

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

Meeting Minutes

July 16, 2021 / 9:30 AM – 11:00 AM

Meeting Location

In Person (Room 2800 of 4600 Broadway / Sacramento, CA 95820 **(NOTE: Masks required)**) OR
Via Skype: To see/share documents on the screen, go to

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Conference ID: 1655150

Attendees

Members: Elise Bluemel, Vince Gallo, Paula Lomazzi, Namitullah Sultani, Jan Winbigler

Staff: John Dizon, Sharon Hutchins, Susmita Mishra, Mehrabuddin Safi

Guest Presenter: Chris Williams (SCOE)

Topic
<p>Opening Remarks – <i>Jan Winbigler, Chair</i></p> <ul style="list-style-type: none">• <i>Chair Winbigler welcomed attendees and took roll.</i>• <i>The CAB reviewed the minutes from the 6/18 meeting, and Ms. Bluemel requested two minor corrections.</i><ul style="list-style-type: none">○ <i>Ms. Bluemel moved to approve the minutes as revised.</i>○ <i>Ms. Lomazzi seconded the motion to approve the minutes as revised.</i>○ <i>All members agreed.</i>
<p>Program Presentation</p> <ul style="list-style-type: none">• Mental Health in Schools – Chris Williams, SCOE<ul style="list-style-type: none">○ <i>Mr. Williams showed a PowerPoint presentation to the group (see handout), beginning by explaining research findings on the developmental interaction of biology and ecology. Adverse childhood experiences (ACE) can disrupt normal development. To promote healthy development, the program focuses on positive relationship with adults that provide healthy experiences (an approach known as building developmental assets). Data show that mental health is a tremendous need and largely underserved in children and youth. Over the past two decades, the prevalence of mental illness and suicidality has increased in American children and youth. The COVID pandemic has exacerbated this problem.</i>○ <i>Mr. Williams informed the attendees that the goal of the shared program is to connect the dots to integrate needed services into a comprehensive, school-based program. The program includes 1) prevention, 2) school climate, and 3) diagnosis and treatment all of which lead to improved health, wellness and improved academic achievement. A strength of this program is that we need to be (and are) where children and adolescents are, and that is in school. The schools can and should be a focal point for the work on mental health in children and youth and the health perspective.</i>○ <i>SCOE’s mission for this program is to work with all 13 school districts in the County and have behavioral health clinicians at all schools in the County and creating a system in which</i>

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all adults understand their role and contribute to supporting community care. Program outcomes include educational outcomes, health and mental health outcomes, and adult system-related outcomes.

- *Decreasing the onset of mental health disorders is the ultimate outcome. We will accomplish this by extending the Primary Care Center (FQHC) status to schools, allowing us to place clinicians into schools and bill Medi-Cal through the FQHC's existing mechanisms.*
- *The clinicians in schools are providing direct mental health services in a school context.*
- *The first year cohort of schools included six elementary schools, one middle school, and three high schools. Successes for the first year include*
 - *Being reimbursed by Medi-Cal for claims submitted, which constituted a proof of concept.*
 - *Establishment of coordination of the service team at each school to manage the identification and referral process.*
 - *Establishment of a county-wide Student Mental Health and Wellness Collaborative.*
- *Challenges that were encountered and overcome for the first year included*
 - *Disruption of normal services due to the COVID pandemic.*
 - *Establishing virtual learning and telehealth infrastructure and systems.*
- *The intent for the second year is to extend the program from nine to 20 schools, including Archoe School in Galt.*
 - *Ms. Lomazzi asked how parents reacted to the program.*
 - *Mr. Williams explained that there is no formal mechanism established to receive feedback from parents, but some parents expressed gratitude to the clinicians that provided services to their children.*
 - *Ms. Winbigler asked what the goals are for the second year.*
 - *Mr. Williams replied that the current registration process, which uses a paper form, is not working and we need to establish an electronic registration system that can integrate the clinicians' work within the electronic health record.*
- *Chair Winbigler thanked Mr. Williams for keeping CAB informed of the implementation of this important program and asked him to consider returning to provide additional updates. Mr. Williams said he would be happy to do so.*

Brief Announcements – All

- *Dr. Hutchins informed attendees that HRSA informed us that our Service Area Competition (SAC) Application, by which we receive the three-year HRSA grants and FQHC designation, will be delayed. It had been due this summer (as our grant ends on 2/28/2022). HRSA has given us a grant extension for a fourth year and we will receive the same funds as last year. We will then need to apply for the SAC next summer.*
- *Dr. Hutchins informed attendees that Cindy Hooker resigned from the CAB yesterday.*
 - *Ms. Bluemel asked why Ms. Hooker resigned.*
 - *Dr. Hutchins indicated that she and Chair Winbigler need to discuss this after today's meeting.*

Follow up Items – Dr. Hutchins

- *Dr. Hutchins showed the attendance tracker, and marked attendees today as present. There was no further discussion.*
- *Dr. Hutchins informed the group that SCHC has now completed the County HIPAA audit process for the Adult, Pediatrics, and Family Medicine clinics. We finally completed the medical chart review portion. We just received the report from the Office*

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of Compliance and Dr. Mishra needs to review and approve it. Once that is done, Dr. Hutchins will share this with interested CAB members.

