

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

**Meeting Agenda**

January 20, 2023 9:30 AM to 10:30 AM

**Meeting Location**

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

<https://www.zoomgov.com/j/1607428658?pwd=VWNWVmpjZ0UzbWc2OGlyeTVJRUh5UT09>

Meeting ID: 160 742 8658

Passcode: 849063

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

+1 646 828 7666 US (New York)

Meeting ID: 160 742 8658

*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.net](mailto:HutchinsS@saccounty.net) for staff to prepare you a packet if you wish to attend in person.
- Facemasks are still required in the Primary Care Center.

<b>Topic</b>
Opening Remarks and Introductions – <i>Ms. Fryer, Vice-Chair</i> <ul style="list-style-type: none"><li>• Roll Call and welcoming of members and guests</li><li>• *Review of 12/16/22 CAB meeting minutes</li></ul>
Brief Announcements – <i>All</i> <ul style="list-style-type: none"><li>• Noel Vargas, Deputy Director for Primary Health has started.</li><li>• M. Safi is extending his leave through July. Sharon will be hiring a temporary replacement.</li><li>• BOS ratified new CASB members Jeanette Barnett and Robyn Dequine at their 1/10/23 meeting.</li><li>• Meeting with Dr. Mendonsa to present HRSA Project Director (and other) evaluations being rescheduled</li></ul>
Health Resources and Services Agency (HRSA) Project Director Update – <i>Dr. Mendonsa</i>
Medical Director Update – <i>Dr. Mishra</i>
Quality Improvement and Compliance – <i>Dr. Hutchins</i>

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<ul style="list-style-type: none"><li>● DEFERRED due to shorter time period for meeting</li></ul>
<p>CAB Governance</p> <ul style="list-style-type: none"><li>● Committees Updates to CAB – Committee Chairs<ul style="list-style-type: none"><li>○ Clinical Operations – <i>Mr. Gallo</i><ul style="list-style-type: none"><li>▪ Program Summary: HIV Grant Programs</li></ul></li><li>○ Finance Committee – <i>Ms. Bohamera</i><ul style="list-style-type: none"><li>▪ December (mid-year) Financial Status Report (FSR)</li><li>▪ Grant updates</li></ul></li><li>○ Governance – <i>Ms. Winbigler</i><ul style="list-style-type: none"><li>▪ No meeting held (to allow for Strategic Planning Committee)</li><li>▪ Progress on Roberts Rules of Order training</li></ul></li><li>○ Strategic Planning Ad Hoc Committee – <i>Ms. Fryer</i><ul style="list-style-type: none"><li>▪ Report from first meeting on 1/11/23</li><li>▪ Mission, Vision, Values discussion</li></ul></li></ul></li></ul>
<p>February Monthly Meeting Items – <i>All</i></p> <ul style="list-style-type: none"><li>● Committee Updates<ul style="list-style-type: none"><li>○ *Policy and Procedure Review</li><li>○ Program Review: TBD</li><li>○ January Financial Status Report</li><li>○ Recruitment and Training Updates</li><li>○ CAB Calendar</li></ul></li></ul>
Public Comment Period – <i>Ms. Fryer, Vice-Chair</i>
Closing Remarks and Adjourn – <i>Ms. Fryer, Vice-Chair</i>

**Next Meetings:**

Friday, February 3, 2023 9:30-11:00 via Zoom or in person (Community Room 2020) - Budget

Friday, February 14, 2023 9:30-11:00 via Zoom or in person (Community Room 2020) – UDS

Friday, February 17, 2023 9:30-11:00 via Zoom or in person (Community Room 2020) – monthly meeting

*Friday, March 8, 2023 TBD – Strengths, Weaknesses, Opportunities and Threats (SWOT) Analysis with partners for strategic planning*

\*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.

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

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.