

**Coastal Health & Wellness
Governing Board
March 31, 2022**

Board Members:

Samantha Robinson
Dr. Southerland
Virginia Valentino (zoom)
Flecia Charles
Kevin Avery
Elizabeth Williams
Victoria Dougharty
Rev. Walter Jones
Sharon Hall
Cynthia Darby
Dr. Thompson

Staff:

Dr. Keiser, Executive director
Ami Cotharn, Chief Operations Officer
Ann O'Connell, Contracted Support
Dr. Linskog, Dental Director
Chantelle Smith
Regina Brown
Marlene Garcia, Clinic Financial Officer
Trish Bailey
Martha Vallin
Jonathan Jordan

Pisa Ring
Kristina Garcia
Kenna Pruitt
Tiffany Carlson
Shelby Evans (zoom)
Ashley Tompkins
Tikeshia Thompson-Rollins
Anthony Hernandez

Excused Absence: Miroslava Bustamante

Unexcused Absence: Dorothy Goodman

Items#1 Comments from the Public

There were no comments from the public.

Items#2-5 Consent Agenda

A motion was made by Dr. Southerland to approve the consent agenda items two through five and pull item six out for discussion. Flecia Charles seconded the motion, and the Board unanimously approved the consent agenda.

Item#6 Informational Report

Notification of Board Resignation: Samantha Robinson, Board Chair, would like to thank Virginia Valentino for her dedicated service to Coastal Health & Wellness Governing Board and the citizens of Galveston County from 2006-2022.

Resolution Recognizing Ann O'Connell, MS, MSN, RN, Chief Operations Officer: Samantha Robinson, Board Chair, would like to thank Ann O'Connell for her dedicated service to Coastal Health & Wellness Governing Board and the citizens of Galveston County.

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

Dr. Keiser, Executive Director, updated the Board on COVID-19.

Dr. Linskog, 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.

- We experienced a staffing shortage in March due dental assistants scheduled leave and unplanned FMLA. We have a new dental assistant starting on April 14th. We currently have two dental assistant vacancies but have extended a contingent offer to a dental assistant.
- 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 three learning sessions with participants from HR and the Dental Clinic. In our most recent session, we gained ideas for improving our job posting as well as our website and social media to aid in recruitment and retention. We look forward to working with the Communications team on implementing these ideas.
- During March, we recognized the dental assistants for Dental Assistant Appreciation Week and the dentists for National Dentist Day. Thank you to the Communications Team for creating a fun reel video of the dentists.
- We are still working on our wait list. As reported previously, we have “new” acute appointments available to address immediate needs so that no one in pain is waiting.
- Dr. Bishai and Dr. Lindskog will be attending the TACHC Clinical Conference along with other staff at the end of April. There is a session dedicated to tele dentistry, and we are looking forward to learning how we can implement that at our health center.
- We have committed to attending several outreach events in the community.
 - May 20 – Carver Park Gym – Steffin John – Dental Hygienist and Shonta’ Hill – Dental Assistant Supervisor
 - June 11 - with Moore Memorial Library in Texas City - Mini-Health Fair – Jamie Trinh – Dental Hygienist
 - October 21 – City of Texas City Senior Program at Nessler Park (dental presentation and handout for Seniors – Dr. Lindskog)

Item#8 Consider for Approval February 2022 Financial Report Submitted by Marlene Garcia

Marlene Garcia, Chief Financial Officer, presented February 2022 Financial Report. A motion to accept the financial report as presented was made by Rev. Walter Jones. Cynthia Darby seconded the motion and the Board unanimously approved.

Item#9 Consider for Approval Sliding Fee Policy Submitted by Marlene

Marlene Garcia, Chief Financial Officer, asked the Board to consider for approval sliding fee policy. Marlene informed the Board the only change on the fee schedule is the eligibility from six months to one year. A motion to accept the sliding fee policy as presented was made by Victoria Dougharty. Dr. Southerland seconded the motion and the Board unanimously approved.

Item#10 Consider for Approval 2022/2023 Sliding Fee Scale Submitted by Marlene Garcia

Marlene Garcia, Chief Financial Officer, asked the Board to consider for approval 2022/2023 sliding fee scale. Marlene informed the Board that the sliding fee scale did increase from last year and the numbers presented are the numbers the state provide for Texas. A motion to accept the 2022/2023 sliding fee scale as presented was made by Dr. Southerland. Sharon Hall seconded the motion and the Board unanimously approved.

Item#11 Consider for Approval Coastal Health & Wellness After Hours Policy Submitted by Ami Cotharn

Ami Cotharn, Chief Operating Officer, asked the Board to consider for approval the Coastal Health & Wellness after hours policy. Ami informed there were no changes to the policy. A motion to accept the after hours policy as presented was made by Flecia Charles. Rev. Walter Jones seconded the motion and the Board unanimously approved.

Item#12 Consider for Approval Inline Recruitment Services for Clinical Staffing Submitted by Chantelle Smith

Chantelle Smith, Chief People Officer, asked the Board to defer approval of the inline recruitment services until a later date. A motion to defer inline recruitment services was made by Kevin Avery. Cynthia Darby seconded the motion and the Board unanimously approved.

Item#13 Update on Employee Satisfaction Survey Presented by Chantelle Smith

Chantelle Smith, Chief People Officer, updated the Board on the employee satisfaction survey. Chantelle informed the Board we were originally looking at using Bamboo HR for the employee satisfaction survey however after speaking with a Bamboo HR representative and expressing the strong concerns from the Board, this would be an added cost of \$832 per month. Ami Cotharn made contacted with a representative from TACHC and we will be using a TACHC tool to initiate our employee survey response. Ami and Chantelle will work with Annie with TACHC and share with the Board for their input before sending out.

Item#14 Update on the Strategic Health Plan Presented by Shelby Evans

Shelby Evans, Public Health Policy Specialist updated the Board on the strategic health plan. Shelby informed the Board we will have a draft available for the Board at the April meeting.

Item#15 Discussion Regarding Governing Board Committees

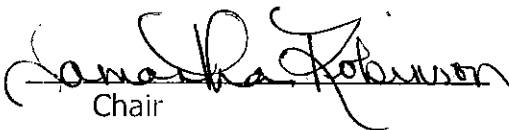
Samantha Robinson, Board Chair, informed the Board of the four subcommittees and the secretary/treasurer positions that will need to be filled and has requested adding these positions to the April Board agenda as an action item. The following Board members expressed interest in the below subcommittees.

- Finance Committee-Meets once a month via conference call (Victoria Dougharty)
- Q.A Committee-Meets quarterly -January, April, July, and October (Sharon Hall)
- Governing Board Appointing Committee (Elizabeth Williams)
- Executive Committee-Special meetings
- Secretary/Treasurer

Item #16 Comments from Board Members

No comments

The meeting was adjourned at 1:56p.m.


Chair

4.28.22
Date