

**District Clinic Holdings, Inc.**  
**d.b.a. C.L. Brumback Primary Care Clinics**  
**Board of Directors Meeting**  
**Summary Minutes**  
**05/27/2020**

**Present:** James Elder, Chairperson; Mike Smith, Treasurer; John Casey Mullen; Melissa Mastrangelo; Tammy Jackson-Moore; Julia Bullard;

**Excused:** Irene Figueroa, Secretary; Lisa Strickland; Susan Foster, Marjorie Etienne

**Absent:**

**Staff:** Darcy Davis, Chief Executive Officer; Dr. Belma Andric, CMO, VP & Executive Director of Clinical Services; Valerie Shahriari, General Counsel; Joel Snook, VP & Chief Financial Officer; Dr. Hyla Fritsch, Director of FQHC Practice Operations; Shauniel Brown, Risk Manager; Dr. Ana Ferwerda, Director of Women's Health & Medical Director; Nancy Stockslager, Chief Information Officer; Thomas Cleare, Assistant Vice President, Planning & Community Engagement; Robin Kish, Director of Community Engagement; Andrea Steele, Director of Corporate Quality ; Martha Hyacinthe, Director of Corporate Risk; Lisa Sulger, Public Records Manager; Heidi Bromley, Executive Assistant to the CEO

**Minutes Transcribed By:** Jonathan Dominique

**Meeting Scheduled For** 12:45 PM

**Meeting Began at** 12:45 PM

AGENDA ITEM	DISCUSSION	ACTION
1. Call to Order	Mr. Elder called the meeting to order.	<b>The meeting was called to order at 12:45pm</b>
1A. Roll Call	Roll call was taken.	
1B. Affirmation of Mission		
2. Agenda Approval	Mr. Elder called for an approval of the meeting agenda.	<b>VOTE TAKEN: Mr. Mullen made a motion to approve the agenda with the deletion. The motion was duly seconded by Ms. Jackson-Moore. A vote was called, and the motion passed unanimously.</b>
2A. Additions/Deletions/ Substitutions	Dr. Belma Andric requested that item 9A-1 be removed from the agenda as it was added in error.	



	<p>provided, and a breakdown of test results. Dr. Andric also went over Clinic Reopening Plans and the goal of Defusing density while adjusting to this new normal. As part of this, goal, the clinics will be implementing the use of the Phreesia registration module and the Parking Lot Waiting Room. In this module we are also able to conduct COVID-19 screenings to the patients before they come in for their appointment. We now have a New Mobile Clinic named "SCOUT" it was made possible in part by a \$500,000 Grant from Palm Beach County. Along with SCOUT will be another "big" bus as <i>Hero</i>. They will join both join our first Mobile clinic aptly named <i>Warrior</i>. Mr. Smith asked about random testing being more representative of statistically significant population data. Dr. Andric explained that the ballpark is a good example of random testing, as there is no criteria for testing to be administered. Mr. Smith also asked about Contact Tracing and its importance. Dr. Andric informed the board that the Health Department has increased the number of tracers, and a lot of funding nationwide has gone to these projects. The process of tracing has less to do with the ill patient than it does with prevention of future spread. Mr. Smith asked about PPE availability. Dr. Andric assured Mr. Smith that the clinics are very careful with their PPE supply, and we have also received donations, there hasn't been an interruption in service due to shortage of supply. We have limited the number of non-emergency dental procedures conducted, as they require a lot of PPE, but emergency procedures are still conducted.</p>	
<b>4. Disclosure of Voting Conflict</b>	None.	<b>No action necessary.</b>
<b>5. Public Comment</b>	None.	<b>No action necessary.</b>
<b>6. Meeting Minutes</b>		

