic Estimated Actuals:** He stated the final proposed budget is submitted in February. Julian stated throughout the year he looks at trends in terms of spending and revenue that is coming in so he could let the CAO's office know what he thinks might happen that coming year. Throughout the year he does a projection based on grants that we receive and estimates how much money, looks at visit trend data, and looks at spending including salary and benefits. About 4-5 times a year he does an estimate actual this goes up and down throughout the year. Currently we are at \$450,161.00 this indicates we may have spent more than the revenue coming in. He met with the Health Center Managers to do some deep dive on spending.
- **COVID-19 FEMA Spending FY 22** – This report identifies spending from grant funding and FEMA reimbursements. Actuals are at about \$765,114.37 non reimbursable funding, and FEMA reimbursable funding is at \$57,947.92.
- **Integrated Behavioral Health Visits:** Visits are increasing, billing is at 47 days in turnaround. The goal is 30 days.
- **Santa Cruz Health Center:** Visits have continued to increase.
- **Watsonville Health Center:** Staff at this clinic is larger than Emeline Clinic. They are also continuing to increase.
- **Homeless Persons Health Project:** There are space issues but doing well. Mobile unit is averaging about 30 visits a month.
- **North and South County Comparison:** Report shows a side-by-side view. Includes acupuncture, ortho and provider visits.
- **All Clinics:** Some clinics are having difficulties in terms of keeping up with visits, we anticipated this.

Bring Back at future Meeting - Include difference between budget approved by CAO office and our EA's

8. CEO/COVID-19 Update

Amy was pleased to announce that Kim Coach Campbell was nominated to be honoured by the Board of Supervisors for the 2022 outstanding volunteer. Amy also thanked Caitlin for being such a good mentor to our commissioners. She also stated she had contact the county's EEO Attorney to make sure we have a diverse workforce. The EEO Attorney responded they conduct outreach at job fairs, universities, social media, schools for a wide and diverse audience. They review job specifications to make sure minimum qualifications on jobs are aligned with actual requirements to make sure we are not creating barriers, accommodations during testing, engage in admin review with departments, there is a commission that updates EEO and competency plan and lastly, mandated training.

Next Meeting: May 3, 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)