

**REGULAR MEETING OF  
THE RIVERSIDE COUNTY  
COMMUNITY HEALTH CENTER BOARD (CHCB)**

December 12, 2018 at 11:30 AM

RUHS Medical Center Education Building Magnolia Room A & B  
26520 Cactus Avenue, Moreno Valley, CA 92555

***PUBLIC INPUT AT THE COMMUNITY HEALTH CENTER 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 11:30 am (*B. Corindia, Chair*)
- II. **Board Introductions & Comments**  
*Board Members Present: B. Corindia, G. White, T. Geiger, S. Otta, A. Garcia, C. Bromley, J. Cruikshank, , V. Redding, P. Romero, F. Drewette, C. Kelliher, D. Fleming, J. Zamora*  
*Staff Present: J. Robbins, N. Jimenez, G. Leung,*  
*Counsel: M. Knutson*  
*Board Members Absent: C. Randle, C. Briseno*
- III. **Chairman Report** (*B. Corindia, Chair*)  
B. Corindia requested members to review the revised board roster to ensure all contact information is up to date.
- IV. **Adoption and Approval of Minutes**  
The regular meeting of the Community Health Center Board - November 2018 meeting minutes were reviewed. **Motion to approve: V. Redding, 2<sup>nd</sup>: A. Garcia, all in favor.**
- V. **Chief Executive Officer Report** (*J. Robbins, Chief Executive Officer*)  
J. Robbins orally reported to the board and answered questions in regards to her written report, which was distributed previously. 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. **Finance Committee** (*G. White*)  
G. White reported to the board that there is an increase in expenses of supplies/facilities due to the new sites. Corona is currently in the rate setting period and Moreno Valley will be in July of 2019. The committee has requested a balance sheet and a cost analysis by site from staff.
  2. **Quality Committee** (*T. Geiger*)  
T. Geiger reported to the board about clinical outcomes (Uniform Data Set), grievances, and patient satisfaction data for all sites.
  3. **Bylaws Committee** (*A. Garcia*)  
A. Garcia presented the proposed bylaw changes for approval. The changes were reviewed and no additional changes were requested or made. **Motion to approve the proposed revision of the CHCB Bylaws as recommended by the Committee: S. Otta, 2<sup>nd</sup>: G. White**

**Ayes** - Corindia, White, Geiger, Otta, Garcia, Bromley, Cruikshank, Redding, Romero, Drewette, Kelliher, Fleming, Zamora

**Nays** – None

**Absent** – C. Randle, C. Briseno

4. Nominating Committee (G. White)

G. White reported the proposed slate of nominations which was acted upon as follows:

- Chair - B. Corindia **Motion to Elect: A. Garcia, 2<sup>nd</sup>: S. Otta,**  
**Ayes** - Corindia, White, Geiger, Otta, Garcia, Bromley, Cruikshank, Redding, Romero, Drewette, Kelliher, Fleming, Zamora  
**Nays** – None  
**Absent** – C. Randle, C. Briseno
- Vice Chair - C. Kelliher **Motion to Elect: S. Otta, 2<sup>nd</sup>: D. Fleming**  
**Ayes** - Corindia, White, Geiger, Otta, Garcia, Bromley, Cruikshank, Redding, Romero, Drewette, Kelliher, Fleming, Zamora  
**Nays** – None  
**Absent** – C. Randle, C. Briseno
- Secretary - J. Cruikshank **Motion to elect: A. Garcia, 2<sup>nd</sup>: V. Redding**  
**Ayes** - Corindia, White, Geiger, Otta, Garcia, Bromley, Cruikshank, Redding, Romero, Drewette, Kelliher, Fleming, Zamora  
**Nays** – None  
**Absent** – C. Randle, C. Briseno
- Treasurer - None was proposed by the Committee; A. Garcia nominated G. White, No other nominations were made. **Motion to elect: J. Zamora, 2<sup>nd</sup>: T. Geiger**  
**Ayes** - Corindia, White, Geiger, Otta, Garcia, Bromley, Cruikshank, Redding, Romero, Drewette, Kelliher, Fleming, Zamora  
**Nays** – None  
**Absent** – C. Randle, C. Briseno

VIII. Round Table

None.

IX. Adjournment at 12:35pm (B. Corindia, Chair)

*NEXT MEETING:*

*Wednesday, January 9, 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

December 12, 2018

This month the management team has begun several projects:

1. **The Uniform Data Systems (UDS) report** is due to HRSA by February 15. All health centers submit this annual data on a calendar basis. This report is used to inform Congress and the public of health center performance and operations. It is also used to determine base grant adjustments.
2. **The Budget Period Renewal Grant** is due January 11; this is the annual report to HRSA to continue our grant funding. It will be presented to the Board for approval before submission.
3. **A re-engineering of the patient visit is in progress.** Many of the operational “opportunities for improvement” are based on the lack of standardization of our workflow. Our focus is on serving our patients while ensuring that all staff and providers work to the top of their license.
4. **The integration of behavioral health services** at the CHC’s is moving forward. There are many steps and many opportunities to improve care to our patients. The first step to bring Psychiatry and Substance Use disorder treatment into scope is done. Now we are working on the structure for integration.
5. **Riverside County has made service to our veterans a priority;** RUHS (both the Medical Center and CHC’s) have enrolled to be referral sites for existing veterans benefits. The new veterans Act becomes operational in June. The CHC’s will serve as part of the commission established by supervisor Perez.



**Community Health Center Board  
Finance Committee Meeting  
December 12, 2018  
9:00 a.m. – 9:30 a.m.**

	<b>Agenda Item</b>	<b>Discussion/ Recommendations</b>	<b>Presenter</b>
I.	<b>Call to Order</b>	The meeting was called to order at 10:07 am by G. White.	G. White
II.	<b>Roll Call</b>	Members: G. White, B. Corindia, J. Zamora. C. Bromley, F. Drewette, T. Geiger, V. Redding Staff: J. Robbins, N. Jimenez	
III.	<b>Review of Meeting Minutes</b>	Meeting minutes from November were reviewed; <b>Motion to approve: F. Drewette; 2<sup>nd</sup> B. Corindia; all in favor. J. Zamora abstain.</b>	G. White
IV.	<b>Comments from the public</b>	None.	
V.	<b>Monthly Financial Summary Review</b>	November financials were reviewed and discussed. J, Zamora clarified the expense increase in supplies and facilities is due to the new sites leases and supplies to open them (Corona and Moreno Valley). Current Year financials are being entered into the Enterprise Fund.	G. White
IX.	<b>Requested Items for January Agenda</b>	G. White requested to see a balance sheet and in the future a cost analysis by site.	
X.	<b>Open Discussion</b>	J. Zamora provided the committee with financial updates: The last FY Audit is in process, and the report is not yet published, J. Zamora will obtain the closing date. BH Integration is going well. Clinic operations for the current FY will have losses, and long-term plan discussions are being held with the Board of Supervisors. Accuracy verification is in place to ensure that things are being coded/charged to each site correctly.	
XI.	Meeting Adjourned at 10:30 am.		