

## Minutes

**Valleywise Community Health Centers Governing Council Meeting  
Virginia G. Piper Charitable Trust Pavilion  
2609 East Roosevelt Street, Phoenix, AZ 85008  
2<sup>nd</sup> Floor, Auditoriums 1 and 2  
December 6, 2023, 5:30 p.m.**

**Members Present:** Scott Jacobson, Chairman  
Eileen Sullivan, Vice Chairman  
Earl Arbuckle, Treasurer  
Nelly Clotter-Woods, Member  
Chris Hooper, Member  
Salina Imam, Member  
William O'Neill, Member – *participated remotely*  
Wayne Tormala, Member  
Jane Wilson, Member

**Members Absent:** Norma Muñoz, Member

**Non-Voting Member Absent:** Mary Rose Garrido Wilcox, District Board

**Others/Guest Presenters:** Michelle Barker, DHSc, Chief Executive Officer of the Federally Qualified Health Centers  
Steve A. Purves, FACHE, President and Chief Executive Officer, Valleywise Health  
Michael D. White, MD, MBA, Chief Clinical Officer  
Claire Agnew, CPA, MBA, Chief Financial Officer  
Melanie Talbot, Chief Governance Officer  
Martin C. Demos, JD, Acting General Counsel  
Crystal Garcia, RN, MBA, Vice President, Specialty Services, Quality and Safety  
Salvadore Avina, Project Manager, Valleywise Health Mobile Health Unit

**Recorded by:** Denise Kreidler, Deputy Clerk of the Board

### **Call to Order:**

Chairman Jacobson called the meeting to order at 5:32 p.m.

### **Roll Call**

Ms. Kreidler called roll. Following roll call, she noted that seven of the ten voting members of the Valleywise Community Health Centers Governing Council were present, which represented a quorum. Dr. Clotter-Woods and Ms. Imam joined after roll call.

For the benefit of all participants, Ms. Kreidler announced the Governing Council member participating remotely.

### **Call to the Public**

Chairman Jacobson called for public comment.

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**Call to the Public, cont.:**

Ms. Charmaine Jackson, Clinical Resource Leader, Valleywise Comprehensive Health Center-Phoenix, addressed the Governing Council to share a recent patient story. Ms. Jackson spoke of her experience with a four-year-old blind patient with disabilities, and of the struggles the patient's mother faced as a refugee. She emphasized how instrumental the cultural health navigators and care coordinators were to the refugee families.

**General Session, Presentation, Discussion and Action:**

1. Approval of Consent Agenda:
  - a. Minutes:
    - i. Approve Valleywise Community Health Centers Governing Council Meeting Minutes dated November 1, 2023
    - ii. Approve Valleywise Community Health Centers Governing Council Meeting Minutes dated November 8, 2023
  - b. Contracts:
    - i. Acknowledge a Master Services Agreement (90-23-177-1) for professional medical, administrative, clinical and teaching services between the Maricopa County Special Health Care District dba Valleywise Health, and District Medical Group including, Statement of Work # 2, FQHC Services
    - ii. Acknowledge a new agreement (MCO-20-045-MSA) between Envolve Dental, Inc., and the Maricopa County Special Health Care District dba Valleywise Health, to allow members to receive dental services through Valleywise Health dental providers
  - c. Governance:
    - i. Appoint Essen Otu to the Valleywise Community Health Centers Governing Council
  - d. Medical Staff:
    - i. Acknowledge the Federally Qualified Health Centers Medical Staff and Advanced Practice Clinician/Allied Health Professional Staff Credentials

**NOTE:** Dr. Clotter-Woods arrived at 5:34 p.m.

**MOTION:** Mr. Arbuckle moved to approve the consent agenda. Vice Chairman Sullivan seconded.

**VOTE:** 8 Ayes: Chairman Jacobson, Vice Chairman Sullivan, Mr. Arbuckle, Dr. Clotter-Woods, Mr. Hooper, Mr. O'Neill, Mr. Tormala, Ms. Wilson  
0 Nays  
2 Absent: Ms. Imam, Ms. Muñoz  
**Motion passed.**

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

1. Approval of Consent Agenda, cont.

Ms. Talbot administered the Oath of Office to Mr. Essen Otu for appointment of membership to the Valleywise Community Health Centers Governing Council, as required by the Governing Council bylaws.

