

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

Friday, July 19, 2024, 9:30 a.m.- 11:30 a.m.

Regular CAB Meeting

4600 Broadway, Community Room 2020, Sacramento, CA

Agenda materials can be found at

<https://dhs.saccounty.net/PRI/Pages/Health%20Center/Co-Applicant%20Board/County-Health-Center-Co-Applicant-Board.aspx>

The CAB meeting will be held in person at 4600 Broadway, Room 2020. Room 2020 is easily accessible without staff/security needing to let you in. It is at the top of the back stairs (near the Broadway entrance, not the garage entrance).

- If any Board member needs to teleconference for this meeting, a notice will be uploaded to our website at <https://dhs.saccounty.gov/PRI/Pages/Health%20Center/Co-Applicant%20Board/County-Health-Center-Co-Applicant-Board.aspx> by 8:30 a.m. on the morning of the meeting along with a link available to the public to observe the meeting via Teams video and/or teleconference.
- The meeting facilities and virtual meetings are accessible to people with disabilities. Requests for accessible formats, interpreting services or other accommodations may be made through the Disability Compliance Office by calling (916) 874-7642 (CA Relay 711) or email DCO@saccounty.gov as soon as possible prior to the meeting.

CALL TO ORDER (9:30 AM)

Opening Remarks and Introductions – *Suhmer Fryer, Chair*

- a. Roll Call and Welcome
- b. Brief Announcements

INFORMATION ITEMS (9:35 AM)

1. Correspondence
-County Leadership
2. Review of Proposed CAB Bylaws Changes
-Dr. Hutchins / Marcie Zakheim

3. Budget Updates
-Stephanie Hofer
4. HIV Updates
-Dr. Besse
5. Project Director Report
-Dr. Mendonsa
6. Medical Director Report
-Dr. Mishra
7. CAB Goals
-Dr. Besse

INFORMATION/ACTION ITEMS¹ (9:55 AM)

BUSINESS ITEM I.

June 21, 2024, CAB Meeting Minutes

Recommended Action: Motion to Approve the drafted June 21, 2024, Meeting Minutes

BUSINESS ITEM II.

July 1, 2024, CAB Special Meeting Minutes

Recommended Action: Motion to Approve the drafted July 1, 2024, Special Meeting Minutes

PUBLIC COMMENT (10:20 AM)

Anyone may appear at the CAB meeting to provide public comment regarding any item on the agenda or regarding any matter that is within CAB’s subject matter jurisdiction. The Board may not take action on any item not on the agenda except as authorized by Government Code section 54954.2.

- Should the meeting be made available via teleconference platform, public comment may also be made via Teams teleconference by using the raised hand

¹ Time estimate: 5-10 minutes per item, unless otherwise noted

feature. Those joining the meeting via Teams are requested to display their full name.

CLOSED SESSION

None

MEETING ADJOURNED

HRSA Project Director Updates

July 19, 2024 CAB Meeting

Audit and Site Visit Updates

1. HRSA and Medi-Cal Audits / Facility Site Reviews

- The Health Center has submitted its first round of corrections to HRSA following the Operational Site Visit and is awaiting HRSA's approval. The Health Center continues to work on additional corrections that could not be completed within the initial 14-day period.

Program and Operational Updates

1. Improved Access and Maximizing Efficiency and Resources

- Enhancing access to specialty care remains a primary focus. Our ongoing collaboration with external consultants (MRG) is analyzing current processes, and their detailed report with recommendations will soon be presented to the CAB. This valuable input will guide our efforts to improve patient access to essential services. We are also proactively engaging with UC Davis to explore opportunities for expanded patient access. In addition, Dr. Michelle Besse is leading discussions with the Sacramento Valley Medical Society to potentially integrate retired providers who wish to volunteer their expertise in both primary and specialty care settings.
- The Health Center and UCD are meeting the week of July 15, 2024 to discuss ideas on expanding access. A more comprehensive report and outcomes will be provided at a later date.
- The Health Center has initiated a nationwide search for a Medical Director. Leadership welcomes referrals and will include CAB members in the interview and selection process.

2. Referral Department Improvements

- Thanks to the Health Center Management Team's ongoing efforts and the exceptional commitment of our Referral staff, we are making significant strides in optimizing the Referrals Department. Pending referrals continue to trend towards 1000, down from over 5000.

3. General Updates

- The Health Center's ongoing series of after-hours events is proving effective in improving access to care and making progress towards key HEDIS measures. We are currently analyzing event data to identify areas for refinement, ensuring that future outreach efforts are optimized for maximum impact and continue to drive care gap closure.

1. Clinical staff recruitment-

Good news that we have been able to find candidates to fill vacancies in the Adult Medicine program and meet staffing needs in the Refugee program. Most of the candidates worked at the health center in the past and are interested in returning. We are in the process of hiring a Nurse Practitioner to fill a permanent County position. An additional Nurse Practitioner (from UCD School of Nursing) will provide coverage for upcoming parental leaves. We are bringing back a physician assistant to work in the Refugee program and we are in conversation with another physician assistant.

2. Program Highlights:

Many workflows are being created or updated in all of our programs- Adult Medicine, Family Medicine, Pediatrics, Homeless, Street Medicine, Referrals, Scanning, Member Services, School Based Mental Health, Electronic Health Record and Quality Improvement- which I can share with CAB members upon request.

Period **11**
 Current Month **May**
 Percentage of Year **92%**

AP10 Financial Status Summary

Line Item	Budget	Current Month	Year to date	Encumbrance	Total (YTD+Encumbrance)	YTD Percentage (Total/Budget)	Year End Estimate	% for YEE	Notes
Revenue									
Inter/Intrafund Reimbursements ** REIMBURSEMENT ACCOUNTS	\$ 12,284,581	\$ 1,675,151	\$ 8,308,689	\$ 992,943	\$ 9,301,631	76%	\$ 12,064,907	98%	Realignment and resimbursements fo services to other DHS programs. Typically a lag due to Fiscal processes.
Intergovernmental Revenue * 95 - INTERGOVERNMENTAL REV	\$ 22,212,340	\$ 2,978,426	\$ 22,422,536	\$ 62,949	\$ 22,485,485	101%	\$ 24,094,177	108%	Medi-Cal/Medicare revenue, HRSA, Refugee & ARPA grants. This is only in the positive due to the unbudgeted Recon Payments. For 24-25, we budgeted reconciliation payments as part of expected revenue.
Charges for Services * 96 - CHARGES FOR SERVICES	\$ 18,000	\$ 2,493	\$ 10,011	\$ -	\$ 10,011	56%	\$ 18,423	102%	CMISP old pre-2014 service charges and Medical Record Fees
Miscellaneous Revenue * 97 - MISCELLANEOUS REVENUE	\$ -	\$ 1,675,151	\$ 63	\$ -	\$ 63		\$ 63		Currently Prior Year Patient Revenue
Total Revenue	\$ 34,514,921	\$ 6,331,222	\$ 30,741,299	\$ 1,055,891	\$ 31,797,190	92%	\$ 36,177,570	105%	

