

**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

504



**FROM:** Riverside County Regional Medical Center/  
Riverside County Health System

**SUBMITTAL DATE:**  
January 17, 2013

**SUBJECT:** Appointment of Members to the FQHC Community Health Center Board

**RECOMMENDED MOTION:** That the Board of Supervisors:

- 1) Appoint Maria Mabey (Community Representative – Department of Mental Health) to the Community Health Center Board to fill opening vacated by Berninia Bradley for the term of July 11, 2012 until July 11, 2014.
- 2) Declare the position held by Theodora Rodriguez vacant, and Appoint Debra Lertola (Health Center Representative) to the Community Health Center Board for the term of January 9, 2013 until January 9, 2015.
- 3) Appoint Ann Barnes-Dansby (Community Representative – Department of Social Services) to the Community Health Center Board to fill opening vacated by Liz Soler for the term of February 7, 2013 until February 7, 2015.

**BACKGROUND/ APPOINTEE INFORMATION:** (Page 2)

DB:LBK:pk  
*llb*

*Douglas D. Bagley*  
\_\_\_\_\_  
Douglas D. Bagley, Hospital Director

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$ N/A	In Current Year Budget:	
	Current F.Y. Net County Cost:	\$ N/A	Budget Adjustment:	N/A
	Annual Net County Cost:	\$ N/A	For Fiscal Year:	

<b>SOURCE OF FUNDS:</b> N/A	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

**C.E.O. RECOMMENDATION:** APPROVE

BY: *Debra Cournoyer*  
Debra Cournoyer

County Executive Office Signature

**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Stone, seconded by Supervisor Benoit and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Tavaglione, Stone, Benoit and Ashley  
Nays: None  
Absent: None  
Date: February 26, 2013  
xc: RCRMC, Board, Appointee, COB

Kecia Harper-Ihem  
Clerk of the Board  
By: *[Signature]*  
Deputy

**2-16**

Dep't Recomm.:  Consent  Policy  
Per Exec. Ofc.:  Consent  Policy

Prev. Agn. Ref.:

District: All

Agenda Number:

ATTACHMENTS FILED

Subject: Appointment of Members to the FQHC Community Health Center Board  
Page 2

**BACKGROUND:**

As a requirement of the Federally Qualified Health Center Look –Alike designation, the County must have a Community Health Center Board, which is authorized by County Ordinance. There are thirteen (13) positions on the Board of which a majority must be users of services at the County Family Care Centers. Board members must also be broadly representative of the characteristics of the population served. The individuals in the motion have been reviewed and accepted by the Community Health Center Board.

**Community Representatives**

Maria Mabey  
Ann Barnes-Dansby

**Health Center Representative**

Debra Lertola  
6215 Cliff Court  
Riverside, CA 92506  
(323) 346-7300

DB:LBK:pk



Community Health Center Board  
 Federally Qualified Health Centers Look-Alike  
 July 11, 2012  
**MEETING MINUTES**

**Board Members - Present**

Debbie Courmoyer, Treasurer  
 Paul Daak, Vice Chair  
 Art Garcia, Chair  
 Cynthia Gray  
 Steve Sims, Secretary  
 Liz Soler  
 Ron Stewart  
 Larry Wright  
 Maria Mabey, Mental Health  
 Charles "Chuck" Goldstein  
 Maria Juarez, CAP

**Staff - Present**

Laurie Bowers-Kane, Executive Director  
 Thomas King, Ambulatory Care Division

**Guests**

Anita Willis, County Counsel  
 Lolita Gills, Secretary

**Absent**

Katie Greene (E)  
 Patt Kimberling, Secretary (E)

**I. Call to Order** (*Art Garcia, Chair*)

Art Garcia called the meeting to order at 11:30 a.m. The meeting was held at the Riverside County Regional Medical Center, 26520 Cactus Avenue, Moreno Valley, CA; Conference Rm. F.

A quorum was present.

**II. Board Secretary** (*Steven Sims, Secretary*)

Items that need to be added to the agenda during the time of the meeting require vote and approval by the Board.

*Amendment: Portions of the July 11, 2012 Agenda will be deferred to allow for The Brown Act Training; reference Agenda Addendum.*

*The chair called for a motion to approve the Agenda as amended.*

*Chuck Goldstein so moved; seconded by Steve Sims. The vote was unanimously approved.*

**III. Conflict of Interest Disclosure** (*Art Garcia, Chair*)

In accordance with FQHC Bylaws, these meetings will continue to be open to the public, and in accordance with the Brown Act, meeting notices along with the meeting agenda are posted in a public location.

