

Community Health Center Board of Ventura County Meeting Minutes for June 22, 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

June 22, 2017

2:00 to 3:00 PM

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

CHC Board Members:

MARTIN HERNANDEZ, District 3
Chair

LISA SAFAEINILI, District 2
Vice Chair

BOB RUST, District 3
Secretary

MIKE SEDELL, District 4
Past Chair

BOB DAVIS, District 1

RIGOBERTO VARGAS, District 1

JOE PAUL, District 1

JENNIFER SANTOS, District 4

CATHERINE RODRIGUEZ, District 5

CHARLES DIXON, District 5

CELIA WOODS, MD, District 5

ANNA CHAVEZ, District 5

SELF SAUCEDO, District 4

TERRI YANEZ, District 2

RENA SEPULVEDA,

1. Call to Order

CHC Board Chair Hernandez called the meeting to order at 12:33 pm Thursday, June 22, 2017.

2. Roll Call

Mike Sedell, City Manager (retired), City of Simi Valley - present
Martin Hernandez, City of Santa Paula – present
Rigoberto Vargas, HCA Public Health Director - present
Lisa Safaeinili, Executive Director, Westminster Free Clinic – present
Celia Woods, MD, HCA Behavioral Health Medical Director – present

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Bob Rust, Software Engineer (Retired), Pleasant Valley School District Board – present
Charles Dixon, Ventura County Public Works Program Administrator – present
Catherine Rodriguez, Assistant Ventura 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 – present
Anna Chavez, Ventura County Human Services Agency - absent
Jennifer Santos, City of Simi Valley – absent
Rena Sepulveda, Turning Point Foundation - present

Roll call confirmed that a quorum was present.

Ventura County Staff Present

Chuck Natcher, HCA Ambulatory Care, Chief Financial Officer
Dr. Renee Higgins, HCA Chief Operations Officer, Specialty Care
Elizabeth Galway, HCA Fiscal Manager
Dee Pupa, HCA Patient Accounting Director
Lucy Marrero, HCA Quality Manager
Michele Surber, HCA Health Care for the Homeless Program Director
Chrissy Ortega, CEO Analyst
Lisa Canale, County Counsel
Cathy Glueckert, HCA Health Care Plan Administrator

3. **Public Comments** – None
4. **Agenda Review** - There were no changes to the agenda.
5. **Swearing In of New, Alternate Board Member Rena Sepulveda**

Action Items

6. **Approval of May 25 and June 12 Meeting Minutes** – Board Member Rust motioned to approve both of the meeting minutes presented. Board Member Vargas seconded the motion and it carried unanimously.
7. **Review and Approval of Revised Annual Reporting Schedule** – Board Member Safaeinili approved motion to change the FQHC Provider Approval reporting frequency to every other month. Board Member Hernandez seconded the motion and it carried unanimously.
8. **Election of CHC Board Officers** – In accordance with the CHC By-Laws - Article VI, Section A, Subsection 2, the Nomination Committee presented the following Board Members for consideration: Martin Hernandez for Chair, Lisa Safaeinili for Vice Chair and Bob Rust for Secretary. Board Member Paul made a motion to approve, Board Member Woods seconded and the motion carried unanimously and confirmed by verbal vote.

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- 9. Quality Assurance and Performance Improvement Plan (QAPI) Standing Committee or Ad Hoc Committee** – Secretary Rust made a motion to approve the status of the QAPI Committee as “Ad Hoc” unless otherwise directed by County Counsel (Lisa Canale will study the matter and render advice). Board Member Sedell seconded the motion and it carried unanimously.

Presentations

- 10. New/Renewal FQHC Licensed Providers** – Dr. Higgins presented the new and renewal licensed providers approved to practice at FQHC’s. Board Member Sedell made a motion to approve all providers presented. Vice Chair Safaeinili seconded the motion and it carried unanimously.
- 11. Quarterly Fiscal Report** – Elizabeth Galway presented the quarterly CHC Fiscal Report. A detailed analysis of the FQHC collection rate was presented. This report is also a part of the HRSA Operational Site Visit (OSV) response due in August. Board Member Davis made a motion to approve the report. Board Member Sedell seconded the motion and it carried unanimously.
- 12. Quarterly Quality Assurance and Performance Improvement Report** – Lucy Marrero presented the quarterly QAPI report showing a template that will be used to track data that satisfies HRSA and all other regulatory requirements. Vice Chair Safaeinili made a motion to receive and file the report. The motion was seconded by Board Member Sedell and it carried unanimously.

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

Discussion Items

- 13. Continued Business** –
- Grants Update – CHC Board Clerk reported on the status of six current grants
 - Alternative locations for future CHC Board meetings – Dr. Renee Higgins suggested that the next meeting be held at the usual location with a tour of nearby Magnolia Clinic. The CHC Board Clerk will develop a schedule of quarterly visits to various FQHCs.
- 14. New Business** – None
- 15. Board Comments** - None
- 16. Staff Comments** – None
- 17. Adjourn** – The meeting adjourned at 1:40 pm

The next meeting is scheduled for Thursday, July 27, 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: Susan White Wood, CHC Board Clerk.