Expenses									
Personnel * 10 - SALARIES AND EMPLOYEE	\$ 15,782,496	\$ 1,146,787	\$ 11,975,251	\$ -	\$ 11,975,251	76%	\$ 13,138,027	83%	Lower due to vacancies (currently 18.0 FTE)
Services & Supplies * 20 - SERVICES AND SUPPLIES	\$ 18,843,205	\$ 631,253	\$ 9,077,177	\$ 4,704,977	\$ 13,782,153	73%	\$ 20,249,727	107%	Multiple FY 23-24 Contracts were executed late in the FY and costs have been slowing getting caught up. FY 23-24 SCOE invoices have not yet been paid, however contract has just been executed. Overages due to 22-23 SCOE invoices and Admin's move to G Street
Other Charges * 30 - OTHER CHARGES	\$ 1,060,633	\$ 74,903	\$ 931,135	\$ 322,086	\$ 1,253,221	118%	\$ 1,367,150	129%	FY 22-23 Accruals have all now been paid.
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -				No Equipment Charges in FY 23-24
Intrafund Charges (Allocation costs) * 60 - INTRAFUND CHARGES	\$ 3,735,297	\$ 259,134	\$ 2,510,929	\$ -	\$ 2,510,929	67%	\$ 3,509,135	94%	Allocated costs for services provided to Clinics by other DHS programs
Total Expenses	\$ 39,421,631	\$ 2,112,078	\$ 24,494,492	\$ 5,027,062	\$ 29,521,554	75%	\$ 38,264,038	97%	

GRAND TOTAL (Net County Cost)	\$ 4,906,710	\$ (4,219,143)	\$ (6,246,807)	\$ 3,971,171	\$ (2,275,636)	-46%	\$ 2,086,468	43%	Estimating to end the year \$2.8M under budgeted amount
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GRANT SUMMARY	Grant Year Start	Grand Year End	Total Grant		Remaining Available		Notes
			Award	Total Claimed	to Claim		
HRSA							
HRSA Homeless (Main)	3/1/2023	2/29/2024	\$ 1,386,602	\$ 1,386,602	\$ -		Spending on track
HRSA ARP CAP	9/15/2021	9/14/2024	\$ 619,603	\$ 63,688	\$ 555,915		Spending slow to start, have received approvals to draw down
HRSA HIV	9/1/2023	8/31/2024	\$ 437,631	\$ 138,238	\$ 299,393		\$112k have been carried over from previous funding period
HRSA Bridge Funding	9/1/2023	12/31/2024	\$ 41,886	\$ 41,886	\$ -		Funds allocated to vaccines
Refugee							
RHAP FY 22-23	10/1/2022	9/30/2023	\$ 1,789,062	\$ 1,789,062	\$ -		Revised claim was submitted for Q4. Grant funds spent
RHAP FY 23-24	10/1/2023	9/30/2024	\$ 1,993,648	\$ 718,795	\$ 1,274,853		\$152.91 for a comprehensive (fully completed) health assessment & \$1,993,648.02 for administrative costs
RHPP FY 22-23	10/1/2022	9/30/2023	\$ 82,014	\$ 54,471	\$ 27,543		
RHPP FY 23-24	10/1/2023	9/30/2024	\$ 139,994	\$ 14,318	\$ 125,676		BOS approval was just obtained
RHPP Multi-Year 22-23	10/1/2022	9/30/2023	\$ 153,000	\$ 24,626	\$ 128,374		Spending was slow due to vacancies -2 HSA vacant, 1 MA vacant
RHPP UHP 23-24	10/1/2023	9/30/2024	\$ 99,934	\$ 144	\$ 99,790		BOS approval was just obtained
RHPP AHP 22-23	10/1/2022	9/30/2023	\$ 200,000	\$ 22,327	\$ 177,673		Spending slow due to vacancies - 1 OA vacant
RHPP AHP 23-24	10/1/2023	9/30/2024	\$ 199,602	\$ 8,614	\$ 190,988		BOS approval was just obtained
Miscellaneous							
County ARPA - 1 (H4)	1/1/2022	12/31/2024	\$ 2,701,919	\$ 1,604,069	\$ 1,097,850		Spending on track, increased April 2023 when HRSA ARPA expired
County ARPA - 2 (H18)	1/1/2022	12/31/2024	\$ 135,000	\$ 26,303	\$ 108,697		Telehealth Equipment Award. \$58K tablet purchase pending
County ARPA - 2 (H19)	7/1/2022	12/31/2024	\$ 319,000	\$ 136,302	\$ 182,698		New award, spending slow to start. Have added staff to expend the grant funds