There were no conflicts of interest present.

**IV. Adoption and Approval of Minutes— June 13, 2012** (*Art Garcia, Chair*)

*Amendments: Art Garcia requested to (1) change page 3, section V to reflect June 12, 2012 as the date the Board of Supervisors approved the Form 11 to install Liz Soler and Charles Goldstein; (2) as an official decision to cap RCHC has not been made, strike this*

Chair: Art Garcia; Vice Chair: Paul Daak; Treasurer: Debbie Courmoyer; Secretary: Steven Sims  
 Interim Executive Director: Laurie Bowers-Kane, RN, BSN, MHA  
 Executive Office: 4065 County Circle Drive Suite 304, Riverside, Ca 92503 PH# (951) 358-5222

reference from Minutes; (3) add that the final approval of the budget by the Board of Supervisors (BOS) will be voted on September 11, 2012.

The chair called for a motion to adopt and approve the June 13, 2012 meeting minutes as amended. Chuck Goldstein so moved; Cynthia Gray seconded. The vote was unanimously approved.

**V. The Brown Act Training** (Presented by Anita Willis, Principal Deputy County Counsel)

**The Brown Act:**

**Key Principles**

It is the public's business  
Public trusts a process it can see

**Purpose**

To ensure that almost all aspects of the decision making process of legislative bodies of local agencies are conducted in public and open to public scrutiny.

Power Point Handout (ref. attached)

**VI. Policy Agenda and Status Reports**

**a. Administration** (Laurie Bowers-Kane, Interim Executive Director)

The Recertification Application is nearing completion.  
Transition assessment is ongoing.

**b. Finance Department** (Tom King, Administrative Services Officer)

No items were presented for approval at this time.

**c. Operations Department** (Laurie Bowers-Kane, Interim Executive Director)

No items were presented for approval at this time.

**d. Medical Services Department**

- i. **Recruitment Update:** Interviews for five (5) vacant physician positions have begun. Hiring priority is Banning, Corona, Riverside Neighborhood, Hemet, and then the desert area.
- ii. **Medical Director:** The chair brought forth the vote to approve the hiring of Geoffrey Leung, M.D. Larry Wright so moved, Cynthia Gray seconded. The vote was unanimously approved.
- iii. **CHCB Executive Director / Chief Operating Officer:**  
The chair brought forth the vote for approval of Laurie Bowers-Kane as Chief Executive Officer and Chief Operating Officer. Laurie was excused from the meeting room prior to discussion. Laurie does not receive additional compensation related to this appointment. The appointment is a result of the consolidation of the Family Care Centers into the Riverside County Health System.

The chair called for a motion to approve. Cynthia Gray so moved; Charles Goldstein seconded. The vote was unanimously approved.

**e. Quality Management Department** (*Laurie Bowers-Kane, Executive Director*)

**Update:** There was no update for Quality Management.

**f. Executive Committee** (*Art Garcia, Chair*)

i. **Update:** No Update.

**g. Board Committees** (*Committee Chairs*)

i. **Nominating Committee:**

~~Nominating Committee: Appoint Marie Mabey as the Department of Mental Health representative.~~

*The chair called for a motion to approve. Cynthia Gray so moved; Charles Goldstein seconded. The vote was unanimously approved.*

*The chair called for a motion to accept policy agenda items as presented. Steven Sims so moved; Ron Stewart seconded. The vote was unanimously approved.*

**VII. Consent Agenda**

**a. Administration** (*Laurie Bowers-Kane, Executive Director*)

No items were presented for approval at this time.

**b. Finance Department** (*Tom King, Administrative Services Officer*)

No items were presented for approval at this time.

**c. Operations Department** (*Laurie Bowers-Kane, Executive Director*)

No items were presented for approval at this time.

**d. Medical Service Department** (*Laurie Bowers-Kane, Executive Director*)

No items were presented for approval at this time.

**e. Quality Management Department** (*Laurie Bowers-Kane, Executive Director*)

No items were presented for approval at this time.

**VIII. 90 day Objective and Summary Comments** (*Laurie Bowers-Kane, Executive Director*)

i. HRSA Recertification

ii. Plans for transition

**IX. Comments From the Public**

There were no comments from the public.

