

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

February 14, 2018 at 11:30 AM  
Riverside University Health System - Medical Center  
Education Building Magnolia Room A & B  
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.*

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**MEETING MINUTES**

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*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 11:33 a.m. (*B. Corindia, Chair*)
  
- II. **Board Introductions & Comments**  
Board Members Present: A. Garcia, B. Corindia, J. Slayton, P. Romero, G. White, J. Cruikshank, T. Geiger, J. Robbins, S. Otta, C. Bromley, V. Redding, C. Briseno  
Staff Present: J. Morris, N. Verceles, J. Stevens, K. Watts-Bazan, G. Leung  
Board Members Absent: C. Randle, D. Cady
  
- III. **Chairman Report** (*B. Corindia, Chair*)  
B. Corindia reminded the Board that the deadline for renewing Form 700 is April 1. In addition, mileage reimbursement will be collected by the Board clerk and submitted for payment on a monthly basis.
  
- IV. **Adoption and Approval of Minutes** (*J. Cruikshank, Secretary*)  
Regular meeting of the Community Health Center Board - January 2018 meeting minutes - **Motion to approve: A. Garcia; 2<sup>nd</sup>: J. Slayton; all in favor.**
  
- V. **Interim Executive Director Report** (*J. Robbins, Interim Executive Director*)  
J. Robbins reported that there is a newly built Corona facility with 46 examination rooms, providing cutting edge service for the Corona community. The opening of Corona is April 16<sup>th</sup>. HRSA requires a change in scope application to be filed. Staff would have completed the application earlier but for challenges getting consultant, Mark Wilcox, onboard and other federal deadlines that staff worked diligently to meet. J. Robbins that there are three pieces to the change in scope materials provided: 1) application, 2) budget and 3) UDS Mapper and Data Table. The UDS Mapper provides the needs of the community. The last page of the UDS Mapper has a grid with all the zip codes in Corona. The penetration of low income population is under 15% so 85% of the low-income population are not receiving care. The total population that is penetrated in Corona is 2-4%. J. Robbins explained that the budget is for the Board's information and it is not part of the change in scope application and provides the ramp up budget for operationalizing Corona. G. Leung described implementation plan for bringing in primary care providers, in addition to obstetricians and pediatricians. J. Robbins further added that pharmacy is not included in the budget and the CHC will have a partnership with the hospital to bring pharmacy services to the Corona clinic for patients and any member of the community. In addition, the new facility has 1/3 of the floor plan dedicated to Behavioral Health which is enough space for 6-8 therapists and one (1) psychiatrist. The CHC and Behavioral Health is engaged in ongoing discussion about whether Behavioral Health rents space in the clinic or whether Behavioral Health and the CHC partners to place providers within scope. – **Motion to approve submission of Change in Scope: J. Cruikshank; 2<sup>nd</sup>: P. Romero; all in favor.**

J. Robbins provided other facility updates. The CHC Administration will move to a new office building located at 7888 Mission Grove Parkway on March 29<sup>th</sup>. Other departments that will be present within the same building include Compliance, Revenue Cycle, Medical Records and Scheduling. Construction on the new Cactus Clinic is moving forward with anticipated opening date in June. The Residency Program will move from hospital to the Cactus Clinic. Staff will bring recommendation to bring the Cactus Clinic into scope shortly. Construction on the new Jurupa Clinic is moving forward. Pre-construction work has started on the Medical Office Building located in the existing parking lot of the Medical Center. County is building new clinics through private/public partnerships in which developers build and finance the building for the County to lease back. Equipment will be purchased outright and will not be included in the lease.

J. Robbins presented operational updates. Last month, CHC management conducted site visits and identified opportunities for improvement. Meetings with the Associate Medical Directors and the Quality Team have been underway to develop plans to effectively operate the health centers using FQHC best practices. J. Robbins reported that the last two (2) conditions from the 2016 HRSA onsite visit were lifted. HRSA has not provided a report from the 2017 onsite visit due to implementation of the new Compliance Manual. Staff is poised to file the annual UDS Report by the deadline of February 15<sup>th</sup>.

J. Robbins provided community updates. J. Robbins attended the Health Centers Partners of Southern CA on February 8<sup>th</sup>. The CHC will participate in the Clinical Integration Network. J. Cruikshank provided an update on KPMG initiatives to find ways to improve service delivery through cross system integration.

