

# The County of Santa Cruz Integrated Community Health Center Commission

**Minute Taker: Mary Olivares**

Minutes of the meeting held October 4, 2023.

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

Attendance	
Christina Berberich	Chair Officer
Rahn Garcia	Member
Dinah Phillips	Member
Marco Martinez-Galarce	Member
Maximus Grisso	Member
James Dyer	County of Santa Cruz, HIPAA Privacy Officer
Miku Sodhi	County of Santa Cruz, Asst. Director of HSA
Raquel Ramirez Ruiz	County of Santa Cruz, Sr. Health Services Manager
Julian Wren	County of Santa Cruz, Admin Services Manager
Mary Olivares	County of Santa Cruz, Admin Aide
<b>Meeting Commenced at 4:03 pm and concluded at 5:03 pm</b>	
<b>Excused/Absent:</b>	
Absent: Tammi Rose Absent: Len Finocchio Absent: Michelle Morton Excused: Gidget Martinez	
<b>1. Welcome/Introductions</b>	
Commission members all introduced themselves.	
<b>2. Oral Communications:</b>	
<b>3. September 6, 2023, Meeting Minutes – Action Required</b>	
Review of September 6, 2023, Meeting Minutes – Recommended for Approval. Rahn moved to accept minutes as presented. Marco second, Dinah and Maximus abstained, and the rest of the members present were all in favor.	
<b>4. HIPAA Security Risk Assessment Update – James Dyer</b>	
James Dyer presented on HIPAA security risk and assessments. He reported on training content, such as identifying PHI, minimum rules, rules when/how PHI may be disclosed and on the importance of confidentiality and avoiding snooping. James reported there are three training components that employees must take which are the policy review and confidentiality agreement, online privacy rule course, and the online security rule course. Lastly, James reported looking forward they plan on updating the HIPAA hybrid declaration to include HSD, this will make it easier to share data inter-departmentally, and data exchange framework this is the beginning stages of creating a universal consent. The universal consent is aiming to share data more easily between Health & Human Services as housing and CalFresh (Food Stamps) are now viewed as Health Care Coordination under HIPAA.	
<b>5. Sliding Fee Scale annual review per HRSA regulations – Action Required</b>	
Julian reported that HRSA has a set of rules around financials which includes the sliding fee discount schedule. This is based on the family size and the federal poverty level in terms of where you fall based on your household income. Julian stated he needs to bring this to the commission each year for approval. Julian is asking for commission to approve sliding fee discount scale and one small change to delete statement at bottom of page “no charge for people experiencing homelessness”. Rahn moved to approve fee schedule with change. Dinah second, and the rest of the members present were all in favor.	
<b>6. Quality Management Update</b>	
Raquel reported on peer review committee. She reported on the mortality chart review there were 22 deaths and 7 of those were overdoses. Raquel reported these patients were referred to IBH, and MAT and there were multiple outreach attempts. Raquel stated this is something they will be tracking.	
She also reported on quality management. She stated there was a training for staff on Sexual Orientation Gender Identity (SOGI) on 9/20 to address documenting it correctly in the Electronic Health Record. She also reported on the CBI projects they are working on cervical cancer screening, child and adolescent well-care visits and immunizations. She stated this is the first time we are working across all clinics and are meeting weekly on these projects.	

Action Item Report Back – Alliance Response - Will report back next month.
<b>7. Social Justice – Medication Shortages</b>
Commission member brought this topic to the commission about Niagara and Ozempic and about the concerning affects these medications have. These medications are used for weight loss, and diabetes treatment. Commission member voiced concern, Amy thanked them for bringing this topic to the meeting and she will bring this up at her next clinical meeting.
<b>8. Financial Update</b>
Julian reported there is a monthly conference call with a National Community Health Advocacy Organization where they provide an overview of the legislative hot topics. At this time the new COVID vaccine was manufactured but not shipped yet. Our supplier now has stock and we have started to order as of mid-last week. Julian also reported the proposed funding for Community Health Center was to increase 45% over the current levels of funding. It also includes to increase funding for loan repayments, job placement services and scholarships for health care education. Julian also reported on all clinic visit's, last August it was at 8246 and this August it was 8752, he then reported on each individual clinic. He also reported major metrics for the revenue cycle for Days in AR, he stated we are at 46 days as of July.
<b>9. CEO/COVID 19 update</b>
Amy reported we are still looking for Medical Director and she had sent out cards to Caitlin and Coach.

Next meeting: November 1, 2023, 4:00pm - 5:00pm

**Meeting Location: In- Person-** 1430 Freedom Blvd., Suite F, Watsonville, Ca 95076 and 1080 Emeline Ave., Bldg. D, Santa Cruz, CA 95060. Commission will connect through Microsoft Teams Meeting or call in (audio only) [+1 916-318-9542](tel:+19163189542), [500021499#](tel:500021499) United States, Sacramento Phone Conference ID: **500 021 499#**

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