GL ACCT NAME	FY 2022-23 Final Budget	FY 2023-24 Approved Budget	Current COMPASS Actual	Encumbrance	Actuals + Encumbrance	% Consumed	Year-End Estimate	Variance, Estimate to Budget	COMMENT - Explain Variance
10111000 REGULAR EMPLOYEE	8,142,584	9,569,641	6,774,456	0	6,774,456	71%	7,338,994	2,230,647	18.0 FTE permanent vacancies (4.0 at LT)
10112100 EXTRA HELP	210,130	210,130	400,795	0	400,795	191%	434,194	-224,064	On-call positions absorbed by either Refugee or County ARPA grants
10113100 STRAIGHT TIME OT	0	0	419	0	419	0%	454	-454	
10113200 TIME/ONE HALF OT	11,350	11,350	160,047	0	160,047	1410%	173,384	-162,034	Saturday Clinics have increased this
10114100 PREMIUM PAY	130,234	293,628	182,475	0	182,475	62%	197,681	95,947	18.0 FTE permanent vacancies (4.0 at LT)
10114200 STANDBY PAY	10,000	0	2,587	0	2,587	0%	0	0	(for Tanya) Will be transferred to Pharmacy each quarter
10114300 ALLOWANCES	10,000	10,000	12,493	0	12,493	125%	13,628	12,493	Lab coats, etc.
10114800 SALARIES&WAGES-E	101,729	0	0	0	0	0%	0	0	ARPA essential worker pay
10115200 TERMINAL PAY	0	0	32,109	0	32,109	0%	35,028	-35,028	terminated/retired employees - vacation payout
10121000 RETIREMENT	1,919,679	2,186,093	1,572,952	0	1,572,952	72%	1,715,948	470,145	18.0 FTE permanent vacancies (4.0 at LT)
10121100 1995 POB - ACP	452,254	555,053	524,555	0	524,555	95%	555,053	0	Allocated Cost
10121200 2004 POB - ACP	240,830	284,756	255,177	0	255,177	90%	284,756	0	Allocated Cost
10121300 HEALTH SVGS-ER C	72,800	81,900	55,700	0	55,700	68%	60,764	21,136	18.0 FTE permanent vacancies (4.0 at LT)
10121400 401A - PLAN	16,197	58,301	41,546	0	41,546	71%	45,323	12,978	18.0 FTE permanent vacancies (4.0 at LT)
10122000 OASDHI	590,147	720,674	507,178	0	507,178	70%	553,286	167,388	18.0 FTE permanent vacancies (4.0 at LT)
10123000 GROUP INS	1,799,042	1,941,044	1,275,237	0	1,275,237	66%	1,391,168	549,876	Includes subaccount expenses.
10123001 CNTY EE PLAN SEL	0	0	1,575	0	1,575	0%	1,575	-1,575	included above
10123002 DENTAL PLAN ER	0	0	121,937	0	121,937	0%	121,937	-121,937	included above
10123003 LIFE INS - ER CO	0	0	1,021	0	1,021	0%	1,021	-1,021	included above
10123004 VISION INS - ER	0	0	1,151	0	1,151	0%	1,151	-1,151	included above
10123005 EAP	0	0	3,050	0	3,050	0%	3,050	-3,050	included above
10124000 WORK COMP - ACP	113,447	187,847	177,525	0	177,525	95%	187,847	0	Allocated Cost
10125000 SUI - ACP	30,074	21,786	0	0	0	0%	21,786	0	Allocated Cost
10199900 Salary Savings A	-349,707	-349,707	0	0	0	0%	0	-349,707	Helps offset salary costs
Object 10 TOTAL - Salaries and Employees	13,490,790	15,782,498	11,975,251	0	11,975,251	75%	13,138,027	2,644,469	
20200500 ADVERTISING	1,500	1,500	15,390	0	15,390	1027%	15,390	-13,890	\$93k absorbed by HIV grant
20202200 BOOKS/PER SUP	2,500	2,500	1,852	0	1,852	74%	1,852	649	Clear Triage Subscription
20202300 AUDIO-VIDEO	0	0	1,141	0	1,141	0%	1,141	-1,141	
20202900 BUS/CONFERENCE E	1,200	1,200	0	0	0	0%	1,797	-597	pending travel costs for Pharmacy
20203100 BUSINESS TRAVEL	3,000	3,000	2,741	0	2,741	91%	7,195	-4,195	includes travel costs for Pharmacy to post in AP12
20203500 ED/TRAINING SVC	6,000	6,000	866	0	866	14%	6,000	0	
20203600 ED/TRAINING SUP	1,000	1,000	1,843	4,899	6,742	674%	7,355	-6,355	\$5k to be absorbed by HIV grant
20203700 TUITION REIMBURS	3,000	3,000	1,004	0	1,004	33%	1,004	1,996	
20203800 EMPLOYEE RECOGNI	1,500	1,500	2,292	978	3,270	218%	13,270	-11,770	Includes subaccount expenses. Straightline of actuals + \$10K for apparel.
20203801 RECOG ITEMS-EMPL	0	0	0	0	0	0%	0	0	included above
20203802 RECOG ITEMS-COMM	0	0	0	0	0	0%	0	0	included above
20203803 RECOGNITION EVEN	0	0	0	0	0	0%	0	0	included above
20203804 WORKPLACE AMENIT	0	0	2,292	978	3,270	0%	3,270	-3,270	included above
20203805 FOOD PURCH/SERV	0	0	0	0	0	0%	0	0	included above
20203900 EMP TRANSPORTATI	2,500	2,500	1,373	0	1,373	55%	1,498	1,002	Mileage
20204500 FREIGHT/CARTAGE	20,000	20,000	18,200	3,003	21,203	106%	23,130	-3,130	Shipping, Record Storage
20208100 MEMBERSHIP DUES	1,500	1,500	2,333	1,399	4,032	269%	4,032	-2,532	UpToDate subscription, NACHC Membership Dues - Actually \$20k now
20207600 OFFICE SUPPLIES	28,000	28,000	45,182	18,217	61,399	219%	66,981	-38,981	grants cover some office supply costs
20208100 POSTAL SVC	1,000	1,000	574	0	574	57%	626	374	
20208500 PRINTING SVC	1,000	1,000	59	0	59	6%	65	935	Business cards, Rx-Prescription, Prescription laser paper. \$2,500 absorbed by HIV grant. Low costs expected in 23/24
20211100 BLDG MAINT SVC	0	0	668	668	668	0%	668	0	
20218500 PERMIT CHARGES	2,100	2,100	0	0	0	0%	0	2,100	State of California pharmacy license renewals. 3 year license - next is due 11/1/24
20219300 REF COLL/DISP SV	1,500	1,500	2,457	0	2,457	164%	2,680	-1,180	On-site shred
20221100 CONST EQ MAINT S	0	0	5,210	0	5,210	0%	5,210	-5,210	Van Services
20222700 CELLPHONE/PAGER	16,586	16,970	18,491	0	18,491	109%	20,172	-3,202	\$4,349 absorbed by Refugee grants
20223600 FUEL/LUBRICANTS	0	0	2,454	0	2,454	0%	2,677	-2,677	22/23: \$1,303 RHAP, \$2,651 RHPP-AHP; 23/24: \$495 RHPP-AHP
20225100 MED EQ MAINT SVC	10,000	10,000	18,665	8,139	26,804	268%	29,241	-19,241	Van Services
20225200 MED EQ MAINT SUP	23,157	23,157	7,867	8,156	16,023	69%	17,480	5,677	Biomedical disposal, equip calibration
20226100 OFFICE EQ MAINT	140	215	408	171	579	269%	632	-417	Nitrogen, Oxygen
20226200 OFFICE EQ MAINT	0	0	157	1	158	0%	172	-172	DTech Non-ACP
20226400 MODULAR FURNITUR	0	0	21,625	1	21,625	0%	21,625	-21,625	DTech Non-ACP
20227500 RENT/LEASE EQ	30,000	30,000	32,327	547	32,874	110%	35,863	-5,863	Copiers
20232100 CUSTODIAL SVC	0	0	11,756	4,210	15,966	0%	17,417	-17,417	Curtain cleaning (averages ~\$2300 quarterly)
20233100 FOOD/CATERING SV	0	0	264	0	264	0%	288	-288	Saturday Clinic Lunches, CAB meeting snacks
20233200 FOOD/CATERING SU	200	200	0	0	0	0%	0	200	posting to 20233100
20234200 KITCHEN SUP	0	0	1,653	0	1,653	0%	1,653	-1,653	
20235100 LAUNDRY CLEAN S	3,000	3,000	4,129	35	4,164	139%	4,542	-1,542	Linen rentals/lab coats cleaning/floor mats
20241200 DENTAL SUP	10,000	10,000	4,943	0	4,943	49%	5,392	4,608	
20243700 LAB MED SVC	1,000	1,000	586,274	114,805	701,079	70108%	626,714	-625,714	Refugee Quest (accrual is complete). \$26k absorbed by HIV grant. Staff are exploring all avenues to obtain the Medi-Cal information for the patients after their visit or to advocate with the State for additional grant funding. Encumbrance reflects contract max - will not fully expend contract at year end; encumbrance is not included in year end projection in full. Costs decreasing due to additional staff research on eligibility.
20244300 MEDICAL SVC	1,000	1,000	4,046	0	4,046	405%	4,046	-3,046	Employment screening
20244400 MEDICAL SUP	0	0	23,658	14,371	38,029	0%	32,800	-32,800	Bandages; \$1,800 Refugee Vaccine Fridge (absorbed by RHAP grant); \$65k absorbed by HIV grant; \$41,886 offset by HRSA Bridge Funding; encumbrances for med supplies, clearing one encumbrance for \$8K that will not be used
20247100 RADIOLOGY SVC	28,262	28,262	18,460	0	18,460	65%	18,460	9,802	Repairs of xray equipment
20247200 RADIOLOGY SUP	5,000	5,000	15,818	0	15,818	316%	17,255	-12,255	Radiology supplies (ie, detection badges)
20251900 ARCHITECTURAL SV	0	0	20,186	0	20,186	0%	20,186	-20,186	Covered by ARP-CAP grant
20252100 TEMPORARY SVC	24,452	26,056	275,876	11,863	287,739	1104%	313,896	-287,840	\$3,884.09 accrued FY 22-23 absorbed by Refugee grants
20254200 TREASURER SVC	0	0	86	0	86	0%	86	-86	
20257100 SECURITY SVC	161,470	209,798	132,443	0	132,443	63%	209,798	0	Allocated cost, including COVID-19 extra security.