<b>6A-1 Staff Recommends a MOTION TO APPROVE:</b> Board meeting minutes of February 26, 2020	There were no changes or comments to the minutes dated February 26, 2020	<b>VOTE TAKEN:</b> Mr. Mullen made a motion to approve the Board meeting minutes of February 26, 2020 as presented. The motion was duly seconded by Mr. Smith. A vote was called, and the motion passed unanimously.
<b>7. Consent Agenda – Motion to Approve Consent Agenda Items</b>		<b>VOTE TAKEN:</b> Ms. Jackson-Moore made a motion to approve the consent agenda as presented. The motion was duly seconded by Mr. Mullen. A vote was called, and the motion passed unanimously.
<b>7A. ADMINISTRATION</b>		
<b>7A-1. Receive &amp; File:</b> May 2020 Internet Posting of District Public Meeting	The meeting notice was posted.	<b>Receive &amp; File. No further action necessary.</b>
<b>7A-2. Receive &amp; File:</b> Attendance tracking	Attendance tracking was updated.	<b>Receive &amp; File. No further action necessary.</b>
<b>7A-3. Staff Recommends a MOTION TO APPROVE:</b> Conflict of Interest Policy Update.	<p>The Compliance Department reviewed and revised the Conflict of Interest Policy to concretely demonstrate to employees and the community the Health Care District's strong commitment to honest and responsible provider and corporate conduct; ensure consistent processes, structures, and ongoing compliance; and to keep employees and the District current with regulatory and industry best practices.</p> <p>The Policy addressing Conflict of Interest, recently updated, was presented to the Board for approval &amp; adoption.</p>	<b>Motion referenced above, no further action necessary.</b>
<b>7A-4. Staff Recommends a MOTION TO APPROVE:</b> Quality Care Transitions Policy	Transition from the inpatient (hospital setting) to home often results in poor care coordination, including communication lapses between inpatient and outpatient (a setting other than a hospital) providers; intentional and unintentional medication changes; incomplete diagnostic work-ups and inadequate patient, caregiver and provider	<b>Motion referenced above, no further action necessary.</b>

	<p>understanding of diagnoses, medication and follow-up needs.</p> <p>The Health Care District of Palm Beach County works with health plans along with the C.L. Brumback Clinics to systematically identify patients with unplanned hospital admissions and/or emergency department visits. This is done to improve delivery and coordination of care by performing post-hospital and/or ED visit follow-up for examination of the admission and discharge processes to prevent re-hospitalization, ED Visits and other poor health outcomes as demonstrated in the Quality Care Transitions Policy.</p> <p>The policy was recommended for approval.</p>	
<p><b>7A-5. Staff Recommends a MOTION TO APPROVE:</b> Telemedicine Policy Update</p>	<p>C. L. Brumback Primary Care Clinics have contracted with Certintell to provide additional telemedicine licenses for all medical providers. The Telemedicine Policy, amended to include medical services was recommended for approval.</p>	<p><b>Motion referenced above, no further action necessary.</b></p>
<p><b>7A-6. Receive &amp; File:</b> Board Member Transition</p>	<p>Gary Butler is transitioning off the C.L. Brumback Primary Care Clinics Board subsequent to the change in the requirements for Health Care District subsidiary Board and Committee Memberships. The change aligns with the requirements to serve on the Health Care District Board, including the requirement to reside in Palm Beach County.</p> <p>Consistent with the District Clinics Holdings, Inc. Bylaws, Section 9.2(a), the Board has the following requirements to fill the open Board position.</p> <p>9.2 Selection of New Board Member(s) for open Member positions. The selection of new Board members to fill any vacancy then existing or to replace any member whose Term is ended, will be as follows:</p>	<p><b>Receive &amp; File. No further action necessary.</b></p>

	<p>a. Vacancies on the Board due to the termination, resignation or death of a Member prior to the expiration of his/her Term may be filled within sixty (60) days of the vacancy by a majority vote of the Members at the next regular meeting, or at a special meeting called for that purpose, from those eligible persons recommended by the Nominating/Membership Committee. The newly elected member will serve for the unexpired term of the Member position being filled and shall be eligible to seek reappointment upon expiration of such term.</p>	
<p><b>7B. FINANCE</b></p>		
<p><b>7B-1 Receive &amp; File:</b> C. L. Brumback Primary Care Clinics Financial Report – March 2020</p>	<p>The Year To Date March 2020 financial statements for the District Clinic Holdings, Inc. are presented for Board review. Management has provided the income statements and key statistical information for District Clinic Holdings, Inc. Additional Management discussion and analysis are incorporated into the financial statement presentation.</p>	<p><b>Receive &amp; File. No further action necessary.</b></p>
<p><b>7C. CREDENTIALING</b></p>		
<p><b>7C-1. Staff Recommends a MOTION TO APPROVE:</b> Revised General Dentistry Delineation of Privileges</p>	<p>The agenda item represents the General Dentistry Delineation of Privileges which was revised to include Collection of Specimens for Pathologic exams (Oropharyngeal/nasopharyngeal). In response to the COVID-19 National Pandemic and State of Emergency declared by the Governor of Florida, the C.L. Brumback Primary Care Clinics utilized staff Dentists to</p>	<p><b>Motion referenced above, no further action necessary.</b></p>

