

CCPC Board of Governors
Meeting Minutes
Wednesday January 13, 2016
Delores Bowman Auditorium
Call to order 6:00 pm

Present: Kathleen Clark, Pamela Adams, Dr. Kimya Moyo, Claudia Velez, Leroy Mitchell, John Kachuba and George Weatherby

Staff: Joyce Tate, Dr. O'dell Owens, Dr. Marilyn Crumpton, Staci Wagner, Patricia Carlyn, Robert Schlantz, Rosemary Stemerick, Regina Hutchins, Camille Jones, and Noble Maseru

Absent: Jerry Bedford, Joyce Kinley and Keith Deaton and Prencis Wilson

Guest: Malcolm Timmons, Councilmember Vice Mayor, David Mann

Guest: Dr. Camille Graham and Dr. Mona Monsour

Topic	Discussion	Action/Motion	Responsible Party
Call to Order/Moment of Silence			Mr. John Kachuba, CCPC Board Chair
Roll Call			Rosemary Stemerick
Minutes	December 2015 Minutes were approved and Filed	Minutes approved and filed	Rosemary Stemerick
Meeting Etiquette	A reminder and request to keep meeting to the agenda so it runs smoothly. If board members have an interest in topic/discussion to please make sure it is added to the agenda.	Handouts were provided on the Meeting Etiquette According to Robert's Rules for board members to review.	John Kachuba
Donald Washington	Mr. Washington has agreed to be a CCPC board Member.	Mr. Washington will be sworn in at February CCPC board meeting.	Joyce Tate/Rosemary Stemerick
CCPC Board of Directors Self-Assessment	The Self-Assessment was provided to each CCPC board member.	It was requested that each board member fill out the self-assessment and return it by February 2016 board meeting. Results will be recorded and discussed at future meetings.	Joyce Tate/Rosemary Stemerick
Conflict of Interest Disclosure Form	The Conflict of Interest Disclosure form and Conflict of Interest Policy was provided to each CCPC board member.	It was requested that each board member fill out the Conflict of Interest Disclosure form and return it by February 2016 board meeting	Joyce Tate/Rosemary Stemerick
Important Dates	A handout was provided to remind board members of deadlines.	Important Dates Handout	Joyce Tate
Public Health Accreditation	Dr. Regina Hutchins presented information about the Accreditation process to the CCPC Board.	Handouts were provided from the Public Health Accreditation Board: Standards an Overview. She reviewed each Domain and why the Health Department is actively seeking Accreditation.	Dr. Regina Hutchins CCPC Board Minutes January 2016 Page 1
Topic	Discussion	Action/Motion	Responsible Party
Revenue Projection for Braxton Cann Dental Program Year 1 and 2	Oral Health Expansion Grant revenue was provided and explained for year 1 and 2. The grant provides 350K a year for construction/renovation and	Motion to accept the Oral Health Expansion budget: Passed 7 Votes Motion: Mr. Leroy Mitchell 2 nd : Ms. Pamela J. Adams	Robert Schlantz

	operations. Application is due to HRSA by February 1, 2016		
City Budget	City fiscal year is from July-June. The City of Cincinnati has a 14 Million dollar deficit for fiscal year 2016. Hiring Freeze introduced last month.	The Health Department will submit a budget to City Manager early-mid March. The City Manager submits to Mayor. There will be public hearing to be announced. Final Budget will be May/early June.	Robert Schlanz
Colo-Rectal Screening 2015, Immunization Audit Children Age 2-3 2015 and PAP SMEAR Women 24-64 in last 3 years 2015	The audits percentages are below the Healthy People 2020 goals. We will be reviewing and comparing centers, Will be meeting with Clinic Managers to see how we can improve	Handouts were provided that included data per Health Center.	Dr. Larry Holditch/Dr. O'dell Owens
Health Centers	The Health Centers have a no show rate of 32 %. Each Center will be looking at solutions to decrease the no show rate percentage. Possibly by double booking, proving open access. Physicians will be required to see 2.5 patients per hour. Will be looking at barriers and meeting with Physicians to help them achieve this goal.		Dr. O'dell Owens
MedChek and Delineation of Privileges	Names of Staff is documented in binder.	Motion Passed: 7 Votes Motion: Mr. Leroy Mitchell 2 nd : Pamela J. Adams	Staci Wagner
School-based Health Centers	Construction should be complete and ready when school begins in August 2016 at Shroder. This is based on a solid business model, the focus groups included school staff, parents and children.	There needs to be a change in scope to add the 2 new SBHC, Children's Home and Shroder High School.	Dr. Marilyn Crumpton

Meeting Adjourned 8:00 p.m.

