

Community Health Center Board of Ventura County Meeting
Minutes for April 22, 2021

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

Meeting Minutes
April 22, 2021
12:30 to 2:00 PM

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

CHC Board Members:

SUSAN WHITE WOOD, District 5
Chair

RENEE HIGGINS, 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

Call to Order

CHC Board Chair White Wood called the meeting to order at 12:32pm.

1. Roll Call

Susan White Wood –**Present via teleconference**
Renee Higgins- **Present via teleconference**
Manuel Minjares –**Present via teleconference**
Melissa Livingston- **Present via teleconference**
Espy Gonzalez- **Present via teleconference**
Rena Sepulveda- **Present via teleconference**
Ralph Reyes- **Present via teleconference**
Amy Towner- **Present via teleconference**
David Tovar –**Present via teleconference**
Robert Rust- **Present via teleconference**
Roll call confirmed that a quorum was present.

2. Ventura County Staff Present

Theresa Cho, HCA Ambulatory Care
Jason Cavender, HCA Fiscal
Dee Pupa, Ventura County Health Care Plan
Christina Woods, Ventura County Health Care Plan
Martin Hahn, HCA Ambulatory Care
Lucy Marrero, HCA Ambulatory Care

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Michelle Meissner, HCA Ambulatory Care
Monique Nowlin, Area Agency on Aging
Vianey Valdez, HCA Ambulatory Care

Public Present – None

3. **Public Comments** – No public comment.
4. **Introduction of Prospective CHC Board Member** – CHC Board Clerk Barretto introduced Monique Nowlin, Deputy Director for Ventura County Area Agency on Aging and explained Ms. Nowlin has applied to join the CHC Board as a Board Member. Ms. Nowlin has been an advocate for older adults and those with disabilities throughout her career with Ventura County. Ms. Nowlin expressed her work and background would be a good value add to the CHC Board.

Action Items

5. **Approve Agenda for April 22, 2021-** Board Chair White Wood, asked to table the approval of March 25, 2021 CHC Board Meeting Minutes because the minutes were not provided ahead of time for review. Board Member Rust motioned to approve the agenda with the previously explained change seconded by Board Secretary Minjares and motion carried.
6. **Approval of March 25, 2021 CHC Board Meeting Minutes-** Tabled for next meeting.
7. **Appointment of Nomination Committee for Officers (Chair, Vice Chair, and Secretary)-** Board Chair White Wood introduced the topic and asked for any volunteers who would like to be on the nomination committee. Board Members Tovar, Towner and Gonzalez volunteered to be part of the committee. Board Chair White Wood explained they would need to meet separately before the next CHC Board meeting to create recommendations for the next members of the executive committee. Board Secretary Minjares motioned to approve the Nomination Committee seconded by Board Chair White Wood and motion carried.
8. **Approve Fiscal Report on Results of Operations FYTD 12/31/21-** Jason Cavender provided a fiscal summary of the second quarter of fiscal year 2020-2021. Mr. Cavender explained that the fiscal year 2020-2021 annualized net patient revenue is on trend to decrease with the decrease in provider visits. Mr. Cavender gave an overview of the Statement of Revenue and Expenses and compared it to the previous year. Dr. Cho explained that there are several financial opportunities that are being considered after the integration that would increase revenue in the future. CHC Board Chair White Wood motioned to approve the Fiscal Report as presented seconded by Board Member Towner and motion carried.

Presentation

9. **UDS Report – Calendar Year 2020-** Lucy Marrero introduced Michelle Meissner, Quality Program Administrator for Ambulatory Care. Ms. Meissner introduced the Universal Data System Report (UDS) and explained that it is an annual report that is completed as part of a HRSA grant requirement. Ms. Meissner gave an overview of demographic data of the population served at the clinics in calendar year 2020 and provided some comparisons to previous years. Ms. Meissner discussed clinical quality measures including preventive care, chronic disease management, health outcomes and disparities. Ms. Meissner explained the current trends and discussed the reasons for the 2020 outcomes, identifying improvements as well as improvement opportunities. One of the major improvements identified is the increase in Telehealth visits. There was a brief

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discussion on the benefits of Telehealth as well as acknowledgement that for certain patients Telehealth is not a viable option. Board Member Tovar motioned to accept the UDS Report seconded by Board Member Reyes and motion carried.

Discussion Items

10. Continued Business

- a. Grants Update – CHC Board Clerk Barretto confirmed that the COVID supplemental funding awarded in 2020 has ended and the last report has been submitted to HRSA. The focus now is on a new award of \$15 million supplemental funding. The budget and activity narrative are due May 31, 2021. CHC Board Clerk Barretto will provide more details on how that funding will be allocated during the May CHC Board meeting. Some possibilities being discussed are budgeting an upgrade to Practice Management System and expanding dental and optometry services.
- b. Board Composition and Recruitment – CHC Board Clerk Barretto explained that the CHC Board currently has ten members, six of which are Consumer Members and four Non-Patient Community Members bringing the CHC Board to sixty percent Consumer Members. CHC Board Clerk Barretto explained the anticipated joining of Mr. Mason and Ms. Nowlin will bring the Board to twelve members with seven Consumer Members and six Non-Consumer Members which will put the CHC Board above the minimum requirements.

11. CEO Update – Dr. Cho announced the appointment of Dr. Allison Blaze as the Chief Medical Officer for Ambulatory Care and gave an overview of Dr. Blaze’s work and past contributions. Dr. Cho explained that hiring is currently underway for ten clinic administrators at the FQHC clinics as well as two Regional Administrative Directors. There are currently six hundred clinical staff positions that have been posted and current clinic staff have been submitting applications. The deadline to apply for those positions is end of business day Monday, April 26, 2021. Negotiations with the Union of American Physicians and Dentists (UAPD) ended on the second week of April. Ambulatory Care now has an agreement with UAPD that involves physicians at the current FQHC clinics. Dr. Cho provided an update on the COVID vaccine efforts at the FQHC clinics. To date the FQHC clinics have administered over twenty thousand COVID vaccines. Clinics will begin reaching out to patients to bring them back into the clinics to provide preventive or routine care to make sure their medical needs are being met.

12. Board Comments – None

13. Staff Comments – None

14. Adjourn – Meeting adjourned at 2:08 pm.

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: Lizeth Barretto, CHC Board Clerk