

UWNC/OIHCD Report and Meeting Schedule - 2019 (updated 8.15.19)		
Report (UWNC Owner)	Due	Person Responsible to Deliver to OIHCD
Monthly After-hours Call Summary (Susan White)	15 th	Jen
Quarterly Quality Dashboard (Molly)	September, December, March and June	Mike
Quarterly Financial (Lindsey)	September , December, March and June	Mike/Jen (Senior Leadership and Lindsey present in person September/March) Reports sent 2 weeks in advance of meeting
Annual Report (UW Leadership Team)	September - due two weeks prior to delivery	Jen/Mike
Quarterly Operational Reports (Mark)	September , December, March and June	Mike/Jen with Mark 2 x in person (see below)
Meeting	Date	Attendees
Semi-monthly Operations Group	1st and 3rd Monday's at 10	Superintendent/CM/Chief
Monthly UW/Orcas Rounding Call	2nd Friday 8-9 am	Superintendent, Board Officers, AD, AMD, CM, Chief
Monthly Clinic Staff Meeting	1st Friday at 8 am	Full Clinic Staff/Superintendent/Board President
Semi- Annual Board Meeting Presentations	September and March - 9/17/19	Annual Report in September incl UWNC Leadership: AD, AMD, Fin Director, CM, Chief, ED/MD; March meeting: AD, AMD, Fin Dir, CM, Chief
Monthly EMS Run Review	First Wednesday	CM/Chief/Providers
Communication Committee	As needed	CM/Chief, Superintendent, Board Representatives
Finance Committee	As needed	CM/Chief, Superintendent, Board Representatives
Quality Committee	As needed	CM/Chief, Superintendent, Board Representatives
After-Hours Workgroup	As needed	AD, AMD, Superintendent, Board Representatives

Legend

AD - Assistant Director	Mark Bresncik
AMD - Associate Medical Director	Matt Jaffy
CM - Clinic Manager	Jen Taylor
Chief	Mike Alperin

Contact Information	Home	Cell
Richard Fralick		
Patty Miller		
Art Lange		
Diane Boteler		
Pegi Groundwater	N/A	
Anne Presson		
Mike Alperin		
Jen Taylor	N/A	