

**Coastal Health & Wellness  
Governing Board  
December 9, 2021**

**Board Members:**

Samantha Robinson  
Virginia Valentino  
Flecia Charles  
Kevin Avery  
Elizabeth Williams  
Miroslava Bustamante

**Staff:**

Philip Keiser, Executive Director  
Ann O'Connell, Chief Operations Officer  
Richard Mosquera, Chief Compliance Officer  
Dr. Lindskog, Dental Director  
Ami Cotharn, Chief Nursing Officer  
Chantelle Smith  
Kristina Garcia

Pisa Ring  
Martha Vallin  
Jonathan Jordan  
Kenna Pruitt  
Regina Brown  
Tiffany Carlson  
Anthony Hernandez

**Excused Absence:** Dorothy Goodman, Dr. Southerland, Dr. Thompson, and Victoria Dougharty

**Items#1 Comments from the Public**

There were no comments from the public.

**Items#2-6 Consent Agenda**

A motion was made by Virginia Valentino to approve the consent agenda items two through six. Elizabeth Williams seconded the motion, and the Board unanimously approved the consent agenda.

**Item#14 Consider for Approval Coastal Health & Wellness 2021 -2022 Risk Management Plan Submitted by Richard Mosquera.**

Richard Mosquera, Chief Compliance Officer, asked the Board to consider for approval the Coastal Health & Wellness 2021-2022 Risk Management Plan. A motion to accept the plan as presented was made by Virginia Valentino. Flecia Charles seconded the motion and the Board unanimously approved.

**Item#18 Consider for Approval Default Opt-In Policy for Newly Registering CHW Patients Submitted by Richard Mosquera.**

Richard Mosquera, Chief Compliance Officer, asked the Board to consider for approval the Default Opt-In Policy for Newly Registering CHW Patients. A motion to accept the policy was made by Miroslava Bustamante and seconded by Virginia Valentino. The Board unanimously approved the motion.

**Item#7 Executive Director will Report on Coastal Health & Wellness/COVID-19 Updates Submitted by Dr. Keiser**

Dr. Keiser, Executive Director, presented an update on COVID-19 to the Board.

Ann O'Connell, Chief Operations Officer, presented an update on the services provided at Coastal Health & Wellness including number of Medical and Counseling visits.

Dr. Lindskog, Dental Director, updated the Board on dental services in the Coastal Health & Wellness Clinic:

- Dr. Lindskog was appointed to serve as a delegate (representing Texas) to the Academy of General Dentistry (AGD) 2021 House of Delegates (HOD) during AGD's annual meeting, held November 19-21, 2021. As the AGD's governing body, the HOD dictates the organization's policy and votes on issues that affect the dental community, as well as the AGD's 40,000 members in the United States, its territories, and Canada.

- The dental clinic continues to follow CDC's Interim Infection Prevention and Control Recommendations for Healthcare Personnel which has a section dedicated to Dental Facilities. We continue to use N95s for all aerosol generating procedures. Thank you to Deb for providing fit testing for our two new staff.
- The dental clinic is using the HRSA expansion/stabilization grant to expand all dental services to both locations. We are now offering root canals and crowns in Galveston. We completed our first root canal and began re-doing a patient's bridge on December 6<sup>th</sup>.
- Staffing: We hired a new dentist, Dr. Bishai, who started on Monday, November 29<sup>th</sup>. Thank you to Ami for participating in the interview process.
- There are not any updates regarding the partnership with the College of the Mainland Dental Hygiene Program. They have not hired their new program director yet, but the curriculum was recently approved.
- The Head Start program visit was put on hold by their request as they evaluate their student's needs for services
- Dr. Lindskog completed the National Oral Health Leadership Institute in November in San Antonio. This year-long, in-person and online training provides core knowledge and competencies that health center/safety-net oral health leaders need to develop as effective managers, directors, and advocates for oral health and their communities. Topics covered include Leadership and Excellence; Health Center Fundamentals; Workforce and Staffing; Risk Management; Quality; Public Speaking; Managing Change; Leading a Team; Maximizing your Strengths as a Leader; Public Health 101; Financials; Patient-Centered Health Home; and Innovations in Delivery. NOHLI also provides opportunities for scholars to apply these skills using case studies and group discussions under the direction of outstanding oral health educators from across the country.
- We are currently in the process of applying for the NNOHA Oral Health Workforce Learning Collaborative. This collaborative will focus on developing a recruitment and retention plan for the oral health workforce.