**X. Roundtable** Deferred (allowance for The Brown Act Training)

**XI. Adjourn**

*Mr. Garcia thanked the board for their participation and adjourned the meeting at 1:05 p.m.*

**Next Meeting:** August 8, 2012 Riverside County Regional Medical Center,

Conference Room F 1<sup>st</sup> Floor

Respectfully Submitted by Lolita Gills, Ambulatory Care Division/Medical Services Administration



Community Health Center Board  
Federally Qualified Health Centers Look-Alike  
January 9, 2013  
**MEETING MINUTES**

**Board Members - Present**

Debbie Cournoyer  
Art Garcia, Chair  
Cynthia Oma Gray, Vice Chair  
Charles "Chuck" Goldstein  
Katie Greene  
Debra Lertola  
Maria Mabey  
Ron Stewart, Secretary  
Lawrence Wright, Treasurer

**Staff - Present**

Laurie Bowers-Kane, Executive Director  
Thomas King, Administrative Services Officer  
Patricia Kimberling, Recording Secretary

**Guests:**

Ann Barnes-Dansby  
Jean Vavao

**Absent**

Maria Juarez (E)

**I. Call to Order** (*Art Garcia, Chair*)

Art Garcia called the meeting to order at 11:39 a.m. The meeting was held at the Riverside County Regional Medical Center (RCRMC), 26520 Cactus Avenue, Moreno Valley, CA; Conference Room.

Self introductions were made by all present. A quorum was present.

**II. Board Secretary** (*Ron Stewart, Secretary*)

Items that need to be added to the agenda during the time of the meeting require vote and approval by the Board.

*Amend Items V.d., V.e. and V.g (i through v): to be deferred until February.*

*The Chair called for a motion to approve the amended agenda. Chuck Goldstein so moved; seconded by Cynthia Gray.*

**III. Conflict of Interest Disclosure** (*Art Garcia, Chair*)

In accordance with FQHC Bylaws, these meetings will continue to be open to the public, and in accordance with the Brown Act, meeting notices along with the meeting agenda are posted in a public location. \*

*There were no conflicts of interest present.*

**IV. Adoption and Approval of Minutes— December , 2012** (*Art Garcia, Chair*)

Amend Item II: *Strike Cynthia Oma Gray and correct to Ron Stewart as Secretary.*

Amend Item V.g.i. - Addition of the following: *"Per Nominating Committee recommendation, Cynthia Oma Gray submitted the motion that Art Garcia be re-elected as Chair and Lawrence Wright be elected as Treasurer. By acclamation, Art and Lawrence accepted the nominations. Chuck Goldstein moved to approve the Slate of Officers, as presented. Marie Mabey seconded. The vote was unanimously approved."*

\*FQHC=Federally Qualified Health Center

The Chair called for a motion to adopt and approve the December 12, 2012 Meeting Minutes as amended. Chuck Goldstein so moved; Maria Mabey seconded. *Abstentions: Debbie Courmoyer and Katie Greene.*

## **V. Policy Agenda and Status Reports**

### **a. Administration** (*Laurie Bowers Kane, Executive Director*)

- i. Oath of Office: Administered to Chuck Goldstein (July 11, 2012 through July 11, 2014) term) and Debra Lertola (January 9, 2012 through January 9, 2014 term) by Laurie Bowers-Kane.
- ii. Mental Health Integration is targeted for the Indio area followed by Lake Elsinore. A tour of Indio Family Care Center (FCC) and surrounding facilities is being planned.
- iii. Strategic Planning is in process. Once developed, the overall outcome will be presented to Board members.

### **b. Finance Department** (*Tom King, Administrative Services Officer*)

Review of Year-End Report detailing demographic trends, clinician visits and payor mix; Tom noted that graphs (ref. handouts) reflect seasonal decrease in operation days. Riverside County Health Care (RCHC) has eclipsed all other single payors. Average A/R (Accounts Receivables) days to collect on accounts is at 61 net.

### **c. Operations Department** (*Laurie Bowers Kane, Executive Director*)

- i. Clinic Manager position recruitment is ongoing.

### **d. Medical Services Department** (*Geoffrey Leung, M.D., Chief Medical Officer*)

- i. Deferred

### **e. Quality Management Department** (*Laurie Bowers Kane, Executive Director*)

- i. Deferred

### **f. Executive Committee** (*Art Garcia, Chair*)

- i. Due to organizational changes, Liz Soler has resigned. [REDACTED] introduced her successor, Ann B. [REDACTED] (Department of Social Services) Board representative. [REDACTED] James-Pansby. Art motioned for approval. So moved by Chuck Goldstein, seconded by Larry Wright.

