

Minutes

Valleywise Community Health Centers Governing Council Valleywise Health Medical Center June 1, 2022 6:00 p.m.

- Members Present:** Ryan Winkle, Chairman - *participated remotely*
Michelle Barker, DHSc, Vice Chairman - *participated remotely*
Nelly Clotter-Woods, Ph.D., Treasurer - *participated remotely*
Scott Jacobson, Member - *participated remotely*
Joseph Larios, Member - *participated remotely*
Liz McCarty, Member - *participated remotely*
Daniel Messick, Member - *participated remotely*
Eileen Sullivan, Member - *participated remotely*
- Members Absent:** Salina Imam, Member
- Non-Voting Members Present:** Mary Rose Garrido Wilcox, Maricopa County Special Health Care District Board of Directors - *participated remotely*
- Others/Guest Presenters:** Barbara Harding, Chief Executive Officer, Federally Qualified Health Center Clinics - *participated remotely*
Michael White, M.D., Chief Clinical Officer - *participated remotely*
Claire Agnew, Chief Financial Officer - *participated remotely*
Runjhun Nanchal, Senior Vice President, Strategy, Marketing and Communications - *participated remotely*
Jennifer Joiner, Director, Grants Administration - *participated remotely*
Kari Lockwood, Project Manager - *participated remotely*
Martin Demos, General Counsel - *participated remotely*
Melanie Talbot, Chief Governance Officer - *participated remotely*
- Recorded by:** Cassandra Santos, Assistant Clerk - *participated remotely*

Call to Order

Chairman Winkle called the meeting to order at 6:02 p.m.

Roll Call

Ms. Talbot called roll. Following roll call, it was noted that eight of the nine voting members of the Valleywise Community Health Centers Governing Council were present, which represented a quorum.

For the benefit of all participants, Ms. Talbot announced the Governing Council members participating remotely.

Call to the Public

Chairman Winkle called for public comment.

He welcomed and introduced Eileen Sullivan as a new and returning member and announced the resignation of Terry Benelli from the Governing Council.

**Valleywise Community Health Centers Governing Council
Meeting Minutes – General Session – June 1, 2022**

General Session, Presentation, Discussion and Action:

1. Approval of Consent Agenda:
 - a. Minutes:
 - i. Approve Valleywise Community Health Centers Governing Council meeting minutes dated May 4, 2022
 - ii. Approve Valleywise Community Health Centers Governing Council's Ad Hoc Membership Committee meeting minutes dated May 19, 2021
 - b. Contracts:
 - i. Acknowledge amendment #4 to the grant agreement [90-18-428-1-04 (FTF-RC033-19-064-01-Y50)] between First Things First and the Maricopa County Special Health Care District dba Valleywise Health, for the Phoenix South Regional Partnership Council Family Resource Center services at the Valleywise Community Health Centers-South Central and West Maryvale, and Valleywise Comprehensive Health Center-Phoenix
 - ii. Acknowledge amendment #4 to the grant agreement [90-18-403-1-04 (GRAMULTI-19-0965-01-Y5)] between First Things First and the Maricopa County Special Health Care District dba Valleywise Health, for the Northwest Maricopa and Southwest Maricopa Regional Partnership Councils Care Coordination/ Medical Home Service Program
 - iii. Acknowledge amendment #4 to the grant agreement [90-18-420-1-04 (FTF-RC035-19-0614-01-Y5)] between First Things First and the Maricopa County Special Health Care District dba Valleywise Health, for the East Maricopa Regional Partnership Council Care Coordination/Medical Home Services Program
 - iv. Acknowledge amendment #4 to the grant agreement [90-19-004-1-04 (FTF-RC033-19-0615-02-Y5)] between First Things First and the Maricopa County Special Health Care District dba Valleywise Health, for the Phoenix South Care Coordination/Medical Home Services Program
 - v. Acknowledge amendment #6 to the contract (90-11-038-06) between Blue Cross and Blue Shield of Arizona, Inc. and the Maricopa County Special Health Care District dba Valleywise Health, adding the patient centered medical home program
 - c. Governance:
 - i. Accept Recommendations from the Finance Committee to Approve the utilization of fiscal year 2022 Federally Qualified Health Center Clinics' capital contingency funds in an amount not to exceed \$32,000, for completion of the testing and immunization center at Valleywise Comprehensive Health Center-Phoenix
 - ii. Accept Recommendations from the Compliance and Quality Committee to Approve the annual Compliance Work Plan for the Federally Qualified Health Center Clinics for fiscal year 2023

