

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

Meeting Minutes

May 20, 2016 / 9:30 AM – 10:30 AM

Meeting Location

Sacramento County Health Center
Primary Care Center
Community Room, 2nd Floor
4600 Broadway
Sacramento, CA 95820

Sacramento County, DHHS, Division of Primary Health Services, Health Center website link:

<http://www.dhhs.saccounty.net/PRI/Pages/HCH%20Co-App/Health-Care-for-the-Homeless.aspx>

x = Present

CO-APPLICANT BOARD MEMBERS		
x	Paula Lomazzi, Chair	Vacant – Homeless/Formerly Homeless
	Mike Blain	Vacant – Community Member
	Rebecca Hahn	
x	Maria Respall	COUNTY DHHS STAFF
	Roger Xiong (substitute) Community Member	x Marcia Jo – HCH Project Director
	Vince Gallo	x Karen Giordano
	Katie Freeny	x Nancy Gilberti
	Sally Ooms - <i>excused</i>	x Marie Ketcheshawno
	Bob Erlenbusch	GUESTS
x	AAron Washington, Co-Chair	

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Topic	Minutes
<p>Welcome, introductions and announcements – <i>AAaron Washington</i></p>	<p>AAaron Washington welcomed all to the meeting. She and Paula Lomazzi will be attending the National Health Care for the Homeless Council conference May 30, 2016 to June 3, 2016.</p> <p>Marcia Jo introduced Nancy Gilberti, Program Manager, who will become more involved with this board. Members introduced themselves to Nancy and shared their reasons for their interest in this board.</p> <p>AAaron reviewed the packet of materials for today's discussion.</p>
<p>Member Recruitment Strategies – <i>Conference Call with Denise Highfill, Director of Compliance, Cares Community Health</i></p>	<p>Denise Highfill is Director of Compliance at Cares Community Health. Previously she worked with the California Primary Care Association (CPCA) and conducted over 40 compliance site visits. Cares Community Health began as an HIV AIDS Clinic and transitioned to an FQHC in 2015 serving all patients.</p> <p>Denise shared the following recruitment activities that worked well when they were recruiting consumer members to their co-applicant board (CAB):</p> <ul style="list-style-type: none"> • Posters in waiting rooms and exam rooms. • Application • Brochures and information in new patient packets. • Talk to providers about their patients and the pre-requisites for being a member of the CAB (this was a successful recruitment tool for Cares) <p>Marcia Jo asked about language considerations. Cares does not have that issue but Denise shared that an FQHC in Southern California used paid interpreters for their meetings and produced meeting materials in three languages to accommodate their board members. She has also heard of boards using electronic translator headsets.</p> <p>Marcia also asked about incentives. They do not offer stipends for attending but they do feed the board and offer bus passes or other transportation vouchers. She said that whatever is offered must be available for all board members.</p> <p>Marcia expressed concern about how to transition to community care without diluting the special relationship with the homeless population. Cares had a similar situation with their HIV AIDS patients and includes their legacy population at every board meeting.</p> <p>AAaron Washington requested copies of the posters and membership application that Cares used. A provider or providers will be invited to a future meeting to discuss consumer board member recruitment.</p>

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Data – <i>Marcia Jo</i>	Meeting packets included Quality Improvement Committee (QIC) reports on access, diabetes management, and no show rate as well as the 2015 UDS report. Marcia Jo reviewed the UDS report with the Board. Aaron Washington expressed concern about Mercy Clinic and asked for a report of health center population by homeless and non-homeless.
Public Comment – <i>Paula Lomazzi</i>	There was no public comment.
Closing Remarks – <i>AAron Washington</i>	<p>AAron Washington thanked the group for participating in today’s meeting. Meeting was adjourned at 10:47 AM. The Board will reconvene June 17, 2016, 9:30 AM – 10:30 AM at the new location: 4600 Broadway, Community Room #2020, Sacramento.</p> <p>Items for next meeting include: satisfaction survey results and a report from AAron and Paula regarding the NHCHC conference.</p> <p>Please see website, http://www.dhhs.saccounty.net/PRI/Pages/HCH%20Co-App/Health-Care-for-the-Homeless.aspx</p>