

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

Friday, July 18, 2025, 9:30 a.m.- 11:30 p.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. Budget Updates (High Level Briefing)
2. Project Director Report
3. Medical Director Report
4. On Site Visit Update
5. School Based Health Centers Discussion (Possible Site Additions)
6. HRSA Needs Assessment

7. <u>HRSA Main Grant Report</u>
8. <u>QI Plan Progress Monitoring/Data Reports</u>
9. <u>CAB Goals</u>
ACTION ITEMS¹
BUSINESS ITEM I. <ul style="list-style-type: none"> • <u>June 20, 2025, CAB Meeting Minutes</u> ✓ <u>Recommended Action: Motion to Approve the drafted June 20, 2025, CAB Meeting Minutes</u>
PUBLIC COMMENT
<p>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.</p> <ul style="list-style-type: none"> • 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.
CLOSED SESSION
None
MEETING ADJOURNED

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

Budget Updates for CAB Meeting 7/18/25

FY 2024/2025 (Year-End Update):

There were no unexpected expenses at the end of FY 2024/2025. We are still finalizing year-end numbers but are projecting to come in under budget, and have money to return to the General Fund. This includes the FEMA money that we received as part of a past FY reimbursement, which was meant to be returned and not used on current expenditures. We were not expecting to be able to do this up until recently, so this is a huge accomplishment for us.

FY 2025/2026 (Budget Outlook):

At this point, we do not have any new information that would significantly impact the FY 2025/2026 budget. Leadership is working closely with healthcare consultants to try and project the fiscal landscape to come, but nothing has been finalized yet. We will hopefully have more information for you in our August or September meetings. One upcoming known expense is the purchase of new security cameras for the Clinic, with our portion estimated at approximately \$25,000.

HRSA Project Director Updates

July 18, 2025 CAB Meeting

Key Points:

We're thrilled to have **Dr. Gonzalez** join our team! She's already made a significant impact, actively collaborating with the management team on our **Strategic Management Principles**. We will continue to focus on being Fiscally Self-Sustaining, providing Quality care, and ensuring Accountability, Clarity, and Efficiency.

In other great news, our recent meeting with Vivant's leadership confirmed that our clinic's performance and improvements have **exceeded their expectations**. We're incredibly proud of this achievement and are committed to continuing this path of success.

Finally, all documents for our **OSV submission** have been sent to HRSA, and we're confidently awaiting their response. We're very proud of the submission we've put together.

Enhanced Internal Communication

Our **internal newsletter** continues to be a positive change at the health center. It is a way to bring the staff together and continue to ensure positive communication, clarity, and consistency to all staff at the Sacramento County Health Center.

Vivant Contract Status

Our management team recently met with Vivant's leadership to discuss the clinic's performance and its impact on their financial standing. Vivant reported that our clinic has made "**significantly better improvements than what could have been asked for**" over the past few months. We're incredibly proud of this progress and are committed to building on these gains.

A key highlight from our discussion was the **over 20% increase in patient encounters** from January to May 2024 compared to the same period in 2025. This significant jump demonstrates our team's dedication and hard work.

Artera Messaging: Boosting Patient Engagement

Our use of **Artera messaging** for patient engagement continues to expand successfully. The system has proven particularly effective in facilitating follow-up appointments for patients who have visited the Emergency Department, demonstrating strong patient responsiveness.

Management Recruitment and Staff Update

Interviews for the **Primary Care Clinic Division Manager (DM)** position are scheduled to begin in late August. We anticipate our new Chief Medical Officer will participate in the final interview and selection process for this critical role. CAB will continue to have input and participation throughout this process, which will be in collaboration with Deputy Director Vargas.

Sharon Hutchins recently resigned as Health Program Manager (HPM) in the Primary Care Clinic, and thus, recruitment and interview efforts are already under way to back fill Dr. Hutchin's vacancy as HPM.

HRSA Project Director Updates

July 18, 2025 CAB Meeting

Dr. Hutchins has accepted a position with One Community Health as the Director of Quality. The Health Center provided a beautiful celebration of Dr. Hutchins contributions to the health center. Thank you to everyone who participated in the celebration of Dr. Hutchins.

Positive Financial Outlook & Grant Progress

The Health Center's **FY 24/25 budget is currently positive**, a testament to successful efforts in filling position vacancies, streamlining services, and reducing no-show appointments. We are hopeful that we will not draw general fund dollars this fiscal year. Next fiscal year appears to be tight financially and we will provide information as it develops. We are currently continuing to complete last year's fiscal information. There are no new updates.

