

**Sacramento County Department of Health Services  
Health Center Co-Applicant Board (CAB)**

**Meeting Minutes**

April 21, 2023 / 9:30 AM to 11:00 AM

**Meeting Location**

Either *by Zoom*: To see/share documents on the screen, go to

<https://www.zoomgov.com/j/1618897122?pwd=MWdoR2JURFVUQUtHbU4yUW5oRklnUT09>

Meeting ID: 161 889 7122

Passcode: 153371

CAB Members: Elise Bluemel, Suhmer Fryer, Nicole Miller, Jan Winbigler, Paula Lomazzi,  
Laurine Bohamera

SCHC Leadership: Sharon Hutchins, John Dizon, Susmita Mishra, Andrew Mendonsa

SCHC Staff: Robyn Alongi, Zack Staab

Community Members: Belinda Brent

Topic
Opening Remarks and Introductions <ul style="list-style-type: none"><li>• <i>Chair Winbigler started the meeting and performed the roll call.</i></li></ul>
Review of Minutes <ul style="list-style-type: none"><li>• Review of 03/17/23 CAB meeting minutes<ul style="list-style-type: none"><li>○ <i>Chair Winbigler asked members if they would like to make any changes to the minutes as proposed.</i></li><li>○ <i>Ms. Bluemel made a motion to approve the 03/17/23 meeting minutes. Ms. Lomazzi seconded the motion.</i><ul style="list-style-type: none"><li>▪ <u>Yes votes:</u> <i>Elise Bluemel, Suhmer Fryer, Nicole Miller, Jan Winbigler, Paula Lomazzi, Laurine Bohamera</i></li><li>▪ <u>No votes:</u> <i>None</i></li></ul></li></ul></li></ul>
Brief Announcements <ul style="list-style-type: none"><li>• <i>Mr. Dizon announced that Ms. Callan has taken over Ms. Galindo's former position at the Health Center. Mr. Dizon believes that he has someone lined up to take Ms. Callan's old position.</i></li><li>• <i>Dr. Mendonsa reported that the contract with SCOE has almost been completely executed (signed). The center is waiting for a few more people to sign the document. This does not change much, Dr. Mendonsa reported, except for potentially giving the center a little more security when talking with HRSA.</i></li></ul>
Health Resources and Services Agency (HRSA) Project Director Update <ul style="list-style-type: none"><li>• <i>Dr. Mendonsa gave kudos to Dr. Hutchins and the entire refugee team, who were recently featured in Sacramento County's 2022 Annual Year in Review newsletter.</i></li><li>• <i>The Health Center is still at a standstill with HRSA regarding the approval of additional school-based mental health sites. The center has not been made aware of what the</i></li></ul>

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*holdup is from HRSA. SCHC leadership will be meeting with HRSA soon to hopefully find a resolution in the near future.*

- *There will be another weekend clinic on April 22, 2023. The weekend clinic this time will be focusing on women's health.*
- *All growth requests are currently still intact. Dr. Mendonsa reported that the county appears to be facing headwinds regarding financial stability. In the meantime, Mr. Dizon and his team are making sure that the center is not operating beyond its means.*
- *The administration team is on track to move to 711 G Street by June 30, 2023. SCHC leadership will be having discussions to determine how to best use the space at 4600 Broadway after administration vacates.*
- *The Health Center is continuing to recruit for positions all across the clinic.*
  - *Dr. Mendonsa reported that Dr. Hutchins made an offer to a candidate for Sr. HPC in the refugee department. There were many promising candidates who applied for the position. Dr. Mendonsa believes the chosen candidate will have a positive impact on the clinic, given their previous experience. Access and panel management continue to be an important topic at the Health Center. The center, Dr. Mendonsa said, needs to look at panel management in order to make sure their panels meet industry standards and are conducive to improving access. Dr. Mendonsa clarified that access, in this context, refers to a patient seen by a provider in a timely manner.*
- *The first of several panel management discussions has been scheduled for April 25, 2023. This discussion will include consultants, key leadership, and physicians from various departments at the Health Center.*
- *The University of the Pacific (UoP) and SCHC had an in-person meeting on April 11, 2023, to discuss the specifics of their collaboration. A key objective of this meeting was to consider various financial models that regulate how UoP interacts with the Health Center.*
  - *Family medicine will move to the new facility if everything goes well with the UoP collaboration.*

