Riverside University HEALTH SYSTEM

Meeting Agenda

June 14, 2017

9:00am

Type of Meeting: RUHS Care Clinics: Finance Committee

Location: RUHS Magnolia Room A & B- 26520 Cactus Ave, Moreno Valley

Meeting Facilitator: Steve Horn – Treasurer

Committee Members: Jamie Slayton, Barry Corindia, Jen Cruikshank, George White

Staff: Jonelle Morris, Jeanna Bauer, Joanne Robbins

I. Call to order

II. Roll call

III. Review of May 10, 2017 Meeting Minutes

IV. Follow-Up of Prior Meeting Inquiries

V. Monthly Financial Summary Review

VI. Draft FY 17/18 Budget – (COMMITTEE ACTION ITEM)

VII. Other Business

VIII. Requested Items for July Agenda

IX. Adjournment

Meeting Minutes

May 10, 2017

9:30am

Type of Meeting: RUHS Care Clinics: Finance Committee

Location: Riverside University Health System – Café Annex

Meeting Facilitator: Steve Horn – Treasurer

Committee Members: Jamie Slayton, Barry Corindia, Jen Cruikshank

Staff: Joan Robbins, Jeanna Bauer, Bob Walsh, Amy Galindo, Berangere Tucker, Jonelle Morris

Others Present: Art Garcia, George White

I. Call to order- S. Horn called the meeting to order at 9:34am

II. Roll call – Committee members absent: J. Cruikshank.

III. Review of April Meeting Minutes

- There were no changes to the April meeting minutes

IV. Monthly Financial Summary Review

- S. Horn asked staff to explain why March salary benefits are about $870,000 higher than what was budgeted. J. Bauer explained March has 3 pay periods and it has to do with how they pay us and we had 3 paydays in March. S. Horn also mentioned that in the financial snapshot it shows our expenses are higher than previous months. J. Bauer states that in the month of March we were hit with a $256,000 lease payment as well as getting hit with County Support Services (ISS).

- Our IEHP capitation report was received and our lives have gone down, it went from 55,000 to 50,000. J. Bauer mentioned that IEHP is looking into that for us because we are still receiving the same capitation and with a 5,000 drop there should be a reflection in the capitation as well. They also have 2 providers that belong to the FQ's and the hospital so IEHP is working to fix that as well.

V. Draft FY 17/18 Budget- Vote

- A motion to defer to next month's agenda- **J. Slayton, 2nd B. Corindia**

VI. Other Business

- It was agreed that the finance committee be 1 hour long going forward and will have a new start time of 9am.

Adjournment- 10:07 am

Riverside University
HEALTH SYSTEM

FQHC Community Health Center Board
Executive Committee Meeting

RUHS Medical Center Education Building
Magnolia Room A & B
26516 Cactus Avenue Moreno Valley CA 92555
June 14, 2017
10:00 AM – 10:15 AM

Members: Arthur Garcia, Chair; Jaime Slayton, Vice Chair; Steven Horn, Treasurer; Barry Corindia, Secretary

Committee Chairs: Tonya Geiger; Vicki Redding, Jen Cruikshank

Agenda Items:

I. Call to Order (A. Garcia, Chair)

II. Introductions/Establish a Quorum

III. Review May Minutes

IV. CHCB Training Session provided by the Bureau for Technical by August 31, 2017. Discuss meeting dates/times. (Reference Program Requirement #17)

V. Roundtable Discussion

VI. Adjourn

Riverside University HEALTH SYSTEM

FQHC Community Health Center Board
Executive Committee Meeting
May 10, 2017
10:00am – 11:00am