Next Meeting Wednesday February 10, 2016

_____ Date _____
Rosemary Stemerick, Board Clerk

_____ Date _____
Prencis Wilson, Secretary

CCPC Board of Governors
Meeting Minutes
Wednesday February 10, 2016
Delores Bowman Auditorium
Call to order 6:00 pm

Present: Kathleen Clark, Pamela Adams, Claudia Velez, Leroy Mitchell, John Kachuba, Prencis Wilson, Jerry Bedford, George Weatherby, Mykia Eubanks, and Donald Washington
Staff: Joyce Tate, Dr. O'dell Owens, Dr. Marilyn Crumpton, Staci Wagner, Patricia Carlyn, Robert Schlanz, Rosemary Stemerick, Regina Hutchins, Camille Jones, and Noble Maseru
Absent: Joyce Kinley, Dr. Kimya Moyo, Keith Deaton
Guest: Ashley Williams, Karen Bell

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Topic	Discussion	Action/Motion	Responsible Party
Call to Order/Moment of Silence			Mr. John Kachuba, CCPC Board Chair
Roll Call			Rosemary Stemerick
Minutes	January 2016 Minutes were approved and Filed	Minutes approved and filed	Rosemary Stemerick
Bond Health Care Advocates	The Bond Health Care Facebook page is available.	It was encouraged that individuals view Facebook page and "like" the page.	John Kachuba
By-Law Revisions	The By-Laws need updated.	It was asked that the board members look over the By-Laws to identify needed changes. Provide the information to John Kachuba or Joyce Tate.	John Kachuba
Oath of Office	New Board Members	Mr. Donald Washington and Ms. Mykia Eubanks were sworn in as CCPC Board Members.	John Kachuba
Board Self-Evaluation	A reminder for board members to fill out self-evaluation.	Turn in completed copies to Rosemary.	Joyce Tate
Pictures	Will develop a board with member's pictures.	Pictures will be taken at the next board meeting.	Rosemary Stemerick
Healthy Ohio Program Medicaid Waiver (House Bill 64)	Karen Bell was invited by CCPC board Member Donald Washington to provide information about Ohio's Medicaid Waiver, HB 64.	Handouts were provided from UHCAN Ohio. "What you need to know about Ohio's Medicaid Waiver"	Karen Bell-Community Advocate Health Care Access
UDS report 2015	The UDS report is submitted once a year. We provide this data due to our FQHC status and it is required by HRSA.	We provide data based on total patients, Patients at or below FPL, and Payor Mix of Uninsured, Medicaid, Medicare and Private Insurance. UDS data for 2015 was provided.	Robert Schlanz CCPC February 2016 Board Minutes Page 1
Topic	Discussion	Action/Motion	Responsible Party
Avondale Update	There are issues with money and the expectations for the Health Department. This project may not be feasible with the cost	Will provide update at future date.	Dr. O'dell Owens

	of the project and rent for the center.		
Delineation of Privilege	DOP for Dentist, Dental Assistants and Dental Hygienist (List of Names Recorded)	Motion: Precis Wilson 2 nd Leroy Mitchell Motion Passed-10 Votes	Staci Wagner
School Health Update	The schools have 77% of their school students consented to receive health care at the schools. A great resource was shared called "Taking Care of Us, African American Guide to Healthy Living. It is from the Ohio Department of Health and is being provided to students in schools.	Will contact Ohio Department of Health to see if we can get more to distribute in Health Centers	Rosemary Stemerick
New Business	Community Health Services are losing 2 employees, Director of Environmental Health-Dr. Mohammed Alam and Supervising Epidemiologist Patrick Burke, will be seeking candidates for those positions. Neighborhood Summit is March 12, 2016. CHS will participate with two booths, a general one and lead prevention. Violence Task Force with Councilperson Yvette Simpson will have Listening Forums/Sessions throughout city to discuss solutions to violence in high crime areas.	March 17 th OTR/West End March 23 Westwood March 25 Avondale	Dr. Camille Jones
CHD hired a Public Information Officer		Marla Fuller, Director of Communications, Government Affairs	CCPC February 2016 Board Minutes Page 2

Meeting Adjourned 8:00 p.m. –Motion Leroy Mitchell

Next Meeting Wednesday March 9, 2016

Rosemary Stemerick, Board Clerk

Date _____

Precis Wilson, Secretary

Date _____

**CCPC Board of Governors
Meeting Minutes
Wednesday March 9, 2016
Delores Bowman Auditorium
Call to order 6:00 pm**

Present: Kathleen Clark, Pamela Adams, Leroy Mitchell, John Kachuba, Precis Wilson, George Weatherby, Mykia Eubanks, Donald Washington, Dr. Kimya Moyo, Keith Deaton, and Joyce Kinley

Staff: Joyce Tate, Dr. O'dell Owens, Dr. Marilyn Crumpton, Staci Wagner, Robert Schlanz, Rosemary Stemerick, Dr. Camille Jones, Dr. Noble Maseru, and Terri Webb

