

**Coastal Health & Wellness
Governing Board
February 24, 2022**

Board Members:

Samantha Robinson
Dr. Southerland
Flecia Charles
Kevin Avery
Elizabeth Williams
Victoria Dougharty

Staff:

Ami Cotharn, Chief Operations Officer
Ann O'Connell, Contracted Support
Dr. Lindskog, Dental Director
Chantelle Smith
Marlene Garcia, Clinic Financial Officer
Trish Bailey
Martha Vallin
Jonathan Jordan
Pisa Ring
Kristina Garcia
Luz Amaro

Kenna Pruitt
Tiffany Carlson
Virginia Lyle (phone)
Debra Howey (phone)
Shelby Evans (phone)
Ashley Tompkins (phone)
Tikeshia Thompson-Rollins
Anthony Hernandez
Chris Davis

Excused Absence: Dorothy Goodman, Miroslava Bustamante, Virginia Valentino and Dr. Thompson

Guest: Rev. Walter Jones and Sharon Hall

Items#1 Comments from the Public

There were no comments from the public.

Items#2-4 Consent Agenda

A motion was made by Kevin Avery to approve the consent agenda items two through four. Flecia Charles seconded the motion, and the Board unanimously approved the consent agenda.

Item#5 Executive Director will Report on Coastal Health & Wellness/COVID-19 Updates Submitted by Dr. Keiser

Ann O'Connell, Chief Operations Officer, presented an update on Coastal Health & Wellness in the absence of Dr. Keiser, Executive Director. Ann informed the Board we have established a new acute visit type for those patients that have an acute problem and need to be seen right away. Samantha Robinson, Board Chair, asked that we make sure we are meeting HRSA requirements for the assessments on patients. Ann informed the Board she will check the language for HRSA requirements and bring back to the Board. Ann also informed the Board Coastal Health & Wellness has started the Strategic Health Plan planning and had a very successful session with staff on February 9th. A draft of the Strategic Health Plan was presented, and staff was asked to engage and come up with additional ideas. On March 9th we will meet with all staff and go over the results.

Ashley Tompkins gave a brief update on COVID-19

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

- 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 are wearing N95 respirators for all patient interactions.
- The Galveston dental clinic is now open 5 days a week as of February

- Staffing: Dr. Bishai is now seeing a full schedule and is doing great. We are expecting a staffing shortage in March due dental assistants scheduled leave and unplanned FMLA. We currently have two dental assistant vacancies.
- There are not any updates regarding the partnership with the College of the Mainland Dental Hygiene Program. They are still searching for a new program director.
- Our health center is participating in the NNOHA Oral Health Workforce Learning Collaborative. This virtual collaborative focuses on developing a recruitment and retention plan for the oral health workforce. We have completed two learning sessions.
- We received our intraoral scanners that were purchased with the ARP grant and completed training on them at the February Inservice meeting. Both Dr. Bishai and I have completed cases using the scanners, and they are working great. The scanners take digital impressions and cut down on the amount of time it takes to receive a case back.
- During March, we will recognize the dental assistants for Dental Assistant Appreciation Week and the dentists for National Dentist Day. Ashley and Matilda have some social media promotions planned.
- We are still working on our wait list. We also have “new” acute appointments available to address immediate needs so that no one in pain is waiting.

Item#6 Consider for Approval January 2022 Financial Report Submitted by Marlene Garcia

Marlene Garcia, Chief Financial Officer, presented January 2022 Financial Report. A motion to accept the financial report as presented was made by Dr. Southerland. Victoria Dougharty seconded the motion and the Board unanimously approved.

Item#7 Consider for Approval Sage Accounting Software Submitted by Trish Bailey

Trish Bailey, Chief Financial Officer, asked the Board to consider for approval sage accounting software. Trisha informed the Board the sage accounting software will be able to take information from NextGen to Accufund and won't have to input it into other software's. This program also has a great grant, billing, and tracking system which will help with grants, provide a dashboard for all the departments. This program is a split cost and Coastal Health & Wellness portion is 40%. The first year will be \$50, 000 that includes the implementation and first year fee and annually it will be \$25, 000. This program does not have a payroll system but will allow us to get a payroll company that will process the payroll for us. A motion to accept the sage accounting software as presented was made by Kevin Avery and seconded by Victoria Dougharty. The Board unanimously approved the motion.