### **g. Board Committees** (*Committee Chairs*)

- i. **Nominating Committee:** *Deferred*
- ii. **Bylaws Committee:** *Deferred*
- iii. **Finance Committee:** *Deferred*
- iv. **Membership Committee:** *Deferred*
- v. **Agenda Revision:** *Deferred*

*The chair called for a motion to accept policy agenda items as presented. Chuck Goldstein so moved; Katie Greene seconded. The vote was unanimously approved.*

## **VI. Consent Agenda**

- a. Administration** (*Geoffrey Leung, M.D., Chief Medical Officer*)  
No items were presented for approval at this time.
- b. Finance Department** (*Tom King, Administrative Services Officer*)  
No items were presented for approval at this time.
- c. Operations Department** (*Laurie Bowers-Kane, Executive Director*)  
No items were presented for approval at this time.
- d. Medical Service Department** (*Geoffrey Leung, M.D. Chief Medical Officer*)  
No items were presented for approval at this time.
- e. Quality Management Department** (*Deanna Garcia, QA Coordinator*)  
No items were presented for approval at this time.

## **VII. Board Training**

Ron Stewart presented concise information pertaining to:

- Conflict of Interests (*as defined by Board Bylaws and County policy*)
- What Your Community Health Center Board Expects of You – *becoming familiar with and committed to the major responsibilities of a governing board*
- Ethical Considerations – *Scenarios*
- Who Does What? – *Community Health Centers (CHC)*

Laurie clarified staffing and credentialing procedures for Providers and the role of the Community Health Center Board to confirm selected personnel. Ron clarified that FQHC Look-Alike status indemnifies the Board.

Binders will be created for each member and will include all tools needed to conduct business during Board meetings.

## **VIII. 90 day Objective and Summary Comments** (*Laurie Bowers- Kane, Executive Director*)

- i. *Deferred*

## **IX. Roundtable**

- Katie Greene acknowledged receipt of the sympathy card from the Board and thanked everyone for their prayers and support.

## **X. Comments from the Public**

## **XI. Adjournment**

Mr. Garcia thanked the Board for their participation and adjourned the meeting at 1:10 p.m.

**Next Meeting** February 13, 2013 Riverside County Regional Medical Center,  
Conference Room F 1<sup>st</sup> Floor

Respectfully Submitted by Patricia Kimberling,  
Riverside County Health System (RCHS)  
Ambulatory Care Division Administration





Community Health Center Board  
Federally Qualified Health Centers Look-Alike  
December 12, 2012  
**MEETING MINUTES**

**Board Members - Present**

Paul Daak, Vice Chair  
Art Garcia, Chair  
Cynthia Oma Gray, Secretary  
Charles Goldstein  
Maria Mabey  
Liz Soler  
Ron Stewart  
Larry Wright

**Staff - Present**

Laurie Bowers-Kane, Executive Director  
Geoffrey Leung, M.D., Chief Medical Officer  
Patricia Kimberling, Recording Secretary

**Guests:**

Debra A. Lertola

**Absent**

Debbie Cournoyer, Treasurer (E)  
Katie Greene

Maria Juarez (E)

**I. Call to Order** (*Art Garcia, Chair*)

Art Garcia called the meeting to order at 11:32 a.m. The meeting was held at the Riverside County Regional Medical Center, 26520 Cactus Avenue, Moreno Valley, CA; Conference Room F. A quorum was present.

**II. Board Secretary** (*Cynthia Oma Gray, Chair*)

Items that need to be added to the agenda during the time of the meeting require vote and approval by the Board.

*Amendment Item 4g: Governing Board ad hoc Committee to appoint Debra Lertola. The Chair called for a motion to approve the amended agenda to reflect this addition. Chuck Goldstein so moved; seconded by Larry Wright. The vote was unanimously approved.*

**III. Conflict of Interest Disclosure** (*Art Garcia, Chair*)

In accordance with FQHC Bylaws, these meetings will continue to be open to the public, and in accordance with the Brown Act, meeting notices along with the meeting agenda are posted in a public location.