GL ACCT NAME	FY 2022-23 Final Budget	FY 2023-24 Approved Budget	Current COMPASS Actual	Encumbrance	Actuals + Encumbrance	% Consumed	Year-End Estimate	Variance, Estimate to Budget	COMMENT - Explain Variance
20259100 OTHER PROF SVC	13,133,732	13,811,895	4,306,848	4,261,279	8,568,127	62%	14,600,500	-788,605	Medical Registry, SCOE, UCD, Consultants, Dental, Radiology Medical Registry absorbed by Refugee and County ARPA SCOE Contract to add another ~\$4m, part to be offset by MHSSA grant, rest by Medi-Cal
20271100 DTECH LABOR	349,035	509,430	269,488	36,594	306,082	60%	333,907	175,523	DTech Non-ACP ~ DATA PROCESSING SERVICES
20281100 DATA PROCESSING	356,568	500,000	397,145	180,697	577,841	116%	630,372	-130,372	Annual software subscriptions, includes OCHIN, Zayo monthly fees, credentialing fees ~ DATA PROCESSING SUPPLIES
20281200 DATA PROCESSING	82,780	82,780	178,134	66,604	244,738	296%	266,987	-184,207	Licenses Included above
20281201 HARDWARE	0	0	90,386	52,684	143,070	0%	143,070	-143,070	Computers, monitors, MiPACS server, Refugee Grants absorbed 3 workstations; ARPA funded rugged tablets
20281202 SOFTWARE	81,826	97,363	17,633	563	18,195	19%	18,195	79,168	DTech Non-ACP: \$9,727.50 upgrade Adobe Pro licenses
20281204 OTHER	0	0	9,512	13,358	22,870	0%	22,870	-22,870	Included above (Warranties, Environment Fees) \$\$\$ absorbed by
20281265 APPLICATION SW M	0	0	7,137	0	7,137	0%	7,137	-7,137	
20283200 INTERPRETER SVC	556,305	556,305	370,287	206	370,493	67%	404,174	152,131	absorbed by Refugee grants. Video with iPad started in August statement
20287100 TRANSPORTATION	400	400	1,755	0	1,755	439%	1,914	-1,514	Taxis
20288000 PY EXPEND	0	0	21,161	0	21,161	0%	21,161	-21,161	MMS Tent/PY Security Expenses
20289800 OTHER OP EXP SUP	0	0	3,715	0	3,715	0%	3,715	-3,715	
20289900 OTHER OP EXP SVC	1,200	71,200	2,107	1,500	3,607	5%	3,935	67,265	Comcast - cable tv in lobbies
20291000 CW IT SVCS - ACP	98,034	113,746	108,086	0	108,086	95%	113,746	0	Allocated Cost (PP)
20291200 DTECH FEE - ACP	60,970	40,174	36,718	1,708	38,426	96%	40,174	0	Allocated Cost (PP)
20291300 AUD/CONTROLLER S	0	0	180	0	180	0%	180	-180	Allocated Cost
20291600 WAN CHARGES - AC	144,272	169,580	134,002	0	134,002	79%	169,580	0	Allocated Cost
20291700 ALARM SERVICES -	13,415	17,003	13,475	0	13,475	79%	17,003	0	Allocated Cost
20292100 GS PRINTING SVC	5,000	5,000	2,133	0	2,133	43%	2,327	2,673	
20292200 GS MAIL/POSTAGE	7,000	7,000	8,243	0	8,243	118%	8,993	-1,993	Some costs absorbed by Refugee grants
20292300 MESSENGER SVCS -	7,576	7,764	10,447	0	10,447	135%	7,764	0	Allocated Cost
20292500 PURCH SVCS - ACP	27,126	26,859	25,384	0	25,384	95%	26,859	0	Allocated Cost
20292700 GS WAREHOUSE CHA	1,000	1,000	827	0	827	83%	1,000	0	Allocated Cost
20292800 GS EQUIP RENTAL	1,000	0	31	0	31	0%	31	-31	
20292900 GS WORK REQUEST	612,603	612,603	100,339	192	100,531	16%	109,670	502,933	Office 2638 (absorbed by ARP-CAP); Room 1217 (~10K+); Signage \$45,324.02 & \$2,559.82 \$50,000 for lobby 2600 furniture (absorbed by ARP-CAP); Furniture for rooms 2511 & 2515 \$21,625.34
20294200 FACILITY USE - A	1,402,965	1,520,318	1,514,865	0	1,514,865	100%	1,652,580	-132,262	Allocated Cost - plus 711 G rental not in ACP
20296200 GS PARKING CHGS	350	3,399	3,061	0	3,061	87%	3,339	-2,989	QR billing - increase due to G St move
20297100 LIABILITY INS -	132,643	144,663	136,714	0	136,714	95%	144,663	0	Allocated Cost
20298300 SURPLUS PROP - A	4,223	5,424	5,126	0	5,126	95%	5,424	0	Allocated Cost
20298700 TELECOMM - ACP	91,439	100,390	103,457	0	103,457	103%	100,390	0	Allocated Cost
20298702 CIRCUIT CHRGS -	0	0	3,071	0	3,071	0%	3,071	-3,071	Allocated Cost - included above
20298703 LND LN CHARGES -	0	0	100,386	0	100,386	0%	100,386	-100,386	Allocated Cost - included above
20298900 TELEPHONE INSTAL	0	0	11,903	0	11,903	0%	11,903	-11,903	
Object 20 TOTAL - Services and Supplies	17,563,009	18,843,205	9,077,177	4,738,241	13,815,418	73%	20,249,727	-1,406,522	Operations
30310300 ELIG EXAMS	1,500	1,500	1,568	0	1,568	105%	1,711	-211	DOJ Fingerprinting
30310600 CONTRACT SVC PRI	0	0	0	1	1	0%	1	-1	
30310700 TRANSPORTATION/W	10,000	10,000	3,625	0	3,625	36%	3,955	6,045	RT Passes
30311400 VOLUNTEER EXPENS	500	500	789	0	789	158%	861	-361	Volunteer DOJ Fingerprinting and pay claims
30312100 PROVIDER PAYMENT	387,477	1,048,633	925,153	322,085	1,247,238	119%	1,360,623	-311,990	OBS: FONEMED; HMA
Object 30 TOTAL - Other Charges	399,477	1,060,633	931,135	322,086	1,253,221	118%	1,367,150	-306,517	
60601100 DEPT OH ALLOC	1,070,817	1,104,224	891,568	0	891,568	81%	1,104,224	0	Allocated Cost
60601200 DIV OH ALLOC	368,794	387,895	146,213	0	146,213	38%	387,895	0	Allocated Cost
60650400 COLLECTION SVC	28,000	15,000	1,967	0	1,967	13%	1,967	13,033	DRR Collection
60691301 FIN GEN ACC - AC	0	8,005	7,565	0	7,565	95%	8,005	0	Allocated Cost
60691302 FIN PROLL SVCS -	0	6,104	5,769	0	5,769	95%	6,104	0	Allocated Cost
60691303 FIN PMT SVCS - A	0	9,432	8,913	0	8,913	95%	9,432	0	Allocated Cost
60691305 FIN INT AUDITS -	0	4,295	4,059	0	4,059	95%	4,295	0	Allocated Cost
60691306 FIN SYS C & R -	0	6,100	5,765	0	5,765	95%	6,100	0	Allocated Cost
60695102 BEN ADMIN SVCS -	0	18,836	17,801	0	17,801	95%	18,836	0	Allocated Cost
60695103 EMPLOYM SVCS - A	7,124	64,453	60,912	0	60,912	95%	64,453	0	Allocated Cost
60695500 TRAINING SVCS -	4,507	16,932	16,002	0	16,002	95%	16,932	0	Allocated Cost
60695600 DEPT SVCS TRAN -	9,222	148,073	139,924	0	139,924	94%	148,073	0	Allocated Cost
60695700 ADMIN SVCS -	3,639	995	940	0	940	94%	995	0	Allocated Cost
60695800 LABOR REL - ACP	4,973	16,022	15,142	0	15,142	95%	16,022	0	Allocated Cost
60695900 SAFETY PGM - ACP	0	12,051	11,389	0	11,389	95%	12,051	0	Allocated Cost
60697909 MIS SERVICES	0	0	45,249	0	45,249	0%	0	0	Allocated Cost Budgeted in 60601100
60698017 INTRA DEPT CHARG	0	0	0	0	0	0%	0	0	
60698018 INTRA PROGRAM CH	803,563	1,916,880	1,131,751	0	1,131,751	59%	1,703,751	213,129	Pharmacy Supplies-Health Center \$1,061,072 (AAR completed); HP \$0; Refugee \$75,000 Pharmacy OH-Health Center \$305,221; Refugee \$42,936 Pharmacy Staffing-HP \$0
Object 60 TOTAL - Intrafund Charges	2,300,639	3,735,297	2,510,929	0	2,510,929	67%	3,509,135	226,162	
TOTAL EXPENDITURE	33,753,915	39,421,631	24,494,492	5,060,327	29,554,819	75%	38,264,038	1,157,593	

