

CLACKAMAS COUNTY HEALTH CENTERS DIVISION  
COMMUNITY HEALTH COUNCIL

Meeting Minutes – June 18, 2025

*“Removing barriers for vulnerable individuals and families on their path to improved health, wellness, prosperity, and inclusion.”*

Meeting Attendance

Members Present

Michelle Walch      Brianne Salvati  
Renel Muro          Jacqueline Arn  
Jerome Dalnes      Tara Schoffstall

Members Absent

Brin Daniels  
Rebecca Martin

Staff Present

Ryan Spiker          Steve Roy  
Adam Kearl          Emily Ketola  
Leslie King          Julie Grantz  
Andrew Suchocki   Malia Band

**Guests:** Geraldine Hall

Call to Order		Brianne called the meeting to order at 6:18 p.m. A quorum was established.
Approval of May 21, 2025 Full Council Minutes	Action	<p>The Council reviewed the minutes for the May 21, 2025 meeting. Brianne opened the floor for a motion.</p> <p><b>Motion:</b> Tara motioned to approve the minutes. <b>Second:</b> Renel seconded. No further discussion. <b>Vote: Approved Unanimously.</b></p>
Committee Reporting		<p><b>Finance Committee:</b> Adam shared the year-to-date Revenue and Expenditures report for period ending April 30, 2025. A slight decrease in the overall surplus was realized in the past month of reporting due to some increased costs and decrease in grant funds. In the final FY25 reports, the only area of expense that could see a large change would be capital outlays as a result of ongoing construction work being completed at Lake Road.</p> <p>Adam shared the Special Revenue Addendum as of June 09, 2025. It is anticipated that the gap in the actual versus budgeted totals for Medicaid Wraparound revenue will decrease.</p> <p><b>QI Committee:</b> All routine, nothing to report.</p>
Credentialing Policy	Action	<p>Steve presented the Credentialing of Licensed Independent Practitioners Policy (LIP). This policy is reviewed annually and requires approval from the council.</p> <p>Brianne opened the floor to a motion. <b>Motion:</b> Tara motioned to approve the Policy. <b>Second:</b> Jacqueline seconded. No further discussion. <b>Vote: Approved Unanimously.</b></p>
Council Education		<b>HRSA Site Visit Prep</b> – Steve and Ryan presented the second series of “About the Health Center Program” to Council members. The training focused on what the HRSA Compliance Manual is, how it is organized, and HRSA’s expectations for Health Council responsibilities and composition. A reminder that the upcoming HRSA On-Site Visit is scheduled for September 9 <sup>th</sup> to 11 <sup>th</sup> was given.

Health Centers Budget	<b>Action</b>	<p>Adam presented the Health Centers Budget for FY2026. The Board of County Commissioners has approved the budget as of today and requires Council approval for adoption.</p> <p>Brianne opened the floor to a motion.  <b>Motion:</b> Jacqueline motioned to approve the Budget.  <b>Second:</b> Tara seconded. No further discussion.  <b>Vote: Approved Unanimously.</b></p>
Director Eval		Brianne reminded the Council the Health Center Director evals are due, and an Executive session will be held at 4:30pm prior to the July meeting.
Staff Update		<p><b>Lake Road:</b> Adam mentioned that the Genoa Pharmacy at the Development Services Building will be moving to Lake Road next week, June 25<sup>th</sup>. The site will be closed that day and reopen the following day in their new location.</p> <p><b>Sunnyside:</b> Work with the architect continues on the expansion work.</p>
Public Comment		Jeri mentioned that she has a relationship with a family in her community that she thinks would be a great addition to represent the MSFW population. She will reach out to Juliana to see how we can accommodate their attendance at a future meeting.
Next Meeting and Agenda		<p>Next meeting is <b>July 16, 2025, at 5:00 p.m.</b> in person.</p> <ul style="list-style-type: none"> <li>• Executive Session Results – Director Eval</li> <li>• Primary Care Metrics</li> </ul>
Adjourn		Meeting adjourned at 7:15p.m.

**Upcoming meetings/events:**

Governance Committee, July 16, 2025  
 Finance Committee, July 16, 2025  
 Quality Improvement Committee, August 20, 2025  
 Full Council Meeting, July 16, 2025

**Council packet and handouts include:**

- Agenda
- Governance Committee Meeting Minutes
- Quality Improvement Meeting Minutes
- Zip Code Analysis
- UDS Data and Service Utilization
- Behavioral Health Performance Metrics
- Behavioral Health Patient Satisfaction
- CHC Full Council Meeting Minutes
- Monthly Financials
- Provider Credentialing
- Council Education
- Health Centers Budget

**IN OUR COUNCIL MEETINGS, WE AGREE TO:**

Begin and conclude meetings on time;  
 Be on time and come prepared to participate;  
 Be respectful, including –

- Keeping our cell phones silent;
- Listening without interrupting when someone else is speaking;
- Allowing for all to contribute to the discussion;
- Honoring the Chair;

Stay aligned with the Mission and Strategy of the FQHC;  
 Follow Roberts Rules of Order for parliamentary procedures;  
 Honor confidentiality;  
**Have fun!**