**Valleywise Community Health Centers Governing Council
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General Session, Presentation, Discussion and Action, cont.:

1. Approval of Consent Agenda, cont.:
 - c. Governance, cont.:
 - iii. Accept Recommendations from the Compliance and Quality Committee to Approve the annual Internal Audit Work Plan for the Federally Qualified Health Center Clinics for fiscal year 2023
 - iv. Appoint Eileen Sullivan to the Valleywise Community Health Centers Governing Council's Compliance and Quality Committee
 - d. Medical Staff:
 - i. Acknowledge the Federally Qualified Health Centers Medical Staff and Advanced Practice Clinician/Allied Health Professional Staff Credentials

MOTION: Ms. McCarty moved to approve the consent agenda. Mr. Jacobson seconded.

VOTE: 8 Ayes: Chairman Winkle, Vice Chairman Barker, Dr. Clotter-Woods, Mr. Jacobson, Mr. Larios, Ms. McCarty, Mr. Messick, Ms. Sullivan
0 Nays
1 Absent: Ms. Imam
Motion passed.

2. Discuss, Review and Approve a budget modification to American Rescue Plan Act funding received for Valleywise Health's Federally Qualified Health Center Clinics

Ms. Harding proposed a budget modification to the American Rescue Plan Act (ARPA) funding received for the Federally Qualified Health Center (FQHC) clinics, distributed by Health Resources and Services Administration (HRSA) to support COVID-19 recovery.

She stated mobile mammography would be omitted and highlighted proposed revisions to utilize that portion of the funding. Revisions included upgrades to mammography capabilities at Valleywise Community Health Center-Avondale, replacement of end-of life clinical equipment at various clinic locations, and expansion of services provided by the COVID-19 mobile unit.

Ms. Harding explained the budget modification would allow the COVID-19 mobile unit to become a public health mobile unit by providing multiple services beyond COVID-19. She explained HRSA encouraged the use of such public health mobile units.

She referenced other areas of the plan noting the incorporation of promotoras was currently underway. Overall costs of the budget were also summarized and referenced.

Mr. Larios requested an explanation on indirect costs and asked whether it was possible to utilize those funds toward community outreach and engagement for marginalized populations.

Ms. Harding said that indirect costs were classified as overhead costs, not for a specific community engagement project.

Mr. Larios questioned the possibility of reallocating available funds toward community outreach and engagement projects or whether a line item had already existed for that purpose.

**Valleywise Community Health Centers Governing Council
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General Session, Presentation, Discussion and Action, cont.:

2. Discuss, Review and Approve a budget modification to American Rescue Plan Act funding received for Valleywise Health's Federally Qualified Health Center Clinics, cont.

Ms. Harding reminded the Governing Council that the budget included promotoras and cultural navigators, to engage with underserved vulnerable populations, as outlined in the personnel section of the summary.

Mr. Larios asked about reallocating additional funds to support more specific community outreach and engagement. He explained that the Strategic Planning and Outreach Committee (SPOC) routinely discussed the need to engage with the most marginalized and untapped vulnerable populations.

Ms. Joiner reiterated that indirect costs supported the offset of overhead and were reflective of multiple activities not assigned to specific cost objects. She referenced ARPA funding parameters and requirements of funding utilization as defined by HRSA.

Ms. Harding stated that although indirect costs could not be used, it was possible to reallocate the funds originally budgeted for end-of-life clinical equipment to use toward community outreach endeavors just as those suggested.

Ms. Lockwood reiterated HRSA allowed part of the funding for community outreach support and drew attention to areas within the budget that currently supported that work.

Mr. Jacobson commented that it was challenging to anticipate the exact amount of funding needed for community outreach and engagement, as it was a seemingly broad subject.

Mr. Messick asked if a specific line item existed related to community outreach noting it did not fall under clinical equipment, purchase, or operations. He stated that outreach could be classified as a marketing function.

Ms. Harding reviewed the personnel section of the budget plan which included items that supported community outreach and engagement.

