



MINUTES

SOUTHERN NEVADA COMMUNITY HEALTH CENTER QUALITY, CREDENTIALING & RISK MANAGEMENT COMMITTEE MEETING

July 5, 2023 – 1:00 p.m.

Meeting was conducted via Webex Event

MEMBERS PRESENT: Scott Black – Community Member
Jose L. Melendrez – Consumer Member
Erin Breen – Community Member

ABSENT:

ALSO PRESENT: None
(In Audience)

LEGAL COUNSEL: Heather Anderson-Fintak, General Counsel

EXECUTIVE DIRECTOR: Fermin Leguen, MD, MPH, District Health Officer (*absent*)

STAFF: Tawana Bellamy, Andria Cordovez Mulet, David Kahananui, Cassius Lockett,
Talibah Abdul-Wahid

I. **CALL TO ORDER and ROLL CALL**

Chair Breen called the Southern Nevada Community Health Center Quality, Credentialing & Risk Management Committee Meeting to order at 1:02 p.m. Tawana Bellamy, Administrative Secretary, administered the roll call and confirmed a quorum. Ms. Bellamy provided clear and complete instructions for members of the general public to call in to the meeting to provide public comment, including a telephone number and access code.

II. **PLEDGE OF ALLEGIANCE**

III. FIRST PUBLIC COMMENT: A period devoted to comments by the general public about those items appearing on the agenda. Comments will be limited to five (5) minutes per speaker. Please clearly state your name and address and spell your last name for the record. If any member of the Board wishes to extend the length of a presentation, this may be done by the Chair or the Board by majority vote.

Seeing no one, the Chair closed the First Public Comment portion.

IV. **ADOPTION OF THE JULY 5, 2023 MEETING AGENDA** (*for possible action*)

A motion was made by Member Black, seconded by Member Melendrez, and carried unanimously to approve the July 5, 2023 Agenda, as presented.

V. **REPORT / DISCUSSION / ACTION**

1. Approve Quality, Credentialing & Risk Management Committee Meeting Minutes – April 13, 2023; direct staff accordingly or take other action as deemed necessary (*for possible action*)

A motion was made by Member Melendrez, seconded by Member Black, and carried unanimously to approve the April 13, 2023 Meeting Minutes, as presented.

2. Review, Discuss and Accept the Quality and Risk Management Activities Report and Approve Recommendation to the Southern Nevada Community Health Center Governing Board on July 18, 2023; direct staff accordingly or take other action as deemed necessary *(for possible action)*

David Kahananui, FQHC Manager presented the Quality and Risk Management Activities Report. Mr. Kahananui provided the following highlights.

- An overview of Quality Management Plan goal and objectives.
- Five (5) 2023 quality measure focus areas and performance measures from January to May 2023:
 - Controlling High Blood Pressure
 - Poor Controlled Hemoglobin A1c (HbA1c)
 - HIV Screening
 - HIV Linkage to Care
 - Tobacco Use Screening and Cessation Intervention
- Risk Management Plan goals and objectives.
- Quarter Two 2023 Risk Summary (April, May and June):
 - Medical Event(s) (Dr. Bluebird) – Two (2)
 - Patient Complaint(s)/Grievance(s) – Zero (0)
 - Medication Error(s) – Zero (0)
 - Patient Issue(s) – Zero (0)
 - Employee Incident(s) – Zero (0)
 - HIPAA Violation(s) – Zero (0)
- Office Administration Risk Assessment completed on February 23, 2023
 - Identified areas needing improvement:
 - Welcome packets for new patients.
 - Training plan
 - Translation services
 - Many improvements will be fixed with new or updated policies, standard operating procedures, or workflows.
- HIPAA Risk Assessment completed on June 12, 2023 - No findings for Decatur or Fremont.
- Current projects: Azara Implementation, new policies and workflows
- Patient Survey Participation Rates for April and May.

Further to an inquiry from Member Breen regarding A1c, Mr. Kahananui advised that the goal is to get the A1c under 9%. Anything over 9% is not in compliance.

Further to an inquiry from Member Breen regarding tobacco cessation, Mr. Kahananui advised that patients are screened for alcohol and substance use.

The five quality measures mentioned earlier are the ones selected to improve in 2023. Member Breen commented that perhaps a discussion can be had about adding other areas to focus on.

Further to an inquiry from Member Breen about adding the prior service period to the performance measures report to show where it started. Mr. Kahananui advised that he make that recommendation to add the information to the next report.

A motion was made by Member Melendrez, seconded by Member Black, and carried unanimously to Accept the Quality and Risk Management Activities Report and Approve Recommendation to the Southern Nevada Community Health Center Governing Board on July 18, 2023.

3. Review and Discuss the Credentialing and Privileging of Providers and Approve Recommendation to the Southern Nevada Community Health Center Governing Board on July 18, 2023; direct staff accordingly or take other action as deemed necessary *(for possible action)*

Mr. Kahananui presented the credentialing and privileging packet for provider Carol Wingfield, APRN-CNP to the committee for recommendation to the Governing Board for approval.

A motion was made by Member Black, seconded by Chair Breen and carried unanimously to accept the Credentialing and Privileging of Carol Wingfield and Approve Recommendations to the Southern Nevada Community Health Center Governing Board on July 18, 2023.

- VI. SECOND PUBLIC COMMENT:** A period devoted to comments by the general public, if any, and discussion of those comments, about matters relevant to the Board's jurisdiction will be held. Comments will be limited to five (5) minutes per speaker. If any member of the Board wishes to extend the length of a presentation, this may be done by the Chair or the Board by majority vote.

Seeing no one, the Chair closed the Second Public Comment portion.

XIII. ADJOURNMENT

The Chair adjourned the meeting at 1:20 p.m.

Fermin Leguen, MD, MPH
District Health Officer/Executive Secretary/CHC Executive Director

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