	support the testing efforts. The Revised general Dentistry Delineation of Privileges was presented to the board for approval.	
<b>8. REGULAR AGENDA</b>		
<b>8A. ADMINISTRATION</b>		
<b>8A-1. Staff Recommends a MOTION TO APPROVE:</b> Sliding Fee Discount Program Evaluation	<p>Dr. Hyla Fritsch presented the C. L. Brumback Primary Care Clinics phone survey of each level of the Sliding Fee Scale by asking patients the following questions:</p> <ul style="list-style-type: none"> <li>i. Do you agree with the amount you were charged? (Y/N)</li> <li>ii. Have you ever missed an appointment because you could not pay? (Y/N) <ul style="list-style-type: none"> <li>a. If yes for number 2, was the patient aware that we offer payment plans? (Y/N).</li> </ul> </li> </ul> <p>The rolled up results show that the majority of patients agreed with the amount they paid. Most patients confirmed they have not missed an appointment due to not being able to pay. Our area of opportunity is to increase awareness about offering payment plans. Staff recommended the approval of The Sliding Fee Discount Program Evaluation.</p>	<b>VOTE TAKEN: Mr. Mullen made a motion to approve the Sliding Fee Discount Program Evaluation. The motion was duly seconded by Ms. Jackson-Moore. A vote was called, and the motion passed unanimously.</b>
<b>8A-2. Staff Recommends a MOTION TO APPROVE:</b> Change in Scope – Provide Portable Clinical Care	<p>The Clinics would like to have authorization from the board to update Form 5C Activity: Portable Clinical Care. The C. L. Brumback Primary Care Clinics is respectfully requesting approval to update the Portable Clinical Care Activity description to include infectious disease response in collaboration with the County: <i>Conduct routine outreach activities that include basic medical care, assessments, coordination of care (case management), insurance eligibility assistance and infectious disease (e.g. COVID-19), screening, testing, mitigation and vaccination.</i> The staff recommended the change in scope for approval.</p>	<b>VOTE TAKEN: Mr. Mullen made a motion to approve the Change in scope to Provide Portable Clinical Care. The motion was duly seconded by Mr. Smith. A vote was called, and the motion passed unanimously.</b>

<p><b>8A-3. Staff Recommends a MOTION TO APPROVE:</b> Change in Scope – Administrative Site / Employee Health</p>	<p>Clinic staff requested the authorization to update Form 5B: C. L. Brumback Primary Care Clinics Administrative Site to allow this to be a service delivery site for employee health. The C. L. Brumback Primary Care Clinics submitted a temporary change in scope to request 90-day provisional approval to update the Administrative Site to become a service delivery site on 5/6/2020. We would also like to respectfully request this be a permanent Change In Scope since it is anticipated that employee health will need for the foreseeable future and to update the name to be C. L. Brumback Primary Care Clinics Administrative Site/Employee Health. The Change in scope was presented for approval.</p>	<p><b>VOTE TAKEN: Mr. Smith made a motion to approve the request for Change in Scope allowing the C.L. Brumback Administrative site to be a delivery site for employee health. The motion was duly seconded by Mr. Mullen. A vote was called, and the motion passed unanimously.</b></p>
<p><b>8A-4. Staff Recommends a MOTION TO APPROVE:</b> Change in Scope – Mobile 2 Clinic</p>	<p>Staff requests the board's authorization to permanently add a new site to Form 5B: C. L. Brumback Primary Care Clinics – Mobile 2 Clinic. The C. L. Brumback Primary Care Clinics submitted a temporary change in scope to request 90-day provisional approval to add a second Mobile Clinic to our service sites. On our first day operating this mobile clinic, we were able to see 270 patients. We would also like to respectfully request this be a permanent Change In Scope as we expect to keep this second Mobile Clinic for the foreseeable future.</p>	<p><b>VOTE TAKEN: Ms. Bullard made a motion to approve the Change in Scope. The motion was duly seconded by Mr. Mullen and the motion passed unanimously.</b></p>
<p><b>8A-5 . Receive &amp; File:</b> Summary of Privacy and HIPAA Security Activities</p>	<p>The purpose of this summary is to provide an overview of Privacy Program activities and work plan. The Office of Inspector General (OIG) recommends reporting on a regular basis to the governing body, CEO, and Board with regard to planning, implementing, and monitoring the compliance and privacy programs. Reporting these activities helps to establish methods to improve the District's efficiency and quality of services, and to reduce the District's vulnerability to fraud, waste, and abuse.</p>	<p><b>Receive &amp; File. No further action necessary.</b></p>
<p><b>8A-6. Staff Recommends a MOTION TO APPROVE:</b> Bylaws Updates</p>	<p>Thomas Cleare, AVP of Planning and Community Engagement, informed the board members on the updates to the District Clinic Holding, Inc., specifically the changes outlined in the following section of the Bylaws:</p>	<p><b>VOTE TAKEN: Mr. Smith made a motion to approve the updates to the Bylaws. The motion was duly seconded by Mr. Mullen and the motion passed unanimously.</b></p>