Consultant: Dr. Larry Holditch

Absent: Jerry Bedford and Claudia Velez

Guest: Councilperson Wendell Young, Luwana Pettus-Oglesby

Topic	Discussion	Action/Motion	Responsible Party
Call to Order/Moment of Silence			Mr. John Kachuba, CCPC Board Chair
Roll Call			Rosemary Stemerick
Minutes	February 2016 Minutes were approved and Filed	Minutes approved and filed	Rosemary Stemerick
Luwana Pettus-Oglesby	Ms. Pettus-Oglesby is the President of Stanley Row Towers and a Member of West End Community Council. She was invited to CCPC board meeting for her consideration in joining the CCPC board.	Ms. Oglesby will inform the CCPC board of her interest to be on the board.	Joyce Tate
MedChek/ Delineation of Privileges	Terri Webb was introduced to the CCPC board. Terri executes credentialing of all the Health Department's 300 providers. She presented the MedChek and DOP for Medical and Dental Staff.	Names of Providers are attached to minutes. Motion Passed: 11 votes Motion: Pamela J. Adams cb 2 nd : Joyce Kinley	Terri Webb
CEO Evaluation	Joyce Tate's evaluation is due.	The evaluation will be concluded by April annual meeting 2016	John Kachuba
Quality Improvement Plan 2016-2017	The Quality Improvement Plan for 2016-2017 was presented at CCPC board meeting. Each CCPC board member received a copy to review.	A vote will take place at the April 2016 CCPC annual meeting to approve the plan.	Dr. Larry Holditch
UDS Measures 2015 CCPC and Harrison	The UDS report for 2015 CCPC and Harrison were reviewed. Each measure was reviewed for goal vs actual percentages achieved.	Additional chart audits will be completed on several measures to meet the 70 chart audits quota; this includes Adult BMI, Colorectal Screen and Pediatric BMI.	Dr. Larry Holditch CCPC Board March 2016 Minutes Page 1
Topic	Discussion	Action/Motion	Responsible Party
Budget Process	The budget process was explained to the CCPC board for the current year and next year. Once the continuation budget of 2016 is concluded, phase 2	There was discussion about the CCPC board members to attend public hearings and speak for Health Department to minimize funding cuts. It would be	Robert Schlanz

	budget for 2017 begins. The City Manager reviews our budget, next City Finance Committee and then City Council has final approval.	advantageous to meet with Councilmembers. Other ideas included patient advocates, and writing editorials. New Budget begins July 1, 2016.	
No Show Rate	Working on reducing the no show rate of 34%, new patient no show rate of 50% and increasing number of patients to 2.5 an hour per provider. Looking for ways to improve patient/doctor relations and care as well as sustainability. This may include Open Access appointments and reviewing patient satisfaction surveys.	Dr. Sheeba Ayli was recognized for her outstanding patient care last month. She had 300 patients' visits for March.	Dr. O'dell Owens
School Base Health Center Updates	Taft High School Health Center is working with Interact for Health, in planning phase for grant. A letter of intent is needed for renovations which should start spring break. Fully finished by August 2016. Children's Home/Schroder has funding from private donation. Working on ground breaking. Center will be provided to CHD no cost for building or rent.		Dr. Marilyn Crumpton
Suicide Prevention	Discussed the issues with recent suicides at CPS and intervention programs developed and piloted.	Will provide an full data report at April Meeting on Aiken High School Project	Dr. Marilyn Crumpton
New Business	Reminder of the Neighborhood Summit March 12, 2016 and CHD involvement. Working on questions for survey for Interact for Health to add to next survey. Asthma/ Webinar/ Identifying home causes of Asthma		Dr. Camille Jones
			CCPC Board March 2016 Minutes Page 2
TOPIC	DISCUSSION	ACTION/MOTION	RESPONSIBLE PARTY
Cincinnati Infant Deaths	Infant death have decreased by 38% from 2011-2015. Infant deaths have decreased from 77 in 2011 to 48 in 2015.	Handouts provided Source: Ohio Department of Health, Vital Statistics, 2016 Cincinnati Health Department, Vital Statistics, 2016	Dr. Noble Maseru CCPC Board March 2016 Minutes Page 3

Meeting Adjourned 8:00 p.m.

Next Meeting Wednesday April 13, 2016

Rosemary Stemerick, Board Clerk

Date _____

Prencis Wilson, Secretary

Date _____

**CCPC Board of Governors
Annual Meeting Minutes
Wednesday April 13, 2016
Delores Bowman Auditorium
Call to order 6:00 pm**

Present: Kathleen Clark, Pamela Adams, Leroy Mitchell, John Kachuba, Precnis Wilson, George Weatherby, Donald Washington, Dr. Kimya Moyo, Luwana Pettus-Olgesby, Jerry Bedford Jr., Claudia Velez and Joyce Kinley

Staff: Joyce Tate, Dr. O'dell Owens, Dr. Marilyn Crumpton, Staci Wagner, Robert Schlanz, Rosemary Stemerick, Dr. Noble Maseru, Regina Hutchins and Pat Carlyn

Absent: Mykia Eubanks and Keith Deaton

Guest: Reverend Russo O'Neil, Mrs. O'Neil, Cheryl Hutchinson, Mr. Robert Brown, Karen Bell, Nancy Carter, Angela Robinson

