

Community Health Center Board of Ventura County Meeting  
Minutes for July 23, 2020

**Meeting Minutes**  
**July 23, 2020**  
**12:30 to 2:00 PM**

**CHC Board Members:**

**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 200  
Oxnard, California 93036  
Admin. Office, (805) 981-5101

**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**

**Call to Order**

CHC Board Chair White Wood called the meeting to order at 12:36pm.

**1. Roll Call**

Susan White Wood – Ventura County Behavioral Health - **Present via teleconference**

Renee Higgins- HCA Medical Examiner- **Present via teleconference**

Manuel Minjares – City of Fillmore – **Present via teleconference**

Melissa Livingston- Human Services Agency – **Present via teleconference**

Espy Gonzalez- Human Services Agency- **Present via teleconference**

Rena Sepulveda, Turning Point Foundation – **Present via teleconference**

Ralph Reyes- California Lutheran University- **Absent**

Amy Towner- Health Care Foundation for Ventura County- **Present via teleconference**

**Roll call confirmed that a quorum was present.**

**2. Ventura County Staff Present**

Theresa Cho, HCA Ambulatory Care

Martina Hahn, HCA Ambulatory Care

Elizabeth Galway, HCA Fiscal

**Public Present – David Tovar**

**3. Public Comments – None**

**4. Introduction of Prospective Board Member(s) – Introduction postponed until next meeting.**

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**Action Item**

5. **Agenda Review** – Board Chair White Wood motioned to approve agenda with correction to the date on item 8 from July 27, 2019 to the corrected date of June 27, 2019 and correction to the order of the Board Members on the first page. Motion seconded by Board Secretary Minjares and motion carried unanimously.
6. **Meeting Minutes** – Meeting minutes for May 28, 2020 were reviewed. Board Secretary Minjares motioned to approve minutes with the following corrections: correct typo on the word Boar(d) on item 4, move David Tovar from staff present to public present on item 2, and correcting Tori Franco’s employer on item 2 to the Health Care Foundation of Ventura County. Motion seconded by Board Member Gonzalez and motion carried unanimously.
7. **Nomination of David Tovar to the CHC Board** – Board Chair White Wood motioned to nominate David Tovar to the CHC Board, seconded by Board Member Livingston and motion carried unanimously.
8. **Amend Minutes to June 27, 2019 CHC Board Minutes to Reflect Ralph Reyes’ Nomination to the CHC Board** – CHC Board Clerk reviewed the agenda and minutes for June 27, 2019 to show that Ralph Reyes was on the agenda and scheduled to be nominated to the CHC Board. The CHC Board had voted to nominate Ralph Reyes, but it was not reflected in the minutes. Board Member Livingston motioned to amend minutes to June 27, 2019 CHC Board Minutes to reflect Ralph Reyes’ nomination to the CHC Board, seconded by Board Secretary Minjares and motioned carried unanimously.
9. **Approval to Extend the COVID Emergency PSOA Amendment to All FQHC Clinics** – The initial extension was made through June 30, 2020. The new extension will continue to fully fund the clinics, regardless of productivity goals, through July of 2020, with the option to extend further as needed. Board Vice Chair Higgins motioned to approve the COVID Emergency PSOA amendment for the FQHC clinics, seconded by Board Member Livingston and motioned carried.
10. **Approval to Amend the PSOA for Fillmore Family Medical Group to Remove Midwife Services** – The midwife services contract will be moving under an obstetrics group instead of Fillmore Medical Group. Board Member Minjares expressed concern over the possibility of moving the service out of the Santa Clara Valley area, but Martin Hahn and Dr. Cho explained that the services will continue as is with possible expansion to other areas. Board Member Minjares motioned to approve the amendment to remove midwife services from the Fillmore Medical Group PSOA, seconded by Amy Towner, and motion carried.
11. **Review and Approve CHC Board Activity Schedule for FY 2020-2021** – CHC Board Clerk reviewed the updated activity schedule that includes nine additional items to ensure HRSA compliance. Board Secretary Minjares motioned to approve the CHC Board Activity Schedule for FY 2020-2021, seconded by Board Member Livingston and motion carried.
12. **Review and Ratify Authorization for the Health Care Agency Director or Designee to Sign the Agreement with ECG Management Consultant, LLC to Provide Consulting Services,**

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**Effective July 1, 2020** – ECG was contracted to evaluate the current clinic structure due to the PERB ruling and provide options to determine what operational structure would work best if the County of Ventura took over the direct employment of support staff and clinic operations. Board Member Livingston inquired about a timeline. Dr. Cho explained that the goal is to find a best practice model by August, for implementation to start in September and wrap up engagement by the end of the year. Board Member Gonzalez motioned to approve recommendation to ratify authorization for the Health Care Agency Director or designee to sign the agreement with ECG Management Consultant, seconded by Board Member Sepulveda and motion carried.

