

**Coastal Health & Wellness
Governing Board
October 29, 2020**

**Board Members
Conference Call:**

Samantha Robinson
Milton Howard, DDS,
Virginia Valentino
Flecia Charles
Victoria Dougharty
Jay Holland
Elizabeth Williams
Miroslava Bustamante

Staff:

Kathy Barroso, Executive Director
Cynthia Ripsin, MD
Hanna Lindskog, DDS
Richard Mosquera
Mary Orange (phone)
Tikeshia Thompson Rollins
Amanda Wolff

Excused Absence: Barbara Thompson, MD

Unexcused Absence: Dorothy Goodman

Items 1-6 Consent Agenda

A motion was made by Dr. Howard to approve the consent agenda items one through six. Virginia Valentino seconded the motion and the Board unanimously approved the consent agenda.

Item #7 EXECUTIVE SESSION

The Governing Board will enter into a closed meeting as permitted under Section 551.071 of the Texas Government Code, Consultation with Attorney, to seek the advice of legal counsel about pending or contemplated litigation, a settlement offer, or on a matter in which the duty of the attorney to the Board under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Open Meetings Act as it pertains to the following individual: Dr. Abdul-Aziz Alhassan.

Item #8 Possible Action from Executive Session

No action was taken from executive session

Item #9 Executive Reports

Kathy Barroso, Executive Director, presented the October 2020 Executive Report to the Board. Kathy informed the Board that HRSA has scheduled a virtual operational site review for November 17th-19th, 2020. A pre-site conference call was held October 28th in preparation. HRSA is currently working on a final agenda and Kathy will share with Board members once received. Kathy also informed the Board that the contract to provide dental services to HIV patients under a Ryan White Grant was recently signed and staff is currently undergoing training.

Dr. Ripsin, Medical Director, provided the Board with the following updates:

Update from this week:

In the past 3 days:

Total of 229 patients

25 are new

Still averaging 30-35 new patients each week

77% face to face

Last week 70% were face to face

COVID:

Total tests since the beginning of the pandemic: 351

Month of October: 51

+ 7.8%

Children tested October: 15

Children tested September: 6

Unmet needs for patients due to COVID

High caregiving burden for the families of our critically ill patients who have returned home

- Most are on oxygen
 - Questions on how to fill and return
- Most are in wheelchairs
 - Cumbersome for transportation
- Some have feeding tubes
 - Questions on how to get them removed
- Transportation is challenging due to the above and home visits could be helpful.

Dr. Lindskog, Dental Director, updated the Board on dental services in the Coastal Health & Wellness Clinic:

- The Dental Clinic continues to use the Batelle N95 decontamination program and the CDC reuse protocol for N95 respirators
- We continue to follow all Dental State Board requirements and CDC recommendations.
- We continue to provide all dental services
- The Galveston Dental Clinic is open Tuesday, Wednesday and Thursday and Texas City is open Monday-Saturday.
- The part time dental hygienist will start working 3 days a week in January. (She is currently working two days a week)
- Dr. Lindskog attended the NNOHA Annual Conference this week and attended various sessions on health center fundamentals, minimally invasive dentistry, and nutrition.
- Dr. Lindskog was selected to be a Cohort 9 participant in The National Oral Health Learning Institute. This year-long, in-person and online training provides core knowledge and competencies that health center/safety-net oral health leaders need to develop as effective managers, directors, and advocates for oral health and their communities. The first meeting was October 29th, 2020 from 10 am – 1 pm.
- The Ryan White trainings are being completed this week. After the completion of these trainings, procedures will be developed, and we will begin seeing patients under this grant.
- We are experiencing occasional dental assistant staffing shortages and adapting our schedule as needed.

Item #10 Consider for Approval Preliminary September 2020 Financial Report

Mary Orange, Business Office Manager, presented the preliminary September 2020 financial report to the Board. A motion to accept the preliminary September 2020 financial report as presented was made by Virginia Valentino. Elizabeth Williams seconded the motion and the Board unanimously approved.

