



Ventura County Community Health Center (CHC) Board Meeting Minutes

**Meeting Minutes
September 26, 2024
12:30 - 2:00 PM**

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

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
Ventura County Ambulatory Care
CHC Co-Applicant Board Clerk

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. Dr. Loretta Denering Oath of Office

2. Roll Call

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

Roll call confirmed that a quorum was present.

3. **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
Robert Bravo - CEO's Office
Dee Pupa, HCA – Health Care Plan

Public Present

4. **Public Comments**

Action Items:

5. **Approval of CHC Board Meeting Agenda for September 26, 2024**

Board Member Higgins motioned to approve the meeting agenda. Board Treasurer Mason seconded. Motion passed.

6. **Approval of CHC Minutes for August 22, 2024**

Board Member Higgins motioned to approve. Board Member Livingston seconded. Motion passed.

7. **Review and Approval of Fiscal Report for Service Area Competition**

Jason Cavender shared the Budget Period Progress Report for Grant Year (GY) 25-26 HESA Budget which covers March 1, 2025 thru February 28, 2026. Mr. Cavender shared that this is part of the Service Area Competition this year, which happens every three years – other years this budget report falls under the Non-Competition Continuation grant application.

Mr. Cavender shared the financial advantages of FQHC Certification, which includes the Prospective Payment System (PPS). This gives us favorable rates: MediCal's reimbursement arrangement for the FQHCs, FQHC rates based on cost reports, capitation (per member per month payments to help fund cash needs), annual reconciliation (ensures clinics receive rates by provider visits), and it requires a triggering event to update the rate (such as adding a new service). Additionally, FQHC certification provides for the 330 Block Grant, which supports ongoing care to the uninsured and underinsured. Finally, it allows us to qualify for the Federal Tort Claims Act.

The HRSA Budget is prepared for the GY 25-26. This differs from the County, and the Fiscal Year (FY). The GY is March 1, 2025 – February 28, 2026, while the FY is July 1, 2024 – June 30, 2025. But the HRSA Budget is based on the FY 24-25 Budget since it is the best approximation for GY 25-26. It contains minor modifications that have no material impact to the overall budget total amount. The budget is for, what is commonly referred to as, Program Based Funding. The budgeted program amount is provided by HRSA and similar to the prior year

program budget. Throughout the year, HRSA may announce opportunities for earmarked expansion funding, which could be added to the overall award.

The anticipated federal award in the budget is \$2,150,382. Approximately two-thirds of the grant is for everyone, and one-third of the grant is for the Health Care for the Homeless. The award has increased due to salary and wages. The HRSA Grant dollars are only 1.6% of the total budget. The main benefits are preferential drug costs (340B) and PPS rates (cost-based reimbursement).

HRSA Consolidated GY 25-26 Budget

Consolidated Budget	Federal	Non-Federal	GY 24-25 Total ²
Revenue:			
Program Income ¹		\$85,418,371	\$85,418,371
Federal Grant/Local & State Funds/Other Support	\$2,150,382	47,364,630	49,515,012
Total Revenue	\$2,150,382	\$132,783,001	\$134,933,383
Expenses:			
Personnel	\$500,356	\$72,586,432	\$73,086,788
Fringe Benefits	209,270	30,341,008	30,550,278
Travel	0	99,334	99,334
Supplies (i.e. Office, Cleaning, Medical and Pharmaceuticals)	1,440,756	11,153,466	12,594,222
Contractual (i.e. Physician Services, Vision Services, Janitorial, Repairs & Maintenance, Other Contracted Professionals)	0	10,421,683	10,421,683
Other Expenses (i.e. Equipment Lease, Bank Fees, Advertising & Recruitment, Telephone)	0	8,181,078	8,181,078
Total Operating Expenses	\$2,150,382	\$132,783,001	\$134,933,383

¹Net Patient Revenue

²GY 25-26 Budget based on FY 24-25 Budget

Mr. Cavender also shared the Federally Supported Personnel Justification Table. This is the HCH personnel being paid with federal funds.