	Agenda Item	Discussion/Recommendations	Presenter
I.	**Call to Order**	The FQHC CHCB Executive Committee Meeting was called to order at 10:00am	Art Garcia, Chair
II.	**Attendance**	Art Garcia, Steve Horn, Jamie Slayton, Bob Walsh, Amy Galindo, Barry Corindia, George White, Jonelle Morris, Tonya Geiger, Vicki Redding and Berangere Tucker.	
III.	**May Minutes**	Minutes were reviewed and approved as presented.	
IV.		A. Garcia is recommending that the Executive Staff ask Chairs of the committees to consider running for the Secretary position and if there is no one willing to step up then we can take nominations. B. Corindia would like to be considered for the Secretary position. There was no others wanting to be considered. **Motioned to approve the nomination of B. Corindia- S. Horn, 2nd J. Slayton.**	Art Garcia, Chair
A.	**Discuss Membership Committee Chair**	J. Slayton would like to Chair the Membership Committee and if there is no objection A. Garcia would like to appoint J. Slayton as the Chair of the By Laws Committee. There was no objections and it will be carried to the Main Board Meeting for approval.	Art Garcia, Chair
	Agenda Item	Discussion/Recommendations	Presenter

Riverside University HEALTH SYSTEM

FQHC Community Health Center Board
Executive Committee Meeting
May 10, 2017
10:00am – 11:00am

B.	**Roundtable**	S. Horn expressed that he would like to see more county employees on the board for the health of the FQHC's. J. Robbins would like suggestions on going out to the clinics and promoting board participation from our clinic users. A. Garcia would like to see clinic representation from clinic users such as Lake Elsinore, Corona, Palm Springs, Jurupa and Banning, which we currently don't have any clinic users representing those clinics. J. Robbins and J. Slayton will work together to get a strategy on how to recruit more board members. Reviewed the applicant of Steve Otta.	
C.	**Meeting Adjourned at 10:34am**		

Riverside University HEALTH SYSTEM

HRSA Regulatory Ad hoc Committee
RUHS Medical Center Education Building
Magnolia Room A & B
26516 Cactus Avenue Moreno Valley CA 92555
June 14, 2017
10:15 AM – 11:00 AM

Members: (Arthur Garcia, Chair)

Agenda Items:

I. Call to Order (A. Garcia, Chair)

II. Introductions/Establish a Quorum

III. Review Ad Hoc Committee Roster

IV. Riverside University Health System – FQHC Action Plan to address Program Requirements that were not met during the Operational Site Visit on September 20-22, 2016: Review status and recommend approval of the Board (6-14-17) - VOTE

V. Roundtable Discussion

VI. Adjourn

Riverside University HEALTH SYSTEM

REGULAR MEETING OF
THE RIVERSIDE COUNTY
FQHC COMMUNITY HEALTH CENTER BOARD (CHCB)
June 14, 2017 at 11:30 AM
Riverside University Health System - Medical Center
Café Annex
26516 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 obtaining a speaker card from the Board Clerk 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 person wishing to address the Board. shall be permitted to "share" his/her three minutes with any other speaker..

AGENDA

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** *(A. Garcia, Chair)*

II. **Board Introductions & Comments**

III. **Interim Executive Director Report** *(J. Robbins, Interim Executive Director)*

IV. **Adoption and approval of the Meeting Minutes** – *(A. Garcia, Chair)*

1. Regular Meeting of the Community Health Center Board

V. **Comments from the Public** *(A. Garcia, Chair)*

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

1. Executive Committee *(A. Garcia)*
   1. Report
   2. Agenda June 14, 2017
   3. May 10, 2017 Meeting Minutes
   4. CHCB Training Session provided by the Bureau for Technical by August 31, 2017. Discuss meeting dates/times. (Reference Program Requirement #17)

2. Finance Committee *(S. Horn)*
   1. Report
   2. Agenda May 10, 2017
   3. Monthly Financial Summary
   4. **Draft 17/18 Budget- Vote**

3. HRSA Regulatory Ad Hoc Committee *(A. Garcia)*
   1. **Action Plan for each unmet Federal requirement- VOTE**

4. Membership Sub Committee *(J. Slayton)*
   1. Report

5. Board Officers Nominating Committee *(B. Corindia)*
   1. Report

6. Bylaws Sub Committee *(J. Cruikshank)*
   1. Report

7. Health Expo Committee *(J. Slayton)*
   1. Report

8. Quality Assurance/Improvement Committee *(T. Geiger)*
   1.Report

9. Board Self-Evaluation Ad hoc Committee *(V. Redding)*
   1.Report

10. Executive Transition Ad hoc Committee (B. Corindia)
    1.Report

11. Medical Services Report (G. Leung, M.D., Ambulatory Director Chief of Family Medicine)
    1. Report

VII. **Consent Agenda** *(A. Garcia)*
(Presented for Block Approval: Board Members have the option of excluding items from a master motion.)

