



Ventura County Community Health Center (CHC) Board Meeting Minutes

Theresa Cho, MD
Ventura County Ambulatory Care
Chief Executive Officer
Medical Director
CHC Executive Director

Marth Ann Knutson
County of Ventura
Assistant County Counsel

Lizeth Barretto
Interim CHC Co-Applicant Board
Clerk

**Meeting Minutes
September 28, 2023
12:30 - 2:00 PM**

**2240 E Gonzales Rd
Suite 200,
Oxnard, CA 93036**

CHC BOARD MEMBERS:

DAVID TOVAR, District 3
Chair

RALPH REYES, District 3
Vice Chair

ESPY GONZALEZ, District 2
Secretary

RENA SEPULVEDA, District 1
Treasurer

MANUEL MINJARES, District 3

RENEE HIGGINS, MD, District 3

SUSAN WHITE WOOD, District 5

MELISSA LIVINGSTON, District 4

JAMES MASON, District 5

ROBERT RUST, District 3

MONIQUE NOWLIN, District 1

Call to Order:

David Tovar called the meeting to order at 12:33 PM.

1. Roll Call

David Tovar	Present
Ralph Reyes	Present
Espy Gonzalez	Present
Rena Sepulveda	Present
Manuel Minjares	Present
Renee Higgins, MD	Present
Susan White Wood	Absent
Melissa Livingston	Present
James Mason	Absent
Robert Rust	Present
Monique Nowlin	Present

Roll call confirmed that a quorum was present.

2. Ventura County Staff Present

Lizeth Barretto, HCA – Ambulatory Care
Liwei Chiang, HCA - Ambulatory Care
Theresa Cho, HCA – Ambulatory Care
Marty Knutson – County Counsel
Elizabeth Galway, HCA – Ambulatory Care
Jason Cavender, HCA – Ambulatory Care
Dee Pupa, HCA - Ventura County Health Care Plan

Public Present

None

3. Public Comments

None

Action Items:

4. Approval of CHC Board Meeting Agenda for September 28, 2023

Board Member Rust motioned to approve the agenda; Board Member Minjares seconded. The motion passed with no dissensions or abstentions.

5. Approval of CHC Minutes for August 24, 2023

Board Member Rust motioned to approve to approve the minutes. Board member Reyes seconded. Board Members Espy Gonzalez, Rena Sepulveda, and Melissa Livingston abstained. The motion passed.

6. Review and Approve Non-Competing Continuation Progress Report

Mr. Cavender presented the Non-Competing Continuation Progress Report for GY 24-25 HRSA Budget: March 1, 2024 – February 28, 2025.

Board member Gonzalez motioned for approval and Board Member Nowlin seconded. The motion passed with no dissensions or abstentions.

Presentation Items:

7. Moorpark Clinic Presentation

Presentation from Cecilia Grajeda and Dr. Ippolito from Moorpark clinic. The presentation included location and services provided at the Moorpark clinic. Dr. Higgins asked about the volume at Moorpark clinic which is approximately 1500 patients per month. Chair Tovar asked what Moorpark clinic could use now and the response was additional positions. Dr. Higgins asked about patients per half day and Dr. Cho said approx. 9-10. Patient no show rate has

decreased with text messaging reminders. Dr. Cho added that providers at Moorpark are taking late days which allow for after-hours access. Dr. Ippolito and Cecilia Grajeda have been working at Moorpark Clinic for over two decades each. Multiple providers and staff members have been at Moorpark for more than 10 years as well.

Discussion Items:

8. Annual Activity Report

- a. Draft activity report has been shared with the Board. Updated report will be shared prior to the October meeting and feedback from the Board is welcome prior to finalization at October meeting.

9. Continued Business

a. Other Grants Updates

i. Bridge Access Program

- HRSA released additional funding and we will be receiving \$75,000 for additional vaccination efforts. Budget is being finalized and will be submitted early next week.

ii. CHC Board Member Recruitment

- Susan White Wood decided to resign from the board. Recruitment is open for the membership. Board members can connect with Ms. Barreto to recommend names.

10. CEO Update – Dr. Theresa Cho, HCA, Ambulatory Care

Dr. Cho spoke of the rate resetting process for the clinics, sharing that the goal is a submission in mid-November. Ambulatory care is working with consultants with expertise in the area and aim to have a rate reset at 6-7 clinics. A trigger for the rate reset is the addition of Marriage and Family Therapists. The clinics are in a favorable position to increase the rates. Ambulatory Care has a 31-person team of behavioral health support, including therapists, and a partnership with Ventura County Behavioral Health.

Dr. Cho shared that Ambulatory Care has been accepted for grant for hypertension (CHARMED) and has begun some of the preliminary work on the grant. The grant is focused on hypertension with what will help patients the best, i.e., education, activities, etc.

The Cerner Practice Management training is being moved from the previously shared October time frame to January with a go live date of February 5. There is a new project manager the county hired whose has expertise and is moving the project along.

The new Santa Paula clinic is almost ready to go and will be opening soon to increase access to patients in the area.

11. Board Comments

Chair Tovar will reach out to a few people to try to fill Susan Whitewood's position.

Member Nowlin shared that AAA is partnering with HCA to host fall prevention forum. Over 300 people have registered. It will be at Oxnard Performing Arts center tomorrow. Educational materials and vaccinations will be provided.

12. Staff Comments

Next agenda will include item for new dental suite address.

13. Adjournment – **Adjourn 1:25pm.**

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, Interim CHC Board Clerk

Next Meeting: Thursday, October 26, 2023
2240 E Gonzales Road, Suite 200, Oxnard, CA 93036