CCPC Board of Governors
Minutes
Wednesday January 9, 2019
Delores Bowman Auditorium
6:00 pm

Roll Call

CCPC Board members present: Luwana Pettus-Oglesby, Prencis Wilson, Robert Brown, George Weatherby, Keith Deaton, Caroline Moore, Carrie Douglas, Ki-Afi Ra Moyo, Pamela J Adams, George Weatherby, and Donald Washington.

Senior Staff Present: Phyllis Richardson, Dr. Camille Jones, Dr. Marilyn Crumpton, Jim Wimberg, D. Jill Byrd, Commissioner Moore, Angela Robinson and, Rosemary Stemerick

Topic	Discussion	Action/Motion	Responsible Party
Call to Order/Moment of Silence	Meeting was called to order 6:02 pm		Prencis Wilson
Roll Call		Quorum of 10	Rosemary Stemerick
Minutes		Minutes approved and Filed from December 2018 with amendment-added about CFO interview panel.	Rosemary Stemerick
Contact List	The CCPC contact list for 2019 was emailed and handed out at meeting. Staff numbers and emails were included.	A correction for Angela Robinson's email Correct email is Angela.Robinson2@cincinnati-oh.gov	Rosemary Stemerick
2019 Letter/ Welcome	The letter included in the packet is a reminder to CCPC board member as to why we are here, why we serve on board and tone we want to create moving forward into the new year. The work moving forward includes CEO selection and evaluation, and budget approval. It was also mentioned that we need to improve new board orientation and training of CCPC board members.		Donald Washington Robert Brown
Health Center Performance Measures for the FIVE Months Ended November 30, 2018	The fiscal report included Total Medical, Dental and vision visits for Community and School Based Health Center sites. It also included summary of cost, such as payroll, fringe benefits, Interpreter cost, medical supplies, dental supplies, pharmacy purchases, grant to Crossroads, Dental labs, OCHIN cost, Uninsured Lab Cost and other non-personnel cost.	The report included June 2018-November 2018 data. Handouts were provided. Our visits are down to due doctor and dentist vacancies. Currently, we are short 4 physicians and 4 dentists. Revenue will increase once those positions are filled.	Jim Wimberg
			CCPC Board Minutes January 2019 Page 1

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Cann Dental Expansion Update	The dental center at Cann Health Center is currently being renovated, Installation items include, air, furnace, plumbing, dry wall, painting and flooring. Final inspection will be conducted in May 2019. Dental equipment will be installed June 2019.	An extension will be filed with HRSA to extend the grant for 3 months, to June 30, 2019 for completion of project. The Dental center expansion is to be completed June 2019, with a goal of hiring personnel and begin operations in August 2019.	Jim Wimberg
Safe Places Program Policy and Procedure		Motion Passed Motion: Pamela J. Adams 2nd: Leroy Mitchell	Jennifer Mooney
Credentialing	Credentialing request for Caryn Hogan Registered Nurse, Jeannie Jackson Taylor, Community Health Worker, Jerry Schneider Pharmacist, and Lori Sublett Pharmacist. A list from the National Practitioner Data Bank that identifies the name and licensure of each individual was verified and distributed to CCPC board members.	Motion Passed Motion: Luwana Pettus-Oglesby 2nd: Robert Brown	Phyllis Richardson
Annual Board Self-Assessment	The Board Self-Assessment was distributed and CCPC board members were asked to fill out and return	Complete Board Self-Assessment and return to Rosemary as soon as possible. Results will be tallied when received by all CCPC board members.	Rosemary Stemerick
Conflict of Interest/Disclosure Form	The annual conflict of interest/disclosure form was distributed to CCPC board members and staff to fill out by staff and CCPC board members.	Read, sign and return signature page to Rosemary by the next board meeting. Will revisit at February 2019 meeting	Rosemary Stemerick
QI Report	The year to date (2018) QI report by provider was presented. The report included UDS Childhood Immunizations, UDS Adult BMI and Follow-up, and UDS Cervical Cancer Screening and UDS Colorectal Cancer Screening.	The report identified the UDS goal, and each provider percentage and goals met. The effort to reach goals for these measures will be an ongoing responsibility of each provider and assessed monthly.	Dr. Yury Gonzales
School Based Health Center Update AWL	The Academy of World Languages is now open five days a week for medical and dental. The vison center is set to open in February 2019, we are in the process of hiring for that center. On January 15, 2019, staff will present at the Evanston Community strategic planning meeting with Xavier's Community Building Institute.	School Based Health has created a tool to report to each billing provider, the number of visits they complete compared to their daily goal. The tool is emailed to each billing provider each week to help communicate our budgeted visit goal and goals met.	Dr. Marilyn Crumpton
			CCPC Board Minutes January 2019 Page 2

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Interim Appointment of CEO	To name Phyllis Richardson and Angela Robinson interim CEO due to CEO Joyce Tate's resignation on January 4, 2019. Responsibilities will be divided with Angela Robinson having the majority of duties.	Motion Passed: Motion: Pamela J. Adams 2nd: Ki-Afi Ra Moyo	Commissioner Moore
CFO/CEO Appointments/Hiring	The CFO and CEO positions/hiring are delayed due to the Board of Health requesting a credit check be included for the final candidates. A policy from central HR as not been developed to date and they would have to develop a policy before a final candidate is selected and hired. This is an important issue to have resolved since it is affecting the hiring of essential positions with HRSA.	It was decided that Ms. Wilson, CCPC Chair would contact Dr. Phil Lichtenstein, Board of Health Chair to discuss the hiring of the CFO/CEO in relation to the credit check. The recommendation of CCPC board is to have credit check waived for future hires.	Commissioner Moore Prencis Wilson
Avondale Operating Agreement Update	Continued discussion to the details of the operating agreement with UC Hospital. Staffing may include: Nurse Practitioner Adult, Nurse Practitioner Pediatrics, Clinic Manager, two Customer Relation Representatives, three Medical Assistants, Pharmacist, Pharmacy Technician, Lab Technician. We are continuing working towards an agreement that will benefit both the Health Department and University of Cincinnati.		Commissioner Moore
			CCPC Board Minutes December 2018 Page 3

Meeting Adjourned: 7:45 pm
Next Meeting Wednesday February 13, 2019
Minutes Prepared by:

Rosemary Stemerick, Board Clerk Date 2/20/19

Minutes Approved by:

Jerry Bedford Jr., Secretary Date 2/20/19