- *In addition, SCHC completed successfully HIPAA audits of the OCHIN system (or electronic health record), pharmacy software, and the Radiology program.*

***CAB Governance**

- **Committees Updates to CAB**

- **Clinical Operations – Vince Gallo**

- *Mr. Gallo informed the group that this committee looked at several items, none of which needs official CAB approval.*
- *Much of the meeting was spent going over in detail the result of the December Patient Feedback Surveys, especially the behavioral health feedback survey, as this was the first time SCHC had administered it. Patient ratings were low for certain items as shown in red (see attachment). The Committee discussed possible reasons for the issues seen and possible ways to resolve these. Common issues were staffing and normal process disruption due to the pandemic.*
 - *Dr. Hutchins added that for the medical feedback survey, we continued to see certain problematic areas, but for others we did see evidence of improvement compared to the earlier survey administered in August and September.*

- **Finance Committee – Jan Winbigler**

- *Ms. Winbigler reminded members that they had received the May Financial Status Report and can review details then. She said that for some budget line items came in a bit under or over budget, but in general, we are on target for expectations.*
- *Ms. Winbigler asked Dr. Hutchins to explain to the group about the status of growth (new) positions for the new year. Dr. Hutchins explained that the County Board of Supervisors recognized the need for these positions, but since SCHC could not guarantee at least three years of funding (SCHC intends to pay for nearly two years from the HRSA ARPA budget), they would not approve permanent growth positions at this time. Instead, they approved seven limited-time positions that can be converted into county permanent positions in the future if SCHC can show that we have the funds (revenue) to sustain them.*
- *Ms. Winbigler asked Dr. Hutchins to summarize updates on the multiple HRSA grants. Dr. Hutchins said that we submitted progress reports by the due dates for the remaining HRSA COVID grants, including the Enhanced Coronavirus Testing (ECT) grant that has been extended for a second year. Staff is making progress on applying for and putting in progress reports for other grants. We are still waiting to hear back from HRSA as to the HRSA ARP Capital Grant application we submitted near the end of June. As a reminder, we are hoping to use those funds for much needed renovations in the main building on Broadway.*
- *Ms. Winbigler told CAB members that if they were interested in joining the Finance Committee to please let her or Dr. Hutchins know.*

- ***Governance – Jan Winbigler**

- *Ms. Winbigler informed CAB members that Governance Committee members had reviewed the revisions of PP 01-04 CAB Member Recruitment, Retention, and Development and recommend that the CAB adopt these.*
 - *Ms. Bluemel moved to approve and adopt PP 01-04 CAB Member Recruitment, Retention, and Development as revised.*
 - *Ms. Lomazzi seconded the motion to approve and adopt PP 01-04 CAB Member Recruitment, Retention, and Development as revised.*
 - *All members voted to approve and adopt PP 01-04 CAB Member Recruitment, Retention, and Development as revised.*

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- *Ms. Winbigler informed attendees that the Committee had developed several consumer member recruitment materials and asked Dr. Hutchins to present them so CAB members can provide their feedback.*
 - *Dr. Hutchins showed the first flyer and explained that Ms. Winbigler had asked Mr. Safi, Ms. Alongi and Dr. Hutchins to execute some of the decisions made during the meeting and to meet with the County Public Information Officer (PIO) assigned to the health department for professional guidance. This group met with the PIO yesterday. The PIO will assist us. We provided her with the materials that the Governance created and they will work on improving those. In addition, the PIO has agreed to help us produce a PowerPoint for CAB recruitment that includes voice over and video clips with messages from certain CAB members. These materials have all been sent to the PIO. We will have a follow up meeting when the PIO's colleague returns from vacation.*
 - *Several CAB members offered suggestions to improve the recruitment materials included in the handouts for the meeting. Dr. Hutchins suggested that CAB members email their suggestions to ensure that we can capture them all and relay them to the PIO.*
- *Ms. Winbigler asked CAB members if they agreed with the direction that the Governance Committee is taking on recruitment, regardless of specific details about recruitment materials. All members voiced agreement with the direction the Governance Committee is taking.*

Medical Director Update

- *Dr. Mishra began her remarks by explaining that the Family Medicine program is trying to formalize a process for Medication-Assisted Therapy for substance abuse. This will help provide substance abuse treatment for more patients in need.*
- *Dr. Mishra informed the group that the Pediatrics program continues to work on having providers from the UCD MIND Institute at the main SCHC site to provide developmental assessment and assessment of autism in children. Before we can have these services start, we need to fully understand the billing and reimbursement process for the parts we have already started, such as the Adverse Childhood Events (ACEs) screens, to make sure we can financially sustain new services.*
- *In the Internal Medicine/Psychiatry program, SCHC is trying to expand our care coordination service. We need to understand why patients who go to the UC Davis Emergency Room repeatedly do so. Is it because of a medical issue that is not being resolved? Is it a psychiatric issue? Is it something socially in their lives? Or is it that they have transportation needs that are not being met?*
- *Dr. Mishra shared that she is excited to have Dr. Rachel Robitz, psychiatrist and family medicine provider, begin providing psychiatric services on August 6 at the Loaves and Fishes site.*
- *SCHC is strategizing how best to provide COVID vaccination to patients when they are ready. We are prioritizing access to vaccination even if this means that we waste vaccine. We will streamline services to two days per week to limit wastage. COVID vaccine is sometimes wasted because it comes in multi-dose vials that have to be used within a short time of being opened.*
- *This is the County season for contracts. We continue to work to finalize key contracts. Dr. Hutchins is keeping track of all of our grants. In order to make sure that we can continue to provide services, we need to make sure that these contracts are in place.*

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| <ul style="list-style-type: none">• <i>The BOS has appointed a new Director of Health Services, Chevon Kothari. She is available to attend the next CAB meeting in person.</i> |
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Next Meeting Items – All

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| <ul style="list-style-type: none">• June Financial Status Report• Committee updates• 2021 CAB Member Recruitment Plan |
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Public Comment – <i>Vice Chair Lomazzi called for Public Comment. None was offered.</i>

Closing Remarks and Adjourn – <i>Chair Winbigler adjourned the meeting at 11:05.</i>
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Next Meeting: August 20, 2021/ 9:30-11:00 AM **** IN PERSON or Skype

*Items that require a quorum.

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.