

**Coastal Health & Wellness  
Governing Board  
December 8, 2022**

**Board Members:**

Samantha Robinson  
Dr. Tello  
Elizabeth Williams  
Kevin Avery  
Rev. Walter Jones  
Ivelisse Caban  
Clay Burton  
Flecia Charles  
Sergio Cruz  
Cynthia Darby  
Sharon Hall

**Staff:**

Ami Cotharn, Chief Operations Officer  
Hanna Lindskog, Dental Director  
Trish Bailey  
Neal Pathak  
Kenna Pruitt  
Tiffany Carlson  
Jennifer Koch

Chris Davis  
Judie Olivares  
Wendy Jones  
Jonathan Jordan  
Tikeshia Thompson-Rollins  
Anthony Hernandez

**Excused Absence:** Donnie VanAckeren, Ivelisse Caban, and Dr. Thompson

**Unexcused Absence:** Victoria Dougharty, Miroslava Bustamante, and Clay Burton

**Guest:** Diana Huallpa and Gloria Marines

**Items#1 Comments from the Public**

There were no comments from the public.

**Items#2-7 Consent Agenda**

A motion was made by Kevin Avery to approve the consent agenda items two through seven. Sergio Cruz 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 Update/Coastal Wave Submitted by Ami Cotharn
- c) Dental Update Submitted by Dental Director

Ami Cotharn, Chief Operating Officer, updated the Board on COVID-19.

- Ami informed the Board there has been an increase in the number for flu and both the Texas City and Galveston clinics are open to vaccinate the community.
- Tiffany Carlson, Nursing Director, informed the Board CHW uses a fast-track plan and all infectious patients are brought back immediately to a designated room and assisted by a medical provider.
- Samantha asked that we table the topic on chemical plants and the impact it has on the community and bring back in January when Dr. Keiser is available.

Ami Cotharn, Chief Operating Officer, presented the December 2022 Coastal Wave.

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

- Am informed the Board unduplicated, patients have gone up by about 20%.
- Samantha requested the Medical Director give medical updates on the clinic monthly effective January 2023.

## Outreach

- Two outreach events scheduled for the month of November
  - League City Health and Wellness Expo
  - Heal Turkey Trot – Texas City

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.
- The College of the Mainland is continuing to develop their Dental Hygiene Program. They are expecting the accreditation process to take at least a year. We do not have our next meeting scheduled until April 2023, but we are exploring partnerships with their Dental Assisting program as well.
- We had our fourth meeting for the NNOHA Teledentistry Collaborative yesterday (December 7<sup>th</sup>). This is a virtual collaborative and several dental clinic staff members are participating including one of our full-time dentists (Dr. Shetty), the Dental Director, and Dental Assistant Supervisor. The meeting yesterday included presentations from other health centers in Texas who have tried a teledental visit. We learned a lot from their presentations to help us in our implementation. We are currently looking at OttoHealth that medical uses for their televisits to see if we can use this program as well.
- Staffing: We are currently accepting applications and interviewing for a full-time dental hygienist.
- The dental clinic had a table at the TurkeyTrot event this on November 12, 2022. We are excited to report that our dental assistants with at least two years of experience will be attending training to receive either their Coronal Polishing or Dental Sealant certificate. This will help us be more efficient in the clinic with them being able to provide these services.

### **Item#9 Consider for Approval October 2022 Financial Report Submitted by Trish Bailey**

Trish Bailey, Chief Finance Officer, presented October 2022 Financial Report. Trish informed the Board employees were given a supplement payout a week before Thanksgiving, 3% COLA and we instituted performance evaluations with merit raises. A motion to accept the financial report as presented was made by Sergio Cruz. Rev. Walter Jones seconded the motion and the Board unanimously approved.

### **Item#10 Consider for Approval Coastal Health & Wellness Fund Balance Reserve as of September 30, 2022 Submitted by Trish Bailey**

Trish Bailey, Chief Finance Officer, asked the Board to consider for approval the Coastal Health & Wellness fund balance reserves as of September 30, 2022. A motion to accept the fund balance reserves as presented was made by Rev. Walter Jones. Sharon Hall seconded the motion and the Board unanimously approved.

### **Item#11 Consider for Approval Pharmacy Design Blueprint submitted by Ami Cotharn**

Ami Cotharn, Chief Operating Officer, asked the Board to consider for approval pharmacy design blueprint. Trish suggested discussing construction bids with the finance committee and adding to consent agenda for Board approval. A motion to accept the design blueprint as presented was made by Kevin Avery. Sergio Cruz seconded the motion and the Board unanimously approved.

### **Item#12 RCM Quality Project Update Submitted by Ami Cotharn**

Jonathan Jordan, Revenue Cycle Manager, updated the Board on the RCM Quality Project and will keep the Board informed.

**Item #13 Comments from Board Members**

Samantha Robinson, Board Chair, reminded the Board to complete there Board/Executive Director evaluations and submit by Friday, January 13th.

Samantha Robinson, and UBoH member Dr. Jenkins met and suggested setting up a meet and greet luncheon between both Boards.

Samantha Robinson, Board Chair, requested that all Board members that have not completed there required Board trainings (Open Meeting/Opening Records Act Trainings) completed them as soon as possible so that all files are up-to-date.

The meeting was adjourned at 1:47p.m.

Samantha Robinson RD  
Chair  
January 26, 2023  
Date

Elizabeth Williams  
Secretary/Treasurer  
1/26/2023  
Date