59599125 R 1991 HEALTH	-9,897,790	-9,232,367	-7,981,091	-992,943	-8,974,033	97%	-9,232,367	0	
Object 50 TOTAL - Interfund Reimbursement	-9,897,790	-9,232,367	-7,981,091	-992,943	-8,974,033	97%	-9,232,367	0	
69699000 INTRA COST RECOV	-527,863	-492,448	-139,548	0	-139,548	28%	-255,448	-237,000	Budgets: JMS X-Ray: \$10,681; DHA GA: \$181,767; HP: \$300,000 HP transfer for specialty services projected at \$63K Budgeted: Public Health EMR: \$35,041; Public Health X-Ray: \$179,984 (now \$212,984); SCOE/BH MHSSA: \$2,330,204
69699017 INTRA DEPARTMENT	-1,755,047	-2,545,229	-172,186	0	-172,186	7%	-2,559,786	14,557	SCOE MHSSA should offset MHSSA amount paid in 2591

GL ACCT NAME	FY 2022-23 Final Budget	FY 2023-24 Approved Budget	Current COMPASS Actual	Encumbrance	Actuals + Encumbrance	% Consumed	Year-End Estimate	Variance, Estimate to Budget	COMMENT - Explain Variance
69699018 INTRA PROGRAM RE	-13,662	-14,537	-15,864	0	-15,864	109%	-17,306	2,769	Pharmacy-Acct Tech \$14,537 - Pharm approved increased costs
Object 69 TOTAL - Intrafund Reimbursement	-13,662	-3,052,214	-327,598	0	-327,598	11%	-2,832,540	-219,674	
TOTAL REIMBURSEMENT:	-9,911,452	-12,284,581	-8,308,689	-992,943	-9,301,631	76%	-12,064,907	-219,674	
NET Cost before Revenue	23,842,463	27,137,050	16,185,803	4,067,384	20,253,187	75%	26,199,131	937,919	
95952800 STATE SUBVENTION	0	0	-10,000	0	-10,000	0%	-10,000	10,000	
95953010 PY INTERGOV - ST	0	0	-3,645,244	0	-3,645,244	0%	-4,465,723	4,465,723	PY HEDIS & Capitation FY 19/20 RECON; 22/23 interim recon rec'd May 2024 (7 mos early)
95953011 PY INTERGOV - FE	0	0	-77,343	0	-77,343	0%	-77,343	77,343	HRSA Grant Accruals/Reversals
95956900 STATE AID OTHER	-13,099,445	-16,364,451	-15,432,473	-62,949	-15,495,422	95%	-15,900,000	-464,451	Capitation, PPs, PFS, HEDIS/Star Incentives; moving sz2UK to prior year in AP12 through AP10 - \$124,895 in Q1/HEDIS \$ Even with extra HEDIS funding, still projecting to come in below budgeted M/C
95958900 HEALTH FED	-4,757,244	-3,588,678	-2,230,319	0	-2,230,319	62%	-2,433,075	-1,155,603	FY 23/24 Refugee Grants- RHAP (A19453): \$481,203.50 RHPP (A19459): \$67,745.89 RHPP Multi-Year (A19468): \$128,374.29 RHPP AHP (A19469): \$186,600 FY 23/24 HRSA Grants- HRSA Main(A18551): \$1,386,602 HRSA HIV (A18565): \$188,465.56
95958901 MEDI-CARE REVENUE	0	0	32,462	0	32,462	0%	32,462	-32,462	Medicare
95959100 CONSTRUCTION FED	-559,603	-559,603	-63,688	0	-63,688	11%	-127,000	-432,603	HRSA ARP-CIP CE8 (A18564): \$619,603
95959503 ARPA- SLFRF Reve	-559,603	-1,699,608	-993,933	0	-993,933	58%	-1,111,500	-588,108	Straight lined. Claims are delayed
95959900 FED AID-MISC PRO	-1,184,696	0	-1,998	0	-1,998	0%	-1,998	1,998	absorbs medical registry expenses in 20259100
Object 95 TOTAL - Intergovernmental Revenue	-20,160,591	-22,212,340	-22,422,536	-62,949	-22,485,485	101%	-24,094,177	1,881,837	
96966200 MED CARE INDIGEN	-49,000	-15,000	-8,707	0	-8,707	58%	-15,000	0	CMISP Patient payment + DRR
96966201 CMISP SOC REV-DI	0	0	0	0	0	0%	0	0	included above
96966202 CMISP SOC REV-DR	0	0	-8,707	0	-8,707	0%	-8,707	8,707	included above
96966300 MED CARE PRIVATE	-1,000	-1,000	0	0	0	0%	-1,000	0	TPL/ Insurance Payments
96966900 MED CARE OTHER	-1,000	-1,000	0	0	0	0%	-1,000	0	Self Pay/Sliding Fee Pmts
96969900 SVC FEES OTHER	-1,000	-1,000	-1,304	0	-1,304	130%	-1,423	423	Medical Record Fees
Object 96 TOTAL - Charges for Services	-52,000	-18,000	-10,011	0	-10,011	56%	-18,423	423	
97979900 PRIOR YEAR	0	0	-63	0	-63	0%	-63	63	
TOTAL REVENUES	-20,212,591	-22,230,340	-22,432,610	-62,949	-22,495,558	101%	-24,112,663	1,882,323	
Net County Cost/NCC	3,629,872	4,906,710	-6,246,807	4,004,436	-2,242,371	-46%	2,088,468	2,820,242	
	Expenditure Minus Rev	Actual Exp Minus Actual Rev	Encumbrance Totals	Actual Exp + Encumbrance Totals	% of budget spent & generated	YEE of Exp Minus YEE Rev	Net Exp variance minus rev variance		Projected to come in ~2.8m under budget as of AP10

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

Friday, June 21, 2024, 9:30 a.m.- 11:30 a.m.

