## MINUTES

**Local Health Authority Commission**

**June 10th, 2024**

## 5:30 PM

**512 W. Aten Rd., Imperial, CA 92251**

**All supporting documentation is available for public review at** [**https://chpiv.org**](https://chpiv.org/)

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| **Committee Members** | **Representing** | **Present** |
| **Dr. Theodore Affue** | LHA Commissioner – Imperial County Medical Society | * R
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| **Dr. Bushra Ahmad** | LHA Commissioner – County of Imperial – Chief Medical Officer |  |
| **Dr. Carlos Ramirez** | LHA Commissioner – Unicare – CNO, COO  |  |
| **Dr. Unnati Sampat** | LHA Commissioner – MD, Imperial Valley Family Care Medical Group   |  |
| **Dr. Allen Wu** | LHA Commissioner – Innercare, Chief Medical Officer  |  |
| **Christopher Bjornberg** | LHA Commissioner-Chief Executive Office of PMHD |  |
| **Miguel Figueroa** | LHA Commissioner – County of Imperial – Chief Executive Officer  | A |
| **Paula Llanas** | LHA Commissioner – County of Imperial – Director of Social Services | A |
| **Ryan E. Kelley** | LHA Commissioner – County of Imperial – Board of Supervisors | A |
| **Pablo Velez** | LHA Commissioner – ECRMC Chief Executive Officer | A |
| **Yvonne Bell** | LHA Vice-Chair – Chief Executive Officer – Innercare  |  |
| **Lee Hindman** | LHA Chairperson – Joint Chambers of Commerce representing the public  |  |

1. **CALL TO ORDER** *Lee Hindman, Chair*

 *Meeting called to order at 5:35 p.m.*

1. Roll Call *Donna Ponce, Commission Clerk*

*Roll call taken and quorum confirmed. Attendance is as shown.*

1. Approval of Agenda
	* 1. Items to be pulled or added from the Information/Action/Closed Session Calendar
		2. Approval of the order of the agenda

*(Ramirez/Wu) Approved to move item 7D to the front of the agenda. Motion carried.*

1. **PUBLIC COMMENT** *Lee Hindman, Chair*

Public Comment is limited to items NOT listed on the agenda. This is an opportunity for members of the public to address the Commission on any matter within the Commission’s jurisdiction. Any action taken as a result of public comment shall be limited to the direction of staff. When addressing the Commission, state your name for the record prior to providing your comments. Please address the Commission as a whole, through the Chairperson. Individuals will be given three (3) minutes to address the board.

1. **CLOSED SESSION**

Pursuant to Welfare and Institutions Code § 14087.38 (n) Report Involving Trade Secret new product discussion (estimated date of disclosure, 01/2024)

* 1. Update/Action on Contract with Health Net Community Solutions, Inc.
	2. Draft Bylaws Update-General Counsel Report (*Bill Smerdon, Legal Counsel)*
	3. Employee Benefits
1. **RECONVENE OPEN SESSION**

 A. Report on actions taken in closed session.

1. **CONSENT AGENDA**

#### All items appearing on the consent calendar are recommended for approval and will be acted upon by one motion, without discussion. Should any Commissioner or other person express their preference to consider an item separately, that item will be addressed at a time as determined by the Chair.

1. Approval of Minutes from 5/13/2024
2. Accept Monthly Financial Reports reviewed and accepted by the Finance Committee.
	1. April 2024 P&L Variance Report
	2. April 2024 Cash Transactions
	3. April 2024 Cash Reconciliation
	4. April 2024 Statement of Revenues, Expenses, and Changes in Net Position
	5. April 2024 Statement of Net Position
	6. April 2024 Statement of Revenues, Expenses, and Changes in Net Position (YTD)

*(Ramirez/Ahmad) To approve the Consent Agenda. Motion carried.*

#### ACTION

1. Accept the 2023 Annual Audit presented by Moss Adams as reviewed and accepted by the Finance Committee.

*Stelian Damu, Audit Engagement Partner and Kyle Rogers, Audit Senior Manager of Moss Adams presented the 2023 audit results for CHPIV.*

