

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

711A



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

**SUBMITTAL DATE:**  
April 25, 2013

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

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

- 1) Accept the Resignation Letter from Maria Juarez and;
- 2) Appoint Tamara Martin to the Community Health Center Board for the term of May 8, 2013 until May 8, 2015.

**DB:LBK:pk**

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

*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	<b>Positions To Be Deleted Per A-30</b>	<input type="checkbox"/>
	<b>Requires 4/5 Vote</b>	<input type="checkbox"/>

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

**County Executive Office Signature** BY: *Debra Cournoyer*  
Debra Cournoyer

**MINUTES OF THE BOARD OF SUPERVISORS**

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

Ayes: Jeffries, Stone, Benoit and Ashley

Nays: None

Absent: Tavaglione

Date: June 4, 2013

Kecia Harper-Ihem  
Clerk of the Board

By: *Kecia Harper-Ihem*  
Deputy

RECEIVED BOARD OF SUPERVISORS  
JUN 11 2013

**Prev. Agn. Ref.:**

**District:** All

**Agenda Number:**

**2-9**

Dept Recomm.: ☒ Consent ☐ Policy  
Per Exec. Ofc.: ☒ Consent ☐ Policy

Subject: Appointment of Member 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 individual in the motion have been reviewed and accepted by the Community Health Center Board.

**Community Representative**

Tamara Martin  
Community Action Partnership  
2038 Iowa Avenue  
Riverside Ca 92507

DB:LBK:pk



# **COMMUNITY ACTION PARTNERSHIP OF RIVERSIDE COUNTY**

**Helping People - Changing Lives**



**María Y. Juárez, CCAP**  
Executive Director

March 27, 2013

Laurie Bowers-Kane  
Executive Director  
Community Health Center Board  
4065 County Circle Dr.  
Riverside, CA 92503

## **PROGRAMS**

### **ENERGY**

Utility Assistance  
(951) 955-6448  
(951) 955-6478  
(800) 999-5584

Weatherization  
(951) 955-6418

### **DISPUTE RESOLUTION CENTER**

Mediation  
Arbitration

### **ASSET BUILDING**

RivCo Individual  
Development Accounts  
Earned Income Tax Credit  
Project B.L.I.S.S.

### **YOUTH PROGRAMS**

Pre-Apprenticeship  
Project L.E.A.D.

### **PLANNING**

Research & Development  
Community Action Academy

### **FISCAL**

### **PUBLIC INFORMATION**

### **FIELD OFFICES**

Blythe  
(760) 921-5080  
Indio  
(760) 863-2664  
Hemet  
(951) 791-3567

Dear Laurie,

As the Executive Director of Community Action Partnership of Riverside County (CAP Riverside), I have enjoyed participating as a board member on the Riverside County Health Center Board. Unfortunately, due to scheduling conflicts, I have not been able to attend board meetings on a regular basis. For this reason, I have decided to resign from the board effective immediately.

I would, however, like to maintain CAP Riverside's involvement on the board by recommending the appointment of Tamara Martin to serve as a board member. Ms. Martin has experience and knowledge with the Community Health Center Board and the Riverside County Family Care Clinics and would be an asset to the board.

I would like to thank you and your staff and the board members for the professionalism extended at each of the board meetings. I have truly enjoyed our working relationship.

Respectfully,

Maria Y. Juárez  
Executive Director

cc: Art Garcia, Chairman



Community Health Center Board  
Federally Qualified Health Centers Look-Alike

April 10, 2013

**MEETING MINUTES**

**Board Members - Present**

Ann Barnes-Dansby  
Debbie Cournoyer  
Cynthia Oma Gray, Vice Chair  
Charles Goldstein  
Katie Greene  
Debra Lertola  
Tamara Martin  
Maria Mabey  
Ron Stewart, Secretary  
Jean Vavao  
Lawrence Wright, Treasurer

**Staff - Present**

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

**Guest(s):**

Judy Johnson

**Absent:**

Art Garcia, Chair (E)

**I. Call to Order** (*Cynthia Oma Gray, Vice Chair*)

Cynthia Oma Gray called the meeting to order at 11:37 a.m. The meeting was held at the Riverside County Regional Medical Center (RCRMC), 26520 Cactus Avenue, Moreno Valley, CA; Conference Room. A quorum was present.