**Item#8 Consider for Approval October 2021 Financial Report Submitted by Marlene Garcia**

Ann O'Connell, Chief Operations Officer, presented the October 2021 financial report to the Board. A motion to accept the financial report as presented was made by Virginia Valentino. Miroslava Bustamante seconded the motion and the Board unanimously approved.

**Item#9 Consider for Approval the Purchase of a New HR Software Platform Split Between GCHD and CHW in the Amount of \$10, 971.45 From Each Fund \$21, 942.90 Total Submitted by Chantelle Smith**

Chantelle Smith, HR Director, gave the board an overview of the BambooHR Software system. The cost will be split between GCHD & CHW, with each fund contributing \$10,971.45. A motion to accept the purchase of the HR Software in the amount of \$10,971.45 was made by Virginia Valentino and seconded by Miroslava Bustamante. The Board unanimously approved the motion.

**Item#10 Consider for Approval Coastal Health & Wellness Fund Balance Reserve as of September 30, 2021 Submitted by Marlene Garcia**

Samantha Robinson, Chair, stated that this item was put on the agenda in error and asked the Board to take no action since it was presented and approved by the Board. No action was taken on this item by the Board.

**Item#11 Consider for Approval Coastal Health & Wellness Credit Card and Refund Policy Submitted by Marlana Garcia**

Ann O'Connell, Chief Operations Officer, presented the Coastal Health & Wellness Credit Card and Refund. A motion to accept the Credit Card and Refund Policy as presented was made by Virginia Valentino and seconded by Miroslava Bustamante. The Board unanimously approved the motion.

**Item#12 Consider for Approval Coastal Health & Wellness Charge Capture Policy Submitted by Marlene Garcia**

Ann O'Connell, Chief Operations Officer, presented the Coastal Health & Wellness Charge Capture Policy. A motion to accept the Charge Capture Policy as presented was made by Miroslava Bustamante and seconded by Flecia Charles. The Board unanimously approved the motion.

**Item#13 Consider for Approval Coastal Health & Wellness Payment Posting Policy Submitted by Marlene Garcia**

Ann O'Connell, Chief Operations Officer, presented the Coastal Health & Wellness Payment Posting Policy to the Board. A motion to accept the Payment Posting Policy as presented was made by Flecia Charles and seconded by Miroslava Bustamante. The Board unanimously approved the motion.

**Item#15 Consider for Approval Re-Privileging Rights for UTMB Resident Nadie Abraham, MD Submitted by Dr. Keiser**

Dr. Keiser, Executive Director, asked the Board to consider for approval privileging rights for UTMB Resident Nadie Abraham, MD. A motion to accept privileging rights for Nadie Abraham, MD, was made by Virginia Valentino, and seconded by Elizabeth Williams. The Board unanimously approved the motion.

**Item #16 Consider for Approval Privileging Rights for John David Walsh, NP Providing Tele-Psychiatry Services Submitted by Dr. Keiser**

Dr. Keiser, Executive Director, asked the Board to consider for approval privileging rights for John Walsh, NP providing Tele-Psychiatry. A motion to accept privileging rights for John David Walsh, NP was made by Elizabeth Williams, and seconded by Kevin Avery. The Board unanimously approved the motion.

**Item #17 Consider for Approval Privileging Rights for Shady Bishai, DDS, Submitted by Dr. Keiser**

Dr. Linskog, Dental Director, asked the Board to consider for approval privileging rights for Shady Bishai, DDS. A motion to accept privileging rights for Shady Bishai, DDS was made by Virginia Valentino, and seconded by Miroslava Bustamante. The Board unanimously approved the motion.

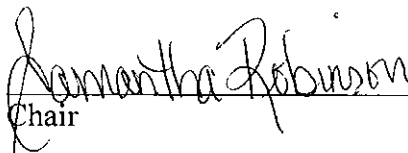
**Item #19 Consider for Approval Employee Satisfaction Survey by Samantha Robinson/Dr. Southerland**

Samantha Robinson, Chair, asked the Board to defer the Employee Satisfaction Survey until the January Board meeting. A motion to defer the item was made by Samantha Robinson and seconded by Virginia Valentino. The board unanimously approved the motion.

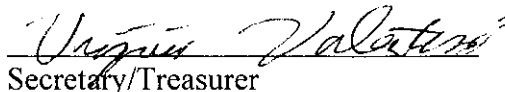
**Item #20 Comments from Board Members**

No comments

The meeting was adjourned at 2:08p.m.

  
Chair

2-4-2022  
Date

  
Secretary/Treasurer

2-4-2022  
Date