

County Of Solano
Community Healthcare Board

REGULAR GOVERNING BOARD MEETING MINUTES

October 23, 2019

275 Beck Ave, Fairfield, CA 94533. Conference Room 1

Members Present:

Ruth Forney, Michael Brown, Tracee Stacy, Brandon Wirth, Anthony Lofton, Katrina Morrow, Gwen Piercy, Gerald Hase, Jim Jones, Miriam Johnson

Members Absent:

Sandra Whaley, Rosalyn Lewis, Robert Wieda, Theresa Wright-McDowell

Staff Present:

Bela Matyas, Santos Vera, Janine Harris, Jack Nasser, Noelle Soto, Amanda Meadows, Alicia Jones, Michael Shorter, Ericka Saielli, Michele Leary, Cheryl Esters, Patrick Stasio, Connie Pettersen, Sneha Innes, Patricia Zuniga, Lavona Hamilton, Joann Parker,

1) CALL TO ORDER- 10:00 AM

- a. Welcome
- b. Roll Call

2) Approval Of The Agenda

Move motion to approve agenda with an amendment of 5(d) to be an action item

Motion by Tracee Stacy, seconded by Brandon Wirth

Aye: Ruth Forney, Michael Brown, Tracee Stacy, Brandon Wirth, Anthony Lofton, Katrina Morrow, Gwen Piercy, Gerald Hase, Jim Jones

Nay: None

Motion Carries

3) Approval Of The September 18, 2019, Meeting Minutes

Move motion to approve September 18, 2019, Meeting Minutes

Motion by Brandon Wirth, seconded Tracee Stacy

Aye: Ruth Forney, Michael Brown, Tracee Stacy, Brandon Wirth, Anthony Lofton, Katrina Morrow, Gwen Piercy, Gerald Hase, Jim Jones

Nay: None

Motion Carries

4) Public Comment

None

5) Executive Director's Discussion and Updates- Presented By Santos Vera

- a. New and existing board member training: Robert's Rules & Brown Act Scheduled for November board meeting. Training provided by the Deputy County Counsel- Joann Parker

ACTION: Robert's Rules & Brown Act Trainings on the agenda for November's Board Meeting

- b. Draft Strategic Business Plan-shared and will be discussed at the November board meeting.
 - i. Santos has advised this is a draft that was developed at the strategy meeting with GFA, this is presented to the board members for further review and discussion at the next board meeting.
 - ii. Discussion:
 1. Tracee Stacy asked how long the trainings will take for the November meeting. Joann Parker advised Brown Act & Roberts Rule will take about 45-60 minutes. She will accommodate these trainings to what the board needs. Tracee suggests for the November board meeting to focus on the trainings and small items. Then have the budget and strategic planning discussion on a different monthly meeting, either a special board meeting or an extended regular meeting due to time.
 2. Tracee suggests having a budget schedule by which HSS & Public Health (PH) must submit final budget things to the board of supervisors and then board members can work backward. This will allow board members to stay informed and be included in the process. Dr. Matyas suggest the board members attend the operations committee meetings to receive detailed information. Board members ask to receive a calendar from the CAO office that provides to all departments of the timelines for different budgetary requirements.
 3. Descriptions of the operations- Santos will present a PowerPoint (PP) to showcase current & future operation plans for the next 3 years.
 4. Brandon Wirth suggests- board members receive an annual calendar to integrate the budget process for key topics per month in the alignment of budgetary detail. This will allow board members to be aware.

ACTION:

- Staff will send board members an invite to the Senior Leadership Operations Committee meeting.
- Staff will provide Board members with a calendar from the CAO office regarding budget deadlines.
- Santos will present PP on the operations plan.
- Executive Committee will meet before November's Board Meeting – topics to discuss timelines and budget needs
- The annual budget calendar that aligns with budget detail
- Suggest that December change to the second week from 3rd week- with three-hour meeting that will cover Santos PP and budget discussion

c. Resignation of Community Health Board Members; Carl Holmes and John Diaz

- i. Acknowledging Carl Holmes and John Diaz has resigned. No vote is needed at this time, Joann has advised based on the Bylaws there is a time frame to deemed as accepted and the timeline has run out. Therefore, the board doesn't need to formally accept the resignation. Tracee suggests if there is ever a need for a vote to be required to accept the resignation. Joann has advised revisiting the bylaws regarding the resignation process, as there should be no voting on this process only acceptance.

d. FY 20/21 Budget Discussion and Overview

- i. Presented by Santos Vera via PowerPoint. Refer to Budget Overview PowerPoint Handout. Overview of the presentation includes: The current budget is 32 million distributed across all FHS health centers, FHS vacancies, requested positions ("Wishlist"), finance terms, rates by each FQHC site, budget, and revenue vs expenditures.
 1. Jack Nasser advised the board that two new HSMs are in the process of starting in November 2019. This will complete the management team for the FHS clinics.
 2. FHS clinics generate the following PPS rates per clinic: Vallejo clinic generates the most PPS Rate at \$326.29, followed by Vacaville \$290.08, Fairfield peds & dental \$273.40 each, Fairfield adult \$232.48, dental van \$229.27, and primary care van \$128.72.

ACTION: Santos will apply for higher rates in January.

3. Budget, Revenue vs Expenditures: Santos presented excel sheets of the budget and, revenue vs expenditures. Refer to 7580- FHS Revenues As of October 10-22-19, 7580 FHS Expenditures As of October 10-22-19.

ACTION: Soft copy of full Agenda packet, including Santos Vera's PowerPoint presentation to be emailed to board members and staff to review.

6) Board Member Comments

None

7) Considerations For Future Agenda Items

- a. Co-applicant agreement review by Deputy County Counsel
 - i. Joann has advised based on the time frame for November's board meeting agenda this item is pushed to the December board meeting.

ACTION: Co-applicant agreement review by Deputy County Counsel on December's Agenda

- b. Updated wish list of what is submit and how it affects the budget
- c. Executive Committee meeting date
- d. Brown Act & Robert's Rule
- e. Report out from the executive meeting regarding the process

8) Next Community Health Board Meeting

November 20, 2019
275 Beck Ave
Fairfield, CA 94533
Start Time: 12:00-2:00pm
Conference Room 1

9) Adjourn

Motion to adjourn

HANDOUTS:

- o October 23, 2019 Agenda
- o September 18, 2019, Meeting Minutes
- o Solano County Family Health Services Strategic Plan 2019-2022
- o Solano County Family Health Services Budget Review