



# 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

**Chaya Turrow**  
CHC Board Clerk

**Meeting Minutes**  
**August 22, 2024**  
**12:30 - 2:00 PM**

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

**CHC BOARD MEMBERS:**

**RALPH REYES, District 3**  
Chair

**RENA SEPULVEDA, District 1**  
Vice Chair

**ESPY GONZALEZ, District 2**  
Secretary

**JAMES MASON, District 5**  
Treasurer

**MANUEL MINJARES, District 3**

**RENEE HIGGINS, MD, District 3**

**MELISSA LIVINGSTON, District 1**

**DAVID TOVAR, District 3**

**LORETTA DENERING, DrPH, MPH,**  
**District 2**

**Call to Order:**

Ralph Reyes called the meeting to order at 12:32 PM.

**1. Roll Call**

Ralph Reyes	Present
Rena Sepulveda	Absent
Espy Gonzalez	Present
James Mason	Present
Manuel Minjares	Present
Renee Higgins, MD	Present
Melissa Livingston	Absent
David Tovar	Present
Loretta Denering, DrPH	Present

**Roll call confirmed that a quorum was present.**

## 2. **Ventura County Staff Present**

Theresa Cho, MD, HCA – Ambulatory Care  
Martha Knutson – County Counsel  
Lizeth Barretto, HCA – Ambulatory Care  
Allison Blaze, HCA - Ambulatory Care  
Jason Cavender, HCA – Ambulatory Care

### **Public Present**

## 3. **Public Comments**

### **Action Items:**

#### 4. **Approval of CHC Board Meeting Agenda for August 22, 2024**

Board Secretary Gonzalez motioned to approve the meeting agenda. Board Member Denering seconded. Motion passed.

#### 5. **Approval of CHC Minutes for July 25, 2024**

Board Treasurer Mason motioned to approve. Board Secretary Gonzalez seconded. Motion passed.

#### 6. **Review and Approval of AC.12 Ambulatory Care Patient Care Transportation Access Policy**

Ms. Turrow shared the AC.12 Ambulatory Care Patient Care Transportation Access Policy. This is due for approval from the CHC Board. Board Member Tovar asked about UberHealth and if it should be included. Ms. Turrow will update the policy with UberHealth. Board Member Tovar motioned to approve AC.12 policy with the UberHealth amendment. Board Treasurer Mason seconded. The motion passed.

#### 7. **Approval of Submission of Service Area Competition**

Ms. Turrow shared that the team is working on the Service Area Competition. The Service Area Competition is awarded every three years. HRSA reviews the grant application to ensure the health center is compliant in the services provided, and then funds the health center based on the specific requirements from HRSA. Ms. Turrow said that this grant application is due at the end of September and just needs approval from the Board to submit. Board Member Higgins motioned to approve submitting the SAC grant application. Board Member Tovar seconded. The motion passed.

#### 8. **Appoint CEO Evaluation Committee**

Ms. Turrow requested a committee to review the questions for the CEO Evaluations. The committee will meet one time over the next month to review the evaluation form. Board Chair Reyes, Board Secretary Gonzalez, and Board Member Tovar volunteered to serve on the

committee. Board Member Tovar motioned to approve the committee. Board Treasurer Mason seconded. The motion passed.

**Discussion Items:**

**9. Continued Business**

**a. Grants Updates**

Ms. Turrow mentioned that the team is pending responses on Expanding Behavioral Health and Expanded Hours grant applications that have been submitted to HRSA.

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

Dr. Cho shared that the team is currently recruiting for a new CFO. This is a critical role and is also complicated because since the role works with the hospital, the salary should be comparable to that of the hospital CFO, but Ambulatory Care has a lot of other elements to it, too.

Dr. Cho also shared that they have a call to reset rates. There are currently temporary rates at seven of the clinics. The Magnolia clinic is complicated and just now starting to audit, but overall, the team is glad to have the temporary rates for the clinics. Santa Paula West is also going to get an elevated rate.

**11. Board Comments**

None.

**12. Staff Comments**

None.

**13. Adjournment – Adjourn 12:46pm**

Audio files of the CHC Co-Applicant Board meetings are available by contacting the CHC Co-Applicant Board Clerk at [chcboardclerk@ventura.org](mailto:chcboardclerk@ventura.org)

Minutes submitted by: Chaya Turrow, CHC Board Clerk

**Next Meeting: Thursday, September 26, 2024  
2240 E Gonzalez Rd, Suite 200, Oxnard, CA 93036**