



## SUMMARY OF PROCEEDINGS

### KERN COUNTY HOSPITAL AUTHORITY COMMUNITY HEALTH CENTER BOARD OF DIRECTORS

Community Health Center  
Administrative Office  
900 Truxtun Avenue, Suite 250  
Bakersfield, California 93301

Regular Meeting  
Wednesday, March 26, 2025

11:30 A.M.

#### BOARD RECONVENED

Board Members: Behill, Kemp, Lopez, Martinez, Nichols, Sandoval, Smith, Valdez, Williams  
Roll Call: 7 Present; 2 Absent - Nichols, Valdez

NOTE: The vote is displayed in bold below each item. For example, Smith-Behill denotes Director Smith made the motion and Director Behill seconded the motion.

#### STAFF RECOMMENDATION SHOWN IN CAPS

#### PUBLIC PRESENTATIONS

- 1) This portion of the meeting is reserved for persons to address the Board on any matter not on this agenda but under the jurisdiction of the Board. Board members may respond briefly to statements made or questions posed. They may ask a question for clarification, make a referral to staff for factual information or request staff to report back to the Board at a later meeting. In addition, the Board may take action to direct the staff to place a matter of business on a future agenda. SPEAKERS ARE LIMITED TO TWO MINUTES. PLEASE STATE AND SPELL YOUR NAME BEFORE MAKING YOUR PRESENTATION. THANK YOU!  
**NO ONE HEARD**

BOARD MEMBER ANNOUNCEMENTS OR REPORTS

- 2) On their own initiative, Board members may make an announcement or a report on their own activities. They may ask a question for clarification, make a referral to staff or take action to have staff place a matter of business on a future agenda (Government Code section 54954.2(a)(2)) –

**DIRECTOR WILLIAMS HEARD REGARDING THE CONSENT AGENDA, DEFINITIONS AND ACRONYMS, AND HRSA APPLICATION APPROVAL PROCESS; EXECUTIVE DIRECTOR RENEE VILLANUEVA RESPONDED**

CA

- 3) Minutes for the Kern County Hospital Authority Community Health Center Board of Directors regular meeting on February 26, 2025 –  
APPROVED

**Smith-Williams: 7 Present; 2 Absent - Nichols, Valdez**

CA

- 4) Proposed ratification of the Kern County Hospital Authority Organizational Chart, effective March 19, 2025 –  
RATIFIED

**Smith-Williams: 7 Present; 2 Absent - Nichols, Valdez**

CA

- 5) Proposed approval of Resolution to adopt the Kern County Hospital Authority Conflict of Interest Policy and Code –  
APPROVED; ADOPTED RESOLUTION 2025-003

**Smith-Williams: 7 Present; 2 Absent - Nichols, Valdez**

CA

- 6) Proposed approval of the Kern County Hospital Authority Community Health Center Board of Directors training schedule –  
APPROVED

**Smith-Williams: 7 Present; 2 Absent - Nichols, Valdez**

CA

- 7) Proposed approval of the Kern County Hospital Authority Community Health Center finance, operations and quality policies –  
APPROVED WITH CORRECTIONS TO POLICY LAL-BC-01 (REPLACE “WHICH” WITH “WITH”) AND POLICY LAL-FIN-20 (REPLACE “HOSPITAL AUTHORITY” WITH “COMMUNITY HEALTH CENTER”)

**Smith-Williams: 7 Present; 2 Absent - Nichols, Valdez**

CA

- 8) Proposed approval of Resolution to adopt the Kern County Hospital Authority Human Resources policies –  
APPROVED; ADOPTED RESOLUTION 2025-004

