

**Coastal Health & Wellness
Governing Board
June 30, 2022**

Board Members:

Samantha Robinson
Dr. Southerland
Elizabeth Williams
Flecia Charles
Kevin Avery
Victoria Dougharty
Rev. Walter Jones
Sharon Hall
Sergio Cruz
Donnie VanAckeren
Clay Burton

Staff:

Dr. Keiser, Executive Director
Dr. Choi, Medical Director
Ami Cotharn, Chief Operations Officer
Hanna Lindskog, Dental Director
Regina Brown (Zoom)
Jonathan Jordan
Trish Bailey
Tiffany Carlson
Martha Vallin
Kenna Pruitt

Kristina Garcia
Alberto Medellin
J.D. Taliaferro
Tikeshia Thompson-Rollins
Anthony Hernandez

Excused Absence: Cynthia Darby

Unexcused Absence: Miroslava Bustamante, and Dr. Thompson

Guest: Diana Huallpa

Items#1 Comments from the Public

There were no comments from the public.

Items#2-7 Consent Agenda

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

Item#8 Coastal Health & Wellness Updates

- a) Update on COVID-19 Submitted by Executive Director
- b) Operational Updates Submitted by Chief Operating Officer
- c) Dental Updates Submitted by Dental Director

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

Ami Cotharn, Chief Operating Officer, updated the Board on clinical operations.

Patient Appointments

- New Patient and established patients' medical appointments are three weeks with acute two to three days.

Internal Medicine Resident Program

- UTMB faculty will be seeing Coastal Health and Wellness patients and overseeing and training UTMB residents. There will be a total of eight resident that will also be seeing patients.

New Providers

- Dr. Garcia will join Coastal Health and Wellness at the end of July 2022.
- Dr. Choi will began seeing Patients in July 2022.

****Dr. Southerland** inquired about oral health being part of the diabetes one on one course. Ami and Dr. Lindskog work together to find out and get back with Dr. Southerland. Ami Cotharn, Chief Operating Officer, presented the July 2022 Coastal Wave and introduced Dr. Choi, new Medical Director.

Hanna Lindskog, 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 aerosol generating procedures.
- We had a new dental assistant join our team at the end of May.
- The College of the Mainland Dental Hygiene Program hired their new program director, and we had an Advisory Board meeting last night to meet the new director. We look forward to continuing to build our relationship with their program.
- Our health center recently completed the NNOHA Oral Health Workforce Learning Collaborative. This virtual collaborative focuses on developing a recruitment and retention plan for the oral health workforce. We completed six learning sessions with participants from HR and the Dental Clinic. In our most recent session, we learned about flexible and alternative work schedules, career paths and professional growth/development opportunities
- As reported last month, we have modified our scheduling template to allow for an additional treatment/procedure spot every day. We have also increased the number of comprehensive exams that we are providing to reduce the wait list. Every provider has had at least one comprehensive exam on their schedule every day since the second week in May. The dental hygienists also have pediatric comprehensive exams on their schedule. The current wait list is at 525 people, which is 43 less than reported last month despite adding more patients to the list. Patient Services staff has been working hard to schedule the patients that were previously on the list. In the month of May, we completed 62 comprehensive exams on new patients. As reported previously, we have "new" acute appointments available to address immediate needs so that no one in pain is waiting. We had a total of 209 Acute visits in the month of May. 61 of those patients were either new to our clinic or had not been here in over 3 years. 143 extractions and 246 restorative procedures were completed.
- We completed and submitted our application for the NNOHA Teledentistry Collaborative. This will be a virtual collaborative and will involve participation from several dental clinic staff members.
- We have committed to attending several outreach events in the community.
 - May 20th – Carver Park Gym – GCHD took dental materials to distribute at the health fair
 - June 11th - with Moore Memorial Library in Texas City - Mini-Health Fair
 - July 30th – CHW Back to School Fair

October 21st – City of Texas City Senior Program at Nessler Park (dental presentation and handout for Seniors – Dr. Lindskog)

Item#9 Consider for Approval May 2022 Financial Report Submitted by Jonathan Jordan

Jonathan Jordan, Revenue Cycle Manager, presented May 2022 Financial Report. A motion to accept the financial report as presented was made by Sergio Cruz. Victoria Dougharty seconded the motion and the Board unanimously approved.