**Section 14 – Amendments**

These By-Laws may be amended or repealed by a vote from the majority of the total membership of the Governing Board. Proposed changes to the By Laws must be submitted to the Board at a regularly scheduled meeting and voted on at the succeeding regularly scheduled meeting. Changes in the By Laws are subject to approval by the Governing Board, Health Care District of Palm Beach County, and the Regional Office of the Department of Health and Human Services.

The following three proposed changes are recommended:

1. Section 8 – Membership Composition

8.6 ~~Non-User~~ Board members must live ~~or work~~ in one of the clinic's service areas.

2. Section 10 – Officers

10.1 Corporation officers shall be elected by the Members at the Annual Meeting in May of each year for a one (1) year term of office. Any officer may be elected to serve consecutive terms in the same office, but may not serve more than two consecutive one-year terms in the same office. If there is a declared state of emergency declared at the local, state, or federal level that impacts the Clinics, the election of officers will be postponed until the meeting following the end of the state of emergency.

3. Section 12 – Meeting

	<p>12.7 <u>If an Executive Order, Florida Statute, or Attorney General opinion permits the ability to meet remotely due to a public emergency, the Board will adjust their meetings accordingly.</u></p> <p>After presenting the proposed changes at this meeting, they will be brought back to the next regularly scheduled meeting where they will receive a final vote for approval.</p> <p>Mr. Smith asked why the language in section 10.1 say that the meeting 'will be postponed' as opposed to 'may be postponed'. Ms. Shahriari explained that depending on the situation variations of 'may', 'shall', or 'will' could work. She suggested the change be <u>'if there is a declared state of emergency declared at the local, state, or federal level that impacts the Clinics, the election of officers may be postponed unless the circumstances make it impossible to meet, if so, then it shall be postponed'</u>. The updates to the bylaws were presented for approval.</p>	
<p><b>8A-7. Staff Recommends a MOTION TO APPROVE:</b> Postponement of Annual Election of Officers.</p>	<p>The Clinic Board Bylaws require the election of officers at the Annual Meeting of the Board each May. This agenda item presents the Board with a recommendation to postpone the election of officers until after the State of Emergency has passed. The postponement will allow the current officers to remain in their role so there is no disruption or leadership change in the middle of the emergency situation. As soon as the emergency has passed, the Board will hold the election of officers.</p> <p>The previous agenda item recommends a change to the Bylaws that will automatically postpone the election of officers during a declared state of emergency for future emergency situations. The election of officers will be postponed until the next clinics board meeting. The Postponement of Annual Election of Officers was presented for approval.</p>	<p><b>VOTE TAKEN: Mr. Mullen made a motion to approve the postponement of Annual election of offers in the event of a state of emergency. The motion was duly seconded by Mr. Smith, and the motion passed unanimously.</b></p>

