

Community Health Center Board of Ventura County Meeting
Minutes for November 19, 2020

Meeting Minutes
November 19, 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

DAVID TOVAR, District 1

Call to Order

CHC Board Chair White Wood called the meeting to order at 12:33pm.

1. Roll Call

Susan White Wood – Ventura County Behavioral Health – **Present via teleconference**
Renee Higgins- Ventura County Medical Examiner’s Office- **Present via teleconference**
Manuel Minjares – City of Fillmore – **Present via teleconference**
Melissa Livingston- Human Services Agency – **Absent**
Espy Gonzalez- Human Services Agency- **Present via teleconference**
Rena Sepulveda, Turning Point Foundation – **Present via teleconference**
Ralph Reyes- California Lutheran University- **Present via teleconference**
Amy Towner- Health Care Foundation for Ventura County- **Present via teleconference**
David Tovar – Ventura County Behavioral Health – **Present via teleconference**
Roll call confirmed that a quorum was present.

2. Ventura County Staff Present

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

Public Present – Will Garand, Vice President of Planning and Managed Care, from
Community Memorial Health System

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3. **Public Comments** – Will Garand, Vice President of Planning and Managed Care from Community Memorial Hospital introduced himself and made a comment regarding the Behavioral Health Integration (BHI) Incentive Program through the California Department of Health Care Services. Mr. Garand stated that he is a founding member of Ventura County Community Health Improvement Collaborative and a founding board member of Community Assisting Communities, which supports partnerships between health departments, hospitals and other stakeholders to advance community health. The objective of the BHI Incentive Program is to incentivize managed care plans, such as Gold Coast Health Plan, to improve physical and mental health outcomes, delivery of care efficiencies and patient experience by supporting teams with expertise in primary care and substance use disorder treatment to deliver whole person, comprehensive care. Both Ventura County and Community Memorial Hospital were awarded funding under the basic BHI Project. Mr. Garand would like to explore opportunities to collaborate. Dr. Cho directed the CHC Board Clerk will connect Mr. Garand with Lucy Marrero, Ambulatory Care Quality Manager, overseeing the County of Ventura BHI Project.

Action Item

4. **Agenda Review and Approval** – CHC Board Clerk requested correction to item 7 to reflect credentialing list for October and not September and October. Board Chair White Wood motioned to approve agenda for November 19, 2020 with the edit on item 7, seconded by Board Member Reyes and motion carried unanimously.
5. **Meeting Minutes** – Board Secretary Minjares motioned to approve minutes for October 22, 2020, seconded by Board Member Gonzalez, and motion carried.
6. **Ratification, and Authorization for the Health Care Agency Director to Execute, Amendments to the Professional Services and Operations Agreements for Fillmore, Las Islas, West Ventura Clinics.** – Martin Hahn reviewed the amendments to the PSOAs for Fillmore, Las Islas, and West Ventura clinics. The Fillmore amendment corrects an error to the base payment, adds a physician assistant, and adds 1.0 FTE of a phlebotomist. The Las Islas amendment included changes and updates to provider types, including new hires and providers leaving the clinic. West Ventura’s amendment adds a midwife. Board Member Tovar motioned to approve the ratification of the amendments, seconded by Board Secretary Minjares and motion carried.
7. **Approve FQHC Provider Credentialing for October of 2020** – Dr. Cho reviewed the list of providers for credentialing. Most providers on the list are primary care providers going through routine reinstatement of privileges. Board Chair White Wood explained that some providers are listed multiple times because they are providing services at multiple locations. Dr. Cho explained that this is more typical for specialists that may provide services at various locations to improve access. Board Chair White Wood explained that the credentialing process and vetting goes through the hospital, which Dr. Cho confirmed. Board Member Gonzalez inquired if credentialing occurs every two years regardless of how many clinics they work at. Dr. Cho confirmed that providers go through an initial credentialing process and then every two years afterwards, regardless of how many clinics they work at. Board Vice Chair Higgins asked if the list would include providers that do not pass credentialing, and how often providers don’t pass the credentialing process. Dr. Cho

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explained that the list only includes providers that have passed credentialing. She also explained that she would bring to the Board any concerns regarding providers that may be in jeopardy of passing credentialing process. Board Chair White Wood motioned to approve credentialing list for October of 2020, seconded by Board Vice Chair Higgins and motion carried.