Topic	Discussion	Action/Motion	Responsible Party
Call to Order/Moment of Silence			John Kachuba, CCPC Board Chair
Roll Call			Rosemary Stemerick
Minutes	March 2016 Minutes were approved and Filed	Minutes approved and filed	Rosemary Stemerick
Oath of Office	Renewed Terms for Mr. Jerry Bedford Jr. and Mr. Leroy Mitchell. Sworn in new Member Ms. Luwana Pettus-Oglesby	Sworn in/Oath of Office Jerry Bedford Jr Leroy Mitchell Luwana Pettus-Olgesby	John Kachuba
Slate of Officers	The Nominating Committee presented a Slate of Officers. Slate of Officers include: John Kachuba-Chair George Weatherby- Vice Chair Donald Washington-Vice Chair (Nominated from floor) Precnis Wilson- Secretary For Vice Chair each CCPC member voted and returned their ballot to Ms. Wilson, secretary. Motion to destroy Ballots for Vice Chair	A motion was made to approve appointment of the following CCPC board members: John Kachuba- Chair George Weatherby- Vice Chair Precnis Wilson-Secretary Motion Passed 7 votes for Mr. George Weatherby 5 votes for Mr. Donald Washington Mr. George Weatherby will continue to be CCPC Vice Chair. Motion Passed Motion: Mr. Mitchell 2 nd : Mr. Jerry Bedford Jr	John Kachuba Ballots were destroyed/shredded by Rosemary Stemerick
			CCPC Board Minutes April 2016 Page 1
Topic	Discussion	Action/Motion	Responsible Party
Search Committee for Health Commissioner	The CCPC board discussed concern about the Health Commissioner search committee appointed by Board of Health Chair, Malcolm Timmons. CCPC board members were not asked	The CCPC board voted to fully support Dr. O'dell Owens to be appointed as Interim Health Commissioner. Motion Passed: Motion: Pamela J. Adams	John Kachuba

	to be a part of the committee and there is concern about transparency of selection committee.	2 nd Joyce Kinley It was suggested and encouraged that the CCPC members attend the Board of Health Meeting on April 26, 2016 to discuss their concern.	
Facility Updates	CCPC board members Pamela J Adams took new board member Donald Washington to a few Health Centers to acquaint him to the centers. They visited Millvale, Cann and Elm Street Health Centers. Dr. Owens indicated we are working on improving all aspects of our Health Centers, obtaining a grant from Interact for Health to engage consultants to assess the workflows and operational efficiencies of our health centers.	There were concerns about facilities such as bathrooms and customer service at Elm Street Health Center. Facility Tours will be scheduled for all CCPC board members sometime this summer.	Pamela J Adams Dr. O'dell Owens
Employee Recognition	Angela Robinson, Outreach and Enrollment Coordinator, received 2016 Outstanding Outreach Award by the Ohio Association of Community Health Centers (OACHC). Nancy Carter, Assistant Dental Director, received the Community Connector Award through the Health Path Foundation of Ohio.	Both employees were recognized for their outstanding dedication, and work in their respected fields.	Joyce Tate
Annual CEO Evaluation	Joyce Tate was given her yearly evaluation on April 13, 2016.		John Kachuba
Board Self-Assessment Results	The Board Self-Assessment results were provided to CCPC board.	Handouts provided.	Joyce Tate
Business Cards	City of Cincinnati, Health Department Business Cards will be provided to CCPC board members who request them.		Joyce Tate
			CCPC Minutes April 2016 Page 2
Topic	Discussion	Action/Motion	Responsible Party
Pictures	A picture board will be created for the CCPC board members. Pictures will be taken of each Board member for the display.		Rosemary Stemerick
Contact List	A new contact list will be created and passed out at the next meeting		Rosemary Stemerick
Accountable Health Communities Grant	The Health Department was approached by the Health Collaborative to become a partner agency for their Accountable Health Communities grant submission. Handouts were provided to CCPC board members about the Accountable Health Communities model.	The CCPC board voted to support the Cincinnati Health Department involvement and participation with the Health Collaborative to apply for the Accountable Health Communities Grant. Motion Passed Motion: Joyce Kinley 2 nd Leroy Mitchell	Dr. Noble Maseru

Budget Update	The City of Cincinnati budget process was explained including the continuation budget and the process for the next budget cycle.		Robert Schlanz
Avondale Health Center Update	The Avondale Health Center Project is still being discussed with the City Administration as a potential opportunity with UC Health and the Cincinnati Health Department.	Update at next CCPC meeting.	Dr. O'dell Owens
Provider Productivity	Updated CCPC board members on Provider Productivity		Dr. O'dell Owens
Quality Improvement Plan	The QI plan 2016-2017 discussed at the March 2016 meeting was reviewed and approved by the CCPC board.	Motion Passed Motion: Joyce Kinley 2 nd : Pamela J. Adams	Dr. O'dell Owens
MedChek/DOP	The MedChek included Doctors, MA, NP, RN, Home Health Aide, and Dentist, (names of providers are on file). DOP for Edith Hess, Registered Dental Hygienist.	Motion Passed Motion: Jerry Bedford Jr. 2 nd : Joyce Kinley	Staci Wagner CCPC Minutes April 2016 Page 3

Meeting Adjourned 8:34 p.m.