<p><b>8A-8. Staff Recommends a MOTION TO APPROVE:</b> New Governance Board and Committee Membership Policy and Procedure</p>	<p>The Health Care District approved a new Governance Policy and Procedure that included criteria to align the Committee and Board Memberships with the same criteria as the Health Care District Board Members. The new Policy and Procedures included a new Questionnaire and updated Application.</p> <p>The Health Care District currently has the following subsidiary boards and Committees:</p> <ul style="list-style-type: none"><li>• CL Brumback Primary Care Clinics Board (District Clinic Holdings)</li><li>• Lakeside Health Advisory Board</li><li>• Finance and Audit Committee</li><li>• Quality, Patient Safety and Compliance Committee</li></ul> <p>The Health Care District's enabling legislation identifies a formal process for appointment to the Health Care District Board of Commissioners. With the exception of the Director of the Palm Beach County Health Department, applicants for the District Board must go through a screening process by either the Governor's Office or the Palm Beach County Board of Commissioners.</p> <p>Given the sensitive and unique nature of the business that the Health Care District and CL Brumback Primary Care Clinics undertake, it is necessary to formalize the appointment process for members of the supportive boards and committees.</p> <p>A new application, questionnaire and policy are developed to reflect the same standard required to serve on the Health Care District Board along with recommendations for participants in Federal Health Care Programs to screen applicants through the Office of Inspector General List of Excluded Individuals and Entities. The new screening process applies to all current and future board and committee members. The New Governance Board and</p>	<p><b>VOTE TAKEN: Ms. Jackson-Moore made a motion to approve The New Governance Board and Committee Membership Policy and procedure. The motion was duly seconded by Mr. Mullen and the motion passed unanimously.</b></p>
--	--	--

	Committee Membership Policy and Procedure was presented for approval.	
<b>8A-9. Staff Recommends a MOTION TO APPROVE:</b> Clinic Privacy Taskforce Action Item	Staff recommends that the Clinics Board reverse their previous action to create an employee-led task force to address a privacy concern. The C.L. Brumback Primary Care Clinics Board approved a motion to create an employee-led Patient Privacy task that reports to the Board during February 25,2020 as a follow up to the privacy comment posed during the January 29, 2020 Board meeting. The motion was presented and approved during the February 25, 2020 meeting. A presentation of the Health Care District's Corporate Privacy function was presented at this meeting today. The Privacy function exists to address all privacy concerns and allegations and conduct investigations across all Health Care Districts entities. This department serves as a corporate resource, which supports District Clinic Holdings, Inc. through a long-term contract as part of the ongoing relationship with the Health Care District. This department functions to react independently to privacy concerns across all entities in the organization. Currently this department reports to the CEO and to the Quality, Patient Safety and Compliance Committee. Regarding the previously reported Lantana issue, the Privacy team conducted an unannounced walk through and assessment for improvement opportunities. We noted that the area(s) in registration could be enhanced to include noise-cancelling devices and /or increase the height of the soft walls. Partitions were added in one space and noise-cancelling devices were added in another since we cannot make modifications to this space due to coordinated space considerations with DOH to improve patient privacy. Other, specific issues of concern related to clinic matters will also be brought to this governing body. Staff recommended the board approve.	<b>VOTE TAKEN: Mr. Smith made a motion to approve the Reversal of the previous action taken to develop a separate employee led Privacy Taskforce. The motion was duly seconded by Mr. Mullen and the motion passed unanimously.</b>
<b>8A-10. Staff Recommends a MOTION TO APPROVE:</b>	This agenda item presents the Board with a Sublicense Agreement between District Clinic Holdings, Inc. and Health Care District of Palm Beach County. The	<b>VOTE TAKEN: Mr. Mullen made a motion to approve the Pharmacy Sublicense Agreement. The motion was duly</b>

