

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

**Meeting Agenda**

October 16, 2020 / 9:30 AM – 11:00 AM

**Meeting Location**

Due to Public Health Emergency Via Skype: To see/share documents on the screen, go to

[Join Skype Meeting](https://meet.saccounty.net/safim/WM8W7P1S) Go to: <https://meet.saccounty.net/safim/WM8W7P1S>

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Join by phone [+1 \(916\) 875-8000](tel:+19168758000) OR [+1 \(916\) 874-8000](tel:+19168748000) OR [+1 \(916\) 876-4100](tel:+19168764100)

Conference ID: 7462372

Topic
Opening Remarks – <i>Jan Winbigler, Chair – 3 minutes</i> <ul style="list-style-type: none"><li>• Welcome</li><li>• Introductions</li><li>• Review and approval of minutes</li></ul>
Brief Announcements – <i>All – 3 minutes</i> <ul style="list-style-type: none"><li>• Technology update<ul style="list-style-type: none"><li>○ BlueJeans</li><li>○ Chromebook or similar for CAB member just to get a County email account to connect to meetings/read documents</li></ul></li><li>• OSV – CAB Member selection (3-4 members)</li></ul>
Follow up Items – <i>Dr. Hutchins – 3 minutes</i> <ul style="list-style-type: none"><li>• Attendance review</li><li>• Subcommittee attendance</li></ul>
Data Report – Rachel Callan – <i>7 minutes</i>
CAB Governance – <i>Dr. Hutchins – 65 minutes</i> <ul style="list-style-type: none"><li>○ Sub-Committee Updates to CAB<ul style="list-style-type: none"><li>○ Clinical Operations – <i>Kevin Koerber</i><ul style="list-style-type: none"><li>▪ Recommend approving<ul style="list-style-type: none"><li>• <i>PP 04-04 Test Results</i></li><li>• <i>PP 04-05-General Assistance Medical Evaluations</i></li><li>• <i>PP 01-05 Medical Home Program Design</i></li><li>• <i>PP 01-06 Bill of Rights &amp; Patient Rights and Responsibilities handout</i></li><li>• <i>PP 03-06 Referral Management</i></li><li>• <i>PP 08-11 Notice of Privacy Practices</i></li></ul></li></ul></li><li>○ Finance – <i>Jan Winbigler (with John Dizon)</i><ul style="list-style-type: none"><li>▪ Financial Status Report (John Dizon)</li><li>▪ Subcommittee recommends approving<ul style="list-style-type: none"><li>• <i>11-01 Sliding Fee Discount</i></li><li>• <i>PP 11-02 Billing and Collections</i></li></ul></li><li>▪ County use of CARES funds</li><li>▪ Update on ECT grant – mobile medical center van</li></ul></li><li>○ Governance – <i>Jan Winbigler</i><ul style="list-style-type: none"><li>▪ Nominations and elections</li></ul></li></ul></li></ul>

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<ul style="list-style-type: none"><li>▪ Recommendations for Strategic Planning committee membership</li><li>○ Review and acceptance of nominations – <i>Sharon Hutchins</i></li><li>○ Review of HRSA Project Director evaluations – <i>Vanessa Stacholy</i></li><li>○ Review of vision statement</li></ul>
Medical Director Update – <i>5 minutes</i>
Next Meeting Items – <i>All</i> <ul style="list-style-type: none"><li>• Coordination prior to OSV</li><li>• November meeting - elections</li><li>• Review of multiple policies</li><li>• Patient grievance and safety reports</li></ul>
Public Comment – <i>Elise Bluemel, Co-Chair</i>
Closing Remarks and Adjourn – <i>Elise Bluemel, Co-Chair</i>

**Next Meeting:** November 6, 2020 / 10:00-11:00 AM OFFICER ELECTIONS  
November 20, 2020 / 9:30-11:00 AM

The Co-Applicant Board welcomes and encourages participation in the meetings.

Matters under the jurisdiction of the Co-Applicant Board and not on the posted agenda may be addressed by the public following completion of regular business.

The agenda is posted on-line for your convenience at <https://dhs.saccounty.net/PRI/Pages/Health%20Center/Co-Applicant%20Board/County-Health-Center-Co-Applicant-Board.aspx>

Due to the public health emergency created by the COVID-19 pandemic, in person meetings are not permitted at this time. Per the Brown Act, those attending a CAB meeting through teleconferencing are required to disclose the location from which they are calling. It is illegal to call while driving. There is a cap on how many members can attend from outside Sacramento County.

Meeting facilities are accessible to persons with disabilities. Requests for interpreting services, assistive listening devices or other considerations should be submitted by contacting the Primary Health Division at (916) 875-5701 (voice) and CA Relay Services 711 (for the hearing impaired), no later than five working days prior to the meeting.