

**Ventura County Medi-Cal Managed Care Commission  
(VCOMMCC) dba Gold Coast Health Plan (GCHP)  
Executive / Finance Committee Meeting Minutes  
May 17, 2012**

**CALL TO ORDER**

Interim CEO Undlin called the meeting to order at 3:01 p.m. in Suite 200 at the Ventura County Public Health Building located at 2240 E. Gonzales Road, Oxnard, CA 93036.

**COMMITTEE MEMBERS PRESENT**

**David Glycer**, Private Hospitals / Healthcare System  
**Robert Gonzalez, MD**, Ventura County Health Care Agency  
**Roberto S. Juarez**, Clinicas del Camino Real, Inc.  
**Catherine Rodriguez**, Ventura County Medical Health System

**EXCUSED / ABSENT MEMBERS**

*Vacant Seat*

**STAFF IN ATTENDANCE**

**Cassie Undlin**, Interim CEO  
**Sonia DeMarta**, Interim CFO  
**Nancy Kierstyn Schreiner**, Legal Counsel  
**Traci R. McGinley**, Clerk of the Board  
**Lorraine Kor**, Administrative Assistant  
**Paula Cabral**, Administrative Assistant  
**Steve Lalich**, Communications Director  
**Lyndon Turner**, Sr. Financial Analyst

The Pledge of Allegiance was recited.

Clarification of Chair: Legal Counsel Schreiner noted that it is customary for the Commission Chair to be the Chair of the Executive Finance Committee as well; not the CEO as has been the case.

Chair Gonzalez announced that a number of Agenda Items would be taken out of sequence.

**PUBLIC COMMENT**

None.

**12. REQUEST TO MOVE TIME OF MEETING TO 1:30 OR MOVE DATE**

There was Committee Member consensus that the item be taken before the Commission for approval for the meeting to begin at 1:30 p.m.

**1. APPROVAL OF MINUTES**

**a. Regular Meeting of March 20, 2012**

There was Committee Consensus that the Minutes of the Meeting of March 20, 2012 be returned to the Clerk of the Board for clarification.

**b. Special Meeting of April 3, 2012**

It was noted that Page 4, Item 1 (*continued*) should read as follows:

“Committee Member Juarez moved to hire Nordman Cormany Hair & Compton LLP, and have Counsel Polich review the terms and outsourcing requirements. Committee Member Glycer seconded. Motion Carried. **Approved 4-0.**”

Committee Member Glycer moved to approve the Special Meeting Minutes of April 3, 2012, as amended. Committee Member Rodriguez seconded. The motion carried. **Approved 4-0.**

**c. Special Meeting of April 19, 2012**

Committee Member Glycer moved to approve the Special Meeting Minutes of April 19, 2012. Committee Member Rodriguez seconded. The motion carried. **Approved 4-0.**

**d. Regular Meeting of April 19, 2012**

Committee Member Glycer moved to approve the Meeting Minutes of April 19, 2012. Committee Member Rodriguez seconded. The motion carried. **Approved 4-0.**

**3. CONTRACT UPDATE**

**a. Provider Contracts**

Interim CEO Undlin advised the Committee that the Plan is contracting with a company that was recommended by CenCal to renew the contracts with Providers. Interim CEO Undlin will be handling the Hospital Contracts.

**c. Specialty Contract**

Interim CEO Undlin noted that the Multi-Specialty Contract should be completed within a few days.

**d. Public Relations**

Interim CEO Undlin expressed that she is trying to determine what will be the best in our community.

**b. Tatum Contract Update**

Chair Gonzalez stated that the \$150,000 approved for the Tatum contract will be exhausted by July. Based on the assessment performed by Tatum, it will benefit the Plan to continue their work. Chair Gonzalez expressed the need to continue Interim CEO Undlin beyond June; contract for additional resources in the Finance and Operations area; as well performing an IT assessment. He noted that additional funds would need to be added to the contract for those items as well.

Discussion was also held regarding overlap services after a regular CEO is selected, the Tatum action plan presentation reviewed by the Special Committee and the amount of savings discovered by Tatum.

It was determined that the presentation to the Special Committee would be presented to the Commission when this item is taken forward.

**4. BANKING RESTRICT 2,000,000 FOR EFT**

Interim CFO DeMarta explained the EFT process for paying providers. Interim CEO Undlin added that this has the potential to speed up the payments to providers, on average by 11 days. She added that the agreement would be reviewed by Legal Counsel.