J. Robbins updated the Board on the sliding fee discount schedules. No Board action is required as the policy allowed updates to the schedules as required. Schedules are updated in accordance with annual changes to the Federal Poverty Guidelines.

VI. **Comments from the Public** (*B. Corindia, Chair*)  
No comments

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

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

Reappointment of B. Corindia for 4-year term; the current term will expire March 2018. The Board of Supervisors must reappoint for a 4-year term. The Executive Committee recommends to the Board for action – **Motion to approve reappointment for a 4-year term: A. Garcia; 2<sup>nd</sup>: P. Romero; all in favor.**

Community Health Center Board Committees; the term “sub-committees” will no longer be used. The proposed list of committees and members were discussed with the Executive Committee. The Executive Committee recommends to the Board for action – **Motion to approve committee roster: T. Geiger; 2<sup>nd</sup>: A. Garcia; all in favor.**

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

G. White reported that there is still ongoing challenges with expenses exceeding revenue. Due to the intricacies of the current cash-based accounting system, there is difficulty converting to an accrual-based accounting system. In the meantime, staff is currently performing manual accruals until the transition is complete. A balance sheet will not be ready for presentation until April.

J. Cruikshank questioned the variance between year-to-year trend, noting a large difference between current and prior year. G. White responded that performance incentives have changed in addition to the costs of contracted services with the Medical Center that were not included in previous expenses. J. Robbins added that the financial statements reflect a change in productivity and billing practices. Further, J. Robbins emphasized the need to correctly capture charges and improving productivity.

3. Membership Committee (J. Slayton)

J. Slayton reported that the Board may add more Consumers which would open slots for more Community Representatives. The County is waiting for the publication of the 2017 onsite visit report to amend the Ordinance, or Co-Applicant Agreement, in response to the anticipated governance citing. At that time, the bylaws and the Ordinance will be amended all at once as the two documents must align. The Membership Committee and the Bylaw Committee will collaborate on amendments to the both documents.

Dr. Denise Flemings was seen at an ambulatory clinic at the Medical Center; therefore, she is not qualified to serve as a Consumer.

4. Quality Committee (T. Geiger)

T. Geiger provided a verbal report from the January 10<sup>th</sup> Quality meeting. The Committee agreed to change the report format to a grid with the sixteen (16) quality improvement measures and focus on six (6) measures that will be reported to the Board on a quarterly basis. The next Quality Committee meeting will be on February 21<sup>st</sup>.

5. Medical Services Report (G. Leung, Medical Director)

G. Leung reported that the CHC has been asked by the Center for Care Innovation to serve as a host site to train other organizations on telephone visits. This is the fourth year the CHC has been involved as a training site. G. Leung also presented that the CHC is involved in an RUHS pilot program for Whole Person Health Score. The program provides a holistic approach to measuring healthcare by assigning a score for physical health, emotional health, resource utilization, socioeconomic, ownership and activation, and nutrition and lifestyle. The 28-question assessment will result in a score that will guide providers in delivering patient care.

*Credentialing and Privileging*

1. Kristine Ventura, Nurse Practitioner – Perris
2. Linda Jackson, Nurse Practitioner – Perris

**Motion to approve credentialing and privileges: T. Geiger; 2<sup>nd</sup>: V. Redding; all in favor.**

VIII. **Round Table**

J. Robbins presented that staff met with Supervisor Perez regarding relocation of the Palm Springs clinic site. Staff is looking at different sites based on population needs per the UDS Mapper. A request for proposal will be issued shortly. Lastly, A. Garcia requested to add the upcoming Health Expo (in August) to next month's Board agenda. B. Corindia concurred.

IX. **Adjournment** at 12:38 p.m. (B. Corindia, Chair)

*NEXT MEETING:*

*Wednesday, March 14, 2018@ 11:00 AM (call to order 11:30 AM)*

*RUHS Medical Center – Magnolia Room A & B, 26516 Cactus Avenue Moreno Valley CA 92555*

*Respectfully submitted by*

*Co-signed by*

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*Nora Verceles, Recording Secretary*

*Jen Cruikshank, Board Secretary*