Item#8 Consider for Approval Coastal Health & Wellness Infection Control Plan Submitted by Debra Howey

Debra Howey, Infection Control Nurse, asked the Board to consider for approval the infection control plan. A motion to accept plan as presented was made by Victoria Dougharty and seconded by Elizabeth Williams. The Board unanimously approved the motion.

Item#9 Consider for Approval Annual Report on Infection Control Goals 2022 Submitted by Debra Howey

Debra Howey, Infection Control Nurse, presented the annual report on infection control goals for 2022. A motion to accept the goals as presented was made by Victoria Dougharty and seconded by Flecia Charles. The Board unanimously approved the motion.

Item#10 Consider for Approval Re-Privileging Rights for Unsil Keiser, DDS Submitted by Dr. Hanna Lindskog

Dr. Lindskog, Dental Director, asked the Board to consider for approval re-privileging rights for Unsil Keiser, DDS. A motion to accept privileging rights for Unsil Keiser, DDS, was made by Elizabet Williams, and seconded by Victoria Dougharty. The Board unanimously approved the motion.

Item#11 Consider for Approval Privileging Rights for Lisa Cashiola, FNP Submitted by Dr. Keiser

Ann O'Connell, Chief Operations Officer, asked the Board to consider for approval privileging rights for Lisa Cashiola, FNP on behalf of Dr. Keiser. A motion to accept privileging rights for Lisa Cashiola, FNP, was made by Victoria Dougharty and seconded by Dr. Southerland. The Board unanimously approved the motion.

Item#12 Consider for Approval Nominee Rev. Walter L. Jones to fill Community Representative Position

Samantha Robinson, Board Chair, asked the Board to consider for approval nominee Rev. Walter L. Jones to fill the community representative position. A motion to accept Rev. Walter L. Jones to fill the community representative position was made by Elizabeth Williams and seconded by Kevin Avery. The Board unanimously approved the motion.

Item#13 Consider for Approval Nominee Sharon Hall, Ph.D, M.A, B.A., to fill Community Representative Position

Samantha Robinson, Board Chair, asked the Board to consider for approval nominee Sharon Hall, Ph.D, M.A, B.A., to fill the community representative position. A motion to accept Sharon Hall, Ph.D, M.A, B.A., to fill the community representative position was made by Victoria Dougharty and seconded by Flecia Charles. The Board unanimously approved the motion.

Item#14 Consider for Approval Nominee Cynthia Darby to fill Consumer Representative Position

Samantha Robinson, Board Chair, asked the Board to consider for approval nominee Cynthia Darby, to fill the consumer position. A motion to accept Cynthia Darby to fill consumer representative position was made by Dr. Southerland and seconded by Victoria Dougharty. The Board unanimously approved the motion.

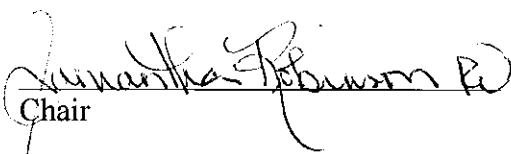
Item#15 Plans for Employee Satisfaction Survey Presented by Ann O'Connell and Chantelle Smith

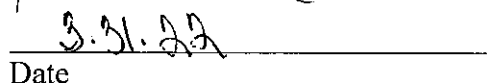
Chantelle Smith, Chief People Officer, presented plans for employee satisfaction survey. Samantha Robinson, Board chair, suggested when rolling out with the employee satisfaction survey that leaders meet to discuss findings and come up with an action plan. Ann O'Connell and Chantelle Smith will bring back to the April Board meeting when employee survey will be launched, how long it will take to compile, and how we are going to disseminate the results. Samantha suggested results come from Human Resources and recommended that employees be prepped, and know emails are coming and to also insure them that the survey will be anonymous. Samantha suggested an incentive for completion and encourage staff to get their feedback.

Item #16 Comments from Board Members

No comments

The meeting was adjourned at 2:02p.m.


Chair


Date