

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

**Meeting Minutes**

June 17, 2017 9:30 AM – 10:30 AM

**Meeting Location**

**Primary Care Center  
4600 Broadway  
Suite 2020  
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	Mike Blain	
x	Bob Erlenbusch ( <i>excused</i> )	
	Katie Freeney	
x	Vince Gallo	<b>COUNTY DHHS STAFF</b>
x	Rebecca Hahn	Marcia Jo – Project Director
x	Paula Lomazzi – <b>Chair</b>	
x	Sally Ooms	
	Maria Respall ( <i>excused</i> )	<b>GUESTS</b>
x	AAron Washington - <b>Co-Chair</b>	

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

Topic	Minutes
Welcome, Introductions and Announcements – Marcia Jo	Welcome and Introductions: Marcia Jo welcomed all to the meeting and reviewed the meeting agenda and handouts. Announcements: No announcements
Patient Needs Survey	Needs survey was conducted in the clinic on what services outside of the clinic would our patients take advantage of if they were given the opportunity. Legal assistance, housing assistance and domestic services were the options that patients could choose as to whether or not they could benefit from. There is a huge need for assistance with housing and those needing help for domestic violence. Members thought this was a great survey which really captured the needs of our patients. They would like to see this survey be given to patients for a longer period of time, and this topic will be discussed further in the near future. Any actions resulting from this survey will also be discussed during this time.
HRSA Site Visit August	The HRSA site visit will be August 8 <sup>th</sup> , 9 <sup>th</sup> and 10 <sup>th</sup> . Board members were informed that part of the site visit will be surrounding the Co-applicant board and their members. Auditors would like to schedule a meeting to hold an open discussion on what the boards roles and responsibilities are and to ensure that everyone is aware of them. The question was asked as to who would be available to participate in this discussion and if so, when would be the best date and time to ensure as many members as possible can attend. It was determined that Thursday the 10 <sup>th</sup> in the morning would be the ideal time.
Policy List Revised	Board members were provided with a current list of policies which have been revised for their review. Members did not have any questions on them and asked for copies of these policies so that they can take home and review in preparation for HRSA.
Washington DC Trip	Paula had a few questions regarding her upcoming trip to Washington, specific to the monies received so far for this trip. She needed to know whether or not the monies received to date are to be used for her hotel stay or if these monies are for other expenses. She is asking as she hopes that the hotel will be separately paid for with a credit card as the room also needs to be secured for incidentals with a deposit, which she does not have. This inquiry will be redirected to Marie, to see if she can answer Paula's question and to see if there is anything that can be done to help on her end.

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

Topic	Minutes
Public Comment – Aaron Washington	No public comment
Closing Remarks – Marcia Jo	The HCH conference is in June. Paula and Sally wish to attend