**II. Self-Introductions** were made by all who were present.

**III. Adoption and Approval of Minutes— March 13, 2013** (*Cynthia Oma, Vice Chair*)

*Katie Greene so moved to accept the Minutes as written. Debbie Cournoyer seconded. Debbie Lertola and Chuck Goldstein abstained.*

**IV. Conflict of Interest Disclosure** (*Cynthia Oma Gray, Vice 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.*

**V. 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. *There were no changes or additions to the agenda.*

**VI. Policy Agenda and Status Reports**

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

- i. Laurie attended the NACHC (National Association of Community Health Care Centers) Operations Management Seminar – Module I. Two additional modules are scheduled for July and August. Laurie will provide summary report upon conclusion of this series.
- ii. Budget preparation for upcoming FY has been completed.
- iii. Lake Elsinore Mental Health Team will be based at the FCC (Family Care Center) initially. Adult, Children and Substance Abuse services are being evaluated for the long run.
- iv.

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

- i. Recruitment is pending for the Quality Assurance Nurse Manager and Assistant Nurse Manager (Corona) positions.
- ii. HEDIS Audits (Healthcare Effectiveness Data and Information Set) are a tool used by more than 90 percent of America's health plans to measure performance on care and services and are conducted at FCC sites via IEHP (Inland Empire Health Plan).
- iii. A Pharmacy Consultant from RCRMC will provide quarterly reports of FCC medication practices and procedures.

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

- i. Discussion of Diabetes ALL Program which involves tracking patients through a Registry. (Note: "ALL" refers to a medication regime)
- ii. Recruitment collaboration with UCR (University of California) is underway
- iii. HealthTeamWorks continues Patient-Centered Medical Home focus with emphasis on fostering a culture of ongoing PDSA (*plan-do-study-act*) improvements.

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

- i. Members were asked to review The Annual Performance Improvement (P.I.) Plan prior to this meeting in preparation of approval recommendation.

**e. Executive Committee** (*Cynthia Oma Gray, Vice Chair*)

- i. Art and Oma will meet with Deanna Garcia next month to discuss plan for Health Expo.
- ii. Larry and Oma will attend the Public Health Month Health Fair on April 25<sup>th</sup> at Palm Springs FCC.

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

- i. **Nominating Committee:** *No Report*
- ii. **Bylaws Committee:** Some changes have been proposed. Members will meet to finalize and plan to present revisions at upcoming meeting.
- iii. **Finance Committee:** Larry Wright reported that the Budget was due to the Board of Supervisors by March 14<sup>th</sup>. It was submitted timely and will be presented in June.
- iv. **Membership Committee:** Members reviewed Resignation Letter from Maria Juarez. Chuck Goldstein moved to approve Tamara Martin as succeeding Community Representative from the Community Action Partnership for the term of May 8, 2013 to May 8, 2015. Katie Greene seconded. The vote was unanimously approved. Laurie Bowers-Kane administered the Oath to Tamara Martin.
- v. **Agenda Redesign Task Force:** Art Garcia, Laurie Bowers-Kane and Cynthia Gray will review format in the next 90 days.

*The Vice Chair called for a vote to accept the policy agenda as presented. Larry Wright so moved; Debbie Lertola seconded. The vote was unanimously approved.*

**g. Board Training**

*Judy Johnson, Assistant Nurse Manager, Palm Springs Family Care Center*

Presentation: Overview of Palm Springs Family Care Center.

Service highlights include:

- Primary Care

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Service highlights include:

- Primary Care

- Family Planning
- CHDP (Child Health Disability Program)
- WIC (Women, Infants and Children (Food Supplement Program
- Cancer Screening
- Adult/Child Immunizations
- HIV Pilot Program
- Teen Clinic
- Roy's Desert Resource Center – partnership
- Inland AIDS Project – partnership

## **VII. Consent Agenda**

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

No items were presented for approval at this time.

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

No items were presented for approval at this time.

### **c. Medical Service Department** (*Geoffrey Leung, M.D. Chief Medical Officer*)

No items were presented for approval at this time.

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

Oma called for a vote to recommend the P I Annual Report.

Chuck Goldstein so moved; Larry Wright seconded.

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

- i. RCHS website to be updated with new member photos and link to Board Member Application
- ii. Mental Health Integration at Lake Elsinore FCC.
- iii. Electronic Health Record (EHR) System negotiation to move forward  
(*Laurie clarified this system will include some sharing components with Riverside County Regional Medical Center*)
- iv. Agenda Redesign
- v. Health Expo Task Force

## **IX. Roundtable**

- i. Organizational Chart Tab will be added to Board member meeting notebooks.
- ii. Meeting notebook member contact information will be updated
- iii. The Clinton Health Matters Initiative is assisting FQHC Look-Alikes in coordinating agencies, services and best practices to improve health care disparities in Coachella Valley.

(FQHC = Federally Qualified Health Center)

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

## **XI. Adjournment**

Ms. Gray thanked the Board for their participation and adjourned the meeting at 12:57 p.m.

**Next Meeting** May 8, 2013 Riverside County Regional Medical Center, Cafe Annex – First Floor

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