8. **Review and Approve CHC Board Annual Activity Report** – CHC Board Clerk reviewed the annual activity report for FY 19/20. Board Members interested in updating or adding a picture can email the clerk. The CHC Board Clerk reviewed the highlighted activities, including the snapshot of patient demographics, HRSA Quality Awards, COVID-19 funding and response, the completion of the strategic plan, and the work towards clinic integration. The goal is to have the report presented to the Board of Supervisors on December 15, 2020. Vice Chair Higgins informed the group that the County has a new logo and recommended the logo to be updated on the title page. Board Secretary Minjares motioned to approve the report with the addition of the new logo, seconded by Board Member Reyes, and motion carried

Presentation:

9. **Review and Approve FY 19/20 Fiscal Report** – Jason Cavender explained that the County CAFRE has not been approved and asked for the item to be tabled until the approval of the CAFRE. After a brief discussion regarding supplemental funding allocation, it was decided to table the item for a future meeting.

Discussion Items

10. **Continued Business**
 - a. Grants Update
 - i. CHC Board Clerk provided information on a HRSA grant to improve our compliance of controlled hypertension. Eligibility requirements are being reviewed to make a decision on whether or not to apply. The application is due before the next CHC Board meeting. If applying, the CHC Board Clerk will bring to the CHC Board for ratification at the December meeting.
 - ii. Board Composition and Recruitment – CHC Board Clerk provided a brief update on the status on Dr. Krishnan's application to join the CHC Board.
11. **CHC Board Chair Report** – Board Chair White Wood reported to the CHC Board that the Executive Committee met with Mr. Foley, Director of the Health Care Agency, to present the evaluation to the CHC Executive Director/CEO. Based on feedback after the evaluation process, there was a recommendation made to include the HRSA requirements in the CHC Board agenda. Board Chair White Wood also gave an update on the CHC Board Boot Camp provided by the consultant, Emma Mayer. Board Chair White Wood expressed that the CHC Board Boot Camp will encourage members to improve participation and engagement. Board Member Reyes commented that the boot camp provided a good perspective on duties as a member. He inquired about documentation of attendance to the boot camp. CHC Board Clerk confirmed that there was a sign in sheet that captured attendees. Board Member Sepulveda commented that the boot camp was informative and gave her the confidence to ask better questions and improve compliance. Board Chair White Wood

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also reminded the CHC Board that the new by-laws will add a Treasurer position. The CHC Board By-Laws will go to the Board of Supervisors for final approval on December 15, 2020.

12. **CEO Update** – Dr. Cho thanked Board Chair White Wood and Board Vice Chair Higgins for providing the evaluation and feedback. She expressed that she’s looking forward to the opportunity to go over the strategic plan and HRSA requirements at the CHC Board meetings. The CHC Board Clerk will provide a sample revised agenda. Dr. Cho provided an update on the clinic integration process and a planned presentation to the Board of Supervisors and CHC Board next month. Dr. Cho also provided a brief update on engagement with the unions.
13. **Board Comments** – Board Member Tovar expressed gratitude for boot camp and felt it was very enlightening and thanked Emma for providing the information.
14. **Staff Comments** – CHC Board Clerk commented that the 2021 meeting schedule will be presented to the Board at the next meeting and moving forward, documents for the meetings will be included in the meeting invite.
15. **Adjourn** – Meeting adjourned at 1:24pm.

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

Manuel Minjares, CHC Board Secretary