<p>Pharmacy Sublicense Agreement</p>	<p>Sublicense Agreement allows for District Clinic Holdings, Inc. to charge Health Care District of Palm Beach County for utility fees along with a usage fee inclusive of common area maintenance in regards to the pharmacy space located within the Belle Glade clinic at 39200 Hooker Highway, Belle Glade, FL 33430.</p> <p>Health Care District pharmacy currently utilizes 295 sq. ft. of office space and the revenue to the Clinics is as follows:</p> <p><u>Usage Revenue:</u> \$5,310.00 per year at \$18.00 per sq. ft. which includes Common Area Maintenance charges (CAM); usage fee will increase 3% annually beginning the second year.</p> <p><u>Utility Revenue:</u> Utility fees will be calculated at 0.2% of the annual gross amount paid by District Clinic Holdings, Inc.</p> <p>The Pharmacy sublicense agreement was presented for approval.</p>	<p><b>seconded by Mr. Smith and the motion passed unanimously.</b></p>
<p><b>8A-11. Staff Recommends a MOTION TO APPROVE:</b> Second Amendment to License Agreement</p>	<p>This agenda item presents the Board with the Second Amendment to the License Agreement between District Clinic Holdings, Inc., d/b/a C.L. Brumback Primary Care Clinics, and District Hospital Holdings, Inc. d/b/a Lakeside Medical Center. The two parties DCHI and DHHI entered into a License Agreement on or about April 17, 2019, and Agreed to a First amendment on or about May 9, 2019. The Second amendment applies to Section 4, calling for the extension of the agreement for an additional twelve (12) Months. At the end of this twelve (12) month period, the agreement will renew for one (1) year periods unless terminated earlier in accordance with the term of this agreement. Except for the changes mentioned, all other provisions of the agreement will remain unchanged. The</p>	<p><b>VOTE TAKEN: Mr. Elder made a motion to approve the Second Amendment to the License agreement between DCHI and DHHI. The motion was duly seconded by Mr. Mullen and the motion passed unanimously.</b></p>

	second amendment to the License agreement was presented for approval.	
<b>8B. EXECUTIVE</b>		
<b>8B-1. Receive &amp; File:</b> Executive Director Informational Update	<p>Dr. Belma Andric, VP &amp; Executive Director, provided the following updates:</p> <p><b>Grant Awards</b></p> <p>Since March of 2020 we have received three HRSA grant awards in response to the COVID-19 Pandemic:</p> <ol style="list-style-type: none"> <li>1. H8CCS35088: COVID-19 Response - \$146,708.00</li> <li>2. H8DCS36001: Health Center Coronavirus Aid, Relief, and Economic Security (CARES) Act Funding (CARES) Response - \$2,058,425.00. Extended to community health centers across the country.</li> <li>3. H8ECS37839: FY 2020 Expanding Capacity for Coronavirus Testing - \$794,089.00</li> </ol> <p>These grant funds will definitely play a large part in keeping us operating while patient volumes are lower than usual.</p> <p><b>Telehealth</b></p> <p>Started a Pilot of The Certintell telehealth platform as well as Phreesia paperless registration software over the course of the past several weeks in anticipation of the “new normal” for clinic operations. This will include fewer in-person appointments and more telemedicine appointments while focusing on COVID-19 testing.</p> <p><b>Employee Health</b></p> <p>As mentioned before we have launched the employee health program to help monitor Team-member symptoms, and employee testing for purpose of risk mitigation, avoiding illness spreading at our worksites.</p>	<p><b>Receive &amp; File. No further action necessary.</b></p>
<b>8C. Credentialing and Privileging</b>		

