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| **Sacramento County Health Center**  **Co-Applicant Board (CAB)**  Friday, June 20, 2025, 9:30 a.m.- 11:30 a.m. |
| Regular 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.     * Meeting attendance followed Brown Act requirements. * A quorum was established. |
| CALL TO ORDER (9:35 AM) |
| Opening Remarks and Introductions– Laurine Bohamera*, Vice-Chair*   * 1. Roll Call and Welcome     **PRESENT**   |  |  | | --- | --- | |  |  | | **Laurine Bohamera – Vice Chair** | **Michelle Besse – Health Program Mgr.** | | **Jan Winbigler - Member** | **Heather Vierra – Interim Medical Director** | | **Ricki Townsend – Member** | **Corina Gonzalez - Chief Medical Officer** | | **Eunice Bridges – Member** | **Adam Prekeges – Admin Srvs Officer II (Teams)** | | **Vince Gallo - Member** | **Elizabeth Zelidon – Public Info Officer** | | **Ona Okoro – Public (Prospective Member)** | **Rachel Callan – Sr. Admin Analyst (Teams)** | |  | **Scarlett Ong – Sr Health Program Coord** | |  |  | |  | **Aliah Martin – Senior Office Assistant** |   **Announcements:** |
| **INFORMATION ITEMS** |
| **Budget Updates presented by Adam Prekeges**  **HRSA Project Budget Summary**   * **As of 4/30/25 $1,388,237.32 has been expended on the HRSA project.** * **Remaining balance of $36,699.68; done drawing down for the grant year.** * **No specific UDS+ needs, unable to draw down full funds.** * **HRSA no longer required UDS+ submissions for CY 2024** * **No major variances or concerns.** * **Staff comprise majority of the costs.**   **County Budget Summary and Significant Variances**   * **Bottom line reflects $0 contribution to the General Fund.** * **Object 10 Salaries/Benefits: expected to be $958K under budget** * **Object 20 Services/Supplies: expected to be $64K under budget** * **Reducing reliance on registry staff & contracts** * **Projection can significantly change over the next few months due to contract negotiations and Refugee lab costs** * **Updated projection on FY 24/25 SCOE contract: previous projection of contract usage was 75%, current projection is 65%.** * **Object 30 Contracts: Expected to be $40K over budget** * **Increased patient counts/visits may cause slight overage due to OCHIN Contract** * **Object 40 Fixed Assets: no budgeted expenditure & no planned costs** * **Object 60 Internal Charges/Allocated Costs: $1.7M under budget** * **Due to Pharmacy Adjustment Appropriation Request (AAR)** * **Some reimbursement** * **Creating spending power** * **Objects 59 & 69 Inter/Intra Fund Reimbursements: Realignment funding and funding from other County departments paying for Clinic services.** * **Between Object 59 & 69, we are expected to receive $1M more than budgeted** * **No patients assigned to the Healthy Partners program, $800K realigned from Treatment Fund Center into County’s, helping cover the costs for underinsured patients.** * **Objects 95/96/97 Outside Revenue: Projected to be $3.4M under budget.** * **Medi-Cal revenue is projected to be low at $1.7M; program is working on increasing billable visits to increase revenue, projected to be better than last year.** * **Grants are on track** * **All ARPA revenue has been received.** * **Received unexpected $1.4M from past FEMA claims (during Covid 19)** * **Can only be used to cover General Fund draw, cannot be used to purchase new items.** * **HIV Grant has been utilized more than any prior years** * **Homeless Outreach has been a major impact** * **HRSA Capital Grant is still not approved** * **ARP Grant partially paid for the renovations of two exam rooms, County will pay the balance**   **HRSA Project Director Updates presented by Michelle Besse**   * **Enhanced Internal Communication** * **Internal newsletter has been revamped, will be distributed bi-monthly to enhance clarity with all staff.** * **Artera Messaging** * **Patient engagement via text messaging continues to grow.** * **Mass texts for Mammogram Screening & Radiology** * **Patients are strong responding to ER Follow-Up appointment messages.** * **Management Recruitment** * **Interviews for the Division Manager (DM) position will begin in July 2025. We anticipate our new CMO will participate in the selection and final interview process. In collaboration with Deputy Director Vargas, CAB will continue to have input and participation throughout the process.** * **Financial Status and Grant Updates** * **Budget for FY 24/25 is currently positive, attributed to the filling of position vacancies, service streamlining efforts, and a reduction in no-show appointments. Next fiscal year appears to be tight, more information will be provided as it develops.** * **HRSA Operational Site Visit (OSV) and Request for Information (RFI)** * **On track to submit HRSA RFI packet by July 1st deadline.** * **Two school district MOUs are awaiting finalization, working diligently to get signed, completed, and submitted within the next week** * **Currently loading information into the EHB.**   **CAB member asked what will happen if the two MOUs aren’t signed.**  **Michelle Besse responded that what we have will be submitted, and we will wait for HRSA’s decision.**  **Laurine Bohamera suggested that the two not signed be dropped until ready to sign.**  **Michelle responded that is a decision that will need to be made by Tim Lutz.**   * **Facility Improvements** * **New, aesthetically designed signage will continue to be developed and posted throughout the Health Center.** * **Contain diverse messages about health care.** * **Funded through HIV Grant.** * **Refugee Health Services** * **The Health Center continues to receive referrals** * **Decrease in patient response rates to outreach efforts has been observed, reasons being investigated.** * **Expanding Mobile Medicine** * **SCHC and Public Health continue their successful collaboration through the Wellness Without Walls program.** * **Homeless Engagement and Response Team (HEART) now includes partnership between Primary Health, Public Health, and Behavioral Health, ensuring whole-person care.