Item #11 Consider for Approval Submission to HRSA of the Non-Competing Progress Report and Coastal Health & Wellness 2021-2022 Budget

Mary Orange, Business Office Manager, presented the HRSA non-competing progress report and Coastal Health & Wellness 2021-2022 budget to the Board. Mary reviewed with the Board each of the documents included in the progress report as well as the proposed budget for next year. Jay Holland, a member of the Finance Committee, told the Board that the progress report and budget were discussed in the Finance Committee meeting

and all questions were addressed. A motion to accept the progress report and budget as presented was made Jay Holland. Virginia Valentino seconded the motion and the Board unanimously approved.

Item #12 Consider for Approval Revised Budget for the FCC COVID-19 Telehealth Funding Award

Mary Orange, Business Office Manager, presented the revised budget for the FCC COVID-19 telehealth funding award. Mary informed the Board that this proposal will replace 27 computers in the exam rooms for Texas City and 10 in Galveston and will function as a telehealth unit. A motion to accept the credentialing and privileging policy as presented was made by Jay Holland. Elizabeth Williams seconded the motion and the Board unanimously approved.

Item #13 Consider for Approval HRSA One-Time Supplemental Funding award and Proposed Budget in the Amount of \$29,791 to Support Quality Improvement and Health Information Technology for Quality Activities

Mary Orange, Business Office Manager, presented the proposed budget in the amount of 29,791 to support quality improvement and health information technology for quality activities. A motion to accept the one-time supplemental funding as presented was made by Virginia Valentino. Elizabeth Williams seconded the motion and the Board unanimously approved.

Item #14 Consider for Approval Quarterly Visit and Analysis Report Including Breakdown of New Patients by Payor Source for Recent New Patients

Mary Orange, Business Office Manager, presented the quarterly visit and analysis report including breakdown of new patients by payor source for recent new patients. Due to COVID, visits were down in comparison to last year but are gradually starting to trend back upward. A motion to accept the quarterly visit and analysis report as presented was made by Jay Holland. Virginia Valentino seconded the motion and the Board unanimously approved.

Item #15 Consider for Approval the Coastal Health & Wellness Diagnostic Laboratory and Radiology Test Tracking and Follow-Up Policy

Eileen Dawley, Chief Nursing Officer, asked the Board to consider for approval the diagnostic laboratory and radiology test tracking and follow-up policy. Eileen informed the Board that there was a change on how the staff follow-up with patients and some changes in responsibility of the nursing staff and how they notify patients of their results. A motion to accept the quarterly visit and analysis report as presented was made by Virginia Valentino. Flecia Charles seconded the motion and the Board unanimously approved.

Item #16 Consider for Approval the Coastal Health & Wellness Credentialing and Privileging Policy

Eileen Dawley, Chief Nursing Officer, presented the credentialing and privileging policy to the Board. Eileen informed the Board that there were no changes made to the policy. A motion to accept the credentialing and privileging policy as presented was made by Virginia Valentino. Jay Holland seconded the motion and the Board unanimously approved.

Item #17 Consider for Approval the Quarterly Access to Care Report for the Period Ending September 30, 2020

Kathy Barroso, Executive Director, presented the quarterly access to care report for the period ending September 30, 2020. Kathy informed the Board that the no show rates are still within the goal of 20%; however face-to-face visits are increasing so we will continue to monitor to see if this impacts the no-show rate. Kathy also informed the Board that this report reflects the change in medical appointment slots from 20-minute to 15-minute slots, increasing the number of total available slots. . A motion to accept the quarterly access to care report as presented was made by Jay Holland. Virginia Valentino seconded the motion and the Board unanimously approved.

Item #18 Consider for Approval the Quarterly Patient Satisfaction Survey Report for the Period Ending September 30, 2020

Kathy Barroso, Executive Director, presented the patient satisfaction survey report for the period ending September 30, 2020. Although the total weighted average score for this quarter was slightly lower than the established goal, the overall average was higher than the previous quarter. A motion to accept the quarterly patient satisfaction survey report as presented was made by Virginia Valentino. Elizabeth Williams seconded the motion and the Board unanimously approved.

Item #19 Consider for Approval the Quarterly Compliance Report for the Period Ending September 30, 2020

Richard Mosquera, Chief Compliance Officer, presented the quarterly compliance report for the period ending September 30, 2020. A motion to accept the quarterly compliance report as presented was made by Virginia Valentino. Jay Holland seconded the motion and the Board unanimously approved.