HRSA Operational Site Visit (OSV) & RFI Status

The OSV and RFI Documents, well over 300 pages were uploaded to HRSA on July 1st. We are currently awaiting a response from HRSA and we are hopeful they will be impressed by the hard work we have put into completing these activities.

Facility Enhancements

New, aesthetically designed **signage** has been posted in many places throughout the health center. This includes both compliance signs, motivational messaging about health care and our mission, vision and values. Please take a few minutes to peek into the lobbies and see these beautiful works of art. In addition, we are working with facilities to paint various places throughout the health center and ensure that everything looks clean and well-maintained.

Refugee Health Services

The expected number of Refugee Health Assessments continues to be a moving target. SCHC Management is working to plan a way to integrate this and expand our same-day appointment schedules. This will ensure that we continue to offer refugee services while also ensuring that our primary care patients can receive easy access to timely appointments for more urgent needs.

Expanding Mobile Medicine

The Sacramento County Health Center and Public Health continue their successful collaboration with the **Homeless Engagement and Response Team (HEART)**. This initiative received statewide recognition to break down divisions in county departments. This collaboration will continue to grow.

Streamlining Workflows & Patient Experience

SCHC is actively working to **streamline meetings** and adopt a more focused approach to project implementation, aiming for optimal efficiency. We are currently focused on Video Visits with the start date of August 1st to go live.

Our QI team is revamping to bring more input, support, and collaboration with staff in the clinic. We are moving to a two-pronged approach where Clinic Staff and QI staff will work more seamlessly to ensure

HRSA Project Director Updates

July 18, 2025 CAB Meeting

that Quality Improvement is everyone's goal and responsibility. Our current priorities in these areas are to implement templates for Well-Child Visits and for Referrals.

Based on valuable feedback from the Co-Applicant Board (CAB), SCHC in collaboration with CoHeWo, will feature a resource table available at various times throughout the week to improve the patient experience. This rolling resource table will be available in the lobby area of different clinics to engage with patients while they wait for their appointments and improve the wrap-around services that our clinic patients receive.

1. Implementing guidelines, training and workflows for "Virtual Medicine"

- Training will be provided in person to support staff on:

7.15.25 & 7.22.25 and 8.12.25 & 8.19.25

- Clinicians training will be provided on:

7.14 and 8.12

- Implementation will be done in Phases

- Phase 1:

Go Live- Wednesday 8.13 with only a selected group of clinicians ("Champions") already identified by Dr Vierra (she will talk to those clinicians 1:1 before announcing their names). Pertinent information and workflows will be shared by the end of next week to this group for their review and feedback

- Phase 2:

All Staff Go Live- Wednesday 8.27.25 (after all training is completed)

2. Working on efficiency and long-term quality goals by standardizing template notes for Virtual Medicine and Well Checks

3. Quality Improvement Up-dates:

- Meeting with Vivant Health showed great improvement in quality metrics and no-show rates (down to 17%), and ER use and Hospital follow ups. This led to a big increase of our PMPM with them. of > \$14 big strikes with Vivant, we got PMPM rate increased.
- We are re-structuring the department and interviewing for the vacant HPM position

- QI clinic, mammogram Van, extra hours clinic for quality improvement are scheduled
- Will start Cologuard after we finalized some contract issues

4. Refugee clinic

- In the process to transition from Refugee clinic only, to Same day clinic, keeping access for Refugee patients

5. UCD Contract under review

6. Improving Access

- Evaluating exam rooms utilization
- Pending some equipment to finish FM 2 extra room
- We got approval for 2 MD and 1 NP on-call clinicians that will help us achieve our metric goals

7. Operational and leadership optimization

- Working on analysis and re-structuring our clinic leadership and reporting structure

8. Data Governance

- Unifying clinicians' data in a ONE tracker. This will help everyone to know who is working in the clinic, their schedules, licensing and training tracking. This unified information will help us keeping the health plans clinicians' data current and will help us with audits.

**Sacramento County Health Center
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Regular Meeting Minutes

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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*

a. 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 June 20, 2025, CAB Meeting Minutes.

*Ricki Townsend Seconded the Motion to Approve the June 20, 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 Ramendt as a Consumer CAB Member.

*Eunice Bridges Seconded the Motion to Approve Ona Okoro-Van Ramendt 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.