<p><b>8C-1. Staff Recommends a MOTION TO APPROVE:</b> Modification of General Dentistry Clinical Privileges</p>	<p>The agenda item represents the practitioner(s) recommended by the Dental Director for modification of their current General Dentistry privileges to include Collection of Specimens for Pathologic exams (Oropharyngeal/nasopharyngeal). The practitioner(s) listed below meet the qualifications to perform Collection of Specimens for Pathologic exams (Oropharyngeal/nasopharyngeal) documented by the practitioner’s education, training and experience.</p> <table border="1" data-bbox="554 488 1308 971"> <thead> <tr> <th>Last Name</th> <th>First Name</th> <th>Credentials</th> <th>Specialty</th> </tr> </thead> <tbody> <tr> <td>Alonso</td> <td>Zenaida</td> <td>DDS</td> <td>General Dentistry</td> </tr> <tr> <td>Alwehaib</td> <td>Arwa</td> <td>DDS</td> <td>General Dentistry</td> </tr> <tr> <td>Cucuras</td> <td>John</td> <td>DDS</td> <td>General Dentistry</td> </tr> <tr> <td>Kaloglian Silva</td> <td>Michelle</td> <td>DDS</td> <td>General Dentistry</td> </tr> <tr> <td>Oliveira</td> <td>Paulo</td> <td>DDS</td> <td>General Dentistry</td> </tr> <tr> <td>Seminario</td> <td>Ada</td> <td>DDS</td> <td>General Dentistry</td> </tr> </tbody> </table>	Last Name	First Name	Credentials	Specialty	Alonso	Zenaida	DDS	General Dentistry	Alwehaib	Arwa	DDS	General Dentistry	Cucuras	John	DDS	General Dentistry	Kaloglian Silva	Michelle	DDS	General Dentistry	Oliveira	Paulo	DDS	General Dentistry	Seminario	Ada	DDS	General Dentistry	<p><b>VOTE TAKEN: Mr. Smith made a motion to approve the modification of general dentistry clinical privileges as presented. The motion was duly seconded by Mr. Mullen. A vote was called, and the motion passed unanimously.</b></p>
Last Name	First Name	Credentials	Specialty																											
Alonso	Zenaida	DDS	General Dentistry																											
Alwehaib	Arwa	DDS	General Dentistry																											
Cucuras	John	DDS	General Dentistry																											
Kaloglian Silva	Michelle	DDS	General Dentistry																											
Oliveira	Paulo	DDS	General Dentistry																											
Seminario	Ada	DDS	General Dentistry																											
<p><b>8C-2. Staff Recommends a MOTION TO APPROVE</b> Licensed Independent Practitioner Credentialing and Privileging – LIP(s)</p>	<p>The LIP(s) listed below satisfactorily completed the credentialing and privileges process and met the standards set forth within the approved Credentialing and Privileging Policy. The credentialing and privileging process ensures that all health center practitioners meet specific criteria and standards of professional qualifications. This criterion includes, but is not limited to:</p> <ul style="list-style-type: none"> <li>• Current licensure, registration or certification</li> <li>• Relevant education, training and experience</li> <li>• Current clinical competence</li> </ul>	<p><b>VOTE TAKEN: Mr. Mullen made a motion to approve the re-credentialing and renewal privileges of the LIP(s) as presented. The motion was duly seconded by Mr. Smith. A vote was called, and the motion passed unanimously.</b></p>																												

- Health fitness, or ability to perform the requested privileges
- Malpractice history (NPDB query)
- Immunization and PPD status; and
- Life support training (BLS)

Last Name	First Name	Degree	Specialty	Credentialing
Colombo	Salvatore	DMD	Pediatric Dentistry	Initial Credentialing
Silver	Dawn	PhD	Clinical Psychology	Initial Credentialing

Primary source and secondary source verifications were performed for credentialing and privileging elements in accordance with state, federal and HRSA requirements. A Nationally accredited Credentials Verification Organization (CVO) was utilized to verify the elements requiring primary source verification.

The C.L. Brumback Primary Care Clinics utilized internal Credentialing staff and the FQHC Medical Director and Dental Director to support the credentialing and privileging process.

Salvatore Colombo, DMD, is joining the West Palm Beach Clinic specializing in Pediatric Dentistry. He attended Nova Southeastern University and completed his residency at the Eastman Institute for Oral Health, University of Rochester. Dr. Colombo is a certified in Pediatric Dentistry by the American Board of Pediatric Dentistry. He has been in practice for nine years and is fluent in Italian and Spanish.

Dawn Silver, PhD, is joining the Mangonia Park Clinic specializing in Clinical Psychology. She attended



	Pennsylvania State University and completed her postdoctoral residency at Florida Atlantic University. Dr. Silver has been in practice for over ten years.	
<b>8D. OPERATIONS</b>		
<b>8D-1. Staff Recommends a MOTION TO APPROVE:</b> Operations Reports – May 2020	Dr. Hyla Fritsch, Director of Clinical Operations and Pharmacy Services, presented the following report: The COVID-19 dashboard began on 3/16/2020 and is provided through 4/30/2020 for your review. As can be seen in the dashboard, we had tested almost 15,000 patients over the course of 6 weeks. Although the majority of the testing has occurred at the FITTEAM Ballpark in conjunction with the County and State of Florida, we are also supporting testing of EMS and essential workers at our Lantana location. The Call Center Statistics show the number of calls since we began tracking on 3/28/2020 has migrated to the Clinics. As can be seen in the dashboard, there have been almost 100,000 by approximately 40,000 unique numbers. Dr. Fritsch also shared her admiration for the HCD teams that were involved in the COVID-19 operations went above and beyond and were able to adapt and attack any and every challenge presented to them.	<b>VOTE TAKEN: Mr. Mullen made a motion to approve the May Operations Report as presented. The motion was duly seconded by Ms. Bullard. A vote was called, and the motion passed unanimously.</b>
<b>8E. Quality</b>		
<b>8E-1. Staff Recommends a MOTION TO APPROVE</b> Quality Reports	Dr. Ana Ferwerda, Medical Director and Director of Women’s Health Presented the following:  <u>PATIENT SAFETY &amp; ADVERSE EVENTS</u> Patient safety and risk, including adverse events, peer review and chart review are brought to the board “under separate cover” on a quarterly basis.  <u>PATIENT SATISFACTION &amp; GRIEVANCES</u> No updates  <u>QUALITY ASSURANCE &amp; IMPROVEMENT</u>	<b>VOTE TAKEN: Mr. Smith made a motion to approve the Quality Reports as presented. The motion was duly seconded by Mr. Mullen. A vote was called, and the motion passed unanimously.</b>

