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| **Sacramento County Department of Health Services**  **Health Center Co-Applicant Board (CAB) AGENDA**  Friday, December 20, 2024, 9:30 a.m.- 11:30 a.m. |
| CAB 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 was held in person at 4600 Broadway, Room 2020. Room 2020 is open to the public.   * Member Vince Gallo attended the meeting by teleconference on Teams. * Vice Chair member Laurine Bohamera phoned in. * Meeting attendance followed Brown Act requirements. |
| CALL TO ORDER (9:38 AM) |
| Opening Remarks and Introductions– *Suhmer Fryer, Chair*   * 1. Roll Call and Welcome   **PRESENT**   |  |  | | --- | --- | | Laurine Bohamera – Vice Chair  (by phone) | Corrie Brite – County Counsel  Dr. Michelle Bess – County Staff | | Suhmer Fryer – Chair | Rachel Callan – County Staff | | Eunice Bridges – Member | Adam Prekeges – County Staff | | Roberto Ruiz – Member  Vince Gallo – Member (by | Dr. Heather Vierra – County Staff  Aliah Martin – County Staff | | teleconference)  Jan Winbigler – Member | Claudia Bridges – Member of the  public | |  |  | |  |  | |
| INFORMATION ITEMS (9:45 AM) |
| 1. **Budget Updates – Discussion led by Adam Prekeges**  * **Please refer to the Budget Handouts** * **(Budget viewing and open discussion)**   Discussion:  Member **Roberto Ruiz** offered that he did not see anything on the budget for the patients. He asked “Where’s the money for the patients? When we walk in the building it is scary, it feels like a prison. There is no direction for patients to navigate, no welcoming committee, no welcoming posters. Then, when we get upset, security is called on us.” Roberto proposed having a stipend in the budget for the patients. He explained that “Patients are sensitive and in sensitive situations.” He indicated that patients want to have voice.  **Corrie Brite** indicated that Roberto’s comments were useful feedback and suggested taking this back to Michelle Besse. Corrie explained that the budget report’s purpose was to explain the way money is accounted for, and the accounting people are responsible for keeping track of and presenting the budget.  **Dr. Michelle Besse** took accountability for Roberto not feeling heard and explained that some things are in the works to rectify the issue.  **Roberto Ruiz** said, “I don’t work off feelings; I work on actions.” He expressed the desire to see resources for patients to feel comfortable. He then commented, “What good is my voice if I cannot advocate for the patients. I wasn’t going to come today for not feeling heard.”  **Chair Suhmer Fryer** asked County staff present whether they were working on getting someone or something to advocate for patients.  **Michelle Besse** responded that yes, leadership is working on it, but trying to get someone hired during the budget deficit isn’t easy.  **Suhmer Fryer** then responded that regardless of the deficit, patient advocacy is a standard and should take priority.  **Michelle Besse** agreed with Suhmer that patient advocacy is a priority.  **Member Jan Winbigler** pointed out that Mercy Hospital has someone to greet and guide patients.  **Suhmer Fryer** recommended that the Health Center have someone to act as a liaison who could assist the patients with all needs.  **Jan Winbigler** commented that Suhmer’s suggestion would be good when the Health Center can get such a position. She suggested that in the meantime, the Health Center leadership figure out how to get someone to help where they could.  **Roberto Ruiz** reiterated that patients are sensitive and have sensitive situations and that fact needed to be addressed. He stated adamantly that “this facility” was designated for the community, and patients should be the priority.  **Jan Winbigler** told Mr. Ruiz that everyone present appreciates his advocacy. She then offered that, from her experience on the CAB, it takes time to implement programs in the County. She asked Roberto what it would take for him to feel secure that the issues were being heard and would be rectified.  **Roberto Ruiz** responded that he just wanted to know what would be done in the future to make room in the budget for the next year.  **Jan Winbigler** then asked Michelle what she had in the works to include patient programs in the budget.  **Michelle Besse** expressed concern that member Laurine Bohamera was sick and that the CAB needed to ensure to get to the voting items in a timely manner, so that she could then get rest. Michelle suggested that CAB take items out of order and move up the items requiring a vote.  **Chair Suhmer Fryer** agreed with Michelle’s suggestion.  **Jan Winbigler** explained to Roberto that the CAB was going to move forward in the agenda to get the budget finished.  **Adam Prekeges** resumed the budget discussion and explained that there was a line in the budget that included additional signage for the clinic to help patients find their way.  **Jan Winbigler** asked member Vince Gallo to mute on Teams.  **Adam Prekeges** continued to present the budget.  **Suhmer Fryer** asked if anyone had any more questions pertaining to the budget. No one offered any.   1. **Project Director Report-Presented by Dr. Besse**  * **Please refer to the Report**   Discussion:  None.   1. **Select Services and Hours (Services Provided) Dr. Besse**  * Michelle reminded CAB that the standard hours of operation for the main site (Primary Care Center at 4600 Broadway) are Monday-Friday 8am-5pm. She reminded attendees that the Health Center, with CAB-approval, had applied for the Expanded Hours grant, and was still waiting to hear whether it would be funded or not. If the grant were to be funded, the Primary Care Center would see patients one evening (5pm-8pm) and one Saturday (8am-5pm) per month while the SCHC Loaves & Fishes site would open for one extra afternoon hour per month.   Discussion:  None.   1. **Select Services and Hours (Service Sites)**  * Michelle described the handout showing the Health Center’s service sites and hours: Health Center at 4600 Broadway, Loaves and Fishes, the Mobile Medical Center Van, and the 32 school-based mental health sites.   Discussion:  **Jan Winbigler** asked Interim Medical Director, Dr. Vierra, whether she will assist with extended hours and services if approved by HRSA.  **Dr. Vierra** responded that if the HRSS grant were approved, then yes, she would assist with those things.  **Corrie Brite** noted that the County would have to separately work on the budget for that grant.  **Michelle Besse** told attendees that she was hoping to have more updates for the meeting, but that HRSA has not yet decided on the grant program. She indicated that more info would be presented once received from HRSA.   1. **2025 CAB Year Review-Dr. Besse**  * Michelle Besse presented a draft meeting schedule for CAB in 2025. Please refer to Handouts   Discussion:  **Jan Winbigler** told the group that for the past few years, because of some special circumstances (such as the UDS Report and budget due dates), CAB had met more than once in February through special meetings.  **Corrie Brite** replied that the members of CAB’s Executive Committee could and would schedule those special meetings working with County staff once the due dates were clear.  **Michelle Besse** asked Aliah Martin to ensure that the agenda for CAB’s January meeting agenda contained an item for scheduling one or more special meetings in February.  **Roberto Ruiz** questioned certain lines on the budget.  **Suhmer Fryer** responded to Robeto, noting that the budget presented at the meeting was for prior dates.  **Roberto Ruiz** explained that he had a personal encounter with a staff member when trying to file a grievance.  **Jan Winbigler** noted that when the time for the issues Roberto mentioned arose, CAB would handle them. But at present, the CAB needed to stay on topic and move through the agenda.   * **Voting on the 2025 Calendar and Meeting Dates Commences** * **Please see “Information/Action Items” Section Below**  1. **Narcan Distribution-Dr. Besse**  * Michelle explained that she had ordered free Narcan from the State to distribute in the lobbies for anyone who was interested in having it, along with Fentanyl test strips. These supplies will be given out to patients at no cost. She added that the Health Center was working on getting signage to make patients aware of the availability of these life-saving supplies. Only non-medical licensed staff can distribute these supplies to patients; they cannot be given out by doctors and other clinical staff (without a prescription) due to state rules.   Discussion:  **Roberto Ruiz** said he did not understand why the Health Center would distribute Narcan. He stated that if a drug addict sought help, they wouldn’t want to be handed an injection.  **Suhmer Fryer** advocated for the distribution at the Health Center, giving personal testimony.  **Michelle Besse** explained that the Narcan is primarily used by family or friends, as when a person is overdosing, they are unable to give themselves an injection.  **Jan Winbigler** asked what the plan was for signage explaining how these resources would be distributed.  **Michelle Besse** responded that the plan was “in the works.”   