



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 Board Clerk

**Meeting Minutes
November 16, 2023
12:30 - 2:00 PM**

**855 Partridge Drive,
PepperTree Room,
Ventura, CA 93009**

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

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 12:36 PM.

1. Roll Call

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

Roll call confirmed that a quorum was present.

2. Ventura County Staff Present

Lizeth Barretto, HCA – Ambulatory Care
Theresa Cho, MD, HCA – Ambulatory Care
Marty Knutson – County Counsel
Dee Pupa, HCA - Ventura County Health Care Plan
Christina Woods, HCA - Ventura County Health Care Plan
Jason Cavender, HCA – Ambulatory Care
Fallon Wallace, HCA – Ambulatory Care
Jon Aether, HCA – Ambulatory Care

Public Present

3. Public Comments

Action Items:

4. Approval of CHC Board Meeting Agenda for November 16, 2023

Lizeth asked to amend the agenda order to move up Fiscal report to after item 5 and have Dr. Cho's presentation follow. Board member Minjares motioned to approve with changes. Board member Rust seconded. Motion approved.

5. Approval of CHC Minutes for October 26, 2023

Board member Nowlin motioned to approve. Board member Gonzalez seconded. Motion approved.

6. Approval of Annual Activity Report

Semi-final report was included in packets. No feedback was received prior to the meeting, and no further feedback provided. Board member Minjares motioned to approve. Board member Mason seconded. Motion approved.

7. Approval of Fiscal Report – Fiscal Year End 2023

Fiscal report of Fiscal Year End 2023 given by Jason Cavender. Board member Mason motioned to receive the report. Board member Minjares seconded. Motion approved.

8. Approval of 2024 CHC Board Meeting Calendar

Board member Nowlin motioned to approve the calendar. Board member Gonzalez seconded. Motion approved.

Presentation Items:

9. Las Islas Clinic Presentation

Presentation of the Las Islas clinics and services provided from Clinic Administrator Fallon Wallace.

Discussion Items:

10. Continued Business

a. Other Grant Updates

- i. HRSA grant update: progress report submitted for capital funding for project imaging equipment & dental project. Both projects are close to being complete. Most work currently is getting the invoices together and finalizing the draw down for them.
- ii. Closing out grants soon: WV portable x ray unit; vaccine supplemental grant.

11. CEO Update – Theresa Cho, MD - HCA, Ambulatory Care

Dr. Cho spoke of the recent hiring event at the Riverpark office which resulted in over a dozen offers for positions within the clinics and the call center. The call center has decreased the call waiting time drastically. There have been over 3 million texts sent to date. The complaints and grievances received for phone call wait time has gone down each quarter for the past year. We hope to continue these efforts and make more improvements.

Dr. Cho indicated that we are continuing forward with a referral order module in Cerner that will launch first week of December. Training of physicians, providers, and staff will occur. This system will allow for easier tracking of the referrals and easier identification of where referrals are getting delayed.

Quality Update – doing well with respect to QIP. Expecting to receive full funding – currently performing in 36 out of 40 measures. Really pushing the well child visits measures for the end of the year. There have been over 100 extra shifts done by providers in order to close the gaps in these measures. The providers are the backbone of the system and are appreciated for the efforts made to close the gaps.

David Tovar asked what other measures are missing – Dr. Cho responded well child visits is top one, other is cervical cancer screening, mammograms & breast cancer screening, & diabetes retinal screenings. Many of the screening measures are embedded in the workflows, such as depression screening, and have improved these measure gaps.

Dr. Blaze indicated that mammograms & breast cancer screening measure is worrisome to her as there are 95 needed for the rest of the year however there are not enough open slots in the system. The team is working on contacting Gold Coast in order to offer gift cards for completed screenings, and other entities are being contacted to inquire about their open slots such as Rolling Oaks. Dee brought up that the age range of the measure recently expanded making it more difficult to meet.

12. Board Comments

Board member Minjares brought up recognition for Susan White Wood in December with a certificate.

13. Staff Comments

No comments.

14. **Adjournment – Adjourn 1:25 pm.**

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, December 14, 2023
2240 E Gonzalez Rd, Suite 200, Oxnard, CA 93036**