Item#10 Consider for Approval Coastal Health & Wellness Billing and Collection Policy Submitted by Jonathan Jordan

Jonathan Jordan, Revenue Cycle Manager, asked the Board to consider for approval the billing and collection policy. A motion to accept the policy as presented was made by Rev. Walter Jones. Elizabeth Williams seconded the motion and the Board unanimously approved.

Item#11 Consider for Approval the Reappointment of the following Coastal Health & Wellness Governing Board Members for a 2 Year Term Expiring June 2024:

Samantha Robinson, Board Chair, asked the Board to consider for approval the reappointment of the following Coastal Health & Wellness Governing Board Members for a 2-year term expiring June 2024. A motion to accept reappointment as presented was made by Dr. Southerland. Flecia Charles seconded the motion, Samantha Robinson abstained, and the Board unanimously approved.

- Samantha Robinson (Consumer Member)
- Kevin Avery (Consumer Member)
- Miroslava Bustamante (Consumer Member)
- Victoria Dougharty (Consumer Member)

Item#12 Consider for Approval Addition to Scope of Service - Texas Chiropractic College, Referral Source Submitted by Ami Cotharn

Samantha Robinson, Board Chair, asked the Board to consider for approval addition to scope of service-Texas Chiropractic College, referral source. A motion to accept scope of serve as presented was made by Dr. Southerland. Kevin Avery seconded the motion and the Board unanimously approved.

Item#13 Consider for Approval Coastal Health & Wellness Credentialing and Privileging Policy Submitted by Ami Cotharn

Ami Cotharn, Chief Operating Officer, asked the Board to Consider to approval Coastal Health & Wellness Credentialing and Privileging Policy. Samantha Robinson, Board Chair recommended having one Consumer and one Community member to represent the Board on the committee. Samantha also suggested meetings be held in person due to confidential information being shared and review of Joint Commission standards to insure that focus reviews and peer reviews are listed in the policy. A motion to accept the policy as presented was made by Rev. Walter Jones. Rev. Sergio Cruz seconded the motion and the Board unanimously approved.

Item#14 Consider for Approval Removal of Credentialing as an Action Item to Future GB Agendas and Adding the Creation of a Credentialing Committee That will Consist of the CHW GB Member, Medical Director, Dental Director, HIM Manager, HR Director, and Revenue Cycle Manager (oversees credentialing process) Submitted by Ami Cotharn

Samantha Robinson, Board Chair, asked the Board to consider for approval removal of credentialing as an action item to future Governing Board agendas and adding the creation of a Credentialing Committee. Samantha suggested adding two committee members recommendations for the subcommittee and present a summary of providers being credentialed during the CHW updates. A motion to accept removal of credentialing as an action item from future agendas, adding two recommendations for the subcommittee and presenting a summary to the Governing Board was made by Dr. Southerland. Victoria Dougharty seconded the motion and the Board unanimously approved.

Item#15 Consider for Approval Coastal Health & Wellness Governing Board Bylaws Submitted by Ami Cotharn

Samantha Robinson, Board Chair, asked the Board to consider for approval Coastal Health & Wellness Bylaws. A motion to accept the Bylaws as presented was made by Dr. Southerland. Sergio Cruz seconded the motion and the Board unanimously approved.

Item#16 Consider for Approval Dorothy Goodman to Serve on the Governing Board as Chair Emeritus Submitted by Samantha Robinson

Samantha Robinson, Board Chair, asked the Board to consider for approval Dorothy Goodman to serve on the Governing Board as chair emeritus. A motion to Dorothy Goodman, as Governing Board chair emeritus was made by Victoria Dougharty. Donnie VanAckeren seconded the motion and the Board unanimously approved.