1. **CAB Goals**  * Michelle Besse asked CAB members what their goals for the Health Center were. * Michelle mentioned that previously CAB had put forward the goal of creating mental health support groups. * She stated that the attendees had heard Roberto Ruiz’s goal of better patient navigation and advocacy and better signage.   + Better building signage was previously addressed by new wall signage and the development of map handouts in multiple languages available from Security. * Michelle asked if CAB members wanted to present other goals.   Discussion:  **Jan Winbigler** said that CAB would like to see more mobile sites and other ways of bringing healthcare to the patients.  **Corrie Brite** explained to CAB that HRSA had halted the Health Center’s ability request new school-based sites. She suggested that Sharon Hutchins Sharon to a future meeting to present again on the 2024-2026 Strategic Plan approved by CAB.  Jan Winbigler expressed concerned about the halt that HRSA had imposed. She asked how long it would last. She proposed that CAB start in the new year with what is planned pertaining to expansion of services. She explained that it would be helpful when the new budget was discussed and presented in January and February, for CAB to have these goals in mind.  **Suhmer Fryer** asked if anyone had any more suggestions of questions.  **Eunice Bridges** referred to the comments that Roberto Ruiz raised earlier about patient advocacy. She asked whether there was training for staff on patient sensitivity”  **Michelle Besse** agreed that that type of training is important and is in the Strategic Plan. The Health Center will be implementing a staff sensitivity training in 2025.  **Roberto Ruiz** told about a personal encounter that illustrated his frustration about how staff doesn’t know how to interact with sensitive patients.  **Eunice Bridges** suggested that trainings contain videos or written resources for staff.  **Corrie Brite** mentioned that there are current County resources that could be implemented.  **Michelle Besse** requested that CAB members contact her directly if they experience issues. That way she can monitor how they are addressed.  **Roberto Ruiz** suggested that the Health Center install a suggestion box. He also suggested that the signs be revised to contain larger font and more languages. Finally, he suggested the use of more inviting colors and stated in his opinion, “it’s too quiet in the building.”  **Michelle Besse** explained that the building is shared and needs collaboration with other programs and department managers to implement such changes. She also explained that the County moves slower than she would like with all the parties that are to be involved in planning and implementation pertaining to facilities.  **Roberto Ruiz** asked why the facility manager wasn’t present at the meeting.  **Corrie Brite** explained that the Facility manager is employed by another County department. She reiterated that all County processes take a long time because of all the moving parts that are involved in planning and implementation.  **Michelle Besse** said that time is of the essence and that the Health Center must prioritize needs of the clinic to ensure proper patient care. |
| INFORMATION/ACTION ITEMS[[1]](#footnote-2) |
| \*Eunice Bridges Moved to Approve BUSINESS ITEM I. to Approve the 2025 CAB Meeting Calendar and 2025 CAB Meeting Dates.  \*Jan Winbigler Seconded Motion to Approve BUSINESS ITEM I. to Approve the 2025 CAB Meeting Calendar and 2025 CAB Meeting Dates.    Yes Votes: Vince Gallo, Eunice Bridges, Jan Winbigler, Roberto Ruiz, Laurine Bohamera and Suhmer Fryer  No Votes: None  Result: Carried  \* Roberto Ruiz Moved to Approve BUSINESS ITEM II. to Approve the November 15, 2024, CAB Meeting Minutes.  \*Eunice Bridges Seconded the Motion to Approve BUSINESS ITEM II. to Approve the November 15, 2024, CAB Meeting Minutes.    Yes Votes: Vince Gallo, Eunice Bridges, Roberto Ruiz, Laurine Bohamera, Suhmer Fryer, and Jan Winbigler.  No Votes: None  Result: Carried  Discussion:  **Suhmer Fryer** informed the group that all agenda items had been covered ahead of schedule. She asked the attendees whether ending early was acceptable?  **Corrie Brite** said that ending early would be allowed under CAB Bylaws.  No objections were made to ending early. |
| 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.   * No public comments were made. |
| CLOSED SESSION |
| None |
| MEETING ADJOURNED |
| Chair Suhmer Fryer adjourned the meeting at 10:45 am. |

1. Time estimate: 5-10 minutes per item, unless otherwise noted [↑](#footnote-ref-2)