**Medical Director Update**

- *Dr. Mishra started her update by repeating what Dr. Mendonsa said in his report, that improving access at the Health Center is a top priority.*
- *The center is currently short of providers. Dr. Mishra stressed that the providers are not leaving because of something the Health Center did wrong, but rather, they are leaving to pursue a specialty.*
  - *Dr. Mishra is looking to bring in providers from other places, including a SPIRIT volunteer to help with Family Medicine.*
  - *One way the Health Center has been able to recruit is through the School of Nursing (SON) program. The HC has been able to recruit 2 family nurse practitioners and 1 mental health practitioner using the program.*

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- *The weekend clinic on April 22, 2023, will focus on women and children, cervical cancer screening, and well-child visits. In addition, SCHC's registered dentist in an alternative practice will be available to provide basic dental services.*
  - *The next weekend clinic will be on June 3, 2023. The June 3 weekend clinic is set to focus on diabetes and Medicare adult wellness.*
  - *The weekend clinic on July 15 will feature the mammogram van returning to the Health Center. Additionally, there will be a Pap smear and cervical cancer screening clinic.*
- *Dr. Mishra explained that the Pfizer and Moderna monovalent Covid-19 vaccinations are no longer being offered. The recommendation is that anyone who has received a monovalent vaccine should get a bivalent version of the Covid vaccine.*
  - *In the clinic, they are working to restart scheduling for Covid-19 vaccinations and to get on track with the new recommendations.*
  - *The Johnson and Johnson COVID vaccine is going away altogether starting May 6, 2023.*
- *Dr. Mishra discussed potentially dedicating the street medicine van or rooms in the van to Nora "Aaron" Washington, a former CAB member. SCHC needs to look carefully at the County process to name an asset.*

**Quality Improvement and Compliance – DEFERRED**

**CAB Governance**

■ **Report from Committees**

- **Clinical Operations Committee**
  - *The Clinical Operations Committee did not meet.*
- **Finance Committee**
  - *Ms. Bohamera presented for the Finance Committee, highlighting the following points:*
    - *SCHC's clinical budget spending is on track, and reimbursements are higher than expected.*
    - *It is anticipated that the clinic will require only around \$2 million of the county general fund money initially budgeted for \$3 million.*
    - *Next year's budget is on track.*
    - *SCHC is submitting a proposal for a new grant that aims to extend existing school-based mental health sites to include primary health services.*
  - *Dr. Hutchins explained why CAB members are being asked to vote on the PP-11-01 Sliding Fee Discount Program again after already voting on the document in a previous meeting. The PP-11-01 Sliding Fee Discount Program has been updated to reflect accurate pricing from Quest Diagnostics, which is why CAB members are being asked to vote again.*
    - *Ms. Bohamera made a motion to approve the proposed revision to the PP-11-01 Sliding Fee Discount Program. Ms. Winbigler seconded the motion.*
      - ✓ *Yes votes: Elise Bluemel, Suhmer Fryer, Nicole Miller, Jan Winbigler, Paula Lomazzi, Laurine Bohamera*
      - ✓ *No votes: None*
  - *Ms. Bohamera reported that there were no findings or issues related to the 2022 Federal Fiscal Audit. Ms. Alongi showed the report on the screen, while Dr. Hutchins explained it, for CAB members to perform a proper review.*
    - *Ms. Bohamera made a motion to approve the 2022 Federal Fiscal Audit, which was seconded by Ms. Bluemel.*
      - ✓ *Yes votes: Elise Bluemel, Suhmer Fryer, Nicole Miller, Jan Winbigler, Paula Lomazzi, Laurine Bohamera*

