

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

**Meeting Agenda**

September 16, 2022 9:30 AM to 11:00 AM

**Meeting Location**

Via Zoom: To see/share documents on the screen, go to

<https://www.zoomgov.com/j/1607171817?pwd=alprVXJvMlhqQnNibWRNQkNJVTEzUT09>

Meeting ID: 160 299 6161

Passcode: 250277

One tap mobile

+16692545252,,1619656307# US (San Jose)

+16692161590,,1619656307# US (San Jose)

OR

Dial by your location

+1 669 254 5252 US (San Jose)

+1 669 216 1590 US (San Jose)

Meeting ID: 160 299 6161

In Person: Conference Room 2800

- Please RSVP at least 24 hours in advance to Mr. Safi at [SafiM@saccounty.net](mailto:SafiM@saccounty.net) to reserve a place.
- Please arrive 15 minutes before the meeting start so that someone can bring you behind the locked doors. Wait in the main lobby (entrance on garage side) for someone to bring you upstairs.
- Facemasks are still required in the Primary Care Center.

Topic
<p>Opening Remarks and Introductions – <i>Ms. Winbigler, Chair</i></p> <ul style="list-style-type: none"> <li>• Roll Call and Welcoming of Guests/Potential New Members</li> <li>• *Review and approval of minutes from 08/19/22 meeting</li> </ul>
<p>Brief Announcements – <i>All</i></p> <ul style="list-style-type: none"> <li>• SAC application submitted successfully</li> </ul>
<p>Health Resources and Services Agency (HRSA) Project Director Update – <i>Dr. Mendonsa</i></p>
<p>Quality Improvement and Compliance – <i>Dr. Hutchins</i></p> <ul style="list-style-type: none"> <li>• Q3 Quality Improvement Plan Monitoring Report</li> <li>• Report on HIPAA Audit for Adult Medicine, Family Medicine and Pediatrics</li> </ul>
<p>*CAB Governance – <i>Committee Chairs</i></p> <ul style="list-style-type: none"> <li>• Committees Updates to CAB <ul style="list-style-type: none"> <li>○ *Clinical Operations – <i>Mr. Gallo</i> <ul style="list-style-type: none"> <li>▪ Program Review: After Hour Clinics</li> <li>▪ *Policy and Procedure Review and Approval: PP 04-23 Patient and Visitor Service Animals and Pets</li> </ul> </li> <li>○ *Finance Committee – <i>Ms. Winbigler</i> <ul style="list-style-type: none"> <li>▪ Comparison of FY 2022-23 growth items to Strategic Plan</li> <li>▪ Prioritization/Re-evaluation of Strategic Plan</li> </ul> </li> </ul> </li> </ul>

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| <ul style="list-style-type: none"><li>▪ FY 2023-24 growth recommendations to Clinic Management by November CAB meeting</li><li>▪ July Financial Status Report (FSR)</li><li>▪ Update on grants – existing and potential</li><li>○ Governance – <i>Ms. Winbigler</i><ul style="list-style-type: none"><li>▪ Recruitment update</li></ul></li></ul> |
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<b>Next Meeting Items – All</b>
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| <ul style="list-style-type: none"><li>● Program Review: Healthy Partners</li><li>● August Financial Status Report</li><li>● CAB Officer Nominations</li><li>● Committee Updates<ul style="list-style-type: none"><li>○ *Policy and Procedure Review</li></ul></li></ul> |
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<b>Public Comment – <i>Mr. Sultani, Vice-Chair</i></b>
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<b>Closing Remarks and Adjourn – <i>Ms. Winbigler, Chair</i></b>
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**Next Meeting:** Friday, October 21, 2022 9:30-11:00 via Zoom or in person

\*Items that require a quorum and vote.

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>

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.