Concern was expressed about the risk of reducing the cash balance. It was requested that the EFT payments be suspended if the cash balance falls below \$10,000,000. Interim CFO DeMarta added that this could be revisited after the Plan has its first year audit.

Legal Counsel Schreiner left the meeting (3:50 p.m.)

Committee Member Juarez moved to approve opening a \$3.5 million Money Market Account to use for MCO taxes and pre-fund ACH / EFT payments to Providers. Committee Member Glycer seconded. The motion carried. **Approved: 3-1**, with Committee Member Rodriguez voting no.

**5. ACCEPT AND FILE FINANCIAL REPORT**

**a. April Financials**

Interim CFO DeMarta reviewed the April Financials as provided in the packet. She highlighted the Summary Financials noting that Gross Revenue is higher at \$25.4 million; however, Administrative Costs are up as well at \$1.7 million. Health Care costs are \$22.9 million per month and Membership has been fairly consistent. TNE is \$5.4 million; the required is 20% as of today so the Plan is ahead of the requirement.

It was noted that Interim CEO Undlin and Legal Counsel Schreiner will be reviewing the Regional Government Services (RGS) Contract as to the appropriateness of legal expenses of \$33,002 being passed through to the Plan. Discussion was held as to what point RGS carries financial liability.

**6. AUTO ASSIGNMENT POLICY UPDATE**

Interim CEO Undlin advised the Committee that she retained additional resources to research this information and the report is due to her the following day. She will be taking that information to the Auto Assignment Committee.

**7. TRANSFER OF NURSES FROM ACS TO RGS UPDATE**

Interim CEO Undlin updated the Committee that the transfer is on hold as the ACS contract has penalties if the Nurses are pulled into the Plan early.

**8. ACS UPDATE**

Interim CEO Undlin stated that Tatum is continuing to detail the requirements of the Plan and of ACS as documented in the contract. She indicated that a she established a contract manager whose role it is to hold ACS and the Plan accountable to the terms of the contract and subsequent agreements.

**9. WEBSITE UPDATE**

Interim CEO Undlin noted that the current website is developed and managed through a contract with ACS. The contract will need to be terminated as it does not comply with the State Contract. The new website target date is mid-June. The new design of the website will be taken to the Consumer Advisory Committee (CAC) to get their feedback before going live. After discussion it was determined that, in addition to the use of a certified translator the Plan should also use a certified interpreter to validate the Spanish version. It was noted that only the member section of the site will be in both English and Spanish.

**10. TATUM PROJECT PLAN PRIORITIES**

Interim CEO Undlin noted that this would be further discussed in the CEO Update. In addition to the items discussed in the Update, it is also her immediate priority to continue building a permanent quality executive team. The problems must get fixed. We must be doing long term planning, participating in new programs and we need program specific staff.

**11. STATE CORRECTIVE ACTION PLAN UPDATE**

Interim CEO Undlin reported that the Plan continues working with the State on the Corrective Action Plan. The State has recognized that the Plan has been stabilizing and that Monitoring activity may be cut back. They believe there is real progress being made.

## **2. ACCEPT AND FILE CEO UPDATE**

Other items had been previous discussed.

Interim CEO Undlin reported that CBRE, Inc. has been selected as the Real Estate Broker for the Plan's move.

Interim CEO Undlin noted that the Compliance Committee needs to ramp up. There are several agenda items that need to be addressed by the Committee.

### **COMMENTS FROM COMMITTEE MEMBERS**

Committee Member Rodriguez expressed that she was pleased with the progress being made.

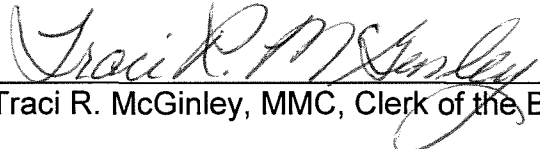
Chair Gonzalez stated that the Special Committee needed to move forward on the CEO and CFO selections, two candidates for CEO have been interviewed.

Committee Member Juarez asked for confirmation that the individuals that were not selected had been notified, to which Interim CEO Undlin responded yes.

### **ADJOURNMENT**

The meeting adjourned at 5:15 p.m.

APPROVED:

  
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Traci R. McGinley, MMC, Clerk of the Board