

ORDINANCE NO. 751
(AS AMENDED THROUGH 751.2)
AN ORDINANCE OF THE COUNTY OF RIVERSIDE
AMENDING ORDINANCE NO. 751 ESTABLISHING
THE COMMUNITY HEALTH CENTER BOARD

The Board of Supervisors of the County of Riverside, State of California, Ordains as follows:

Section 1. Establishment.

There is hereby established in Riverside County a commission which shall be known as the Community Health Center Board ("CHCB"). The purpose of the CHCB is to act, in conjunction with the Board of Supervisors, as the governing board of those health care clinics operated by the County of Riverside ("County") which are designated as federally qualified health centers pursuant to 42 U.S.C. paragraph 1395x(aa) (3) and/or (4), and/or paragraph 1396 (1) (2) (A) and/or (B) ("FQHCs").

Section 2. Membership and Appointment.

The CHCB shall consist of thirteen (13) to twenty-five (25) members appointed by the Board of Supervisors. All members of the CHCB shall be residents or employees of the County. No member of the CHCB shall be an employee or an immediate family member of an employee of the FQHCs.

- a. At least seven of the members shall be individuals who are current registered patients of the FQHCs ("Health Center Representatives"). Health Center Representatives will at all times make up a majority (51 percent) of the CHCB. The Health Center Representatives shall broadly represent geographic areas served by the FQHC clinics. In making all appointments, the Board of Supervisors will assure that the Health Center Representatives, as a group, are representative of the FQHCs' patient population in terms of factors such as ethnicity, race, gender, age and economic status.
- b. The remaining members of the CHCB shall consist of: representatives from County Departments that work regularly with the FQHCs ("County Representatives") and individuals who possess expertise in community affairs, finance and banking, legal affairs, trade unions, and other commercial and industrial concerns, and who have provided leadership in the community ("Community Representatives") No more than 50% of the Community Representatives may receive more than 10% of their annual income from the health care industry.
- c. The County Representatives shall consist of one (1) member from the Riverside University Health System Medical Center, one (1) member from the Riverside County Department of Behavioral Health, one member from the Department of Public Health and one (1) member from the Riverside County Executive Office.

Section 3. Terms of Office.

The term of each CHCB member shall be four (4) years; provided, of the original members appointed, three (3) user and three (3) non-user members shall be appointed for an original term of two (2) years.

With respect to the appointment of the CHCB members upon the vacancy of a position or the expiration of a term of a user member, the remaining members of the CHCB shall make recommendations to the Board of Supervisors concerning appropriate candidates for the open position. In making these recommendations, the CHCB will take into consideration the requirement that the user members reflect the FQHCs' user mix.

The Board of Supervisors, in appointing a person to the open position, shall follow the provisions of Government Code Section 54970 et seq. The CHCB shall review the candidate's qualifications, and make recommendations to the Board of Supervisors. The Board of Supervisors shall, when filling a vacant user position, appoint a member whose personal attributes assure that the user members as a whole are representative of the community and that the ratio of user members to non-user members is maintained.

Section 4. Meetings.

Meetings shall be held at least monthly, within the geographic area of the County. The person or persons having direct administrative responsibility for the operation of FQHCs shall attend all meetings of the CHCB.

All meetings of the CHCB, including, without limitation, regular, special, and adjourned meetings, shall be called, noticed, held, and conducted in accordance with the provisions of the Ralph M. Brown Act (commencing with Section 54950 of the California Government Code).

Section 5. Duties.

Subject to the provisions of Section 6 herein, the duties of the CHCB shall be as follows:

- a. Approve the selection and dismissal of the person or persons having direct administrative responsibility for the operation of the FQHCs;
- b. Adopt policies identifying the services to be delivered at each FQHCs location and the hours during which services are to be provided;
- c. Approve, within appropriations available for such purposes, the budget for FQHCs' operations, and develop financial priorities and strategies for major resource utilization, subject to approval by the Board of Supervisors;
- d. Evaluate at least annually the effectiveness of the FQHCs in making services available and accessible to residents of the County. Such evaluation shall include, but not be limited to, utilization patterns, productivity, patient satisfaction, and achievement of program objectives;

- e. Periodically report to the Board of Supervisors regarding the FQHCs' utilization, productivity, patient satisfaction, and achievement of project objectives.
- f. Develop and implement a procedure for hearing and resolving patient grievances;
- g. Adopt quality of care audit procedures;
- h. Assure compliance with federal, state and local laws and regulations;
- l. Adopt such other policies as are necessary and proper for the efficient and effective operation of the FQHCs; and
- j. Adopt Bylaws for the CHCB which comply with all applicable statutes, regulations, and with the conditions of this enabling ordinance.
- k. Determine what services beyond those required in law should be provided at the FQHCs, as well as the location and mode of delivery of those services. Recommend development of such services through budget requests to the Board of Supervisors.
- l. Review and approve regulatory submissions related to operation of the FQHCs such as grants, designation applications and other HRSA requests regarding scope of services.

Section 6. Limitations on Authority.

The Board of Supervisors shall maintain the authority to set general policy on fiscal and personnel matters pertaining to the FQHCs, policies related to financial management practices, charging and rate setting, labor relations and conditions of employment. The CHCB may not adopt any policy or practice, or take any action, which is inconsistent with or which alters the scope of any policy set by the Board of Supervisors on fiscal or personnel issues.

Section 7. Conflicts of Interest.

The CHCB shall be subject to the same conflict of interest rules and reporting requirements which are applicable to the Board of Supervisors, employees of the County, and other public agencies/entities.

Section 8.

An ad hoc Joint Conference Committee meeting may be requested by either the Board of Supervisors or the CHCB at any time to discuss any matter relating to the FQHCs. Two members of the Board of Supervisors will be chosen by its Chairperson and two members of the CHCB will be chosen by the CHCB Chairperson to participate in the Committee's discussions. The Joint Conference Committee will report its findings and recommendations to the Board of Supervisors and to the CHCB.

EFFECTIVE DATE: This ordinance shall take effect thirty (30) days after its adoption.

Adopted: 751 Item 3.4 of 04/04/1995 (Eff: 04/04/1995)

Amended: 751.1 Item 3.5 of 07/02/1996 (Eff: 07/02/1996)

751.2 Item 3-14 of 09/20/2016 (Eff: 10/20/2016)