**Smith-Williams: 7 Present; 2 Absent - Nichols, Valdez**

- 9) Proposed Memorandum of Understanding with Kern Medical Center for shared services, effective April 1, 2025 –  
EXECUTIVE DIRECTOR RENEE VILLANUEVA HEARD REGARDING MEMORANDUM OF UNDERSTANDING OUTLINING SERVICES BETWEEN KERN MEDICAL CENTER AND THE COMMUNITY HEALTH CENTER; APPROVED WITH CORRECTIONS TO EXHIBIT “A” (REPLACE “FQHC” WITH “CHC”); AUTHORIZED CHAIRMAN TO SIGN AGREEMENT 030-2025  
**Smith-Behill: 7 Present; 2 Absent - Nichols, Valdez**
- 10) Proposed Memorandum of Understanding with Kern Medical Center for the internal referral of health center patients for outpatient diagnostic and ancillary services at Kern Medical Center, effective April 1, 2025 –  
EXECUTIVE DIRECTOR RENEE VILLANUEVA HEARD REGARDING PROCESS OF INTERNAL REFERRALS FROM THE COMMUNITY HEALTH CENTER TO KERN MEDICAL CENTER; DIRECTOR MARTINEZ HEARD REGARDING THE PATIENT REFERRAL PROCESS; COUNSEL SHANNON HOCHSTEIN HEARD REGARDING REFERRALS SENT TO OUTSIDE FACILITIES FOR SERVICES NOT PROVIDED BY KERN MEDICAL CENTER; APPROVED; AUTHORIZED CHAIRMAN TO SIGN AGREEMENT 031-2025  
**Lopez-Behill: 7 Present; 2 Absent - Nichols, Valdez**
- 11) Proposed approval of Kern County Hospital Authority Community Health Center Quality Improvement and Assessment policy –  
EXECUTIVE DIRECTOR RENEE VILLANUEVA HEARD REGARDING THE HEALTH CENTER QUALITY IMPROVEMENT AND ASSESSMENT POLICY; DIRECTOR MARTINEZ HEARD REGARDING ANY DIFFERENCES IN THE QUALITY IMPROVEMENT AND ASSESSMENT PROCESSES OF THE HEALTH CENTER AND KERN MEDICAL CENTER; MS. VILLANUEVA RESPONDED; APPROVED  
**Williams-Smith: 7 Present; 2 Absent - Nichols, Valdez**
- 12) Proposed approval of Kern County Hospital Authority Community Health Center Sliding Fee Scale policy –  
FINANCE ADMINISTATOR ANDREW CANTU HEARD REGARDING THE REQUIREMENTS FOR THE SLIDING FEE SCALE POLICY; DIRECTOR KEMP HEARD REGARDING THE PROCESS FOR DETERMINING PATIENT ELIGIBILITY AND APPLICATION OF THE POLICY; MR. CANTU RESPONDED BY EXPLAINING THE PROCESS; APPROVED  
**Lopez-Kemp: 7 Present; 2 Absent - Nichols, Valdez**
- 13) Presentation regarding Kern County Hospital Authority Community Health Center Sliding Fee Discount Program / Billing and Collections –  
FINANCE ADMINISTATOR ANDREW CANTU HEARD REGARDING PURPOSE AND PROCESS OF THE SLIDING FEE SCALE DISCOUNT PROGRAM, BILLING AND COLLECTIONS FOR THE HEALTH CENTER; DIRECTOR MARTINEZ HEARD REGARDING THE FREQUENCY OF POLICY UPDATES; MR. CANTU ADVISED THE BOARD THAT THE POLICY WOULD BE UPDATED ANNUALLY; RECEIVED AND FILED  
**Smith-Lopez: 7 Present; 2 Absent - Nichols, Valdez**

- 14) Presentation regarding Kern County Hospital Authority Community Health Center Patient Safety –  
NURSING ADMINISTRATOR ALICIA GAETA AND QUALITY OFFICER CARMIE MAGNO HEARD REGARDING PATIENT SAFETY IN THE HEALTH CENTER; DIRECTOR SANDOVAL HEARD REGARDING NURSING EDUCATION ON THE DISCHARGE PROCESS; DIRECTOR KEMP HEARD REGARDING PROVIDER ACCOUNTABILITY FOR COMPLAINTS; MS. GAETA RESPONDED; RECEIVED AND FILED  
**Williams-Smith; 7 Present; 2 Absent - Nichols, Valdez**
- CA
- 15) Miscellaneous Correspondence as of March 26, 2025 –  
RECEIVED AND FILED  
**Smith-Williams: 7 Present; 2 Absent - Nichols, Valdez**
- 16) Kern County Hospital Authority Community Health Center Executive Director report –  
EXECUTIVE DIRECTOR RENEE VILLANUEVA HEARD; RECEIVED AND FILED  
**Kemp-Behill: 7 Present; 2 Absent - Nichols, Valdez**

ADJOURNED TO CLOSED SESSION  
**Smith-Kemp**


- 17) PUBLIC EMPLOYEE PERFORMANCE EVALUATION - Title: Community Health Center Executive Director (Government Code Section 54957) – SEE RESULTS BELOW

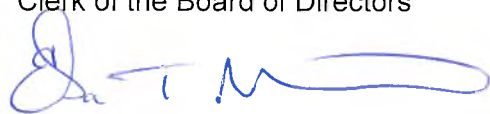
RECONVENED FROM CLOSED SESSION  
**Williams-Smith**

REPORT ON ACTIONS TAKEN IN CLOSED SESSION

Item 17 concerning PUBLIC EMPLOYEE PERFORMANCE EVALUATION - Title: Community Health Center Executive Director (Government Code Section 54957) – HEARD; NO REPORTABLE ACTION TAKEN

ADJOURNED TO WEDNESDAY, APRIL 23, 2025 AT 11:30 A.M.  
**Williams**

  
/s/ Mona A. Allen  
Clerk of the Board of Directors

  
/s/ Elsa Martinez  
Chairman, Board of Directors  
Kern County Hospital Authority Community Health Center