

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

Meeting Minutes
April 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

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

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 12:43pm.

2. Roll Call

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

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

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

Rigoberto Vargas- HCA Public – **Absent**

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

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

Ralph Reyes- Interface Children and Family Services- **Present via teleconference**

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

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

Roll call confirmed that a quorum was present.

Ventura County Staff Present

Christina Turner, Ventura County Health Care Plan

Elizabeth Galway, HCA Ambulatory Care

Martin Hahn, HCA Ambulatory Care

Lucy Marrero, HCA Ambulatory Care

Shasta Gereau, HCA Ambulatory Care

Sean Kostecki, HCA Ambulatory Care - Intern

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Public Present - None

3. **Public Comments – None**

Action Item

4. **Agenda Review –** Board Member Reyes motioned to approve agenda, seconded by Board Secretary Minjares and motion carried unanimously.
5. **Meeting Minutes –** Meeting minutes for March 26, 2020 were reviewed. Board Secretary Minjares motioned to approve minutes, seconded by Board Member White Wood and motion carried unanimously.
6. **Special Meeting Minutes –** Special meeting minutes for April 2, 2020 were reviewed. Board Member White Wood motioned to approve minutes, seconded by Board Member Reyes and motion carried.
7. **Appointment of Nomination Committee for Officers (Chair, Vice Chair and Secretary) per Article VI of the CHC By-Laws –** Chair Livingston recommended that the Executive Board Members meet to discuss nomination for the Chair, Vice Chair and Secretary and present nominees at the next CHC Board meeting. Board Members may also nominate other Board Members at the next meeting. Board Member White Wood motioned to approve the current Chair, Vice Chair, and Secretary to form the Nomination Committee for Officers, seconded by Board Secretary Minjares and motion carried.
8. **Appointment of Ad Hoc Committee for Strategic Plan 2021-2024 –** Chair Livingston asked for volunteers to participate in the Strategic Planning Committee. Board Members White Wood and Sepulveda, Board Chair Livingston, Board Vice Chair Higgins, and Board Secretary Minjares agreed to participate. Board Chair Livingston recommended Board Member Vargas or a representative to participate as well. Board Member White Wood motioned to approve the appointment of Board Members White Wood and Sepulveda, Board Chair Livingston, Board Vice Chair Higgins, Board Secretary Minjares and a representative from Ventura County Public Health to the ad hoc committee, seconded by Board Member Gonzalez and motion carried.
9. **Approval to Accept One-Time Health Resources and Services Agency (HRSA) FY 2020 Coronavirus Supplemental Funding for Health Centers in the Amount of \$119,843.00 –** CHC Board Clerk reviewed allowable costs for funding stream. Funding is anticipated to be budgeted to support two of the higher volume drive-ups, Sierra Vista Family Medical Clinic and Las Islas Family Medical Group South. Board Member White Wood motioned to accept the FY 2020 Coronavirus Supplemental Funding for Health Centers in the amount of \$119,843, seconded by Board Secretary Minjares and motion carried.
10. **Approval to Accept Health Resources and Services Agency Health Center Coronavirus Aid, Relief, and Economic Security (CARES) Act Funding in the amount of \$2,273,585.00 –** CHC Board Clerk explained the funding stream and allowable costs. The budget for the funding has not been finalized, but it will be completed and submitted by the due date of May 8, 2020. Staff is recommending funding to be budgeted towards maintaining services and supporting

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operations. Board Member White Wood motioned to approve the funding with a stipulation that staff will explore funding to support the Backpack Medicine Program, seconded by Board Vice Chair Higgins and motion carried.

11. **Review and Ratify Amendment to Clinic Professional Services and Operations Agreements Based on Response to COVID-19 Pandemic** - Dr. Cho reviewed the recommended amendment to support the sites in sustaining staff and clinic services. Board Secretary Minjares motioned to approve the amendments to the Professional Services and Operations Agreements, seconded by Board Member White Wood and motion carried.
12. **Review and Approve FQHC Provider Credentialing for January - March of 2020** -Dr. Cho reviewed list of providers for January through March of 2020. Board Vice Chair Higgins motioned to approve, seconded by Board Member Reyes and motion carried.
13. **Review and Approve Quarter Two Quality Metrics** – Lucy Marrero reviewed quality metrics pending from previous quality report. Board Member Gonzalez motioned to approve report, seconded by Board Member White Wood and motion carried.

Presentation

14. **Uniform Data System Presentation** – Lucy Marrero presented a snapshot of the 2019 Uniform Data System report with a comparison to 2018 outcomes. Shasta Gereau provided a brief update on the Diabetes Action Plan.

Discussion

15. **COVID-19 Operations and Response** – Dr. Cho provided a summary of continued efforts. The sites continue to provide services through telehealth with some face to face visits. Testing continues at the drive-up sites with the majority of the volume concentrated at the Simi Valley and Oxnard locations.
16. **Board Comments** - Board Vice Chair Higgins provided feedback on CHC Board recruitment efforts. She suggested to add a standing update and a matrix at each future meeting.
17. **Staff Comments** – None
18. **Adjourn** – The meeting adjourned at 2:00pm.

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