

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

Meeting Agenda

December 18, 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](#)

Go to: <https://meet.saccounty.net/safim/1BT79HGP>

[Try Skype Web App](#)

Go to: <https://meet.saccounty.net/safim/1BT79HGP?sl=1>

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: 39011261

Topic
Opening Remarks – <i>Jan Winbigler, Chair – 5 minutes</i> <ul style="list-style-type: none">• Roll Call• Review and approval of minutes
Brief Announcements – <i>All – 5 minutes</i> <ul style="list-style-type: none">• New member status correction (Hutchins)• Technology update (Mehrabuddin Safi & Sharon Hutchins)<ul style="list-style-type: none">○ IT Security Training○ Skype waiting room• Patient Feedback Survey in the field (Hutchins)• HIV Prevention grant opportunity (Hutchins)
Follow up Items – <i>Dr. Hutchins – 5 minutes</i> <ul style="list-style-type: none">• Attendance review• Report back on member request for documents related to patient death due to COVID-19
COVID-19 Pandemic – <i>Dr. Hutchins – 10 minutes</i> <ul style="list-style-type: none">• COVID-19 vaccination at SCHC<ul style="list-style-type: none">○ Phase I: Staff○ Select Patients○ All Patients
Preliminary Report from Operational Site Visit – <i>Dr. Hutchins – 10 minutes</i> <ul style="list-style-type: none">• Explanation of process and timelines• Explanation of initial findings of non-compliance with action plan<ul style="list-style-type: none">○ Proposed restructure○ Minutes revisions (January)• Recommendations (other than official findings)<ul style="list-style-type: none">○ Approval of change in status for Aaron Washington○ Minutes (documentation of approval, formally stating motion being made, recording motion, second, vote tally)
Policies and Procedures - <i>Dr. Hutchins and Mr. Dizon – 10 minutes</i> <ul style="list-style-type: none">○ PP 01-08: Vision, Mission, and Values○ PP 07-05: Credentialing and Privileges○ PP 11-01: Sliding Fee Discount○ PP 11-02: Billing and Collections○ PP 11-04: Grant Management Policy

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

CAB Governance – <i>Dr. Hutchins</i> – 30 minutes <ul style="list-style-type: none">○ Request for updated CAB member contact information & verification of biographical information○ Sub-Committee Updates to CAB<ul style="list-style-type: none">○ Clinical Operations – <i>NA</i><ul style="list-style-type: none">▪ Hiatus in meeting schedule○ Finance – <i>Jan Winbigler and John Dizon</i><ul style="list-style-type: none">▪ Financial Status Report▪ Prospective Payment System (PPS) rate amendment progress report▪ Update on County budget and use of County CARES funds▪ HRSA COVID-related grant reports due 1/08/21▪ Continuation of meeting schedule through 2021○ Governance – <i>NA</i><ul style="list-style-type: none">▪ Hiatus in meeting schedule○ Strategic Planning – <i>Dr. Hutchins</i><ul style="list-style-type: none">▪ Membership▪ 1st meeting on January 8, 2021
Patient Feedback Survey findings (August-September) <ul style="list-style-type: none">● Findings related to the 2020 Quality Improvement Plan
2021 Activity Calendar
Medical Director Update – <i>DEFERRED</i>
Next Meeting Items – <i>All</i> <ul style="list-style-type: none">● Needs Assessment● Strategic Planning kick off● Revised Financial Status Report
Public Comment – <i>Elise Bluemel, Co-Chair</i>
Closing Remarks and Adjourn – <i>Elise Bluemel, Co-Chair</i>

Next Meeting: January 15, 2021 / 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.