She listed case management extenders for patient outreach, integrated behavioral health referral specialists, behavioral health technicians for social determinants of health (SDOH), patient access specialists to assist with patient appointments, promotoras and cultural health navigators.

Mr. Messick understood that although the budget supported initiatives related to pre-existing patients, it did not seem to include plans to address overlooked populations, such as the formerly incarcerated.

Ms. Harding commented that the other plan was to also utilize the public health mobile unit to provide outreach to that specific population as they reentered society.

Mr. Larios questioned the organization's priority on expanding services to specific vulnerable populations, especially the most marginalized. He said there was a clear distinction between what the plan supported compared to equitable engagement of uniquely marginalized populations.

Director Wilcox suggested a future presentation on the marketing plans that supported outreach to non-existing marginalized patient populations with the goal to promote access to care and services provided by Valleywise Health.

Ms. Nanchal clarified that she was scheduled to present on culturally targeted marketing plans at the next SPOC meeting.

Chairman Winkle believed that utilization of promotoras and cultural health navigators were the first step in the right direction to promote cultural equity.

**Valleywise Community Health Centers Governing Council
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General Session, Presentation, Discussion and Action, cont.:

2. Discuss, Review and Approve a budget modification to American Rescue Plan Act funding received for Valleywise Health's Federally Qualified Health Center Clinics, cont.

The Governing Council briefly discussed community engagement for vulnerable populations, community outreach as a marketing function, and proposed budget modifications.

Director Wilcox suggested that sometime in the future, the Governing Council reevaluate additional outreach needed to support overlooked vulnerable populations.

Ms. Harding proposed utilizing capital contingency funds budgeted for fiscal year (FY) 2023 to purchase the end-of-life clinical equipment. The originally budgeted amount of \$120,293 for that equipment could be allocated toward hiring for a community outreach position to complete that outreach.

The Governing Council discussed further details related to the proposed modifications and budget summary.

Mr. Messick asked if capital contingency could be used toward marketing to reach specific and overlooked vulnerable populations.

Ms. Harding explained this was not possible.

Ms. Agnew was amenable to Ms. Harding's recommendation to utilize capital contingency funds to replace end-of-life clinical equipment. She reiterated the parameters related to utilization of funds.

The Governing Council agreed to continue the discussion later in the meeting.

3. Elect a Chairman, Vice Chairman, and Treasurer of the Valleywise Community Health Centers Governing Council for one (1) year terms for fiscal year 2023, commencing July 1, 2022

Chairman Winkle highlighted an excerpt from the Governing Council Bylaws: Section III: Elections; to brief members on the annual election process.

He announced that Vice Chairman Barker was nominated as chairman, Mr. Jacobson and Mr. Larios were nominated for the vice chairman role, and Dr. Clotter-Woods was nominated as treasurer for FY 2023.

Dr. Clotter-Woods accepted the nomination for treasurer.

MOTION: Vice Chairman Barker moved to elect Nelly Clotter-Woods as treasurer of the Valleywise Community Health Centers Governing Council for a one (1) year term, for fiscal year 2023, commencing July 1, 2022. Mr. Larios seconded.

VOTE: 8 Ayes: Chairman Winkle, Vice Chairman Barker, Dr. Clotter-Woods, Mr. Jacobson, Mr. Larios, Ms. McCarty, Mr. Messick, Ms. Sullivan

0 Nays

1 Absent: Ms. Imam

Motion passed.

**Valleywise Community Health Centers Governing Council
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General Session, Presentation, Discussion and Action, cont.:

3. Elect a Chairman, Vice Chairman, and Treasurer of the Valleywise Community Health Centers Governing Council for one (1) year terms for fiscal year 2023, commencing July 1, 2022, cont.

Vice Chairman Barker accepted the nomination of chairman.

MOTION: Mr. Jacobson moved to elect Michelle Barker as chairman of the Valleywise Community Health Centers Governing Council for a one (1) year term, for fiscal year 2023, commencing July 1, 2022. Mr. Larios seconded.

VOTE: 8 Ayes: Chairman Winkle, Vice Chairman Barker, Dr. Clotter-Woods, Mr. Jacobson, Mr. Larios, Ms. McCarty, Mr. Messick, Ms. Sullivan
0 Nays
1 Absent: Ms. Imam
Motion passed.