*(Ramirez/Sampat) To accept the 2023 annual audit as present. Motion carried.*

1. Discussion/Action on Resolution for removal of a signatory for First Foundation Bank.

#### *(Wu/Sampat) To approve resolution for removal of a signatory for First Foundation Bank. Motion carried.*

#### INFORMATION

#### Health Services Report *(Dr. Gordon Arakawa, CMO)*

#### *CMO, Dr. Gordon Arakawa updated the commission on the following:*

#### *Review of Health Net’s Q2 QIHEC Materials*

#### *National Commission for Quality Assurance Accreditation*

#### *Meetings with Health Net Counterparts*

#### Financial Services Report *(Tony Godinez, Senior Manager of Accounting)*

#### *Senior Manager of Accounting, SMA, Tony Godinez provided clarification on the 2023 Annual Audit as conducted by Moss Adams regarding the following:*

#### *Significant Deficiencies-Co-Chair Bell asked if CHPIV would get a management letter if there were significant deficiencies. Mr. Godinez confirmed that this was correct.*

#### *Segregation of Duties*

#### *Quick Books*

#### *Chair Hindman added that if ever there are questions regarding financial matters, feel free to contact CEO, Larry Lewis and SMA, Tony Godinez.*

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#### Compliance Report *(Elysse Tarabola, CCO)*

#### *CCO, Elysse Tarabola and Senior Director of Compliance, Chelsea Hardy, updated the commission on the following:*

#### *Delegation Oversight Monitoring Program which includes monitoring activities for all the high-risk areas. Elysse added that she hoped that a final scorecard and dashboard would be available for the July LHA meeting.*

#### *The Regulatory Compliance Oversight Committee is in the process of setting a Q2 meeting date.*

1. Human Resources and Community Relations Report *(Michelle S. Ortiz-Trujillo, SDHRCR)*

*Senior Director of Human Resources and Community Relations (SDHRCR), Michelle Ortiz-Trujillo updated the commission of the following:*

* + - 1. *Human Resources*
	1. *Workplace Violence Prevention Training assigned to CHPIV team*
		+ 1. *Community Relations. Michelle added that the Receptionist/Member Services Coordinator position has been filled. The new hire is Ariday Rosales who started on June 3, 2024.*
	2. *Quarter 2-Community Advisory Committee (CAC)*

*The meeting was held on June 6, 2024. Michelle reported that there was a total of seventeen Medi-Cal members. Meeting minutes to be shared at July LHA meeting.*

* + - 1. *Member Services*

*CHPIV is working with the Compliance team for the monitoring of the call center.*

1. CEO Report (*Larry Lewis, CEO)*

*CEO, Larry Lewis updated the commission on the following:*

* *CFO Resignation. CHPIV has engaged with a recruiting agency, HMA Consulting, in search of a permanent replacement. In the meantime, HMA is assisting in seeking a fractional, or part time CFO to assist.*
* *DSNP Program Application*
* *Facility Update-Receptionist/Member Services Coordinator position has been filled by Ariday Rosales. Executive Assistant/Commission Clerk, Donna Ponce has moved to one of the hoteling spaces supporting the CEO, CMO, CCO, as well as the future CFO. SMA, Tony Godinez has relocated to SDHRCR’s old office. Air Conditioning unit has been replaced.*
1. Other new or old business (*Lee Hindman, Chair) None.*
2. Commissioner Remarks (*Lee Hindman, Chair)*

*Newly appointed Commissioner Christopher Bjornberg of Pioneers Memorial Healthcare District introduced himself to the commission. CHPIV Commission and staff also took the time to introduce themselves to Commissioner Bjornberg.*

*Commissioner Sampat stated that she attended a conference in Washington, D.C. on behalf of the American College of Physicians, chosen to represent one of the Southern California Physicians.*

##### Adjournment

*The meeting was adjourned at 6:29 p.m.*