

**Coastal Health & Wellness  
Governing Board  
August 31, 2023**

**Board Members:**

Samantha Robinson  
Dr. Tello  
Elizabeth Williams  
Sergio Cruz  
Rev. Walter Jones  
Clay Burton  
Flecia Charles  
Donnie VanAckeren  
Ivelissa Caban  
Cynthia Darby

**Staff:**

Ami Cotharn, Chief Operating Officer  
Jennifer Koch, Director of Operations  
Maryann Choi, Chief Medical Officer  
Hanna Lindskog, Dental Director  
Trish Bailey  
Kenna Pruitt  
Virginia Lyle  
Judie Olivares

Wendy Jones  
Christina Bates  
Terry Chapa  
Debra Howey  
Chris Davis  
Tikeshia Thompson-Rollins  
Anthony Hernandez

**Excused Absence:** Kevin Avery, Sharon Hall, Victoria Dougharty and Dr. Thompson

**Items#1 Comments from the Public**

There were no comments from the public.

**Items#2-8 Consent Agenda**

A motion was made by Ivelissa Caban to approve the consent agenda items two through eight. Cynthia Darby seconded the motion, and the Board unanimously approved the consent agenda.

**Item#9 Consider for Approval July 2023 Financial Report Submitted by Trish Bailey**

Trish Bailey, Chief Finance Officer, presented the July 2023 Financial Report. A motion to accept the financial report as presented was made by Donnie VanAckeren. Clay Burton seconded the motion and the Board unanimously approved.

**Item#10 Consider for Approval Amended 2023-2025 SAC Budget Submitted by Kenna Pruitt**

Ami Cotharn, Chief Operating Officer, asked the Board to consider the amended 2023-2025 SAC budget. Samantha Robinson, Board chair, suggested adding the organizational chart along with the amended SAC budget to the Strategic Health Plan. A motion to accept the amended budget as presented was made by Rev. Jones. Elizabeth Williams seconded the motion and the Board unanimously approved.

**Item#11 Consider for Approval Pharmacy Build in the Amount of \$216,000.00 out of General Funds Submitted by Kenna Pruitt**

Ami Cotharn, Chief Operating Officer, asked the Board to consider for approval pharmacy build in the amount of \$216,000.00 out of general funds. A motion to accept the pharmacy build as presented was made by Clay Burton. Elizabeth Williams seconded the motion and the Board unanimously approved.

**Item#12 Coastal Health & Wellness Updates**

- a) Current Public Health Concerns and Status; COVID/FLU/Monkey Pox Submitted by Executive Director
- b) Operational Updates/Coastal Wave Submitted by Chief Operating Officer
- c) Dental Updates Submitted by Dental Director
- d) Medical Updates Submitted by Medical Director

Ami Cotharn, Chief Operating Officer, presented the August 2023 Coastal Wave.

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

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Hanna Lindskog, DDS, updated the Board on Dental services in the Coastal Health & Wellness Clinic:

- Visit Numbers
  - July 2022: 652
  - July 2023: 925
  - 41.87% increase
  - We continue to see walk in patients in pain as we can fit them into our schedule.
  - We are involving all dental staff and leadership in creative thinking and problem solving for our wait list for comprehensive exams.
- Current projects, plans, department overview for dental
  - Sterilization Renovation – We have finalized the plans for redesigning a section of our sterilization area in Texas City, which will allow us to add two more sterilizers to be more efficient and help meet sterilization needs. The dental company who bid on this has agreed to complete it over a weekend so that it will not interrupt patient care.
  - The new dental chairs for Galveston have been installed and are working well.
  - Dr. Lindskog continues to serve on the COM Hygiene School Advisory Board. As previously reported, their application for accreditation has been submitted to CODA and they are hoping to enroll their first class of students for Fall 2024.
  - We continue to partner with the COM Dental Assisting School. We are finalizing our contract, but they plan to come to the dental clinic on 4 Saturdays this fall.
- Provider Education Opportunities
  - All providers continue to select and participate in continuing education of their choice. They also share knowledge from these courses with the other providers during monthly meetings.
- Barriers or Needs (if applicable)
  - Staffing: A new dental assistant started on August 17<sup>th</sup>, so we are fully staffed in that area. We have one vacancy for a full-time dental hygienist. We have not had any applicants since re-posting the position. We are currently in the interview process for a Dental Office Manager. This person will help us streamline our processes related to insurance, pre-authorizations, treatment plan estimates, etc.

### **Employee's Salary**

- Donnie VanAckeren suggested looking at a market analysis for staff salary.
- Samantha Robinson, Board Chair, suggested having HR look at the salary/position policy and bring it back to the September Governing Board meeting.

Maryann Choi, Medical Director, updated the Board on Medical services in the Coastal Health & Wellness Clinic.

#### **1. Provider productivity:**

- July provider visits  
Scheduled 3219, no show 807, total visits 2412
- MCO quality measures and performance incentives are improving

#### **2. Software utilization:**

- Doxy.me: 253 (telemedicine)
- ConferMed: 37 (e-consult)

#### **3. School-based program: Walk-in clinic combined with telemedicine**

- Providers onsite for two full days

4. Home-based care:

- House call program for home-bound patients
- Meeting the goal of 40 patient visits per provider in the month of July

5. Provider Lead Program:

- ID care: Jacklyn Morgan, PA-C, Maria Culangan (HIV PrEP, HepC, STD)
- Women's Health: Lisa Cashiola, NP

6. Remote care management (Patient engagement center/care coordination)

- Patient engagement, and promoting self-care
- CCM (chronic care management), TCM (transitional care management), AWV (annual wellness visits) meeting target goal

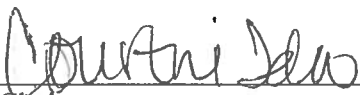
“Strive to deliver high-quality, culturally competent, equitable, and comprehensive primary care with a focus on clinical quality, patient-centered care, and provider and staff well-being.”

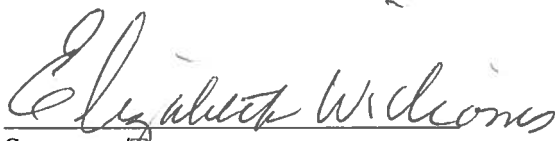
**Item #13 Comments from Board Members**

Samantha Robinson, Board Chair, shared a few friendly reminders with the Board members.

- CHW badges will be provided to all Board members (see Tikeshia & Anthony).
- TCISD ribbon cutting t-shirts will be ordered for all Board members (see Tikeshia & Anthony).
- The Governing Board will be kept updated on flu shots/updated covid shots.
- Annual Board Training Tuesday, September 12<sup>th</sup> from 1:00 p.m.-3:00p.m.

The meeting was adjourned at 1:53p.m.

  
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Vice Chair  
  
9/28/23  
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Date

  
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Secretary/Treasurer  
  
9/28/23  
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Date