

**REGULAR MEETING OF
THE RIVERSIDE COUNTY
COMMUNITY HEALTH CENTERS BOARD (CHCB)**
October 10, 2018 at 11:30 AM
Corona Community Health Center
2813 S. Main St. Corona, CA 92882

PUBLIC INPUT AT THE COMMUNITY HEALTH CENTERS BOARD MEETINGS

The meeting of the Community Health Center Board is open to the public. Any member of the public may address this meeting of the Community Health Center Board on any items appearing on the Agenda by raising their hand to be recognized by the Chair, or Acting Committee Chairperson, either before the item about which the member desires to speak is called, or at any time during consideration of the item. A three-minute limitation shall apply to each member of the public, unless such time is extended by the Chair. No member of the public shall be permitted to "share" his/her three minutes with any other member of the public.

Meeting Minutes

Mission ~ to provide and/or support the delivery of comprehensive, culturally competent, quality primary health care services to the low-income and the underserved population.

I. **Call to Order** at 11:40 am (B. Corindia, Chair)

II. **Board Introductions & Comments**

Board Members Present: B. Corindia, G. White, T. Geiger, S. Otta, A. Garcia, C. Bromley, J. Zamora, J. Cruikshank, J. Slayton, V. Redding, C. Briseno

Staff Present: J. Robbins, N. Jimenez, G. Leung,

Counsel: M. Knutson

Board Members Absent: C. Randle

Guests: D. Fleming, C. Kelliher, G. Rodriguez, M. Wilcox, P. Romero

III. **Chairman Report** (B. Corindia, Chair)

During the Executive Committee Meeting earlier a discussion resulted in a request to J. Slayton that she resign from the CHCB. Information has come to the Chairman that Ms. Slayton contacted CHCB members before the last regular meeting and encouraged them not to attend, with the purpose of preventing a quorum for the meeting. Ms. Slayton has also stated to others that she has or intends to call the federal agency charged with operation of the Federally Qualified Health Center program, the Health Resources Services Administration (HRSA), to discuss a difference of opinion between Ms. Slayton and the CHCB CEO, Ms. Robbins.

Mr. Corindia asked for advice on how the Board could consider this matter since it was not included on the published agenda. Counsel described the requirements of Government Code Section 54954.2(b) and the required findings before such consideration could occur.

Motion to add item to agenda pursuant to Government Code 54954.2(b): A. Garcia, 2nd: G. White. All members in favor, No nays, No abstentions. The CHCB finds that there is a need to take immediate action and also finds that the need to take immediate action came to the attention of the CHCB subsequent to the agenda being posted.

Discussion was conducted in regard to the agenda item and concerns about the member's recent behavior. Ms. Slayton responded to the discussion and presented her views about her actions.

Motion to recommend to the Board of Supervisors J. Slayton's removal from the CHCB: G. White, 2nd: A. Garcia. Six yeas (G. White, A. Garcia, S. Otta, J. Zamora, C. Bromley, J. Cruikshank), zero nays, three abstentions (C. Briseno, V. Redding, T. Geiger).

IV. **Adoption and Approval of Minutes**

The regular meeting of the Community Health Center Board- September 2018 meeting minutes were reviewed. **Motion to approve: S. Otta, 2nd: C. Bromley, all in favor**

V. **Chief Executive Officer Report** (J. Robbins, Chief Executive Officer)

J. Robbins orally reported to the board and answered questions about her written report which was distributed previously. She informed the board that the Change in Scope for Psychiatry was submitted

on October 9th and is presently being considered by HRSA CEO report attached to these minutes for reference (page 3).

VI. **Comments from the Public** (*B. Corindia, Chair*)

None.

VII. **Board Committee Reports** (*Committee Chairs*)

1. **Executive Committee** (*B. Corindia*)

B. Corindia reported to the board that the committee finalized training plans for the upcoming board meeting/training in November. Training will include the role of a board member. A yearly training schedule is being developed and will be presented at the upcoming meeting. Additionally a Board manual is being created for both current and future members.

2. **Finance Committee** (*G. White*)

G. White reported to the board that the financials did not have the requested balance sheet, possibly due to the change from a general fund to an enterprise fund. J. Zamora has offered to help with the Health Center financials because of the departure of the Health Center's CFO, Mr. Walsh. G. White requested audited financial statements for the last fiscal year for each clinic site. J. Zamora will look into the status of these. Patient visit counts for each site were reviewed and discussed.

3. **Bylaws Committee** (*A. Garcia*)

A. Garcia reported to the board that the committee met today to begin reviewing recommended bylaws changes. The committee will be scheduling follow-up meeting prior to the November board meeting to complete the review. The committee's goal is to have the changes approved by this board, the Board of Supervisors and in place by January 2019.

4. **Medical Services Report** (*G. Leung, Medical Director*)

Dr. Leung reported to the board the request of additional privileges for providers already employed by the Health Center (pages 22-23)

Motion to approve additional privileges: A. Garcia, 2nd: G. White. All in favor.

VIII. **Corona Site Tour**

IX. **Round Table**

None.