1. Legislative Report *(K. Trone, Public Information Officer)*

VIII. **Adjournment** *(A. Garcia, Chair)*

NEXT MEETING:
Wednesday, July12, 2017 @ 11:00 AM (call to order 11:30 AM)
RUHS Educational Building – Magnolia Room A & B, 26520 Cactus Street, Moreno Valley CA 92555

REGULAR MEETING OF
THE RIVERSIDE COUNTY
FQHC COMMUNITY HEALTH CENTER BOARD (CHCB)
May 10, 2017 at 11:30 AM
Riverside University Health System - Medical Center
Education Building Magnolia Room 1
26516 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 *(A. Garcia, Chair)*

II. **Board Introductions & Comments**

Board Members Present:	Art Garcia, Jaime Slayton, Barry Corindia, Jennifer Cruikshank, Tonya Geiger, Steven Horn, Vicki Redding
Board Members Absent:	Priscilla Romero
Counsel Present:	Martha Knutson, J.D.
Staff Present:	Joan Robbins, Jonelle Morris, Jeanna Bauer, Bob Walsh, Kim Trone, Carolyn Netti, Rita Prieto-Garcia, David Vargas, Berangere Tucker, Christina Johnson, Amy Galindo, Angela Simpkins, Dr. Tsang, George White, Cleo Briseno
Guests Present:	Dr. Denise Fleming

Comments made: V. Redding- May is Mental Health month and this Saturday 5/6/17 the Wellness & Resource fair will be taking place and also on 5/23/17 in Fairmont Park another one will take place; **J. Slayton-** RUHS Health Expo at the Rubidoux Clinic will be taking place 8/13-8/19 and volunteers are needed. **A. Garcia-** Swore in our 2 new members George White & Cleo Briseno.

III. **Interim Executive Director Report** *(J. Robbins, Interim Executive Director)*

J. Robbins went over following points: FQHC 101 Training for core leadership has begun on a weekly basis; Reviewed Co-Applicant Agreement, Bylaws and Ordinances; Met with County Counsel to assess how the Co-Applicant Agreement affects the conditions on the grant award; Performed an assessment and evaluation of the Notice of Grant Awards and tracked conditions of awards; Established a work plan to address the conditions on the grant award; The Service Area Competition (330 renewal) Grant was reviewed and will need to be amended and resubmitted to the Bureau of Primary Health Care; Worked with Mark Wilcox, Financial Consultant, to do the final drawdown of federal funds for the current project period and develop a financial action plan; Established a working relationship with Federal Government Project Officer and the Grant Management Officer; Initial assessment of the FQHC functions at the clinical and management levels; Attained access and was designated as the Project Director in the HRSA Electronic Hand Book (EHB) which is the official federal file for FQHC.

IV. **Adoption and Approval of Minutes** *(A. Garcia, Interim Secretary)*

1. Regular Meeting of the Community Health Center Board- April 12, 2017
   A correction of T. Gieger name on page 3 needs to be made.

Motion to approve with the correction of T. Geiger's name- V. Redding, 2nd- T. Geiger. All in favor

V. **Comments from the Public** *(A. Garcia, Chair)*
No Comments Made

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

1. Executive Committee *(A. Garcia)*
Minutes April 12, 2017- approved; Nominations for Board Secretary- Barry expressed interest in this position at the Executive Committee and the committee unanimous voted to recommend B. Corindia to the Board. Per our ByLaws we have to accept nominations at this meeting. No other nominations were presented. **Motion to approve B. Corindia for Secretary J. Slayton, 2nd J. Cruickshank- all in favor**; Membership Committee Chair- J. Slayton has asked to Chair this committee and will serve as chair, no vote is necessary.

