



# Ventura County Community Health Center (CHC) Board Meeting Agenda

## Meeting Agenda May 27, 2021 12:30 - 2:00 PM

**Theresa Cho, MD**  
Ventura County Ambulatory Care  
Chief Executive Officer/Medical  
Director  
CHC Executive Director

**John Polich**  
County of Ventura Assistant  
County Counsel

**Lizeth Barretto**  
Ventura County  
Ambulatory Care  
CHC Co-Applicant Board Clerk

Ventura County Public Health  
Administration Building  
2240 E. Gonzales Road Suite 230  
Oxnard, California 93036  
Admin. Office, (805) 981-5101

### CHC BOARD MEMBERS:

**SUSAN WHITE WOOD, District 5**  
Chair

**RENEE HIGGINS, MD, District 3**  
Vice Chair

**MANUEL MINJARES, District 3**  
Secretary

**MELISSA LIVINGSTON, District 4**

**RENA SEPULVEDA, District 1**

**ESPY GONZALEZ, District 2**

**RALPH REYES, District 3**

**AMY TOWNER, District 1**

**DAVID TOVAR, District 1**

**ROBERT RUST, District 3**

Persons who require accommodation for any audio, visual or other disability to review an agenda, or to participate in a meeting of the Community Health Center Board per the American Disabilities Act (ADA), may obtain assistance by requesting such accommodation in writing addressed to the Clerk of the Board, 800 So. Victoria, Lower Plaza, Ventura, CA 93009 or telephonically by calling (805) 677-5291. Any such request for accommodation should be made at least 48 hours prior to the scheduled meeting for which assistance is requested.

All agenda reports and supporting data, including those filed in accordance with Government Code Section 54957.5 (b) (1) and (2) are available from the Clerk of the Community Health Center Board, Ventura County Healthcare Agency, 800 South Victoria Avenue, Lower Plaza, Ventura, California 93009.

Welcome to the Meeting of the Community Health Center Board of the County of Ventura. The following information is provided to help you understand, follow, and participate in the Board meeting:

Pursuant to California Government Code Section 54953 (a) et. al., time is set aside for citizen presentations regarding Community Health Center related matters. Those wishing to speak must fill out a speaker card and submit it to the Clerk.

Speaker cards for issues not on the agenda must be submitted to the Clerk prior to the beginning of the public comment period. Speaker cards for Agenda items must be submitted before the item is taken up for consideration. The Clerk may not accept any additional speaker cards once an item commences.

Members of the public making oral presentations to the Board in connection with one or more agenda or non-agenda items at a single meeting are limited to a cumulative total of time not to exceed five (5) minutes for all of their oral presentations at such meeting unless otherwise provided. The entire public comment period is limited to no more than thirty (30) minutes total for all speakers.

**NOTE TIME LIMITATIONS ON DURATION OF SPEAKERS:** The Chair may limit the number or duration of speakers on a matter pursuant to amended Resolution #205 of the Board of Supervisors establishing rules relating to oral presentations by members of the public dated September 18, 2001. If more than six (6) persons wish to speak during the public comment period, or on particular agenda items, the Chair may reduce the time each speaker is allowed to three (3) minutes or any other period of time less than five (5) minutes.

Members of the public who desire to augment their comments with visual or audio presentations using County equipment must submit their materials to the Clerk of the Board and the Chair for review before use of County equipment will be allowed. The review will be conducted to determine only whether the materials are on matters within the jurisdiction of the Board, would be disruptive of the meeting, or would foster illegality. Materials not related to the jurisdiction of the Board will not be allowed.

**REMINDER:** All personal communication devices should be turned off or put in a non-audible mode.

**NOTE:** Agenda items may reference corresponding chapters in the Health Resources and Services Administration's (HRSA) Health Center Compliance Manual. You may access a full copy of the manual at <https://bphc.hrsa.gov/programrequirements/compliancemanual/introduction.html>

### **Opening Items**

1. Roll Call
2. Introduction of CHC Board Members and Others Present
3. Public Comments

### **Action Items:**

4. Approval of Agenda for May 27, 2021
5. Approval of CHC Board Meeting Minutes for March 25, 2021 and April 22, 2021
6. Nominations for CHC Board Officers (Chair, Vice Chair, Secretary, an Treasurer) per Article VI of the CHC By-Laws - **(Chapter 19 –Board Authority/CHC Board By-Laws)**
7. Review and Approval of Submission of Budget for FY 2021 American Rescue Plan Act Funding for Health Centers **(Chapter 19-Board Authority)**
8. Nomination of Monique Nowlin to the CHC Board as a Non-Consumer Member **(Chapter 19-Board Authority/Chapter 20-Board Composition)**
9. Review and Approval of Timeliness of Documentation Policy **(Chapter 19-Board Authority)**

**Presentation:**

10. Ambulatory Care Staffing and Organizational Structure – Dr. Cho

**Discussion Items:**

11. Continued Business

- a. Grants Update
- b. Board Composition and Recruitment

12. Board Comments - Comments by Board members on matters they deem appropriate. A Board member may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. A Board member may also provide a reference to staff or other resources for factual information, or request staff to report back to the Board at a subsequent meeting concerning any matter. The Board may also direct staff to place a matter of business on a future agenda.

13. Staff Comments

**CHC Board presentations and materials are available by contacting the  
CHC Co-Applicant Board Clerk at [chcboardclerk@ventura.org](mailto:chcboardclerk@ventura.org).**

**Next Meeting: Thursday, June 24, 2021 12:30-2:00PM**