

Community Health Center Board Ventura County

CHC Board Minutes for

April 27, 2017

JOHNSON GILL

Ventura County Health Care
Agency Director,
CHC Board Executive Director

MICHELLE LABA, MD

Ventura County Health Care
Agency Medical Director,
Ambulatory Care
Primary Care Services

JOHN POLICH

County of Ventura Assistant
County Counsel

SUSAN WHITE WOOD

Ventura County Health Care
Agency Grants Management
Business Support
CHC Co-Applicant Board Clerk

Meeting Minutes **April 27, 2017**

Ventura County Health Care
Administration Services
Building 2240 E. Gonzales
Road,
Suite #200
Oxnard, California
93036
Admin. Office,
(805) 981-5101

CHC Board Members:

MIKE SEDELL, District 4
Chair of the CHC Board

MARTIN HERNANDEZ, District 3
Vice-Chair of the CHC Board

LISA SAFAEINILI, District 2
Secretary of the CHC Board

BOB DAVIS, District 1

RIGOBERTO VARGAS, District 1

JOE PAUL, District 1

BOB RUST, District 3

JENNIFER SANTOS, District 4

CATHERINE RODRIGUEZ, District 5

CHARLES DIXON, District 5

CELIA WOODS, MD, District 5

1. Call to Order

CHC Board Chair Sedell called the meeting to order at 12:38 pm Thursday, April 27, 2017.

2. Roll Call

Mike Sedell, City Manager (retired), City of Simi Valley - present
Martin Hernandez, City of Santa Paula – absent
Rigoberto Vargas, HCA Public Health Director - present
Lisa Safaeinili, Executive Director, Westminster Free Clinic – present
Celia Woods, MD, HCA Behavioral Health Medical Director – absent
Bob Rust, Software Engineer (Retired), Pleasant Valley School District Board – present
Charles Dixon, Public Works Program Administrator – present
Catherine Rodriguez, Assistant County Executive Officer/CFO – present
Joe Paul, Executive Director ARC Foundation of Ventura County – present
Bob Davis, Provident Bank – present
Terri Yanez, Ventura County Behavior Health – absent
Selfa Saucedo, Ventura County Behavior Health – absent
Anna Chavez, Ventura County Human Services Agency - absent
Jennifer Santos, City of Simi Valley - absent

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Roll call confirmed that a quorum was present.

Health Care Agency Staff Present

Chuck Natcher, Ambulatory Care, Chief Financial Officer
Dr. Renee Higgins, HCA Chief Operations Officer, Specialty Care
Dr. Michelle Laba, HCA Ambulatory Care, Medical Director, Primary Care
Dee Pupa, HCA Patient Accounting Director
Lucy Marrero, HCA Quality Manager
Michele Surber, Health Care for the Homeless Program Director
Chrissy Ortega, HCA Analyst

Public Present

Rena Sepulveda – Turning Point Foundation

3. Public Comments – None

4. Agenda Review - April 27, 2017

Agenda was approved with no changes.

5. Approval of Minutes – March 23, 2017

Board Member Rust made a motion to approve the minutes;
Board Member Rodriguez seconded and the motion carried.

6. Continued Business

- The Homeless Ad Hoc Committee was dissolved
- Recommendation to the Board of Supervisors for Reappointment of Board Members Vargas, Hernandez and Santos for Additional 2 Year Terms (June 2, 2017 – June 1, 2019); Board Member Davis for a 3 Year Term (June 2, 2017 – June 1, 2020); Board Member Rodriguez motioned; Secretary Safaeinili seconded. Motioned carried unanimously.
- Appointment of Nomination Committee for Officers (Chair, Vice Chair and Secretary) per Article VI of the CHC By-Laws; Nominees – Board Members Vargas, Secretary Safaeinili and Board Member Davis were appointed by the Chair.

7. Action Items

- Dr. Michelle Laba presented the Community Health Center FQHC Provider Report - Handout #1; Dr. Laba is on the Pediatric providers listed of the report, therefore, she recused herself and returned after this item was voted; Secretary Safaeinili made a motion to approve the list; Board Member Davis seconded. Motion carried unanimously.
- Dr. Renee Higgins updated CHC the 2016 HRSA Operational Site Response & Corrective Action Plan (CAP) – Handout #2; Item numbers 3, 7, 10, 16, 17, have been completed; Item 2 – Contract will receive approval in May 2017; Item 8 – CHC Approval in May 2017, Items 12 and 13 – Implementation in New Fiscal Year with Item 13 detail analysis ready on June 30, 2017; Board Member Rust approved; Secretary Safaeinili seconded. Motion carried unanimously.

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8. Presentation

Board Member Rust presented CHC the 2017-2020 Draft Strategic Plan – Handout #3; He asked the Board to review and e-mail comments to Michelle Surber, Brittney Abrams and Susan White Wood for discussion at the next CHC Board meeting. No action needed.

All CHC Board Presentations available by contacting the CHC Co-Applicant Board Clerk at chcboardclerk@ventura.org

9. Discussion Items

- Grants Update – Dr. Higgins recommended that Britany Abrams return to the Board to present Patient Centered Medical Home (PCMH) Standards, Process Factor Elements and Categories of Care refresher.
- Quality Ad Hoc Committee – Board member Paul waiting for the Medical Executive Committee for approval. Lucy Marrero will provide a final draft for approval at the May CHC Board Meeting.

10. New Business

- The Board was presented with a sample letterhead. It was decided that it needed to be refined and that County Counsel should determine if the HCA and County seal should be included on the CHC finalized letterhead. (Chair Sedell asked that the CHC Board Clerk return to the board with new draft)
- CHC Board agreed to hold quarterly CHC Board meetings on site Ambulatory Care clinic locations followed by a tour. Dr. Laba and Dr. Higgins will coordinate with clinic staff.

11. Board Comments

Board Member Vargas announced that Public Health Needs Assessment available on the www.vchca.org Public Health section. Susan White Wood can specify on clinical care.

12. Staff Comments – None

13. Adjourned - Meeting adjourned at 1:15 pm.

The next meeting is scheduled for Thursday, May 25, 2017 12:30 pm at Ventura County Public Health Administration Building, 2240 E. Gonzales Rd. Suite 200, Oxnard, California, 93036.

Audio files of the CHC Co-Applicant Board meetings are available by contacting the CHC Co-Applicant Board Clerk at chcboardclerk@ventura.org

Minutes submitted by: Socorro Mauricio on behalf of Susan White Wood, CHC Co-Applicant Board Clerk.