Next Meeting Wednesday May 11, 2016

Rosemary Stemerick, Board Clerk

Date _____

Prencis Wilson, Secretary

Date _____

**CCPC Board of Governors
Meeting Minutes
Wednesday May 11, 2016
Delores Bowman Auditorium
Call to order 6:00 pm**

Present: Kathleen Clark, Pamela Adams, Leroy Mitchell, John Kachuba, Precnis Wilson, George Weatherby, Donald Washington, Dr. Kimya Moyo, Luwana Pettus-Oglesby, Jerry Bedford Jr., Claudia Velez and Mykia Eubanks

Staff: Joyce Tate, Dr. O'dell Owens, Dr. Marilyn Crumpton, Staci Wagner, Robert Schlanz, Rosemary Stemerick, Dr. Noble Maseru, Regina Hutchins, Dr. Camille Jones and Pat Carlyn

Absent: Joyce Kinley and Keith Deaton

Guest: Karen Bell, Kelly Prather, and Robert Brown

Topic	Discussion	Action/Motion	Responsible Party
Call to Order/Moment of Silence			John Kachuba, CCPC Board Chair
Roll Call			Rosemary Stemerick
Minutes	April 2016 Minutes were approved and Filed	Correction: added Claudia Velez to Present and corrected Last name Pettus-Olglesby from Pettis-Olglesby	Rosemary Stemerick
Report on Board of Health Meeting	Updated CCPC members on last months (April 2016) Board of Health Meeting. CCPC is concerned about the Health Commissioner selection process and are vying to have a CCPC board member on the selection panel for the new Health Commissioner.	An interim Health Commissioner was not selected at April Board of Health meeting. All CCPC board members are encouraged to attend the next Board of Health meeting on May 24, 6pm.	Robert Brown
Accreditation	An update of the accreditation process was presented. Reviewed the 4 focus areas. 1. System Alignment, 2. Data Driven Performance, 3. Workforce Development-Education and Training, and 4. Communication Plan- SWOT. To date the strategic plan was approved, and the Community Health Improvement Plan and Community Assessment were completed.	A Community Local Conversation forum for community members will be held on Saturday May 21 from 10am to 3pm at Cincinnati Hamilton County Community Action Agency. This forum will focus on minority health issues and Cincinnati Residents are encouraged to attend and share their opinions and experiences regarding health issues within the minority communities.	Regina Hutchins
Endorse Accreditation Application	The CCPC board endorsed/supports the Cincinnati Health Department to become Accredited through the Public Health Accreditation Board.	Motion Passed Motion: Pamela J. Adams 2 nd : Jerry Bedford Jr.	Dr. Noble Maseru/Regina Hutchins
June CCPC Board Meeting	The June CCPC board meeting was combined with the June Board of Health Meeting.	Boards of Health Minutes are on File.	Joyce Tate CCPC Board Minutes May 2016

Topic	Discussion	Action/Motion	Responsible Party
Financial Statement	Reviewed the Financial Statement: 9 Months Ending March 31, 2016. Handout of Budget provided included information on revenue, personnel, cost of service and cost of supplies and other cost.	Motion Passed Motion: Donald Washington 2 nd : Leroy Mitchell	Robert Schlanz
HRSA Policy Information Notice (PIN)	A draft policy was presented to the CCPC board that included general requirements to maintain a system to determine eligibility for and application of a sliding fee discount program. It involves a governing board oversight, fee schedule, sliding fee discount schedule, and billing and collections.	Policy will be revised, finalized and present to CCPC board for approval at the next meeting. Handouts were provided.	Robert Schlanz
Avondale Project	Still discussing possibility of the Health Department/Health Centers to collaborate with UC on a new Health Center in Avondale.	Meeting with UC on May 20 th about the feasibility of collaboration.	Dr. O'dell Owens
MedChek/DOP	Medchek: :Lydia Harlan, Margaret Sheldon, Nicole Hail, Nancy Carter, Edith Hess, Amy Hines, Akino Kishigawa, Lauren Goldman and Derrick Stewart. DOP for Lauren Goldman	Motion Passed Motion: Prencis Wilson 2 nd : Jerry Bedford Jr.	Staci Wagner
Colorectal Screening Grant	The Health Department received a 3 year grant from the American Cancer Society for Colorectal Screenings.	The goal for this grant is to increase from 30% to 70-80% the number of patients who receive a colorectal screening.	Staci Wagner
Community Connected Primary Care	Project will decrease gaps with electronic communications between Cincinnati Children's Hospital and the School Based Health Centers.	They are working on providing access to EPIC with Children's Hospital. A draft agreement is being finalized. Their next Meeting is June 14, 2016	Dr. Marilyn Crumpton
SBHC	Taft High School/Children's Home space is ready at start of school. Walnut Hills Obesity Clinic that Children's Hospital operates will be speaking to them about potential SBHC.	Update at next meeting	Dr. Marilyn Crumpton
New Business	Cincinnati Water Works (CWW) will provide residents with water testing materials free of charge to test resident water for lead.	Call CWW to obtain lead testing kits.	Dr. Camille Jones CCPC Board Minutes May 2016

Meeting Adjourned 8:30 p.m.