*There were no conflicts of interest present.*

**IV. Adoption and Approval of Minutes— November 14, 2012** (*Art Garcia, Chair*)

*Amendment: Art Garcia requested change to reflect Katie Greene as Excused rather than Absent for the November 14<sup>th</sup> meeting. The Chair called for a motion to adopt and approve the November 14, 2012 meeting minutes as amended. Chuck Goldstein so moved so; Liz Soler seconded; Ron Stewart abstained.*

## V. Policy Agenda and Status Reports

### a. Administration (*Laurie Bowers Kane, Executive Director*)

- i. HealthTeamWorks (HTW), a Quality Assurance consulting firm hired by IEHP, have completed first of four site visits to review and implement change. The firm will work with QA Teams, consisting of a Physician, Assistant Nurse Manager and QA Navigator, to facilitate the Patient Medical Home model.
- ii. RCHC is at 27,000+ enrollees. Each FCC has on-site eligibility personnel to assist with verification/application process.
- iii. Electronic Medical Record/Patient Management System is scheduled to be up and running by 2015.
- iv. A tour will be conducted in Indio to evaluate space for Mental Health integration.

### b. Finance Department (*Tom King, Administrative Services Officer*)

*Quarterly Report due January 2013*

### c. Operations Department (*Laurie Bowers Kane, Executive Director*)

- i. Clinic manager position recruitment is ongoing.

### d. Medical Services Department (*Geoffrey Leung, M.D., Chief Medical Officer*)

- i. **Recruitment Update:** Dr. Esparza to begin December 17<sup>th</sup> at Lake Elsinore and Dr. Samvatian started last week at Perris.

### e. Quality Management Department (*Laurie Bowers Kane, Executive Director*)

- i. QM Nurse Manager recruitment is pending.
- ii. Annual Performance Improvement Report will be provided in January.

### f. Executive Committee (*Art Garcia, Chair*)

- i. Art Garcia noted that members should give some thought as to which committee(s) to serve on this coming year.

### g. Board Committees (*Committee Chairs*)

- i. **Nominating Committee:** 2013 Officers Nominations: Paul Daak submitted the motion that Cynthia Oma Gray be appointed as Vice Chair. Cynthia accepted the nomination. Liz Soler submitted the motion that Ron Stewart be appointed as Secretary. Ron accepted the nomination. After discussion, Art Garcia motioned for approval. Chuck Goldstein so moved; Maria Mabey seconded. *The vote was unanimously approved.*
- ii. **Membership Committee:** [REDACTED] approve Debra Let [REDACTED] representative board member. *The vote was unanimously approved.*
- iii. **Bylaws Committee:** No items were presented for approval at this time.
- iv. **Finance Committee:** No items were presented for approval at this time.

*The chair called for a motion to accept policy agenda items as presented. Larry Wright so moved; Paul Daak seconded. The vote was unanimously approved.*

## **VI. Consent Agenda**

- a. Administration** (*Geoffrey Leung, M.D., Chief Medical Officer*)  
No items were presented for approval at this time.
- b. Finance Department** (*Tom King, Administrative Services Officer*)  
No items were presented for approval at this time.
- c. Operations Department** (*Laurie Bowers-Kane, Executive Director*)  
No items were presented for approval at this time.
- d. Medical Service Department** (*Geoffrey Leung, M.D. Chief Medical Officer*)  
No items were presented for approval at this time.
- e. Quality Management Department** (*Deanna Garcia, QA Coordinator*)  
No items were presented for approval at this time.

## **VII. 90 day Objective and Summary Comments** (*Laurie Bowers- Kane, Executive Director*)

- i. Affordable Care Act – State Pilot Selection
- ii. Patient Centered Home
- iii. Mental Health Integration
- iv. CHCB Agenda Revision

## **VIII. Roundtable**

- Paul Daak resigned as a Health Center Representative and Vice Chair of this Board. The members conveyed their gratitude and personal comments with Paul and extended an open invitation to attend future meetings as his schedule permits.
- DPSS is hiring additional Medi-Cal eligibility technician staff.
- Ron noted that Mark Takano and Dr. Ruiz, a Coachella physician, have been elected and may be health advocate contacts.
- "Volunteers in Medicine" is a health clinic based in the Desert area that accepts patients ineligible for any public services: 82-915 Avenue 48 (near Jackson Street) Indio CA 92201
- December is National Drunk and Drugged Driving Prevention Month, a time to raise awareness about the consequences of driving under the influence of alcohol and drugs.

## **IX. Comments from the Public**

## **X. Adjournment**

*Mr. Garcia thanked the board for their participation and adjourned the meeting at 12:53 p.m.*

**Next Meeting** January 9, 2013 Riverside County Regional Medical Center,  
Conference Room F 1<sup>st</sup> Floor

Respectfully Submitted by Patricia Kimberling, RCHS - Ambulatory Care Division Administration