	<p>UDS 2019 was submitted on 2/14/2020.</p> <p><u>UTILIZATION OF HEALTH CENTER SERVICES</u></p> <p>The Health Center continues to focus on eliminating barriers to care and has instituted POC diabetes testing. We have begun universal screening for social determinants of health in order to improve outcomes.</p> <p>Mr. Smith asked what the difference was between migratory and seasonal workers. Dr. Ferwerda answered that Migratory workers are those who follow the crops so they work all over the country throughout the year. Whereas seasonal workers are local and only work during the season of the crop they harvest. Dr. Fritsch read the HRSA verbiage defining agricultural workers and the subcategories (migratory/seasonal). Dr. Andric stressed that we train frontline workers on these terms to make sure that we are properly serving these communities.</p> <p>Mr. Mullen thanked Dr. Ferwerda and her team for the excellent care provided when he brought someone in. Mr. Smith asked how telehealth is paying for the 40% of patients that do have insurance. Dr. Ferwerda explained that from the data she has seen so far, they are paying at their contracted rate for face-to-face visits. This allowed for a seamless transition into telehealth and billing for it. Mr. Smith stated that he hopes this continues. Dr. Ferwerda agreed and said that this is important especially for patients that are vulnerable to catching COVID-19.</p>	
<p><b>9. CMO, VP and Executive Director of Clinical Services Comments</b></p>	<p>Dr. Andric stated that she really likes the Zoom Format. Mr. Smith asked if there has been any thought to returning to in-person meetings considering social distancing. Ms. Shahriari, General Counsel, explained that right now, in efforts to diffuse density, and the current recording situation, it would be impossible to socially distance.</p>	<p><b>No action necessary.</b></p>

	<p>Ms. Darcy Davis, CEO, stated that none of the things the HCD has done to step up and support the community would have been possible without the leadership of the people on this call (Dr. Andric, Dr. Fritsch, Dr. Ferwerda, et al.). She also spoke on the flexibility of the team and their ability to do the impossible.</p> <p>Ms. Shahriari stated that we would be bringing back all decisions voted on over Zoom when the board is finally able to meet in person in order to ratify everything done during this time.</p>	
<b>10. Board Member Comments</b>	<p>Mr. Smith thanked the team for all that they are doing. Mr. Elder agreed stating that it is incredible the way everyone has stepped up and been at the top of their game during this crisis.</p> <p>Mr. Mullen thanked Dr. Andric for her leadership.</p>	<b>No action necessary.</b>
<b>12. Establishment of Upcoming Meetings</b>	<p><u>June 24, 2020 (Zoom Webinar)</u> 12:45pm Board of Directors</p> <p><u>July 29, 2020 (TBD)</u> 12:45pm Board of Directors</p> <p><u>August 26, 2020 (TBD)</u> 12:45pm Board of Directors</p> <p><u>September 30, 2020 (TBD)</u> 12:45pm Board of Directors</p> <p><u>October 28, 2020 (TBD)</u> 12:45pm Board of Directors</p> <p><u>November 25, 2020 (TBD)</u> 12:45pm Board of Directors</p> <p><u>December 16, 2020 (TBD)</u></p>	<b>No action necessary.</b>

	12:45pm Board of Directors	
<b>13. Motion to Adjourn</b>	There being no further business, the meeting was adjourned at 3:04pm	<b>Ms. Jackson-Moore made a motion to adjourn and seconded by Ms. Mastrangelo. The meeting was adjourned.</b>

Minutes Submitted by:

Signature

*Irene Figueroa*

FB260D91263847C...

DocuSigned by:

6/29/2020

Date