2. Finance Committee *(S. Horn)*
Minutes April 12, 2017- approved; Monthly Financial Summary- our revenue is up but our expenses were higher for the Month of March. The reason for this is because there is 3 paydays in the month of March. The structure of the reports are going to change so you will see a new format option which will be more transparent and easier to read, this will start as of next month. Draft 17/18 Budget- It was determined that a more detailed and data driven approach needs to be presented. It was moved that this item be deferred to until next month; **Motion to move this item to next month's agenda J. Cruickshank, 2nd B. Corindia- all in favor.**

3. Nominating/Membership/Bylaws Committee *(A. Garcia)*
Art would like all 3 committees broken out for all future committees; J. Slayton- will be going out to all the nursing meetings and A. Garcia will be attending the provider meetings. Discussion also took place that J. Slayton will be possibly going out to all the clinics that aren't currently being represented and greeting the patients and try to recruit clinic representatives to serve on the board; A. Garcia- asked staff and board members to consider serving on other boards and if they are interested to contact A. Galindo and CC A. Garcia so it can be brought to the Executive Committee as a recommendation as an agenda item to get approval. J. Slayton- is looking for volunteers to help in the Health Expo.

4. Quality Improvement Committee *(T. Geiger)*
The meeting took place on 4/27/17 and they went over the following reports- Grievance Data 2016, FHQ Provider Rating Q4 Incident 2016 from providers and there ratings; Dr. Tsang to present the PI Clinical Measures 2016- due to several revisions it was recommended that Dr. Tsang revise her information/ slides and bring back the corrected information and present next month.

5. Board Self-Evaluation Ad hoc Committee *(V. Redding)*
The committee met on 5/3/17 and the reviewed the self-evaluation and the results. The identified the top priorities. The highest priority was doing a proper orientation and onboarding of new board members. They are recommending that prior to being sworn in that the meet with the Membership Committee and expectations for board members are discussed and a sort of an orientation is given so they know what to expect. Also after the Membership Committee an Orientation would take place with a binder provider to the new members.

6. Executive Transition Ad hoc Committee (B. Corindia)
It was agreed upon that the job description for the CEO of the FQHC's needs to be rewritten, it will be put off for a few months and looked at in July 2017.

7. Medical Services Report (G. Leung, M.D., Ambulatory Director Chief of Family Medicine) No report was given; Accept Credentialing and Grant them Practicing Privileges –

Dan Lau resume was reviewed & Vanessa Hernandez resume was reviewed. **Motion to approve both Dan and Vanessa- 1st B. Corindia; 2nd S. Horn- all in favor.**

VII. **Consent Agenda** *(A. Garcia)*

(Presented for Block Approval: Board Members have the option of excluding items from a master motion.) **Motion for Block Approval- S. Horn, 2nd V. Redding- all in favor.**

1. Operations Reports

East Region (P. Henry, Regional Manager)
West Region (D. Vargas, Regional Manager)

Legislative Report (K. Trone, Public Information Officer)

VIII. **HRSA Regulatory Ad Hoc Committee**- (*A. Garcia, Chair*)

J. Robbins gave an update. The sliding fee scale will be written by the committee with an updated policy. Once it's finalized it will come back to the Main Board. Next month there will report.

IX. **Training/Education** *(J. Morris/ A. Garcia)*

NACHC Conference – A. Garcia would like this to be deferred to next month's agenda due to the time constraints.

X. **Adjournment** *(A. Garcia, Chair)*

NEXT MEETING:
Wednesday, June 14, 2017 @ 11:00 AM (call to order 11:30 AM)
RUHS Medical Center – Magnolia Room A & B, 26516 Cactus Avenue Moreno Valley CA 92555

-Signatory on file-

Respectfully submitted by *Co-signed by*

Amy Galindo, Recording Secretary *Barry Corindia, Board Secretary*