Next Meeting Wednesday July 13, 2016

Date _____

Rosemary Stemerick, Board Clerk

Date _____

Prencis Wilson, Secretary

**CCPC Board of Governors
Meeting Minutes
Wednesday July 13, 2016
Delores Bowman Auditorium
Call to order 6:00 pm**

Present: Pamela J. Adams, Prencis Wilson, Jerry Bedford Jr., and Luwana Pettus-Oglesby

Staff: Joyce Tate, Dr. O'dell Owens, Staci Wagner, Robert Schlanz, Rosemary Stemerick, Regina Hutchins, and Pat Carlyn

Absent: Joyce Kinley, Keith Deaton, Kathleen Clark, Leroy Mitchell, John Kachuba, George Weatherby, Donald Washington, Dr. Kimya Moyo,

Guest: Karen Bell, and Robert Brown

Topic	Discussion	Action/Motion	Responsible Party
Call to Order/Moment of Silence			Prencis Wilson, CCPC Secretary
Roll Call			Rosemary Stemerick
No Quorum		No actions/motions were taken at this meeting since we did not have a quorum.	
New Collection Policy	Will pilot until next CCPC meeting. Will send notice patients. This will affect mostly patients who are uninsured.	September 1, 2016 is target date will revisit at August 2016 CCPC meeting for motion.	Robert Schlanz
HRSA Grant for IT Delivery System	We are submitting an application to HRSA for grant money that would allow us to improve/upgrade our IT delivery system.	Will revisit at August 2016 CCPC meeting for a motion.	Robert Schlanz
Cann Health Center Expansion Update	Cann Health Center Expansion project has been delayed. The contractor has included the Cann project with the overall development application of Madisonville to acquire the new market tax credits. This will allow us more leverage for development.	We will be looking into hiring architecture and will start with new dental area.	Robert Schlanz/Joyce Tate
Health Commissioner Search Update	The committee will be interviewing candidates in August 2016. There are four candidates for health commissioner position. Three are local and one is out of town.	Will update CCPC board at next meeting.	Joyce Tate

Topic	Discussion	Action/Motion	Responsible Party
Physician Recruitment	We are using a company called The Inline Group to help us with Physician Recruitment. Inline will help link interested physicians to CHD through an interactive web page that is specific to the Cincinnati Health Department.	We are in beginning stages developing our pages with this company. Will let everyone know when this is finished.	Staci Wagner
Colorectal Cancer Screening Project	We received a grant from the American Heart Association and are providing lab stool kits for patients at Millvale and Cann Health Center who are over 50 years of age to participate with the screening.	A letter is being mailed to patients over 50 at Millvale and Cann Health Services who have not have a colonoscopy. If they are interested they need to call us to receive a screening kit. A patient navigator will be assisting patients with this process.	Staci Wagner
Community Outreach Radio	Outreach radio is available as a free media outlet.	This information will be added to the Health Department's newsletter.	Pamela J. Adams/Marla Fuller
Accreditation	Update on Public Health Accreditation process.		Dr. Regina Hutchins
			CCPC Board Minutes July 2016 Page 2

Meeting Adjourned 8:00 p.m.

Next Meeting Wednesday August 10, 2016

Rosemary Stemerick, Board Clerk

Date _____

Prencis Wilson, Secretary

Date _____

**CCPC Board of Governors
Meeting Minutes
Wednesday September 14, 2016
Delores Bowman Auditorium
Call to order 6:00 pm**

Present: Pamela J. Adams, Prencis Wilson, Jerry Bedford Jr., Luwana Pettus-Oglesby, Leroy Mitchell, John Kachuba, George Weatherby, Donald Washington, Dr. Kimya Moyo and Claudia Velez

Absent: Joyce Kinley, Kathleen Clark and Keith Deaton

Staff: Joyce Tate, Staci Wagner, Robert Schlantz, Rosemary Stemerick, Dr. Camille Jones, Dr. Marilyn Crumpton and Pat Carlyn

Guest: Robert Brown, Noble Maseru, Students: Victoria Hickey, RN, MSN; Laurie Gregor, MSN, Med, RN; Susan Brumm, MSN