Meeting Minutes

4600 Broadway, Community Room 2020, Sacramento, CA

Agenda materials can be found at

<https://dhs.saccounty.net/PRI/Pages/Health%20Center/Co-Applicant%20Board/County-Health-Center-Co-Applicant-Board.aspx>

The CAB meeting will be held in person at 4600 Broadway, Room 2020. Room 2020 is easily accessible without staff/security needing to let you in. It is at the top of the back stairs (near the Broadway entrance, not the garage entrance).

- If any Board member needs to teleconference for this meeting, a notice will be uploaded to our website at <https://dhs.saccounty.gov/PRI/Pages/Health%20Center/Co-Applicant%20Board/County-Health-Center-Co-Applicant-Board.aspx> by 9:00 a.m. on the morning of the meeting along with a link available to the public to observe the meeting via Teams video and/or teleconference.
- The meeting facilities and virtual meetings are accessible to people with disabilities. Requests for accessible formats, interpreting services or other accommodations may be made through the Disability Compliance Office by calling (916) 874-7642 (CA Relay 711) or email DCO@saccounty.gov as soon as possible prior to the meeting.

CALL TO ORDER (9:30 AM)

Opening Remarks and Introductions – *Suhmer Fryer, Chair*

PUBLIC COMMENT (9:35 AM)

Anyone may appear at the CAB meeting to provide public comment regarding any item on the agenda or regarding any matter that is within CAB’s subject matter jurisdiction. The Board may not take action on any item not on the agenda except as authorized by Government Code section 54954.2.

- Should the meeting be made available via teleconference platform, public comment may also be made via Teams teleconference by using the raised hand feature. Those joining the meeting via Teams are requested to display their full name.

1. Opening Remarks and Introductions

a. Roll Call and Welcome

PRESENT

- Laurine Bohamera
- Elise Bluemel
- Eunice Bridges
- Jan Winbigler
- Rickie Townsend
- Cortney Hunley
- Stephanie Hofer
- Dr. Andrew Mendonsa
- Dr. Michelle Besse
- Dr. Sharon Hutchins
- Dr. Susmita Mishra
- Julia Jackson
- Corrie Brite

b. Brief Announcements

BUSINESS ITEM I.

Presentation of Financials Status Reports/Budget Updates-Stephanie Hofer

a. FSR Summary AP 10 (April)

b. PRI Clinics 2023-2024 Year-End Projections as of AP 10

- Stephanie Hofer** Presented an Explanation of the Budget
- *95 (Intergovernmental Revenue) Recon is a part of the Budget for 2024-2025
- *10 (Salaries and Employees) We currently have 17 Full-Time Employee Vacancies
- *20 (Services and Supplies) SCHOE
- Elise Bluemel** requested an explanation of fund source and spending regarding HRSA Funds and Homeless Grant
- Dr. Hutchins** responded that the Homeless Grant money is mainly allocated towards Personell and Staffing. Recommending a breakdown document of just HRSA and Homeless via Compass for CAB.
- Dr. Mendonsa** Suggests Stephanie Hofer create a Semi-Annual Summary Report Model/Sample to present at the next CAB Meeting.
- Stephanie Hofer**-Quest Overage Medi-Cal Credits and New System will be implemented saving roughly \$500,000.
- Temporary Staffing Services are over budget due to Referrals Team backlog
- Laurine Bohamera**-SCHOE accruelements explanation
- Dr. Hutchin's**-we are 2 million under budget and not over as expected due to a lower number of site visits. Online it shows we have 34 Sites but only 17 of those sites are active.
- Laurine Bohamera**-Refugee Grants spending has slowed
- Stephanie Hofer**-Another claim was submitted in May for March and has not yet been reflected.

- Jan Winbigler**-HIV Grant Update Requested
- Dr. Besse** will have an update next CAB Meeting

BUSINESS ITEM V.

HRSA REVIEW

a. Update

- Dr. Mendonsa and Dr. Hutchin's** presented our HRSA UPDATE AND OSV REPORT received 6/20/24)
- No new specifications to SCHOE
- Dr. Hutchin's will be leading the CRO Response
- Co-Applicant Agreement and Bylaws need to be done within 90days
- Will have information and reports out to CAB Before Next Meeting
- Suggested a Special (This item will be voted on later per Agenda) to Approve changes to Dental Sliding Fees-Revising underlining charges.
- Medical Access Audit passed with flying colors, report to come
- Two other reviews (Chart Review/Facility Review) will be scheduled soon
- SCHOE Contract-RFI submitted back to HRSA and we are waiting to hear back and for a meeting date and time.
- Physical Year Outlook-Budget Approved by Board of Supervisors and the Fall Revision will come within the next few months to see if there are budget changes needed. So far, we have had zero layoffs-vacancies are helping.
- Noel Vargas has been shadowing MA's as we have been engaging with UCD Partners, looking for new ways to improve our process.
- Internal standing Referrals numbers decreased from about 5,000 to 1400 and we will continue to have Temporary Staff working in this department until December 2024
- Union would like to be involved in Policy and Procedure Reviews moving forward-Discussions will be made between Labor Board and County Counsel)
- State wants to increase the number of Refugee's seen annually at SCHC from our current number of 5,300 to a possible 8-10,000. Currently looking at space as well as staffing options to accommodate.
- *Public time limits on Agenda-Agendingizing vote to approve by CAB next meeting adding time limits for each item.
- Laurine Bohamera** suggests changing the agenda by voting upfront with discussions at the end
- Julia Jackson** suggests limiting staff items and having discussions and presentations at the end
- Jan Winbigler** would like the information per item, then immediately vote on that item
- Elise Bluemel** would prefer voting on Meeting Minutes after opening
- Dr. Besse** states Cortney will prepare a sample agenda and send it to each CAB Member so that we can gain feedback and strategize

2. HRSA Project Director Report

-Dr. Mendonsa (PLEASE REFER TO PRINTED AND DIGITAL COPY OF REPORT)

3. HRSA Medical Director Report

-Dr. Mishra (PLEASE REFER TO PRINTED AND DIGITAL COPY OF REPORT)

BUSINESS ITEM II.

May 2, 2024, CAB Special Meeting Minutes

a.) Recommended Action: Motion to Approve the draft May 2, 2024, Special Meeting Minutes

*Correct Jan Winbigler's Votes on Items

-Jan Winbigler motions to approve BUSINESS ITEM II. May 2, 2024, CAB Special Meeting Minutes

-Elise Bluemel 2nds motion to approve BUSINESS ITEM II. May 2, 2024, CAB Special Meeting Minutes

YES VOTES

-Elise Bluemel, Eunice Bridges, Ricki Townsend, Laurine Bohamera and Jan Winbigler

NO VOTES

-None

BUSINESS ITEM III.