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✓ No votes: None

- Governance Committee
  - *Ms. Winbigler encouraged board members to help with suggesting people who would make a good addition to the board.*
  - *Ms. Winbigler asked if anyone had any questions. Hearing none she opened the floor to Ms. Fryer for her report on the Strategic Planning Ad Hoc Committee.*
- Strategic Planning Ad Hoc Committee
  - *Ms. Fryer reviewed the priorities and strategies of the 2024-2026 Sacramento County Strategic Plan with board members.*
    - *Ms. Miller had a question about the strategies to reduce the cost of the Health Center, which were contained within the 2024-2026 Sacramento County Strategic Plan. She questioned why the plan included no specifics on what specific tools or methods would be used to reduce costs. Dr. Hutchins explained that, at this point in the process, the committee is asking CAB to approve the overall vision of the Strategic Plan.*
    - *There was a discussion between Dr. Mendonsa, Dr. Hutchins, and Mr. Bluemel over how detailed the Strategic Plan should be at this stage in the process, and how much of a role CAB should have in giving specific recommendations.*
    - *Ms. Winbigler noted that over the past year, she felt as though CAB has been spending a lot of time talking about how to improve access to healthcare. Ms. Winbigler went on to say that the proposed Strategic Plan appropriately summed up the improvements that CAB agreed were needed at the Health Center.*
    - *Dr. Hutchins asked CAB members to look at the last page of the Strategic Plan, specifically at the economic sustainability section. Dr. Hutchins pointed out that technologies and employee retention are important to the Health Center. She asked members to discuss these topics and come to a more unified opinion about them, specifically on whether or not technology should have its own section – either to embed "technology" in everything or pull it out on its own.*
    - *Ms. Miller made it clear that one aspect of technology she is concerned with is artificial intelligence. She wanted to make sure that the Health Center was cautious with this new technology. Dr. Mendonsa said there were no current proposals being made that include artificial intelligence.*
  - ✓ *Ms. Winbigler proposed that, rather than voting, CAB members make it known if they support or do not support the general direction of the 2024-2026 Sacramento County Strategic Plan.*
    - ❖ Supported: *Elise Bluemel, Suhmer Fryer, Nicole Miller, Jan Winbigler, Paula Lomazzi, Laurine Bohamera*
    - ❖ Not Supported: *None*

**May Monthly Meeting Items – All**

- HRSA Project Director Report
- HRSA Medical Director Report
- Quality: 2022 Final QI Plan Monitoring Report and 1<sup>st</sup> Quarter 2023 QI Plan Monitoring Report
- Compliance: Patient Safety & Grievance Summary
- Committee Updates
  - \*Policy and Procedure Review: TBD
  - Program Review: TBD

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| <ul style="list-style-type: none"><li>○ April Financial Status Report</li><li>○ Recruitment and Training Updates</li><li>○ Strategic Planning – Full proposed <i>2024-2026 Sacramento County Strategic Plan</i></li></ul> |
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<b>Public Comment Period</b>
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| <ul style="list-style-type: none"><li>● <i>Ms. Fryer opened the floor to public comments.</i></li><li>● <i>No comments were offered.</i></li></ul> |
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<b>Closing Remarks and Adjourn – Jan Winbigler, Chair</b>
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| <ul style="list-style-type: none"><li>▪ <i>Chair Winbigler adjourned the meeting at 10:53 AM.</i></li></ul> |
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**Next Meeting:** Friday, May 19, 2023 / 9:30-11:00 AM

\*Items that require a quorum and vote.

The Co-Applicant Board welcomes and encourages public participation in the meetings. Matters under the jurisdiction of the Co-Applicant Board and not on the posted agenda may be addressed by the public following completion of regular business.

The agenda is posted on-line for your convenience at <https://dhs.saccounty.net/PRI/Pages/Health%20Center/Co-Applicant%20Board/County-Health-Center-Co-Applicant-Board.aspx>

Per the Brown Act, those attending a CAB meeting through teleconferencing are required to disclose the location from which they are calling. It is illegal to call while driving. There is a cap on how many members can attend from outside Sacramento County.

Meeting facilities are accessible to persons with disabilities. Requests for interpreting services, assistive listening devices or other considerations should be submitted by contacting the Primary Health Division at (916) 875-5701 (voice) and CA Relay Services 711 (for the hearing impaired), no later than five working days prior to the meeting.