Topic	Discussion	Action/Motion	Responsible Party
Call to Order/Moment of Silence			John Kachuba, CCPC Secretary
Roll Call			Rosemary Stemerick
Minutes	August 2016 Minutes	Minutes Approved and Files	Rosemary Stemerick
Health Commissioner	It was announced that interim Health Commissioner Dr. O'dell Owens announced his resignation October 3, 2016. He accepted a position for Interact for Health.	The Board of Health will decide the next steps in the Health Commissioner selection at the Next Board of Health Meeting September 27, 2016.	John Kachuba/Marla Fuller
Policy for Public Participation at CCPC Board Meetings	A policy was developed for public participation to ensure the CCPC Board of Governors meeting is conducted in a timely and efficient manner. The policy will be filed in CCPC Board Manual.	Motion Passed Motion: Leroy Mitchell 2 nd : Prencis Wilson	John Kachuba
Joyce Kinley and Keith Deaton	Both board members have resigned as of September 14, 2016.	Both members were on the board as Health Center users. We are actively looking to replace both positions with Health Center users as soon as possible.	John Kachuba
Staci Wagner Resignation	Staci Wagner-COO for Operations-FQHC resigned as of September 16, 2016	This position will be temporarily filled by Phyllis Richardson.	Joyce Tate
Health Center Quality Improvement Grant Award 2016	We received grant money for; Health Center Quality Leaders, National Quality Leaders, Access Enhancers, High Value Health Centers, and PCMH recognition.	Total reward from US Department of Health and Human Services, HRSA Health Center Program was \$164,066.	Joyce Tate CCPC Board Minutes September 2016
Topic	Discussion	Action/Motion	Responsible Party

Health Center Tours	Dates and Times to be decided. Locations will include Children's Home, Riverview East, and CityLink.	Dates to be decided.	Joyce Tate
Annual Board Training (OACHC)	The annual board training be held at the November 2016 CCPC meeting	Randy Runyon from OACHC will provide the board training.	Joyce Tate
New Project Officer	Sye Bennefield is our new Project Officer.	Will have a sit visit in first quarter 2017, March 15 or later.	Joyce Tate
Cann Health Center Expansion Update	The process is still pending due to contractor/development application to acquire the new market tax credits.	Will keep updated at next meeting.	Robert Schlanz/Joyce Tate
Budget Justification for 2017	Reviewed Budget Justification for 2017, Revenue and Expenses.	Motion Passed Motion; Pamela J Adams 2 nd : Leroy Mitchell	Robert Schlanz
Financial Statement Year End 6/30/16	Reviewed Statement of Revenue and Expenses for the 12 months ending June 30, 2016	Motion Passed Motion: Leroy Mitchell 2 nd : Prencis Wilson	Robert Schlanz
QI reports	Reviewed Diabetes Hemoglobin A1c result less than 8.0% and greater than 9.0% by Health Center and Provider for July 2016, and Weight Assessment and Counseling for Children and Adolescents (Pediatric BMI) by Provider for July 2016	Handouts Provided.	Pat Carlyn
MedChek	MedChek for Lindsey Smith DDS, Abbie Crookham RN, Keysha Britton RMA	Motion Passed Motion: Pamela J. Adams 2 nd : Luwana Pettus-Oglesby	Staci Wagner
School Based Health Centers	Councilmember Yvette Simpson presented at the Board of Education about the School and Adolescent Health Program. School Based Health Centers will be fully staffed in early October 2016		Dr. Marilyn Crumpton
Cincinnati Public Schools-Lead-Water	News story indicated found lead in CPS school water. However, CHD does not have authority to go into schools and test schools/day care centers.	Currently CHD is trying to get schools/day care centers to voluntarily test water for lead. CHD/Environmental is working on getting an ordinance that would allow CHD to be able to test water levels in schools/day care centers.	Dr. Camille Jones
			CCPC Board Minutes September 2016 Page 2

Meeting Adjourned 7: 55p.m.

Next Meeting Wednesday October 12, 2016

Rosemary Stemerick, Board Clerk

Date _____

Prencis Wilson, Secretary

Date _____

CCPC Board of Governors
Meeting Minutes
Wednesday November 9, 2016
Annual Board Training
Delores Bowman Auditorium
Call to order 6:00 pm

Present: Pamela J. Adams, Precis Wilson, Jerry Bedford Jr., Luwana Pettus-Oglesby, Leroy Mitchell, John Kachuba, George Weatherby, Donald Washington, Dr. Kimya Moyo, Robert Brown, Claudia Velez, and Kathleen Clark

Staff: Joyce Tate, Robert Schlanz, Rosemary Stemerick, Dr. Marilyn Crumpton, Nancy Carter and Pat Carlyn

Guest: Board of Health Members: Timothy Collier, Kate Schroder-Juech, and Dr. Philip Lichtenstein