**NOTE:** Ms. Imam joined the meeting in person at 5:43 p.m.

2. Discuss, Review and Approve the Quality Improvement/Quality Assurance Plan for the Federally Qualified Health Centers for Calendar Year 2024

Ms. Garcia reported that the goals for the Quality Improvement/Quality Assurance Plan were aligned with the recently approved Community Health Needs Assessment. She further reported that the only changes made to the Plan were references to the Governing Council's Compliance & Quality Committee, which were removed since the committee no longer exists. Additionally, the reporting structure was reviewed to ensure accuracy.

**MOTION:** Mr. Arbuckle moved to approve the Quality Improvement/Quality Assurance Plan for the Federally Qualified Health Centers for Calendar Year 2024. Ms. Wilson seconded.

**VOTE:** 10 Ayes: Chairman Jacobson, Vice Chairman Sullivan, Mr. Arbuckle, Dr. Clotter-Woods, Mr. Hooper, Ms. Imam, Mr. O'Neill, Mr. Otu, Mr. Tormala, Ms. Wilson  
0 Nays  
1 Absent: Ms. Muñoz  
**Motion passed.**

3. Discuss, Review and Approve Submission to Health Resources and Services Administration (HRSA) for a Change in Scope to add the Valleywise Health Mobile Health Unit as a Site on Form 5B

Dr. Barker reported that the mobile unit was close to completion. She needed to apply to HRSA to add the mobile health unit as a Federally Qualified Health Center (FQHC) site on Form 5B.

**MOTION:** Mr. Tormala moved to approve the submission to HRSA for a change in scope to add the Valleywise Health Mobile Health Unit as a site on Form 5B. Mr. Hooper seconded.

**VOTE:** 10 Ayes: Chairman Jacobson, Vice Chairman Sullivan, Mr. Arbuckle, Dr. Clotter-Woods, Mr. Hooper, Ms. Imam, Mr. O'Neill, Mr. Otu, Mr. Tormala, Ms. Wilson  
0 Nays  
1 Absent: Ms. Muñoz  
**Motion passed.**

4. Presentation on Valleywise Health Mobile Health Unit

Mr. Avina stated that the mobile health unit was near completion to be license ready.

Mr. Avina listed the objectives for the unit. Some of the included primary care, dental screenings, immunizations, integrated behavioral health (IBH) and laboratory.

He touched on the timeline including delivery of the unit, the unit's current location, staffing of the unit, and security for the unit. There would be a ribbon cutting ceremony as well as a community event.

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

4. Presentation on Valleywise Health Mobile Health Unit, cont.

Mr. Avina discussed sustainability and the development of a fleet of units. He stated that information was being collected from other organizations with fleets of mobile health units.

Ms. Wilson asked if pharmaceuticals would be dispensed from the mobile health unit.

Mr. Avina reported that the unit would be able to dispense certain medications.

Dr. Clotter-Woods inquired if the geographic travel of the unit would include the rural areas of Arizona.

Mr. Avina reported that it would travel throughout Valleywise Health's service area, which was Maricopa County.

Ms. Imam questioned if the unit was a fixed location.

Mr. Avina said that the mobile health unit was currently stationed at Valleywise Comprehensive Health Center-Peoria, however, that would not be the permanent location. As Valleywise Health partners with different organizations, the unit would be offered as an option since it could visit different sites.

Ms. Wilson asked if the mobile health unit was only for uninsured patients.

Mr. Avina stated that it would serve the uninsured, underserved and those that needed medical services who could not otherwise receive care due to transportation issues.

Mr. Hooper asked if the organizations that Valleywise Health partnered with were focused on the underinsured populations inside of Maricopa County.

Mr. Avina reported that was correct. A process was in development to identify the disadvantaged youth, elderly, and the unsheltered so those populations were targeted.

Dr. Clotter-Woods asked if the unit would be open 24-hours a day or if there would be specific hours of operation.

Mr. Avina noted that clinic hours would be established. There would be exceptions for special events that could take place in the evenings or during the weekend.

Mr. O'Neill asked if there were a certain number of patients to see each day.

Mr. Avina reported that an estimated 20 patients per day could be seen.

Chairman Jacobson questioned if other FQHCs in the valley had mobile health units.

Dr. Barker commented that there were several other FQHCs that had mobile health units. A mobile health unit coalition coordinates activities and locations to ensure no populations were missed.

Mr. Otu asked if other FQHCs outside of Arizona were consulted concerning a long-term goal to provide better access through the mobile health unit and the potential to develop a fleet of units.

Mr. Avina shared that there was an organization based in Boston that his team researched because of the success of their mobile health clinic and how it could be emulated at Valleywise Health.

Dr. Barker said that one of the goals were to get people engaged in Valleywise Health thereby creating referrals. This would allow the team to strategize about integration of mobile health care and if there was an opportunity to add more units.