X. **Adjournment** at 1:02pm (*B. Corindia, Chair*)

NEXT MEETING:

*Wednesday, November 14, 2018
RUHS Medical Center Education Building
Magnolia Room A & B
26520 Cactus Avenue, Moreno Valley, CA 92555*

Respectfully submitted by

Co-signed by

Noemi Jimenez, Recording Secretary

Jen Cruikshank, Board Secretary

Board of Directors CEO report

October 10, 2018

This month we have had several key areas of function of focus. They are the improvement of patient access through the implementation of the Trifecta Teams, Operationalizing new facilities and new services and building the infrastructure of the CHC to manage our growing department adequately. In addition, we are continuously working to maintain our relationship with the Bureau of Primary Care.

The Trifecta teams and Operations

The roles and responsibilities of the trifecta teams are solidifying. There is a half day training scheduled for the teams at the end of this month.

Credentialing, privileging and onboarding of providers are now done in CHC Administration.

The Operationalizing of new sites and services

Moreno Valley Community Health Center

Since the site opened its doors in August, it is now fully operational, and we continue to ramp up the patient visits. We are waiting to receive billing and pharmacy numbers.

Jurupa Valley Community Health Center

The installation of the main electrical supply is causing a slight delay in receiving the required occupancy certificate, and we estimate to receive it by mid-December. The operational date of late spring will remain unaffected. We still will need to add the equipment and work with the teams for function in the new space.

Palm Springs Community Health Center

The lease for the new site is not finalized. However, we are beginning the conceptual planning phase.

Building the infrastructure for the CHCs

The CHC's are continuing to grow and offer more services. I am working with HR to analyze our current organizational chart and will make recommendations for any changes we will need to support the health center sites.

Currently, we have some of the administrative and support functions within the CHC administration, and for some of the other functions, we collaborate with the medical center. In the coming months, we will review and assess the best way to achieve the desired results.

Maintaining the relationship with the Bureau of Primary Care

The Notice of Award for our SUD-supplemental funding was received; we applied for \$250, 000 and were awarded \$275,000. This supplemental money will enable our efforts to address the Opioid Crisis.

The change of scope for Substance Abuse has been submitted, and we are waiting for it to be processed.

**Community Health Center Board
Executive Committee Meeting
October 10, 2018
9:30 a.m. – 10:15 a.m.**

	Agenda Item	Discussion/ Recommendations	Presenter
I.	Call to Order	The meeting was called to order at 9:51 am by B. Corindia.	B. Corindia
II.	Roll Call	Members present: B. Corindia, G. White, C. Bromley, T. Geiger, J. Cruikshank, A. Garcia, J. Slayton, V. Redding Staff: J. Robbins, N. Jimenez, M. Wilcox	
V.	Comments from the Public	None.	
III.	Review of Meeting Minutes	Meeting minutes from September were reviewed; Motion to approve: A. Garcia; 2nd G.White; all in favor.	B. Corindia
IV.	Finalize Retreat Plans	The retreat is scheduled for November 14 th as part of the regularly scheduled Board Meeting; there will be no committee reports.	B. Corindia
VI.	New Board member Assignments	Will be discussed after the Board of Supervisors approves the three new board members.	
VII.	Yearly training manual schedule	J. Robbins informed the committee that it is not final yet, but will be presented at the Board retreat.	
VIII.	Executive Committee Members	Not discussed.	
IX.	New Board Meeting Location	Board meetings are scheduled to be back at RUHS-Magnolia Room.	
X.	Requested items for November Agenda	A. Garcia reminded the committee that the nominating committee is coming up in November. G. White will be having the first meeting before the next board meeting.	
XI.	Open Discussion	None.	
XII.	Meeting Adjourned at 9:57 am		

**Community Health Center Board
Finance Committee Meeting
October 10, 2018
9:00 a.m. – 9:30 a.m.**

	Agenda Item	Discussion/ Recommendations	Presenter												
I.	Call to Order	The meeting was called to order at 9:10 am by G. White.	G. White												
II.	Roll Call	Members: G. White, B. Corindia, J. Slayton, A. Garcia. C. Bromley Staff: J. Robbins, N. Jimenez Guest: M. Wilcox													
III.	Review of Meeting Minutes	Meeting minutes from September were reviewed; Motion to approve: A. Garcia; 2nd C. Bromley; all in favor.	G. White												
IV.	Comments from the public	None.													
V.	Monthly Financial Summary Review	<p>August financials were reviewed and discussed, G. White noted the printing error on the August Income Statement total expenses for August as follows:</p> <table border="1" data-bbox="592 940 1208 1125"> <thead> <tr> <th colspan="3">FY 18/19</th> </tr> <tr> <th colspan="3">August</th> </tr> <tr> <th>Actual</th> <th>Budget</th> <th>Variance</th> </tr> </thead> <tbody> <tr> <td>4,568,355</td> <td>5,957,796</td> <td>1,389,442</td> </tr> </tbody> </table> <p>Patient visits are increasing and are higher than FY 2017. J. Robbins shared that the CHC finance department will integrate with Behavioral Health and that Corona is currently in the PPS rate setting year.</p>	FY 18/19			August			Actual	Budget	Variance	4,568,355	5,957,796	1,389,442	G. White
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Actual	Budget	Variance													
4,568,355	5,957,796	1,389,442													
VI.	Balance Sheets for Enterprise Fund	Not available, not discussed.													
VII.	Status of 06/30/18 end financial statements	Not discussed.													
VIII.	Revenue Cycle Updates	Not discussed.													
IX.	Requested Items for November Agenda	A.Garcia requested a Financial Workshop, G. White to add as part of Board Training.													
X.	Open Discussion	None.													
XI.	Meeting Adjourned at 9:28 am.														