Federally Supported Personnel Justification Table GY 25-26

COUNTY OF VENTURA HEALTH CARE AGENCY					
GRANT NUMBER H80CS00247					
Federally Supported Personnel Justification Table					
Grant Year 3/01/2025 - 2/28/2026					
Name	Position Title	% FTE	Base Salary	Adjusted Annual Salary	Federal Salary Amount Requested
	Registered Nurse	100	\$ 91,287	No Adj Needed	\$ 91,287
	Behavioral Health Clinician IV	100	\$ 92,984	No Adj Needed	\$ 92,984
	Licensed Vocational Nurse II	100	\$ 78,269	No Adj Needed	\$ 78,269
	Medical Assistant II	100	\$ 55,927	No Adj Needed	\$ 55,927
	Medical Assistant III	100	\$ 62,937	No Adj Needed	\$ 62,937
	Medical Assistant III	100	\$ 40,214	No Adj Needed	\$ 40,214
	Community Services Worker II	100	\$ 25,284	No Adj Needed	\$ 25,284
	Clinical Assistant II	100	\$ 53,454	No Adj Needed	\$ 53,454
Total			\$ 500,356		\$ 500,356

Mr. Cavender shared the Budget Narrative planned to submit for the Service Area Competition. The narrative just breaks down the \$2,150,382 shared in the HRSA Consolidated GY 25-26

Budget.

Board Vice Chair Sepulveda motioned to approve. Board Treasurer Mason seconded. The motion passed.

Discussion Items:

8. Continued Business

a. CEO Evaluation Form

Ms. Turrow shared the CEO Evaluation Form created by the CEO Evaluation Form ad-hoc committee formed last meeting. At the October meeting, there will be a closed session for the Board to evaluate the CEO. The form will be sent out to the Board prior to the meeting.

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

Dr. Cho thanked those who attended the Magnolia Dental Clinic Grand Opening. It was a very celebratory event. The dental team went out of their way to make it a fun event – tooth fairies and tooth costumes.

The team is working on scheduling optimizations for the FQHCs. This is a lot more work than they thought it would be. It requires the team to schedule the physicians same day, routine, and lego-blocked. Then the physician can go put them into their preferential order. IT then must go in and do it for each individual physician. There were team members coming in on the weekend to make it happen. Still have to finish West Ventura, Magnolia, Sierra Vista, Las Islas, Fillmore, Moorpark, Santa Paula, and PDC.

The team is currently in a negotiation process with UAPD. Dr. Cho thanked Dr. Blaze for attending the negotiations. They have come to an agreement where they will increase salary and bonuses for productivity. UAPD is happy with a contract and the volume of work and we are happy with the increased access to patients.

There is ongoing recruitment for the CEO. There were over 80 applicants for the position and we are down to about a half dozen. There will hopefully be a CEO selected by November. The team is also still recruiting for a CFO.

Dr. Cho requested Dr. Blaze provides an update on Service Line. Dr. Blaze said they have expanded services in East County. There is a part time dermatologist seeing patients at Moorpark and a Dermatologist PA seeing patients full time. We also hired a gastroenterologist who moved from Chicago, and they are doing specialty procedures we haven't had before. There have been 4000 new referrals since we added the gastroenterologist. We also added Dr. Breckenridge as the Associate Chief Medical Officer to help out. She will retain her position as the Santa Paula Medical Director.

Finally, Dr. Cho shared that the benefits of having a CHC is engaging in FTCA. We can use the federal government to back us up. The care provided is quality care and consistency. The FTCA process requires an application and a process to determine if we are eligible. Marty

Knutson is on this committee. Ms. Knutson added that a big payoff for physicians is a level of immunity, covered by the federal government. The physicians are being defended by the same people as every other branch in the federal government. Dr. Cho said there is a cycle to applying and the team is working to get it up and running. Lizeth is on the committee, Dr. Breckenridge, and Chaya as the clerk.

10. **Board Comments**

None.

11. **Staff Comments**

None.

12. **Adjournment – Adjourn 1:02pm**

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: Chaya Turrow, CHC Board Clerk

**Next Meeting: Thursday, October 24, 2024
2240 E Gonzalez Rd, Suite 200, Oxnard, CA 93036**