Mr. Jacobson and Mr. Larios each stated their acceptance of nomination for vice chairman.

There was no further discussion or feedback.

MOTION: Chairman Winkle moved to elect Joseph Larios as vice chairman of the Valleywise Community Health Centers Governing Council for a one (1) year term, for fiscal year 2023, commencing July 1, 2022. Dr. Clotter-Woods seconded.

VOTE: 4 Ayes: Chairman Winkle, Dr. Clotter-Woods, Mr. Larios, Mr. Messick
4 Nays: Vice Chairman Barker, Mr. Jacobson, Ms. McCarty, Ms. Sullivan
1 Absent: Ms. Imam
Motion failed.

MOTION: Chairman Winkle moved to elect Scott Jacobson as vice chairman of the Valleywise Community Health Centers Governing Council for a one (1) year term, for fiscal year 2023, commencing July 1, 2022. Vice Chairman Barker seconded.

VOTE: 5 Ayes: Vice Chairman Barker, Mr. Jacobson, Ms. McCarty, Ms. Sullivan, Dr. Clotter-Woods
3 Nays: Chairman Winkle, Mr. Larios, Mr. Messick
1 Absent: Ms. Imam
Motion passed.

4. Discussion and Possible Action on the appointment of a District Board member as a non-voting member of the Valleywise Community Health Centers Governing Council for fiscal year 2023, commencing July 1, 2022

Chairman Winkle recommended appointing District Board member Mary Rose Wilcox as a non-voting member of the Governing Council for FY 2023.

Vice Chairman Barker stated she spoke with Director Wilcox who was interested in continuing service.

**Valleywise Community Health Centers Governing Council
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General Session, Presentation, Discussion and Action, cont.:

4. Discussion and Possible Action on the appointment of a District Board member as a non-voting member of the Valleywise Community Health Centers Governing Council for fiscal year 2023, commencing July 1, 2022, cont.

MOTION: Vice Chairman Barker moved to appoint District Board member Mary Rose Wilcox as a non-voting member of the Valleywise Community Health Centers Governing Council for a one (1) year term, for fiscal year 2023, commencing July 1, 2022. Ms. McCarty seconded.

VOTE: 8 Ayes: Chairman Winkle, Vice Chairman Barker, Dr. Clotter-Woods, Mr. Jacobson, Mr. Larios, Ms. McCarty, Mr. Messick, Ms. Sullivan

0 Nays

1 Absent: Ms. Imam

Motion passed.

Director Wilcox expressed gratitude to the Governing Council for the opportunity to be their liaison and commended their continued support within the community.

5. Recent meeting reports from the Valleywise Community Health Centers Governing Council's committees
 - a. Compliance and Quality Committee
 - b. Executive Committee
 - c. Finance Committee
 - d. Strategic Planning and Outreach Committee

Vice Chairman Barker reported that the Compliance and Quality Committee (CQC) met and discussed Uniform Data System (UDS) quality metrics, National Research Corporation (NRC) RealTime Platform Patient Satisfaction data, and recurring compliance and internal audits reports. She added the committee would meet again to discuss and review the calendar year (CY) 2021 Quality-of-Care Audit.

In addition, she welcomed Ms. Sullivan as a new member of the committee.

Chairman Winkle noted that the Executive Committee (EC) discussed various topics including Governing Council member attendance, officer role term limits, membership recruitment, and other pressing matters.

Dr. Clotter-Woods said the Finance Committee met and discussed the financials and payor mix, the preliminary operating and capital budget for the FQHC clinics, and the Governing Council's department budget for FY 2023.

Mr. Larios stated that the SPOC had not recently met but continued to discuss community engagement for marginalized populations, the study of literature (LIT) reviews of overlooked marginalized populations.

6. Federally Qualified Health Center Clinics Chief Executive Officer's report

Ms. Harding outlined visit metrics for the FQHC clinics, opportunities to improve patient experience, and information regarding the recent Det Norske Veritas (DNV) visit. She referenced the Fact Sheet published by the National Association of Community Health Centers (NACHC) Arizona Health Center which highlighted statistical data specific to the state.

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General Session, Presentation, Discussion and Action, cont.:

7. Maricopa County Special Health Care District Board of Directors report

Director Wilcox said that the Maricopa County Special Health Care District (MC SHCD) Board of Directors was informed that staff was i developing a new compensation plan for Valleywise Health employees. The goal was to reduce turn over and remain competitive within the industry.

