

# Community Health Center Board Ventura County CHC Board Minutes for May 25, 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 May 25, 2017**

Ventura County Health Care  
Administration Services  
Building 2240 E. Gonzales Rd,  
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

**ANNA CHAVEZ**, District 5

**SELFA SAUCEDO**, District 4

**TERRI YANEZ**, District 2

## **1. Call to Order**

CHC Board Chair Sedell called the meeting to order at 12:39 pm Thursday, May 25, 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  
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 – absent  
Bob Davis, Provident Bank – present

# Community Health Center Board Ventura County CHC Board Minutes for May 25, 2017

Terri Yanez, Ventura County Behavior Health – present  
Selfa Saucedo, Ventura County Behavior Health – absent  
Anna Chavez, Ventura County Human Services Agency - absent  
Jennifer Santos, City of Simi Valley - present

Roll call confirmed that a quorum was present.

## **Health Care Agency Staff Present**

Johnson Gill, HCA Director and CHC Board Executive Director  
Chuck Natcher, HCA Ambulatory Care, Chief Financial Officer  
Dr. Renee Higgins, HCA Chief Operations Officer, Specialty Care  
Dr. Michelle Laba, HCA Ambulatory Care, Medical Director, Primary 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, HCA Analyst  
Brittany Abrams, HCA Patient Centered Medical Home Program Manager  
Erik Cho, HCA Population Health Manager

## **Public Present**

Rena Sepulveda – Turning Point Foundation

### **3. Public Comments – None**

### **4. Agenda Review – May 25, 2017**

There were no changes to the agenda.

## **Action Items**

### **5. Approval of April 27, 2017 Meeting Minutes**

Board Member Vargas made a motion to approve the minutes with no changes, Board Member Rust seconded and the motion carried.

### **6. Review and Approval of the CHC Board Letterhead**

Board Member Hernandez made a motion to approve the CHC Board Letterhead, Board Member Rust seconded it and the motion carried.

### **7. Recommendation of the CHC Board to Appoint Rena Sepulveda to the CHC Board as an Alternate Member**

Board Member Safaeinili made a motion to recommend to the Board of Supervisors the appointment of Ms. Rena Sepulveda to the CHC Board as an alternate. Board Member Hernandez seconded the motion carried and it carried.

### **8. CHC Board Officers Nomination Committee Recommendations**

The nomination committee recommends the appointment of the following CHC Board officers:  
Chair – Martin Hernandez; Vice Chair Lisa Safaeinili; Secretary – Bob Rust. Chair Sedell opened

## Community Health Center Board Ventura County CHC Board Minutes for May 25, 2017

the floor to additional nominations and there were none. Board Member Rodriguez motioned to accept the Nomination Committee's recommendations, Board Members Woods seconded it and the motion carried. Voting will occur at the June meeting.

### **9. Review and Approval of Quality Assurance and Performance Improvement Plan (QAPI)**

The final QAPI report was presented for approval. The CHC Board Quality Ad Hoc Committee reported that the report had been approved by Medical Oversight earlier in the month. Board Member Davis made a motion to approve the QAPI, Board Member Safaeinili seconded and the motion carried.

### **10. Review and Approval of FQHC Revised, HRSA Compliant Contracts**

Chair Sedell motioned to approve HRSA compliant contracts with Salvation Army for dental care for homeless adults and Miramar Eye Specialists for ophthalmology for homeless patients. The motion was seconded by Secretary Safaeinili and the motion carried. The CHC Clerk reminded those present that the contracts would go under further review prior to going to the Board of Supervisors for approval and that any significant changes would be brought back before the CHC Board.

### **11. Review and Approval of the CHC 2017-2020 Strategic Plan**

The revised CHC strategic plan was presented. Board Member Hernandez motioned to approve, Board Member Rodriguez seconded and the motion carried.

### **12. Review and Approval of CHC HRSA Compliant By-Laws**

The revised CHC By-Laws were presented. CHC Board members, County Counsel and staff worked with a HRSA consultant in March 2017 to revise the CHC By-Laws. Board Member Vargas asked for a red-lined copy. Chair Sedell commented that the description of alternates and regular board members was quirky. Board Member Rust motioned to approve, Board Member Safaeinili seconded and the motion carried.

### **13. Review and Approval of HRSA Compliant Co-Applicant Agreement**

The revised CHC Co-Applicant Agreement between the County of Ventura and the CHC Board was presented for approval. CHC Board members, County Counsel and staff worked with a HRSA consultant in March 2017 to revise the Co-Applicant Agreement. Board Member Rust motioned to approve the revised Co-Applicant Agreement, Board Member Rodriguez seconded it and the motion carried.

### **14. Presentation – FY 2017-18 FQHC Budget**

Staff members from HCA Ambulatory Care Department partially presented the FY 2017-18 FQHC budget with highlights from the previous year. The presentation and approval was tabled due to a time limitation and lack of a pre-review of the budget materials. It was decided to hold a special meeting in June for CHC Board members to review and approve the FQHC budget.

All CHC Board Presentations available by contacting the CHC Co-Applicant Board Clerk at [chcboardclerk@ventura.org](mailto:chcboardclerk@ventura.org)

# Community Health Center Board Ventura County

## CHC Board Minutes for May 25, 2017

### Discussion Items

**15. Continued Business** – None

**16. Board Comments**

Board Member Rust requested a future agenda item to discuss the formation of Standing Committees versus Ad Hoc Committees. He expressed interest in a standing committee for the QAPI.

**17. Staff Comments** – None

**18. Adjourned** - Meeting adjourned at 2:10 pm

The next meeting is scheduled for Thursday, June 22, 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](mailto:chcboardclerk@ventura.org)

Minutes submitted by: Susan White Wood, CHC Board Clerk.