Presenter: Randy Runyon-OACHC

Topic	Discussion	Action/Motion	Responsible Party
Call to Order/Moment of Silence			John Kachuba
Roll Call			Rosemary Stemerick
Minutes	October 2016 Minutes	Minutes Approved and Filed	Rosemary Stemerick
Robert Brown	Oath of Office to become a Member of the CCPC Board	Swear In	John Kachuba
2017 Budget for Health Center Funds	Reviewed 2017 Budget for the Health Centers and Summary of Wage and Fringe Increase by Fund due to the employee wage increase for 2017	Handouts provided	Robert Schlanz
MedChek and DOP	Delineation of Privileges for Pippa Matthews DH, Janine Smith RDH and Lindsay Smith DDS. MedChek for Pippa Matthews DH, Janine Smith RDH, Susan Shepard MA, Louise Watts NP, and Lauryne Simpson RN	Motion Passed Motion: Pamela J. Adams 2 nd . Jerry Bedford Jr.	Pat Carlyn
Annual Board Training	PowerPoint Presentation- Provided information to CCPC Board Members and Board of Health Members in attendance about OACHC, Reviewed HRSA 19 Program Requirements for CHCs and the 9 Responsibilities of a CHC board	PowerPoint Presentation was provided to CCPC Board and Cincinnati Health Department Board of Health	Randy Runyon-OACHC
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Next Meeting Wednesday, December 14, 2016

_____ Date _____
 Rosemary Stemerick, Board Clerk

_____ Date _____
 Precis Wilson, Secretary

CCPC Board of Governors
Meeting Minutes
Wednesday December 14, 2016
Delores Bowman Auditorium
Call to order 6:00 pm

Present: Pamela J. Adams, Prencis Wilson, Jerry Bedford Jr., Luwana Pettus-Oglesby, Leroy Mitchell, John Kachuba, Donald Washington, Dr. Kimya Moyo, Robert Brown, and Kathleen Clark

Staff: Joyce Tate, Robert Schlanz, Rosemary Stemerick, Dr. Marilyn Crumpton, Dr. Camille Jones and Pat Carlyn

Guest: Kelly Prather

Topic	Discussion	Action/Motion	Responsible Party
Call to Order/Moment of Silence			John Kachuba
Roll Call			Rosemary Stemerick
Minutes	November 9, 2016 Minutes	Minutes Approved and Filed	Rosemary Stemerick
Board Self-Assessment Survey	The Board Self-Assessment Survey was distributed to all CCPC members in attendance.	CCPC Members (10) who were in attendance filled out the surveys and turned them in. The other two member's not present will receive the survey at the next meeting. The survey will be tallied once all members have completed one.	Joyce Tate/Rosemary Stemerick
HRSA Site Visit	HRSA will be conducting an operational assessment April 25-27, 2017.	All CCPC members are encouraged to participate and be present for the visit.	Joyce Tate
Affordable Care Act (ACA)	The Affordable Care Act was discussed with possible changes that could occur with the new administrative changes in the White House. How this may impact our patients and the Health Centers.	It was recommended that all CCPC board members contact Senator Rob Portman's office to let him know we are for ACA and to not eliminate the program.	Donald Washington
Statement of Revenue and Expenses for 4 months ending Oct 31, 2016	The revenue and expense report was reviewed. This report includes the Revenue-General Fund and Patient Revenue. Personnel, Cost of Services, Cost of Supplies, and Misc/Other Cost for 4 months ending October 31, 2016.	Handouts of the report were distributed to all CCPC members. Motion Passed Motion: Leroy Mitchell 2 nd : Jerry Bedford Jr.	Robert Schlanz
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Topic	Discussion	Action/Motion	Responsibility
MedChek/DOP	MedChek for Judi L. Segbefia CNP, Ann Johnson MA, Lauren Gering, CNP and Latresha Scott RN. DOP for Lauren Gering CNP, Judi Segbefia CNP and Louise Watts NP	Motion Passed Motion: Luwana Pettus-Oglesby 2 nd ; Leroy Mitchell	Patricia Carlyn
QI reports	Diabetes: Hemoglobin A1c control greater than 9.0% audit October 2016. Comprehensive Diabetes Care: Hemoglobin A1c results less than 8.0%. Weight Assessment and Counseling for Children and Adolescents (Pediatric BMI).	Audits conducted by Acuere for Provider and Health Centers.	Patricia Carlyn
90 Day Goals	These are 90 day goals that each Division determines best practices and performance per their department.	The goals were discussed and handouts of the Goals were distributed to CCPC board members.	Dr. Marilyn Crumpton
SBHC-AWL	AWL will add 4 dental chairs and vision screenings plus a community room, 5500 square feet of renovation.	To increase well child, and adolescent visits.	Dr. Marilyn Crumpton
New Business	Lead testing in water is available through Cincinnati Water Works. Want to get the information out to patients in health centers	Will provide pamphlets for each health center to distribute to patients.	Dr. Camille Jones
Next Meeting			January 11, 2017

Meeting Adjourned 7: 26 p.m.

Next Meeting Wednesday, January 11, 2017

_____ Date _____

Rosemary Stemerick, Board Clerk

_____ Date _____

Prencis Wilson, Secretary