

Community Health Center Board of Ventura County Meeting
Minutes for December 19, 2019

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
December 19, 2019
12:30 to 2:00 PM

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

CHC Board Members:

MELISSA LIVINGSTON, District 4
Chair

RENEE HIGGINS, District 3
Vice Chair

MANUEL MINJARES, District 3
Secretary

RIGOBERTO VARGAS, District 1

RENA SEPULVEDA, District 1

ESPY GONZALEZ, District 2

TABIN COSIO, District 5

MICHELE SURBER, District 4

RALPH REYES, District 3

AMY TOWNER, District 1

SUSAN WHITE WOOD, District 5

1. Call to Order

CHC Board Chair Melissa Livingston called the meeting to order at 12:38pm Thursday, December 19, 2019.

2. Roll Call

Melissa Livingston- Human Services Agency – **present**

Renee Higgins- HCA Medical Examiner-**present**

Manuel Minjares – City of Fillmore – **present**

Rigoberto Vargas- HCA Public Health Director – **present**

Espy Gonzalez- Human Services Agency- **present**

Rena Sepulveda, Turning Point Foundation – **present**

Tabin Cosio – Ventura County CEO's Office, HR – **absent**

Michele Surber-Telecare Corp. – **absent**

Ralph Reyes- Interface Children and Family Services- **absent**

Amy Towner- CEO Health Care Foundation for Ventura County-**present**

Susan White Wood – Ventura County Behavioral Health - **present**

Roll call confirmed that a quorum was present.

Ventura County Staff Present

Dee Pupa, Ventura County Health Care Plan Director

Elizabeth Galway, HCA Ambulatory Care

Martin Hahn, HCA Ambulatory Care

Jason Cavender, HCA Ambulatory Care

Community Health Center Board of Ventura County Meeting Minutes for December 19, 2019

Christina Turner, Ventura County Health Care Plan

Public Present - None

3. **Public Comments** – None

Action Item

4. **Agenda Review** – CHC Board Clerk recommended Item 6, Quality Report to be tabled until January's meeting. Board Member White Wood recommended removal of item 8b. Moorpark Family Medical Clinic – Addition of Contracted Services with California State University, Channel Islands. Board Member White Wood explained that the services through California State University, Channel Islands were not related to the FQHC services. Board Secretary motioned to approve the agenda with recommended changes, seconded by Board Member Towner and motioned carried unanimously.
5. **Meeting Minutes** – Meeting minutes for November 21, 2019 were reviewed. Board Secretary Minjares motioned to approve minutes, seconded by Board Member Sepulveda and motioned carried unanimously.
6. **Quality Performance Report** – Tabled
7. **Approve and Ratify December 17, 2019 Board of Supervisor Item**

Dr. Cho reviewed the new Professional Services and Operations Agreement (PSOA) between the County of Ventura and Fillmore Family Medical and Medical Group of Santa Paula. Fillmore Medical Group clinic, Santa Paula Hospital, and Santa Paula West are the last of the FQHC clinics that have the new agreement with a productivity component in its payment model. The PSOAs are effective January 1, 2020 through the end of the fiscal year, June 30, 2020. Board Chair Higgins motioned to approve and ratify, seconded by Board Member White Wood and motioned carried.
8. **Recommendation was made to approve amendments to the following two PSOAs:**
 - a. Magnolia Family Medical Center's current PSOA and payment model was based on provider staffing level projections from the previous year. Due to provider turn-over and recruitment challenges, the site is unable to meet the projected volume. An amendment to adjust the provider FTE and projected visits would provide a more accurate payment and would alleviate the site from submitting a mitigation plan each month.
 - b. Las Islas Family Medical Group PSOA to add Optometry services and projected visits for the service.

Board Member Vargas motioned to approve amendments to both PSOAs, seconded by Board Member Towner and motioned carried unanimously.
9. **FY 2019/2020 First Quarter Financial Report** – First quarter financial report presented by Jason Cavender and Elizabeth Galway. Board Member White Wood motioned to approve the financial report, seconded by Board Member Sepulveda.

Community Health Center Board of Ventura County Meeting
Minutes for December 19, 2019

10. **Review and Approve Changes to Bylaws** – The ad hoc committee and CHC Board Clerk reviewed the recommended changes to bylaws. The major recommended change is to remove the use of alternate board members. Per previous HRSA Operational Site Visit (OSV) surveyors, the use of alternates is not recognized by HRSA. The CHC Board Clerk previously shared the recommended changes to county counsel. CHC Board Clerk informed the CHC Board that County Counsel does not recommend to change the language around the use of alternates because alternates help reach a quorum and there is no formal finding or recommendation from HRSA to remove alternates. Staff confirmed that there have been no findings or formal recommendations on the use of alternate board members by HRSA. After a brief discussion, Board Chair Livingston asked the CHC Board Clerk to reach out to HRSA for a formal recommendation. Manuel Minjares motioned to table the item until a formal recommendation from HRSA is provided and once again reviewed by County Counsel, seconded by Board Member Vargas and motioned carried.

Presentation - None

Discussion Items

11. **Continued Business:**

- a. **Update on Sliding Fee Discount Program** – Dee Pupa reviewed previous fee schedule and proposed changes to the Sliding Fee Discount Program fee schedule. The new, proposed program aligns with the HRSA requirements and provides a more simplified fee schedule grid. The new fee schedule will include many of the ancillary services in the nominal fee, which is both beneficial for the patient and easier to manage administratively. Ms.Pupa continues to work with HCA leadership to finalize details for Board of Supervisor approval.
- b. **Review Board Composition:** CHC Board Clerk reviewed a table with current CHC Board membership information that includes contact information, tenure, term expiration, member category, and district. Discussed recruitment strategy and decision was made to recruit 3 additional members. CHC Board Members will continue to forward potential candidates to CHC Board Clerk.

12. **Grants Update** – CHC Board Clerk provided information on a request from HRSA to provide a supplemental report on substance use disorder and mental health services due January 10, 2020. Several staff attended the 2019 UDS training session in December to prepare for the UDS submission due February 15, 2020.

13. **Board Comments** – Chair Livingston thanked staff for the good work being done to support the system and is looking forward to 2020. Reminder that the next meeting will be held at VCMC in the Large Auditorium (in the cafeteria).

14. **Staff Comments** – None

15. **Adjourn** – The meeting adjourned at 1:46 pm.

Audio files of the CHC Co-Applicant Board meetings are available by contacting the CHC Co-Applicant Board Clerk at chcboardclerk@ventura.org

Community Health Center Board of Ventura County Meeting
Minutes for December 19, 2019

Minutes submitted by: Lizeth Barretto, CHC Board Clerk