city of CINCINNATI HEALTH DEPARTMENT
We know health matters

CCPC Board of Governors
Minutes
Friday May 17, 2019
Delores Bowman Auditorium
6:00 pm

Roll Call

CCPC Board members present: George Weatherby, Michelle Burns, Prencis Wilson, Robert Brown, Luwana Pettus-Oglesby, Ki-Afi Ra Moyo and Donald Washington.

Senior Staff Present: Phyllis Richardson, Rosemary Stemerick, Commissioner Melba Moore, Domonic Hopson, Ronald Robinson, Angela Robinson, Holly Blackley, and D. Jill Byrd.

Topic	Discussion	Action/Motion	Responsible Party
Call to Order/Moment of Silence	Meeting was called to order 6:00 pm		Robert Brown
Roll Call		Quorum of 7	Rosemary Stemerick
2018 CCPC Risk Management Summary Report	The CCPC Management Program pertains to clinical risk reduction and patient, staff and visitor safety at the CCPC health center facilities. The Safety Reporting and Tracking of reported incidents have increased from 2017 to 2018. Reported incidents increased from 77 in 2017 to 97 in 2018. This may be due in part to increased reporting and documentation efforts. The 2018 top risks include 23% safety, 23% medical error, 44% Medical Care/Medical Care 911 and 10% HIPAA.	Efforts for improvement to identify and reduce risk include: patient experience surveys, incident reporting, claim reports, accreditation survey, root cause analysis, timeout (pending), training and education, pharmacy log (near miss tracking, medication dispensing. Risk Management Plans include funding for software, establish a safety culture, increase incident reporting, education and training, and improve risk management process.	D. Jill Byrd
New Policies	Six new policies were introduced to the CCPC board for approval. They include; After Hours Telephone Triage; CCPC Procurement and Oversight for Services Contracts; Medical Emergencies During Health Center Hours; Contract Pharmacy Arrangement with City of Cincinnati Bobbie Sterne Health Center Pharmacy and Cincinnati Health Network/McMicken (CHN/MCM); Cincinnati Health Department Draw Down Policy.	Motion Passed: Motion: Luwana Pettus-Oglesby 2nd: Prencis Wilson	D. Jill Byrd

Topic	Discussion	Action/Motion	Responsible Party
Reviewed Policies	CCPC FQHC Billing and Collections Policy. Policy was reviewed with no changes.	Motion Passed: Motion: Luwana Pettus-Oglesby 2nd: Prencis Wilson	Ronald L. Robinson Sr.
Revised Peer Review Policy and Procedure	This policy was revised to perform monthly and yearly provider performance review.		D. Jill Byrd
Pharmacy Policies: Patient Eligibility; Pharmacy References: 340B' Workplace Telephone Usage; Pharmacy Security; P&T Committee; Medication Management; Bulk Prescription Assistance Programs; Vacation Procedure; Pharmacy Contract Monitoring and Oversight and Treatment Guideline/Protocol	All of the Pharmacy Policies had name changes from Primary Care to CCPC. The Medication Management and Bulk Prescription Assistance Programs Titles where changed.		Holly Blackley

Next Meeting Wednesday June 12, 2019

Minutes Prepared by:

Rosemary Stemerick Date 6/12/19

Rosemary Stemerick, Board Clerk

Minutes Approved by:

Pamela J. Adams Date 6-12-19

Pamela J. Adams, Secretary