13. **Review and Ratify Authorization for the Health Care Agency Director or Designee to Sign Agreement with Emma Mayer to Provide Consulting Services, Effective June 1, 2020 through June 30, 2021** – Emma Mayer, a HRSA consultant, was contracted to ensure HRSA compliance. The scope of her work includes, a review of the PPS reconciliation to develop strategies to minimize pay back, review of revenue cycle processes and develop reports, and conduct a mock survey Operational Site Visit survey to ensure HRSA compliance and address any potential deficiencies. Ms. Mayer is also reviewing, updating, and developing policies and procedures. Ms. Mayer has extensive experience facilitating strategic planning sessions with other FQHC boards and has been asked to facilitate the Ventura County CHC Board strategic planning session. Board Chair White Wood asked for an explanation of the PPS rate. Elizabeth Galway provided a review of the PPS rate setting process. Ms. Galway explained that PPS stands for Perspective Payment System. It's a cost based reimbursement model for Medi-Cal visits in the state of California. Medi-Cal conducts an audit that reviews cost and visits to set a flat rate. The rate increase once per year for inflation. The rate is set until there's a qualifying event that allows for a re-set. These events include implementation of an electronic health record or an addition of a specific type of service. Each year, the agency submits an annual reconciliation. This is a review of visits to ensure that it's a qualifying visit multiplied by the PPS rate. This is compared to the payment received to determine the difference, which is either a balance due or refund. PPS rates average \$200, but there's a variance between clinics. Board Secretary Minjares motioned to approve contract, seconded by Board Vice Chair Higgins and motion carried.
14. **Review and Approve FQHC Provider Credentialing for April and May of 2020** - Dr. Cho reviewed the list of providers completing credentialing/re-credentialing in April and May. The majority are primary care and specialty physicians. Dr. Cho identified a new addition, Dr. Evans at Pediatric Diagnostic Center, who is providing plastic surgery for patients with a cleft palate. Board Member Livingston motioned to approve, seconded by Board Vice Chair Higgins and motion carried.
15. **Quality Plan Annual Report** –Board Chair White Wood motioned to table the annual report until next meeting, seconded by Board Member Sepulveda and motion carried.

### Presentation

16. **340B Pharmacy Program Review** – Jason Arimura, Director of Pharmacy for the Ventura County Medical Center provided a presentation on the 340B program. Mr. Arimura is responsible for the compliance of the 340B program that lowers cost for pharmaceuticals expenses of the Health Care Agency. Program requires manufacturers to sell drugs at a lower rate to eligible

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agencies, which ensures access to drugs for the most vulnerable populations. In the County of Ventura, VCMC, the FQHC clinics, and Ryan White Program qualify for the 340B program. Patients of the hospital, FQHCs and Ryan White Program qualify to receive discounted prescribed drugs or over the counter drugs that are written in a prescription, regardless of payer. HRSA audits to ensure compliance to the program. Previous audits have resulted in significant paybacks, but there is now a stronger infrastructure to ensure compliance. Mr. Arimura explained the significant scrutiny of the program from pharmaceutical companies and reviewed proposed legislation that would negatively impact the program. Total value for the County of Ventura Health Care Agency is approximately \$11.5 million in discounts. About \$1 million for the FQHCs in cost savings. The most savings is in the adult infusion center that equals more than \$10 million in savings.

### **Discussion Items**

#### **17. Continued Business**

- a. Grants Update – CHC Board Clerk
  - i. Supplemental Grants Quarterly Report –The CHC Board Clerk reviewed the three supplemental grants. The first quarterly report was submitted to HRSA for all three grants. The first grant supported two of the testing sites from March through mid-April and funding has been exhausted for this grant. The second grant, CARES, is the largest of the three grants and funds fixed operational costs. HRSA has approved the budget and activity report for both grants. The third grant was the Expanded Capacity for Testing (ECT) grant. HRSA’s approval of the budget and activity report is pending but expected to be approved by next month.
- b. Board Composition and Recruitment – CHC Board Clerk reviewed the CHC Board composition and consumer status. During the mock survey process, Emma Mayer found that three members that were previously identified as consumer members did not have an eligible visit at one of the FQHCs within the last 24 months. The CHC Board was above 50% consumers and have now dropped down to 38% consumers based on this audit. The definition of consumer members was reviewed to clarify the expectation. Board Member Sepulveda and Board Secretary Minjares will be reappointed to a three year term. Board Member Vargas has completed his full term. Board Chair White Wood expressed her gratitude for Mr. Vargas’ commitment and dedication to the CHC Board. He will be presented with a certificate of appreciation for his service.
- c. Strategic Plan – CHC Board Clerk informed the Board that a strategic planning session will be scheduled for August and is currently looking at possible days the ad hoc committee will be available for at least a half day. CHC Board Clerk will send a follow up email to coordinate the best day and time.
- d. CHC Bylaws – CHC Board Clerk provided an update on the bylaws. The HRSA Project Officer was asked for a follow-up on HRSA’s view of the use of alternates during a conference call last month and a follow up inquiry was sent after the call, but there has not been an answer from the Project Officer. Legal counsel had asked for guidance or formal recommendation from HRSA regarding alternates. Emma Mayer has reviewed bylaws,

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agrees with changes and has additional questions and recommendations. Set up a meeting with John Polich to review recommendations and move the process along.

18. **CEO Update** – The sites continue to offer COVID-19 treatment and testing with primary focus at the six urgent care sites. The COVID hotline is receiving 300 to 600 phone calls, and the sites are providing about 200 tests per day, including nasal swabs and self-collecting tests. The clinics continue to offer primary care and specialty visits but have scaled back. The priority is to see patients through telehealth, but in person visits for those that cannot be seen through telehealth and preventive care visits continue.
19. **Board Comments** – Board Chair White Wood praised Rigoberto Vargas for his service to the CHC Board. Board Secretary Minjares expressed his gratitude for the work that is being done with testing in Piru and Ojai.
20. **Staff Comments** – CHC Board Clerk shared that approved CHC Board minutes will now be signed by Board Secretary Minjares to ensure compliance of completed minutes. Agendas and minutes to be uploaded online. CHC Board Clerk will send a link once the agenda and minutes are uploaded.
21. **Adjourn** – The meeting adjourned at 2:09pm.

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: Lizeth Barretto, CHC Board Clerk