She announced the Board of Directors would meet on June 16, 2022 at 5:00 p.m. for a budget hearing which was open to the public. She highly encouraged Governing Council members to attend.

She expressed appreciation to Valleywise Health's Finance Department for working on the FY 2023 budget and gave a legislative update on current endeavors related to Valleywise Health. She recognized the Valleywise Health Foundation for their continued fundraising efforts in support of the organization. She welcomed ideas from the Governing Council that could enhance community outreach initiatives with the added support of the foundation.

Director Wilcox acknowledged Valleywise Health staff for recent accomplishments and asked the Governing Council to notify her about FQHC clinic staff to be recognized by the Board of Directors.

Chairman Winkle asked how the Governing Council could effectively interact with the Board of Directors to maintain a clear flow of communication.

Director Wilcox recommended the Governing Council routinely review the Board of Director's meeting agendas and contact her with any questions or suggestions.

8. Valleywise Health's President and Chief Executive Officer's report

Ms. Agnew gave a brief system-wide update in lieu of Mr. Purves which included minor details on the development of the FY 2023 budget and the recent DNV visit.

2. Discuss, Review and Approve a budget modification to American Rescue Plan Act funding received for Valleywise Health's Federally Qualified Health Center Clinics

Chairman Winkle resumed discussion on the budget modification to ARPA funding for the FQHC clinics.

NOTE: Mr. Larios disconnected from the meeting at 7:30 p.m.

MOTION: Vice Chairman Barker moved to approve the following budget modifications to the American Rescue Plan Act funding received for Valleywise Health Federally Qualified Health Center Clinics: add \$190,000 for 3D imaging mammography capability at Valleywise Community Health Center-Avondale; remove \$1,244,698 for mammography mobile unit; and increase the funds for the COVID-19 mobile unit by an additional \$450,696, to also use the mobile unit as a public health mobile unit. Mr. Jacobson seconded.

Chairman Winkle reiterated an item would be added to next month's Governing Council meeting agenda to consider a budget modification to ARPA funding to fund a marketing outreach worker to reach underserved marginalized populations. The utilization of \$100,000 FY 2023 capital contingency funds would be considered at a future Finance Committee meeting, to purchase end-of-life clinical equipment.

VOTE: 7 Ayes: Chairman Winkle, Vice Chairman Barker, Dr. Clotter-Woods, Mr. Jacobson, Ms. McCarty, Mr. Messick, Ms. Sullivan

0 Nays

2 Absent: Ms. Imam. Mr. Larios

Motion passed.

**Valleywise Community Health Centers Governing Council
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General Session, Presentation, Discussion and Action, cont.:

9. Chairman and Council Member Closing Comments/Announcements

Chairman Winkle expressed appreciation for the Governing Council's continued support of his role as Chairman, ending June 30, 2022.

Ms. Talbot reminded the Governing Council of the June 8, 2022 budget meeting at 6:00 p.m.

10. Review Staff Assignments

Ms. Talbot recapped old business from April 2022 regarding a report on how Valleywise Health's FQHC clinics compare to others in the state specifically related to patient demographics. She noted that the reported information was dependent on the timing of HRSA's published release of that data.

She confirmed an item would be added to the July 2022 Governing Council agenda regarding the allocation of \$120,293 for a marketing outreach worker position to reach underserved marginalized populations. She reiterated that the Finance Committee would discuss the utilization of \$100,000 FY 2023 capital contingency funds to purchase end-of-life clinical equipment for the FQHC clinics, at a future meeting.

Adjourn

NOTE: Mr. Larios joined the meeting at 7:34 p.m.

MOTION: Mr. Jacobson moved to adjourn the June 1, 2022 Valleywise Community Health Centers Governing Council meeting. Dr. Clotter-Woods seconded.

VOTE: 8 Ayes: Chairman Winkle, Vice Chairman Barker, Dr. Clotter-Woods, Mr. Jacobson,
Mr. Larios, Ms. McCarty, Mr. Messick, Ms. Sullivan

0 Nays

1 Absent: Ms. Imam

Motion passed.

Meeting adjourned at 7:35 p.m.

Cassandra Santos,
Assistant Clerk