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

4. Presentation on Valleywise Health Mobile Health Unit, cont.

Ms. Wilson asked how the mobile health unit would be staffed to manage specialized care.

Mr. Avina noted that staff would consult with partners to coordinate services that targeted the needs of the population.

Dr. Barker commented that the mobile health unit would function the same as a brick-and-mortar clinic. Social Determinants of Health (SDOH) such as homelessness, food insecurity, and financial instability would be assessed. Resources based on the needs assessment would be referred to Valleywise Health's Care Management Department or other parts of the organization that collaborate with the team.

Ms. Imam asked how patients without identification would be handled.

Mr. Avina said that the organization could assist the homeless and undocumented. Those occurrences would be overseen case by case. Valleywise Health had various partners and staff would coordinate with them before the mobile health unit arrived at the site.

Dr. Barker reported that Valleywise Health partnered with Central Arizona Shelter Services (CASS) and other organizations that specifically help the unsheltered obtain identification or sign up for Arizona Health Care Cost Containment System (AHCCCS), Arizona's Medicaid system. The unit could address an immediate concern, however, persons without documentation would need additional support outside of what the mobile unit could provide.

5. Discuss, Review and Accept the Maricopa County Special Health Care District dba Valleywise Health, annual audit for fiscal year ending June 30, 2023, including information related to the Federally Qualified Health Centers

Ms. Agnew reviewed Valleywise Health's annual audit. The audit was completed by Ernst & Young (EY). She reported that there were no material weaknesses, no material corrections, and no audit adjustments. EY also reviewed other liabilities and rules. Moss Adams audited the Prop 480 bond funds to ensure that they were spent appropriately.

Mr. Arbuckle asked if the audit was the same one previously reviewed by the Governing Council.

Ms. Agnew said that Governing Council reviewed the Uniform Guidance (UG) audit for fiscal year (FY) 2022, in September 2023. The UG audit for FY 2023, would be reviewed in January 2024. She stated that the purpose of the UG audit was to ensure Valleywise Health's compliance with spending, reporting, and handling of federal grant funds.

**MOTION:** Dr. Clotter-Woods moved to accept the Maricopa County Special Health Care District dba Valleywise Health, annual audit for fiscal year ending June 30, 2023, including information related to the Federally Qualified Health Centers. Mr. Hooper seconded.

**VOTE:** 10 Ayes: Chairman Jacobson, Vice Chairman Sullivan, Mr. Arbuckle, Dr. Clotter-Woods, Mr. Hooper, Ms. Imam, Mr. O'Neill, Mr. Otu, Mr. Tormala, Ms. Wilson  
0 Nays  
1 Absent: Ms. Muñoz  
**Motion passed.**

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

6. Federally Qualified Health Centers' Chief Executive Officer's Report including Ambulatory Operational Dashboards

Dr. Barker briefly reviewed the FQHCs dashboard. The FQHCs referrals rate was at 91.3% and the appointment fill rate was 89.7 percent. All but one of the quality metrics were meeting the established benchmarks.

Dr. Barker said that there was one finding out of 94 elements from the operational site visit (OSV). After further review with HRSA, they overturned the finding. She proudly announced that Valleywise Health received a 100% score.

She commented that there was an orientation scheduled in January 2024 for new Governing Council members.

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

This item was not discussed.

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

Mr. Purves reported on priorities including the opening of the new medical center in April 2024. He said that strategic planning efforts were underway.

Ms. Wilson asked the number of beds in the new hospital.

Mr. Purves replied there were 230 beds.

Dr. White added that the medical center was licensed for 256 beds.

9. Governing Council Member Closing Comments/Announcements

Mr. Hooper asked what Governing Council could expect because of the new tagline. He expressed the importance of outreach for community awareness.

Mr. Purves suggested that a presentation from marketing/communications might be helpful.

10. Review Staff Assignments

Ms. Kreidler reiterated the outstanding old business from the November 1, 2023, meeting.

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**Adjourn**

**MOTION:** Mr. Arbuckle moved to adjourn the December 6, 2023, Valleywise Community Health Centers Governing Council Meeting. Ms. Imam seconded.

**VOTE:** 10 Ayes: Chairman Jacobson, Vice Chairman Sullivan, Mr. Arbuckle, Dr. Clotter-Woods, Mr. Hooper, Ms. Imam, Mr. O'Neill, Mr. Otu, Mr. Tormala, Ms. Wilson  
0 Nays  
1 Absent: Ms. Muñoz  
**Motion passed.**

Meeting adjourned at 7:06 p.m.

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Denise M. Kreidler  
Deputy Clerk of the Board