

**ORDINANCE NO. 751
(AS AMENDED THROUGH 751.3)
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) ("Community Health Centers").

Section 2. Membership and Appointment.

The CHCB shall consist of nine (9) 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 Community Health Centers. All members shall be either current patients of the Community Health Centers (Patient Representatives) or 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).

- a. Patient Representatives will at all times make up a majority (51 percent) of the CHCB. The Patient Representatives shall broadly represent geographic areas served by the FQHC clinics. In making all appointments, the Board of Supervisors will assure that the Patient Representatives, as a group, are representative of the Community Health Centers' patient population in terms of factors such as ethnicity, race, gender, age, and economic status.
- b. No more than 50% of the Community Representatives may receive more than 10% of their annual income from the health care industry. Income from the healthcare industry is defined as income received by an individual who is a licensed medical provider that provides patient care in a clinic setting.
- c. The Board shall include representatives of the County Departments that work regularly with the Community Health Centers: one (1) member from the Riverside University Health System Medical Center, one (1) member from the Riverside County Department of Behavioral Health, one (1) member from the Department of Public Health and one (1) member from the Riverside County Executive Office. These County representatives shall also be either

Community or Patient representatives. The County representatives may not have a direct day-to-day operational role within the CHCs or within a team providing services for the CHCs.

Section 3. Terms of Office.

The term of each CHCB member shall be four (4) years.

With respect to the appointment of the CHCB members upon the vacancy of a position or the expiration of a term of a 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 Patient members reflect the Community Health Centers' patient 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 position, appoint a member whose personal attributes assure that the members as a whole are representative of the community and that the minimum ratio of patient members to non-patient 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 Community Health Centers 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 Community Health Centers;
- b. Adopt policies identifying the services to be delivered at each Community Health Centers location and the hours during which services are to be provided;
- c. Approve, within appropriations available for such purposes, the budget for Community Health Centers' 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 Community Health Centers 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 Community Health Centers' 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;
- i. Adopt such other policies as are necessary and proper for the efficient and effective operation of the Community Health Centers; 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 Community Health Centers, 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 Community Health Centers 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 Community Health Centers, 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 Community Health Centers. 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 upon its adoption by the Board of Supervisors.

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)

751.3 Item 15.1 of 01/07/2020 (Eff: 01/07/2020)