May 17, 2024, CAB Meeting Minutes

a.) Recommended Action: Motion to Approve the draft May 17, 2024, Meeting Minutes

*Correct Jan Winbigler's Votes on Item

-Elise Bluemel motions to approve BUSINESS ITEM III. May 17, 2024, CAB Meeting Minutes

-Ricki Townsend 2nds motion to approve BUSINESS ITEM III. May 17, 2024, CAB Meeting Minutes

YES VOTES

-Elise Bluemel, Eunice Bridges, Ricki Townsend, Laurine Bohamera and Jan Winbigler

NO VOTES

-None

BUSINESS ITEM IV.

HRSA Expanded Hours Grant Opportunity SF-424

a.) Recommended Action: Motion to Approve HRSA Expanded Hours Grant

-Dr. Hutchins explains Expanded Hours HRSA Grant proposing extension of hours at SCHC of possible one 8hour clinic on a Saturday a month and an additional 2 hours a month at Loaves and Fishes Site.

-Requesting the full \$500,000 maximum grant paid yearly for a 2-year period

-Laurine Bohamera motions to approve BUSINESS ITEM IV. HRSA Expanded Hours Grant Opportunity SF-424

-Elis Bluemel 2nds motion to approve BUSINESS ITEM IV. HRSA Expanded

Hours Grant Opportunity SF-424

YES VOTES

-Elise Bluemel, Eunice Bridges, Ricki Townsend, Laurine Bohamera
and Jan Winbigler

NO VOTES

-None

BUSINESS ITEM V.

HRSA REVIEW

Recommended Action: Motion to Approve 7/1 Special Meeting for HRSA Response

-**Elise Bluemel** motions to approve 7/1 Special Meeting for HRSA Response

-**Jan Winbigler** 2nds motion to approve 7/1 Special Meeting for HRSA
Response

YES VOTES

-Jan Winbigler, Laurine Bohamera, Ricki Townsend, Eunice Bridges and
Elise Bluemel

NO VOTES

-None

4.Review of 2020-2023 SCHC Strategic Plan

-Dr. Mendonsa and Dr. Hutchins

-Priority #1 Sufficient and appropriate Space to carry out the Heath Centers
Duties

-Priority #2 Sufficient Staffing

-Priority #3 Remembering Our Roots

CLOSED SESSION

None

MEETING ADJOURNED

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

Monday, July 1, 2024, 9:30 a.m.

Meeting Minutes

4600 Broadway, Community Room 2020, Sacramento, CA

Meeting Attendees

CAB Members: Jan Winbigler, Elise Bluemel, Vince Gallo, Eunice Bridges, Laurine Bohamera, Ricki Townsend

SCHC Leadership: Dr. Andrew Mendonsa, Dr. Michelle Besse, Dr. Sumi Mishra, Dr. Sharon Hutchins

SCHC Staff: Cortney Hunley

Others: Deputy County Counsel Corrie Brite, Deputy County Counsel Julia Jackson

Call To Order

Opening Remarks and Introductions – Laurine Bohamera

- All attendees introduced themselves.
- Open Group Discussion
 - i. COI Attestation Needed by 07/02/24
 - ii. - **Laurine Bohamera** mentions Conflict of Interest discrepancy-Dr. Hutchins makes correction

Public Comment

Anyone may appear at the CAB meeting to provide public comment regarding any item on the agenda or regarding any matter that is within CAB’s subject matter jurisdiction. Comments are limited to a maximum of two (2) minutes per speaker per agenda item, and individuals are limited to a single comment per agenda item. The Board may not take action on any item not on the agenda except as authorized by Government Code section 54954.2.

- A Board member needed to teleconference for this meeting so a notice was uploaded to our [website](#) before 9:00 a.m. on the morning of the meeting with a link available to the public to observe the meeting via Teams video and/or teleconference.
- The meeting facilities and virtual meetings are accessible to people with disabilities. Requests for accessible formats, interpreting services or other accommodations may be made through the Disability Compliance Office by

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INFORMATION/DISCUSSION ITEMS

1. CAB Diversity and Recruitment Priorities

-**Dr. Besse** gave an in-depth description of the form and why it is necessary that it is filled out and turned in. There are certain geographical requirements that need to be met and SCHC is advertising to help meet those needs including translating documents into other languages for recruitment purposes.

2. Review of HRSA Operational Site Visit Corrective Actions Needed

- Dr. Hutchins** explained OSV Correction Items
 - 5B Zip Codes added
 - 5A list of offered service
 - Linkage evidence between FQHC and SCHOE (services given)
 - Sliding fees corrected from \$40 to \$20
 - Co-App agreement and bylaws still under review and will be available soon

3. 2024 Quarter 1 No Show Report by Health Center Site

- Dr. Hutchins**
 - See Report
 - Dr. Besse**-we had just under 1million dollars loss this past quarter due to no show rates equaling almost 4million in loss a year.
 - Elis Bluemel**-Are we able to track specific person or families no shows?
 - Dr. Hutchins**-We are currently finding ways to track, and we will be bringing back this item to the agenda in the future.

INFORMATION/ACTION ITEMS

BUSINESS ITEM I.

Presentation of Proposed Revised Sliding Fee Discount Scale for Preventive Dental Service and Preventive Dental Charges

- a.) *Recommended Action:* Motion to Approve the preventive dental charges and revised preventive dental sliding fee scale
 - Vince Gallo** motions to approve BUSINESS ITEM I. Presentation of Proposed Revised Sliding Fee Discount Scale for Preventive Dental Service and

Preventive Dental Charges

-**Jan Winbigler** 2nds motion to approve to approve BUSINESS ITEM I. Presentation of Proposed Revised Sliding Fee Discount Scale for Preventive Dental Service and Preventive Dental Charges

YES VOTES

- Jan Winbigler, Ricki Townsend, Eunice Bridges, Vince Gallo, Elise Bluemel, and Laurine Bohamera

NO VOTES

-None

BUSINESS ITEM II.

Revision of PP-CS-01:03: CAB Conflict of Interest and Attached COI Attestation Form to Reflect Correct Eligibility Requirements

a.) *Recommended Action:* Motion to Approve the proposed revision of Policy and Procedure document 01:03: Co-Applicant Board Conflict of Interest.

-**Elise Bluemel** motions to approve BUSINESS ITEM II. Revision of PP-CS-01:03: CAB Conflict of Interest and Attached COI Attestation Form to Reflect Correct Eligibility Requirements

-**Ricki Townsend** 2nds motion to approve BUSINESS ITEM II. Revision of PP-CS-01:03: CAB Conflict of Interest and Attached COI Attestation Form to Reflect Correct Eligibility Requirements

YES VOTES

- Jan Winbigler, Ricki Townsend, Eunice Bridges, Vince Gallo, Elise Bluemel, and Laurine Bohamera

NO VOTES

-None

BUSINESS ITEM III.

Primary Care Center and Loaves and Fishes site hours of operation and planned expanded hours for HRSA Expanded Hours grant.

a. *Recommended Action:* Motion to Approve expansion of Primary Care Center and Loaves and Fishes site hours in advance of grant decision by HRSA.

-**Dr. Hutchins** explains first stage abstract application for HRSA Grant has been submitted and we are currently in the 2nd stage. Please fill out Patient Form today with your extended hours preference.

