



*Morongo Basin Health Care District*  
**Community Health Center**  
**GOVERNING BOARD MEETING**

**MINUTES of Tuesday, January 22, 2019, 5:45 p.m.**

**District Administrative Offices: 6530 La Contenta Road, Suite 200, Yucca Valley CA 92284**

*Mission Statement: To provide affordable, quality healthcare to the communities we serve.*

*Vision Statement: We will improve the health of the community by increasing access to care in the Morongo Basin.*

**PRESENT:**

- Barbara Newman, Member (Pt Rep)
- Barbara Souter, Member (Pt Rep)
- Bryan Goldfarb, Member (Community Rep)
- Cecelia St. Clair, Member (Pt Rep)
- Joe Sullivan, Member (Community Rep)
- Lori Riskin-Griffith, Member (Pt Rep)
- Marge Doyle, Member (Community Rep)
- Mary Ann Shirbroun, Member (Pt Rep)
- Paul Hoffman, Member (Community Rep)

**STAFF:**

- Jackie Combs, CEO
- Alexandra Barba, CHC Board Clerk
- Karen Graley, Director Communications
- Joe Ruddon, Director Business Development
- Cindy Schmall, Director Operations
- Debbie Anderson, Controller
- Stephanie Eigner, CHC Clinic Manager
- Janeen Duff, CHC Dental Manager
- Kathy Alkire, CHC Quality Director

**GUESTS:**

- Beverly Scott, Member of the Public
- Jenna Hunt, News Reporter

**CALL TO ORDER:** 5:50 p.m.

**ROLL CALL:** Quorum was met.

**OBSERVANCES:**

- Paul Hoffman led the assembly in the Pledge of Allegiance.
- Joe Sullivan read the mission and vision statements.

**PUBLIC COMMENTS:**

- There were no public comments.

**APPROVAL OF MEETING AGENDA:** *Motion 19-01*

**Motion** by Marge Doyle to approve the meeting Agenda as presented; motion seconded by Joe Sullivan; motion passed by unanimous vote.

**INTRODUCTIONS:**

Each of the new CHC Governing Board members introduced themselves and provided a brief summary of their professional backgrounds. We have a diverse group of members with backgrounds ranging from finance to behavioral health from all the areas the Community Health Center services across the Morongo Basin.

**BOARD EDUCATION:**

**ORIENTATION**– Jackie Combs, CEO

Jackie Combs, CEO, gave the new Community Health Center (CHC) Governing Board members a holistic presentation on the Morongo Basin Healthcare District. Her presentation covered several topics including the history of the Healthcare District, the findings of the Community Health Needs Assessment that was conducted by USC's Sol Price School of Public Policy in 2017, and an explanation of the various services offered across the clinics and new Medical Mobile Unit (MMU). In addition, her presentation covered the California Brown Act, the Co-Applicant Agreement, and the responsibilities each person has as a member of the CHC Governing

Board, which includes duties such as approving the annual budget, reviewing and approving clinical policies, among several others. The main objective of the Governing Board is to assure the Health Center is meeting the needs of the Morongo Basin community and operating as it should to meet those needs.

Ms. Combs further added that she wants the Board to make decisions based on data and it is her responsibility to make sure they are presented with the data they need to make the most well-informed decisions they can. After Jackie's presentation, Cecelia St. Clair shared that she may not be able to remain on the CHC Board, as she is related to a current employee by marriage and she read that members of the CHC Governing Board "may not be an employee of the center, or spouse or child, parent, brother, or sister by blood or marriage of such an employee." Ms. Combs thanked Cecilia for her honesty and assured her that she would get back to her about her ability to be on the board.

#### **ELECTION OF OFFICERS:**

Ms. Combs turned the meeting to Alexandra Barba, Board Clerk, to conduct the election process. It was noted that the term of office for each position is one year.

▪ **OFFICE OF THE CHAIRPERSON** *Motion 19-02*

**Motion by Marge Doyle, second by Cecelia St. Clair to approve Paul Hoffman as the Chairperson of the CHC Governing Board; motion approved by unanimous vote.**

▪ **OFFICE OF THE VICE CHAIRPERSON** *Motion 19-03*

**Motion by Paul Hoffman, second by Cecelia St. Clair to approve Joe Sullivan as the Vice Chairperson of the CHC Governing Board; motion approved by unanimous vote.**

▪ **OFFICE OF THE SECRETARY** *Motion 19-04*

**Motion by Marge Doyle, second by Cecelia St. Clair to approve Mary Ann Shirbroun as the Secretary of the CHC Governing Board; motion approved by unanimous vote.**

▪ **OFFICE OF THE TREASURER** *Motion 19-05*

**Motion by Paul Hoffman, second by Cecelia St. Clair to approve Marge Doyle as the Treasurer of the CHC Governing Board; motion approved by unanimous vote.**

#### **BOARD CALENDAR:**

- CHC Board agreed that meetings will now occur on the 2<sup>nd</sup> Thursday of each month at 5:30pm
  - ◆ Next CHC Governing Board Meeting: February 14, 2019, 5:30pm

#### **FUTURE AGENDAS WILL INCLUDE:**

- Clinic Policies will be reviewed
- Approval of Provider Credentials
- Results of UDS Clinical Measures
- Mission and Vision Statements, Co-Applicant Agreement, and Sliding Fee Scale
- Set Date for Ethics Training


#### **MEMBER COMMENTS:**

- Paul Hoffman and Marge Doyle requested that Ms. Combs email them the link to the HRSA Manual, as they would like to read through it before the next meeting.
- Each board member shared a few words about how they were feeling towards being a part of the board. Several members were excited to continue to help the Health Centers grow, and many were impressed with how much the Health Center has accomplished and its goals for expanding services.
- Joe Sullivan asked that the room set up be rearranged so board members face each other.

#### **MEETING ADJOURNMENT**

Paul Hoffman adjourned the meeting at 7:03 p.m.

*Minutes recorded by Alexandra Barba, Board Clerk*

  
Paul Hoffman, Chairperson

  
Mary Ann Shirbroun, Secretary