Item #20 Consider for Approval the Coastal Health & Wellness 2020-2021 Environment of Care Plans

Richard Mosquera, Chief Compliance Officer, presented the 2020-2021 environment of care plans. Each plan was reviewed with the Board and updates were discussed. A motion to accept the 2020-2021 environment of care plans as presented was made by Virginia Valentino. Jay Holland seconded the motion and the Board unanimously approved.

Item #21 Consider for Approval the Coastal Health & Wellness Risk Management Report for the Quarter Ending September 30, 2020

Richard Mosquera, Chief Compliance Officer, presented the quarterly risk management report. An update on performance relative to established goals was presented in a dashboard format. There were no areas of concern noted in the report. A motion to accept the risk management report as presented was made by Jay Holland. Virginia Valentino seconded the motion and the Board unanimously approved.

Item #22 Consider for Approval Board Member Nominations to the Board Quality Assurance/Risk Management Committee

Kathy Barroso, Executive Director, informed the Board that Samantha Robinson and Dr. Howard are the current board members serving on the QA/Risk Management Committee and asked if any other Board members would like to participate. Virginia Valentino volunteered to serve on the committee. A motion to accept Virginia Valentino as a member of the quality assurance/risk management committee was made by Jay Holland. Elizabeth Williams seconded the motion and the Board unanimously approved.

Item #23 Consider for Approval Re-Privileging Rights for Hanna Lindskog, DDS

Kathy Barroso, Executive Director, asked the Board to consider for approval re-privileging rights for Hanna Lindskog, DDS. A motion to accept re-privileging rights for Hanna Lindskog, DDS was made by Virginia Valentino and seconded by Flecia Charles. The board unanimously approved the motion.

Item #24 Consider for Approval Privileging Rights for Liunan Li, FNP-C

Dr. Ripsin, Medical Director, asked the Board to consider for approval privileging rights for Liunan Li, FNP-C. A motion to accept privileging rights for Liunan Li, FNP-C, was made by Virginia Valentino and seconded by Flecia Charles. The board unanimously approved the motion.

Item #25 Consider for Approval Privileging Rights for Julio Garza, PA-C

Dr. Ripsin, Medical Director, asked the Board to consider for approval privileging rights for Julio Garza, PA-C. A motion to accept privileging rights for Julio Garza, PA-C, was made by Virginia Valentino and seconded by Flecia Charles. The board unanimously approved the motion.

Item #26 Consider for Approval Privileging Rights for UTMB Residents Tsai Lewis, MD

Dr. Ripsin, Medical Director, asked the Board to consider for approval privileging rights for UTMB resident Tsai Lewis, MD. A motion to accept privileging rights for UTMB resident Tsai Lewis, MD was made by Virginia Valentino and seconded by Jay Holland. The board unanimously approved the motion.

Item #27 Consider for Approval Privileging Rights for UTMB Residents Danny Nguyen, DO

Dr. Ripsin, Medical Director, asked the Board to consider for approval privileging rights for UTMB resident Danny Nguyen, MD. A motion to accept privileging rights for UTMB resident Danny Nguyen, DO was made by Jay Holland and seconded by Virginia Valentino. The board unanimously approved the motion.

Item #28 Consider for Approval Privileging Rights for UTMB Residents Tran Cao, MD

Dr. Ripsin, Medical Director, asked the Board to consider for approval privileging rights for UTMB resident Tran Cao, MD. A motion to accept privileging rights for UTMB resident Tran Cao, MD was made by Virginia Valentino and seconded by Flecia Charles. The board unanimously approved the motion.

Item #29 Consider for Approval Process for Finalizing Executive Director and Board Evaluations

Kathy Barroso, Executive Director, asked the Board to re-visit the process for finalizing the Executive Director and Board evaluations that had been postponed due to COVID. Samantha Robinson asked that a google poll be sent out to Board members to see what times and dates would work best for all and to ensure that we have a quorum for the meeting. A motion to utilize the attached forms and have them back by November 5, 2020 was made by Jay Holland and seconded by Virginia Valentino. The board unanimously approved the motion.

The meeting was adjourned at 1:57p.m.

Samantha Robinson
Chair
10/29/20
Date

Virginia Valentino
Secretary/Treasurer
10-29-20
Date