-**Vince Gallo** suggested the last week of the month due to patients having less resources bringing more people to Loaves and Fishes for resources.

-**Dr. Besse** suggested the last Wednesday of the month specifically due to staffing

-**Elise Bluemel** highlighted the need for Saturday services at the SCHC for Urgent Care

-**Laurine Bohamera** motions to approve BUSINESS ITEM III. Primary Care Center and Loaves and Fishes site hours of operation and planned expanded hours for HRSA Expanded Hours grant.

-**Vince Gallo** motions to approve BUSINESS ITEM III. Primary Care Center and Loaves and Fishes site hours of operation and planned expanded hours for HRSA Expanded Hours grant.

YES VOTES

- Jan Winbigler, Ricki Townsend, Eunice Bridges, Vince Gallo, Elise Bluemel, and Laurine Bohamera

NO VOTES

-None

Following the conclusion of all business items, Jan Winbigler noted the Executive Committee sent a letter on 6/24/2024 in line with the CAB Board's 6/21/2024 discussion and request. The letter was confirmed delivered on 6/25/24 and the Committee additionally offered to meet, with no response. No further steps will be taken at this time.

MEETING ADJOURNED

MOCK UP FOR CAB APPROVAL

Budget Categories	Position #	% of FTE	Federal Budget FY 2023-24	Actual Expenses AP01	Actual Expenses AP02	Actual Expenses AP03	Actual Expenses AP04	Actual Expenses AP05	Actual Expenses AP06	Actual Expenses AP07	Actual Expenses AP08	Actual Expenses AP09	Actual Expenses AP10	Actual Expenses AP11	Actual Expenses AP12	Cumulative Expenses to Date	Overage (Unclaimable)
Pharmacist	133744	50%	96,745.00	18,085.65	18,085.65	18,085.65	14,162.91	14,162.91	14,162.91	-	-	-				96,745.66	(0.66)
Human Services Program Planner Rng B	133743	25%	48,254.00	8,724.33	8,724.33	8,724.33	1,804.45	1,804.45	1,804.45	5,555.91	5,555.91	5,555.91				48,254.06	(0.06)
Medical Asst Lv 2 - vacated	117485		36.00	12.00	12.00	12.00	-	-	-	-	-	-				36.00	-
Medical Asst Lv 2	105813	100%	57,029.00	7,517.86	7,517.86	7,517.86	5,795.12	5,795.12	5,795.12	5,696.74	5,696.74	5,696.74				57,029.14	(0.14)
Registered Nurse Lv 2	116583	100%	98,357.00	12,939.06	12,939.06	12,939.06	9,952.59	9,952.59	9,952.59	9,894.26	9,894.26	9,894.26				98,357.71	(0.71)
Admin Svcs Officer 2	130328	50%	24,221.00	2,635.54	2,635.54	2,635.54	5,438.27	5,438.27	5,438.27	-	-	-				24,221.43	(0.43)
Public Health Nurse Lv 2	103841	100%	91,811.00	10,309.73	10,309.73	10,309.73	10,165.40	10,165.40	10,165.40	10,128.61	10,128.61	10,128.61				91,811.22	(0.22)
Medical Asst Lv 2	117492	100%	53,336.00	7,011.28	7,011.28	7,011.28	5,410.90	5,410.90	5,410.90	5,356.74	5,356.74	5,356.74				53,336.76	(0.76)
Admin Svcs Officer 2 - vacated	104491	100%	2,795.00	931.96	931.96	931.96	-	-	-	-	-	-				2,795.87	(0.87)
Health Program Mgr	132902	100%	123,618.00	16,291.43	16,291.43	16,291.43	12,457.40	12,457.40	12,457.40	12,457.40	12,457.40	12,457.40				123,618.70	(0.70)
Medical Asst Lv 2	105447	100%	50,033.00	5,847.86	5,847.86	5,847.86	5,438.49	5,438.49	5,438.49	5,391.41	5,391.41	5,391.41				50,033.27	(0.27)
Medical Asst Lv 2	117485	100%	7,865.00	2,621.76	2,621.76	2,621.76	-	-	-	-	-	-				7,865.27	(0.27)
Medical Asst Lv 2	106339	100%	53,685.00	7,058.21	7,058.21	7,058.21	5,445.57	5,445.57	5,445.57	5,391.40	5,391.40	5,391.40				53,685.56	(0.56)
Nurse Practitioner	133746	100%	6,872.00	2,290.84	2,290.84	2,290.84	-	-	-	-	-	-				6,872.51	(0.51)
Supv Registered Nurse	101668	100%	105,870.00	14,608.11	14,608.11	14,608.11	11,229.49	11,229.49	11,229.49	9,452.52	9,452.52	9,452.52				105,870.38	(0.38)
Registered Nurse Lv 2	130338	100%	96,046.00	12,623.47	12,623.47	12,623.47	9,739.11	9,739.11	9,739.11	9,652.93	9,652.93	9,652.93				96,046.55	(0.55)
Registered Nurse Lv2	120260	100%	88,107.00	11,508.74	11,508.74	11,508.74	9,105.37	9,105.37	9,105.37	8,755.08	8,755.08	8,755.08				88,107.59	(0.59)
TOTAL SALARIES			1,004,680.00	141,017.83	141,017.83	141,017.83	106,145.07	106,145.07	106,145.07	87,732.99	87,732.99	87,732.99				1,004,687.70	(7.70)
Health Insurance (10123000, 01, 02, 03, 04, 05)			141,386.00	26,721.65	26,721.65	26,721.65	16,421.73	16,421.73	16,421.73	16,563.90	16,563.90	16,563.90				179,121.83	(37,735.83)
Retirement (10121000, 10121300, 10121400)			201,702.00	33,605.18	33,605.18	33,605.18	25,349.46	25,349.46	25,349.46	20,857.94	20,857.94	20,857.94				239,437.74	(37,735.74)
Medicare (10120000-10122000)			36,034.00	10,489.13	10,489.13	10,489.13	7,762.16	7,762.16	7,762.16	6,338.50	6,338.50	6,338.50				73,769.38	(37,735.38)
TOTAL FRINGE BENEFITS			379,122.00	70,815.96	70,815.96	70,815.96				43,760.34	43,760.34	43,760.34				492,328.95	(113,206.95)
TOTAL PERSONNEL			1,383,802.00	211,833.80	211,833.80	211,833.80				131,493.33	131,493.33	131,493.33				1,497,016.64	(113,214.64)
Local Travel, Clients 30310700			2,800.00	350.00	350.00	350.00	1,750.00									2,800.00	-
30310700 Transport/Welf (bus)			2,800.00	350.00	350.00	350.00	1,750.00									2,800.00	-
TOTAL TRAVEL			2,800.00	350.00	1,750.00	350.00	1,750.00									2,800.00	-
TOTAL DIRECT CHARGES			1,386,602.00	212,183.80	213,583.80	212,183.80	107,895.07	93,732.17	93,732.17	93,732.17	93,732.17	93,732.17				1,499,816.64	(113,214.64)
TOTAL EXPENSES			1,386,602.00	212,183.80	213,583.80	212,183.80	320,078.87	399,648.13	399,648.13	493,380.29	493,380.29	493,380.29				1,499,816.64	(113,214.64)