** * **Streamlining Workflows** * **Actively working to streamline meetings and adopt a more focused approach to project implementations** * **Management Team Training has been completed, focusing on Project Management Principals** * **Continuing to ensure the focus on building infrastructure and processes that provide clarity and consistency throughout the clinic.** * **QI team is revamping, moving to a two-pronged approach where clinic staff and QI staff work more seamlessly.** * **SCHC, in collaboration with Community Health Works (CoHeWo) is establishing a new resource center and patient advocate area.**   **Medical Director Report presented by Dr. Heather Vierra**   * **Re-Initiating Video Visit Capabilities** * **Almost fully completed, all but 2 dual monitor setups are ready to deploy** * **Retraining providers and staff, still being fine-tuned.** * **Identifying resources to provide technical support to patients, still being fine-tuned.** * **Quality Improvement (QI) Team Efforts** * **Pre-Visit Orders continue** * **QI MA/RN appointments for diabetes and hypertension measures. Working with a Physician’s Assistant for hypertension management, some visits being billable.** * **Extra cervical cancer screening clinics with UCD Faculty** * **Workgroups created with Pediatrics and Family Medicine to develop strategies to increase well child visits** * **Organizing Provider Staffing in Each Programs** * **New CMO, Dr. Gonzalez to start Pediatric practice 2 half days per week.** * **Refugee providers transferring to other programs, including Loaves & Fishes** * **Partial transition in August** * **Completing UC Davis contract for the next academic year starting July 2025** * **No major change to the language in contract, working with the numbers** * **HIV Grant bought HIV and Hep C rapid tests kits for our Loaves & Fishes site. If patients are positive, they will be referred to the appropriate providers.**   **County Public Information Officer Presentation by Elizabeth Zelidon**   * **Sacramento County Health Center Awareness Campaign June-December 2025** * **Intended audience is general Sacramento County residents, Medi-Cal eligible and uninsured individuals, and the underserved communities.** * **Objectives** * **Increase awareness of Health Center services 20% by 12/31/25** * **Increase new client sign-ups 10% by 12/31/25** * **Generate 3 earned media placements by 12/31/25** * **Key Messages** * **Quality care for all** * **Whole-person health starts here** * **Meeting patients where they are with care that comes to them** * **Strategies & Tactics** * **Social Media video posts featuring services** * **Provider/Staff spotlight series** * **Static Posts** * **Podcast featuring Medical Director** * **News Stories** * **Flyers with QR code to Health Center website** * **Posters promoting services in other community lobbies and offices** * **Billboard off the freeway** * **CAB Meeting Ad**   **Jan Winbigler asked if the County website was ready for engagement.**  **Michelle Besse responded that the website is ready enough for patient engagement, but the overall updates will take a while.**  **Elizabeth Zelidon expressed that the County is currently using social media platforms such as X, Blue Sky, Facebook, Instagram, and YouTube for community engagement.**  **Dr. Gonzalez suggested having a professional profile for the Health Center on LinkedIn.**  **Elizabeth Zelidon announced the County has a podcast and suggested that Dr. Gonzalez be a guest once she is settled in.**  **Dr. Gonzalez suggested multi language and culture communication on what a Federal Qualified Health Center (FQHC) is. What services are offered. What a day in the life of looks like.**  **School Based Health Center Discussion presented by Michelle Besse**   * **SCHC has 32 school-based health sites under us, there are 19 sites not under us that SCOE is supporting. Talks are being had about expanding the 19 sites to the Health Center, creating more billable services.**   **Laurine Bohamera stated the first order should be getting HRSA to approve our 32 sites before expanding. She also stated that SCOE takes a lot of Health Center resources and asked if it is taking away from the productivity.**  **Michelle Besse responded that the School Based program is for the good and that there are strategies being developed to financially benefit the Health Center.**  **Rachel Callan stated that if expanded, additional staff would be needed.**  **CAB Goals**   * **Reference Binder created by Executive CAB members** * **New Recruitment Plan**   **Rachel Callan proposed due to the end of and beginning of another fiscal year that the budget updates be skipped for the July CAB meeting, an update at the August CAB meeting to close out the 24/25 fiscal year, and then again skip September and October coming back in November to review July, August, and September.**  **CAB agreed to the July skip and to decide on the September/October skip at the August meeting.** |
| **ACTION ITEMS** |
| \*Jan Winbigler Moved to Approve the May 16, 2025, CAB Meeting Minutes.  \*Ricki Townsend Seconded the Motion to Approve the May 16, 2025, CAB Meeting Minutes.  **Yes Votes:** Eunice Bridges, Jan Winbigler, Ricki Townsend, Laurine Bohamera, and Vince Gallo  **No Votes:** None  **Result:** Carried  \*Vince Gallo Moved to Approve Ona Okoro-Van Romondt as a Consumer CAB Member.  \*Eunice Bridges Seconded the Motion to Approve Ona Okoro-Van Romondt as a Consumer CAB Member.  **Yes Votes:** Eunice Bridges, Jan Winbigler, Ricki Townsend, Laurine Bohamera,  and Vince Gallo  **No Votes:** None  **Result:** Carried  \*Eunice Bridges Moved to Approve the Revised 2025 Recruitment Plan.  \*Ricki Townsend Seconded the Motion to Approve the Revised 2025 Recruitment Plan  **Yes Votes:** Eunice Bridges, Jan Winbigler, Ricki Townsend, Laurine Bohamera,  Vince Gallo.  **No Votes:** None  **Result:** Carried |
| 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. The Board may not act 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 |
| Vice Chair Laurine Bohamera adjourned the meeting at 11:26 am. |