

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

Meeting Agenda

February 17, 2023 9:30 AM to 11:00 AM

Meeting Location

Either *by Zoom*: To see/share documents on the screen, go to

<https://www.zoomgov.com/j/1618897122?pwd=MWdoR2JURFVUQUtHbU4yUW5oRklnUT09>

Meeting ID: 161 889 7122

Passcode: 153371

One tap mobile

+16692545252,,1607428658# US (San Jose)

+16692161590,,1607428658# US (San Jose)

Dial by your location

+1 669 254 5252 US (San Jose)

+1 669 216 1590 US (San Jose)

+1 551 285 1373 US

Or *in Person*: Community Room 2020 at 4600 Broadway / Sacramento, CA

- The Community Room 2020 is easily accessible without staff/security needing to let you in. It is at the top of the back stairs (near the Broadway entrance, not the garage entrance).
- Please RSVP at least 24 hours in advance to Dr. Hutchins at HutchinsS@saccounty.gov for staff to prepare you a packet if you wish to attend in person.
- Facemasks are still required in the Primary Care Center.

Topic
<p>Opening Remarks and Introductions – <i>Jan Winbigler, Chair</i></p> <ul style="list-style-type: none"> • Roll Call and welcoming of members and guests • *Review of 01/20/23 CAB meeting minutes • *Review of 02/03/23 CAB Budget meeting minutes • *Review of 02/14/23 CAB UDS meeting minutes
<p>Brief Announcements – <i>All</i></p> <ul style="list-style-type: none"> •
<p>Health Resources and Services Agency (HRSA) Project Director Update – <i>Dr. Mendonsa</i></p> <ul style="list-style-type: none"> • DEFERRED
<p>Medical Director Update – <i>Dr. Mishra</i></p>
<p>Quality Improvement and Compliance – <i>Dr. Hutchins</i></p> <ul style="list-style-type: none"> • *2023 CAB Compliance Calendar • Review of Patient Complaints, Grievances and Safety Issues • Provider Report Cards
<p>CAB Governance</p> <ul style="list-style-type: none"> • Committees Updates to CAB – Committee Chairs

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- Clinical Operations – *Mr. Gallo*
 - Policies and Procedures: NA
 - Program Summary: NA
- Finance Committee – *Ms. Bohamera*
 - January Financial Status Report (FSR)
 - Grant updates
 - New “main grant” from HRSA for 3/1/23 to 2/28/26
- Governance – *Ms. Winbigler*
 - Roberts Rules of Order training: How to make a motion, part 1
- Strategic Planning Ad Hoc Committee – *Ms. Fryer*
 - TBD

March Monthly Meeting Items – *All*

- HRSA Project Director Report
- HRSA Medical Director Report
- *2023 Sacramento County Health Center Quality Improvement Plan
- Patient Feedback Survey results (Nov-Dec 2022)
- Committee Updates
 - *Policy and Procedure Review:
 - *PP 01-08: Mission Statement and Values*
 - *PP 11-01: Sliding Fee Discount Program*
 - Program Review: TBD
 - February Financial Status Report
 - Recruitment and Training Updates
 - Strategic Planning Updates

Public Comment Period – *Ms. Fryer, Vice-Chair*

Closing Remarks and Adjourn – *Jan Winbigler, Chair*

Next Meeting:

Friday, March 17, 2023 / 9:30-11:30 AM

*Items that require a quorum and vote.

The Co-Applicant Board welcomes and encourages public 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.

02/15/23 v.2

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This agenda, the minutes (once prepared and approved) and handouts for this meeting can be found on the CAB website: <https://dhs.saccounty.net/PRI/Pages/Health%20Center/Co-Applicant%20Board/County-Health-Center-Co-Applicant-Board.aspx>