Item#17 Consider for Approval Re-Privileging Rights for Tandace McDill, MD, Submitted by Dr. Keiser

Dr. Keiser, Executive Director, asked the Board to consider for approval re-privileging rights for Tandace McDill, MD. A motion to accept re-privileging rights for Dr. McDill was made by Dr. Southerland. Kevin Avery seconded the motion and the Board unanimously approved.

Item#18 Consider for Approval Re-Privileging Rights for Jason Borillo, PA-C, Submitted by Dr. Keiser

Dr. Keiser, Executive Director, asked the Board to consider for approval re-privileging rights for Jason Borillo, PA-C. A motion to accept re-privileging rights for Jason Borillo, PA-C was made by Dr. Southerland. Victoria Dougharty seconded the motion and the Board unanimously approved.

Item#19 Consider for Approval Re-Privileging Rights for Jacklyn Morgan, PA-C, Submitted by Dr. Keiser

Dr. Keiser, Executive Director, asked the Board to consider for approval re-privileging rights for Jason Borillo, PA-C. A motion to accept re-privileging rights for Jason Borillo, PA-C was made by Sergio Cruz. Victoria Dougharty seconded the motion and the Board unanimously approved.

Item#20 Consider for Approval Privileging Rights for Chris Garcia, MD, Submitted by Dr. Keiser

Dr. Keiser, Executive Director, asked the Board to consider for approval privileging rights for Chris Garcia, MD. A motion to accept privileging rights for Chris Garcia, MD was made by Dr. Southerland. Victoria Dougharty seconded the motion and the Board unanimously approved.

Item#21 Consider for Approval Privileging Rights for UTMB Faculty Nadia Ahmed, MD, Submitted by Dr. Keiser

Dr. Keiser, Executive Director, asked the Board to consider for approval privileging rights for UTMB Faculty Nadia Ahmed, MD. A motion to accept privileging rights for Nadia Ahmed, MD was made by Sergio Cruz. Elizabeth Williams seconded the motion and the Board unanimously approved.

Item#22 Consider for Approval Board Member Elizabeth Williams to Serve on the Credentialing Committee Submitted by Samantha Robinson

Samantha Robinson, Board Chair, asked the Board to consider for approval Board member Elizabeth Williams to serve on the Credentialing Committee. A motion to accept Elizabeth Williams to serve on the credentialing committee was made by Rev. Walter Jones. Victoria Dougharty seconded the motion and the Board unanimously approved.

Item#23 Consider for Approval Board Member Sergio Cruz to Serve as Head of the Finance Committee Submitted by Samantha Robinson

Samantha Robinson, Board Chair, asked that this item be deferred until the October meeting to give Sergio Cruz time to settle into his new role. A motion to defer until the October meeting was made by Flecia Charles. Victoria Dougharty seconded the motion and the Board unanimously approved.

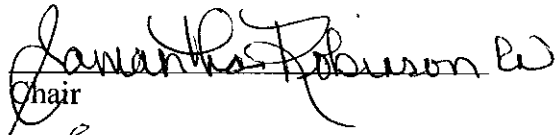
Item#24 Update on Employee Engagement Survey Submitted by Chantelle Smith

Regina Brown, HR Director, presented the employee survey. Regina informed the Board that the survey date was extended to July 15, 2022, to get more employee involved in completing it. Samantha Robinson suggesting incentives for employees completing survey. Recommendations were ice cream social, and or pizza party.

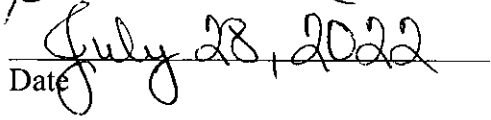
Item #25 Comments from Board Members

No comments

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

A handwritten signature in cursive script, appearing to read "Samantha Robinson".

Chair

A handwritten date in cursive script, appearing to read "July 28, 2022".

Date